

**MINUTES OF THE MEETING OF THE PUBLIC HEALTH
FUNCTIONS PROJECT TEAM
TUESDAY 28 FEBRUARY 2006
9.15am – 3.00pm
DUNADRY HOTEL, ANTRIM**

ATTENDEES:

Dr E Mitchell (Chairperson)
Dr M Donaldson
Ms E O'Doherty
Mrs A McLernon
Dr R Smithson
Dr J Little
Dr B Gaffney
Mr B Smyth
Dr AM Telford

In Attendance:

Mr D Martin
Mrs D Kenny
Dr C Harper
Dr N Chada
Mr N McMahan
Mrs P Osborne
Mrs S Tallentire
Mrs L Bradford (Secretariat)

1. Welcome / Apologies

Dr Mitchell welcomed members to the meeting. Apologies were received from Mr Willie Francey.

2. Minutes and Matters Arising from the meeting of 14 February 2006

Minutes of the 14th February were agreed.

3. Matters Arising from the meeting of 14 February 2006

- **Legislation to establish new integrated HSS Trusts**

Project Team members were advised that work had commenced to map the legislation underpinning public health functions and that it would be presented to the Project Team when sufficiently developed.

- **Criteria for evaluation**

Project Team members noted that a revised paper on criteria for evaluation had been circulated.

- **Roles Paper**

Project Team Members agreed to consider and respond to preliminary comments on the roles paper circulated by Dr McCormick, though it was recognised that more substantive comments could be made once the group had progressed their thinking in relation to preferred models for public health.

ACTION POINT: PROJECT TEAM MEMBERS TO FORWARD COMMENTS ON ROLES AND RESPONSIBILITIES PAPER BY 6 MARCH.

4. Development and Evaluation of Options

Paper 10/06

Dr Mitchell briefly introduced this item and highlighted how comments from Project Team Members on the local models paper, which was tabled at the end of the previous meeting, would be addressed. Dr Mitchell then asked Dr Carolyn Harper to inform the group about the proposed process for developing and evaluating the options and to facilitate the remainder of the session.

Dr Harper then outlined the steps that were involved in the process of developing and evaluating options. It was noted that today's meeting would only deal with local options. It was recognised that it would be necessary thereafter to consider the regional options and also to consider how the local and regional options could be integrated. Dr Harper also outlined the proposed process for scoring options.

The Project Team were advised that the options represented a direction of travel but that there would be a need for refinement of models to identify which functions would need to be included.

Project Team members recognised that it would be necessary to take account of the views of members absent from the meeting before selecting the preferred options.

ACTION POINT: NIGEL MCMAHON TO LIAISE WITH WILLIE FRANCEY IN RELATION TO EVALUATION OF LOCAL OPTIONS.

Health Improvement Public Health Functions

The Project Team commenced the process by clarifying and agreeing the meaning of each of the options commencing with the Health Improvement domain.

Detailed discussion followed in relation to the scope of the options within Health Improvement. It was recognised that in all options frontline activities, such as school nursing and health visiting, would remain in Trusts. It was also agreed that there should be a clear distinction between frontline service delivery and the function of planning, enabling, coordinating and training.

Following significant discussion and clarification in relation to the functions represented, options A and C were scored. It was also agreed that option B did not need to be evaluated as it could be represented as a development of option A – the key issue for consideration being the formality of links with local government. It was, however, agreed to score Health Improvement option D.

Local Health Improvement options were then scored in relation to each of the criteria except for Integration. It was agreed that it would not be possible to score this criteria at this stage of the process. This decision was also applied to the models for service development. It was recognised that the Project Team would need to return to the issue of integration.

The results of the evaluation reflected a clear preference for option A.

Service Development Public Health Functions

Following discussion, including in relation to alternatives to those listed, on options for providing the public health contribution to service development, it was agreed to score Local Service Development options A and B.

Although a higher score for option A was identified, there was limited difference between the totals obtained for options A and B.

In response to comments by Dr Chada it was agreed that the Support Group would investigate alternative options for providing the public health contribution to service development.

ACTION POINT: SUPPORT GROUP TO IDENTIFY EXAMPLES OF HOW THE PUBLIC HEALTH CONTRIBUTION TO SERVICE DEVELOPMENT IS PROVIDED IN OTHER PARTS OF THE UK.

[Dr Janet Little and Dr Brian Gaffney left the meeting after completing scoring on Health Improvement and Service Development models.]

Health Protection Public Health Functions

Following discussion in relation to the meaning of each of the options it was agreed that options A, B, C, D, G and H should be scored. Local Health Protection options were then scored in relation to each of the criteria. The results reflected a clear preference for option A.

5. Minutes of the meeting of 21st February 2006

The minutes of the meeting of the 21st February 2006 were agreed.

6. Matters Arising from the meeting of the meeting of 21 February 2006

- **Revision of Functional Lists**

Revised functional lists were tabled, but it was noted that further amendments might be necessary to reflect comments from Dr Brian Gaffney which had just been received.

ACTION POINT: PROJECT SUPPORT GROUP TO REVIEW FUNCTIONAL LIST IN LIGHT OF COMMENTS BY DR GAFFNEY

- **Sponsoring Role**

Members were advised that Damien Martin had sought advice on where responsibility for sponsoring bodies would be likely to fall but had not as yet received a response to his inquiry.

- **Status of Papers**

It was noted that this would be highlighted by the Project Support Group when papers were being circulated to Project Team members.

- **Project Team Minutes**

Members also noted that a response on access to the minutes of other Project Teams was also awaited.

- **Communication Plan**

Members were advised that a draft plan would be presented to the next meeting of the Project Team.

7. **Dates of Future Meetings**

Tuesday 7 March 2006 at 9.15am, Dunadry Hotel, Templepatrick.

8. **AOB**

Following discussion members undertook to suggest regional options for the three domains. Dr Brian Smyth advised that he would be forwarding a paper on Regional Health Protection Functions.

ACTION POINT: PROJECT TEAM MEMBERS TO FORWARD SUGGESTIONS ON REGIONAL OPTIONS TO THE PROJECT MANAGER BY 2 MARCH 2006

The meeting ended at 2:40pm