



Digital Health & Care Innovation Centre	
BOARD MEETING Via Microsoft TEAMS/Inovo Building	Thursday 16th February 2023

Chairing: Mr John Jeans (member)			
Present:	Professor George Crooks (member) Chief Executive Officer Digital Health & Care Institute (DHI)		Brian O'Connor (member) Chair European Connected Health Alliance, UK (MS Teams)
	Janette Hughes (attendee) Head of Performance and Planning, DHI		Grant Reilly (attendee) Head of Communications and Marketing, DHI
	Moira MacKenzie (member) Deputy CEO DHI/Director of Innovation		Andrew Howie (attendee) Head of Health and Wellbeing Scottish Enterprise
	Campbell Grant (member) Chairman & MD Sitekit (MS Teams)		Madeline Smith (member) Head of Strategy, Innovation School, GSA
	Edith Macintosh (member) Executive Director of Strategy and Improvement Care Inspectorate (MS Teams)		Professor Sir Harry Burns (member) UoS
	Charles Sweeney (member) CEO Physiomedics Ltd		Colin Brown (attending for Karen Reid) Head of Strategic Development NES
	Dr Margaret Whoriskey (member) Head of Technology Enabled Care and Digital Healthcare Innovation, SG		Fiona Bates (attendee) Senior Policy/Analysis Officer SFC

Visiting Attendees	Don McIntyre Design Director, GSA/DHI		Professor Jim Brown Abertay University
	Kean Lee Kang Abertay University		Ioannis Vourganas Abertay University
Apologies	Karen Reid (attendee) CEO NES		Professor Duncan Graham (attendee) Associate Principal & Executive Dean of Science, UoS
Board Secretary	Shirley Sharp, Office Manager/EPA DHI (attendee)		Alex Porteous, Project Support Officer, DHI (attendee/minutes)

Item	Topic	Action By
1.	<p>Welcome and Introductions</p> <p>JJ welcomed everyone to today's meeting and advised that colleagues from Abertay University will be joining for today's Spotlight Session on My Cancer mAI Care project.</p>	
2.	<p>Minutes of previous meeting</p> <p>The minutes of the previous meeting were agreed as an accurate record.</p> <p>Action Log/Matters Arising</p> <p>The following points were noted from the action log:</p> <ul style="list-style-type: none"> • Circulation of link re delivery plan – complete. Remove from Tracker. • SFC Evaluation – will be discussed today under item 7. • DigInventors Challenge – GR advised that the secondary school challenge is now complete. Winners, T1D Trailblazers, will be presented with their prize at the Digital and Data Conference next week. Primary School competition was launched in January, with a closing date of 24th Feb. This has gathered a lot of support so far with the final award ceremony held at City of Glasgow College in April. • Joint NES/DHI Collaboration process – ongoing discussions taking place with a final draft of the agreement hopefully complete in the next 4-6 weeks. JH will circulate this prior to the May Board meeting. • Draft Delivery Plan – JH advised that circulation has been delayed slightly and will circulate once complete. • Drug Deaths Spotlight Session – has been deferred until the May Board Meeting. • MRCE – JH advised that this information should be available for the next meeting of the board. • DHI Exchange – this update will now be embedded within the P&P reports. Phase 3 contributions will also be discussed today under item 7. 	<p>SS</p> <p>JH</p> <p>JH</p> <p>JH</p>

3.	<p>Chairman’s Update – Verbal</p> <p>JJ updated colleagues on the outcome of the Board Effectiveness Review Process that had taken place at the end of last year. This will be discussed further in today’s closed session. JJ advised that the main issues that emerged were succession planning, staff retention and more strategic discussion by board members. Overall, members agreed that progress has been made since the last review.</p> <p>JJ also asked colleagues to note that he has been asked to provide an editorial piece for the Bevan Foundation magazine. JJ will look to use this piece to showcase DHI, in particular its uniqueness and success in collaborating with Industry, academia and third sector partners.</p> <p>DHI 10 Year Anniversary – JJ proposed that the Board should play a role in how we celebrate 10 years of DHI. JJ suggested that the May board meeting should be held on the GSA campus followed by a reception to include and recognise the various stakeholders who have supported DH over the past 10 years. SS and GC to look at arrangements for May in collaboration with GSA colleagues.</p>	<p>All</p> <p>GC/SS</p>
4.	<p>Spotlight Session – My Cancer mIA Care Project – Don McIntyre, Prof Jim Brown, Kean Lee Kang and Ioannis Vourganas</p> <p>DM advised colleagues on the background to this collaborative piece of work between Macmillan Cancer Care, DHI and Abertay University in the development of a software tool to gain insight into and drive evidence-based management decisions. DM advised that Macmillan has substantial data sets for use and with the use of games technology combined with AI, colleagues at Abertay were able to develop a visual tool to show the service needs of patients with cancer in the future. This collaborative process has combined technical excellence, lived experience and design innovation. This was also one of the first Covid transition projects, involving the switch to virtual workshops using Miro and a DHI hybrid model. The success of which has resulted in further discussion with Miro, helping to inform new functionality.</p> <p>DM and Abertay colleagues went on to describe the strategic context of the project, focussing also on the technical aspects, design and the Miro Hybrid working environment. Board colleagues can review the slide deck presented for more details. This will be circulated following today’s meeting.</p> <p>DM then went on to discuss the outputs achieved: -</p> <ul style="list-style-type: none"> ● Personalised eHNA (electronic holistic needs assessment) is now part of Macmillan’s infrastructure ● Initial version of AI/ML model recommending actions for health and social care professionals regarding persons affected by cancer ● User testing/co-design workshops with DHI, with thematic analysis of results/transcripts by Abertay <p>In summary, this has been a successful collaboration between third sector and academia. Macmillan view the outcome and output as an asset. An Alzheimer project with another 3rd sector collaborator is now being considered..</p>	<p>DM/SS</p>

	<p>Board colleagues went on to discuss potential commercial success and further collaborations with other care provider charities. Colin Brown suggested that there would be merits in making links to the Innovative Healthcare Delivery Programme which is about data visualisation for clinicians and patients. CB will affect the introductions between Don and Scott Heald in Public Health Scotland’. Board to note that said introductions have been done.</p>	CB/JH
5.	<p>Chief Executive Update</p> <p>Office Reconfiguration GC advised colleagues that the office reconfiguration is now progressing at pace. GC is confident that upon completion DHI will have a great interactive space for demonstrations and simulations.</p> <p>National Decision Support Service GC advised that Health Improvement Scotland (HIS) have now formally agreed to the transfer and hosting of the national decision support service. Formal discussions are currently ongoing regarding a joint press release. The DHI Board members are fully supportive on the transfer of the service. MW raised the issue of funding and GC assured colleagues that these discussions are currently being held.</p> <p>DHI 10 Year Anniversary GC asked colleagues to note that a small working group has been established to plan and event for later in the year.</p>	
	Standing Items – by exception only	
6.	<p>Finance and Governance Report MM asked colleagues to note the financial performance of DHI core funds, additionally funded projects and growth fund at the end January 2023. The following key points were noted:</p> <ul style="list-style-type: none"> • Current positive balance of £31k • Additionally funded income is £12,367,646 • Current uncommitted positive balance of around £80k • Core funds – to note GSA inflationary factors have not been accounted for. <p>MM suggested that at the next board meeting she present a trend analysis of the additionally funded projects, and asked colleagues to note that there has been a general slowdown to date. JJ asked for this to be linked with a pipeline analysis. JH/MM agreed on the action. MM also asked the board to note that all transfers have been completed from December 22. Remaining funding is committed to extensions and fixed term staff contracts.</p>	JH/MM
7.	<p>Engagement Update MM updated colleagues on engagement team’s work over the last quarter. The following points were noted:</p> <ul style="list-style-type: none"> • SHIP – DHI supported the launch of a £5m challenge call to address drugs overdose, led by SHIP and the UK Office of Lifesciences. • Drugs Deaths – as stated previously, this will be the designated Spotlight session at the May meeting. 	

	<ul style="list-style-type: none"> • Concept note has been submitted for the Peace Plus Programme, a collaborative with Queen’s and Trinity Colleges, Ireland. • DigilInventors primary school challenge launched in January 2023. • Joint DHI and Data Lab Brain Health Challenge has now been completed. • Global Mental Health summit was held in February. 	
8.	<p>Performance and Planning Update</p> <p>JH updated the board on performance and planning, with the following points noted.</p> <ul style="list-style-type: none"> • Overall KPI’s were substantially achieved with the exception of the master’s Scholarships. Current discussions are underway with SFC regarding this, but as it currently stands DHI will be unable to fund all 8 scholarships. Course costs are now exceeding the SFC funding envelope. CB asked on the possibility of micro credentials. FB will pick up with SFC colleagues and advise. <p>JH advised that there are currently 13 projects overall with 3 rated . Amber and were highlighted due to the following issues.</p> <ul style="list-style-type: none"> • NEW CHANCE – Interreg Evaluation delays • MyCancer Care & Brave have risks around slippage & lack of resources from partners. MRCE – procurement currently reviewing underspend, with Change control document submitted to the programme board. Hope to have approval to carry this underspend forward. 	FB
9.	<p>Moray Growth Deal</p> <p>JH advised that there are currently two living labs, Weight management and long-term conditions.</p> <p>JH also advised the board on recent productive discussions with colleagues in India with the hope to take this forward as a collaborative project. SHIP and NES collaborations are also being progressed.</p>	
10.	<p>Corporate Risk Register</p> <p>Chair noted that these have been discussed throughout today’s agenda items.</p>	
11.	<p>SFC Evaluation</p> <p>MM /JH gave the board an overview on the background and processes needed to be completed for the SFC strategy submission by March 31st. Colleagues were asked to look at the questions presented and comment by Friday 24th February together with comments on the draft 10-year strategy via track changes on the word document sent out with today’s board park.</p> <p>Following completion of the document by DHI, the board is asked to approve the sign off by the CEO and Chairman on the Board’s behalf by the 31st March deadline. Board agreed.</p> <p>JH/MM agreed to recirculate the findings from the strategy sessions (MIRO board) to assist with review/comment process and to check if this is still an accurate reflection. JH agreed to circulate the questions as a single slide for ease, along with the Miro board.</p>	JH/MM

12.	AoB None noted.	
13.	Date and Time of Next Meeting The next meeting will take place on Thursday 25 th May 2023 @ 1pm – 3.30pm. Venue to be confirmed. Closed session 3pm - 3.30pm (Board members only)	