



**NDPHS Strategy Working Group 2014  
Fifth Meeting  
Stockholm, Sweden  
10 February 2015**

<b>Title</b>	Minutes from the 5 <sup>th</sup> Meeting of the NDPHS Strategy Working Group 2014
<b>Submitted by</b>	Secretariat
<b>Summary / Note</b>	This document outlines the main discussion points and decisions made during the 5 <sup>th</sup> meeting of the SWG 2014
<b>List of Annexes</b>	Annex 1 – Definition of various types of projects vis-à-vis which the NDPHS plays a role Annex 2 – List of participants Annex 3 – List of documents submitted to the meeting

### **1. Welcome and opening of the meeting**

The meeting was opened and chaired by Dr. Marja Anttila, the Strategy Working Group Chair. Dr. Johan Carlson, the Director General of the Public Health Agency of Sweden welcomed the participants and wished them a fruitful meeting. The Director of the Secretariat thanked the Director General for assigning highly qualified staff of the Public Health Agency of Sweden to the NDPHS Strategy Working Group and the Secretariat-led NoDARS project.

### **2. Adoption of the agenda**

The Meeting **adopted** the Provisional agenda (submitted as document SWG2014 5/2/1).

### **3. Revised draft NDPHS Strategy 2020**

#### **3.1 Presentation of the revised draft by the Strategy Consultant**

With reference to the document SWG 5/3/1, the Strategy Consultant presented<sup>1</sup> the revised draft of the NDPHS Strategy 2020.

During his presentation he emphasized that the development of the Strategy, and in particular of its Action Plan, was hampered by the divergence in inputs of the Expert and Task Groups. As drafting teams had not been set up, Expert and Task Groups had a tendency to develop their inputs, on how to implement the specific objectives, based on their own perspectives rather than, as was asked, on a holistic approach. Also, they did not always respond to the Strategy Consultant's inquiries. Furthermore, some inputs were overlapping one another in their thematic scope and had different levels of ambition. As a result, the Action Plan is still unfinished.

After the presentation, the Meeting discussed the presented draft of the NDPHS Strategy 2020 chapter by chapter:

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<sup>1</sup> The ppt presentation is available on the NDPHS website, in the post-event documentation section at: [http://www.ndphs.org/?mtgs.swg2014\\_5\\_stockholm](http://www.ndphs.org/?mtgs.swg2014_5_stockholm).

- **0. Introduction**

Having discussed the Introduction section the Meeting **agreed** to:

- 1) Include a short explanation about the structure of the Strategy in the Executive summary;
- 2) Include a list of abbreviations.

- **1. Vision 2020**

Following a comment of Russia that the Strategy in general, and the Vision 2020 in particular, contained too many explanations, the Meeting **agreed** to delete the sentence “The vision serves as a point of departure for choosing objectives and actions for the coming year.”

- **2. Overall objective & 3. Cross-cutting objectives**

Following the suggestion of the Secretariat, supported by Estonia, the Meeting **agreed** to combine chapters 2 and 3 into one and to renumber the following chapters accordingly.

Having thoroughly discussed the chapter, the Meeting **agreed** to:

- 1) Rename the “cross-cutting objectives” into “cross-cutting themes”;
- 2) Move the cross-cutting theme “3.1 Cross-sectorial action” to chapter 5 “Guiding principles” and combine it with the guiding principle “multi-sectorality”;
- 3) Make the wording of all cross-cutting themes consistent and start them with phrases showing the NDPHS’ commitment and involvement, such as “NDPHS keeps high value,” “NDPHS promotes,” etc.

- **4. Objectives**

The SWG Chair and the Secretariat, supported by Russia and Estonia, proposed not to include the method through which the objective would be achieved in the title, as this might limit the Partnership’s tools to achieve the objectives.

In response, Norway, supported by Germany, stated that a shortened objective might be missing important information and would be more difficult to measure.

Having thoroughly discussed the issue, the Meeting **agreed** to keep the current longer versions of the objectives.

Furthermore, the Meeting **agreed** to:

- 1) Delete the heading “Rationale” in all objectives;
- 2) Requested the Consultant to ensure, with support of the Secretariat, the consistent use of terms “Northern Dimension area,” “NDPHS Partner Countries,” etc. throughout the text in the final version of the Strategy and its Action Plan;
- 3) Mention in the Introduction that the Strategy is accompanied by an Action Plan;
- 4) Add (as footnotes) the link to each document mentioned in the text;
- 5) Objective 2: Shorten and generalise the first paragraph and include a reference to the European Action Plan on AMR;
- 6) Objective 3: Include a reference to the Chair’s Conclusions from the PAC 8 (instead of the Statement adopted during the same PAC 8);
- 7) Objective 4: (i) Keep the heading of the section as the wording is very close to the version accepted by the CSR and (ii) keep the last sentence in the first paragraph

regarding the harm reduction, and take note of the objection of Russia against this sentence;

- 8) Objective 5: Replace the reference to the Alma Ata declaration with a more recent one and include a reference to the “Declaration on Principles of Cooperation between Prison Health and Public Health Services and Development of a Safer Society” adopted by the PAC 6;
- 9) Objective 6: Include a reference to the NDPHS Strategy on Health at Work.

- **5. Guiding principles**

Having discussed the Secretariat’s input to the Action Plan, proposed for inclusion as a separate chapter named “horizontal actions,” the Meeting **agreed** to include the respective reference in the “Guiding principles” chapter.

Further, the Meeting **agreed** to change the heading into “Guiding principles for the implementation of the NDPHS Strategy 2020.”

- **7. Monitoring and evaluation**

Following a question by the Chair whether the evaluation should cover not only the Strategy, but also the Action Plan, the Secretariat and Germany noted that the overall Strategy’s evaluation would be performed during the next five-year evaluation of the Partnership.

Estonia requested that this fact be presented so that it is clear to anyone reading the strategy and asked about the monitoring and evaluation of the Action Plan.

The Meeting, therefore, **agreed** to mention the evaluation of the Strategy in the Introduction section.

### **3.2 Further steps to finalize the Strategy text**

While keeping in mind the Strategy Consultant’s presentation and discussion, the Meeting evaluated the feasibility of finalising the Strategy and its Action Plan in time to present both documents to the CSR 24 meeting. Following a proposal from the Chair, the Meeting **agreed** to separate the Strategy (Chapters 0-5) from the Action Plan and, when completed, to present the two drafts to the CSR 24 meeting for adoption.

The Meeting also **agreed** that the Strategy and Action Plan should be written in British English and a native speaker, with an understanding of WHO terminology and wording, should proofread the final drafts.

Furthermore, the Meeting:

- 1) **Requested** the Strategy Consultant to develop a new draft of the Strategy text and submit it to the SWG members through the Secretariat until 13 February 2015;
- 2) **Agreed** that the SWG members will comment on the Consultant’s new draft by 18 February 2015 15.00 CET;
- 3) **Requested** the Secretariat to disseminate the Strategy text to the CSR members on 18 February 2015 (evening) for responses to be received until 27 February 2015;
- 4) **Mandated** the SWG Chair to take, with support of the Secretariat, the necessary steps to prepare the final draft Strategy for submission to the CSR 24 meeting for adoption.

## 4. Draft Action Plan accompanying the NDPHS Strategy 2020

### 4.1 State of play & 4.2 Presentation of the draft by the SWG Consultant

With reference to the document SWG 5/3/1, the Strategy Consultant presented<sup>2</sup> the draft of the Action Plan accompanying the NDPHS Strategy 2020. He particularly stressed the low consistency of the Expert and Task Groups' inputs submitted so far, e.g. in some cases the ambitions were very low and in some cases unrealistically high. Furthermore, crucial information, such as the resources needed for the implementation of the Action Plan, were still missing and the Secretariat's input, which had been submitted to the SWG 4 meeting, needs to be incorporated.

The Meeting **took note** of the presented information.

### 4.3 Discussion and the SWG's requests to the SWG Consultant & 4.4 Further steps towards finalization of the Action Plan

The Secretariat thanked Germany for the funding originally provided for the employment of a Strategy Consultant as well as a more recently provided additional funding that allowed to prolong the Consultant's employment. He stressed that the amount of the remaining consultancy hours is quite limited and it was not clear how the work on finalization of the Action Plan should continue, if needed, after his engagement ends. As the Secretariat did not have the capacity to perform that work, it was of utmost importance to finalize the Action Plan as soon as possible, and before the CSR 24 meeting.

Having discussed the draft Action Plan, the Meeting concluded that the presented version was not suitable for submission to the CSR 24 meeting and:

- 1) **Requested** the SWG members to send their immediate comments regarding the draft Action Plan to the Strategy Consultant at their earliest convenience, preferably by 12 February 2015;
- 2) **Mandated** the Strategy Consultant to: (i) shorten the draft Action Plan by deleting excess details whenever possible; (ii) delete references to the existing groups, and (iii) write clear requests to the Expert and Task Groups regarding the necessary revisions, with a focus on realistic results and clear formulation of the required resources, as well as baselines and targets;
- 3) **Requested** the Strategy Consultant to submit the revised draft to the Secretariat by 13 February 2015;
- 4) **Requested** the Secretariat to forward the revised draft Action Plan and requests for revisions to the Expert and Task Groups with a deadline for responses until 28 February 2015;
- 5) **Requested** the Strategy Consultant to incorporate the German proposal regarding prison health (submitted as document SWG2014 5/3/2) and the Secretariat's proposal regarding the horizontal actions (originally submitted as Annex VII to the document SWG2014 4/4/1);
- 6) **Mandated** the SWG Chair, in cooperation with the Chair Country and with support of the Secretariat, to take further steps towards finalization of the draft Action Plan for submission to the CSR 24 meeting as appropriate.

In addition, the Meeting **discussed** a possibility of producing a concise, reader-friendly version of the Action Plan, mainly for external use, that would include the following elements:

- a) Context and the need for policy and action;
- b) Footprint and contribution of the NDPHS;

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<sup>2</sup> The presentation is available on the NDPHS website, in the post-event documentation section at: [http://www.ndphs.org/?mtgs.swg2014\\_5\\_stockholm](http://www.ndphs.org/?mtgs.swg2014_5_stockholm).

- c) Expected results;
- d) Summary of the resources needed and possible challenges and risks.

## 5. Definition of a “NDPHS project”

With reference to the document SWG2014 5/5/1, the Secretariat presented the revised proposal regarding the definition of various types of projects vis-à-vis which the NDPHS plays a role.

Having discussed the document, the Meeting **requested** the Secretariat to revise the proposal as follows:

- 1) Combine the two bullet points in the “NDPHS project” definition into one sentence;
- 2) Rephrase the second paragraph of the “NDPHS project” definition to clarify that the NDPHS Secretariat’s written confirmation to label the project as the “NDPHS project” would not be required because such a decision would be taken by the CSR;
- 3) In the last paragraph of the “NDPHS project” definition add a footnote clarifying that the CSR decision can be taken through a written procedure;
- 4) Delete the bullet point “Taking an initiative to formulate a project proposal in collaboration with project partners” in the definition of the “NDPHS-facilitated project”<sup>3</sup>;
- 5) Further explain the phrase “contributing in a meaningful way” in the two bullet points in the definition of the “NDPHS-facilitated project.”

Furthermore, the Meeting **requested** the Secretariat to prepare the document for submission to the CSR 24 meeting and submit it to the SWG members for approval together with the draft SWG meeting minutes.<sup>4</sup>

## 6. Roles and expectations from the various NDPHS actors

With reference to the document SWG2014 5/6/1, the Meeting discussed how to address the CSR’s request “to look into the roles of and expectations from the various NDPHS actors.”

Estonia asked whether the co-Chair country’s and the Meeting of the Parties’ tasks should be included and commented that the description in the “NDPHS website” column as regards the PAC was not consistent with the description regarding other NDPHS actors. It also requested to replace “mediator” with “facilitator” in the suggested Secretariat’s role as a “Mediator between CSR, Governments, EGs, TGs and other actors,” as well as fill out the “Expectations” column regarding the ad hoc Working Groups, e.g. “fulfill their mandated role.”

Norway requested to add that the Secretariat’s role is to provide a secretariat support not only to the PAC and the CSR, but also to the EG Chairs and ITAs meeting.

Germany and the Secretariat explained that it was never formally agreed that the Secretariat would be providing such a role, as well as recalled a very clear wish of the Expert and Task Groups to have more freedom regarding the planning and contents of the EG Chairs and ITAs meetings.

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<sup>3</sup> During the procedure of approval of these minutes the NDPHS Expert Groups have raised their objection to the proposed deletion. The SWG Chair has decided to present both options (with and without the bullet point “Taking an initiative to formulate a project proposal in collaboration with project partners”) to the forthcoming CSR 24 meeting for decision.

<sup>4</sup> The document has been approved during the procedure of approval of these minutes and is enclosed as Annex 1.

Furthermore, Germany suggested that – if needed - the Expert and Task Groups may be asked whether they expect the Secretariat to provide the secretarial support to the EG Chairs and ITAs meetings.

In addition, the Secretariat called for a realistic approach in estimating what expectations and to what extent could be fulfilled, taking into account the Secretariat's capacity and workload.

Norway replied that this decision could not be taken at an expert group level, but should be lifted to the CSR. It recalled its own experience as an NDPHS Chair Country in 2008-2009 when it had to rely on the administrative support of the Secretariat in order to prepare these meetings twice a year.

In response to a question by the Secretariat on whether other NDPHS structures could contribute to the document to express their expectations, the Chair clarified that the document presented the views of the Expert and Task Groups, therefore the views of other NDPHS actors would need to be clearly separated.

The Secretariat informed it would present its expectations, too, and submit it to the HIV/AIDS&AI EG Chair.

Having thoroughly discussed the matter, the Meeting:

- **Requested** the HIV/AIDS&AI EG Chair to revise the document in line with the discussions during the meeting and submit it to the SWG members;
- **Mandated** the SWG Chair to agree with the Chair Country on how to present the matter to the CSR 24 meeting and share the proposal with the SWG members.

## **7. Presentation of the SWG's work and results to the CSR 24**

Having thoroughly discussed the issue, the Meeting **mandated** the SWG Chair to present to the CSR 24 meeting the draft NDPHS Strategy 2020 and its Action Plan.

## **8. Any other business**

No issues were discussed under this agenda item.

## **9. Adoption of the SWG 5 meeting minutes**

The Meeting **agreed** that the Secretariat would send out draft SWG 5 meeting minutes to the participants on 18 February 2015 and that comments on the draft would be due, at the latest, on 25 February 2015. The revised minutes would then be distributed on 27 February 2015 to be adopted *per capsulam* provided that no further comments are submitted within one week.

## **10. Closing of the meeting**

The SWG Chair thanked the members of the Strategy Working Group for their excellent contributions and support and the Public Health Agency of Sweden for hosting the meeting.

The SWG members thanked the SWG Chair for her excellent leadership.

The Meeting terminated at 16:35 hours on 10 February 2015.