

**NHS Health Scotland Board Meeting
Friday 19 May 2017
Boardroom 1/2, Gyle Square, Edinburgh**

Present: Mr R Pettigrew (Chair)
Ms M McCoy
Ms R Dhir
Dr P Stollard
Mr P McColgan
Mr G. McLaughlin
Dr A Fraser

In attendance: Mr G Dodds
Mr A Patience
Mr T Andrew (item 7)
Ms D Thomas
Ms L Blair
Ms M Kerrigan (minute)

ACTION

1. **Apologies**

Apologies were received from Ms A Jarvis, Ms J-C Judson, Mr M Craig, Mr D Crichton, Ms C Denholm, Mr S Bell

It was noted that Jane-Claire Judson is now on maternity leave until 3 July 2017.

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

There were no members' interests to declare.

3. **Appointment of Vice-Chair**

The Board endorsed the appointment of the vice-chair, Mr R Pettigrew.

ACTION**4. Minute**
(HS Minute 2/17)

The minute of the previous meeting held on 24 March 2017 was approved as an accurate record subject to the following amendments:

- In attendance: Mc R Dhir should read Ms R Dhir
- Item 8, page 8, paragraph "The suggestion that under 21p of the Audit Committee "Standing Orders" should read "Terms of Reference"

5. Matters Arising (Action List)

All actions are now complete.

6. Schedule of Board Business

Ms D Thomas, Executive & Governance Lead (E&GL) drew the Board's attention to the Board Seminar dates which had been added to the Board Schedule of Business together with the Events update which will now become a standing item at future Board meetings.

A request was made to give attention to the sequencing of governance considerations on "Healthy Working Lives Service Redesign" update. To be placed on November Board agenda. An update to be given at the June 22 Board meeting.

E&GL**7. Quarter 4 Performance Report**
(HS Paper 12/17)

This was the final 2016/17 Quarterly Report to the Board. It was noted the Impact Report will come to the Board in June.

The paper reports NHS Health Scotland's key achievements, progress against corporate priorities and risks and performance against the Delivery Plan 2016-17 in the final quarter of the business year (Q4)

Mr Tim Andrew, Organisational Lead for Improvement (OLI), drew the Board's attention to several points from his paper.

Performance Data

ACTION

Some concern was expressed in relation to the section starting on page 4 “By the end of Q4, 70% of our work was fully completed as planned for the year”. The Board felt that external perception of this level might be very negative. It was suggested rewording this. It was agreed Mr G Dodds, Director of Health Equity (DHE) would liaise with Mr. Andrew (OLI) on this.

DHE/OLI

It was noted there was an error on page 4, first paragraph, sentence commencing “The impact assessment informed.....”underground coal gasification” should be replaced with “unconventional oil and gas”.

The Board noted the paper.

8. **Health & Social Care Delivery Plan Implementation**

Mr G McLaughlin, Ms M McCoy and Dr A Fraser attended a session organised by CoSLA. Senior public health figures from the NHS and senior leaders from local government and Integrated Joint Boards attended. There had been a series of table discussions and an address was given by the Minister for Public Health. Mr Colin Mair, Chief Executive of the Improvement Service and Dr Andrew Fraser, Chair of the Directors of Public Health, gave presentations on The Intelligence of Public Health.

Scottish Government agreed to write up a model on what the public health priorities might look like and consult with interested parties in late spring, early summer.

There were no further significant developments related to the public health element of the Health and Social Care Delivery Plan.

Mr McLaughlin indicated that as well as territorial boards working together the 8 national boards were expected to work together on their contribution to the implementation of the Delivery Plan. NHS Health Scotland will lead on a piece of work bringing forward options around how boards manage publications and marketing based on

ACTION

Health Scotland's experience on improving quality of service and achieving significant efficiencies.

Dr Andrew Fraser (DPHS) to circulate presentations to the Board.

DPHS

9. **Board Member Notification of Strategic External Events**
(HS Paper 13/17)

The Board noted the current overview of external events, the process by which the list will be updated and an invitation for Board members to attend these events. In addition the Board was informed of an internal Horizon Scanning session on 3 July to be held in both Meridian Court and Gyle Square around the agenda for local government.

The Board noted this approach.

10. **Chair's Report**
(HS Paper 14/17)

The Chair's report was noted. The appendix highlighted upcoming events. The Public Health England event on 25th May had been postponed due to the General Election.

The Chair's report was noted.

11. **Chief Executive's update (including complaints return)**
(HS Paper 15/17)

An update was given to the Board on the Chief Executive and Dr Fraser's attendance at the Health & Sport Committee to give evidence on 16 May 2017. NHS Health Scotland was acknowledged for producing high quality work.

ACTION

The Chief Executive and Dr Fraser were invited to attend the first meeting of the new Public Health Oversight Board on 22 June. The Oversight Board will meet four times per year and will be jointly chaired by Mr Andrew Scott, Director of Population Health, Scottish Government, and Ms Paula McLeay, Chief Officer, Health & Social Care, CoSLA.

Although NHS Health Scotland was not directly affected by the cyber attack, the response from IT and all staff involved had been exceptional. The Board put on record their thanks for a very strong effort.

The Board noted the update.

12. **Any other business**

There was no further business.

13 **Date of next meeting:** 22 June 2017, Gyle Square.