

MINUTES OF A MEETING OF THE SCOTTISH HEALTH COUNCIL
HELD ON 08 FEBRUARY, 2007
IN MEETING ROOM 1, DELTA HOUSE, GLASGOW

Present:

Brian Beacom MBE	Chairman
Kate Alexander	Council Member
Alex Baird	Council Member
Anne Brown	Council Member
Neil Galbraith	Council Member
Agnes Robson	Council Member
Lesley Stewart	Council Member

In Attendance:

Richard Norris	Director
Catherine Tait	PA to Director and Chairman

Apologies:

Irene Garden	Council Member
Jacquie Malcolm	Council Member

1 APOLOGIES

Apologies for absence were received as above.

2 WELCOME AND INTRODUCTIONS

The Chairman welcomed everyone to the meeting in particular, he welcomed Dan Isaac as a member of the public. Dan in fact has recently taken up post as Public Involvement Manager with the Scottish Executive Health Department.

The Chairman informed members that this year has been hectic so far and have included the following events:

- Policy and Strategy meeting in January
- Annual Review in January
- Staff and members event in February
- Preparation for National Panels in March

A warm thanks was given to members for attending past and future events. The timescale for national panels is tight as indeed is the whole process for agreeing actions with Boards (which need to be signed off by the end of March).

ACTION

3 MINUTES

The minutes of the meeting held on 07 December, 2006 were approved by Council as an accurate record with one amendment regarding the date of the Patient Information Conference.

4 MATTERS ARISING FROM PREVIOUS MEETING

There are no matters arising from the previous meeting.

5 FEEDBACK ON ANNUAL REVIEW PRESENTATION BY THE CHAIRMAN

The Chairman informed Council that the Annual Review went well and provided a presentation and discussion on:

- Performance since April 2005
- Assessment Function
- Feedback Function
- Development Function
- Significant Service Change
- Resources: Workforce Capacity
- Financial Performance and Efficiency
- Conclusions

The Chairman asked if any members who attended the Annual Review had comments.

Anne Brown said that she felt the Annual Review went very well. The Chairman agreed and felt the questions and comments from the Minister and his team were useful, although he answered the Minister's questions in the first instance it worked well inviting the other staff members on the top table to elaborate on specific items. The staff on the top table consisted of:

- Richard Norris, Director
- Sheila McGoran, Regional Manager West
- Christine Johnstone, Regional Manager East
- Fabio Villani, Acting Regional Manager North

The issue of what formal process followed the Annual Review was raised. The Chairman advised that an official letter from the Minister is expected in the next month or so, and this will hopefully be positive to highlight the good progress that has been made with the Scottish Health Council.

Anne Brown enquired about the patient representatives session with the Minister and asked if there was any feedback. The Chairman advised this was a private session but feedback received informally was that this seemed to go well.

6 DIRECTOR'S REPORT

The Director stated there was no further information to the written report previously circulated (Paper No 1) and was happy to answer any questions.

Health Board Elections Bill

Anne Brown just wanted to highlight that the Scottish Health Council had been mentioned in this document. The Director informed Council that this debate is available on the internet.

Scottish Ambulance Service

The Scottish Ambulance Service are currently undertaking a consultation on "Proposed changes to assessment and stricter enforcement of eligibility for Patient Transport Service". There is a concern that patients may lose out if the Scottish Ambulance Service adhere to a stricter interpretation of the guidelines to Boards on patient journeys, and other public agencies do not offer to provide alternative services. The Regional Officer will be asked to provide an update on progress and consideration given to whether this issue is one which can be resolved through consultation or whether there is a policy issue that needs to be addressed.

7 FINANCE REPORT

Council agreed that the Finance Report was much improved and contained more information. The narratives by each item give a helpful explanation. It was noted that there was an underspend under the Professional Services and Research heading. The Director said that there is further expenditure anticipated before the end of the financial year. Council members asked for a 'projection' to be added to the narrative, so they could monitor how expenditure was going throughout the year.

**Richard
Norris**

8 SIGNIFICANT SERVICE CHANGE INVERCLYDE and RENFREWSHIRE

The Chairman introduced Sheila McGoran, Regional Manager West, to discuss the report produced on the significant service change consultation by Greater Glasgow and Clyde in Inverclyde and Renfrewshire.

She advised Council that the timescale for this consultation has been challenging as the NHS Board had been keen to approve the proposals before the Scottish Parliamentary elections in May.

Tabled at the meeting for members discussion is an addendum paper to this draft report. Sheila McGoran advised that although the report had been shared with the Board additional information was still to be added to the report and this new information has only recently been available. The Board is aware that there will be more changes within the report. Council discussed this addendum paper and suggested some further amendments.

Council approved this report subject to amendments.

**Sheila
McGoran**

The Chairman congratulated Sheila and her team for this report and thanked Sheila for her attendance.

9 RISK REGISTER

The Chairman advised that as we are still a young organisation this is the first attempt at a risk register document. Members agreed that an additional meeting would be useful to discuss this document which is work in progress. Suggestions included:

- Clarity on if risk too high or low (insert extra column heading)
- Impact of a risk i.e. how serious would impact be on organisation
- Probability of risk occurring
- Grid approach to capture above
- Traffic light system use for monitoring

The Director suggested that we could give further thought to the development of the Risk Register and have more discussion at future meetings.

Council approved this document in principle as a working document which will be updated and developed accordingly.

10 DATE OF NEXT MEETING

Thursday 19 April, 2007

Signed by:

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Date