

**SSPC Management Group Meeting
Friday 7th March 2008 at 1030
Draft Minutes**

Present: Frank Sullivan (FS) – Dundee, Chair
Christine Bond (CB) - Aberdeen
David Weller (DW) - Edinburgh via telecom
Graham Watt (GW) - Glasgow

1	<p>Apologies: James Law Sue Cowan Steve MacGillivray Alison Hinds Sally Wyke</p> <p>In Attendance: Laura Wilkie, Secretary</p>	
2	Minutes from the November meeting	ACTION
	CB stated that it was not her that reported about Elizabeth Ireland in item 8 and that the initials should be changed to SW. The group agreed that the rest of the minutes were a true reflection of what was said at the meeting.	L Wilkie
	<p>The group requested that the notes from the Ethics Group at Carnoustie be sent around all of the members.</p> <p>FS stated that at the next meeting he will ask A Hinds to report on the SPCR budget and D Heather to report on the SSPC budget. The group requested that “budgets” are fixed as item 3 on all future agendas.</p>	<p>L Wilkie</p> <p>A Hinds/ D Heather</p>
3	Matters Arising	
	FS stated that the Advisory Group had no omissions regarding the future SSPC budget and accepted that the ex director of the SSPC would not be present at the Advisory Group meetings. They confirmed that they were happy with the group arrangements following the appointments of the patient representatives	
4	SSPC Advisory Group	
	<p>FS reported that the Advisory Group are happy with the general direction for the school and the only thing they raised concerns about was the issues with appointing the programme leaders (i.e. the internal appointment).</p> <p>The group expressed that there was so much work into the bids that an external appointment may not know as much of the ongoing work as an internal appointment. FS clarified that</p>	

	each institution is reliable for each appointment and if they choose an internal appointment then the group will support that.	
5	SPCRN	
	<p>FS reported that last year negotiations took place between networks and NHS Boards to request that the money is centralised for NHS. This would mean that either 1 board or the network itself will hold a central account for around £80,000 for R & D costs which will ensure that the money is distributed more fairly. The group agreed that this was a sensible thing to do to make it easier for claiming. The group requested that the SPCRn document (from A Hinds) is sent to all members with the minutes.</p> <p>FS raised concerns over the replacement for K McGormley and asked DW if this would still be accommodated in NHS Lothian. He stated that it may be an advantage to have a stronger link with the NHS but expressed that it would be the only member of SPCRn outwith and SSPC institution. DW will consider the options and report back.</p>	<p>A Hinds/L Wilkie</p> <p>D Weller</p>
B		
	<p>FS tabled an item to the group stating that just before the meeting he had a phonenumber call from Christine Phillips at Quintiles asking for collaboration with SSPC. He advised that they may want access to the primary care database – SPIRE and would like to meet with him to discuss this. The group raised concerns over this collaboration as they are competitors of SSPC and didn't think it was clear why they wanted to join with SSPC. The group agreed that an SSPC newsletter would be good to circulate stating national news and research issues. It was noted that a balance between commercial and internal projects is important and that if Quintiles were involved with this they may overload the balance.</p> <p>The group agreed to decline any participation or collaboration but they are interested to know about the work that Quintiles do and are happy to remain flexible if they were approached to do a study that fitted Quintiles expertise. It could be subcontracted to them.</p>	F Sullivan
6	Appointment of Programme Leaders	
	<p>The members gave the following updates:</p> <p>Aberdeen have appointed – Dr Peter Murchie Glasgow are interviewing 3 candidates at the end of March. Edinburgh are finalising adverts this week and they should be circulated next week.</p> <p>FS asked if the programme leaders should be invited to these</p>	

	<p>meetings and the group agreed that all of the meetings would not be relevant to the Programme leaders and should therefore be invited to one a year and also to have separate meetings with Professor Sullivan from time to time in which he can report any issues with them. The group agreed that they should be invited to the Advisory Group once they have all been appointed.</p> <p>The group advised that the previous programme leaders may still exist as part of the School and that FS should speak with them to explain that their ideas will be retained and they should think about putting in for the next bid.</p> <p>FS advised the group that David Gani has informed the school that there may be knowledge transfer funds available in which the institutions could be involved in.</p> <p>DW advised the group that he met with John Frank a week ago and is very interested in working in Primary Care. He suggested that the group meet with him to discuss working with SSPC. It was noted that he is only in Scotland once a month until he is started properly and the group could invite him out for dinner when he is next in Scotland.</p> <p>FS reported that K Niven met with him last week regarding the end map research unit which is currently being reviewed. She suggested that Primary Care Nursing Research could be considered as one of the research programmes. The group agreed that this is positive and that they support this.</p>	<p>F Sullivan</p> <p>L Wilkie</p> <p>F Sullivan</p> <p>All Members</p> <p>D Weller</p> <p>F Sullivan</p>
6	Clinical Research & Translational Medicine	
	<p>FS tabled a paper which came up at a recent University of Dundee College meeting, he thought that Primary Care was under re-presented in the paper and wanted to know what the group thought. The group agreed and suggested that FS should write to them stating the Primary Care strategy. This is an opportunity to argue the scientific understanding. FS agreed to write a draft response to the members for comments.</p>	F Sullivan
7	SSPC ASM	
	<p>FS asked the group if the SSPC ASM should be continued to link with ADEG and move to the Stirling Management Centre which would be beneficial for the delegates from the West of Scotland. The group raised concerns over merging the 2 conferences but agreed to try it out for this year and make any changes from feedback for the following year.</p>	L Wilkie
8	AOCB	
	<p>The group agreed that “Other National Schools Networks” should be put on the agenda for future meetings.</p>	L Wilkie

	FS advised that he will be meeting with Prof Pittilo at Robert Gordon University to discuss membership with SSPC.	
	Date of next meeting	L Wilkie