

Members	Others Present
Julia Drown (JD) - Chair David Corner (DC) Andrew Coulson (AC)	Pete Borriello (PB) - VMD Paul Green (PG) – VMD Marie-Odile Hendrickx (MOH) - VMD Linda Simmons (LS) - VMD
Observers	David Rayner (DR) – VMD Sue Rawlinson (SR) – VMD - Secretary

MANAGEMENT BOARD ONLY ITEMS

1. Apologies for absence

None

2. Declarations of interest in the matters to be discussed

None

3. Minutes of the meeting held on 10 March 2015

Members agreed the minutes

**VMDMB
15/09**

4. Matters Arising

VMDMB 15/11

- Line 9 – VMD to post information about the NEDs on the VMD Internet. DR to liaise with Comms to update existing text.
- Line 14 – Agreed that ARC and MB minutes from the December 2014 meeting will be published on Gov.UK. DR to liaise with Comms. If they are not published by the next management board, Comms would be asked to explain the difficulty with this.
- Line 18 – Defra Finance has offered some year-end flexibility for multi-annual budgeting. However the option is limited, provides no guarantees of funds carry-over, and doesn't offer protection of industry fees from being subsumed into Government accounts. LS and PB to consider whether the offer would be useful to the VMD.

5. Focus Topic

None

PB informed the board that

- We had fought a long hard battle to get a definition of AMR with the medicines agencies and we should be proud of the outcome.
- We are pulling together a 3 year review on statutory and non-statutory residues surveillance programmes and propose a peer review paper on that.
- We have discussed at an HR meeting the value of drafting a people plan. (post meeting update – this is complete).
- We have considered moving to the Weybourne building at APHA and await a business case from Estates to support further work.. No capital is available to improve the VMD building or replace the redundant comfort cooling system.
- The next Senior Staff Forum meeting will discuss continued sickness absence management to help ensure further business year reductions.
- Communications team have reported a 47% reduction in the number of pages of advisory documents that moved across to Gov.uk from our old website and this should be reduced even further over time.

The meeting noted:

- That the VMD had received some robust and interesting comments back from the consultation on clinical trials. We will engage with those who gave comments and will report back by the autumn.
- That in response to a question about alternative supplier to APHA for our testing, VMD said it would look at all potential suppliers.
- The parliamentary interest in organophosphates, in particular the calls for an inquiry or debate, despite the conclusions of the Committee on Toxicity. An inquiry would have a significant impact on the workload of the legislation team.
- That NEDs would receive a copy of the CEO's work objectives.

Action: At the next meeting to have a paper for NEDs to understand what the VMD would do if it had more financial flexibility

Action: At the next meeting to discuss our involvement at a global level

Action: CEO to give NEDs a copy of his work objectives

Delivery against the Business Plan

**VMDMB
15/12a**

The meeting noted:

- That the report presented was for the entire 2014/15 year.
- That all objectives were “green” at the year end, the one amber at the March meeting had become green due to the inspections target being met despite staff shortage due to long-term illness.
- That the total underspend of £226,000 for R & D was due to APHA capacity problems
- That Defra had reviewed the delivery against the business plan report and were satisfied that delivery targets had been met.

Safety

**VMDMB
15/12b**

The meeting noted:

- That the fire safety inspection was carried out at the beginning of February with one of the VMD staff in attendance. The report was finally received at the end of April. 30 – 40 mostly minor actions were identified and all but two have been started or completed.

7. Finance Reports

VMDMB 15/13

The meeting noted:

- That the report showed figures to the end of March. The only subsequent change to the figures is to increase the reduction in charges to the food industry by £20k

8. Review of Annual Report & Accounts (as tabled at ARC) by MB and recommendation to Chief Executive to sign

- The board recommended that the CEO sign the report subject to the few identified amendments at audit committee having been actioned.

9. Publication of the Commons Science and Technology Select Committee’s ‘LEGACY REPORT’ – 18 March 2015

VMDMB 15/14

The meeting discussed the paper and noted:

- That the VMD had prepared some defensive press lines and will refute the assertion in this report.
- In response to a question about the evidence gap, it was confirmed that there is much unknown about resistance and what drives behaviour in terms of prescribing use. The VMD has a small budget and is targeting the resource. Research councils are pulling together programmes on AMR. There is a need to extend knowledge on resistance in the environment.

- 10. MB Work plan** **VMDMB 15/15**
- The meeting agreed the proposed focus topics for the next two meetings (Pharmacovigilance and Our Role in Europe).
- 11. Lighter touch governance of VMD – Pete Borriello (verbal update)**
- PB gave a verbal report to the board. The meeting noted that the Defra COO is expected to contact the Chair (date unknown), to discuss governance arrangements and that outcomes will be reported to a future MB.
- 12. VMD Draft business plan** **VMDMB 15/16**
- It was confirmed that the text was as presented in March but the financial tables had now been updated. The plan had been seen and approved by the CEO and the COO.
 - The meeting agreed the plan.
- 13. Annual ‘committee evaluation of effectiveness’ form for MB, summary of returns** **VMDMB 15/17**
- The meeting agreed that a discussion on VMD’s stakeholders would be of value and could form the basis for a future focus topic. It was agreed that PB would ask the Comms team to provide a table of our stakeholders.
 - **Action:** VMD Comms team to draft a table of stakeholders for next MB meeting
- 14. Any Other Business**
- NED portal access to VMD papers**
- It was noted that there was no easy way to give the NED’s access to the VMD intranet. It was agreed that NEDs would contact DR for any information or papers they may be interested in.
- Other**
- AC said that he would like to encourage more VMD veterinary representation to attend the British Pharmacopeia advisory groups. It was agreed that this will be discussed internally.