

## BOARD MEETING REPORT – 4 JULY 2013

### 1. **Declarations of Interest**

There were no conflicts of interest declared.

### 2. **Chief Executive's Report**

The Chief Executive highlighted a number of points from his report including an overview of the IMB hosted meetings as part of the European Presidency of the EU. It was noted that the IMB hosted, organised and administered twenty two meetings in total and all participants were highly complimentary about the standard of organisation, the level of progress achieved at the meetings and the welcome received from staff.

It was noted that Ms. Ann O'Connor, Director Human Products Authorisation and Registration, has tendered her resignation. The Board expressed their regret at Ms. O'Connor's departure and complimented her on her contribution to the IMB.

The Board was updated on the implementation of the Haddington Road Agreement which took effect from July 2013 and which resulted in reduced pay and/or longer hours for staff.

With regard to the consultative panel on the Legal Supply Classification of Human Medicines, it was noted that the process was complete and that the Chairman of the Panel, Dr. Colm Gaynor, had drafted an output document outlining the conclusions of the panel which will be presented to the September meeting of the Board.

It was noted that the Association of Chief Executives of State Agencies organised conference was held the week beginning 3 June and attended by the Chairman and Chief Executive. The conference proceeded satisfactorily and the Chairman complimented the CEO on all the positive feedback received.

### 3. **Key Priorities and Objectives 2014**

The Board noted the key priorities and objectives for 2014 focussing particularly on the rebranding of the organisation, relevant legislation, regulatory issues, income and expenditure, and staffing. In addition, there will be a focus on potential funded activities in a range of areas at European level and expanding regulatory links with third countries. It was noted that the Department of Health is in favour of the IMB developing its international remit.

### 4. **HPRA Brand**

An overview was provided of the research and creative process undertaken by the design agency that developed the new proposed brand and logo encompassing all of the competencies of the IMB under the new name Health Products Regulatory Authority - to be known as the HPRA.

The Board was highly complimentary of the process, the colour options chosen, and the final design selected, all of which was approved.

**5. Committee Updates**

There were no meetings since the last Board meeting.

**6. Accommodation**

A brief update on the work to date was provided. It was noted that the project of extending Kevin O'Malley House upwards by two floors is progressing as planned and will be completed on the 12 July, within budget. While it was a complex build any issues which arose were dealt with and resolved. The Veterinary Sciences Department and the Human Products Monitoring Department will relocate to their new accommodation from the end of July.

**7. Financial**

The management accounts for May 2013 were noted by the members.

**8. Licensing Activities**

Tables of Licences from 17/05/13 to 21/06/13

The Board noted the above tables specifying the licences approved by the Management Committee.

**9. Proposed Board Meeting Dates 2014**

The Board noted the proposed meeting dates for 2014.

**10. Annual Report**

It was agreed that the Annual Report in hard copy be posted to the members.