

Scottish Government COVID-19 Advisory Group – Final Terms of Reference

Context

1. Scottish Ministers; the Chief Medical Officer and Deputy Chief Medical Officer in Scotland, in consultation with the Chief Scientific Advisor for Scotland have identified the need for additional scientific analysis of the impact of Covid-19 in Scotland, based on regularly updated advice and modelling from the UK Scientific Advisory Group for Emergencies (SAGE), and other emerging scientific evidence.
2. The Scottish Government COVID-19 Advisory Group will be a time limited expert group chaired by Professor Andrew Morris, Professor of Medicine at the University of Edinburgh and Director of Health Data Research UK. He will be supported by vice chair, Professor David Crossman, Dean of Medicine at the University of St Andrews and Chief Scientist (Health) at the Scottish Government.
3. The advisory group will consider the scientific and technical concepts and processes that are key to understanding the evolving COVID-19 situation and potential impacts in Scotland. The advisory group will apply the advice coming to the four nations from the Scientific Advisory Group on Emergencies (SAGE) and other appropriate sources of evidence and information and use it to inform local decisions in Scotland during the pandemic.

Remit

4. The group will support Scottish Ministers and senior clinical advisers to:
 - Interpret SAGE outputs and other emerging scientific evidence in the context of Scotland
 - Inform NHS and Social Care mobilisation and planning guidance in Scotland
 - Relay relevant information and questions from Scottish Government to SAGE and SPI-M-O
 - Support the Scottish Government Covid-19 Corporate Analytical Hub, overseen by the Chief Statistician.
 - Advise Scottish Government, SGHSC Directorates, and Covid-19 Corporate Analytical Hub on strategic approach to identifying, accessing and using data to support our understanding and response to Covid-19 in Scotland.
5. The Scottish Government Covid-19 Corporate Analytical Hub applies the modelling assumptions supplied by SAGE to produce modelling of the Covid-19 pandemic in Scotland. This modelling informs the mobilisation and planning of resources across Health and Social Care.
6. The Scottish Government Covid-19 Advisory Group will report through the office of the CMO in the first instance.

Members

7. Professor Andrew Morris
Chief Scientist (Health) SG

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Chief Scientific Adviser for Scotland SG
Chief Medical Officer SG
Deputy Chief Medical Officer SG
Roger Halliday, Chief Statistician SG
Professor Chris Robertson, University of Strathclyde
Professor Mark Woolhouse , University of Edinburgh
Professor Jill Pell, University of Glasgow
Angela Leitch Public Health Scotland
Jim McMenamin Health Protection Scotland
Professor Tom Evans, University of Glasgow
Professor Steven Reicher, University of St Andrews
Professor Aziz Sheikh, University of Edinburgh and Scottish Science Advisory Council

Membership will be kept under review.

Meetings

8. The Scottish Covid-19 Advisory Group will meet twice weekly for 90 minutes virtually. The meetings will be scheduled for 1600-1730 every Monday and Thursday.

Information Access and Sharing

9. Information arising from SAGE is official sensitive and should not be shared outside of these structures. Any inputs shared with the group for discussion will be considered confidential and not for further sharing.

Secretariat

10. The Chief Medical Officer's Office will provide Secretariat support to the Group including arranging all meetings and circulating agenda and papers. The SG Head of Health and Social Care Analysis will provide senior leadership to the operation of the group, connecting to the SG Corporate Covid 19 Analytical Hub (SG Modelling Team) as appropriate.

11. The Chair will agree the final agenda for each meeting of the advisory group. All members may ask for an item or paper to be included on the agenda. Agendas, supporting papers and minutes of the previous meeting will be circulated to members as soon as is practicably possible. Minutes and actions of the most recent meeting will also be circulated as soon as is practicably possible after the meeting.

12. Other than in exceptional circumstances, all members of the Group should endeavour to attend all meetings of the group.

13. Where urgent business is required to be conducted between meetings, the Chair will arrange for members views to be sought by email and the outcome will be reported to the next meeting of the advisory group.

**Scottish Government COVID-19 Advisory Group Secretariat
Final Version as at 25th March 2020**