

MINUTES OF A MEETING OF THE MEDICINES INSPECTORATE AD HOC PROJECT STEERING GROUP HELD AT 2 pm on WEDNESDAY, 26 MAY 1982 AT TRINITY PARK HOUSE, EDINBURGH

PRESENT: Mr R Wallace (Convener)
 Dr A E Bell
 Dr J D Cash
 Miss M Corrie
 Mr A G Jamieson (for Item 10(iv))
 Mr M J Ord
 Dr R J Perry
 Mr J O Wastle
 Mr J G Watt
 Mr C H Wooller

9. Minutes of Previous Meeting

The minutes of the meeting held on 5 May 1982 were submitted and approved as a correct record.

10. Matters arising

(i) Minute 1 - Terms of Reference

It was noted that at a meeting held earlier that day the Blood Transfusion Service Sub Committee had accepted the recommendation made by the Group that its remit be extended to include examination of the associated staffing proposals, which were presently the subject of ongoing discussions between the Scottish Home and Health Department, appropriate representatives of the Blood Transfusion Service and Headquarters, prior to formal consideration of the proposals by the Sub-Committee.

It was further noted that the Sub-Committee had accepted the recommendation made by the Group that the Convener be given discretion, as appropriate, to act on behalf of the Group.

(ii) Minute 3 - Finance

Mr Ord reported that, arising out of consideration of the Revenue Development Proposals for 1982/83, the Blood Transfusion Service Sub-Committee had

- (a) accepted as a first charge on available funds (Minute 3(v)(a) refers) the balance of the cost of the Mobile Donating Centre at the West of Scotland Centre and of the recurring cost of the occupancy of Livingstone House.
- (b) agreed that the balance of funds now available to the extent necessary be used for the commissioning of the Microbiology Laboratory in the current financial year and to the extent not so required on a non-recurring basis for the Service as a whole.

(iii) Minute 5(a) - Commissioning of Microbiology Laboratory

Dr Cash reported that, having given the matter further consideration and taking into account in particular the likely handover date and the decision of the Blood Transfusion Service Sub-Committee to extend the remit of the Group to/

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to include examination of the associated staffing proposals, he and his colleagues remained of the view that action to begin the commissioning of the Microbiology Laboratory should be deferred until such time as ~~discussions~~ had been taken on the staffing proposals. Dr Cash also indicated that while the ongoing discussions with Headquarters and Departmental Officers were the appropriate forum for consideration of Whitley related matters, e.g. gradings and salary levels, there was a need for independent professional assessment of the hierarchical structure itself.

In the light of this advice it was agreed that:-

- (a) Mr Watt and Mr Maltman be requested to expedite consideration of the staffing proposals with Departmental colleagues on the understanding that the proposed hierarchical structure was the subject of an independent professional assessment and therefore liable to amendment.
- (b) an independent professional assessment of the proposed staffing structure be sought from Mr S Hibbert (Minute 2 refers).
- (iv) Minute 5(b) - Upgrading, extension and integration of production facilities.

It was noted that the Blood Transfusion Service Sub-Committee had accepted the recommendations of the Group as detailed in Minute 5(b)(iii) with regard to the undertaking of a feasibility study of the proposals developed to date for upgrading and extending the production facilities and in this connection the Convener welcomed Mr A Jamieson, Divisional Architect, Edinburgh Office, Building Division to the meeting.

Mr Jamieson presented his feasibility study of the proposals developed to date for upgrading the production facilities, copies of which were tabled, drawing particular attention to the physical extent of the proposed works, the limited amount of design work undertaken to date and the need for further clarification of the requirement for cold rooms. Noting the position, the Group agreed that the present study be developed in accordance with Minute 5(b)(iii) with a view to a comprehensive study being submitted to the meeting of the Group arranged for 21 July.

- (v) Minute 6 - Documentation

Mr Wooller reported that negotiations were continuing within the Administrative and Clerical Whitley Council with regard to the introduction of "new technology" and that pending the outcome of these discussions NALGO would not conclude any local agreements. However a meeting was to be held shortly under the chairmanship of Mr Duncan with representatives of the NALGO District Committee when it was hoped to clarify the attitude of local NALGO officials to the introduction of word processors and other similar equipment.

Noting the position, the Group requested Mr Wooller to seek an authoritative statement as to the current state of the Whitley negotiations.