

*Draft*

NOT FOR PUBLICATION

JMC Minutes (79)

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NATIONAL BLOOD TRANSFUSION SERVICE

JOINT MANAGEMENT COMMITTEE FOR THE CENTRAL LABORATORIES

Meeting at the Blood Products Laboratory, Elstree, 21 February 1979.

PRESENT

MEMBERS

Dr E L Harris (Chairman)  
Mr W P N Armour  
Mr A Bradshaw

Mr J Harley  
Mr D G Lee  
Professor P L Mollison

Dr G H Tovey

Dr Sheila L Waiter

DIRECTORS

Dr A M Holburn  
Dr R S Lane

SECRETARY

Mr T E Dutton

IN ATTENDANCE:

Dr H Glass  
Mr G Brechin  
Dr D Walford  
Mrs S C Yuille

1. Apologies for absence

There were none.

2. Minutes of the previous meeting

These were agreed.

3. Matters arising from the minutes

(a) Terms of reference of the Joint Management Committee (JMC, CL(79)1)

Mr Armour thought that the requirement to "approve" senior staff appointments (paragraph 5) might not be entirely appropriate and it was agreed that the RHA and the Department should look again at the wording of this paragraph.

(b) Draft scheme for the appointment of senior scientific staff (JMC, CL(79)2)

It was agreed that in order to provide a certain amount of flexibility the requirement to submit proposals to DHSS Branch P2A by certain dates should be deleted.

Mr Armour pointed out that "g" referred to in the "Composition of Interviewing Panels" on page 2 should read "f". <sup>New line</sup> Dr Lane was concerned about the need to apply the scheme to the lower grades of scientific staff.

(c) Letters appointing the Directors of the Central Laboratories

It was agreed to defer consideration of this matter until the next meeting.

(d) Progress with the purchase of the Lister, Elstree site

The Department reported that they had now received the formal valuation of the site and they would shortly be writing to the Institute with a view to completing the purchase of the whole of the site occupied by the Institute, as soon as possible. The valuation figure covered all the property on the site including the cottages. The RHA thought that it might be appropriate if they were custodians of the deeds on behalf of the Secretary of State.

(e) Progress with the feasibility study of the Harkness Building, Oxford

The Department explained that the feasibility study report was expected to be available within the next few days. Dr Holburn thought that the building was likely to provide the accommodation which BGRL required, and it was agreed that if the feasibility report was encouraging the Department should endeavour to secure the property for BGRL use without waiting for the next meeting of the Committee. The Department confirmed that a provisional bid of £200,000 for 1979/80 and £100,000 for 1980/81 had been lodged and it was hoped that an appreciable sum from the reversionary value of the Chelsea lease could be added to this if necessary. Dr Holburn pointed out that although the building might be well suited to BGRL purposes it could still prove to be costly to fit out. Mr Brechin pointed

*there could be additional costs related to any move  
e.g. staff expenses*  
out that redundancy payments might add to the cost of the move.

(f) Arrangements for handling the financial work of the laboratories

Mr Lee reported that arrangements for bringing this work into line with the practice adopted elsewhere in the NHS were in hand. It was proposed to appoint an accountant to the Blood Products Laboratory and three supporting clerical staff; the money for these appointments was available.

(g) The minutes of the Finance Sub-Committee (JMC CL(79)4)

Mr Harley outlined the progress made at the first meeting of the Sub-Committee when the revised estimates and the forecast estimates for both laboratories were agreed. Mr Brechin pointed out that the amount of the adjustment to be allowed to cover inflation during 1980/81 had still to be decided.

The RHA explained that it was not now proposed to appoint a formal deputy to Miss Hoad, but she would be provided with adequate assistance at the Regional Headquarters.

(h) The terms of reference of the Finance Sub-Committee JMCCL(79)5)

The terms of reference were agreed.

(i) Progress with the setting up of the Scientific and Technical Committee

The terms of reference were agreed subject to the reference to the laboratories being changed to "Central Blood Laboratories". (The list of ~~members~~ is attached).

It was agreed that Dr Sheila L Waiter and Mr T E Dutton should act as Joint Secretaries initially, leaving the RHA free to decide to what extent they wished to be involved in the Committee secretariat's work. The Committee would be free to co-opt experts when necessary. The first meeting would be held at BPL. A visit to BGRL would be deferred until the laboratory was rehoused. It was agreed that it would also be necessary for the Scientific and Technical Committee to pay an early visit to PFL Oxford. The aim should be to hold the first meeting of the Committee at BPL before the end of March. [The meeting has, ~~in fact~~, been arranged for 26 March].

(j) The requirements of the Medicines Act and the conditions which BPL and PFL would be required to fulfil (JMCCL(79)6)

Dr Walford asked for the Committee's agreement to withdraw the document entitled "Standards for the collection and processing of blood and blood components and the manufacture of sterile fluids in the NBTS". She drew the Committee's



attention particularly to the requirements of HSC(IS)144. and recommended that the RHA should formally designate Dr Lane as the "person responsible". Dr Harris pointed out that although the same licencing requirements did not apply to the NHS as to industry, successive Secretaries of State had emphasised that the NHS should be required to attain the same standards as manufacturing industry. Dr Walford explained that the procedures which BPL had developed for the manufacture of albumin would require to be approved by the appropriate Sub-Committee of the Committee on the Safety of Medicines. It might also be appropriate to ask Supply Division to seek a product licence for the albumin.

Para. Dr Walford said that she expected to make her formal visit to the BPL in April <sup>to</sup> and PFL somewhat later. Mr Harley asked what the situation would be if Medicines Division recommended changes for which there was no financial provision. Dr Harris explained that in this case the options would have to be put to Ministers.

(k) The future of the virology work undertaken at BPL

The arrangements were outlined whereby NIBSC would undertake <sup>the</sup> testing <sup>d</sup> / rabies vaccine for potency. The programme of work on the efficacy of rabies vaccine was the responsibility of the MRC.

It was agreed that the Scientific and Technical Committee should be asked to advise on the extent to which BPL should extend its production of specific immunoglobulins and the resources in money and manpower needed. <sup>It</sup> It had already been agreed that Dr Turner should remain on the BPL staff.]

4. Management arrangements from April onwards

Mr Bradshaw reported that the Authority were in the process of bringing the laboratories under the appropriate standing orders and standing instructions.

5. Progress with personnel matters

Mr Armour reported that the Authority had arranged a meeting with the local staff committee for early March but they were as yet unsure what range of topics the staff representatives wished to cover. He urged the Department to try to ensure that <sup>the job evaluations be completed as soon as possible</sup> ~~they were represented at the forthcoming evaluation of the scientific jobs.~~

The possibility of including an elected staff representative on the Joint Management Committee was considered. Mr Harley reminded members that the staff side had been told that it was proposed to involve them in the permanent

The question of ASTMS' representation to the JMC and the practical problems of any such arrangement were briefly discussed. Mr Harley reminded members of the commitment to involve ASTMS in discussions on the long-term arrangements and it was agreed that this question would be pursued further and discussed at the next meeting arrangements; but no details had been given. The practical problems of such an arrangement were discussed and the Department asked for the opportunity to discuss the proposal with its Personnel Divisions. It was agreed that the matter should be discussed again at the next meeting.

#### 6. Arrangements for planning

Dr Lane outlined his proposals for a small planning group responsible to the Joint Management Committee, which would provide the link between himself and the Committee during the critical development stages of the laboratory. It was at first thought that there might be some overlap with the work of the Scientific and Technical Committee, but it was subsequently agreed that there would be a requirement from time to time for project teams to decide how plans should be carried out. It was agreed that there was a need for a project team to assist Dr Lane with the job of 'seeing through' the 'stop-gap' project and the Department undertook to discuss the particular requirements with Dr Lane.

*Probably acceptable with the second sentence.*

The Chairman emphasised the advantages at this stage of not introducing too rigid a machinery for either managing or planning the laboratories, especially in view of uncertainty about what the Royal Commission might recommend. It was agreed, however, that the planning of the laboratories should not be held up pending publication of the Royal Commission's Report.

#### 7. Any other business

The Chairman invited the Committee to consider the possibility of appointing a Deputy Chairman against the eventuality that he might not be able to attend all meetings. Mr Armour was proposed and seconded and he agreed to assume these responsibilities.

#### 8. Date of next meeting

<sup>14</sup>  
13 June - a whole day meeting at Oxford when the opportunity would be taken to look round PFL and the Harkness Building if BGRL <sup>was to be rehoused there</sup> ~~were to be moved there.~~

DHSS MARCH 1979