

**Present:**

Louise Wilson	Director of Public Health, NHS Orkney / NoSPHN Lead (Chair)
Colin Gilmour	Head of Health Improvement, NHS Western Isles (for Maggie Watts)
Chris Littlejohn	Depute Director of Public Health, NHS Grampian (for Susan Webb)
Ken Mitchell	Programme Manager, North of Scotland Planning Group (NoSPG) (for Jim Cannon)
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.

		Action
22/17	<b>Apologies</b> had been received from Hugo van Woerden, Maggie Watts, Susan Webb, Kerry Russell (now on a secondment to the national elective care work stream), Elaine Garman and Jim Cannon.	
23/17	<b>Minute of the last meeting</b> 28 <sup>th</sup> March 2017 The note 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.	LB
24/17	<b>Matters arising from the last meeting and not on the agenda</b> <ul style="list-style-type: none"> <li>Yammer Group – all NoS DsPH had indicated that they were able to access Yammer and Pip agreed to set up a Yammer group.</li> <li>ScotPHN links – Pip advised that she had now set up quarterly meetings with Phil Mackie, the ScotPHN update paper would routinely be shared at the NoSPHN Steering Group meetings and the NoSPHN membership of the ScotPHN Advisory Group would continue.</li> <li>Screening services / representatives on national groups – referring to Item 17d page 3 of note of last meeting Pip agreed to follow this up with Jim Cannon.</li> </ul>	PF  PF
25/17	<b>Scottish Public Health Network (ScotPHN) - updates</b> <b>a Updates / workplan</b> – the paper was noted with thanks.	
26/17	<b>North of Scotland Planning Group / programmes</b> <b>26.1 Feedback from NoSPG</b> There had not been a NoSPG meeting since the last NoSPHN meeting and the NoSPG meeting scheduled for June 7 <sup>th</sup> had been cancelled.  <b>a NoSPHN annual report</b> to NoSPG - Members approved the report and agreed to it being submitted to NoSPG.	    PF
	<b>26.2 Update on NoSPG workplan / regional developments</b>  <b>a Update on regional developments</b> – Ken Mitchell spoke to the paper circulated and summarised the developing arrangements for regional planning (in line with the Health and Social Care Implementation Plan) in which new regional structural and governance arrangements were being developed. To support the development of a Regional Delivery Plan, work was being commissioned from professional groups – led by the Directors of Planning in the NoS and the clinical strategy work previously developed would align with this. A transformation fund was being made available nationally to support developments for which the NoS was submitting a bid and on which views from groups was being sought. The new Regional Programme Board was due to meet on the 13 <sup>th</sup> June (then again in August). Ken agreed to ensure that colleagues were kept updated / sent information.	    KM
	Discussion highlighted the need for the Delivery Plan to address: what was required at a regional level (outcomes / cost reduction etc); understanding in variation in outcomes; sustainability (differing thresholds); the need for regional criteria to assist planning colleagues; the evidence base for change / action; prevention - to ensure this is embedded in the plans; and to seek to guide short (1-5 years) and longer term goals. Ken advised that he understood that NHS Tayside continued to be part of the NoS arrangements.	

The group noted that the NoS DsPH were meeting fortnightly to: ensure public health fed into / influenced developments; consider the Public Health offer and that contact should be through the NoSPHN Lead to coordinate collaborative Public Health support for developments.

In summary the group further agreed to:

- Develop Public Health proposals for the RDP transformation fund and commission
- Seek to understand / influence developments through Graeme Smith
- Seek to understand the Public Health input / information requirements
- Ask Jim Cannon to share the papers / RDB plans for the 13<sup>th</sup> June meeting.

DsPH  
CL  
DsPH  
KM

**b NoS Clinical Strategy developments** – Pip noted that she understood that previous comments had been incorporated into the strategy which was being finalised and that Hugo van Woerden had made contact with the other regions to understand how they are approaching the developments / opportunities for collaboration.

## 27/17 **NoSPHN Workplan 2017/18**

**a Workplan update 2017/18.** Members noted the updated plan with thanks.

**b NoSPHN priorities 2017/18** – noting the paper circulated the group discussed and agreed the key priorities for the NoSPHN work plan as being: the regional developments; realistic medicine (including reference to transport); health protection services; a stratification project (to look at data / needs in a different way); and ensuring that there was some scope (ie not to over commit) to enable emerging needs to be met. The agreed focus throughout was on adding value at a regional level (ie what might be achieved at a regional level that could not be achieved at a Board level). Pip agreed to revise the workplan in light of the agreed priorities and begin to scope the newly agreed developments.

PF

**c Specific updates from key groups / programmes and related actions not on the agenda**  
Members noted the update with thanks.

**d NoSPHN audit** – Louise highlighted the need to review and ensure NoSPHN had in place formal assurance processes for NoSPHN work – including auditing ourselves as a network and controls assurances for the work that we do – noting that this might change in relation to the new regional developments. The group noted that much of what worked through NoSPHN was due to trust and cooperation developed over a number of years and only some of this was formalised eg through the NoSPHN Terms of Reference and Memorandum of Understanding (MOU) for Surge Capacity. Pip and Louise agreed to gather the existing frameworks and our controls for the next NoSPHN meeting and the group agreed to review initially the NoSPHN Terms of Reference and the MOU for Surge Capacity.

LW/PF  
PF

**e Invitation to NHST to join NoSPHN** – noting the developing regional arrangements Louise advised that the NoS DsPH had suggested that a formal approach be made to Drew Walker (DPH NHS Tayside) to understand how he wished to engage / be engaged in terms of the regional planning developments and wider public health developments / NoSPHN. Louise agreed to approach Drew with an invitation to formally join NoSPHN and/or understand arrangements for working on RDP developments

LW

## 28/17 **Public Health Network Workplan Update on NoSPHN programmes of work**

### **a Health Protection**

**i NoS Island Health Protection Resilience / rota developments** – update and lessons learned. Louise noted the paper circulated highlighting lessons learned to date for the island on call rota. The group agreed it was a helpful summary and should be shared further after clarifying the reference to the NHS Orkney arrangements. Pip noted that the first SSR Health Protection on call meeting had been set up for the 9<sup>th</sup> June and agreed to share the revised version with Liz Smart and Ken Oates who were representing NoSPHN on the working group.

PF

PF

### **b Workforce planning / developments / CPD**

**i Scottish Faculty Conference 2<sup>nd</sup>/3<sup>rd</sup> November 2017 (Aviemore).**

Chris noted that plans for the conference were on track and that the call for abstracts and sponsorship were live. 5 of 10 invited speakers were now confirmed. Pip noted that remote access (webcasting) was being explored and anticipated that there would be a need for a

mechanism for recouping costs. Members agreed to:

- Progress with faculty conference developments - all were asked to submit ideas for speakers
- Pip agreed to develop with colleagues proposals for NoSPHN abstracts / posters and submit these by the deadline
- Explore further remote access options and feedback.

ALL  
PF  
PF

**c Futures thinking / planning**

i Scenarios development – Louise noted that further work had still to be progressed.

LW

ii Reflections on the remote DPH role – Pip noted that the review had been completed and that subject to Susan agreeing the note of this that this would be shared. In Susan's absence was agreed to defer the item to the next meeting.

iii Integration updates – there were none.

**29/17 National reviews/developments** (updates and implications for NoSPHN/ workplan)

a **Public Health Review** – there were no further updates.

b **Public Health Strategic Priorities / Strategy** – members noted that arrangements were being made through the national Directors of Public Health to input to / influence the development of the strategic priorities.

It was agreed to include the new Public Health Organisation as a specific bullet point on future NoSPHN agendas

PF

c **Shared Services Review (SSR)** work streams – the group noted that the Chief Executives were discussing where the Public Health SSR programmes should best sit going forward. Members update on the work of the sub groups as known.

- Health protection on call - Ken Oates and Liz Smart are both representing the NoS – the first meeting of the group was set for the 9th June 2017
- Screening services – Louise was linking with the national SG screening group which was being revitalised to ensure there was no duplication across the work streams.
- National and regional planning – Maggie Watts was leading and meetings and discussion were ongoing.
- Health Intelligence – Hugo van Woerden was Chairing and a questionnaire on workforce capacity and capability was to be sent to DsPH shortly.
- Knowledge services – there was no update available.
- Developmental – Susan Webb was Chairing – colleagues noted that a draft paper was in preparation which it was anticipated would be made available shortly.

d **Health and Social Care Delivery Plan** – public health developments / implications for the NoS. Pip noted that Maggie Watts had asked that this be a standing item on the agenda to reflect on developments that were distinct from the NoS regional planning agenda. Louise agreed to share a NHSO H&SC paper highlighting local public health actions and asked if all Boards were generating responses locally that colleagues reflect on what might be a more collaborative approach (Public Health) to this.

LW  
All

**30/17 AOCB** – noting that her NoSPHN term of office was due to complete by August 2017 and the next meeting of NoSPHN was in August Louise suggested that the DsPH consider at their next fortnightly meeting both regional developments and NoSPHN Lead nominations with a view to signing off any arrangements at the next NoSPHN meeting.

DsPH

**31/17 Items to be brought forward to future meetings:**

- MOU Surge capacity review
- NoSPHN Lead role

All

**32/17 Dates of next meetings:** 22<sup>nd</sup> August and 5th December by vc/tc, 2 - 4.30pm