



**Minutes of a Meeting of the Management Board
of the Glasgow Centre for Population Health
held on Monday 9 June 2008 10.00am
in the GCPH, Level 6, 39 St Vincent Place, Glasgow**

PRESENT

Mr Andrew Robertson .. Chairman, NHS Greater Glasgow & Clyde (in the Chair)
Dr Linda de Caestecker .. Director of Public Health, NHS Greater Glasgow & Clyde
Prof Carol Tannahill .. Director, Glasgow Centre for Population Health
Prof Margaret Reid .. Professor of Women's Health, University of Glasgow
Pam Whittle .. Director of Public Health & Wellbeing Directorate, Scottish Government.

IN ATTENDANCE

Ms Liz McLeish .. Management Accounts, NHS Greater Glasgow & Clyde
Ms Rebecca Lenagh-Snow .. Administrator, Glasgow Centre for Population Health

ACTION BY

161. APOLOGIES

Apologies for absence were noted from Prof David Barlow, Executive Dean of Medicine, University of Glasgow; Cllr Jim Coleman, Deputy Leader, Glasgow City Council and Mr Ian Manson, Interim Managing Director of City Property, Glasgow City Council.

It was noted that in the absence of the Glasgow City Council members, the Board was not quorate and that decisions would need to be ratified by these members following the meeting.

162. MINUTES OF LAST MEETING AND MATTERS ARISING

The minutes of both the single item meeting held on 16 May 2008 and the last full meeting held on 13 March were approved as a correct record.

163. MATTERS ARISING

The membership of the Board was discussed. The representation from both Glasgow University and Glasgow City Council would be revised over the summer to reflect Ian Manson's change of role and Margaret's retirement. It was suggested that additional representatives could be identified to help ensure that all organisations would be represented at meetings. Prof Tannahill to follow up with Glasgow City Council. Prof Reid had initiated discussions

*Prof Tannahill,
Prof Reid*

within the University, and will arrange a meeting over the summer to enable new representatives to meet the Chairman and Director.

Matters arising from the single item 16 May meeting:

A letter of ongoing support for the Centre has been received from the Principal of the University of Glasgow. Similar letters have been requested from NHS Greater Glasgow and Clyde and Glasgow City Council.

*NHSGGC
GCC*

Prof Tannahill has met with John Frank regarding respective roles and responsibilities of GCPH and the new Scottish Collaboration for Public Health Policy & Research. Prof Frank will meet with the GCPH once he moves to Scotland, and will be asked to give a presentation to the next EAG meeting. Prof Tannahill to arrange.

Prof Tannahill

Mr Robertson and Prof Tannahill will meet with representatives from Glasgow Caledonian University following their formal request to become a partner in GCPH.

*Mr Robertson,
Prof Tannahill*

Ms Whittle reported that the Jennifer Waterton's report reviewing the Centre's achievements will be sent forward to Ministers recommending continuation funding.

Ms Whittle

Matters arising from the 13 March meeting were:

Item 153, p2 – Item 145 from the minutes of 11 December will be carried forward to the September Board meeting when the work on inequalities indicators will be ready to report and considered in light of the Report of the Ministerial Task Force on Health Inequalities.

*Bruce Whyte/
Pauline Craig*

Item 156, p3 – Prof Tannahill has spoken to James Arnott at Glasgow City Council regarding carrying out an economic analysis of benefit 'tapering'. James will consider whether this might be possible and more information will be circulated to members when available.

*Prof Tannahill/
James Arnott*

164. DIRECTOR'S UPDATE

The report from the Director [GCPHMB/2008/75] had been circulated, updating members on progress since the last meeting. Specific reference was made to the following:

Par. 4 Sir David Carter has agreed to continue as chair of the External Advisory Group for a further three years. Members noted that the membership of the EAG is being renewed and that several new members had been proposed. Several additional names were suggested, for discussion with Sir David and to be approached depending on the response from those already agreed.

Prof Tannahill

It was noted that in light of the funding review, a list of external consultees/advisers was being developed and Board members were asked to consider suitable individuals for this role also.

All members

Par. 6 Seminar series

The last lecture in series 4, by Oliver James, had 140 attendees. Positive feedback has been received from both the audience and Mr James. The seminar series will be reviewed over the summer and members of the EMT will be consulted on proposals.

The possibility of holding one of the events outside of Glasgow was

put forward but from previous experience these have not been well attended. Other ideas were possibly linking with the Glasgow Royal Philosophical Society and their speakers and/or with the Royal Society of Edinburgh.

Par. 9 International developments

The value of involvement with international networks and meetings was discussed. It was agreed that further consideration of Glasgow's role in the WHO Healthy Cities network was required. Dr de Caestecker and Prof Tannahill will take this forward with colleagues in the city council and community planning partnership.

Dr de Caestecker,
Prof Tannahill

165. FORWARD WORK PROGRAMME

A paper on the forward work programme [GCPHMB/2008/76] had been circulated and Prof Tannahill spoke to this paper.

Particular points were:

- *Para 5:* it was noted that timescales had been extended for several of the commissioned research projects (often on account of staffing issues) but that final reports from all projects would be received by the end of the 08/09 financial year.

- *Para 6:* the Board agreed that the work on multi-level analysis and modelling would be carried forward to the next phase of the Centre's work and that the work on organisational dimensions of health would be discontinued.

- *Para 9:* it was agreed that the 'success criteria' for the next phase of the Centre's work should be cross-cutting & reflect the work of the Centre as a whole. Proposals will be brought back to the next Board meeting.

- *Para 12:* four new strands of work are being developed. Members supported these. With regard to the work on crime and violence it was suggested that a focus on children/early years should be included. In relation to the Commonwealth Games HIA, links should be made with the emphasis being placed on ensuring a legacy from the Games. Ms Whittle and Dr de Caestecker will support the development of these links.

*Prof Tannahill,
Fiona Crawford*

GCPH

*Ms Whittle,
Dr de Caestecker*

166. BUDGET POSITION AND FINANCIAL PLAN

A paper [GCPHMB/2008/77] summarising the Centre's financial position and forward plan had been circulated. It was introduced by Liz McLeish from NHS Greater Glasgow and Clyde, with input from Carol Tannahill.

It was highlighted that expenditure was £1.2m in the 2007/08 financial year. The gap between the planned expenditure and that achieved was mostly related to commissioned research and slowed timescales for some projects.

Looking forward, the funds carried forward from the Centre's set-up phase are essential to enable the Centre's work to continue at current levels in light of level funding. In future there will be less commissioned research, with more dependency on the core GCPH staff taking work forward and an associated increase in the % of budget allocated to salary costs. This was agreed.

It was felt that the collaboration with Glasgow University could be developed further through PhD studentships and research fellowships. This will be

explored with the University.

Board members approved the forward plans and projections, but noted that these will have to be reviewed annually.

The forward budget plan relates only to cash funding for the Centre. 'In kind' contributions are made by all partners. Details of Glasgow University's contribution for 2008/09 had been received, and was gratefully acknowledged.

167. AOB

There was no other business discussed.

168. DATE OF NEXT MEETING

The date of the next meeting has been set for 23rd September 2008, 1.30pm in the GCPH conference room.