

MINUTES

**Minutes of the 72nd Meeting of the Public Health Agency board
held on Thursday 22 January at 1:30pm,
in Conference Room, 18 Ormeau Avenue,
Belfast, BT2 8HS**

PRESENT:

Mrs Julie Erskine	- Acting Chair
Dr Eddie Rooney	- Chief Executive
Mrs Pat Cullen	- Director of Nursing and Allied Health Professionals
Dr Carolyn Harper	- Director of Public Health/Medical Director
Mr Edmond McClean	- Director of Operations
Councillor William Ashe	- Non-Executive Director
Dr Jeremy Harbison	- Non-Executive Director
Mrs Miriam Karp	- Non-Executive Director
Mr Thomas Mahaffy	- Non-Executive Director
Alderman Paul Porter	- Non-Executive Director

IN ATTENDANCE:

Mr Paul Cummings	- Director of Finance, HSCB
Mrs Joanne McKissick	- External Relations Manager, Patient Client Council
Mr Robert Graham	- Secretariat

APOLOGIES:

Mr Brian Coulter	- Non-Executive Director
Mrs Fionnuala McAndrew	- Director of Social Services, HSCB

		Action
1/15	Item 1 – Welcome and Apologies	
1/15.1	The Chair welcomed everyone to the meeting and noted apologies from Mr Brian Coulter and Mrs Fionnuala McAndrew.	
2/15	Item 2 - Declaration of Interests	
2/15.1	The Chair asked if anyone had interests to declare relevant to any items on the agenda. No interests were declared.	

3/15 Item 3 – Minutes of the PHA Board Meeting held on 18 December 2014

- 3/15.1 The minutes of the previous meeting, held on 18 December 2014, were approved as an accurate record of the meeting, subject to one amendment, “Alderman Ashe” should be replaced with “Councillor Ashe”.

4/15 Item 4 – Matters Arising

171/14.6 R&D

- 4/15.1 Dr Harbison asked if there was any update in the recruitment of a Director of R&D. The Chief Executive advised that an advertisement for this post would be placed in the local press in early February.

5/15 Item 5 – Chair’s Business

- 5/15.1 The Chair circulated to members a report of the meetings she had attended since the last meeting.

6/15 Item 6 – Chief Executive’s Business

- 6/15.1 The Chief Executive informed members that he had met with the new Chief Executive of the NHS Blood and Transplant.
- 6/15.2 The Chief Executive said that he had attended an event in the Long Gallery which was part of the PHA review of special educational needs. He said that it was an excellent event and commended the work of PHA staff in this area.
- 6/15.3 The Chief Executive advised that he had met with former Belfast Lord Mayor, Máirtín Ó Muilleoir, regarding Ciclavia, an initiative which would look at closing roads in Belfast for the sole use of cyclists on Sunday mornings. He said that it is hoped to get this initiative up and running by June.

**7/15 Item 7 – Finance Update
PHA Financial Performance Report (PHA/01/01/15)**

- 7/15.1 Mr Cummings presented the Finance Report to the Board and advised that there was a year to date surplus of £2.2m. He

noted that the expenditure patterns over the last two months had showed a wide variation between budgeted and actual, but taken collectively, the difference wasn't as high. He suggested that the new approach of forecasting monthly costs was no more reliable than spreading the budget equally over 12 months.

7/15.2 Mr Cummings said that, despite the projected surplus, he was confident that all expenditure commitments would be realised. He pointed out that PHA had also had to find additional funds to cover the costs of initiatives that were due to be funded by OFMDFM.

7/15.3 Alderman Porter sought assurance that the differences between forecast and actual expenditure were solely due to timing issues. Mr Cummings said that commitments had been made and it was a matter of when these commitments would be honoured. Alderman Porter asked whether the funds which had not been honoured by OFMDFM had been covered by DHSSPS. Mr Cummings said that this had not been the case, and that between the use of slippage and delaying other projects, the funding had become available. Mr McClean added that this was set out in the Investment Plan update paper which had been tabled at the last meeting.

7/15.4 The Chair advised members that she had met with Simon Christie in connection with the report and thanked him and his staff for their work.

7/15.5 Given the wide variations in spend between profiled and actual expenditure identified by Mr Cummings, Dr Harbison asked whether the Board would be receiving PEMS reports again in the future. Mr McClean explained that the staff who prepared the PEMS reports were now supporting procurement work, plus he felt that the more up to date information in Finance Reports had increasingly displaced the need for monthly PEMS. Dr Harbison suggested that the decision to stand down the PEMS report was one for the Board to consider in light of the variations in profile and spend identified in the Finance Report.

7/15.6 Members said that they found the PEMS report helpful. The Chief Executive agreed to take forward the views of the Board in the development of a type of report that would be meaningful for members.

Chief
Executive

7/15.7 Members noted the Finance Update.

8/15 Item 8 – Revised Draft Commissioning Plan 2014/15 (PHA/02/01/15)

At this point Mr Dean Sullivan joined the meeting.

8/15.1 The Chief Executive reminded members that in March 2014, a draft Commissioning Plan had been approved by the PHA Board, but that there was a shortfall of £160m. He said that the draft Plan had been further revised and that the Plan which was being brought for approval today is an alternative Plan which is in financial balance. He added that he had discussed the amended Plan with Mr Sullivan and the Chief Executive of HSCB.

8/15.2 The Chief Executive advised members that, in terms of the development of the Commissioning Plan for 2015/16, he would expect that many of the areas not covered in 2014/15 would feature in 2015/16, and that from a PHA perspective, it was essential to ensure there would be an appropriate distribution of resources. He noted that the work required to take forward Transforming Your Care is complex and requires resources, but he would ensure that there would be sufficient scrutiny of the Plan by PHA staff.

8/15.3 Mr Sullivan reiterated the points made by the Chief Executive, saying that the draft Plan was submitted to DHSSPS as an appropriate response to the Commissioning Plan Directions. In the period since the draft Plan was submitted DHSSPS has worked with HSCB to finalise the Plan, and an extra £75m of funding was made available, however many new service developments were not taken forward, and some short-term contingency measures were needed. He said that, subject to the approval of the PHA Board, this amended Plan would be sent to DHSSPS.

8/15.4 Alderman Porter sought clarity that many of the initiatives not taken forward in 2014/15 were being deferred until 2015/16, but that there was no confirmation that they could be funded in 2015/16. Mr Sullivan said that this was an issue but it was anticipated that from 2015/16, there would be a Plan that would be in balance and where these initiatives could be funded

recurrently. He confirmed that there would be no funding for new service developments in 2015/16.

- 8/15.5 Alderman Porter asked about the overall Commissioning process in terms of the financial resources required. Mr Sullivan explained that each year there are approximately 6.5% pressures, whether this is cost increases due to inflation, or efficiency savings. He said that each year DHSSPS will make a submission to DFP for the funds required, however the budget for health was short of what DHSSPS had requested. Alderman Porter queried why a Plan was developed if it was known to be unaffordable, but Mr Sullivan said that it is up to DHSSPS to issue a Commissioning Direction that is affordable.
- 8/15.6 Mr Mahaffy said that the draft Plan was an attempt to balance the books, rather than driven by an assessment of need. He added that if PHA's role is tackling health inequalities, then this did not adequately feature in the draft Plan. The Chief Executive acknowledged the point made in terms of health inequalities and responded by saying that the draft Plan was compiled with PHA input, based on the best evidence available, and that he would receive assurances that PHA's input has been taken into account. This would be even more critical in the development of the 2015/16 Plan. He added that as part of the PHA Board away day, members had discussed PHA input to the Plan and also the turnaround in completing the Plan.
- 8/15.7 Mr Cummings said that an assessment of need had been undertaken, and he pointed out where £51m had been set aside for service developments. He said that following the assessment of need, the additional £160m funding need had been identified.
- 8/15.8 Mrs McKissick noted that a need had been identified regarding endometriosis, and she was pleased to report that this had been taken forward during 2014/15. Mr Sullivan confirmed that the Belfast Trust was developing a business case.
- 8/15.9 Dr Harbison said that, although the PHA Board was approving the Commissioning Plan for 2014/15, there were serious issues to be taken forward into 2015/16, for example, patient safety, elective care, waiting times and emergency departments. He emphasised that patient safety was an important issue for 2015/16 and he proposed that there should be a joint meeting of

the HSCB and PHA Boards as soon as possible to discuss the draft Plan for 2015/16. The Chair undertook to write to the HSCB to put forward this suggestion on behalf of the PHA Board.

Chair

8/15.10 Members approved the Commissioning Plan for 2014/15 with the exception of Mr Mahaffy.

9/15 Item 9 – PHA Board Members Register of Interests (PHA/03/01/15)

9/15.1 The Chair requested that members ensure that their entry in the Register of Interests is up to date and to advise the Secretariat of any changes.

9/15.2 Members noted the Register of Interests.

10/15 Item 10 – Any Other Business

10/15.1 There was no other business.

11/15 Item 11 – Date and Time of Next Meeting

Date: Thursday 19 February 2015

Time: 1:30pm

Venue: 5th Floor Meeting Room
12/22 Linenhall Street
Belfast
BT2 8BS

Signed by Chair: 

Date: 19 02 .15