

MINUTES OF A MEETING OF THE SCOTTISH HEALTH COUNCIL
HELD ON 09 AUGUST, 2007
IN MEETING ROOM 2, DELTA HOUSE, GLASGOW

Present:	Brian Beacom MBE	Chairman
	Kate Alexander	Council Member
	Alex Baird	Council Member
	Anne Brown	Council Member
	Neil Galbraith	Council Member
	Irene Garden	Council Member
	Jacquie Malcolm	Council Member
	Agnes Robson	Council Member
	Lesley Stewart	Council Member
	Margaret Fisken	Council Member

In Attendance:	Richard Norris	Director
	Catherine Tait	PA to Director and Chairman

Apologies:

1 APOLOGIES

No apologies were submitted.

2 WELCOME AND INTRODUCTIONS

The Chairman welcomed everyone to the meeting and introduced Margaret Fisken as a new member of the Scottish Health Council. This now means the membership is at full strength. A welcome was also extended to members of the public.

The Chairman updated the Council on his attendance at NHS Chairs meetings. He advised that he had now been invited to attend the pre-meeting consisting of NHS Chairs, as well as the afternoon meeting with the Cabinet Secretary. The Board of NHS QIS have endorsed and supported this invitation.

The Chairman also attended the following events and meetings:

- Scottish Council Foundation Annual Lecture
- A seminar entitled "Consultation and the Media"
- A meeting with Eileen Moir, the new NHS QIS Director of Nursing and Practice Development

ACTION

- Chaired a conference in Aberdeen, jointly organised by the Scottish Health Council and Robert Gordon University, to report the findings of research engaging with Polish In-migrants and the Homeless in Aberdeenshire. This was a very well attended and worthwhile event – the Polish Vice-Consul from London was among the attendees, and asked for a copy of the report to be sent to the Polish Embassy.
- Attended NHS QIS Board meeting and advised that the relocation for NHS QIS and the final business case has now been submitted to the Cabinet Secretary.

3 MINUTES

The minutes of the meeting held on 14 June, 2007 were approved by Council as an accurate record subject to one amendment concerning the report on NHS Highland.

4 MATTERS ARISING FROM PREVIOUS MEETING

Neil Galbraith asked if there had been any response from NHS Highland following our report, and the Director advised that no response has so far been received. Reports are shared in draft form with Boards prior to discussion with Council and their response at that stage had already been shared with Council.

5 DIRECTOR'S REPORT

The Director tabled the report and highlighted the following:

Annual Assessment of Boards

The production of Annual Assessment Reports for all Boards is a significant piece of work and the process has been particularly challenging this year as all reports have required to be produced at the same time. The press release and PDF (Portable Document Format) will be available on the website on Tuesday 14 August, 2007. Some hard copies of reports are now available and the remaining will become available over the coming weeks.

Boards Annual Review visits by the Cabinet Secretary

The Scottish Health Council has been asked by the Cabinet Secretary to provide support for a new Question and Answer session to be included in the Boards formal review visits. Questions are submitted by the public to the Local Office in each Board area, who summarise and group the questions into themes. All questions will be answered either on the day of the review or by letter.

Forthcoming Events:

NHS Complaints – Improving Patient Experience. Jointly organised by Citizens Advice Scotland, Scottish Public Services Ombudsman and the Scottish Health Council. 10 September 2007, Edinburgh

Hearty Voices Scotland: Patients as Drivers of Change

8 November 2007, Beardmore Conference Hotel, Clydebank. Jointly organised by Chest, Heart and Stroke Scotland, British Heart Foundation, and the Scottish Health Council.

The Chairman advised that these events are open for everyone to attend if they wish. Details of both events will be circulated to members by Archie Dalrymple.

Archie Dalrymple

6 BUDGETS

Council discussed the information provided and there was some discussion about the potential for an underspend. The Director reiterated to the Council that some of this underspend is due to new posts, that still require to be filled, but have been delayed due to Agenda for Change and the time taken for job evaluation under this new system to take place. He also reported that Anthony McGowan, our new dedicated HR support officer, is now in post and seeking to expedite these outstanding issues as soon as possible, which to date has been very slow.

The Director also reminded the Council members that £40,000 had been set aside to fund our external review, and the possibility of a new web based IT report system, and this would require a significant financial investment.

The actual costs and proposals would be provided by the Director at the next meeting.

Richard Norris

7 SCOTTISH HEALTH COUNCIL ANNUAL REVIEW OCTOBER 2007

The Chairman advised that the Annual Review will take place on 08 October, 2007 in Delta House and the format will be similar to last year with the addition of a Question and Answer session. At the moment the timetable is as follows:

- 08.30 Cabinet Secretary arrives
- 08.45 Cabinet Secretary meets staff
- 09.15 Cabinet Secretary meets senior NHS staff and Patient Representatives
- 10.00 Break – Cabinet Secretary mingles with members and staff
- 10.20 Pre-meeting for Cabinet Secretary and Directorate of Health and Wellbeing officials
- 10.30 Annual Review
- 12.30 Q&A session
- 12.45 Cabinet Secretary departs

All members are invited to attend the Annual Review and it is advisable that members wishing to attend should be there by 09.30.

8 DATE OF NEXT MEETING

Thursday 11 October, 2007

Owing to the confidential nature of the business to be discussed a motion was approved to exclude press and public from the remainder of the meeting. The Chairman thanked those members of the public for their attendance.

Signed by:

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Date