

Draft Agenda

Participants: Margareta Kristenson (Sweden), Sally Fawkes (Australia), Cristina Iniesta (Catalonia, ES), Ying-Wei Wang (Taiwan), Alan Siu (Hong Kong, CN), Antonio Chiarenza (Emilia Romagna, IT).

Observers: Martin Kraye Von Krauss (WHO EURO), Jürgen Pelikan (HPH Congress Secretariat), Hanne Tønnesen, Jeff Kirk Svane & Thor Bern Jensen (Int. HPH Secretariat & rapporteurs).

Invited participant: Ann-Lise Guisset (WHO Geneva)

1. **Welcome / M Kristensson**

As MKvK and JP could not participate for the full meeting, items 9 and 12 were moved up after item 3 on the agenda.

2. **Acceptance of previous minutes / M Kristensson**

Decision: The meeting report had been sent out prior to the meeting and was approved.

3. **Ratification of new HPH members / Int HPH Secretariat**

Since the last GB meeting, Nantes University Hospital (Public Health Department) was the only new member (not part of an established N/R Network) to apply for membership. The new member is part of the process to re-establish the French HPH Network. This ratification was acknowledged by the GB.

A short discussion arose on the necessary work required for member care. New networks such as France, Quebec (Canada), and China take time to set up, and struggling networks (such as Estonia) also require support.

Decision:

Nantes University Hospital (Public Health Department) was approved as a new member in the upcoming French network.

The priority issue of the amount and type of work required for effective member care will be discussed at the December meeting. MK and the Secretariat will have a preliminary meeting prior to the December meeting to develop the scope of the discussion

4. **Progress Reports: Form and process/ JK Svane**

JKS presented the draft Progress Report. He stressed the need for the GB to finalize the template so that sufficient time remained for collecting and analyzing data. Prior to the GB meeting, JKS and MK had had a pre-meeting about the content, set-up and scope of the Progress Report.

The aim of the Progress Report is to collect and share the progress and experiences of the N/R Networks, the HPH Task Forces and Working Groups for 2017-18.

The GB agreed to divide the report into two parts. 1. A section where the N/R Networks, HPH Task Forces and Working Groups can update the pre-filled administrative information and 2. A section in which the work and progress in the Networks, Task Forces and Working Groups is reported. The second part shall give the coordinators the opportunity to elaborate on answers in detail on

the perceived value of HPH membership and how this can be developed; reasons for members joining or leaving the network and the opportunity to share experiences, materials, videos and inspiration with the other N/R networks, TFs, WGs and HPH members. Both parts can be helpful for the Secretariat and the International HPH Network to improve the organization and service of the network. To capture this information, MK asked if the template could include questions on what members want from the International HPH Network and how interaction and learning can be developed between members.

YWW suggested having PhD Students analyses the data and compiling a comparison report of the progress of the N/R Networks could be beneficial for the International HPH Network as well as the N/R Networks. The Copenhagen WHO-CC will support this work of the Taiwanese PhD Students. The PhD thesis of Christina Dietscher (Title: Inter-organizational networks in the settings approach of health promotion) was brought up, and JP will ask Christina to share her thesis.

Decision: The Secretariat finalizes the first part of the Progress Report. The GB will review the final template before it goes out to N/R Networks and TFs and WGs via an online invitation. The second part will be developed while the Secretariat is filling in the administrative information from their database as it has been requested by some members of the GA.

5. WG on HPH Global Strategy/ S Fawkes and C Iniesta Blanco

CIB presented the Working Group and the steps of the development. SF and CIB have drafted a working document, which they will share with the working groups 10 members for further discussion. The WG will do a background analysis looking at stakeholders, key influencers, environment as well as strengths, weaknesses, opportunities and treats. The draft will consist of a list of goals that have strategic value for the International Network and priorities. This will be discussed in the WG. The WG members are eager to start the work. See background document in attachment.

6. Short update on "BI standards" / JK Svane and R Christ

The meeting report of the last meeting had been shared with GB prior to the meeting. JKS and RC had made the first revision of Standard 1, which has been discussed in the WG and the Working Group has agreed on a new title for the document: Health Promotion in Hospitals and Health Services: Tobacco, Alcohol, Nutrition and Physical activity. The revised draft for Standard 1 needs a further re-revision. The next step will be a revision of Standards 2 and 3, and thereafter a revision the text of the Bologna version.

7. Umbrella standards / A Chiarenza

- a) *Template for possible content*
- b) *Organization of work*

AC has worked on the analytical framework for the existing HPH standards. To his knowledge there are seven approaches to development of HPH standards. He has had difficulties in obtaining the background documents and in some cases the actual standards for four of these seven examples. JP will send the finalized standards on health literacy to AC. Unfortunately, AC then lost the internet connection, and so the finalization of the item was postponed for a later meeting.

8. Short update on the start of work for GB focal points: Role and task for coordinators and HPH platform for exchange and discussion; linking to new web site / M Kristenson

MK, KF and CIB have decided to develop a brief document on the basis of the document presented at GA in Bologna (June 8, 2018). They hope to present the short document at the December GB Meeting. Both documents should be available on the HPH website.

9. Letter from the GB and WHO to GA and Organization of Secretariat/ M Kristenson and MKv Krauss

Anna Cichowska Myrup and Hans Kluge from WHO Europe have held a meeting regarding the relationship between WHO and HPH and the legal consequences of the change in the relationship. MKvK will follow-up with Anna Myrup on the letter drafted by MKvK, MK and the HPH Secretariat with information for HPH members about the official relations between HPH and WHO.

MKvK recommend the suggestion by Anna Myrup that the HPH Network apply to become a non-State actor according to the Framework of Engagement with non-State actors (FENSA) with official relations with WHO, as this will give the HPH Network a formal status with WHO and give an automatic invitation to Regional Committee for the WHO Europe. The HPH Secretariat participated in previous RCs in Europe, where they have approached Member States' representatives from countries with HPH members and countries without members. Also, at the RCs, relations and collaborations with other Non-State Actors and interest groups have been discussed and initiated.

MK gave a short update on a follow-up web-meeting of the Astana 'Alma Ata + 40' WHO Conference on Primary Health Care, with attendance of Eric de Roodenbeke from International Hospital Federation (IHF), Peter Nowac (Austria HPH Network Coordinator) representing the International HPH Network at the conference, MKvK, Dr Ann-Lise Guisset (WHO Geneva) and MK. The Astana conference was fruitful and a follow-up on this topic will be done at a workshop/symposium at the Warsaw HPH conference. In Astana there were discussions about re-starting the IHF-HPH collaboration. A meeting will be scheduled in January in Copenhagen with IHF, WHO, MK and the HPH Secretariat. At this meeting, the past relationship and potential future synergies between members, projects and working areas will be discussed. These discussions will then be shared with the GB.

MKvK also highlighted an initiative of IHF to create relations between different networks: World Organization of Family Doctors (WONCA), International Hospital Federation, HPH, World Federation of Public Health Association. Such a collaboration offers ways for raising awareness of health promotion and the comprehensive HPH Concept with the other organizations. This potential could be included in the development of the next Global HPH Strategy.

MKvK informed the GB that for WHO activities in the Mediterranean Region there will be an increased focus on hospitals, where the HPH Network again could/should explore potential overlap of activities.

Decision: It was decided that the letter from WHO and GB will be sent to GB members for comments before this can be sent to all HPH members.

It was also decided that the GB shall discuss the application to become a Non-State Actor with official relations with WHO at the December meeting.

10. Financial reports / Int HPH Secretariat

a) Financial statement for 2018 (Jan-Oct)

A preliminary financial report was presented. The incoming fees are a little under budget, but the international HPH Secretariat is working hard on getting the pending fees in. A third round of reminders was sent out the week of the meeting – and already four members have responded with an intent to process the membership fee. As agreed in Bologna, the international HPH Secretariat has regulated the expenditures on salary early to meet the reduced incoming fees. The goal of obtaining a surplus to bring down the overall deficit has been prioritized in this process.

b) HPH Budget

MK wished to discuss at the December meeting the lack of an extra budget for traveling expenses for HPH representatives, as advocacy and representation of the network is important and should in the future have a separate post on the budget. For the future of the network, MK wishes for the GB to discuss at the December meeting if future budgets should include funds for priority travel and representation of the HPH Network. The work of the Working Group looking into the additional funding was brought up as means to develop a proposal.

c) Appointment of independent auditor

As requested by GB members in Bologna, the 2017 HPH Financial Report has been sent to an additional external audit than the normal revision done by the finance department of Capital Region (under the regulation of the independent National Audit Office of Denmark). This might be due to misunderstanding of the degree of independence of the financial division of Capital Region of Denmark.

Decision: The international HPH Secretariat will prepare an overview of the budget and balance for the December meeting. MK and the secretariat will have an online meeting discussing the financial report and budgeting prior the December meeting.

11. December 2018 meeting: development of agenda / M Kristenson

MK has drafted an agenda for the full day meeting, and this was briefly discussed. The draft with the addition of those items agreed during the meeting will be disseminated to GB for further comments.

12. 28th International HPH Conference 2020/ J Pelikan

Japan has kindly declined the invitation to host the 2020 International HPH Conference, as they would need more time to organize such an event. The Congress Secretariat will make contact with Korea and Thailand. If none of these countries wishes to host a conference, Taiwan has declared they could be a back-up. YWW added that the possibility for a joint conference would in this case be further explored.

The preparation for the 27th Conference in Warsaw (May 29-31, 2018) is going well and the Congress Secretariat is inviting key speakers and organizing plenaries.

13. AOB

No other business was discussed.