

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

Wednesday 7th December 2011, 2:00 – 4:30 pm

Videoconferencing: the Grampian bridge will dial all sites direct approximately 10 minutes before the start of the meeting. In the event of problems please call the Bridge Helpline on 01224 550444, Pip on 07713 632326. Videoconferencing contact venues are given at the end of the agenda

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

Planned priority/extended items		Timings	
42/11	Welcomes and apologies		2:00
43/11	Minutes of last meeting (5 th October 2011 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	
44/11	Matters arising not on the agenda <ul style="list-style-type: none"> Child Health Evaluation Debrief National NSAG review 	PF MS	
45/11	Public Health Network Workplan		
	45.1 Anticipatory Care	EG/AM	2:10
	45.1i Well North – Remote and Rural Anticipatory Care Project		
	a) Well North Update (paper attached). <i>Members will be asked to comment on / note the update given.</i>		
	45.1ii Mainstreaming Health Checks / targeting. <i>Members will be asked to update verbally on local proposals/developments for mainstreaming of health checks and approaches to targeting.</i>	ALL	
	45.2 NoSPHN Workplan 2011- 2012 (with 2012/13 forward planning)	PF	2:40
	a) Workplan update (2011/12) (paper attached). <i>Members will be asked to comment on/note progress.</i>		
	b) Specific updates from key Groups / programmes not on the agenda (2 papers attached). <i>Members will be asked to comment on / note the update.</i>		
	c) Proposals for action 2012/13 (paper attached). <i>To include: proposals for Service Improvement and wider developments for the workplan and CPD – each of which have been sought from Boards. Members will be asked to discuss the areas outlined and any additional proposals and prioritise developments.</i>		
	45.3 NoSPHN budget 2011/12 and 2012/13 (paper attached). <i>Members will be asked to note the predicted out turn on the budget by the end of the financial year and proposals for allocations for 2012/13.</i>	PF	3:10
	45.4 Public Health Overview / action plan – to include update on Health Protection Stocktake (verbal report). <i>Members will be asked to discuss / note the report given and discuss potential implications for further work within NoSPHN as a result of the Stocktake recommendations.</i>	ST	3:15
	45.5 Public Health Faculty Conference 10th to 11th November 2011 (verbal update). <i>Members will be asked to feedback views on the event and any suggestions for next year's event.</i>	MS	3:25
	45.6 NoSPHN Lead Clinician (draft job description attached/verbal report) <i>Members will be asked to note the verbal report given and discuss and approve the draft job description.</i>	ST	3:30
	45.7 Update of NoSPHN website http://www.nosphn.scot.nhs.uk/ - <i>Members will be asked to highlight their expectations of the web site (eg distribution of papers for meetings/ information exchange) as part of an ongoing update of the site.</i>	PF	3:40

46/11	North of Scotland Planning Group		3:45
	46.1 Feedback from NoSPG meetings (NoS IPG 12 th October and NoSPG 30 th November) (verbal report). <i>Members will be asked to note the updates.</i>	ST	
	46.2 Horizon Scanning to Inform NoSPG Decision Making in the Future (verbal update and 2 papers attached). <i>Developments following the Horizon scanning event on the 21st September and NoSPG meeting 30th November will be outlined. Members will be asked to discuss next steps with regards to support to NoSPG and the impacts of the work for the NoSPHN workplan..</i>	ST/PF	
47/11	Further business		
	47.1 Scottish Public Health Network (ScotPHN)	PM	4:10
	47.1i Update paper (paper attached). <i>Members will be asked to comment on / note the update given.</i>		
	47.1ii Feedback on the consultation with Boards on ScotPHN work (verbal update). <i>Members will be asked to comment on the update.</i>		
	47.1iii Memorandum of Collaboration (verbal update). <i>Members will be asked to comment on the update.</i>		
48/11	AOCB		4:25
	<ul style="list-style-type: none"> To note the retiral of Lesley Wilkie from the NHS (last day in office 1st December 2011). 		
49/11	Date of next meeting Wednesday 1 st February 2012 2-4.30pm		
	Meeting Dates for 2012		
	To be confirmed.		4:30

Videoconference venues

NHS Highland	Anteroom Assynt House, Inverness
NHS Orkney	PH Meeting Room, Victoria Street, Kirkwall
NHS Grampian	Summerfield House, Aberdeen
NHS Shetland	SMT Room, Brevik House, Lerwick
NHS Western Isles	South Beach Street, Stornoway
ScotPHN	Room 4.1, Elphinstone House, Glasgow