

Minutes

MEETING: NIMDTA Board
DATE: Tuesday 26 June 2018
TIME: 2.00 pm
VENUE: Board Room, NIMDTA

Members:	Mr A Joynes Mr D Maguire Mr D Morrice Mr L Wilson Mr G McKenna Dr J Little	Chair
In Attendance:	Professor K Gardiner Ms P Black Mr M McCarey Dr B Hendron Dr I Steele Dr C Loughrey Ms R Campbell Ms D Hughes Dr L Parks Ms G Kerr	Chief Executive/Postgraduate Dean Business Manager Governance, IT & Facilities Manager Postgraduate Dental Dean Director of Hospital Specialty Training Director for Postgraduate GP Education Professional Support Manager Education Manager Deputy Director Foundation Programme Committee Support Executive Officer

Ref	Item	Action
1.0	Apologies	
1.1	Ms A Carragher (Director of Foundation Programme)	
2.0	Declarations of Interests – Items of Business	
2.1	None.	
3.0	Announcements	
3.1	Mr Joynes welcomed Dr Parks, highlighting that she was recently appointed as the Director of Foundation Programme,	

Ref	Item	Action
	with effect from 1 August 2018. Dr Parks advised that outside of her current NIMDTA role she is also a consultant anaesthetist in Craigavon Area Hospital, SHSCT.	
3.2	Mr Joynes congratulated Ms Hughes, Professor Gardiner and all staff involved in the recent Clinical Excellence Day held at La Mon Hotel. Mr Joynes stated that he would write to the administrative team to congratulate them on a successful event. Mr Joynes thanked Board Members who attended.	Mr Joynes
3.3	<p>Professor Gardiner acknowledged Ms Carragher in her absence, noting that she had led the Foundation Programme since its inception in 2005 and highlighted that this would have been the last Board meeting of her tenure.</p> <p>Mr Joynes thanked Ms Carragher on behalf of the Board for her work in developing the Foundation School, which provided high quality services and was highly regarded in relation to other deaneries across the UK. Mr Joynes committed to write to Ms Carragher thanking her on behalf of the Board before she left.</p>	Mr Joynes
4.0	Draft Minute of Previous Meeting	
4.1	The minutes of the meeting held on 26 April 2018 were agreed and signed.	
5.0	Matters Arising	
5.1	<u>3.3 – Chair’s Introductory Meeting with Deputy Dental Dean</u> Mr Joynes confirmed that he met with Mr Qudairat on 15 May 2018.	Complete
5.2	<u>5.1 Review of the Operation of Health & Social Care Whistleblowing Arrangements / Board Champion for Culture</u> Mr McCarey advised that staff training would take place in September. This would complete the final action. Mr Joynes asked if Board Members should attend this training. Mr McCarey agreed to circulate the date when confirmed. Professor Gardiner stated that he felt Board Members should attend if they were available.	Mr McCarey
5.3	<u>5.2 Board Training Options</u> Ms Black advised that there had been no update from Ms	Board Members

Ref	Item	Action
	Cairns on options. Mr Joynes asked if this action should be removed from the Minute. Mr Joynes suggested that Board Members should discuss their development requirements and provide feedback. Agreed.	
5.4	<u>5.3 HR Continuity Plan</u> In Professional Support Manager Report.	Ms Campbell
5.5	<u>Strategic/Business Planning Update</u> Mr McCarey confirmed that Cyber Security briefing took place on 24 May 2018. Professor Gardiner suggested that further training was required. Mr McKenna raised his concerns, particularly given the service being delivered by BSO on our behalf. Mr Joynes asked if we could outsource further training to another provider. Mr McKenna suggested raising concerns at the SLA meeting with BSO. Mr Wilson highlighted that NIMDTA wanted to know what the governance responsibility was, not to get an overview. Mr McCarey stated the Cyber Security taskforce could be asked for further training, as they were currently carrying out a review across the HSC.	Mr McCarey
5.6	<u>5.8 Business Plan 2018/19</u> Mr McCarey confirmed that the draft Business Plan was awaiting clarification of a query with the Chair and Chief Executive. Once this was confirmed, the Business Plan would be finalised.	Complete
5.7	<u>16.3 Potential NICPLD Pharmacy Merger</u> In Chief Executive/Postgraduate Medical Dean's Report.	Professor Gardiner
5.8	<u>11.2 - Corporate Scorecard</u> In Governance, IT and Facilities Manager Report.	Mr McCarey
5.9	<u>11.3 - Corporate Risk Register (CRR)</u> Mr Joynes asked Professor Gardiner if steps had been taken to arrange an event regarding mitigating the risk of GP vacancies. Professor Gardiner overviewed the background to the situation and advised that the preference was to work in conjunction with the DoH. This is being facilitated by Mr Peter Barbour and a date was awaited. Mr Wilson stated that it was important to demonstrate that NIMDTA was being proactive. Mr Joynes stated that the key for NIMDTA was involvement before Ministers make announcements regarding additional posts. Professor Gardiner stated that he believed 111 was the	

Ref	Item	Action
	appropriate target for GP trainee numbers, adding that the workforce planning had not been there in previous years to ensure that these could be filled.	
5.10	<u>Data Breach – 19 April 2018</u> In Governance, IT and Facilities Manager Report.	Mr McCarey Mr Oliver
5.11	<u>11.4 - Business Continuity Planning</u> Mr McCarey advised that the Corporate information in the Business Continuity Plan was nearing completion and was now available on Sharepoint for SMC Members' information. Mr McCarey confirmed that work had begun to liaise directly with NIMDTA Departments to develop Department specific information.	Mr McCarey Ms McIlvenny
5.12	<u>11.5 - GDPR Preparedness</u> Mr McCarey advised that the discussions regarding the amalgamation of the five policies into one were ongoing with BSO.	Mr McCarey
5.13	<u>11.6 - Governance Statement</u> Mr McCarey advised that the Governance Statement was now final and was included within the Annual Report & Accounts. In Governance, IT and Facilities Manager Report.	Complete
5.14	<u>Fire Safety</u> Mr McCarey advised that a future test will be carried out while Board Members are present at NIMDTA, so they were fully aware of what action to take in an emergency.	Mr McCarey
5.15	<u>11.9 - Incidents</u> In Governance, IT and Facilities Manager Report.	Complete
6.0	Report From The Audit Sub-Committee	
6.1	Mr Morrice advised that a pre meeting took place earlier today with NIAO, Internal Audit and ASM. Attendees had no issues to raise, reporting that everything went very smoothly in year. Audit advised they were very happy with the working relationship with NIMDTA.	
6.2	Mr Morrice highlighted that the 2017/18 RTTCWG was the best he had seen throughout his career. Mr Morrice thanked staff	

Ref	Item	Action
	<p>for their excellent work, particularly Mr McCarey & Ms Black. Mr Joynes seconded this.</p> <p>Mr Joynes asked for final breakeven figure, Ms Black confirmed that it was £24k.</p> <p>Mr Joynes thanked all SMC members for their input. Professor Gardiner thanked Ms McIlvenny for her work on the Annual Report. Mr Joynes seconded this.</p> <p>Mr Morrice highlighted that the Audit Committee Annual Report to the Board was included as part of the Governance, IT and Facilities Manager Report.</p>	
6.3	<p>Mr Morrice stated that the Audit Committee recommended that the Board approve the Annual Report & Accounts. Mr Joynes asked members if they were content to accept the recommendation from the Audit Committee, subject to several minor changes. Members agreed.</p>	
7.0	Report from the Governance & Risk Sub-Committee	
7.2	<p>Mr Joynes advised significant time had been spent looking at the Corporate Risk Register (CRR), highlighting that he was keen to see the Education Risk Register (ERR) completed.</p> <p>Mr Joynes referred to previous discussions in relation to the fact that some of the risks identified in the ERR could be applied to each training area. Mr Joynes asked Mr McCarey to confirm if the ERR will be brought back to the next Governance & Risk Committee for further consideration. Mr McCarey confirmed this was the case.</p> <p>Mr Joynes advised that discussions had also taken place regarding the creation of a single overarching Risk Register for NIMDTA, stating that he preferred the current three Registers.</p> <p>Mr McCarey highlighted that, at the Governance & Risk Committee, Mr Joynes had raised (on Mr Wilson's behalf) that new Risk Management software was available and was being used by other HSC organisations. Mr Wilson advised that this software simplified the management of Risk Registers. Mr McCarey agreed to arrange for a demonstration. Mr Joynes stated that he would prefer if the demonstration could be</p>	Mr McCarey

Ref	Item	Action
	scheduled prior to a Governance & Risk Committee.	
8.0	Report from the Director of Hospital Specialty Training	
8.1	Dr Steele provided Members with an overview of his report. Members noted the current position regarding recruitment, training, staffing and funding.	
8.2	<p><u>Plastic Surgery</u></p> <p>Dr Steele advised that he was asked to provide a response regarding the poor outcomes from 2017 NTS survey in this area, and confirmed that this had been done. Dr Steele highlighted that unfortunately the 2018 NTS survey also showed a negative result and advised that Ms Paula O'Kelly (HSCLC) had been approached to help facilitate improvements. Dr Steele advised it would be some time before improvements were seen and recognised that the TPD was working very hard to resolve issues with trainees and with Trusts. Professor Gardiner stated he would not be surprised if GMC escalated the situation to enhanced monitoring. If Trusts partnered with NIMDTA & Paula O'Kelly, Professor Gardiner would write to GMC to advise of action being taken.</p> <p>Mr Joynes asked if this was on the ERR. Dr Steele confirmed it was included as a generic risk. Mr Joynes highlighted his concern that if the feedback was bad, it should be regarded as a separate risk for NIMDTA.</p>	Dr Steele Professor Gardiner
8.3	<p><u>Infectious Diseases Training</u></p> <p>Dr Steele highlighted that this programme continued to be vulnerable as there was only one consultant in post. Proactive recruitment was ongoing.</p>	
8.4	<p><u>Downe Medical Trainees</u></p> <p>Dr Steele advised that trainees were having variable experiences due to the reduced number of Consultants available to provide supervision. Dr Steele confirmed that he had spoken with the DME for SEHSCT and encouraged trainees to raise any issues directly with the Trust as well as NIMDTA.</p>	

Ref	Item	Action
8.5	<p><u>Neurophysiology</u></p> <p>Dr Steele advised that when the current trainee completed training, he did not plan to appoint a further trainee. Mr Joynes asked if there were any implications for NIMDTA and this service if this programme was no longer delivered. Dr Steele advised that he felt it was more of a service issue and that, if staffing became available in Trusts, it may be possible for the training programme to resume in future.</p>	
8.6	<p><u>Vacancies for August 2018</u></p> <p>Dr Steele highlighted that the same issues were being seen as in previous years, advising that it was unlikely that all training posts would be filled. Mr Joynes welcomed the positive approach taken by the WHSCT Chief Executive.</p>	
8.7	<p><u>OMG – Undermining Issues Reported to Trusts</u></p> <p>Professor Gardiner stated that he felt a peak had not yet been reached and that increased levels of reporting would be seen as openness and transparency becomes imbedded. Mr Joynes stated that it was deeply concerning that undermining was still occurring, but it was positive that trainees felt able to report the issues.</p>	
8.8	<p><u>Broad Based Training</u></p> <p>Professor Gardiner advised that funding had not yet been formally confirmed via the allocation letter. He further highlighted the difficulties in recruiting without confirmation of funding, in particular the period for which funding would be provided. Recruitment would therefore need to begin before funding was confirmed, which created a risk that NIMDTA could in future end up with posts which were no longer funded by DoH. Professor Gardiner advised that he had raised this risk with DoH Sponsor Branch, and had been advised that other funding streams would be available in future.</p> <p>Mr Wilson asked if this had been noted on the Risk Register. Professor Gardiner advised that it fell under the generic risk regarding funding. Mr Joynes stated that he would prefer a specific risk. Dr Steele queried whether NIMDTA should refuse</p>	

Ref	Item	Action
	<p>to recruit until such times as funding had been confirmed. Dr Little stated that these situations forced NIMDTA to go against guidance that recruitment should only be done from recurrent funding. Mr Joynes requested that this was recorded as a potential risk, highlighting the DoH confirmation that funding would be available. It was agreed that this should appear on both the ERR and CRR, due to the high level of spend involved.</p>	
8.9	<p><u>Hospital Specialty (Threat)</u></p> <p>Dr Steele advised that the HEE proposal had developed in response to the Junior Doctors' Strike action and highlighted that it would be difficult for the service to cope with this. Mr Joynes asked if this was consistent with current practice. Dr Steele clarified that this was not the case as, currently there was not as much flexibility for trainees to take an Out of Programme Pause (OOPP) during training. Professor Gardiner advised that the increase in requests was largely the result of a generational trend, which NIMDTA might be able to manage from a training perspective, but was likely to be very difficult for Trusts to manage insofar as service delivery.</p> <p>Mr Joynes asked whether this was just a proposal at this stage from HEE. Dr Steele confirmed that it would be implemented. Mr Joynes highlighted his concerns that HEE would become more attractive to trainees if the same arrangements were not adopted here in NI.</p>	
9.0	Report from the Director of Postgraduate GP Education	
9.1	<p>Dr Loughrey provided Members with an overview of her report and asked for any questions. Members noted the current position regarding recruitment, training, staffing and funding.</p>	
9.2	<p>Dr Loughrey highlighted that 2 further resignations had been received, leaving just 6 of 21 posts in WHSCT filled. It was hoped that Round 2 recruitment will help to address this.</p> <p>Mr Wilson asked how NIMDTA decided on how many trainees were placed in each Trust. Dr Loughrey confirmed that the DoH stipulated that trainees should be placed equally across Trusts, but had most recently limited expansion in WHSCT. Professor Gardiner stated that a plateau had been reached in terms of how many trainees were available to fill the required</p>	

Ref	Item	Action
	posts regardless of location. There were simply not enough medical graduates to meet the number of training placements.	
9.3	Mr Joynes wished Dr Loughrey well in her secondment to the GP Federation Support Unit. Dr Loughrey thanked Mr Joynes for his good wishes.	
10.0	Report from the Postgraduate Dental Dean	
10.1	Members noted the current position regarding recruitment, training and continuing education.	
10.2	<p>Dr Hendron advised Members of a number of current issues not included in her report. There was an additional vacant post in Foundation training, creating a total of 2. Dr Hendron is confident these posts will fill through clearing. One trainee had been granted an extension for 3 months due to illness.</p> <p>Dr Hendron advised that there were 2 vacant posts in Core training, which was not unusual and these were also expected to be filled through clearing.</p> <p>Dr Hendron advised that 2 trainees had been appointed to speciality posts.</p> <p>Dr Hendron advised that two bids related to dental training had been submitted for transformation funding.</p> <p>Dr Hendron highlighted that oral surgery training had taken place for Educational Supervisors. Feedback was very positive, as it had been identified as something many trainees lacked confidence in when leaving training.</p>	
10.3	<p>Dr Hendron highlighted that the introduction of GDPR Regulations had had a negative impact on the Dental mailing list, advising that initial advice from BSO proved problematic, with only 700 from over 3000 responding.</p> <p>Dr Hendron advised that further advice was sought from BSO and they had now advised NIMDTA to use the mailing list as normal. Mr McCarey was now following up with BSO to see what should be done, now that two lists existed (700 and 3000+).</p>	

Ref	Item	Action
	Mr McCarey clarified there was an exemption and advised he was working with Mr Oliver and Ms Symington to resolve. Dr Hendron clarified that she wished to highlight this in case it created a negative impact.	
10.4	<p><u>Dental Legislation</u> Professor Gardiner advised he had raised this issue with the DoH who were keen to avoid any negative impact on the September 2018 intake. Dr Hendron advised she had a meeting with DoH, CDO & HSCB and would know more about possible ways forward, following this. Mr Joynes asked if next steps would be clarified at this meeting. Dr Hendron advised this was unlikely and that it was more likely that possibilities would be discussed and attendees would take time after the meeting to consider the way forward.</p> <p>Mr Joynes asked if there were any further questions. There were none.</p>	
11.0	Report From The Governance, IT and Facilities Manager	
11.1	Mr McCarey provided Members with an overview of his report.	
11.2	<p><u>Corporate Scorecard</u> Mr McCarey advised that figures in relation to recognised trainers had now been updated and were included in the Annual Report.</p>	Complete
11.3	<p><u>Corporate Risk Register (CRR)</u> Mr McCarey advised that two risks had been escalated. These related to the Data Breach (Risk 3/2018) and the Beechill House lease (Risk 4/2018).</p> <p>Mr Wilson asked if NIMDTA was doing all it could to mitigate the extreme Risk 5/2015 re vacant training posts. Professor Gardiner advised that he was content that NIMDTA was doing all possible to mitigate this risk. Mr Joynes asked if an action re investigating additional trainees following the lift of the Tier 2 VISA restriction could be added. Professor Gardiner highlighted that the key action was the Strategic Group being established with DoH, Trusts etc to address the issues.</p>	Mr McCarey Ms McIlvenny

Ref	Item	Action
11.4	<p><u>Data Breach – 19 April 2018</u></p> <p>Mr McCarey asked if Members had any requests for changes to the report, highlighting that the last page suggested that the incident happened on 30th, which needed to be amended.</p> <p>Members requested that the wording at Pg 13 4b, was amended to read next working day, as this was more positive.</p>	
11.5	<p><u>Data Breach – Step by Step Guide</u></p> <p>Mr McCarey overviewed the paper and asked for feedback from Members, specifically in relation to timescales.</p> <p>Dr Little highlighted previous discussions about adding the need to inform the Chief Executive (CE) at an early stage. Mr McCarey clarified that this action plan was for use when the CE/SMC had been informed and highlighted the steps to be taken. Professor Gardiner stressed it was worth highlighting the requirements for the CE to be informed in order to ensure that this was clear. Mr McKenna stated that the most important thing was to ensure the early informing of the CE.</p> <p>Dr Little queried informing of the DoH, asking whether this should be an early alert incident. Professor Gardiner advised that he was unsure what the criteria were for early alert incidents and this would need to be checked with Sponsor Branch. Mr McKenna suggested the DoH would be keen to know when the ICO was informed rather than days later. Mr McKenna suggested measuring incidents on the basis of anything that was newsworthy should be regarded as an early alert. Mr Joynes questioned whether Step 8 could be changed to read within 3 days. Dr Little stated that if it was media worthy DoH should be informed on Day 1. There is a HSC wide template for early alert which could be used as a template.</p> <p>Mr Joynes highlighted a spelling error on the flowchart. Mr McCarey will amend and bring back with the finalised Data Breach report.</p>	Mr McCarey

Ref	Item	Action
11.6	<p><u>Issues Log 2017/18</u> Mr McCarey advised this was the final 2017/18 Log, highlighting that a few issues were marked as red due to being subject to follow up. In particular, the alarm response time has been escalated to BSO/PALS as NIMDTA had been unable to get an answer from the Contractor.</p>	
11.7	<p><u>Annual Report</u> As per Item 6.3, Report from Audit Committee, Board Members were content to approve/sign off the Annual Report and Accounts.</p>	
11.8	<p><u>Audit External Reports</u> Mr McCarey confirmed that the Report To Those Charged With Governance (RTTCWG) had now been received, and provided excellent feedback for NIMDTA.</p>	
11.9	<p><u>Lease of Beechill House</u> Ms Black confirmed she was working on figures in relation to outside spend on venues. Professor Gardiner highlighted that spend was very high, particularly on venue catering. Professor Gardiner advised that this did not include staff time which was also very significant when off site. Ms Black highlighted issues found with incorrect coding, which had caused delay in producing figures. Professor Gardiner highlighted that the business case would also include the Pharmacy element and projected savings on their current rent.</p> <p>Mr McCarey informed members that BSO were providing a draft business case, but that there would be further work to be done once the draft business case had been received in order to ensure that it fitted NIMDTA's needs.</p>	Mr McCarey
11.10	<p><u>Annual Report to the Board 2017-18 - Audit Committee</u> Mr McCarey advised that the report was for information and highlighted action taken against all Terms of Reference (ToR) for the Audit Committee.</p>	

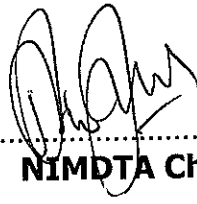
Ref	Item	Action
12.0	Report from the Professional Support Manager	
12.1	Members noted the current position regarding recruitment and training & development.	
12.2	<p><u>HR Contingency</u> Mr Joynes stated he was keen to prioritise recruitment of posts previously approved by the Board subject to available funding.</p> <p>Ms Campbell highlighted that Dr Parks' appointment to Director of Foundation, left a vacancy at Deputy Director level. Ms Campbell advised that the preference was to recruit for two people at 2 PAs each, who would carry out different roles. Professor Gardiner highlighted his concerns about beginning recruitment without budgetary confirmation being in place. Mr Joynes stated he was keen to proceed with recruitment, since the amount of money involved was not large. Dr Parks stated that she was keen to recruit two, as this provided more scope to better cover the workload. Mr Morrice supported the approach on moving forward with the recruitment.</p>	Ms Campbell
12.3	<p><u>Absence Figures</u> The year-end absence rate for 2017/18 was 2.10%, leaving NIMDTA with the lowest absence rate across the smaller ALBs organisations and the five Trusts. Mr Wilson suggested that Mr Joynes or Professor Gardiner should issue an email to staff highlighting this excellent rate. Professor Gardiner agreed to include within his monthly Staff Brief.</p>	Professor Gardiner
12.4	<p><u>NIMDTA Staff HR Report</u> Mr Wilson highlighted that the % of females and males is disproportionate. Mr Joynes stated that, as long as it was clear that NIMDTA employment was based purely on merit, he was content. Mr Joynes asked whether, in advertising, we should stipulate that NIMDTA welcomed applications from males. Ms Campbell advised this was normally an equality requirement, but NIMDTA had not been asked to do this. Mr Joynes stated that this could be done voluntarily to address the imbalance which had been identified.</p>	
12.5	Mr Joynes congratulated Professional Support staff for the excellent work they were doing to deal with the high level of support cases. Mr Joynes acknowledged the considerable workload involved in this, due to the high numbers of active	

Ref	Item	Action
	support cases at any given time.	
13.0	Report from the Director of the Foundation Programme	
13.1	Members noted the current position regarding recruitment and training & development.	
13.2	Dr Parks advised that the main area of concern was the filling of all posts and highlighted that changes had been seen due to transfers, drop outs and exam failures. Dr Parks confirmed that 250 of 252 posts were filled at this point. However, up to the end of June there was still the potential for trainees to drop out.	
13.3	<p>Dr Parks highlighted the upcoming Foundation Induction day, which takes place at Lagan Valley Island on 26 July 2018. Mr Joynes opened an invitation to all Board Members to attend.</p> <p>Dr Parks also highlighted the 'Meet & Greet' scheduled for 25 July 2018 at 7pm, advising that this was open to all and specifically designed for those who are not QUB graduates.</p>	
13.4	Dr Parks advised that the Foundation Update would continue as normal. Professor Gardiner suggested encouraging ADEPT trainees to act as guest editors on occasions. Mr Wilson asked if the Update needed to be weekly. Dr Parks was not keen to change regularity, but may amend the level of content. Professor Gardiner suggested getting feedback from trainees on how they would prefer to receive this.	Dr Parks
13.5	Dr Parks highlighted that for a number of years certificates had been issued to Foundation Trainees for the generic skills course. Dr Parks advised that close to 100% attendance had been seen throughout the year. There was an awareness of the high number of training days required, and efforts were being made to use zoom for some training to reduce this burden.	
14.0	Report From The Business Manager	
14.1	<p>Ms Black provided Members with an overview of her report.</p> <p>Mr Joynes commented that all appeared on track and recognised the difficulty of financial reporting at this time of</p>	

Ref	Item	Action
	year.	
14.2	<p><u>Financial Monitoring</u> Ms Black confirmed that work to establish appropriate cost centres across NIMDTA was now complete, advising that, going forward, budgets would be drilled down to cost centre level.</p> <p>Ms Black advised that subject to BSO capabilities, it was hoped that quarterly reporting down to Departmental level would be introduced during the 2018/19 year. This would provide more oversight for budget holders and management.</p> <p>Mr Joynes highlighted the Boards thanks to BSO staff for the work done to date and commended the good working relationship which had been developed.</p> <p>Mr Wilson asked if the DoH had been informed that NIMDTA would be unable to spend all 'Confidence and Supply Transformation Funds' due to the timing of the allocation. Professor Gardiner confirmed the DoH had been informed of this.</p>	
14.3	<p><u>Prompt Payment</u> Ms Black confirmed that the Prompt Payment targets had been achieved.</p>	
14.4	<p><u>Resource Planning</u> Ms Black advised that work was ongoing to obtain budget clarification at this point, highlighting that specific ring fencing of funding, along with budgeting to Departmental level, had caused a significant increase in workload. Ms Black also highlighted the budgeting difficulties created when postings were unconfirmed.</p>	
15.0	Report from the Education Manager	
15.1	Ms Hughes provided Members with an overview of her report.	
15.2	<p><u>Fitness to Practice Review (FTPR) Group</u> Mr Wilson asked for clarification on the remit of this group. Ms Hughes advised that the group did not take decisions, rather reviews to ensure there were no concerns and to establish if</p>	

Ref	Item	Action
	<p>new doctors had any previous issues, or had been through a GMC review. It was vital that NIMDTA made sure that Trusts were made aware of any such information. Dr Little asked if FTPR could stop a trainee being appointed to a training scheme. Professor Gardiner confirmed that could be the outcome, as NIMDTA would be unable to place the trainee.</p>	
15.3	<p><u>Trainee Information System (TIS)</u> Ms Hughes advised Members that a summary of progress and an indication of costs for NIMDTA to move to TIS was expected from HEE by the end of July 2018. This would allow NIMDTA time to consider the information before the 30 September 2018 deadline.</p>	
16.0	Report From The Chief Executive/Postgraduate Medical Dean	
16.1	Professor Gardiner provided an overview of his report.	
16.2	<p><u>Brexit Assurance Statements</u> Professor Gardiner confirmed that he was content to sign off documents. Mr Wilson asked if trainees from the EU currently had to do anything different. Professor Gardiner confirmed there was currently no difference.</p>	
16.3	<p><u>BMA Response to Whistleblowing Framework – Proposal for Junior Doctors</u> NIMDTA had been approached by BMA to act as employer for legal purposes. Previous advice from Ms Turkington (BSO) had been against this suggestion. The BMA had now approached DoH who seemed keen to progress this. Professor Gardiner circulated Ms Turkington’s new advice (email) and asked for the Board’s opinion. Professor Gardiner highlighted his concern that it could be used negatively rather than as an actual whistleblowing incident. Professor Gardiner offered Members time to think about and provide any feedback to him outside of the meeting.</p> <p>Dr Loughrey stated that NIMDTA needed to be careful to avoid the creation of a potential conflict of interest.</p> <p>Members discussed and agreed that this additional aspect was</p>	

Ref	Item	Action
	unnecessary, since there were already very sound procedures for raising concerns in place.	
16.4	<p><u>Role of NIMDTA</u> Professor Gardiner advised Members of the additions made to the 'Role of NIMDTA' statement which featured at the beginning of every NIMDTA policy.</p> <p>Mr Joynes asked if the additional lines aligned with the HSC Values and Behaviours Workstream presented to Members by Ms O'Kelly (HSCLC). Professor Gardiner confirmed that they did in that the concept were the same, although the wording did not match exactly. Mr Joynes stated that we should keep the Values and Behaviours Framework under review in case we needed to make any further changes once this was finalised.</p> <p>Professor Gardiner highlighted that it was likely that Ms O'Kelly would wish to meet with the NIMDTA Board in August or September 2018.</p>	
16.5	<p><u>GMC Thematic Review of GP Education and Training</u> Professor Gardiner advised that he had objected to the recommendations which arose from the review and, as a result, seven had been closed.</p>	
18.0	Correspondence/Circulars (for information)	
18.1	None.	
19.0	Any Other Business	
19.1	None.	
20.0	Date of Next Meeting	
	Thursday 13 th September 2018 at 2pm in the Board Room, NIMDTA	



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NIMDTA Chair

13-09-18

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Date