

Agenda

Meeting: Public Health Reform Programme Board

Date: Monday 17th December 2018, 1.30pm

Location: Scott 2, COSLA, Haymarket, Edinburgh

Proposed Attendees:

Members

Marion Bain, Co-director, Public Health Reform Executive Delivery Group

Gareth Brown, Policy and Programme Director Public Health Reform

Phil Couser, Business Change Manager, Director of Public Health and Intelligence, NHS National Services Scotland

Gerry McLaughlin, Business Change Manager, Chief Executive, NHS Health Scotland

Eibhlin McHugh, Co-director, Public Health Reform Executive Delivery Group

Susan Paxton, Scottish Community Development Centre (SCDC)

Ruth Robertson, National Education for Scotland Representative (in place of Karen Wilson)

Andrew Scott, Senior Responsible Owner, Public Health Reform

Subject Matter Experts in attendance

Mahmood Adil, Clinical Professionals' Representative, NSS and Health Scotland

Linda DeCaestecker, Directors of Public Health Representative

Geoff Ogle, Public Body Chief Executive, Food Standards Scotland

Mary Morgan, NSS Representative

Martin McNab, Society of Chief Officers of Environmental Health Representative

Support

Tim Andrew, Target Operating Model Project Lead

Cath Denholm, Corporate Services Project Lead

Mark McAllister, Communications Lead, Public Health Reform Team

Andy Robertson, Corporate IT Project Lead

Paula Robertson, Programme Support Officer, Public Health Reform Team

Kenny Small, HR Project Lead

Amanda Trolland, Programme Manager, Public Health Reform Team

Apologies

Patricia Cassidy, Integrated Joint Board (IJB) Chief Officer Representative

Liz Manson, Community Planning Representative

Maggie Sandison, SOLACE Representative

Robert Skey, Head of Public Health Reform, Scottish Government

Karen Wilson, National Education for Scotland

TBC

Michael Craig, Trade Unions' Representative

Paul Dowie, Improvement Services Representative

Louise Wilson, Faculty of Public Health Representative

John Wood, Senior Responsible Owner, Public Health Reform

1	Welcome and Apologies	GB
2	Minutes of the Last Meeting (Paper 1)	GB
3	Programme Performance Monitoring / Management	
	<ul style="list-style-type: none"> • Executive Delivery Group – Verbal Update • Summary of progress since last meeting – (Paper 2) – For information 	MB AT
4	Specific Commission/ Project Updates	
	<p>Designing the body</p> <ul style="list-style-type: none"> • Improving Health <ul style="list-style-type: none"> ○ Deliverable 3 - Customer Requirements (Paper 3) – For discussion • Protecting Health <ul style="list-style-type: none"> ○ Deliverable 4 – Customer Requirements (Paper 4) – For discussion • Improving Services <ul style="list-style-type: none"> ○ Deliverable 4 – Customer Requirements (Paper 5) – For discussion • Leadership for Public Health Workforce Development <ul style="list-style-type: none"> ○ Deliverable 4 – Customer Requirements (Paper 6) – For discussion • Specialist Public Health Workforce Development <ul style="list-style-type: none"> ○ Revised Commission Brief with timeline (Paper 7) – For discussion ○ Specialist Expert Advisory Group Terms of Reference (Paper 8) – For discussion • Communications and Marketing <ul style="list-style-type: none"> ○ PID (Paper 9) - For approval • Target Operating Model <ul style="list-style-type: none"> ○ SLWG terms of reference (Paper 10) – For discussion <p>Corporate Arrangements</p> <ul style="list-style-type: none"> • Corporate Services <ul style="list-style-type: none"> ○ Presentation - For discussion • Legislation – Verbal update • Governance and accountability – Verbal update • HR <ul style="list-style-type: none"> ○ Revised timeline (Paper 11) – For approval ○ Deliverable 3 (Paper 12) – For discussion ○ Deliverable 4 & 5 (Paper 13) – For discussion • IT – Verbal update • Finance <ul style="list-style-type: none"> ○ Terms of reference for project team (Paper 14) – For discussion 	MB MB MB MB MB RS TA CD GB GB KS AR CL
5	Initial discussion on the form of Public Health Scotland	MB
6	Any Other Business	ALL
7	Date of next meeting – 22nd January 2018, 10am – 4pm	