

DESP - Operational Meeting

Thursday 30th July 2026 at 2pm

Teams

Present: [REDACTED] – Chair (PHA), [REDACTED] (PHA), [REDACTED] (PHA), [REDACTED] (PHA), [REDACTED] (BHSCT), [REDACTED] (BHSCT)

Apologies: [REDACTED] (BHSCT), [REDACTED] (BHSCT), [REDACTED] (PHA)

		ACTION
1.	Welcome & Apologies Apologies were noted. [REDACTED] welcomed [REDACTED] to our meeting. [REDACTED] is the new Senior commissioner lead for PHA.	
2.	Minutes & Actions from last meeting The previous minutes were agreed as an accurate reflection of what was discussed. Actions were reviewed and updated. It was noted that the action in regards to setting up a discussion meeting to reinstate the Co-ordinating group has been arranged for Thursday 22 nd October 2026 from 1pm-3pm. Venue to be confirmed by Belfast Trust. [REDACTED] will be invited to this meeting. Action: Belfast Trust to arrange venue.	Belfast Trust
3.	Matters Arising Discussion of Western Area Belfast Trust are continuing to work on the draft business case. [REDACTED] has been on annual leave. It is hoped that the draft will be ready to send to PHA on her return. OCT Pilot [REDACTED] updated the team. There have been some issues regarding equipment connectivity. The pilot continues to be a work in progress, current timeframe is 6-12 months. Peer Review This to be discussed at next meeting.	[REDACTED]

4.	Screening Programme Performance [REDACTED] provided an update on current pressures across the programme. BT reported ongoing staffing challenges, which are having a significant impact on clinics and appointments. Service delivery has been significantly affected by sickness absence and annual leave, with several screeners currently on long-term sick leave. In addition, agency staff training has lapsed, further reducing workforce capacity. Agency staff are required to maintain all mandatory training to be eligible to undertake screening duties. As they are not directly employed by BT, they are responsible for funding their own training updates, which presents an additional challenge. As a result, clinics have had to be cancelled across the Western, Northern and Belfast Trust areas. Administrative resources have also been affected, with one member of staff having retired and another due to commence a period of long-term leave. This has placed additional pressure on the administrative function of the programme. [REDACTED] advised that the situation should be closely monitored and that any further issues or escalation in service impact should be reported to the PHA. Screening locations Meadowbank this is near complete. All other locations are now up and running. It was agreed this could be removed as a standing item.	
5.	Funding Non-recurrent – draft needs be sent as soon as possible to the PHA. [REDACTED] thinks this is sitting with [REDACTED] and has been completed. [REDACTED] to check with [REDACTED] Recurrent – colleagues are continuing to work on this. Hope to have an updated version at the next meeting in Sept. [REDACTED] is supporting [REDACTED] with this.	BT PHA
6.	Learning Events, Risks and Feedback None to report. [REDACTED] updated team that we are now ready to started recording any new learning events. Learning protocol – it was agreed that returns would be backdated to 1st July. The quarterly return should still be completed even if there have been no issues. Action: [REDACTED] will send out email to team to confirm this.	
7.	AOB None	
8.	Date of Next Meeting Thursday 27th August 2026 @ 2pm, Teams	

	Action Log	Person Responsible
1.	NIECR / ECR System Concerns to be closely monitored 30/04/26 – ongoing/keep on action log 18/06/26 – keep on action log 30/07/26 – keep on action log	All
2.	BT to revise and update the Business Cases, including risk assessment and IPT revisions. 30/07/26 – BT still working on draft	BT
3.	Western IPT - BT to continue engagement with HR within BT and BSO for support and guidance. 30/07/26 – ongoing – keep on action log	BT
4.	████ to arrange for an HR representative to attend an upcoming meeting to provide advice and support. 30/07/26 – ongoing – keep on action log	████
5.	Funding pressures - BT will send an email to the PHA outlining this position.	BT
6.	BT to arrange venue for Co-ordinating discussion meeting on 22 nd October 26	BT
7.	████ will send out email to team to confirm learning protocol for events is ready to be started from 1 st July.	████