

**Health Governance Committee Meeting  
Thursday 8 March 2018  
Room 17, Gyle Square, Edinburgh**

**Present:** Dr Paul Stollard (Chair)  
Ms Jane-Claire Judson  
Mr Paul McColgan  
Ms Michele McCoy

**In attendance:** Mr David Crichton  
Mr Gerry McLaughlin  
Mr George Dodds  
Dr Andrew Fraser  
Ms Della Thomas  
Mr Neil Craig (Item 6)  
Ms Aileen Simpson (Items 7 & 8)  
Ms Josie Murray (Items 7 & 8)  
Ms Kirsty McAneny (Item 9)  
Ms Catherine Combe (minutes)

**ACTION**

**1. Apologies**

Apologies were noted for Mr Steve Bell and Ms Cath Denholm.

**2. Declaration of Committee Members' Interests**

No declaration of interest were received.

**3. Minute**

The minutes of the previous meeting held on 7 December 2017 were approved by those present.

**4. Matters Arising – Action Note**

Nil.

**5. 2018/19 Terms of Reference  
(HGC Paper 1/18)**

Dr Andrew Fraser (Director of Public Health Science), spoke to a presentation illustrating the greater span of scrutiny that the Committee would provide during the transition period; this has been incorporated into paragraph 24 of the Terms of Reference, and takes into account the implications for the Board and the Committees of the Board and their role in the transition period including handover and legacy.

Mr David Crichton (Board Chairman) clarified that this Committee should take a broader look at the five strategic delivery priorities to ensure that proper assessment of activities takes place during the process of transfer to the new Public Health body. It was agreed that the structure of the Health Governance Committee 2018/19 meetings will have to be altered to enable provision of guidance to Directorates in the coming year.

AF/DT

It was acknowledged that the governance structure in the new body will be different and it was agreed that Health Scotland should ensure that good information and assessment aided the transfer of responsibilities. Mr Gerry McLaughlin (Chief Executive) advised that "Commissions" are anticipated from the Scottish Government Public Health Reform Team which will provide an opportunity to influence the new body.

The Health Governance Committee approved the 2018/19 Terms of Reference as revised.

**6. Governance of MUP Evaluation**  
(HGC Paper No 2/18)

Mr Neil Craig (Public Health Intelligence Principal) provided a presentation (previously shared with the Health Governance Committee) which outlined the summary of studies on the effects of Minimum Unit Pricing to date and the risks which have been identified, together with the anticipated scrutiny of methodology and governance process to address these. The MESAS Governance Board will draw on the experience of the Committee to enable them to make future judgements which may be challenging.

The Health Governance Committee approved the arrangements for management of governance issues associated with the evaluation of the Minimum Unit Pricing delivery commitment.

**7. Future Governance of Healthy Working Lives**  
(HGC Paper 3/18)

Mr Gerry McLaughlin introduced Ms Josie Murray (Specialist Trainee), and Ms Aileen Simpson (Head of Health and Work Services) who attended the meeting on behalf of Mr Steve Bell

(Director of Health and Work). Mr Gerry McLaughlin gave a presentation in which it was expected that Health and Work agenda will feature as part of the new Public Health body. The direction of focus of the award has been a concern, as has been the method of national level funding and accountability. Circumstances suggest that the current delivery model is not a sustainable long term option and an appraisal workshop has been planned (13 April). The output from the workshop will form part of the information needed for the Corporate Management Team to make a decision that takes account of stakeholder views.

It was acknowledged that it may be more appropriate for the new Public Health body to specify how this strategic priority is achieved as it is important that this is done in partnership with other organisations. The Committee discussed and agreed that this paper should be considered together with the Options Appraisal update.

#### **8. Healthy Working Lives Award Options Appraisal Update** (HGC Paper 4/18)

Ms Josie Murray provided an overview of this report and explained the methodology used during the consultative process. The Health Governance Committee recognised the challenges ahead and were keen to establish recommendations, accepting that it was unlikely that it would be possible to implement changes during 2018/19.

- **Financial Relationship and Delivery with Local NHS Boards**

Ms Aileen Simpson explained the existing problems. It was explained that one option was exploring the possibility of HWL funding being made as part of the Scottish Government's super bundle allocation for public health programme delivery at local level. This was in response to concerns expressed regarding delivery arrangements in Local Boards.

- **Healthy Working Lives Award**

It was acknowledged that the award programme provides one way of engaging with employers, in particular with the 800 organisations currently registered. However this number has declined over time. Employers consider it offers a clear framework but have stated that improvements are required regarding its leadership, management and offering a refreshed challenge by revising the criteria particularly at gold award level.

- **National Adviceline**

Ms Aileen Simpson outlined the role of the Adviceline which has attracted interest from other areas e.g. employment services. It

currently provides advice in support of a number of health and work programmes.

- **Fit for Work, Health and Work Services and the Single Gateway**

Ms Aileen Simpson explained that the Fit For Work assessment service has been withdrawn although DWP are keen for the advisory service to be retained until November 2019. A single gateway pilot project is currently being developed by The Scottish Government, and the Adviceline will play a key part in its roll out. It was noted that the pilot has been funded for 2 years (£3.5m) with additional call handlers located in NHS Lanarkshire and will get underway in Summer 2018. The Adviceline number will provide the access point for clients wishing to be referred into one of the services.

The Health Governance Committee took assurance of the quality of work being undertaken. It agreed that specifically in relation to the award, it would require close monitoring, and agreed the new body would review it as this could be a risk. It therefore requested that the CMT explore the options available in developing the programme and present their recommendations/proposal for the future of the HWL award programme for consideration by the Board at the next available opportunity.

CMT

9. **Governance of Risk**  
(HGC Paper 5/18)

Ms Kirsty McAneny (Policy and Risk Officer) joined via teleconference. The Health Governance Committee considered the risks 17-1, 17-2 and 17-4 on the Corporate Risk Register and confirmed that they were assured by the actions taken or proposed to mitigate these risks.

10. **Strategic Priority Improvement / Learning**

Mr George Dodds (Director of Healthy Equity) reported that feedback further to the discussion of Strategic Priority 5 at the last Health Governance Committee has enabled deeper debate with regards to prioritising and the shifting of delivery commitments. Mr Gerry McLaughlin confirmed that engagement is on-going with Convention of Scottish Local Authorities (COSLA) and Society of Local Authority Chief Officers (SOLACE) to sustain priority relationships with Local Government.

Dr Andrew Fraser confirmed that planning for the meeting programme is currently being revised.

11. **Any Other Business**

**Meeting Schedule for 2018/19**

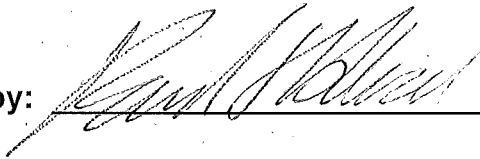
It was discussed and agreed that Dr Paul Stollard, Dr Andrew Fraser and Ms Della Thomas will develop Health Governance Committee guidance for the forthcoming 5 Strategic Priority areas for the Corporate Management Team and Commissioners to use. Ms Della Thomas confirmed that the Terms of Reference and Schedule of business will be key to this process.

**PS, AF &  
DT**

**12. Date and venue of next meeting**

Thursday 3 May 2018, in Room 6.5, Meridian Court, Glasgow.

Approved by:

  
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Date:

  
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