



Approved Minutes HGC 2/18

# NHS Health Scotland

## Minutes of Health Governance Committee

Wednesday 4 July 2018 at 10.30 a.m.  
Room 23, Gyle Square, Edinburgh

### Members present:

Paul Stollard (Chair)  
Paul McColgan  
Michele McCoy

### In attendance:

Pauline Craig  
George Dodds  
Andrew Fraser  
Gerry McLaughlin  
Duncan Robertson (for item 7)  
Diane Stockton  
Della Thomas  
Catherine Combe (minute)

### Apologies:

David Crichton  
Cath Denholm  
Jane-Claire Judson

### Welcome

The Chair welcomed those in attendance and thanked them for attending this rescheduled meeting.

1. **Declaration of Committee Members' Interest**  
No members' interests were declared.
2. **Minute of previous meeting: 8 March 2018**  
The minute of the previous meeting held on 8 March 2018 was agreed as an accurate record.
3. **Matters Arising (Action List)**  
Agreed actions from the meeting held on 8 March 2018 were noted:
  - **Structure of 2018/19 meeting**  
Ongoing.
  - **Options to develop HWLs Programme**  
George Dodds is now the responsible Director for the Health and Work Directorate. He explained that he had undertaken effective

engagement with stakeholders and had visited three Health Boards to date. An update position paper will be presented to CMT in July for consideration. The Chair endorsed this strategy and urged that a protected and informed position should be available to the new public health body with the aim of work being in the best possible shape.

Paul Stollard on behalf of the Committee requested that it be recorded that the Programme had undertaken some good work over the years.

- **Development of guidance to enable assistance to CMT & Commissioners**  
Completed.

**4. 2018/19 Forward Planner: HGC Work cycle (HGC paper 6/18)**

Della Thomas, Executive and Governance Lead, provided an overview of the proposed work cycle. It was agreed that this should remain flexible for March '19 as the Board will consider transition in September which will then enable this to be tied in. It was agreed that one of the strategic priorities be reallocated for discussion in November, Della Thomas would explore availability of authors. It was also agreed that the legacy of the Health Governance Committee should also be considered in November.

Minor amendment required on page 2 of this report which should be amended to 18/19.

**5. Strategic Priority 1: Fairer and Healthier Policy (HGC paper 7/18)**

Diane Stockton, Head of Evaluation presented the paper which had been written to assist with the Health Scotland legacy, ensure that this is well presented and appropriately taken forward to the new Public Health Scotland, and that the opportunities to review aspects of work and plan changes for the future are clearly identified.

The committee acknowledged that that this policy is very broadly based and straddles a wide range of public health priorities and would need reflection in the future to ensure alignment and development of relationships both internally and externally. Paul McColgan suggested that the existing partnership working with local authorities to improve local health and welfare should be showcased. Gerald McLaughlin, highlighted the alignment to the national priorities and gave the example that currently Health Scotland does not make a distinction for mental health. He suggested that further reflection of this would be required to ensure accountability.

The Chair said that there had a positive approach had been adopted and that he was reassured that there is awareness of the changes.

**6. Strategic Priority 2: Children, Young People and Families  
(HGC paper 8/18)**

Pauline Craig, Head of Population Health provided a power point presentation which summarised the paper in which she had outlined the shape being developed to enable the Health Scotland legacy to be well presented to be taken forward by Public Health Scotland.

George Dodds, Director of Health Equity / Health and Work, explained that there is a natural overlap in strategies with SP1 so therefore resources such as research are shared where possible.

The Health Governance Committee asked for reassurance regarding alinement to the new priorities. Pauline Craig explained that Early years and Inequalities are featured within the priorities. Gerry McLaughlin highlighted that good strategic relationships have been developed with the Scottish Government.

It was acknowledged that there are challenges in producing publications which are accessible. An example of this being that screen readers cannot pick up on PDF documents. It was agreed that there are instances where high standards have to be balanced with the need to enable information to reach as wide a range as possible.

The Chair said that he was comforted by this paper and the discussions during this meeting.

Della Thomas suggested that in view of the discussions, a transition section in the template for future papers should include more connection with the recently published public health priorities. This was agreed as it will assist with governance discussion.

**Action:**

- **Andrew Fraser and Della Thomas** to discuss and agree level of information required for transition section.

**7. Governance of Risk  
(HGC paper 10/18)**

Duncan Robertson, Senior Policy Risk and Data Protection Officer, circulated an updated paper (which had previously been presented to the Board on the 20 June). It was noted that a fresh update will be prepared for the Health Governance Committee following the key one report to the Board. It was discussed and agreed that it would be more appropriate for discussion only at the Board, Della Thomas to add to the agenda for the next meeting.

The Health Governance Committee noted the paper circulated and endorsed that the risks had been reviewed.

**Action:**

- **Della Thomas** to add Risk as an agenda item for Board.

**8. SP Improvement / Learning Feedback**

- **Healthy Working Lives** – Updated previously provided by George Dodds.
- **Minimum Unit Pricing** – Andrew Fraser advised that there were no further developments at this time.

**9. Any other business**

❖ **Assurance Statement 2017/2018**

It was noted that the Assurance Statement had been agreed electronically and was therefore formally signed by Paul Stollard as Chair.

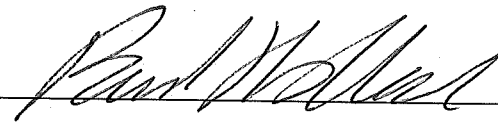
**10. Items for the reporting to the next Board**

It was agreed that the risk register and future work of the Health Governance Committee should be raised at the next Board meeting.

**11. Date of next meeting:**

13 September 2018 at 10.30 a.m. in Room 23, Gyle Square, Edinburgh.

Approved by:



Date:

16/9/18