

Minutes

MEETING: NIMDTA Board (Extraordinary Meeting)

DATE: Thursday 27 August 2015

TIME: 2.00 pm

VENUE: Boardroom, Beechill House, NIMDTA

Present

Members

Mr A Joynes (Chair)

Mr D Maguire

Mr D Morrice

Mr L Wilson

Mr G Smyth

Officers

Professor K Gardiner (Chief Executive/Postgraduate Medical Dean)

Ms M Roberts (Administrative Director)

Mr M McCarey (Governance, IT & Facilities Manager)

In Attendance

Mrs P Dardis

1 APOLOGIES

None received.

2 DECLARATION OF MEMBERS INTERESTS

None declared.

3 PUBLIC ADVERTISING OF MEETINGS

The Chair (Mr Joynes), highlighted the costs currently associated with the advertising of NIMDTA Board meetings. He sought the opinion of the members as to the discontinuation of publicising the meetings in the media as a possible cost saving measure.

It was noted, that since the inception of the Agency in 2004, there had been no recorded attendance from a member of the public.

After further discussion and with the unanimous agreement of the Non Executive Members, Ms Roberts (Administrative Director), was requested to write to the Department requesting approval for the advertising of meetings through the media to cease. Meetings would continue to be publicised online through the NIMDTA website.

Administrative Director

4 DRAFT ANNUAL QUALITY REPORT 2014/2015 (Paper 15/47)

Members received and considered the draft Annual Quality Report for 2014/15. It was noted that the deadline for submission of a first draft to the Department was 14 September 2015.

Members discussed the report in detail and received, noted and revised the tabled update of the proposed forward. Mr McCarey (Governance Manager) undertook the updating/editing of the references.

Governance Manager

Members approved the draft subject to suggested amendments and the correction of highlighted typographical errors.

Chief Executive

Professor Gardiner (Chief Executive/Postgraduate Medical Dean) advised the members that the final report was required to be published on the NIMDTA website during the week commencing 9 November 2015.

He further informed the members that ALBs and Trusts had been asked to consider a quality related activity that could take place or be profiled during the week of publication. It was noted that NIMDTA were organising a related activity to celebrate quality in healthcare, to coincide with the 'World Quality Day' which fell this year on 13 November 2015. Professor Ian Curran, from the General Medical Council (GMC), had accepted an invitation to address Senior Educators. Professor Gardiner invited Non Executive Members to attend if available and would arrange for details of the event to be forwarded when confirmed.

Chief Executive

5 ANY OTHER BUSINESS

Announcements

The Chair, informed members that following the recent announcement, by two of NIMDTA's Senior Team, Professor David

Hussey (Postgraduate Dental Dean) and Dr John Collins (Associate Dean for Careers and Personal Development), he had written to both on behalf of the Board to thank them for their years of commitment and support and wish them well for the future.

He advised, that he had also written to Dr Claire Loughrey (Director for Postgraduate General Practice Education), to congratulate her on her prestigious appointment to the Chair of the UK Committee of GP Directors and Educators (COGPED).

6 DATE OF NEXT MEETING

- 24 September 2015 – Boardroom

Confirmed dates for 2015

- Tuesday 1 December 2015 – Boardroom (*previously 26.11.15*)

Confirmed dates for 2016

- Tuesday 26 January 2016 – Boardroom
- Tuesday 29 March 2016 – Boardroom
- Thursday 28 April 2016 – Boardroom
- Thursday 30 June 2016 – Boardroom (*23.6.16 alternative*)
- Thursday 29 September 2016 – Boardroom
- Thursday 24 November 2016 – Boardroom

All formal meetings unless otherwise advised will commence at 2.00 pm with a Pre-Lunch Meeting of Non-Executive Board Members at 1.00 pm.

Non-Executive Members Workshops 2015

- Thursday 29 October 2015 – Boardroom

Confirmed dates for 2016

- Thursday 25 February 2016 – Boardroom
- Tuesday 24 May 2016 – Boardroom
- Thursday 25 August 2016 - Boardroom
- Thursday 27 October 2016 - Boardroom

All Non Executive Workshops unless otherwise advised will commence at 2.30 pm with a Pre-Lunch Meeting of Non-Executive Board Members at 1.30 pm.