

BOARD MEETING: 19 May 2017

If you require this paper in an alternative more accessible format please email the CEO submission inbox nhs.healthscotland-ceopapersubmission@nhs.net

BOARD MEMBER NOTIFICATION OF STRATEGIC EXTERNAL EVENTS

Recommendation/action required:

Board members are invited to note:

- The attached current overview of external events that may be of interest to Board members to attend during 2017/18;
- The process by which this list will be updated and kept available to Board members;
- The process by which any Board member can be supported to attend any of these events, so that greatest gain can be made from the opportunity.

Authors:

Sponsoring Director:

Mark McAllister Organisational Lead for Strategic Development	Cath Denholm Director Strategy
Della Thomas Executive and Governance Lead	

1 May 2017

BOARD MEMBER NOTIFICATION OF STRATEGIC EXTERNAL EVENTS

Purpose

1. The purpose of this paper is to follow up the proposal included within the Stakeholder Engagement Plan (discussed by the Board on 24 March 2017) for keeping Board members apprised of opportunities to attend external events.
2. This is the first in a series of update papers which will be routinely included as a 'for noting' item on all future Board agendas. This paper provides some additional background information to what will be included in more routine updates in the future.
3. The paper asks the Board to note:
 - The current overview of external events already planned for 2017/18 where we anticipate high impact, high influence stakeholders being present (Appendix 1).
 - The process by which we will keep the Board updated on this list of events/
 - How we will support any Board member choosing to attend any of these events.

Background

4. The Board Development Plan approved by the Board on 17 February 2017 contains the following action for Board members in relation to the Board development domain of *Engaging with Stakeholders*, "Board members confidently fulfil their external Health Scotland ambassador role at events or as part of their own on-going business". This is so that Board Members can confidently articulate information about Health Scotland priorities and activities, so increasing its reputation and influence.
5. There are three milestones and measures in the Board Development Plan next to this activity:
 - i. Use of themes from Board sign off of 2017-22 A Fairer Healthier Scotland: A Strategic Framework for Action and Health Scotland's Delivery Plan 2017-18
 - ii. Use of weekly public affairs communications as appropriate
 - iii. Notification of any significant Health Scotland events and other events are communicated to Board members as appropriate
6. In addition to the areas outlined in paragraph 5 above, the Board has recently received a short briefing on Health Scotland key corporate messages, which has been updated with themes from the discussion at the 7 April Board Seminar.

7. As part of the Stakeholder Engagement Plan discussed with the Board on 24 March 2017, it was proposed that to support Board Members with their ambassadorial role at external events or conferences, the Board would receive for noting an update on upcoming strategic external events at each meeting. The detail of the process is outlined in the section below.
8. It is worth noting that this paper and process concern the ad hoc and informal ambassadorial role which is entirely at the discretion of any Board member depending on interest and availability. Specific requests for a non executive Board member to formally represent Health Scotland at an event or a meeting would normally come via the Chair. Specific briefings would be provided in those circumstances.

Notification of Events

9. A current overview of 2017/18 events offered by Health Scotland and other agencies highlighting those where high impact, high influence stakeholders is attached as Appendix 1. This overview will be updated and refreshed (with changes highlighted) for each Board meeting. It will be presented as a 'for noting' paper, and also updated to the extranet.
10. This will give Board members the opportunity to ask any questions or request further information. It will also be useful in indicating planned attendance as this may be of interest to other Board members.
11. Board members should notify the Executive and Governance Lead, in the first instance, if they would like to attend any of these events and if they feel they might require any specific support or background reading prior to doing so. This can be at the Board meeting itself, or separately.

Finance and Resource Implications

12. Where there is a cost associated for Board Members attending an event or meeting, this will met through the existing Board Member support processes and managed and monitored by the Executive and Governance team.

Staff Partnership

13. There are no specific staff partnership implications.

Communication and engagement

14. The process outlined in this paper feeds directly into the NHS Scotland Stakeholder Engagement plan, contributing to supporting Board Members fulfil their role as outlined in the plan to promote and position NHS Health

Scotland in a way that is consistent with our key messages and with furthering our strategic engagement priorities with high influence, high impact stakeholders.

Corporate Risk

15. This process will contribute to mitigating corporate risk 7 “As a result of ineffective engagement with high influence and interest stakeholders we do not articulate our new strategic ambitions effectively and do not secure a national leadership position for reducing health inequalities”.

Promoting Fairness

16. There are no specific implications arising from this paper.

Sustainability and Environmental Management

17. There are no specific sustainability and environmental management issues arising from this paper.

Action/ Recommendations

18. Board members are invited to note the approach to identifying strategic events that may be of significance in fulfilling their external Health Scotland ambassador role and to note the current list of events in which they may be interested in Appendix 1.

Mark McAllister
Organisational Lead for Strategic Development

Della Thomas
Executive and Governance Lead

1 May 2017

Appendix 1

Conferences and Events that may be of interest for non-executive attendance, in an ambassadorial role

Confirmed Events and Conferences in 2017/18

Conference Title	Organiser	Date and Location	High/ High Influence Impact Stakeholders	NHS Health Scotland Involvement
Alliance Annual Conference	The Health & Social Care Alliance	30 May 2017 Glasgow	Ministerial input, Health & Social Care Alliance Chief Executive, policy/ decision makers , senior managers from third, independent and public sector, service users	Event Partner, Workshop Session Chaired by David Crichton Led by NHS Health Scotland, Exhibition, delegate attendance
Mental Health in Scotland Conference	Voluntary Health Scotland (VHS)	1 June 2017 Stirling	Ministerial input Chief Operating Officer VHS and policy/ decision makers , senior managers from third and public sector including VHS Members	To be determined
TIS Annual Conference 2017: Health, Wealth, and Housing	Tenants Information Service (TIS)	9 – 11 June 2017 Cumbernauld	Ministerial input, policy and decision makers and senior staff from social housing sector	NHS Health Scotland Exhibition to be confirmed.

Health Protection Symposium	Scottish Health Service Centre	14 th & 15 June 2017 Crieff	Leaders in public health protection and senior public health professionals and practitioners	To be determined
NHSScotland Event 2017	NHS Scotland	20 -21 June 2017 Glasgow	Ministerial input, policy, decision makers and senior managers from Scottish Government, NHS, other third, independent and public sector	Co-leading Obesity Strategy Parallel session with Scottish Government, 2 Spotlight Sessions – Child Poverty and Fuel Poverty, Poster Presentation, Exhibition, senior manager delegate attendance
Inclusive Growth Strategy Launch	Joseph Rowntree Foundation (JRF)	27 June 2017 Glasgow	Ministerial Input, Chief Executive JRF, senior leaders, policy and decision makers from Scottish Government Public and third sectors,	Sponsorship of conference, panel participation from Andrew Fraser and lead workshop session
Volunteering: The Golden Thread in Health	Voluntary Health Scotland	14 September 2017	Ministerial Input, Senior, Third	To be determined

		Glasgow	Sector/Public Sector NHS Staff	
Sustainable Health Scotland Conference	National Services Scotland	21 September 2017 Clydebank	Policy and Senior NHS and Public sector staff	Event Chair – Phil Mackie, Plenary Speakers David Crichton and Andrew Fraser. NHS Health Scotland exhibition to be confirmed.
Health & Social Care Conference 2017: Supporting Digital Transformation	Healthcare Improvement Scotland	2 October 2017 Glasgow	Senior leaders and managers from Health and Social Care, third, independent and wider public Sector	To be determined
COSLA and IS Annual Conference 2017	Confederation of Scottish Local Authorities/ Improvement Service	5 – 6 October 2017 Crieff	Chief Executives from COSLA, Improvement Service, SOLACE, Local Authorities and policy decision makers from Scottish Government and Local government.	<i>Attendance only by exhibiting.</i>

Faculty of Public Health Scotland Conference	Faculty of Public Health	2-3 November 2017 Aviemore	Ministerial input, public health leaders, specialists and senior managers from wider /public sector/third sector	Event sponsor, delegate attendance, further input to be agreed.
Children In Scotland Annual Conference	Children in Scotland	8 – 9 Nov 2017 Edinburgh	Ministerial Input, policy decision makers and senior managers and staff working with children and young people	To be determined
Voluntary Health Scotland Annual Conference	Voluntary Health Scotland	16 November 2017 tbc	Chief Operating Officer VHS and policy/ decision makers , senior managers from third and public sector including VHS Members	Negotiation of input currently being agreed.

Events and Conferences to be confirmed to take place (based on those that took place in 2106/17)

It is proposed that this list will be updated, expanded and revised on a quarterly basis and the Board SharePoint extranet used to notify Board members

Conference Title	Organiser	Date and Location	High/ High Influence Impact Stakeholders	NHS Health Scotland Involvement
-------------------------	------------------	--------------------------	---	--

Health & Housing Event for Elected Members	NHS Health Scotland	June tbc	Leaders and Policy decision makers from health and housing sector and newly elected local authority elected members	To be determined
The Gathering	Scottish Council for Voluntary Organisations (SCVO)	February 2018 tbc	Chief Executive SCVO, policy decision makers and senior managers from Scottish Government, third and public sector and staff, service users	To be determined
The Community Health Exchange Conference 2018	Community Health Exchange Scotland (CHEX)	March 2018 tbc	Chief Executive from Scottish Community Development Centre/CHEX, managers and practitioners from community health, third and public sector	To be determined

Chartered Institute of Housing event 2018	Chartered Institute of Housing Scotland	March 2018 tbc	Policy and decision makers, senior managers and practitioners from Housing/Public Sector and third sector organisations	To be determined
Shelter Annual Conference 2018	Shelter Scotland	March 2018 tbc	Chief Executive Shelter, Senior Government, Housing/Public Sector/Third Sector policy and practitioners	To be determined

