**Health in All Policies Trainers’ Meeting**

*Starling Geneva Hotel & Conference Center, Switzerland*

*24-26 March 2015*

**Annotated Agenda (as at 23 March 2015)**

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| **Objectives of the Meeting:** * To review how the Health in All Policies training manual is organized and intended to be used and adapted to different contexts
* To discuss the needs and priorities of collaborating institutions in the context of supporting WHO’s global plan for increasing awareness among the target audiences in governments and for responding to requests for training implementation.

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| **Expected outcomes:** * Meeting report on tips for delivering trainers’ courses
* Identification of key needs of collaborating trainers in order to advance WHO’s Global Plan for Training in Working Across Sectors
* Key messages for ministries of health
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| **24 March 2015 Day 1**  |  |
| **09:00-13:00 Chair: Nicole Valentine** **Aleksandra Kuzmanovic: note taking with a view to key messages-**(1) ministries of health, (2) trainers  |
| 1.1.Welcome and introduction of the agenda and the institutions | Eugenio Villar (Coordinator, Social Determinants of Health, Department of Public Health, Environmental and Social Determinants of Health, WHO) | 09.00 - 09:305 min Nicole - Day welcomeWelcome 5 min Introduce faculty [Ilona- seated up front, Carmel – at WPRO table]09:10 30 min introductions Eugenio Ask each person to introduce themselves 1min each from external participants – 50 seconds from WHO staff):- what is their interest in intersectoral work? - describe their institutional context for trainingMore information on institutions and profile of participants found in the folders09.40 5 min Eugenio Turn to folders. Refer to agenda and the documents on bios. Objectives and expected outcomes of the Meeting Invite questions09:455 min Housekeeping: -point to folders what they contain-Secretariat questions, introduce Christina and liaison point in hotel-Christina – any announcements-Seating plan explanation - day 1 by region-Dropbox materials at end of meeting-Filming-Photos-EvaluationHand over to Eugenio facilitate introductions first session09:50 10 min wrap-up and hand-over next sessionMaterials: folders |
| 1.2. The manual’s development in the broader context of Health in All Policies and social determinants of health in WHO | Nicole Valentine (Technical officer, Social Determinants of Health) and KC Tang (Coordinator, Health Promotion, WHO)  | 10:00 20 min Powerpoint presentation 10:25 5 min Questions on powerpoint 10:25 20 min – discussion key reflections (3 minutes from each table). 10:43 2 min Wrap-up continuing talking over coffee/tea.Materials: agenda in folders, presented PPT |
| **10:45-11:15 Tea/Coffee Break** |  |
| 1.3. The HIAP Training Manual Overview | Ilona Kickbusch (Graduate Institute of International and Development Studies)  | 11:15 PPT and filming  |
| **13:00 – 14:00 Lunch** |  |
| **14:00-17:30 Chair: Ilona Kickbusch****Aleksandra Kuzmanovic: note taking with a view to key messages-**(1) ministries of health, (2) trainers |
| 1.4. Health in All Policies Training Modules 1-3 | Ilona Kickbusch | 14.00 30 minutes lecture and introduction what we are going to do in the session14.35 15 minutes discussion exercise at the tables - questions for the tables are taken from page 6/7 of the manual* How do health issues get placed on the political agenda
* what motivate politicians and policy makers across sectors....
* what conditions favour HiAP
* how can health policy makers most effectively engage...
* what makes a good policy entrepreneur/champion

14.50 30 minutes feedback session - this will "put people in the mood" for the manual and what it aims to achieve14.20 10 minutes highlight and discuss the importance of the first introductory session for the training15.30 5 minutes close session - recap |
| **15:30-16:00 Tea/Coffee Break** |  |
| 1.5. Health in All Policies Training Modules 4-8 | Ilona Kickbusch | 16.00 5 minutes introduction what we are going to do in the session16.05 20 minutes underline the focus of the manual on context, dynamics, complexity and co-benefits (page 40 and 41)16.25 10 minutes discussion exercise at the tables question for the tables is taken from page 55 of the manual, some additional guidance through module 4 and 5 • What kind of mind set to you need to address complex (health) problems? 16.35 15 minutes feedback session16.50 20 minutes discussion exercise at the tables question for the tables is taken from page 59 (framing) and page 89 of the manual• SDG Goal 18 - think tank brief for different ministers to argue for goal 18 - health minister - foreign minister - development minister - agriculture minister - defence minister - head of government17.10 20 minutes feedback session17.30 5 minutes close session - recap |
| 17:30 Closure |  |
| **25 March 2015 Day 2**  |  |
| **09:00-13:00 Chair: Carmel Williams****Aleksandra Kuzmanovic: note-taking with a view to key messages** (1) ministries of health, (2) trainers**Nada Osseiran: working with ilona in Session 2.2. and possible report-back** |
| 2.1. Health in All Policies Training Modules 9-12 | Ilona Kickbusch  | 9.00 5 minutes introduction what we are going to do in the session 9.05 15 minutes discussion the options for module 9 9.20 15 minutes discussion exercise at the tables question for the tables is taken from page 135 of the manual• looking at the list on page 135 which examples can you think of to illustrate challenges of HIAP implementation? How would you use in a course? 9.35 15 minutes feedback session 9.50 15 minutes discussion exercise at the tables question for the tables is taken from page 163 of the manual• what leadership is required for HIAP? 10.05 20 minutes feedback session 10.25 5 minutes close session - recap |
| **10:30-11:00 Tea/Coffee Break** |  |
| 2.2. Debriefing on the WHO Manual  | Ilona Kickbusch | 10.30 5 minutes introduction10.35 5 minutes discussion exercise at the tables• what is the key message as a trainer that you take away?10.40 15 minutes feedback session10.55 5 minutes close session - recap  |
| **13:00 – 14:00 Lunch** |  |
| **14:00-17:30 Chair: Carmel Williams****Tori Saint: note taking with a view to assessing adaption issues / lessons for delivering the trainers’ courses and suggest key messages for MOH and trainers** **Aleksandra Kuzmanovic and Nada Osseiran: can you continue to listen to this session with a view to Creating a Key messages document for key stakeholders: (1) ministries of health, (2) trainers, (3) donors** |
| 2.3. HiAP Training: 5 key considerations  | Carmel Williams, Suvajee Good (WHO Regional Office for South-East Asia), Peter Phori (WHO Regional Office for Africa) | 14:00 20 minutes ppt describing the 5 key considerations and providing examples from South Australia’s / My experience.14:20 15 minutes low and middle income country context perspectives Suvajee Good, Peter Phori |
| 2.4. Groupwork  | GroupworkFacilitated by Carmel Williams | 14:35 55 minutes for group work Group work instruction session 2.4 (Carmel) participants grouped by settings [development environment, policy process] and discussing questions: -What are the main adaptation -challenges for trainers? -What are the main additional resources needed for trainers? -What are the main additional considerations for WHO in the Global Plan for Training?Groupwork instructions printed Assign group work rapporteur |
| **15:30-16:00 Tea/Coffee Break** |
| 2.5. Plenary discussion  | Carmel Williams | 16:00 30 minutes report back (5 minutes each) 16:30 45 min Plenary discussion 17:10 Recap (Carmel) |
| 2.6. Review agenda for day 3  | Nicole Valentine  | 17:15 15 min review agenda for day 3, photo, evaluation |
| 17:30 Closure |  |

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| **26 March 2015 Day 3**  |  |
| **09:00-13:00 Chair: Eugenio Villar****Natalie Roebbel: note taking with a view to**  **Identification of key needs of collaborating trainers in order to advance WHO’s Global Plan for Training in Working Across Sectors** **Assist in Session 3.3 using your notes from session 3.1.** |
| 3.1. A successful launch of the WHO Training Manual on Health in All policies. What is next? | Eugenio Villar and Nicole Valentine with inputs from regional focal points  |  9.00 20 min PPT delivered by Eugenio9.20 20 min questions and clarification9.30 10 min Response of Ilona Kickbush on needs for a living manual and network 9.40 Group work Session 3.1. A. What are the core responsibilities of training partners be in the areas of:(1) outreach to ministries of health and other health professionals (e.g. through networks);(2) information flows on course participants and materials; (3) updates of case study materials; (4) adaptation of modules and courses to specific health focuses. B. What are the responsibilities and products/registries of WHO (HQ, Regional Office, Country Office) to make the network useful to member states and collaborators Groupwork instructions printed Assign group work rapporteur |
| 10:30-11:00 Tea/Coffee Break  |
| 3.2. Groupwork and report-back, wrap-up  | Plenary discussion facilitated by Ilona Kickbusch  | 11:00 30 min each groupwork rapporteur presents back (5 minutes each) |
| 13:00 – 14:00 Lunch [PHOTO] |

**Natalie Roebbel, Eugenio Villar and Nicole Valentine : work on ppt from session 3.2 to present back in 3.3.**

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| **14:15-16:30 Chair: Eugenio Villar** |
| 3.3. Priorities and roles among collaborators  | Plenary discussion facilitated by Eugenio Villar  | 14:15 15 min. Develop PPT on key needs for WHO support to training and trainers and key roles for WHO and trainers – Nicole Valentine, Nathalie Roebbel, Eugenio Villar14:30 20 min. Facilitation to arrive at consensus and possible commitments (Eugenio Villar)14:50 10min Erica Wheeler comment – WHO Human Resources for health |
| 15:00-15:30 Tea/Coffee Break  |
| 3.4. Reflections and discussion on ways forward  | Plenary discussion facilitated by Eugenio Villar with reflections from Maria Neira (Director, WHO Department of Public Health, Environmental and Social Determinants of Health) | 15:30 Introduction and facilitation (Eugenio Villar)15:35 10 min feedback on principles for trainers – Carmel Williams15:45 Country case study INDIA– motivating ministries and key messages – Sanjiv Kumar16.00 Regional comments (plenary) 16:15 Maria Neira, Director WHO  |
| 16:30 Closure |  |