

26 August 2019  
13:00

**MEETING OF THE NHS BOARD CHAIRS  
FETTES SUITE, SCOTTISH HEALTH SERVICE CENTRE,  
CREWE ROAD SOUTH, EDINBURGH, EH4 2LF**

**AGENDA**

1. Welcome, Apologies for Absence and Attendees
2. Minutes and Actions from the Previous Meeting
  - NHS Board Chairs Group – Good Practice Proposal – NHSCH/19/20/08 (David Garbutt, Chair, NHS Board Chairs Group)
3. Matters Arising
4. Cabinet Secretary Remarks
5. Cabinet Secretary Standing Items
  - Health and Social Care Integration
  - Mental Health – NHSCH/19/20/12
  - Access and Performance – NHSCH/19/20/14
6. NHS Board Chairs Group – Update on Mental Health Strategy - NHSCH/19/20/09 (David Garbutt, Chair, NHS Board Chairs Group)
7. NHS Board Chairs Group – Update on Hospital at Home – NHSCH/19/20/10 (David Garbutt, Chair of the NHS Board Chairs Group)
8. Community Health and Social Care – NHSCH/19/20/11 – (Elinor Mitchell, Director of Community Health and Social Care)
9. Feedback from NHS Chairs Private Meeting (David Garbutt, Chair of the NHS Board Chairs Group)
10. Any Other Business
11. Date and Time of Next Meeting

## MINUTES

### Welcome, Apologies for Absence and Attendees

1. A list of those present and apologies is provided at Annex A.
2. The Cabinet Secretary congratulated Karen Hamilton, NHS Borders, and Keith Redpath, NHS National Services Scotland and Martin Cheyne, NHS 24 on their recent appointments and noted that Lorna Birse-Stewart has replaced John Brown in the interim as Chair of NHS Tayside.
3. Martin Cheyne will take over from Esther Robertson as Chair of NHS 24 when he stands down from NHS Ayrshire and Arran on 31 December 2019. The Cabinet Secretary gave personal thanks to Esther Robertson for her role in leading NHS 24 during her time as Chair and wished her well for the future.

### Minutes and Actions from the Previous Meeting

4. The minutes of the meeting held on 24 June 2019 were approved.
5. The Cabinet Secretary thanked the NHS Chairs Group for the papers which were submitted to her as action points following the last meeting. These were:
  - Good Practice Proposal;
  - Actions - Progress Update;
  - The Annual Review Process;
  - Hospital at Home; and,
  - Mental Health Strategy.
6. David Garbutt, Chair of NHS Chairs Group told the Cabinet Secretary that the 'Good Practice Paper' was discussed at their private meeting. Carole Wilkinson, Chair of Healthcare Improvement Scotland has agreed to take this work forward.

### Matters Arising

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

### Cabinet Secretary Remarks

8. The Cabinet Secretary began by giving NHS Chairs a brief update on EU withdrawal. Shirley Rogers, Director of EU Exit and Transition, Chief People Officer and Director of Health Workforce, Leadership and Reform recently wrote to NHS Chief Executives with regards to NHS Board plans and how they feed back into the Scottish Government. The intention is to provide a 'state of readiness' to the Cabinet Secretary within the next 6 weeks and be an agenda item at the next meeting.

**Action: Secretariat to include EU Withdrawal as an agenda item at the next meeting**

9. A report of the consultation on the new National Public Health Body 'Public Health Scotland' was published on 14 August 2019. The majority of respondents expressed broad support for the establishment of the new body and proposals contained within the consultation, including adding Public Health Scotland as a statutory community planning partner.

## **Cabinet Secretary Standing Items**

### **Health and Social Care Integration**

10. The update on this Standing Item was included in the paper Community Health and Social Care – NHSCH/19/20/11. The Cabinet Secretary congratulated Elinor Mitchell on her appointment as Director of Community Health and Social Care and Richard Foggo on his appointment as Director of Population Health.

11. Elinor Mitchell gave an overview of the substantial programme of reform currently underway in primary care, adult social care support and integration.

12. Elinor Mitchell proposed to meet with David Garbutt, Chair of NHS Board Chairs Group to explore how NHS Board Chairs can assist the new Community Health and Social Care Directorate to take forward the reform agenda and create opportunities for NHS Board Chairs to work more closely with Chairs of Integrated Joint Boards.

13. The Cabinet Secretary said that she thought there would be value in NHS Board Chairs having a discussion about their plans to review integration schemes and that Elinor Mitchell should be involved in these discussions.

**Action: Elinor Mitchell, Director of Community Health and Social Care to meet with David Garbutt, Chair, NHS Board Chairs Group, to explore how NHS Board Chairs can support the reform agenda by end October 2019**

**Action: NHS Board Chairs to discuss variations in integration schemes and to include Elinor Mitchell in these discussions by end October 2019**

### **Mental Health – NHSCH/19/20/12 and Update on Mental Health Strategy - NHSCH/19/20/09**

14. Donna Bell, Director of Mental Health gave an update on key issues for NHS Board Chairs to note or take action on, in relation to Mental Health priorities. She then invited David Garbutt to lead on the discussion about the implementation of the Mental Health Strategy in NHS Boards.

15. David Garbutt thanked Scottish Government colleagues and invited NHS Board Chairs to share some examples of good practice that have taken place within their Board areas. This included:

- Mental Health Strategy, NHS Lanarkshire - developed in collaboration with Health Boards, Integrated Joint Boards (IJB) and for the first time Community Planning Partnerships. Neena Mahal, Chair, NHS Lanarkshire agreed to share the Strategy after it has been signed off by the IJB in October;
- Distress Briefs Service – implemented in Aberdeen, Inverness, Lanarkshire and Borders the service triages callers who would benefit from referral to mental health rather than clinical services. Evaluations so far have been positive and connections have been made with services provided by Police Scotland; and,
- New CAHMS in Aberdeen – Rhona Atkinson, Interim Chair, NHS Grampian gave an overview of their new service for 0-18 year olds and the benefits achieved from co-location.

16. The Cabinet Secretary asked Donna Bell, Director of Mental Health to follow up on how the ‘Distress Briefs’ service could be implemented in all Boards and to explore the role of community planning partnerships in designing mental health services with NHS Lanarkshire. She also asked for a brief to be provided to NHS Chairs on the work of the Health and Justice Collaborative Group.

**Action: Donna Bell to follow up with NHS Board Chairs on how to implement the ‘Distress Brief Intervention’ service in all Boards by end October 2019.**

**Action: Donna Bell to work with Neena Mahal, Chair, NHS Lanarkshire to look at the role of community planning partnerships in the delivery of mental health services by end October 2019.**

**Action: Donna Bell, Director of Mental Health to provide a brief to NHS Board Chairs on the work of the Health and Justice Collaborative Group by end September 2019.**

#### **Access and Performance – NHSCH/19/20/14**

17. John Connaghan, Chief Performance Officer and Director of Delivery and Resilience gave an update on access and performance. He highlighted 3 key areas for NHS Board Chairs to note: electives and unscheduled care; winter; and Annual Operating Plans.

18. John Connaghan advised that formal guidance will be issued to NHS Boards on winter planning by the end of August 2019 and draft plans should be submitted by the end of September 2019. Winter plans should take account of the known pressures across the whole health system and wider issues. A second learning event is scheduled to take place on 3 October and will focus on Integrated Winter Plans. NHS Board Chairs are encouraged to attend the event.

## **NHS Board Chairs Group Update on Hospital at Home – NHSCH/19/20/10**

19. This item relates to previous action points from 20 May meeting and 24 June meeting inviting NHS Chairs to familiarise themselves with the Hospital at Home programme and consider implementing a programme in their Board areas.

20. This programme is being used as an example of 'Good Practice', which Jason Leitch, National Clinical Director will develop into a paper to be discussed at the October meeting.

**Action: NHS Board Chairs and Jason Leitch to develop a paper using the Hospital at Home programme as an example of good practice to be discussed at the October meeting.**

### **Feedback from NHS Board Chairs Private Meeting**

21. David Garbutt shared feedback from their morning meeting. This included:

- Discussion on Papers submitted in response to Actions from previous meetings;
- Joint Chairs/Chief Executives meeting on 19 September 2019;
- Good Practice Approach;
- Review on progress on governance; and,
- Board development.

22. The Cabinet Secretary agreed that the NHS Board Chairs group could provide a demonstration of the new Board Development website at a future meeting.

**Action: Secretariat to include 'Board Development' on agenda for future Chairs meeting.**

### **Any Other Business**

23. Jason Leitch, National Clinical Director, reminded NHS Chairs that the closing date for nominations for the NHS Awards was Friday 30 August 2019.

24. The Cabinet Secretary asked for the following to be included as items on the Agenda for the next meeting:

- Programme for Government (Brief for Chairs);
- Infrastructure; and,
- Public Health Scotland.

**Action: Following the First Minister's statement on Tuesday 3 September a brief on Programme for Government to be prepared by SG officials and shared with NHS Chairs by end September 2019.**

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

25. The next NHS Chairs meeting will be on **Monday 28 October 2019 at 13:00** in the Scottish Health Service Centre, Edinburgh

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

August 2019

**ATTENDEES****Scottish Ministers**

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

**Health Board Chairs**

Martin Cheyne NHS Ayrshire and Arran  
 Karen Hamilton NHS Borders  
 Nicholas Morris NHS Dumfries and Galloway  
 Alex Linkston NHS Forth Valley  
 Rhona Atkinson NHS Grampian (Vice-Chair)  
 John Brown NHS Greater Glasgow and Clyde  
 Boyd Robertson NHS Highland  
 Neena Mahal NHS Lanarkshire  
 Brian Houston NHS Lothian  
 Ian Kinniburgh NHS Orkney  
 Gary Robinson NHS Shetland  
 Lorna Birse-Stewart NHS Tayside (interim)  
 Ian Burgess NHS Western Isles

Susan Douglas-Scott The Golden Jubilee Foundation (by VC)  
 Carole Wilkinson Healthcare Improvement Scotland  
 Esther Robertson NHS 24  
 David Garbutt NHS Education for Scotland  
 David Crichton NHS Health Scotland  
 Keith Redpath NHS National Services Scotland  
 Terry Currie The State Hospital Board  
 Tom Steele Scottish Ambulance Service  
 Paul Edie Care Inspectorate  
 Suzanne Dawson Scottish Health Council

**Scottish Government Officials**

Shirley Rogers Director of EU Exit and Transition, Chief People Officer and  
 Director of Health Workforce, Leadership and Reform  
 Christine McLaughlin Chief Finance Officer NHS Scotland and Director of Health  
 Finance, Corporate Governance and Value  
 John Connaghan Chief Performance Officer and Director of Delivery and  
 Resilience  
 Donna Bell Director of Mental Health  
 Elinor Mitchell Director of Community Health and Social Care  
 Richard Foggo Director of Population Health  
 Catherine Calderwood Chief Medical Officer  
 Jason Leitch National Clinical Director  
 Andy Corr PS/Cabinet Secretary Health and Sport  
 Laurie Whyte Corporate Business Management Team (Secretariat)  
 Sarah Hildersley Corporate Business Management Team (Secretariat)

**Observers**

Kyle Gibson Scottish Clinical Leadership Fellow

**In Attendance**

Chris Campbell Executive Support NHS Scotland  
Isla Bisset Health and Social Care Integration (Hospital at Home)  
David Williams Health and Social Care Integration

**Apologies**

Clare Haughey Minister for Mental Health  
Tricia Marwick NHS Fife  
Lynda Lynch NHS Grampian  
Malcolm Wright Director General for Health and Social Care for the Scottish  
Government and Chief Executive of NHS Scotland  
Fiona McQueen Chief Nursing Officer  
Gregor Smith Deputy Chief Medical Officer  
Michael Chalmers Director for Children and Families