



DHI Board Meeting 24/08/23

Item	Topic	Action By
1.	<p>Welcome and Introductions</p> <p>The Chair welcomed board members to the virtual meeting with apologies submitted by Brian O'Connor and Moira Mackenzie.</p>	JJ
2.	<p>Minutes of previous meeting</p> <p>The Board approved the previous minutes as a true record of proceedings with one revision requested by CB regarding the language of Item 4 final bullet point re: National Centre for Remote and Rural Health and Social Care project. SS has sight of this and will amend.</p> <p>Action Log</p> <p>JJ noted the following:</p> <ul style="list-style-type: none"> • The funnel discussion will be covered in the F&G update • A spotlight session on Drugs Death prevention has been arranged - see Item 4 on the agenda • JH will cover all MRCE actions within MRCE update 	JJ SS
3.	<p>Chairman's Update – Verbal</p> <p>The Chairman updated the board on his recent trip to Singapore where he met with the Ministry of Health Transformation team who have a major digital programme for mental health with the potential to share best practice and collaborative opportunities with DHI. JJ will make an introduction to GC.</p> <p>Edith Macintosh & Campell Grant will be retiring from the Board at the end of the year. The Chair will initiate recruitment to replace both an Industry representative and at least one representative from the Care sector.</p>	JJ JJ
	<p>Chief Executive Update – Verbal</p> <p>The Chief Exec highlighted the following points to the board:</p> <ul style="list-style-type: none"> • Stephen Gallagher, Director of Digital Health & Care, is moving roles to take over the mental health programme. His portfolio will be absorbed by Richard McCallum, currently the Director of Finance & Governance. Changes will take place beginning of October. • High level update on SFC consideration of DHI business case was given– DHI can expect formal communication on the outcome in the next couple of weeks.. • DHI are hosting a Graduate Innovation Intern from Glasgow City College – Olivia Dunbar will support the comms team for 1 year 	

	<ul style="list-style-type: none"> • DHI's 10th Anniversary - formal event confirmed on 26th October in DHI's newly refurbished headquarters between 12-14:00. All board members were asked to hold the date. • Staff Wellbeing Survey results - the working culture of DHI scored well with a supportive environment and a blended approach to remote/on site working. A Social Committee has been created to take forward the desire for more informal social activities and the Chief Exec is looking at how to address the issue of workload for Senior management. Any Board members who would like a copy of the survey result can ask & SS will share. 	ALL
4.	<p>Spotlight Session – Digital Lifelines Programme Carrie Thomson, Programme Lead Innovation Collaboration & Dr Margaret Whoriskey, Head of Technology Enabled Care and Digital Healthcare Innovation/Deputy Director Digital Health and Care Directorate</p> <p>MW introduced Carrie Thomson, who has taken on programme management of the Digital Lifelines programme, working with MM and DHI. Digital Lifelines started in March 2021 focussing on improving digital inclusion and to design digital solutions that better meet people's needs to improve health outcomes and reduce harm through drug use. CT then presented on both Phase 1 and Phase 2 and the future ambitions of the programme, agreeing to share website links, the refreshed risk strategy and the delivery plan once drafted.</p> <p>The Chair acknowledged that Harry Burns had championed this area of work and asked for assurance that it was not being duplicated by other mental health initiatives. MW explained they are working closely with Digital Mental Health colleagues in SG such as Chris Wright.</p> <p>There will be a session on the Benefits realisation and evaluation at the Annual Conference on drug addiction in Perth on 5th of September with CT inviting board members to attend and circulate the date to interested parties. MS suggested that a key focus of the evaluation should be on qualitative experience and not just technical performance.</p> <p>Phase 2 of the programme looks to address the key risk areas for people; homelessness, discharge from Prison release and discharge from hospital residential rehab are all transitions where there is increased risk of drug related death. DHI will be engaging closely with Chief Scientist Office & Innovation groups and will explore further funding opportunities such as through the Peace Plus Challenge which is a €17 million EU funded programme. One of the key links will also be with the Drug Mission Workforce Action plan, ensuring that digital skills and confidence are integrated into the key activities for workforce. There will also be a communications strategy and brand refresh.</p> <p>CC raised parallels between the Digital Lifelines and the Pathfinder work that Tech funded around frailty with Lothian, and the work DHI are doing in Moray with integrated care for older adults and unpaid carers. There are lots of common themes around multi agency responses and the importance of integrated health and care records for National Care service and a National Digital Platform.</p> <p>Th chair thanked CT and MM for an excellent exposition of such an important and relevant programme with potential for impact outside Scotland and the UK.</p>	<p>CT</p> <p>CT</p>

5.	<p>Standing items for Noting – Exception only</p> <p>Finance & Governance</p> <p>The Chief Exec updated on behalf of MM that the total carry-forward balance into DHI Phase 2 Year 5 is £223,447. This will enable DHI’s Year 5 to align with the University Financial Year end in July 2024 and gave assurance that DHI are planning for the transition into Phase 4. The additionally funded project income totals over £13 million, including Year 4 funding of £911,829.</p> <p>DHI have an uncommitted positive balance of about £50,000 in the Growth Fund and will look to strengthen financial position going forward. The board noted the need to strengthen the industry components of the portfolio and noted challenges in contractual agreements which may have led to the relatively low number of pipeline projects.</p> <p>MW suggested identifying the covid specific projects within the 10-year strategy as these are atypical, and this may avoid higher numbers being held as a benchmark for DHI. JH has included this in annual report and will look to strengthen the point in 10-year strategy.</p> <p>Engagement Update</p> <p>JB updated on a recent proposal submitted to the £1.6m UKRI MINDSET Innovation Support Programme call in partnership with Future Care Capital.</p> <p>DHI recently recruited a new Senior Business Innovation Manager, Abby Lyons who will develop the Innovation Clusters to widen the reach and route in for businesses. A key focus of the Digital Mental Health Innovation Cluster event on 28th Sept will be aimed at supporting business. The Industry Advisory Group previously set up by DHI to support industry engagement has had limited success. DHI has recognised the need for a refreshed approach to industry engagement and support and AL has been tasked with looking at how we open our business front door more effectively.</p> <p>DSE Update</p> <p>CC updated on the strategic engagement with the National Digital Front door where CC has a standing item in the sub-group meetings reporting on Moray and Midlothian Pathfinder activities. From a route to impact point of view the links being forged with the National Digital platform will demonstrate how DHI is informing national delivery programmes and policy areas.</p> <p>Moray has secured formal IG approval for the Personal Data Store and for the associated services for the Care in Place project. This means DHI now has the third sector and formal health and care providers cooperating around the personal data store which may be a 1st in Scotland. There is a governed, structured exchange of data between those parties, with the citizen having consent control over the flows of data.</p> <p>DHI had intentionally reduced the number of new projects accepted into the pipeline due to the Phase 2 end approaching and a focus on Moray activities. The projects that are closing will be formed into assets to be shown in the physical demonstration environments in Glasgow and Moray. CC noted that DHI plan to use the monthly Demo sessions in Glasgow this year as tests and will open doors more widely at the start of next year. There will be a formal launch for the DSE and GR took action to create a launch plan & share with the Board in November.</p>	<p>JH</p> <p>GR</p>
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	<p>P&P Update</p> <ul style="list-style-type: none"> • DHI are generally on track with regards to KPI's and have 10 projects in the main portfolio with no rapid projects • KPI's that remain amber are on skills development specifically masters scholarships and academic grants where there is a carry forward from last year. • My Cancer My Care project was amber due to delays in scheduling the final workshop however, after escalating to Macmillan, this has been rectified and should be closing in next few months. • Brave App project needed more users to get a more robust evaluation and has been extended to December with Digital Lifelines providing £50,000 from their products and services budget to partly support this extension. Moving forward, this project will be reported under the Digital Lifeline's products and services line in future reports as 'Here4You' • The AICE Europe project was rated amber with delays around recruitment of the design resource due to the financial set up within the University of Strathclyde System. This has now been rectified and should not affect the overall delivery date of the project. • The transition of right decision support is planned to complete by the end of August, with final legal documentation still to be signed off. An outline of all the achievements can be found in the board report. • PM will finish the Benefits Realisation report in September and will bring this back to Nov board. <p>Corporate Risk Register</p> <p>A new risk has been added around the budget deficit predicted in the SFC business case. Moira is to lead a small team, looking at DHI's expenditure profile going forward and opportunities for income generation and savings. DHI have formed an oversight group with CS chairing, Beth Lockhart, Director of Finance from UoS representing DG, and MS joining for GSA. GC will have an updated position for the November board.</p> <p>There is also an MRCE accounting issue due to interpretation of financial guidance around capital and revenue expenditure and claims which DHI are hoping to resolve at a meeting on Mon 28th Aug.</p>	<p>PM</p> <p>GC</p>
6.	<p>Moray Rural Centre of Excellence Update</p> <p>Karim Mahmoud presented an overview of MRCE programme with highlights and achievements over the last 2 years, a spotlight on Mental Health & Wellbeing and next steps.</p> <p>There are opportunities for innovation within social care which aligns to some of the national priorities around the Digital Front Door and emerging work with the National Care Service. As this links strategically, MRCE should provide learnings for national agendas.</p> <p>Dynamic Purchasing System - The Dynamic Purchasing System (DPS) is the developmental procurement approach DHI are using for MRCE as it provides easy access to commercialisation for scalable innovations. It is a way to trial how we can help streamline the adoption pathway, taking forward lots of different activities in order to build local capacity in procurement, innovation and leveraging some of the national efforts that exists in this space. A steering group has been formed for this and some industry engagement is taking place,</p>	MS/KM

	<p>highlighting the opportunity for the Moray region. AH has been engaging with CSO around different mechanisms for open innovation within the NHS. CC will discuss DHI's experience of this type of procurement offline with AH/JH. MW would also like to gain a better understanding of this procurement approach and will discuss offline.</p> <p>CB acknowledged this work as a significant endeavour that NES and others may be interested in learning from. DHI should consider a knowledge exchange exercise on this and JH agreed to take offline with CB.</p>	<p>AH/JH/CC MW/JH</p> <p>CB/JH</p>
2.30pm Coffee/Comfort Break – 10 mins		
	<p>DigiInventors Draft Strategy</p> <p>DHI have grown DigiInventors over the last six years from a Scottish secondary school competition to one that is now international. DHI also introduced a primary school challenge last year. There are several opportunities GR would like the Board to consider as DHI moves into Phase 3, where it will be housed within DHI's Skills and Education programme of activities.</p> <p>Opportunities include introducing younger than primary school ages and introducing colleges. There is already interest from councils, such as South Lanarkshire Council for Moray region who DHI have partnership agreements. There is also the opportunity to expand further internationally as DHI have already been approached by other countries and GC sees this as one of DHI's obligations to Scottish funding Council.</p> <p>The Board believe there could be a great opportunity to link to education and ultimately to curricula in both the further education colleges and universities. CB also suggested linking with NHS Scotland Youth Academy for longer term benefits. DHI needs to identify funding and infrastructure to allow DigiInventors to become part of the core project portfolio where it will be reported to the board as part of DHI's core activity. GR agreed to come back with a high-level proposal with series of recommendations for the Board to consider.</p>	<p>GR</p>
7.	<p>DHI Strategy</p> <p>JH had previously circulated the final draft and encouraged board members to review again by start of Oct, moving to a finalised version by the end of Oct. JH will bring the final version to the Board in Nov.</p>	<p>JH</p>
8.	<p>AOB Annual Report</p> <p>JH submitted the draft annual report and asked all board members to review & feedback comments by Thurs 31st Aug. The Board are happy to delegate responsibility to George & John to sign off the final version.</p>	
9.	<p>Date and Time of Next Meeting</p> <p>The next meeting will take place on Thursday 23rd of November @ 1pm. Closed session 3.30pm - 4pm (Board members only)</p>	