

14 November 2018
13:00

**Meeting of the NHS Board Chief Executives
Fettes Suite, Scottish Health Service Centre,
Crewe Road South, Edinburgh EH4 2LF**

AGENDA

1. Welcome, Apologies for Absence and Attendees
2. Minutes of the Previous Meeting
3. Matters Arising
4. Feedback from the Chief Executives Private Meeting
5. Cabinet Secretary Discussion
6. Feedback from Scottish Parliament Environment Climate Change and Land Reform Committee
7. Any Other Business
8. Date and Time of Next Meeting

MINUTES

Welcome, Apologies for Absence and Attendees

1. Paul Gray, Director General Health and Social Care/Chief Executive NHS Scotland welcomed everyone to the meeting. He passed on the Cabinet Secretary's apologies due to Parliamentary business. A list of attendees and apologies for absence are provided at Annex A.
2. He expressed his thanks to Jill Young, Chief Executive, Golden Jubilee Foundation; Elaine Mead, Chief Executive, NHS Highland; Malcolm Wright, Chief Executive, NHS Tayside; and, Margie Taylor, Chief Dental Officer, Scottish Government, who are standing down/retiring in the next month.
3. Paul Gray congratulated Gerry O'Brien on his appointment as Chief Executive, NHS Orkney and Angiolina Foster, Chief Executive, NHS 24 on her "Leader of the Year" award at the Scottish Health Awards 2018.
4. He also confirmed that Donna Bell has been appointed the new Director for Mental Health within the Health and Social Care Directorates, Scottish Government.

Minutes of the Previous Meeting

5. The minutes of the meeting held on 12 September 2018 were approved.

Matters Arising

6. There were no matters arising.

Feedback from the Chief Executives Private/Strategy Meeting

7. Jeff Ace, Chair of the NHS Chief Executives Group gave an update on the discussions from the private/strategy meeting, including:

- Human Trafficking;
- Duty to Inform;
- Sustainability;
- Discovery Programme update;
- Endoscopy Clinical Waiting List Validation;
- Performance and Finance; and
- Brexit.

8. There was then a discussion on Brexit. Shirley Rogers, Director of Health Workforce, Leadership and Service Transformation provided an overview. Chief Executives are working with local partners including local authority councils and police and are receiving updates on a weekly basis. Scottish Government colleagues held a workshop with Chief Executives in October, at which it was agreed that there should be a NHS Scotland narrative for communicating to the public. Jeff Ace confirmed that he has been working on a draft paper and that he would circulate it to colleagues by Friday 16 November 2018.

Action: Jeff Ace, Chair of Chief Executives Group

Cabinet Secretary Discussion

9. Paul Gray referred to the topics that the Cabinet Secretary had wished to discuss with the Chief Executives - Sustainability and Reform, Performance and Integration.

10. In the absence of the Cabinet Secretary, he invited Alison Taylor, Head of Integration Division to give an update on Integration to Chief Executives. Audit Scotland are publishing the [Health and social care integration: update on progress report](#) on Thursday 15 November. The key message in the report is that further collaborative working is required to achieve the real long term benefits of an integrated system.

11. Alison Taylor advised that Paul Gray was leading a review of integration with Sally Loudon (COSLA) and that the Reference Group has their last meeting in December. Following this recommendations will be submitted to the Cabinet Secretary.

12. Chief Executives raised the issue of 'set aside budgets' in relation to service reform to deliver services.

13. Paul Gray invited Chief Executives to share case studies with the review group which would highlight some of the more complicated scenarios that needed to be discussed as part of the review.

Action: Chief Executives

Feedback from Scottish Parliament Environment Climate Change and Land Reform Committee

14. Paul Gray attended the Scottish Parliament Environment Climate Change and Land Reform Committee on Tuesday 6 November 2018. There is a lot of good work going on around this agenda. The Committee were interested in transport and healthy working lives, for staff and not just patients. It is felt that there is not much visibility in this area and Paul asked Chief Executives to think about how climate change can be made more visible at all levels.

15. He encouraged colleagues to read the transcript and asked for the briefing to be circulated.

Action: Secretariat - Briefing to be circulated and Chief Executives to update at the next meeting

Any Other Business

16. Paul Gray raised the issue of the flu vaccine and asked the CMO to give a brief update to colleagues.

17. The CMO advised that all NHS staff are entitled to receive the quadrivalent inactivated flu vaccine along with those aged 18-64 who fall into high-risk groups. Uptake by staff varies across Boards and so she encouraged Chief Executives to raise awareness within their Board area to encourage as many staff as possible to get vaccinated.

Date and Time of Next Meeting

18. The next NHS Chief Executives Business Meeting will take place on **16 January 2019 at 13:00**, in the Fettes Suite, Scottish Health Service Centre, Edinburgh EH4 2LF.

Office of the Chief Executive for NHSScotland

21 November 2018

An Update from St Andrew's House (**NHSCE/18/19/08**) was circulated to Chief Executives in advance of the meeting for information.

ATTENDEES**Chief Executives**

John Burns	NHS Ayrshire and Arran
Jane Davidson	NHS Borders
Jeff Ace (Chair)	NHS Dumfries and Galloway
Paul Hawkins	NHS Fife
Cathie Cowan	NHS Forth Valley
Amanda Croft	Interim Chief Executive, NHS Grampian
Jane Grant	NHS Greater Glasgow and Clyde
Deborah Jones	Director of Strategic Commissioning, Planning and Performance, NHS Highland
Calum Campbell	NHS Lanarkshire
Tim Davison	NHS Lothian
Gerry O'Brien	NHS Orkney
Ralph Roberts	NHS Shetland
Malcolm Wright	NHS Tayside
Gordon Jamieson	NHS Western Isles
Jill Young	Golden Jubilee Foundation
Robbie Pearson	Healthcare Improvement Scotland
Angiolina Foster	NHS 24
Caroline Lamb	NHS Education for Scotland
Gerry McLaughlin	NHS Health Scotland
Colin Sinclair	NHS National Services Scotland
Pauline Howie	Scottish Ambulance Service

Scottish Government

Paul Gray	DG Health and Social Care and Chief Executive NHSScotland
Shirley Rogers	Director of Health Workforce, Leadership and Service Transformation
Jason Leitch	National Clinical Director, Health Quality and Strategy
Catherine Calderwood	Chief Medical Officer
Richard McCallum	Deputy Director of Health Finance
Margie Taylor	Chief Dental Officer
Alison Taylor	Head of Integration Division
Colin Brown	Office of the Chief Executive NHS Scotland

Apologies

Jim Crichton	State Hospital
Alex McMahon	Chair of SEND
Christine McLaughlin	Director of Health Finance, Corporate Governance and Value
Andrew Scott	Director of Population Health
Donna Bell	Director for Mental Health
Gregor Smith	Deputy Chief Medical Officer
Michael Chalmers	Director of Children and Families
Rose Marie Parr	Chief Pharmaceutical Officer

In Attendance

Tracey Gillies
Christina Naismith

Co-Chair of Medical Directors/NHS Lothian MD
Head of Integration Implementation

Secretariats

Laurie Whyte
Sarah Hildersley
David Bedwell
Chris Campbell

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