

**4<sup>th</sup> Meeting of the PCCS Working Group held on  
Friday 31 August 2012 at 12 noon in the  
5<sup>th</sup> Floor Meeting Room, HSC Board Headquarters,  
Linenhall Street, Belfast**

<b>Present:</b>	Dean Sullivan (Chair)	HSC Board
	Teresa Magirr	HSC Board
	Ivan Maginnis	HSC Board
	Dr Miriam McCarthy	Public Health Agency
	Pat Cullen	Public Health Agency
	Rosie Byrne	Belfast Trust
	Dr Frank Casey	Belfast Trust
	Sarah Quinlan	Children's Heartbeat Trust
	Julie Greenaway	Parent Representative
	Irwyn McKibbin	Heartbeat NI
	Clare Caulfield	Parent Representative
	Maeve Hully	Patient and Client Council
<b>Observers:</b>	Tom Robinson	DHSSPS
	Dr Gillian Armstrong	Public Health Agency
	Valerie Hawthorn	Parent Representative
	Stephen Brady	Parent Representative
	Karena McErlean	Parent Representative
	Jean Hawthorne	Parent Representative
	Katie Boyd	Parent Representative
	Claire Ball	Parent Representative
	Liz Breen	Parent Representative

**Item**

**Action**

1. **Apologies**

Philip Moore, HSC Board  
Dr Nigel Campbell, Primary Care / SE LCG  
Brian Armstrong, Belfast Trust  
Alastair Graham, Belfast Trust  
Dr Steve Robinson, Belfast Trust  
Margaret Rose McNaughton, DHSSPS  
Dr Damien Armstrong, Western Trust  
Dr David McManus, NIAS

## **2. Notes of the previous meetings**

The minutes of the meeting held on Friday 17 August were amended to include a comment from Dr Casey on the safety issues associated with air travel. These minutes are now agreed and will be included on the webpage.

The minutes of the meeting of Friday 24 August were agreed with the additional comment from Sarah Quinlan on the Children's Heartbeat Trust concern around the timeline for the Working Group. These minutes will be included on the webpage.

## **3. Matters Arising**

### **3.1 E-mail comments on draft consultation document**

It was noted that comments on the consultation document had been received from Sarah Quinlan and Dr Frank Casey. The Board has tried to reflect these comments in the revised draft of the consultation document that was issued with the papers for the meeting. However, it was noted that there would be further opportunity for discussion under item 4.1 later in the meeting.

Additional comments were also received from Dr Damien Armstrong in respect of retrieval services. Dr McCarthy has contacted Dr Armstrong to discuss the issues raised. As outlined at the previous meetings the work to consider the issues in respect of transport/retrieval would be taken forward in parallel. Dean Sullivan advised that an update paper on this would be provided to the Working Group at the next meeting.

## **4. Documents for consideration**

### **4.1 Final draft Consultation document**

As outlined earlier in the meeting, a number of comments have been received from Sarah Quinlan and Dr Casey in respect of the initial draft consultation document.

The Board has tried to reflect the comments/suggested changes in the revised consultation document circulated with the papers for the meeting.

The document includes the generic options and the draft criteria that were agreed at the previous meetings and a revised version of the draft service specification which reflects the changes agreed at the last meeting and subsequent suggested amendments.

The remaining commentary including the section on implications has been amended and expanded to reflect comments from the Working Group.

With regard to issues raised, the following clarification was provided:

- The standards outlined in the draft Service Specification would be used to assess safety, sustainability and quality;
- It is not the intention to look at individual *Safe and Sustainable* reports for other centres. Rather, the draft standards contained in the service specification would be applied to all options, with the expectation that supporting information on achievement of standards will be available.
- The Working Group will be involved in the scoring of potential providers once the outcome of the consultation is known.

A number of additional amendments to section 5 of the consultation document were agreed at the meeting. Dr Miriam McCarthy also noted that the document would be updated to include information on the proportion of activity undertaken as planned, urgent or emergency, and the associated transport requirements. A further meeting is required with clinical colleagues in Belfast Trust to finalise the number of procedures/patients in each category.

It was agreed that the draft consultation document would be updated and circulated again to the

Working Group. The aim would then be to endorse the final version of the document at the next meeting on Friday 7 September before it is then considered by the HSC Board on Thursday 13 September.

#### 4.2 Draft Communication Plan

The draft communication plan was circulated with the papers for the meeting. Dean Sullivan asked that Working Group members forward any comments to Paul Cunningham. The draft communication plan will then be revised and discussed again at the next meeting.

With regard to the programme of work outlined in the draft consultation plan, it was highlighted that the intention would be that Working Group members fully participate in the consultation process. All members present confirmed that they would be able to participate in the consultation process on behalf of the Working Group.

### 5. Next Steps

#### 5.1 Consultation Document/Process

The consultation document will be updated to include the changes highlighted at the meeting and circulated to the Working Group. The aim would then be to sign off the final version of the document at the next meeting on Friday 7 September before the document is then considered by the HSC Board on Thursday 13 September.

The document will then be submitted to the Department as it will require Ministerial approval before the period of public consultation commences.

It was also agreed that there would be further discussion at the next meeting regarding the process for making initial contact with all potential providers.

A number of additional concerns were raised around the process and timescales. Dean Sullivan clarified that the consultation would focus only on the options,

criteria and service specification contained in the consultation document to ensure that all issues have been considered. Only after consultation will the Working Group be in a position to assess and score the final options against the agreed criteria, based on the standards included in the final service specification.

Dean Sullivan added that there is a need to ensure that the process is straightforward and transparent but at this stage the focus needs to be on getting the framework right. It is still the view of the Board and PHA that a final consultation document can be delivered within the indicated timescales and that there would then be a 12 week period for more detailed consideration of the other issues that have been raised.

6. Any other business

6.1 Retrieval/ Transport

As outlined at the previous meetings the work to consider the issues in respect of transport/retrieval was being taken forward in parallel. Dean Sullivan advised that an update paper on this would be provided to the Working Group at the next meeting.

6.2 Correspondence from British Congenital Cardiac Association (BCCA)

The above correspondence was circulated to Working Group members for information at the request of Dr Casey.

7. Date of next meeting

The next meeting will be held on Friday 7 September 2012 between 12 noon and 2pm. The venue for the meeting will be the 5<sup>th</sup> Floor Meeting Room, HSC Board headquarters, Linenhall Street, Belfast.