

**MEETING:** NIMDTA Board (Ad Hoc)

**DATE:** Thursday 6 May 2021

**TIME:** 4.00 pm

**VENUE:** Zoom Meeting Room

<b>Members:</b>	Mr D Morrice	Acting Chair
	Mr D Maguire	Member
	Mr G McKenna	Member
	Dr J Little	Member
	Mr L Wilson	Member

<b>In Attendance:</b>	Mr M McCarey	Chief Executive/Senior Governance, IT & Facilities Manager
	Ms P Black	Senior Business Manager
	Ms A Doherty	BSO
	Ms M Gregge	Governance & Facilities Executive Officer
	Ms G Kerr	Committee Support Executive Officer

Ref	Item	Action
<b>1.0</b>	<b>Apologies</b>	
1.1	Mr A Joynes (Chair) Dr I Steele (Postgraduate Medical Dean/Director for Hospital Specialty Training/ Professional Development)	
<b>2.0</b>	<b>NIMDTA Accounts 2020/21</b>	
2.1	Ms Black introduced Ms Doherty to Members.  Ms Doherty provided a comprehensive overview of the Accounts, apologising for the lateness of circulation. Ms Doherty also noted that page numbers in the Executive Summary are incorrect until insertion of Remuneration Report.	

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2.2	<p><u>Page 5</u> Ms Doherty highlighted the surplus of £36k which is within the breakeven target, also noting the significant increase to costs due to SLE. Ms Black advised a note will be added within the Annual Report to clarify the SLE related increases. Mr Morrice agreed it is beneficial to add clarification on the increase.</p>	
2.3	<p><u>Page 7</u> Ms Doherty highlighted that cash flow is significantly higher than previous year, clarifying that this is due to timing of payments rather than actual increases.</p> <p>Mr Morrice noted there have been some changes from FREM during 20/21. Ms Doherty confirmed all notes have been updated accordingly.</p>	
2.4	<p><u>Page 20</u> Ms Doherty noted an expected increase to staff costs due to SLE and pay increases.</p> <p>Ms Doherty highlighted a number of costs which have decreased due to Covid-19, including premises, travel and speaker costs.</p> <p>Mr Morrice asked why BSO SLA costs have increased by £10k. Mr McCarey advised this is likely to be the incremental increase, plus NIMDTA's contribution towards the Data Protection Officer, who is a shared resource across ALBs and the BSO.</p>	
2.5	<p><u>Page 21</u></p> <p>Note 4 – decrease due to lack of courses.</p> <p>Ms Doherty noted the significant increase to seconded staff costs, mainly due to SLE. Mr Morrice queried the asterix. Ms Doherty clarified this is there as a reminder to include a note re SLE increases, and will be removed prior to submission. Mr McCarey confirmed he will highlight SLE increases in his CEO foreword.</p> <p>Ms Doherty advised that Capital Assets are within the thresholds for funding provided.</p>	

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2.6	<p><u>Page 26 - Note 27</u>  Ms Doherty noted the increase to cash and cash equivalents, advising this is due to timing of invoices paid at year end. Dr Little queried the year being 2019. Ms Doherty confirmed this is a typo and should read 2020. Ms Doherty amended during discussions.</p>	
2.8	<p><u>Page 29</u>  Mr Morrice queried the QUB credit note. Ms Doherty advised this relates to ACLACF trainee salary costs. Ms Black provided background, confirming that a credit note is awaited.</p> <p>Note 20 – Dr Little advised she was employed by PHA as a Locum from April to August 2020. Dr Little confirmed she had no employment with BHSCT during 20/21.</p>	
2.9	<p><u>Page 34</u>  Members congratulated on achievement of breakeven target. Mr Morrice congratulated Ms Doherty, Ms Black and her team on this achievement.</p>	
2.10	<p>Mr Morrice asked if Members are required to approve Accounts today. Mr McCarey clarified that Members must have had the opportunity to review prior to submission, and that was the core focus of this meeting.</p> <p>Mr McCarey thanked Ms Doherty and BSO colleagues for their work on NIMDTA accounts this year.</p> <p>Mr McCarey thanked Members for accommodating the late notice of the meeting within the context of preparing key documents for submission.</p>	



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**NIMDTA Chair**

**29.06.22**

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**Date**