

**MEETING OF THE NHS BOARD CHAIRS  
(Virtual – MS Teams)**

**AGENDA**

1. Welcome, Apologies for Absence and Attendees
2. Minutes and Actions from the Previous Meeting (22 June 2020)
3. Matters Arising
4. Cabinet Secretary Remarks
5. Leadership, Culture and Wellbeing (David Caesar)
6. Remobilisation Plans (Christine McLaughlin)
7. Seasonal Flu Programme (Derek Grieve)
8. Test and Protect (Caroline Lamb/Jill Young)
9. Feedback from Chairs Private Meeting
10. Any Other Business
11. Date and Time of Next Meeting - Monday 26 October 2020

**MINUTES**

**Welcome, Apologies for Absence and Attendees**

1. A list of those present and apologies is provided at Annex A.

**Minutes and Actions from the Previous Meeting**

2. The minutes of the meeting held on 22 June 2020 were approved.

**Matters Arising**

3. There were no matters arising from the previous meeting.

## **Cabinet Secretary Remarks**

4. The Cabinet Secretary highlighted that the global pandemic continued to accelerate and last week two milestones were crossed; 20 million infections and 750,000 deaths.

5. The Cabinet Secretary expressed that, going forward, the main aim would be to identify Covid-19 clusters and outbreaks at an early opportunity to prevent the virus from spreading through community transmission. Additional present challenges are winter planning and remobilisation.

## **Leadership, Culture and Value**

6. Dave Caesar, Head of Leadership & Talent Management, led the discussion and referred to the slides which were circulated in advance of the meeting. The discussion included an update on the work supporting:

- Leadership through and beyond Covid.
- Culture and the progress of Post-Sturrock MLSWG.
- Workforce Wellbeing, including proposals for a Mental Health Network.

8. The Cabinet Secretary asked colleagues not to share the paper in advance of the publication of the Programme for Government on 1 September 2020.

9. It was raised that 'in house' psychological services could be reflected more clearly in the Re-mobilisation plans. The Cabinet Secretary requested this was revisited and to ensure this was included throughout the plans.

**Action: NHS Chairs to ensure that 'in-house' psychological services are reflected in Remobilisation plans.**

## **Mobilisation Plans**

10. Christine McLaughlin, Director of NHS Planning, introduced the item and referred to the paper which summarised the key issues highlighted in the initial assessment of the latest iteration of the NHS Board re-mobilisation plans, which have been received over recent weeks.

11. It was highlighted that these plans cover the period until the end of March 2021 and it was important to keep in mind that they were not final versions: the plans would continue to be refined through detailed discussions with Boards, and as more information and evidence became available.

12. Follow up meetings have been set up with Boards to discuss the plans in further detail. Christine McLaughlin outlined the next steps which were as follows:

- Preparedness for Winter;
- Second wave of Covid;
- Public Health response;
- Waiting times – there was now good data on what's manageable now;
- Services re-starting at a slow pace – would be interested to know if some services need to be picked up faster than others; and,
- Request for clear public messaging.

13. Following the meetings with Boards, a letter would be sent which includes the agreed actions following the meeting and it would clarify arrangements for publishing plans, which is expected to happen towards the end of September.

### **Seasonal Flu Programme**

14. Derek Grieve, Interim Head of Vaccinations Division, introduced the item and highlighted that the Scottish Government announced on 7 August that they would expand free eligibility for the seasonal flu vaccine to: social care workers who provide direct personal care; household members of individuals who are shielding, and all those aged 55 and over (who are not already eligible), and, if vaccine supplies allow, it would be explored for those aged 50-54 to be vaccinated.

15. The Cabinet Secretary emphasised that this had to be a whole system approach. NHS Chairs were encouraged to capture lessons learned from the Flu vaccine, to help with planning for a Covid vaccine. To support delivery, emergency Legislation is being processed to allow for health care workers, other than nurses and doctors, to be able to give vaccines.

16. There was a discussion about what could be done to encourage uptake of the vaccine amongst health and social care workers. Clear public messaging will also be created to help with the public's understanding on how to access the vaccine.

**Action: NHS Chairs to encourage members of staff to participate in the Flu vaccine programme.**

### **Test and Protect**

17. Jill Young, Director of Testing Programme, provided an update on testing. She updated that there had been a significant increase of people booking tests who were asymptomatic. There was also concerns of employers sending their members of staff to be tested and this was thought to be due to a lack of understanding around the assurances that tests can provide. Some issues were raised over the satellite hub in NHS Orkney and Jill Young would follow this up.

**Action: Jill Young to explore the issues raised around testing for the satellite hub in NHS Orkney.**

18. The Cabinet Secretary updated that there had been a large number of staff who were now declining tests. NHS Chairs were asked to understand why this was and what can be done to improve this.

**Action: NHS Chairs to explore the reason why staff were declining tests.**

### **Feedback from Chairs Private Meeting**

19. David Garbutt, Chair, NHS Chairs Group gave an overview of the themes discussed at their private meeting, including:

- Innovation;
- Corporate Governance;
- Improving Diversity on Boards and Public Appointments;
- Lessons learned from Outbreak Management;
- Public Involvement; and,
- Lessons learned paper.

20. The Cabinet Secretary thanked David Garbutt for the update. It was raised that time-commitment of non-executive members has increased due to the requirement for them to sit on committees of Integrated Joint Boards (IJBs). The Cabinet Secretary requested that decision making processes through committees of IJB's was discussed at a future meeting.

**Action: Secretariat to schedule decision making processes of IJBs at a future meeting.**

### **Any Other Business**

21. There were no additional items raised.

### **Date and Time of Next Meeting**

22. The next meeting will be on **Monday 26 October 2020 at 13:00**. Full details will be issued nearer the time.

**Office of the Chief Executive for NHS Scotland**

August 2020

**ATTENDEES****Scottish Ministers**

Jeane Freeman	Cabinet Secretary for Health and Sport
Joe FitzPatrick	Minister for Public Health, Sport and Wellbeing
Clare Haughey	Minister for Mental Health

**Health Board Chairs**

Lesley Bowie	NHS Ayrshire and Arran
Karen Hamilton	NHS Borders
Nicholas Morris	NHS Dumfries and Galloway
Tricia Marwick	NHS Fife
Janie McCusker	NHS Forth Valley
Lynda Lynch	NHS Grampian
John Brown	NHS Greater Glasgow and Clyde
Boyd Robertson	NHS Highland
Neena Mahal	NHS Lanarkshire
Esther Robertson	NHS Lothian (Interim Chair)
Meghan McEwen	NHS Orkney
Gary Robinson	NHS Shetland
Lorna Birse-Stewart	NHS Tayside (Interim Chair)
Gillian McCannon	NHS Western Isles (Vice Chair)
Susan Douglas-Scott	The Golden Jubilee Foundation
Carole Wilkinson	Healthcare Improvement Scotland
Madeline Smith	NHS 24 (Vice Chair)
David Garbutt	NHS Education for Scotland
Jim McGoldrick	Public Health Scotland
Keith Redpath	NHS National Services Scotland
Terry Currie	The State Hospital Board
Tom Steele	Scottish Ambulance Service
Suzanne Dawson	Scottish Health Council
Paul Edie	Care Inspectorate

**Scottish Government Officials**

John Connaghan	Interim Chief Executive of NHS Scotland
Elinor Mitchell	Interim Director General for Health and Social Care for the Scottish Government
Gillian Russell	Director of Health Workforce
Richard McCallum	Interim Director of Health Finance and Infrastructure
Fiona McQueen	Chief Nursing Officer
Jason Leitch	National Clinical Director
Caroline Lamb	Director of Digital Reform and Service Engagement
Christine McLaughlin	Director of NHS Planning
Aidan Grisewood	Director of Primary Care
Lorna Ascroft	Programme Lead, Reform of adult social care
Anne Armstrong	Mental Health Nursing Advisor
Jack Downie	APS/Minister for Mental Health
Laurie Whyte	Corporate Business Management Team (Secretariat)
Hannah Mackay	Corporate Business Management Team (Secretariat)

**In Attendance**

Dave Caesar	Head of Leadership and Talent Management
Derek Grieve	Interim Head of Vaccinations Division
Yvonne Summers	Head of Operational Planning and Performance
Jill Young	Covid-19 Lead for Testing

**Apologies**

Gregor Smith	Interim Chief Medical Officer
David Miller	Chief People Officer
Richard Foggo	Covid Public Health Director
Nicola Steedman	Deputy Chief Medical Officer
David Williams	Director of Delivery, Health and Social Care Integration
Martin Cheyne	NHS 24
Donna Bell	Director for Mental Health and Primary care
Elizabeth Sadler	Interim Director of Population Health