

NHS Chief Executives Business Meeting	Paper no: NHSCE/18/19/19 Meeting date: 13 March 2019 Time: 13:00
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**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. EU Withdrawal
6. Financial Outlook
7. Integration Delivery
8. Performance
9. Any Other Business
10. Date and Time of Next Meeting

MINUTES

Welcome, Apologies for Absence and Attendees

1. Malcolm Wright, Director General Health and Social Care/Chief Executive NHS Scotland welcomed everyone to the meeting. A list of attendees and apologies for absence are provided at Annex A.
2. Jann Gardner, Chief Executive, Golden Jubilee Foundation, and Iain Stewart, Chief Executive, NHS Highland were welcomed to their first meeting since taking up their posts in January 2019.
3. He congratulated Ralph Roberts who takes over from Jane Davidson the current Chief Executive of NHS Borders, in April 2019. He thanked Jane Davidson for her time in post.

4. Thanks was paid to Jim Crichton in absentia for his time in post as Chief Executive of the State Hospitals Board for Scotland. Gary Jenkins takes over from Jim on 1 April 2019.

Minutes of the Previous Meeting

5. The minutes of the meeting held on 16 January 2019 were approved.

Matters Arising

6. Matters arising included:

- Malcolm Wright shared his thoughts on his role since taking up post. These covered:
 - the Cabinet Secretary's priorities;
 - refocussing the Business Meetings with a more strategic focus;
 - continued engagement between Chairs and Chief Executives, and including Local Authority colleagues; and
 - providing opportunities for 1 to 1 meetings with Chief Executives.

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:

- Medicines;
- Regional Working; and
- Sustainability.

8. Malcolm Wright thanked Jeff Ace for his Chairmanship of the NHS Chief Executives Group over the last couple of years and welcomed Pauline Howie in absentia to the role, with Paul Hawkins taking over the role as Vice-Chair from Pauline.

EU Withdrawal - NHSCE/18/19/13

9. Jane Hamilton, EU Exit Preparations Team introduced the item and gave an update to Chief Executives in relation to operational readiness. James How, EU Exit Preparations Team then provided further information in relation to operational readiness; sharing intelligence; workforce; procurement; communications; transport; supplies of consumables; medicines; professional qualifications; reciprocal healthcare; and EU Settlement Scheme.

10. NHS 24 have agreed to be a national source of sharing information with the public and welcomed further communication in relation to this and receiving suitable content.

Action: Jane Hamilton - liaise with Scottish Government colleagues to ensure that NHS 24 are involved in the creation of the information to be shared and that content is suitable.

11. Colleagues were advised that Jeane Freeman MSP, Cabinet Secretary for Health and Sport had laid legislation in Parliament on 12 March relating to the reciprocal healthcare arrangement.

Health and Social Care Integration Update - NHSCE/18/19/14

12. Alison Taylor, Head of Integration Division introduced the item and gave an update to Chief Executives on progress following the MSG Review and work going forward.

13. Christina Naismith updated Chief Executives on the Delivery Plan which will be shared with Chief Executives to enable further discussions. All Health Boards have been asked to complete a self-evaluation which will be circulated shortly. This should be a co-ordinated return from the local system. Instructions for completion will be outlined clearly in the covering communication.

14. Malcolm Wright shared some experience on lessons learned from his time in NHS Grampian and proposed a learning event between Chief Executives, Local Authority Chief Executives, SOLACE, COSLA and Directors of Finance be convened at one of the Chief Executives Private Meetings. The purpose would be to share examples of good practice.

Action: Executive Support - Learning Event between Chief Executives, Local Authority Chief Executives, SOLACE, COSLA and Directors of Finance be convened using a future Chief Executives Private Meeting

Action: Secretariat - Integration to be brought back to the next meeting

Financial Outlook

15. Richard McCallum, Deputy Director Health Finance and Infrastructure gave an update to Chief Executives about the financial outlook for 2019-20. Joint Finance and Performance meetings with individual Boards to discuss Annual Operational Plans in more detail will take place from late March onwards.

Performance

16. Gordon Frame, Head of Scheduled Care Performance and Delivery gave Chief Executives an update on the latest performance, trajectories and milestones for 2019-20. Annual Operational Plans will be key to understanding Boards' aims to deliver agreed trajectories and milestones.

Action: Secretariat - Performance to be brought back to the next meeting

Any Other Business

17. A paper on Action 2 of the Suicide Prevent Action Plan – refreshed mental health and suicide prevention training (NHSCE/18/19/17) was circulated to Chief Executives asking for consideration to be given as to how this new training will be rolled out.

Date and Time of Next Meeting

18. The next NHS Chief Executives Business Meeting will take place on **8 May 2019 at 13:00**, in the Fettes Suite, Scottish Health Service Centre, Edinburgh EH4 2LF.

Other Papers

18. An Update from St Andrew's House (**NHSCE/18/19/18**) was circulated to Chief Executives in advance of the meeting sharing information from across Health and Social Care Directorates.

19. This paper is now going to be circulated routinely to NHS Boards via Board Secretaries to share with Non-Executive Director colleagues and others for information.

Office of the Chief Executive for NHSScotland

20 March 2019

ATTENDEES**NHS Board Chief Executives**

John Burns	NHS Ayrshire and Arran
Jane Davidson	NHS Borders
Jeff Ace	NHS Dumfries and Galloway (Chair of CEs Group)
Paul Hawkins	NHS Fife
Cathie Cowan	NHS Forth Valley
Amanda Croft	Interim Chief Executive, NHS Grampian
Jane Grant	NHS Greater Glasgow and Clyde
Iain Stewart	NHS Highland
Calum Campbell	NHS Lanarkshire
Tim Davison	NHS Lothian
Ralph Roberts	NHS Shetland
Grant Archibald	NHS Tayside
Gordon Jamieson	NHS Western Isles

Jann Gardner	Golden Jubilee Foundation
Angiolina Foster	NHS 24
Stewart Irvine	Deputy Chief Executive, NHS Education for Scotland
Gerry McLaughlin	NHS Health Scotland
Colin Sinclair	NHS National Services Scotland
Claire Pearce	Director of Care Quality, Scottish Ambulance Service

Scottish Government

Malcolm Wright	DG Health and Social Care and Chief Executive NHS Scotland
Jason Leitch	National Clinical Director Scotland
Richard McCallum	Deputy Director Health Finance and Infrastructure
Donna Bell	Director of Mental Health
Catherine Calderwood	Chief Medical Officer Scotland
Liz Sadler	Head of Health Improvement Division
Alison Taylor	Head of Integration Division
Gordon Frame	Head of Scheduled Care Performance and Delivery
Jane Hamilton	Health Workforce EU Exit Preparations

In Attendance

James How	Health Workforce EU Exit Preparations (Agenda Item 5)
Christina Naismith	Head of Integration Implementation (Agenda Item 7)
Kate Arrow	Scottish Clinical Leadership Fellow (Observer)
Alex Rice	Scottish Clinical Leadership Fellow (Observer)
Kirsty Woolley	Scottish Clinical Leadership Fellow (Observer)
Elizabeth Crighton	Scottish Clinical Leadership Fellow (Observer)
Robert Kirkwood	Head of Corporate Business Management Team
Laurie Whyte	Corporate Business Management Team - Secretariat
Sarah Hildersley	Corporate Business Management Team - Secretariat
David Bedwell	NHS Scotland Executive Support

Apologies

Gerry O'Brien	NHS Orkney
Caroline Lamb	NHS Education for Scotland
Robbie Pearson	Healthcare Improvement Scotland
Pauline Howie	Scottish Ambulance Service (Vice Chair of CEs Group)
Jim Crichton	State Hospital
Tracy Gillies	Co-Chair of Medical Directors
Alex McMahon	Chair of SEND
Shirley Rogers	Chief People Officer NHS Scotland and Director of Workforce, Leadership, Reform and EU Exit Preparations
John Connaghan	Chief Performance Officer NHS Scotland and Director of Delivery and Resilience
Christine McLaughlin	Chief Finance Officer NHS Scotland and Director of Health Finance, Corporate Governance and Value
Fiona McQueen	Chief Nursing Officer Scotland
Michael Chalmers	Director of Children and Families
Gregor Smith	Deputy Chief Medical Officer
Tom Ferris	Interim Chief Dental Officer
Colin Brown	Head of Office of Chief Executive NHS Scotland