

CENTRAL BLOOD LABORATORIES AUTHORITY

Minutes of the fourth meeting of the Central Blood Laboratories Authority held on 23 March 1983 in the Board Room, The Crest.

PRESENT: Mr R D Smart (Chairman)
Professor A L Bloom
Dame Phyllis Friend
Dr H H Gunson
Dr E L Harris
Mr A S Jerwood
Dr G A Stewart
Mr M G Storey

IN ATTENDANCE: Mr W P N Armour (Secretary)
Mr S Godfrey (DHSS)
Dr R S Lane (Director, BPL & PFL)

PART 1

28/83 APOLOGIES FOR ABSENCE

Apologies for absence were received from Dr D P Thomas and Dr A M Holburn.

29/83 MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 23 February 1983 were approved as a correct record and signed by the Chairman subject to the following amendment:

Minute 19/83, paragraph 3, lines 2 and 3 should be altered to read "..... and he supported approaches being made to the Chief Scientist and the MRC in due course for specific projects."

30/83 MATTERS ARISING FROM THE MINUTES

Visit of Regional Treasurers

A short report from Dr Lane on the above was received and noted. Mr Storey asked whether he might attend the meeting, and this was agreed.

31/83 FINANCE

31.1 Budget Statement

A copy of the budget statement (CBLA 83/10) was received and noted. The Secretary confirmed that the Authority could be underspent by approximately £200,000 at the end of the financial year but steps were being taken to minimise this. He confirmed that the Authority would not be allowed to 'roll over' any underspending under existing arrangements.

After some discussion, it was agreed that the Department of Health should be approached to explain the special financial problems of the Authority. A paper would be prepared with a view to establishing the principle, supported by the facts that inflexible restriction of variable costs would frustrate the unique role of the CBLA as a revenue saving body to the NHS. The Chairman would write to the Parliamentary Under Secretary for Health to propose a discussion meeting.

31.2 BPL Products

A copy of the report on BPL products (CBLA 83/11) was received and noted. Dr Lane explained the apparent discrepancy between the figure for products in stock at the end of January and that for the end of February. He stated that he intended to establish, with the assistance of the Regional Transfusion Directors, reasonable levels for stockholding in future.

Dr Harris circulated copies of an extract from the British Medical Journal which showed that the use of Factor VIII was increasing. However, this product is sent out for use immediately and so would not affect the stockholding figures.

32/83 BUILDING

32.1 Project Control Committee

A copy of the Project Control Committee report (CBLA 83/12) was received and noted.

The Secretary reported that the contract with Matthew Hall Norcain would be signed on 15 April, and invited any members who were interested to attend.

The Chairman reported that a reply had been received from the Prime Minister stating that she would not be available to lay the foundation stone of the new building. However, it was agreed that further enquiries would be made by the DHSS as the normal procedure of consultation with them did not appear to have been carried out.

32.2 Building Demolition

A copy of the report on buildings proposed for demolition was received and noted. After a short discussion it was agreed that these proposals should be approved.

33/83 CENTRAL RESEARCH COMMITTEE

A paper from Dr Gunson was tabled, giving proposals for the title, terms of reference and membership of the above committee (copy appended in the minute book). Dr Gunson explained that experts in particular fields would be invited to attend committee meetings when appropriate.

The Chairman congratulated Dr Gunson on assembling such a distinguished committee, and the proposals were approved.

34/83 CBLA RESEARCH & DEVELOPMENT PANEL

A copy of a paper from Dr Lane detailing proposed terms of reference for the above committee was received. Dr Lane stated that initially potential members who could give immediate assistance would be approached. He hoped to be able to give some names of members at the next Authority meeting. Dr Harris suggested some amendments to the terms of reference. After a brief discussion, the wording was agreed upon. (Amendments shown on copy appended in the minute book).

35/83 COOPERATION WITH WELLCOME

The Chairman tabled a paper outlining the proposed Heads of Agreement between Wellcome Foundation Ltd and the CBLA (copy appended in the minute book). After some discussion these were agreed subject to the rewording of items 6 and 7. Item 6 should be amended to clarify the basis of the price charged to CBLA, and item 7 to make clear that CBLA would be responsible for all quality control procedures before release of tests.

36/83 COLLABORATION WITH CELLTECH

A copy of the report from Dr Lane (CBLA 83/14) was received and noted. It was agreed that the proposed collaboration should go ahead.

37/83 HEALTH AND SAFETY AT WORK

A copy of the Health and Safety policy statement and management arrangements was received. Concern was expressed that the document did not give enough attention to staff health. It was agreed that the policy be adopted subject to further investigation into provision of staff health facilities. A rider should be added to the document when this had been done.

38/83 STANDING ORDERS

A copy of the proposed Standing Orders for the Authority (CBLA 83/16) was received and approved.

The attention of members was drawn to Standing Order 4, which required the election of a vice-chairman. It was agreed that the Chairman should take soundings on this, and report back at the next meeting.

39/83 CAR POLICY

A copy of the proposed car policy for the Authority was received. In response to questions from members the Secretary explained that any staff who met the criteria outlined in the policy would be entitled to an allocated car. Under the proposed new arrangements two of the existing pool cars would be retained as such, and the rest would be allocated to staff. It would be necessary to purchase one more car in order to implement the policy.

It was agreed that the policy be adopted and the additional car bought, but that the purchase of any further cars would require the approval of the Authority.

40/83 ANY OTHER BUSINESS

40.1 Dr Lane reported that he had some stock of technical grade quality of Albumin and fibronectin which fell into the category of 'excess to requirements.' It was agreed that he should be authorised to look for a 'market' for these products.

40.2 Dr Lane also reported that he had extra supplies of an intermediate product. He requested permission from the Authority to approach a Danish firm (Nordisk) and offer them a three-year contract to manufacture the finished product and return a proportion of it for use by the NHS under suitable financial arrangements. The Chairman commended Dr Lane for devising this scheme, and it was

agreed that it should go ahead. It was emphasised that the procedure must be well-documented and a statement prepared for release at the appropriate time indicating the exact nature of the arrangement to avoid misunderstanding over the use of excess material. Special mention would be made of the value of using otherwise waste material.

- 40.3 Professor Bloom suggested that the Authority should discuss the Acquired Immune Deficiency Syndrome at a future meeting. He explained what the syndrome was and the reasons for concern about it.

Dr Gunson stated that this subject would be discussed at the next meeting of the Council of Europe's Committee on Blood Transfusion in May which he was due to attend. It was agreed that he would report on this to the Authority in June and that Dr Harris would supply information on the meetings between the DHSS and the US authorities.

41/83 DATE OF NEXT MEETING

The next meeting would be on Wednesday, 27th April 1983 at 2pm. It would be preceded by a presentation on BPL activities at 11am, after which lunch would be provided.

The Director, having completed his contributions, received the thanks of the members for his attendance and withdrew.

REVENUE & CAPITAL ACCOUNTS

	B.P.L.	P.F.L.	B.G.R.L.	S.H.A. SECRETARIAT	SPECIAL PROJECT NEW. LAB.	TOTALS
	£	£	£	£	£	£
<u>REVENUE</u>						
Direct Expenditure	3227279	348742	319150	32890		3928061
Indirect " charged to Cash Limit by DHSS or NWT						
Advertising NWT	4404					4404
Administration Fees NWT	10500	3000	2000			15500
Expenditure April-Nov NWT			329062			329062
Supplies from Central Stores	2074					2074
Rent to Oxford AHA		13000				13000
	3244257	364742	650212	32890		4292101
Adjust to receipts & payments based Accounts but excluding VAT						
Holding Account	-26818		+ 130			-26688
OUTTURN	3217439	364742	650342	32890		4265413
Revised Cash Limits	3092000	347000	715000	30000		4184000
<u>CAPITAL</u>						
Direct Expenditure	884278	17023	9418		275815	1186534
Indirect " charged to Cash Limit by NWT						
Admin Fees	14530					14530
Payments			37000			37000
OUTTURN	898808	17023	46418		275815	1238064
Revised Cash Limits	941000	34000	40000		320000	1335000
Rev & Cap Combined Expenditure	4116247	381765	696760	32890	275815	5503477
" " " Cash Limits	4033000	381000	755000	30000	320000	5519000

Underspending £15523

.28% of
Cash Limit