Digital Health & Care Innovation Centre

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BOARD MEETING Via Microsoft & in person at DHI HQ, Inovo Building, Glasgow	Thursday 23rd May 2024

Chairing: Mr John Jeans (member)			
Present:	Professor George Crooks (member) Chief Executive Officer Digital Health & Care Innovation Centre (DHI)		Charles Sweeney (member) CEO Physiomedics Ltd
	Moira MacKenzie (member) Deputy CEO DHI/Director of Innovation		Chaloner Chute (attendee) Chief Technology Officer DHI
	Mr Jonathan Cameron (member) Deputy Director for Digital Health and Care Scottish Government		Gordon Hush (member) Head of The School of Innovation and Technology, GSA
	Professor Sir Harry Burns (member) UoS		Brian O'Connor (member) Chair European Connected Health Alliance, UK (MS Teams)
	Colin Brown (attending on behalf of Karen Reid) Head of Strategic Development NES		Fiona Bates (attendee) Senior Policy/Analysis Officer SFC (MS Teams)
	Ms Flora MacLeod (member) Design Director, IBM UK		Dr Lynne Douglas (member) CEO Bield Housing and Care
	Angus McCann (Member) Non Exec Director NHS Lothian		Grant Reilly (attendee) Head of Communications and Marketing, DHI

	Pamela Mooney (attendee) Programme Manager, DHI		Lynn Dennany (on behalf of Duncan Graham), UoS
Visiting Presenter	Pamela Loughlin Risk & Resilience Manager, UoS		
Apologies	Professor Duncan Graham (attendee) Associate Principal & Executive Dean of Science, UoS		Janette Hughes (attendee) Head of Performance and Planning, DHI
Board Secretary	Shirley Sharp, Office Manager/EPA, DHI (attendee)		

Item	Topic	Action By
1.	**Welcome and Introductions** JJ welcomed everyone to today's meeting and submitted apologies on behalf of those unable to attend. JJ advised that we have 3 new recently appointed board members attending today and introduced them to colleagues. JJ welcomed Dr Lynne Douglas, CEO Bield Housing and Care, Flora MacLeod, Design Director, IBM and Angus McCann, Non-exec director for NHS Lothian.	
2.	**Minutes of previous meeting** The minutes of the previous meeting were agreed as an accurate record. **Action Log/Matters Arising** JJ advised that the 5 items listed on the action log will be covered during today's agenda.	
3.	**Risk Management Framework Information Session – Pamela Loughlin, Risk and Resilience Manager, University of Strathclyde.** PL attended today's meeting to give an overview of the University's Risk Management principles, framework and processes and how DHI feeds into that. The university follows ISO standards for risk management. PL then went on to discuss the university's approach to risk management and how it relates to the institutions fiscal and legal risks. This includes each department's requirement to complete and update their risk register on a regular basis. PL then went on to discuss the UoS framework including risk appetite and highlighted an example of the risk appetite matrix, a detailed discussion then took place. LD commented on the importance of the board's risk appetite and the assurances they have from the University that they can manage and escalate those risks as appropriate. Further discussion was held on a risk appetite template for DHI and PM agreed to look at this going forward. GC advised the board that DHI has a strategic risk and issues register, which is updated monthly by the senior management team. This is also informed by the PMO operational risk register, that is also updated monthly.	PM

4.	**Chair's Update** JJ asked board colleagues to complete and update the conflicts of interest form recently sent and return to SS when completed. JJ also confirmed that the formal grant award from Scottish Government has now been received for 2024/25. £475k has been committed and although this is a shortfall on previous years, this can be managed by DHI going into Phase 3.	**ALL**	
5.	**CEO Update** GC updated colleagues on the recent all team away day for DHI staff, hosted by GSA at the SIT Hub in Pacific Quay. A very successful and enjoyable day was had by the team and thanks were given to GSA for hosting. GC also updated colleagues on Scottish Government's Directorate for Economic Development and their plan to establish a national cluster group. DHI has been asked to be involved in the group for Life Sciences . MM will attend on behalf of DHI. GC updated colleagues on recent DHI achievements, including MRCE winning the Tech Innovation Award at the recent TSA hosted awards and the Digital Lifelines team shortlisted for the Holyrood Connect Awards. GC advised the board of the Global Digital Health Innovation Summit with Kaiser Permanente, which will take place on the 6th June. All board colleagues are welcome to attend and SS will send on the registration link for those who wish to join.	**SS**	
6.	**Industry Engagement Update Report** GC update colleagues on behalf of Abby Lyons, Industry Engagement Lead for DHI who was unable to attend . GC advised that the ask of the board today is to endorse the work in progress. A final paper will be submitted to the next Board meeting in August. JJ asked BO'C to share his personal reflections on DHI's current challenges and opportunities, following discussions he has had with AL and members of the DHI Team. BO'C higlighted the need for DHI to keep being dynamic and moving ahead, but is aware of the lack of resources to support this. Funding opportunites and securing sources of future funding were highlighted. A detailed discussion took place and it was agreed that when the Industry Engagement paper returns to the August meeting this should contain explicit suggestions for sources of funding and an explicit statement about how to help industry in the challenge of securing health and social care adoption of Digital Technology at scale. CB asked asbout the Innovation Process Model and it was agreed that this would be presented at the next meeting. BO'C also asked for an elevator pitch for DHI. GC agreed to discuss this with the exec team and present at the August meeting.	**AL/GC** **AL** **MM** **GC**	
7.	**DigiInventors Competition Update** GR gave colleagues some background to the competion's inception and success to date. GR advised that the competition is a learning opportunity for young people to develop their entrepreneurial and digitial skills, and raises awareness of careers in the digital health and care sector. GR advised that the challenge has grown year on year and is now delivered across Scotland and UAE. This has resulted in the competition running from two months to a year round activity as it has expanded to other countries. In order to fund it's continuation, today's proposal is seeking endorsement from the board on taking this forward with the projected cost being in the region of £44k per annum. GR asked colleagues for suggestions on possible funding sources that may be available. A detailed discussion ensued with a number of suggestion proposed, including private schools, large digital companies and the		

	SDI Global Scot Network. FMcL suggested a possible offline discussion with GR on charities, like Speakers for Schools and possibly Cambridge. The board endorsed the direction of travel and GR and FMcL agreed to have an offline discussion.	**GR/FMcL**
	Standing Items – by exception only	
8.	**Finance and Governance** MM advised that there are no significant issues to report in this quarter. The key point to note is the transition between the two funding periods and SFC have agreed to cover the anticipated shortfall of up to £167k going in to phase 3. This means that the money we were holding back for academic grants and other elements can now be released as we progress towards the end of the financial year. DHI has committed additional resource for the new website development along with funding for the Graduate Innovation Intern.	
9.	**Engagement Update** MM updated the board on behalf of Joanne who is attending another event on behalf of DHi MM highlighted a number of key points from today's report that are progressing and asked colleagues to note the following: - • DHI is working with colleagues in Northern Ireland and the Republic on a significant funding bid around supporting people with addictions and mental health. • A bid submission has also been mede for a project on decarbonisation of older people's care pathways, which aligns with the priority action area that has been set for DHI around net zero. • Significant work has also progressed around the Diabetes programme and the board agreed that this shoud come to a future meeting as a spotlight seession. • JB is leading a piece of work with design support for ADHD as part of the Digital Mental Health Innovation Cluster. This is a specific collaboration opportunity which will be seeking funding opportunities. • DHI has now held 2 workshops focussed on Women's Cardiovascular health which have been very well attended by various stakeholders including industry representation. NW was also in attendance and advised that 37 participants attended from across the sector. A strong contingent of Scottish companies came along with 4 emerging opportunities stemming from this piece of work that will be progressed in collaboration. • Comms and Marketing – GR advised that KPI's are on track and DHI is now bringing the development of the new website inhouse, with the expected launch in September of this year.	**SS**
10.	**DSE Update** CC discussed the DHI Exchange Pipeline and its integration into the broader portfolio. Discussion also centred on the potential for the Exchange to be used as a shared service and revenue stream. JJ suggested a further discussion on the pipeline at the final board meeting in November.	**CC**
11.	**Performance and Planning Update** PM asked colleagues to note the following key points from this quarter's update.	

	- There are currently 7 live projects, with AIM4ALL Stage 1 closed and the Stage 2 business case being developed. - Digital Innovation Hub has been closed and moved to business as usual. - We have onboarded the Decision Support to Planned Discharge Project. This is a project funded by NHS Lanarkshire, with the tool to be developed by December. - All remaining projects are green including the RCE, except for two projects that remain on amber namely Moray Living Labs 1 and 2. **MRCE** MS advised on the following key points. - Care in Place living lab, that developed the infrastructure for community connections and personal data stores, is now moving to the real-world evidence phase. This is the first project that has reached that milestone. - We have now stood up our Smart Housing and Smart Communities steering group, which is one of the biggest projects within the portfolio. We have good broad engagement with several planned events coming up to move the work forward rapidly. - Living Lab one and two, as outlined previously, have some slight changes in scope to mitigate some of the issues around the lack of response to technology development work. This has now split into three campaigns. The first campaign is utilising the infrastructure of the dietetic and diabetic core groups that become aligned to living lab one and two. These will be onboarded through the Community Connections Committee and the Personal Data store. Ongoing work for campaign two and three will see the development of an interface related to weight management and type 2 diabetes.	
12.	**RKM Update** GC updated colleagues on behalf of SR, who was on leave today. SFC have awarded DHI 3 additional MSc places for the coming year. GC also advised on funding issues around the Clinical Entrepreneurial Programme. DHI has agreed to fund 3 CE places for the next year with NHS England giving Scotland an overall additional 6 places, funded by them.	
13.	**Corporate Risk Register** PM advised that there are no new risks or issues added since the previous meeting. PM discussed risk 172 and 182 and asked if these should be closed. Following a brief discussion, it was agreed that PM would rewrite these and include as new risks. The previous risks could be closed.	**PM**
14.	**AoB** None noted.	

| 15. | **Date and Time of Next Meeting**
The next meeting will take place on Thursday 22nd August @ DHI HQ, Inovo Building, 121 George St, Glasgow. MS Teams will be available for those unable to join in person.
Closed session 3pm - 3.30pm (Board members only) | |