

HEALTH AND SOCIAL CARE DELIVERY PLAN

NATIONAL PROGRAMME BOARD

Minutes 16 April 2018

Welcome and Apologies

1. Shirley Rogers welcomed Members to the ninth meeting of the Programme Board and thanked Caroline Lamb for hosting the meeting.
2. The chair welcomed:
 - Paul Hawkins, who will be representing Tim Davison as Interim Implementation Lead for the East;
 - Alison Taylor, representing Geoff Huggins;
 - Fiona Murphy, attending for the Transforming National Planning item; and
 - Alan Hunter, Juliet Murray and Kerry Russell, attending for the Access Collaborative item.
3. The Chair confirmed that John Brown has stood down from the Board to focus on his interim role to support NHS Tayside together with his responsibilities with Greater Glasgow and Clyde. Shirley noted her thanks to John for his significant contribution to the Programme Board and commitment to the health and social care transformational change agenda. John's replacement is being considered.
4. Full list of attendees and apologies are included at Annex A.

Matters Arising

5. The minutes of 8 March 2018 were agreed without amendment.
6. The Chair confirmed with David Williams he is now a member of the Realistic Medicine Oversight Board, closing Action 51.
7. Christine McLaughlin provided an update on Action 55 confirming the Financial Framework has been updated to include social care data and would be circulated in draft to the group for comment.
8. The remaining outstanding actions from the Actions Log would either be picked up on the agenda or brought forward to future meetings.

Progress Report

9. Phil Raines and Justine Westwood introduced paper NPB 2018/16-04/1 providing a progress update on the key programmes within the Delivery Plan since launch. The Report confirmed there has been significant progress with a number of actions completed and subsequent activities now underway to further support the Delivery Plan objectives.

10. In the detailed discussions that followed the Board noted and agreed:

- The progress report findings should be used together with the regional and national boards' delivery plans actions to form a high level tracker to confirm direction of travel at a strategic level for the transformational change agenda.
- The progress report will be used to brief Ministers. Broader communications of the Delivery Plan progress needs to be considered in the context of regional and national boards delivery plans, and to reflect the Board's ambition for transformational change.
- Alison Taylor's presentation to the Health and Social Care Management Board should be circulated to the group.

Action 57: Justine Westwood to develop a high level tracker to reflect the Boards ambition for transformational change and confirm strategic direction.

Action 58: Secretariat to circulate Alison Taylor's HSCMB presentation to the group.

Transforming National Planning

11. Jason Leitch and Fiona Murphy introduced paper NPB/2018/16-04/2 which proposed a new National Planning Board governance structure recognising the need to transform NHS planning approach in response to key challenges and the regional planning delivery arrangements being put in place.

12. In the detailed discussions that followed the Board noted and agreed:

- The language needs to be reviewed in the paper so it is clear when referencing health only proposals and structures, separate from the health and social care references.
- There is a need for further engagement with local government and IJB representatives on appropriate joint care and health proposals.
- A governance diagram needs to be developed to reflect the proposed national planning structures and National Programme Board in the context of national, regional and local planning structures.
- After the paper has been reviewed, and with the agreement of local government and IJB representatives, the national planning proposals should be taken to the Ministerial Strategic Group for consideration.

Action 59: Fiona Murphy and colleagues to clarify health only proposals and structure from joint health and social care proposals in the paper, and further engage with local government and IJB representatives on cross cutting proposals.

Action 60: Strategic Change Division to work with Healthcare Quality and Improvement colleagues to develop a governance diagram reflecting the new planning structures and the National Programme Board for the Delivery Plan, in the context of national, regional and local planning structures.

Action 61: After review of the paper and further engagement, the national planning proposals should be considered by the Ministerial Strategic Group.

Access Collaborative

13. Alan Hunter and Paul Hawkins introduced paper NPB/2018/16-04/3 and delivered a presentation providing an update on the Access Collaborative project. The Access Collaborative seeks to improve NHS waiting times for non-emergency procedures by sustainably improving capacity and demand balance; delivering best value; supporting innovation and longer term pro-active planning; and making connections between existing work-streams.

14. In the detailed discussions that followed the Board noted and agreed:

- The gateway conversation, together with points of entry, will look different to patients which will need to be clearly communicated.
- There is a need to coordinate the digital solutions being considered.
- The Strategic Change team and Access Collaborative to work together to coordinate work-streams, including the Elective Centres and Modern Outpatients programmes.
- Progress on the Access Collaborative should be reviewed at future meetings of the Board.

Action 62: Strategic Change and Access Collaborative teams to meet to coordinate work as part of the transformational change agenda.

Action 63: Secretariat to arrange updates on the Access Collaborative progress at future meetings of the Board.

NES Workforce Platform

15. Caroline Lamb and Christopher Wroath provided a presentation on the NHS Education for Scotland (NES) proposals to bring together existing data sources in a new supply side “platform” by Autumn this year. NES will work alongside stakeholders to bring together relevant data sources; analyse and align them to better inform workforce planning; and work to determine the data required for effective decisions on workforce and improving analysis of future demand and supply and the “pipeline” between education and employment.

AOB and Next Meeting

16. The 7 June 2018 meeting will focus on regional and national delivery plans and communications.

Secretariat
24 April 2018

National Programme Board Members Attendees:

Name	Role
Chair: Shirley Rogers	Director of Health Workforce and Strategic Change
John Burns	Regional Implementation Lead for the West
Angiolina Foster	National Implementation Lead
Paul Hawkins	Interim Regional Implementation Lead for the East
Elizabeth Ireland	Chair NHS National Services Scotland
Andrew Kerr	Health and Social Care Lead for SOLACE
Caroline Lamb	National Implementation Lead
Jason Leitch	Director for Health Care Quality and Improvement
Christine McLaughlin	Director of Health Finance
David Williams	Chair of Chief Officers
John Wood	Health and Social Care Policy Lead for CoSLA

Apologies:

John Brown	Chair of NHS Greater Glasgow and Clyde
Tim Davison	Regional Implementation Lead for the East
Theresa Fyffe	Staffside Representative
Geoff Huggins	Director Health and Social Care Integration
Andrew Scott	Director Population Health Improvement
Malcolm Wright	Regional Implementation Lead for the North

Attendees:

Fiona Murphy	National Planning Review and NSS Director of NHS National Specialist & Screening Services
Alan Hunter	Access Collaborative and NHS Scotland Director of Performance and Delivery
Kerry Russell	Access Collaborative, Programme Manager
Juliet Murray	Access Collaborative, Clinical Lead
Alison Taylor	Head of Integration Division, Representing Geoff Huggins
Christopher Wroath	NES Workforce Platform, Director Of Digital
Phil Raines	Head of Strategic Change Division
Anne Aitken	Directorate Support and Delivery
Justine Westwood	Programme Manager, Strategic Change Division
Isabella De Wit	Head of Board Reform, Strategic Change Division
Robert Spratt	Secretariat