

**NORTH OF SCOTLAND
PUBLIC HEALTH NETWORK**

Steering Group Meeting

Thursday 14th November 2019 2:00 – 4:30 pm

Attendees

Grampian/Shetland	Susan Webb
Orkney	Louise Wilson
Western Isles	Maggie Watts
NoSPHN	Pip Farman
NoSPG	Jim Cannon

Unapproved brief notes / actions:

		Action
85/19	Apologies: Drew Walker, Carol Goodman, Lesley Marley, Sara Lewis, Chris Littlejohn, Hugo van Woerden	
86/19	Minute of the last meeting 17 th September 2019 – whole day meeting Inverness and monthly meeting 17 th October 2019 <ul style="list-style-type: none"> Approved Members gave no reason why the papers of the last strategic meeting (September) should not be made available by open access on the internet. Pip asked to double check papers for sensitivity before uploading. 	PF
87/19	Matters arising from the last meeting and not on the agenda <ol style="list-style-type: none"> Invitation to Richard Foggo / Derek Grieve - invited - likely Feb 2020 Regional PDG's <ul style="list-style-type: none"> Raised as part of Hugo's queries in Sept about governance / sign off of PDG's – Pip to check with Hugo and reply Sharon Pfleger – sharing of work <ul style="list-style-type: none"> Pip to check if Hugo has approached Sharon to share the work she has been doing on drugs / environment etc 	MW PF/HvW PF/HvW
88/19	NoS Regional Planning <ol style="list-style-type: none"> NoS Regional Planning / developments – update from Jim Cannon <ul style="list-style-type: none"> Jim updated on structures (groups and communications etc), funding, the priority programmes and we explored what we might offer in support of the priority programmes? Groups: CEO's, North Advisory Board, Operational Group and Clinical Group Jim advised that NoSPG funding is under review a process that will not conclude until December or early in New Year at the latest - so unlikely to a response to request for funds before then but happy to receive written request / proposal so is on the table. Group reflected desire to support Jim / the NoS agenda and ensure the prevention / population health agenda is further up the agenda but we need advice on how/where best to engage to support the agenda. Jim felt the NAB would provide this once in place (a place to have conversations and influence the CEO's) and focus would be on strategic rather than operational. Maggie to share Health and Social Care Chief Officers Statement. Pip to approach Lynn Butterworth re secondary and tertiary flow programme. NoS Children and Young People's Health Services NoS <ul style="list-style-type: none"> Date for everyone's diary is 29th Jan for an event in Aberdeen – each area will be asked to set out their issues in advance. Low hanging fruit also being identified (to address whilst managing the longer term work). Pip to ask if remote access available Steering Group next week - need to ensure attendance at Commissioners / the new steering group meetings as this is the key time we can agree collectively the direction for the programme. Susan noted invitation to Dec / Jan CEO's meeting to update – Jim flagged need to present work in a positive way (co production / ask why changes not already made) and reflect on each Boards expectations Erica Gadsby appointed to PH researcher post – starts in Dec (base in NHSS). 	MW/PF MW/PF PF All SW

- c. Learning Health System** HvW/All
- Hugo still to approach Jillian Evan as PH rep for the work. Group noted the need to review this given Hugo's notice of retiral.
- d. Supporting/Influencing the CEO's** – nothing further to add.
- e. NoS Clinical Directors meeting** SW
- Susan reported back from last meeting. Maternity commission draft paper prepared – to go out to Boards / be tested by CEO's first. Likely elements of a needs assessment required. Susan to discuss with Caroline? PH Rep will be sought.

89/19 NoSPHN Workplan 2019/2020

- a. Workplan update 2019/2019** PF
PF/LW
- Pip to reframe the presentation and be clearer on the deliverables
 - Pip to review methods for achieving social media presence (to both share and gather feedback) – Louise to send Pip some suggested one liners. Options for social media training if required.
- b. Specific updates from key groups / programmes and related actions not on the agenda.**
- noted
- c. NoSPHN funding financial planning for 2020/21** MW

PF
SW
- Maggie to query with Drew funding options as outlined (contribution or share) and group to seek to understand how best to escalate if no NHST contribution
 - Agreement to continue to press for NoSPG monies
 - Plan B also to be prepared against a reasonable increase to all Boards eg £55 – 60K budget (NRAC share between 5 or 6 Boards) and confirm arrangements in Feb 2020. If NHST funding forthcoming proposal to maintain current Board contributions plus NHST. Pip to scope. (Hugo to cover pressure this year)
 - Proposal to invite Alan Gray to a meeting (raise awareness, highlight shortfall).

**90/19 Public Health Network programme updates
Update on NoSPHN programmes of work**

- a. Health Protection**
- NoS Island Health Protection Resilience / rota – working well particularly given recent pressures
 - NoS health protection on call improvement actions - meeting next week to begin to look at scoping scenarios and options. Group confirmed expectations that this is a scenarios exercise (and an opportunity to push boundaries / understanding/start with a blank sheet) and not an option appraisal.
 - Susan shared feedback that suggests discussions proceeding in West on the development of a regional model and that we need therefore a clear steer from NHST as to whether they will look to the NoS or WoS in terms of our discussions. MW
 - NES guidance – Ruth Robertson / Kate Harley – guidance was reviewed at SDsPH meeting and corrections made. Invite to Ruth / Kate no longer required.
 - NES offering a number of training packages worth reviewing / promoting – agreement to invite Ruth to NoSPHN / HP sub group (Pip to check with sub group). PF
- b. Health Improvement** (see Item 89a) – noted
- d. Priority developments / scoping** Members will be asked to discuss / comment on
- i Sustainability / Climate Change** – Maggie still to talk with Catherine Flanigan. Number of workstreams progressing in NoS Boards. MW
- ii Rural General Hospitals** – Louise has been in touch with Gerry O'Brien's PA who was tasked with setting up a RGH working group – meeting on 18th Dec – 3-4pm (William Finlay (WI), Kathleen Carolann (S), Deb Jones (H), Louise (O), Gerry (O)). Louise to review following meeting for piece of work/proposal to go to that group. LW

	<ul style="list-style-type: none"> iii Screening collaborative • Still to set up (previous dates not suitable for key members) – potential noted for: managing correspondence, managing inputs to meetings, smarter ways of working and sharing learning eg from adverse events. • Proposal that new Screening Oversight Board sits in PHS (but in NSS meantime). 	PF
	<ul style="list-style-type: none"> iv Spaceport scoping – proposal sent out to Cathy Johnman who has sent out. Maggie key contact. 	MW
	d. Standing items	
	<ul style="list-style-type: none"> i VTP updates – availability of vaccines noted as an issue. ii Consultation on draft National Islands Plan – by end of Nov – Maggie to respond. 	MW
91/19	National reviews/developments – standing items	
	a. Public Health Reform https://publichealthreform.scot/ (standing item)	
	<ul style="list-style-type: none"> i Public Health Reform Board / commissions <ul style="list-style-type: none"> • Invite to Rachel McAdam (Whole System Approach) – invitation sent awaiting response. • Specialist Public Health Workforce – themes emerging – no structural change, whole system approach, link to PH priorities, working more effectively, use of tests of change to demonstrate models. Noted need to reflect on how this plays out in NoSPHN context (for discussion at further meeting). ii Public Health Scotland – new Chair and CEO appointed – 170 applications for Board members (7 positions). Expectations high iii Public Health Priorities – summaries being prepared by SDsPH for Richard Foggo. iv Joint Public Health Partnerships 	MW
	b. Community Planning Partnerships	
	c. Faculty of Public Health Scotland Conferences	
	<ul style="list-style-type: none"> i Conference 2019 – Pip to pursue remote access and organise prize (£50 voucher) ii Conference 2020 (planning group) – expect announcement at conference – Maggie to feedback. 	PF
92/19	ScotPHN updates (deferred to next meeting)	PF
	<ul style="list-style-type: none"> • Update paper • Feedback from ScotPHN Advisory Group meeting 	
93/19	NoSPHN Quality Improvement approach	
	Members to be asked to review the meeting using the quality checklist with a view to identifying improvement (for NoSPHN work and the tool) - (deferred to next meeting)	
94/19	AOCB	
	<ul style="list-style-type: none"> • LIST model of working in the NoS – Pip approached to explore recruitment challenges for LIST in NoS – her suggestion is to have a wider discussion about models of working in the NoS (to inform LIST and PHS models of working). Members supportive. 	PF
95/19	Items to be brought forward to future meetings: Members are asked to agree items for the next meeting and for future discussion	
	Outstanding suggestions include:	
	<ul style="list-style-type: none"> • Regional dental developments • Invite to other regional public health planning reps 	
96/19	Dates of next / future meetings: Tuesday 17 th December 4-5 pm	
	Wednesday 8th January 4.30-5.30pm	
	Thursday 13th February 2.00-4.30pm (Steering Group)	
	Wednesday 11th March 4.00-5.00pm	
	April 2020 Date for a full day planning meeting / Steering Group still tba	PF
	Wednesday 20th May 4.30-5.30pm	
	Thursday 25th June 4.00-5.00pm Dates for the rest of the year still being finalised.	