

Minutes of the Scottish Health Council Meeting
Held on Thursday 13th August 2009
in Meeting Room 1, 4th Floor, Delta House, Glasgow

Present:	Brian Beacom MBE	Chairman
	Agnes Robson	Council Member
	Irene Garden	Council Member
	Steve Graham	Council Member
	Pauline Hamilton	Council Member
	Lorna Hutcheson	Council Member
	David Weatherill	Council Member

In Attendance:	Richard Norris	Director
	Dr Frances Elliot	Chief Executive NHSQIS
	Linda Bickerton	PA to Director and Chairman

Apologies:	Anne Brown	Council Member
	Jacque Lindsay	Council Member

1. Welcome and Apologies

Action

The Chairman welcomed everyone to the meeting. Apologies for absence were received as above. The Chairman also welcomed Dr Frances Elliot to her first Council meeting and round table introductions followed.

The Chairman commented on the recent departure of Margaret Fiskén. Margaret had recently been offered a renewal of tenure but declined and submitted a formal letter of resignation. Margaret had explained that she was helping her daughter and as this role had expanded now found that she no longer had the time to fulfil her commitment to the Council. The Chairman said that Margaret had brought a very patient focussed aspect to the Council and that the vacancy would be advertised shortly.

Dr Elliot said that she was new to post and still finding her feet at this point and it was a pleasure to attend her first meeting. She looked forward to working with the Chairman, Director and the Council to better integrate the Scottish Health Council's work with QIS in the future.

The Chairman agreed we were keen to work together with QIS moving towards the new HIS body. The main thing to be aware of is what it means to the patients and that their voices should be heard.

2. Chairman's Report

Action

The Chairman presented feedback from his attendance at recent meetings and events.

2.1 NHS Conference – two day event at the SEC in Glasgow

This was a very worthwhile conference for networking and sharing information. The Scottish Health Council had a publicity stand at the event as well as representatives of senior management in attendance.

2.2 Understanding Patient Experience event – Glasgow Concert Hall

This event was a joint venture with Greater Glasgow and Clyde Health Board and the Scottish Health Council. There were a wide selection of patients in attendance and this type of event makes you realise how difficult it is to identify communication problems comprehensively.

3. Minutes of the Previous Meeting held on 11th June 2009.

The minutes of the meeting held on 11th June 2009 were approved by Council as an accurate record.

4. Matters Arising from Previous Meeting

None.

5. Director's Report

This had been circulated previously for information and covered updates on the Participation Standard, the Mutuality, Equality and Human Rights Board, the "Making it Better" complaints report, the Scottish Health Council Action Plan and the Patients Rights Bill consultation report.

6. Draft Paper on Consultation Responses

All agreed this was a very useful paper. We need a method of handling these requests and it is sensible to pull this together to ensure a consistent response. Dr Elliot suggested that 3.3 and 3.5 could be changed over to put the "Respond" section before the "Decline to respond" section. All thought the "at a glance appendix" was very helpful. In respect of point 8 in appendix 1 it was not expected to be necessary for everything to come through the Council. An Appendix 3 could show why we have declined to respond with a list of reasons. Some of the language in 2.1 and 2.2 needs to be a bit more concise.

The Chairman summarised that the Council endorsed this as a signpost to good practice which just needs a bit of refinement. The Director will arrange for amendments to be carried out and circulated to Council Members for endorsement before rolling out as an agreed process.

RN

7. Response to NHS Education for Scotland Paper

Action

This paper had been circulated previously and comments were made as follows. Agreed that while the order of the response had been set out to match up to the NHS Education Learning and Development document it would be useful to make an additional comment with reference to the Scottish Qualifications accreditation system and awareness raising of all the options available for lifelong learning.

Overall the Council agreed they were happy with the paper and with the response being submitted.

8. Finance Update

David Weatherill commented that the finance summary provided made it difficult to tell where the results were better or worse than budget and therefore can not judge whether there is an over or under spend.

Dr Elliot said that she was currently reviewing financial reporting for QIS with the Finance Director and would be happy to include Richard Norris in those discussions to look at a better format for reporting on finance status.

RN

9. Annual Review

The Chairman confirmed the date of the Annual Review as Monday 24th August and that this would be held in Delta House. The Self Assessment had been submitted and the Chairman and Director would be meeting with Scottish Government officials this afternoon to agree final arrangements and paperwork.

10. Date of Next Meeting

The next scheduled meeting date was Thursday 8th October 2009. Due to other commitments the Chairman wished to change this to Thursday 1st October 2009.

Owing to the confidential nature of the business to be discussed the public and press will be excluded from the next part of the meeting.

The public meeting was then closed.

Signed by:



Chairman of the Scottish Health Council

Date: 1 October 2009