



Digital Health & Care Innovation Centre	
BOARD MEETING Via Microsoft & in person at DHI HQ, Inovo Building, Glasgow	Thursday 22 nd August 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		Janette Hughes (attendee) Head of Performance and Planning, DHI
	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		Pamela Mooney (attendee) Programme Manager, DHI
	Angus McCann (Member) Non Exec Director NHS Lothian		Grant Reilly (attendee) Head of Communications and Marketing, DHI

	Joanne Boyle, Head of Engagement, DHI (attendee)		Professor Duncan Graham (attendee) Associate Principal & Executive Dean of Science, UoS
Apologies	Dr Lynne Douglas (member) CEO Bield Housing and Care		Brian O'Connor (member) Chair European Connected Health Alliance, UK (MS Teams)
Board Secretary	Shirley Sharp, Office Manager/EPA, DHI (attendee)		

Item	Topic	Responsible
1.	<p>Welcome and introductions</p> <p>The Chairman welcomed everyone to today's meeting and submitted apologies on behalf of Lynn Douglas and Brian O'Connor.</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 Review/Matters Arising</p> <p>JJ advised that all items will be covered during today's agenda or have already been completed.</p>	
3.	<p>Chairman's Update – Verbal</p> <p>JJ advised colleagues that the annual Board Effectiveness Review will take place over the coming months and SS will be in touch to arrange 121 meetings with each board member.</p> <p>JJ added that the only other point he would like to highlight today is the ongoing concern over government finances. Going into DHI's Infrastructure Investment funding, it will be important for DHI to acquire funding from additional sources.</p> <p>JC confirmed that Scottish Government will be issuing a spending break. The UK budget will determine how long this break will last for and that any commitment from Scottish Government for DHI funding may therefore prove challenging.</p> <p>JJ agreed that we need to be very mindful of this changing situation with a clear need to secure additional funding sooner rather than later. In the meantime, we will remain in close contact with our core funders.</p>	SS
4.	<p>Chief Executive Update – Verbal</p> <p>GC asked the board to note that in the last few days the SFC has appointed 5 new non exec members to their board and will be setting up a series of board level visits with each institution in receipt of SFC funding. The intention will be to carry out 3 academic visits per year, but this has yet to be confirmed.</p> <p>GC also advised colleagues that Dr Margaret Whoriskey has now joined DHI from Scottish Government. She has been appointed as a Professor of Practice at Strathclyde University in recognition of her valued experience within the health and care environment. Thanks were expressed to JC and DG for their assistance in this smooth transition.</p>	

	<p>The DHI team had a recent quarterly team away day at the Stirling University campus. There was a varied agenda during the morning session and a workshop in the afternoon developing the work of the innovation clusters.</p> <p>Finally, GC advised that the DHI elevator pitch is almost complete, this will be disseminated when ready for use going forward.</p>	GC
<p>5.</p>	<p>Draft Annual Report</p> <p>JH gave colleagues an overview of this year’s annual report content and advised that 22nd September is the deadline for submission to SFC. Due to the timing of the submission and board meeting dates, it is proposed that GC and JJ sign this off on behalf of the board.</p> <p>JH advised that the draft is a high-level overview, including accomplishments over the last 10-year period, what we have achieved in the last 12 months and what we have planned to go forward. JH then gave colleagues a brief update on the report’s layout and content.</p> <p>JH asked colleagues to note that a strategic summary with final figures has still to be reconciled. JH then updated the board on the project portfolio highlights, international engagement, events and the DHI KPI’s. The intention will be to create a short summary document of work done over the past 5 years.</p> <p>FB commented that from an SFC perspective this is a very helpful document and from the colleges and skills perspective. A detailed discussion then took place on the DHI outputs and impacts and how this is captured.</p> <p>The Board were asked to delegate signing the final draft to GC and JJ. Board agreed.</p>	
<p>6.</p>	<p>Website Refresh and Demo</p> <p>GR gave board colleagues an overview of the new website design and advised that this was brought inhouse for a more cost-effective solution.</p> <p>The in-house team have carried out research on other sites to help inform how we move forward. GR then went on to discuss the format and content of the new website. Internal and external testing has been carried out and feedback received. The team are currently working through the feedback provided and suggested improvements. A few weeks remain for final testing and all feedback is much appreciated prior to the formal launch in September. GR reiterated that this is phase 1 of the new website,</p>	

	and it will continue to be updated and developed. JJ encouraged colleagues to view the new site and send any feedback to GR.	All
7.	<p>International Activities</p> <p>JH updated colleagues on DHI's international activities. This work is part of DHI's 10-year strategy to help raise Scotland's profile, with the focus on one of our priority action areas and continuing the work started in previous phases. JH then went on to highlight the key international partners that DHI is currently collaborating with and the areas of focus for future engagement. JH described engagement with colleagues in Europe, the Middle East, North America, Asia and India. DHI is also in discussions around a proposal for twinned living labs with University of Ohio.</p> <p>JJ suggested that JH also speak with Ian Campbell, based in the Kingdom of Saudi Arabia and would be happy to make the introduction.</p> <p>JC advised JH on possible opportunities with CivTech and Gov Tech and would be happy to discuss further.</p>	
8.	<p>Industry Engagement Plan</p> <p>GC updated board colleagues on behalf of Abby Lyons, who was unable to attend today's meeting. GC advised that this is a draft document, and an updated version of the positioning paper presented at a previous board meeting. GC advised that the plan would focus on helping companies refocus their go-to market strategies and leveraging Scotland's health and social care data resources. The plan aims to deliver support proportionate to the development stages of companies for a managed journey to adoption. The board then held a detailed discussion on the need for a sustainable financial model for industry engagement, with colleagues considering the reallocation of resources or seeking external funding to prioritise.</p> <p>GC advised that he would be happy to include comments made today into the paper and reiterated that DHI will need additional resource to be able to deliver the Industry Engagement Plan as part of Priority Action Area 5.</p>	
9.	<p>Corporate Risk Register</p> <p>PM advised that both items highlighted at the previous meeting, item 178 and 182 have now been closed. PM is also working closely with the UoS risk manager to help create a risk checker template for assessing DHI's appetite for risk. It was agreed that there will be a further discussion on this at the November board meeting.</p>	PM

<p>10.</p>	<p>Standing items for Noting – (By Exception only)</p> <p>Finance and Governance</p> <p>MM asked colleagues to note the position at the end of year 2. A reconciliation process is currently underway, and we are working with colleagues in UoS to finalise. The positive projections are slightly less than previously noted due to recording issues involving NHS invoices. MM asked the Board to note that SFC and SG colleagues have been made aware and have given reassurance on proposed carryforward amounts. Formal approval is requested and was given for the DHI Year 1 budget as part of infrastructure investment, highlighting the dependency on securing additional funding to meet DHI ambition targets and to maintain financial stability.</p> <p>Engagement Update</p> <p>DigiInventors – GR advised that he has had discussions with colleagues as suggested at the last meeting re additional funding sources. It is hoped this will help to inform the competition process going forward. GR will keep the board updated on progress.</p> <p>DHI Exchange Update</p> <p>CC provided updates on successful integrations between person-centred data sharing infrastructure and national platforms. The exchange will be focussing on supporting national programmes and leveraging industry partnerships for routes to adoption at scale. CC raised concerns about cost pressures and the need for broader tendering processes for subcontracting to attract wider company interests.</p> <p>CC also mentioned the recent presentation given by DHI to the Health and Social Care Partnership Chief Officers Group, showcasing the work in Moray, Lothian and Lanarkshire. This was well received and indicative of the Exchange’s impact on regional health initiatives. CC advised that a more detailed discussion on the Exchange pipeline will be included at the next meeting.</p> <p>Performance and Planning Update</p> <p>JH advised that all KPI’s are up to date and on target.</p> <p>RKM Update</p> <p>JH highlighted the Clinical Entrepreneurship fellowships as a key achievement with DHI securing funding for 9 fellowships. This was achieved through a collaborative effort with the Chief Scientists Office and NHS England and a deal brokered with DHI and Anglia Ruskin University.</p> <p>MRCE Update</p> <p>JH advised that all is going well and highlighted the living labs activation and the alignment with national digital health</p>	<p>CC</p>
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	initiatives. JH advised colleagues on the activation of the last two living labs, focussing on smart housing communities and mental health. These are expected to produce significant outputs, such as tech device specifications and further the work with the personal data store.	
11.	AoB & Close None noted.	
12.	Date and Time of Next Meeting The next meeting is scheduled to take place on Thursday 21 st November @ 1pm in DHI HQ, Inovo Building, Glasgow.	