

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

Tuesday 28th August 2012, 2:00 – 4:30 pm

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

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.

Phil Mackie will join the meeting between 2-3 pm for approximately 15 mins – at that point Items that Phil can address will be taken - 30/12 (Faculty Conference), 31.2 (New Ways of Working), 33.1(ScotPHN Items) and 33.3 (Welfare Reform) – although clearly there may not be time to discuss the items in detail at that point.

AGENDA

			Timings
27/12	Welcomes and apologies (Apologies from: Susan Webb, Jane Groves, Wilma Reid/ NHSHS, Susan Vaughan, Noelle O'Neill)		2:00
28/12	Minutes of the last meeting 20 th June 2012 (paper attached) <i>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>	ST	
29/12	NoSPHN Professional Lead – finalisation of nomination / official handover	ST/MS	2:10
30/12	Matters arising from last meeting not on the agenda <ul style="list-style-type: none"> Faculty Conference 2012 (update), 2013 (proposal for NoS event) and abstract submission Detect Cancer Early Keep Well Mainstreaming (verbal update) – (Members are also asked to update briefly on any local developments) 	PM/MS/PF ST/MS All	2:15
31/12	Public Health Network Workplan 31.1 NoSPHN Workplan 2012-2013 a Workplan update (2012/13) (paper attached) – and specific updates from last meeting. <i>Members will be asked to comment on/note progress.</i> b Specific updates from key Groups / programmes not on the agenda (paper attached). <i>Members will be asked to comment on / note the updates.</i>	PF PF	2:25
	31.2 Public Health Overview / action plan a Health Protection Stocktake (verbal update) – national update and NoSPHN Stocktake meeting 14 th September 2012 (verbal update). b New Ways of Working – feedback and next steps (verbal update): <ul style="list-style-type: none"> Final report Disinvestment Group (verbal update) National Health Service Improvement Network (meeting 28th August 2012) – (verbal update) 	PF ST/MS ST PF	2:35
	31.3 Civil Contingencies / Critical Infrastructure / STAC Guidance a Common Approach to Civil Contingencies work (paper attached) b Critical Infrastructure (verbal update) c Latest STAC (Scientific and Technical Advisory Cell) Guidance (paper attached)	 MS	2:45
	31.4 Scottish Centre for Health Working Lives - Report on meeting 24th August 2012. (verbal update)	PF	3:00
	31.5 GIS Mapping (paper attached) The briefing paper attached advises on two areas for consideration with regards the One Scotland Mapping Agreement	ID	3.10

(OSMA) and the development of a sustainable Geographical Information (GI) function building on OSMA and proposed actions. *Members are asked to discuss the briefing and actions highlighted.*

32/12	North of Scotland Planning Group		3:25
	32.1 Feedback from NoSPG meetings (there have been no meetings since the last NoSPHN meeting – the next meetings are NoSPG 29 th August, IPG 26 th Sept). National review of Regional working (verbal update). <i>Members will be asked to comment on / note the updates</i>	ST	
	32.2 Update re NoSPG programmes:		
	<ul style="list-style-type: none"> • Cardiac: Cardiac event 30th October , Nairn – Public Health representation • Potential requests for NoSPHN support: Trauma Services, Vascular services, MOHS (Dermatology service), Paediatric Sustainability, Hepatobiliary Cancers. 	PF PF/ST/MS	
	32.3 Horizon Scanning to Inform NoSPG Decision Making in the Future – NoSPHN focus (verbal update). <i>Members will be asked to note updates / discuss the issues presented.</i>		3:35
	a NoSPG debrief meeting 16 th May 2012 (paper attached). <i>Members will be asked to comment on/ note the minute of the meeting.</i>	PF	
	b NoSPG update (meeting with Peter Gent 21st August 2012) – verbal update with agreed next steps.	ST/PF	
	c Intelligent region (paper attached) – <i>members will be asked to review developments to date and guide thinking on next steps.</i>	JE/PF	
33/12	Further business (Item to be taken between 2 -3 pm when Phil Joins meeting)		
	33.1 Scottish Public Health Network (ScotPHN)		3:55
	a Update paper (paper attached). <i>Members will be asked to comment on / note the update given.</i>	PM	
	b Memorandum of Collaboration (paper attached – MOC and revised NoSPHN Governance paper). <i>Members will be asked to comment on / approve the proposed NoSPHN Governance paper (Appendix 2). The MOC is being submitted to ScotPHN on the 16th August for final approval before signing by each Network.</i>	PM/MS	
	c Membership of ScotPHN. <i>The NoSPHN Lead has been invited to join the ScotPHN Board (in line with the MOC) with an agreement for a deputy to attend if the lead is not available. Members are asked to note the position.</i>		
	33.2 Parliamentary Committee on Welfare Reform (briefing papers (2) attached / verbal update). <i>Members will be asked to comment on / note the update given.</i>	MS/PM	4:05
34/12	AOCB		4:25
35/12	Date of next meeting Wednesday 31 st October 2 - 4.30pm Further meeting Dates for 2012 – Wed 19 th December 2-4.30pm		4:30

Items to be brought forward to future meetings:

- Reflection on NoSPHN in light of outcomes of National MCN review / new MCN Guidance (issued July 2012) (PF)

Videoconference venues:

NHS Highland	1 st floor meeting room, Assynt House, Inverness
NHS Orkney	Tartan Room, Balfour Hospital, Kirkwall
NHS Grampian	Summerfield House, Aberdeen
NHS Shetland	Seminar Room A, Brevik House, Lerwick
NHS Western Isles	South Beach Street, Stornoway