

**NORTH OF SCOTLAND
PUBLIC HEALTH NETWORK
Steering Group Meeting**

Tuesday 18th February 2014, 2:00– 4:30pm

Videoconferencing venues are given at the end of the agenda for ease of reference.

Videoconferencing: the national bridge will dial all sites direct a few minutes before the start of the meeting. In the event of problems please call the Bridge Helpline on 01224 550444 or Pip on 07713 632326.

Members of the Group and those attending the meeting should be aware that their names will be listed in the minutes / papers, which will be made available on the internet.

AGENDA

			Timings
01/14	Welcomes and apologies:		2:00
	Welcome to Maggie Watts: Director of Public Health NHS Western Isles	MS	
	Apologies received from: Susan Webb, Ken Black, Noelle O'Neill		
02/01	Minutes of the last meeting 2 nd October (paper attached) – (the meeting of the 20 th November 2013 was cancelled) <i>Minute for approval. Members will be asked to state if there is any reason why the papers / minutes of the last meeting should not be made available by open access on the internet.</i>	MS	
03/14	Matters arising from the last meeting and not on the agenda <i>Members will be asked to note / comment on the updates.</i> <ul style="list-style-type: none"> Integration agenda (verbal update) 	MS	2:05
04/14	ScotPHN / NHSHS updates and developments 4.1 Scottish Public Health Network (ScotPHN) a Update (paper attached). <i>Members will be asked to comment on / note the update given.</i> b ScotPHN audit (2 papers attached) <i>Members will be asked to:</i> <ul style="list-style-type: none"> comment on the audit discuss the NoSPHN response to the consultation paper reflect on the transferability of learning from the audit for NoSPHN 	PM PM MS	2:25
05/14	North of Scotland Planning Group / programmes 5.1 Feedback from NoSPG meetings (verbal report): NoSIPG 20 th November and NoSPG 4 th December). The next NoSPG meeting is 19 th February. <i>Members will be asked to note the report.</i> 5.2 Update on NoSPG / programme developments (paper attached) a NoSPG workplan (verbal update) – <i>Members will be asked to discuss / note the update.</i> 5.3 Small volumes / outcomes and sustainability work - update, scoping and sustainability (verbal report(s) and 1 paper attached) 5.4 Oncology Service Review (verbal update) - <i>item will be taken between 2:10 and 2:25pm)</i>	JC JC PF/JC WM	2:45 2:50 3:00 2:10-2:25
06/14	Public Health Network Workplan 6.1 NoSPHN Work plans 2013/14 and 2014/15 a Workplan update (2013/14) (paper attached) - <i>Members will be asked to comment on/note progress and discuss forward planning arrangements for the 2014/15 workplan and reflect on the balance of work in terms of 3 horizons thinking (focus on fixing, innovating, transforming?)</i> b NoSPHN Budget (paper attached) <i>(update 2013/14 and forward planning 2014/15)</i> c Specific updates from key groups / programmes and related actions not on the agenda (paper attached). <i>Members will be asked to comment on / note the updates.</i>	PF PF PF	3:10

	6.2 Workforce planning session (follow up to 2nd October 2013 event) and planning for second session 7 th March 2014: <ul style="list-style-type: none"> Summary of actions 2nd Oct - <i>members will be asked to discuss / update on proposals from the workshop</i> (paper attached) Planning for follow up session 7th March 2014, Aberdeen (paper attached) <i>Members will be asked to discuss the aims of and agenda for the session.</i> 	MS	3:30
	6.4 NoSPHN Health Improvement Collaborative (verbal update) – update form Health Improvement Collaborative and including Scottish Centre for Healthy Working Lives developments	RW	3:45
	6.5 Scottish Affairs Committee Faculty Conference 2014 (verbal update) – <i>Members will be asked to note the date of the next Faculty Conference in Scotland, arrangements for the organising group (first meeting to be held 26th February 2014) and invited to share ideas / suggestions for the focus of the event / key speakers.</i>	PF	3:55
	6.6 North of Scotland Regional Resilience Partnership – update (3 papers attached)	MS	4:00
	6.7 Draft annual report (draft paper attached) <i>members will be asked to comment on / approve the report.</i>	PF	4:10
	6.8 NoSPHN Lead role (for review by August 2014) – (verbal update)	MS	4:15
07/14	AOCB <ul style="list-style-type: none"> ME/CFS NHS Highland Sustainability project 		4:20
08/14	Items to be brought forward to future meetings: <i>members are asked to highlight and agree proposals for items to be brought forward to the next meeting (April 2014) and highlight further items for future discussion:</i> <ul style="list-style-type: none"> Update on NoS Homelessness Hub work (due Feb 2014 – deferred to April meeting) Invitation to Elaine Mead as Chair NoSPG to attend – provisionally set for June 2014 meeting Inequalities Discussion – focussing on Report of the Ministerial Task Force on Inequalities (now expected late February 2014), Welfare Reform and SIMD / Colin Fischbacher's paper 'Identifying Deprived Individuals' (for consideration on the 7th March) Substance misuse developments (Susan Webb) ADTC Collaborative (Sharon Pfleger) Audit of NoSPHN – are we focussing on what really matters / asking ourselves the right questions / got the balance right across work programmes? 9to be discussed following release of ScotPHN report) NoSPHN Quality Framework 		
09/14	Date of next meeting: 29 th April 2014 2 – 4.30pm Dates for 2014: (all dates 2pm – 4.30pm with video/teleconference) Wednesday 11th June Thursday 21st August Tuesday 28th October Wednesday 10th December		4:30

Videoconference venues / attendees: (vc links tbc)

NHS Grampian - Ray Watkins and William Moore (2:00 - 2:25pm)
NHS Highland – Margaret Somerville
NHS Orkney – Louise Wilson
NHS Shetland – Sarah Taylor
NHS Western Isles – Martin Malcolm and Maggie Watts (by tc)
ScotPHN – Phil Mackie
NoSPG – Jim Cannon