

**Minute of the North of Scotland
Public Health Network Steering Group Meeting**

Wednesday 24 February 2010, 2:00 – 4:30 pm
All members joined by video or tele conference

**NORTH OF SCOTLAND
PUBLIC HEALTH NETWORK**

Present:

Sarah Taylor, NoSPHN Lead and Director of Public Health, NHS Shetland (*Chair*)
Lesley Wilkie, Director of Public Health, NHS Grampian
Margaret Somerville, Director of Public Health, NHS Highland
Pip Farman, North of Scotland Public Health Network Co-ordinator
Paul Barton, Head of Equalities Development, NHS Health Scotland
Ann Conacher, ScotPHN Co-ordinator, NHS Health Scotland
Phil Mackie, Lead Consultant ScotPHN, NHSHS
Elaine Garman, Public Health Specialist, NHS Highland
Sharon Pfleger, Consultant in Pharmaceutical Public Health, NHS Highland
Sally Amor, Child Health Commissioner, NHS Highland
Ken Black, Consultant in Public Health, NHS Orkney

In attendance:

Alex Medcalf, NHS Highland (*Minute*)

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

Action

01/10 Welcome and Apologies

Sarah welcomed everyone to the meeting and Lesley formally noted that Sarah had been appointed as the new NoSPHN Lead Clinician and in this capacity Sarah chaired the rest of the meeting. Sarah welcomed Margaret to her first meeting and also welcomed back Ken Black.

Apologies were noted from Susan Vaughan, Jillian Evans, Ken Oates, Celia Gardiner, Martin Malcolm, Gillian Lewis, Noelle O'Neill and Susan Webb.

02/10 Minutes of last meeting (9 December 2009)

The minutes were read and approved for accuracy. Members gave no reason as to why the papers / minutes of the last meeting should not be made available by open access on the NoSPHN website.

03/10 Matters Arising not on the agenda

- **Professor John Frank and Sally Haw SCPHRP event**

Pip referred to the SCPHRP Event held last year and advised she had emailed Sally Haw after the last meeting, to note members interest in the event due to be held by SCPHRP, re the Canadian education assessment tool. Pip has not heard further, so would contact Sally again.

- **NoSPHN Lead Clinician role** - As previously noted.

- **HIV Action Plan / regional co-ordinator posts**

Sarah Taylor and Ken Oates had attended the national HIV group meeting and noted that the Scottish Government intended to appoint a Regional Co-ordinator to support Boards (a Government appointment with a regional remit). Concerns were expressed that there was not a collective agenda and that there may be issues over accountability but it was also proposed to think how best to make use of the link into the Scottish Government. Ken had separately noted that as the NHS HIV co-ordinator he would be having a visit from the Scottish Government on the 31 March at which this would be discussed.

- **Northern Training Coordinator – update**

Ken Oates had noted that he was standing down as Northern Training Coordinator as of 31 March and was planning to organise a regional training committee meeting in

late March to look for a successor after discussing with Prof. Cairns Smith.

- **Scottish Funding Council [SFC] Public Health Research Stakeholder Questions**

The SFC was looking for suggestions for their Public Health research agenda for supporting networks and the dissemination of information. This had been highlighted at the previous meeting and Pip had received no further comments so it was agreed to close the item.

04/10 North of Scotland Planning Group

4.1 a Feedback from NoSPG (3 February 2010) and Integrated Planning Group (19 January 2010)

Sarah briefly summarised the items discussed at NoSPG and noted that the key NoSPG items to report were already on the Agenda.

4.1 b National Planning Forum (27 January 2010)

Sarah had not been able to attend the meeting of the Forum and agreed to circulate a note of the meeting when available. From the agenda she did not think there was anything specific to report that related to the NoS Public Health agenda.

ST

4.2 National Remote and Rural Workstream

a National Steering Group feedback

Pip advised she had spoken with Eric Baijal for an update - Eric agreed to forward Minutes to Pip when finalised.

EB

b Feedback on each of the 5 workstreams

There was nothing further to report from the various work-streams

c Workforce Audit (verbal update)

Eric Baijal had intimated in discussion with Pip that he was no longer in a position to progress the Orkney audit work. He advised that he had started to draft a job description for someone to do the work but this had not been completed. Pip had arranged to speak to Annie Ingram on 25th February to discuss the priority afforded to the piece of work and if required what was now needed and how best to progress. Members noted the feedback and Pip agreed to highlight issues prior to the next meeting.

PF

d Further work requests

Pip highlighted that there had been a request from the Remote and Rural Implementation Group [RRIG] for new work around a 'refresh of the Rural General Hospital needs assessment'. Pip again intended to speak to Annie Ingram about this on the 25th February. Members noted the request and asked Pip to feedback on her discussions with Annie.

PF

4.3 National Services

a NSAG bids 2011 and proposed review process

Pip reminded members that the process for reviewing the 2011 NSAG bids was in progress and DPHs had been advised by separate e-mail. Colleagues reviewing the proposals had been asked to submit their reviews by the 5th March. Members were asked to note the process and highlight if there were any local problems with adhering to the timescales etc.

DPHs

4.4 Children's services

a Evaluation of impact of NoS Plan for Specialist Children's Services

In Noelle's absence Pip noted that the key updates were that a Child Health evaluation event was planned for the 4th March and that we now had Public Health commitment in place for supporting final year of the programme through Noelle O'Neill (NHSH), Phil Mackie (ScotPHN), Chris Littlejohn (NHSG) and Pip Farman. Members noted the feedback.

b Cross Boundary Flow Information (verbal update)

Pip advised that Jillian Evans had met with Ken Mitchell re the cross boundary flow requirements. Once the final scope of work was finalised Jillian intended to progress the work through ISD. Members noted the feedback.

c CAMHS needs assessment (verbal update)

Sally Amor joined the meeting and updated that the CAMHS needs assessment was nearly complete and was due to be presented to the CAMHS Project Board in April. A number of NoSPHN colleagues had already commented on the work and Susan Vaughan (NHSH) was supporting a review of the epidemiological data and Sally noted her thanks for this support in particular. Sally advised that the timetable for the agreement of an outline business case had been deferred to the Autumn. Noting that this had been a challenging piece of work in terms of meeting differing expectations and definitions of care, members agreed that a form of words was required to explain clinical thresholds. Sally agreed to circulate the work to all (to ensure all local staff were aware of the outcomes) and Sarah agreed on behalf of NoSPHN to sign off the work.

SA
ST

4.5 Bariatric surgery – health information scoping

Members noted the report of the Bariatric event circulated and also noted that a regional group was now meeting, Chaired by Roseanne Urquhart (NHSH). Members were concerned to ensure that whole healthy weight care pathway was looked at rather than focus on surgery only. Pip highlighted that Fiona Clarke (NHSH) was on the working group on NoSPHN's behalf and that Fiona would continue to feedback – members also agreed to speak to local representatives. Health intelligence support had already been provided through Jillian Evan's team and further work requests were expected. Members noted the feedback.

4.6 Cardiac Network – health intelligence request (verbal update)

Elaine Garman spoke to the item highlighting that the regional Cardiac Delivery Plan was being updated and that support had been requested in particular for epidemiological / health intelligence support. A regional event was being held on the 24th March after which it had been agreed to meet with Fiona Macdonald (the regional Cardiac Network Manager) to discuss their requirements in more detail. Pam Lowenbridge (NHSG) had already completed some horizon scanning work in support of the event. Members noted the update and supported the further scoping of work. Pip and Elaine agreed to meet with Fiona to achieve this.

PF
EG

4.7 NOSCAN update and requests for further work – breast cancer review and horizon scanning work

Pip noted that there were requests for work pending through NOSCAN as part of the breast cancer review (likely epidemiology input) and drugs horizon scanning. Members noted the requests and agreed to further scoping of the work as details became clearer.

PF

4.8 Regional Drug and Therapeutics Collaboration

Sharon Pfleger spoke to her paper highlighting what had happened so far through the collaborative and further potential work. To support this, Sharon requested monies next year for some administrative support time. She had revised the figure given in the paper to about £2k. The group supported the request agreeing to up to £3k for one year asking that one or two clear objectives be prioritised by the next NoSPHN meeting and subsequently be reported on. The group agreed that the position would be reviewed after one year particularly in terms of where further support might be sought in the future. The group agreed that funding in this way should not be seen as a precedent but suggested the approach be used as a test case.

SP

4.9 NoSPG annual report 09/10, NoSPHN draft contribution

The group reviewed the draft NoSPHN Annual report for NoSPG. Noting a couple of proposed amendments the group approved the report. It was agreed that as in

previous years once the NoSPG annual report was made public that the NoSPHN excerpt would be used as the basis of a NoSPHN summary for circulation within NoSPHN / Boards.

PF

4.10 Review of local Public Health Input to Criminal Justice Authorities (CJAs)

Following discussion at the previous NoSPHN meeting, members were asked to highlight their local involvement in CJAs and discuss whether there was a legitimate public health interest in the issues. Recognising that the CJA agenda was broad (i.e. not just about prison health) the group agreed there was a public health agenda that might be developed (inequalities, powers of detention, alcohol and drugs) but also recognised there was limited active involvement at a local public health level at present. The group agreed to keep the item under review and to invite Annie Ingram to a meeting of the group to discuss further.

PF

05/10 Public Health Network Workplan

5.1 CMO Public Health Overview / Action Plan

a Update on actions

Lesley updated on the CMO overview noting that the a NHSHS survey had been collated but with concerns about the comparability / consistency of the workforce data presented, that the feedback had highlighted the strategic leadership role for DPHs and that a Health Protection review nationally was under discussion. There was further work to be developed in particular remote and rural elements that may be of interest for NoSPHN. Lesley had agreed to further describe what was needed on the back of the work. The report was noted.

LW

b Public Health – Health Service domain

The group noted the revised paper circulated which had been presented to the national DPH group and had been well received. Pip noted that a further paper had also been presented to the national DPH group highlighting key questions / issues that had arisen in the development of the health service domain paper and she had agreed at Lesley's request to further develop this paper for the April Scottish DPH meeting.

5.2 Workplan 2009 -2010

a Draft Workplan (10/11)

Speaking to the paper circulated, Pip highlighted the key developments for the year, those things that had not been achieved and summarised further new requests for work (all of which had been raised during the earlier parts of the agenda). The Group endorsed the need to scope further the new requests for work, agreed to review the work not progressed in 09/10 on an ongoing basis and agreed the proposed 2010/11 workplan.

b Draft NoSPG workplan / NoSPHN input

In supporting the scoping of new requests for work (Item 5.2a) the group approved the NoSPHN workplan for NoSPG as circulated. Pip agreed to submit to NoSPG.

PF

c Specific updates from Groups / programmes not on the agenda (paper attached)

Members noted the Scottish Forum for Public Health report and thanked Noelle as the NoSPHN representative and agreed to send a letter to John Boswell in thanks when the Forum's work was concluded.

5.3 Proposals for Regional Health Improvement Collaboration

Pip advised that a Social Marketing meeting had been organised for the 16th March and that Cathy Steer (NHS) was progressing work to look at the LDP Annexe 6 guidance as requested at the last meeting.

5.4 Well North – Remote and Rural Anticipatory Care Project

a Update

Elaine Garman confirmed that funding for Well North 2011 had been confirmed.

Highlighting key issues she noted current risks around the delivery of H8 and the NHSO programme (page 1 summary report) particularly with pending staff vacancies and also the NHSG financial position – (page 1 summary – 10% management costs applied to the NHSG programmes) which was having an impact on the delivery of the programmes. Members thanked Elaine for the report and noted the concerns. Elaine highlighted that the NHSO issues were being looked at locally. In light of the time constraints the group agreed to consider the Well North item earlier in the meeting at the next meeting.

b Evaluation

Members were asked to comment further on the evaluation questions presented. Elaine highlighted the recent focus of the Scottish Government on reaching target groups, who is picking up on advice and cost effectiveness issues (inputs and outputs – not outcomes). Members supported the evaluation questions highlighted and agreed to feedback further any more specific / local comments.

All

5.5 Health Protection scoping work

In view of the discussion under Item 5.1a highlighting the proposed national health protection review, it was agreed to hold any decisions re developing further the regional health protection scoping work.

5.6 NoSPHN CPD Event

Pip confirmed that the date for the NoSPHN CPD event (with focus on planning and public health) was the 26th May and sought advice on whether a Nairn or AECC Aberdeen venue was preferred (both options provisionally booked). Members did not express a preference so Pip proposed a Nairn event and agreed to circulate a flier as soon as possible.

PF

5.7 Budget update and funding arrangements 2009-2010 and 2010/2011

Pip advised that there was £12k left in the NoSPHN budget and advised that this was nearly all accounted for but she sought a decision on whether the request from Western Isles for travel / support to attend a Defined Specialist event in March would be supported. The Group supported the request if the money was available in the budget. The Group noted the indicative amounts that would be requested from each Board for NoSPHN for 2010/11.

06/10 Further Business

6.1 a Scottish Public Health Network (ScotPHN)

Members noted the report circulated with thanks.

6.1 b Obesity Route map – regional engagement process

Anne and Phil advised of the intention to hold a series of regional consultation events on the Obesity Route map and sought the advice of members. A meeting was planned for the North of Scotland and ScotPHN also proposed a videoconference or virtual event for others unable to attend the regional events. Members supported the approaches described. Lesley suggested a tie into national work on the obesogenic environment.

6.2 NHS Health Scotland

Paul Barton spoke to the NHSHS paper circulated in particular the summary of the key programmes pages 2-8. Sarah thanked Paul for his input. Comments highlighted included the challenges of the Alcohol Brief Interventions meetings comprising a large number of visitors in particular in the smaller Boards, and the emphasis of the meetings. Paul agreed to feedback this back to the Scottish Government.

PB

6.3 Dr Emilia Crichton Convenor Faculty of Public Health for Scotland – attendance at next NoSPHN Steering Group meeting

Pip advised that Emilia Crichton had asked to attend the next NoSPHN meeting to discuss NoS issues in her role as Convenor of the Faculty of Public Health for

Scotland. Members supported the request.

6.4 Scottish Healthcare Transport Framework – NoS links

In view of time constraints this item was deferred to the next meeting / e-mail communication as appropriate.

07/10 AOCB

Sarah thanked Lesley on behalf of NoSPHN for her hard work and support as Chair over the last two years.

08/10 Date of next meeting:

PLEASE NOTE CHANGE OF DATE to Tuesday 27th April 2010 2pm – 4.30pm with video/teleconference (previous date was Wed 28th April)

Dates of further meetings 2010:

Wednesday 23 June 2010

Wednesday 25 August 2010

Wednesday 27 October 2010

Wednesday 15 December 2010