

**APPROVED NORTH OF SCOTLAND
PUBLIC HEALTH NETWORK (NoSPHN)
Steering Group Meeting by videoconference
Tuesday 23rd August 2016, 2:30 – 5:00pm**

**NORTH OF SCOTLAND
PUBLIC HEALTH NETWORK**

Present:

Louise Wilson	Director of Public Health NHS Orkney / NoSPHN Lead (Chair)
Maggie Watts	Director of Public Health NHS Western Isles
Chris Littlejohn	Interim Deputy Director of Public Health NHS Grampian
Jonathon Iloya	Consultant in Dental Public Health NHS Grampian
Pip Farman	Public Health Specialist / North of Scotland Public Health Network Coordinator

Not all members were in attendance for all items. The items were not taken in order but are reported here in numerical order.

11/16	Apologies had been received from: Hugo van Woerden, Susan Webb, Phil Mackie, Ann Conacher, Jim Cannon and Kerry Russell.	Action
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12/16	<p>Minute of the last meeting 31st May 2016</p> <p>The minute of the last meeting was approved. Members gave no reason why the papers / minutes of the last meeting should not be made available by open access on the internet.</p>	LB
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13/16 Matters arising from the last meeting and not on the agenda

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| <ul style="list-style-type: none"> • Dental Public Health – Louise noted that a paper had been developed by Jay Wragg (NHSO) with respect to the NHSO position in liaison with Jonathon Iloya (NHSG). The next stage was to move to an SLA/what services were required (paper to be circulated). Further work was required to detail wider NoS developments (with respect to the Phase 1 NoS sustainability work, objective 5).
Jonathon noted there had been a number of changes in CADO's across Scotland and that he anticipated further discussion nationally on developments. | <p>JI/LW</p> |
| <ul style="list-style-type: none"> • UHI updates / mapping of academic links / endowment funds – colleagues were reminded to consider whether any endowments funding might be accessed locally to support NoS PhD/research placements. | <p>All</p> |
| <ul style="list-style-type: none"> • Highlighting nationally cuts in funding bundles – Louise noted that this had been discussed nationally and there had also been FOI / media requests to which Boards had responded. Chris suggested that a review of the responses / media coverage might support a consistent message to further requests. Pip agreed to source any media coverage. | <p>PF</p> |
| <ul style="list-style-type: none"> • National Clinical Cancer Services Group – Pip/Louise agreed to confirm whether a request for Public Health representation on the National Clinical Cancer services Group (NCCSG) has been received and Susan to confirm if William Moore would be willing to deputise for Louise at the Scottish Cancer Group and represent at NCCSG if requested? | <p>LW/PF
SW</p> |

14/16 Scottish Public Health Network (ScotPHN) – update
The paper was noted with thanks.

15/16 North of Scotland Planning Group programmes
15.1 Feedback from NoSPG meetings

- a Next NoSPG meeting 5th September** – future NoSPHN representation / attendance. PF
Pip agreed to negotiate shared DPH attendance at future NoSPG meetings (based around diaries availability).
- b National planning developments** – the paper circulated was noted.

15.2 Update on NoSPG workplan / programme developments

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| <p>a Major Trauma Review – Pip advised that Maria Rossi was now working with Lorraine Scott (NHSG) to scope the need for MT audit / data on which she would then update NoSPHN for comment. Maria had also been invited onto Catherine Calderwood’s national Major Trauma Improvement Group as a DPH representative (Sept – Dec 2016). Pip and Maria had still to write a paragraph making the case for Major Trauma preventative work to national groups eg ScotPHN, DsPH and NPF.</p> | <p>MR
MR/PF</p> |
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	<p>b NoS Clinical Strategy developments – Hugo and Pip were representing NoSPHN on working groups. Pip reminded all members that the NoSPG annual event was to be held on the 30th November (Dundee) and that registration details had been circulated. Jenny Wares (NHS Highland) was finalising the demographics work which would be shared for comment and discussion was ongoing with regard to further information needs.</p> <p>Chris noted that the NHS Grampian Clinical Strategy was out for consultation which included 2 (of 4) public health focussed objectives and on which NHSG would welcome feedback (to understand alignment to other local strategies / the NoS strategy) and he shared the link with colleagues. <i>Post meeting update: Available at http://www.nhsgrampian.co.uk/nhsgrampian/InvolvingYou.jsp?pContentID=9626&p_applic=CCC&p_service=Content.show&</i></p>	<p>HvW / PF All</p> <p>JW/HvW</p> <p>CL / All</p>
16/16	<p>National reviews/development</p> <p>a Public Health Review – no further developments were noted.</p> <p>b Public Health Strategy - no further developments were noted.</p> <p>c National Health Intelligence workshops – the summary paper circulated was noted and members agreed to ensure further engagement with the implementation phase of the work to ensure remote and rural interests were maximised.</p> <p>d Shared Services Review (SSR) – members noted that Susan Webb, Chris Littlejohn, Maria Rossi, Ken Oates and Pip Farman were attending the next consultation event on the 24th August and would feedback. <i>Post meeting note: see presentations from the day at ScotPHN SSP - PH</i></p> <p>e Islands Bill meeting (with SSR reps) – Pip noted that the meeting had been confirmed for the 10th October 2016 10-11.30am (by vc/tc). <i>Post meeting update: this meeting was subsequently cancelled due to diary commitments and will be rearranged. To note the most recent press release / statement http://www.bbc.co.uk/news/uk-scotland-highlands-islands-37165817).</i></p>	<p>PF/All</p> <p>SW/CL/ PF</p> <p>PF</p>
17/16	<p>Public Health Network Workplan</p> <p>17.1 Update on NoSPHN programmes of work</p> <p>a Health Protection</p> <p>i NoS Island Health Protection Resilience / rota developments. Louise noted that the rota arrangements were working well and that the locum in NHSO was covering some of her leave. The locum cover was to be reviewed by the end of November 2016. The group discussed the grounding of the oil rig in NHS Western Isles and the implications had this happened when a remote colleague had been on call. Maggie highlighted a number of learning points from the incident (locally, regionally, nationally – both strategic and operational) and agreed that once the incident was complete that these might be shared through a wider CPD session / specific feedback session to rota colleagues.</p> <p>b Workforce planning / developments / CPD</p> <p>i Defined Specialists – peer support sessions. Pip updated on the ongoing peer support sessions and noted a request for clarification re support / study leave and whether this might be supported with a statement through NoSPHN. The group reiterated their support for the sessions regionally and for study leave for but noted that individual arrangements needed to be agreed locally. Pip advised that she had protected some funding from the NoSPHN budget to support the group's developments. The group were discussing their support needs.</p> <p>The group discussed the recently launched FPH practitioner membership and agreed there was a need to understand the impact of the new scheme in terms of the UKPHR scheme, NoS support and members agreed to seek advice from Faculty advisers http://www.fph.org.uk/fph_practitioners. Members also noted colleagues were attending linked meetings in the near future and would be in a position to update.</p> <p>ii Scottish Faculty Conference October 2016</p> <ul style="list-style-type: none"> NoSPHN Abstracts – Pip advised that two abstracts (the islands rota and the securing and sustainability project) had been submitted for the conference the outcome of which was expected shortly. 	<p>MW/PF</p> <p>All</p>

- **Remote access to the event** – request for support with funding. Noting NoSPHN's commitment (through the Boards) to meeting up to 50% of the costs of webcasting, Pip advised that the Faculty committee and the Scottish DsPH had agreed to cover the remainder and that she intended to work with the organisers to advise on delivery. NHS Grampian and NHS Highland had already committed costs, Maggie supported the cost of one place and Pip agreed to follow up with NHS Orkney and Shetland also. All/PF
- **NoSPHN Sponsorship / stand** – Pip noted that NoSPHN had been offered a stand at the conference at a cost of £500 +VAT which included 2 half funded places. The group agreed to taking the stand and promoting the NoS as a place to train and work. PF
- **Scottish Faculty Conference 2017** – Pip reminded members that Julie Cavanagh had sought the advice of NoSPHN members on appropriate venues for the 2017 conference which was to be held in the North. Three venues had been identified and costings sought: the AECC Aberdeen, Eden Court Inverness and the Aviemore Conference centre and Julie was asking for advice on each. Pip agreed to feedback noting the choice should be predicated on cost; ability to support remote access and the accessibility of the venue (travel links etc), noting that that there were pros and cons to each venue for each Board. All members agreed to discuss local nominations for the NoS organising group and identify suggestions for the event (speakers/theme etc), All

c Futures thinking / planning

- i **Review of strategic commissioning plans** – Pip spoke to the paper circulated which was nearly complete summarising the strategic intentions, public health focus and key actions identified from each of the NoS IJB plans. Pip agreed to complete the work but asked that all feedback if the current approach was helpful with a view to the final paper being shared and the group to consider gaps, consistency of messages, and any required supporting work. PF/All

- ii **Draft rural proofing toolkit** (for national developments) – speaking to the paper circulated Pip asked for clarification on members expectations of the toolkit (aim and target groups). All agreed to comment on the current version and advise on: the aim of the work (aide memoire or something more); focus – eg PH or generic; potential target audiences eg SSR, NoSPG, Islands Bill. Pip agreed to test the finalised versions with eg NoSPG and NoS colleagues with a view to sharing the work with the DsPH Group/ SSR/NoSPG when complete. All
Pip

- iii **Scenarios development** - Louise and Pip agreed to meet to scope the work and Pip agreed to test with Tam Watchorn whether QUBE might be used as a mechanism to develop the scenarios. LW/PF

- iv **NoSPHN development day 11th October 2016**. Noting the draft agenda circulated the DsPH agreed to feedback on the aims of the event, programme and invitees and agreed that funding for travel to the session should be supported through NoSPHN. All
Post meeting update – the date of session has been revised due to a national Caldicott event.

- v **Integration updates** – there were none.

17.2 NoSPHN Workplan 2016/17

- a **Workplan update** – members noted the plan which had been updated with the most recent developments and linked the activities to a Public Health Review outcomes table. Members noted that it was a significant agenda which would benefit from further prioritisation which Pip agreed put on the agenda for the NoSPHN development day. PF/Hi
Pip highlighted further interest in the development of a health intelligence support session / signposting for skills development to which members agreed on the assumption the focus was on up-skilling / supporting generic staff (thereby reducing demand on specialist staff) and ensuring a focus on evaluation. Pip agreed to scope the needs further. leads

- b **Specific updates from key groups / programmes and related actions not on the agenda** – the paper was noted with thanks.

18/16 AOCB

- Informing Investments to Reduce Health Inequalities (III) – Pip noted a request from ScotPHN for a NoS representative to sit on the group. Members agreed to follow up locally and coordinate with Pip. All/PF
- PHE – Remote and Rural inequalities / measurement – Pip noted a request from Public Health England for input to a resource they were developing on measuring inequalities in

	remote and rural areas. Pip agreed to email colleagues to gather resources / information.	PF/All
	<ul style="list-style-type: none"> Request from Harpreet Kohli for service evaluation information and protocols – noting a request from Harpreet Pip had, with Louise's agreement, shared with Harpreet an abridged version of the Phase 1 work. Yammer – Pip reminded colleagues of a request to test whether Yammer could be used in each of the Boards (email previously circulated). Members agreed but noted a concern about the plethora of email prompts / messaging re such media. 	MW/CL/ SW
19/16	Items to be brought forward to future meetings: Items to be forwarded to Pip	All
20/16	Dates of next meetings: (by vc/tc) Wednesday 2 nd November, 1.00 – 3:30pm Meetings for 2017 to be arranged.	LB