

**Minutes of the Special Meeting of the Public Health Agency
held at 10.15am on Wednesday 8 July 2009 in the Public
Health Agency, Ormeau Avenue Unit, 18 Ormeau Avenue,
Belfast, BT2 8HS**

PRESENT:

Ms M McMahon	-	Chair
Mrs P Cullen	-	Deputy Director of Nursing
Mrs J Erskine	-	Non-Executive Director
Dr J Harbison	-	Non-Executive Director
Dr C Harper	-	Director of Public Health/ Medical Director
Mr E McClean	-	Director of Operations
Mr C Mullaghan	-	Non-Executive Director
Mr S Nicholl	-	Non-Executive Director
Mr R Orr	-	Non-Executive Director
Dr E Rooney	-	Chief Executive

IN ATTENDANCE:

Mr P Cummings	-	Director of Finance, HSC Board
Mrs J Dougan	-	Public Relations Officer
Mrs F McAndrew	-	Director of Social Care and Children, HSC Board
Ms M McCloskey	-	Finance and Administration Manager
Mr S Murray	-	IfH Manager
Miss D Beer	-	Secretariat

APOLOGIES:

Mrs M Hinds	-	Director of Nursing & Allied Health Professionals
Ms M Hully	-	Chief Executive, Patient and Client Council
Ms M Karp	-	Non-Executive Director

Mr T Mahaffy - Non-Executive Director

Mrs Pat Cullen, Deputy Director of Nursing attended the meeting in place of Mrs Mary Hinds.

ACTION

35/09 Welcome

The Chair welcomed members to the special meeting.

36/09 Approval of Health Promotion Agency Annual Accounts 2008-2009 – Paper PHA/01/07/09

Mr Cummings presented the paper to members.

An unqualified opinion has been received on the accounts. Mr Cummings commended the HPA on being a sound, well run organisation. The legacy organisation had met the level of compliance for all of the 14 controls assurance standards set by DHSSPS.

Mr Mullaghan questioned how the compliance is measured. Mr Cummings explained that each standard has certain criteria which are set by the DHSSPS. Each HSC organisation has to supply evidence of meeting the criteria and provide a self assessment which is then independently verified, in this case by internal audit.

Mr Harbison highlighted that the level of compliance against some standards only just fell into the DHSSPS expected level of compliance. Mr Cummings responded by saying that some organisations have struggled to meet the standards specifically on records management and commended the HPA on meeting all of them.

A number of notes are included as part of the accounts. One of these provides information on the remuneration of senior employees, including Voluntary Early Retirement payments made as part of the Review of Public Administration. This will be published as part of the summary financial statements in the annual report.

The HPA Annual Accounts 2008/09 were approved by the Board and signed by the Chair and Chief Executive.

37/09 **Annual report and accounts of the Health Promotion Agency for Northern Ireland Paper - PHA/02/07**

The Chair drew members' attention to amendment of the date of the RAPHSW Board meeting which should read 8 July 2009 in the HPA annual report.

Mr McClean advised that the report has been prepared in line with the template supplied by the DHSSPS and outlines the key achievements of the HPA in 2008-2009. Particular attention was drawn to the partnership work with other organisations, training and professional development and seminars and events organised across a range of health topics.

The Chair noted that the PHA should build on the good work of the HPA.

The Annual Report was approved by the Board.

38/09 **Approval of Joint Commissioning Plan - Paper PHA/03/07/09**

Mr McClean presented the draft Joint Commissioning Plan which sets out the strategic direction for health and social care and improvement in health and wellbeing and how the funding allocated to the HSCB and PHA will be deployed in each local commissioning area.

He noted that the layout of the Joint Commissioning Plan follows the framework set by the DHSSPS and includes three sections:

- (1) A strategic overview.
- (2) An exception report on targets/standards where there is a risk to their achievability.
- (3) A financial schedule.

Mr Mullaghan highlighted Priority Area 1: Improving Health and Well Being – Reducing Obesity where the roll out of the BMI programme in post-primary school by school nurses was mentioned. Mr Mullaghan questioned how many school nurses are in the current system and how they are funded as they have a major role in prevention and early intervention.

Mrs McAndrew advised that school nurses are funded by the HSC bodies. A review of the health visiting and school nurse systems has been carried out recently, looking at the role, function and capacity of the service. A report will be published soon and it is hoped that this will guide future plans.

Mrs McAndrew noted the shift towards community care and increased proportion of people who are looked after in their own homes. This is not always the cheaper option and presents a resource challenge. Different needs across different commissioning areas have been recognised.

Mr Orr highlighted the example of smoking cessation programmes in the prison service. Responsibility for healthcare in prisons has now been transferred into the HSC. Programmes such as smoking cessation may provide a route in for health promotion. Dr Harper advised that the prison setting is one of a number of PHA priorities.

Dr Harbison commended the executive teams of the PHA and HSCB on producing the plan under such tight timescales. He highlighted the importance of the PHA making a distinctive impact and influence by defining its unique priorities.

Mrs Erskine commented on a personal lack of knowledge in some areas of the commissioning process and suggested that training in this field would be helpful.

The Chief Executive advised that funding for swine flu is a major unknown factor. It is not yet clear if central funds will be made available.

Mr Cummings advised that the financial parameters of the Priorities for Action have to be viewed against the waiting lists for elective care, the financial deficit position of the HSC Trusts and the lack of DHSSPS slippage monies. However, it is hoped that the Minister will be able to argue the case for additional funding to cover the costs of swine flu.

Dr Harper stated that there will be a move away from the traditional commissioning of services towards targeted investment. This will be an evolutionary shift in emphasis.

Mr McClean informed members that the PHA needs to consider how to deliver targets which it will drive in collaboration with the HSC Board. Tangible outcomes need to be identified.

Mr Orr highlighted the need for including children in care in Priority Area 5: Improving Children's Services, given the high rates of family breakdown.

Mrs McAndrew advised that work has commenced on a stock take of alternative care forms of support to children and families.

Members approved the Joint Commissioning Plan.

39/09 **Any other business**

It was agreed that members should where possible travel collectively to the next Board meeting which will take place in Gransha Park in Londonderry. This will be coordinated prior to the next meeting.

Mr E McClean

The meeting on the 15 October 2009 will take place at CAFRE, Enniskillen.

Date and Time of Next Meeting

The Sixth Meeting of the Public Health Agency will be held at 2.15pm on Thursday 20 August 2009 in Gransha Park

House, 15 Gransha Park, Clooney Road, Londonderry,
BT47 6FN

Signed: _____ (Chair) Date: _____