

## HEALTH AND SOCIAL CARE DELIVERY PLAN

### NATIONAL PROGRAMME BOARD

#### Minutes 10 July 2017

#### Attendees / Apologies

1. Annex A.

#### Welcome and Introductions

2. Shirley Rogers welcomed members to the third meeting of Health and Social Care Delivery Plan: National Programme Board (NPB). The chair welcomed Theresa Fyffe (who will be alternating staffside representation with Lilian Macer ) and Geoff Huggins to their first meeting. David Bedwell and Peter Donachie were welcomed to observe the meeting.

#### Minutes and Matters Arising

3. The updated Minutes of 1 June 2017 meeting were agreed.
4. Six actions were completed since the last meeting. Updates on the seven on-going actions set out in the Actions Log were provided throughout the meeting.
5. Phil Raines introduced paper NPB/2017/10-7/1 Reference and Working Groups update which was issued for members' information. The Board noted that it was important that staffside engagement is fully representative across health and social care.
6. The chair provided an update on discussions with Fiona McQueen and her work on transformational role change for nursing and agreed with the group she would be invited to provide periodic updates to the Board.

**Action 23: Secretariat to invite Fiona McQueen CNO to provide periodic updates on her work to transform nursing roles.**

#### Programme Reporting

7. Justine Westwood provided an oral update on the proposed programme reporting to be introduced from the 30 August meeting.
8. The Board reiterated the need for reporting to recognise the short, medium and long-term nature of the Delivery Plan actions. The group recognised that their governance role would inform its programme reporting requirements. The organogram setting out the key groups in the Health and Social Care Delivery Plan (Action 6) will issue with the draft minutes and should inform the finalised programme reporting approach it adopts.

## **Feedback Process for National and Regional Delivery Plans**

9. The Chair provided a general update on delivery planning and confirmed two year funding had been agreed with Implementation Leads (Action 2) to support transformational change, and the work to commission analytical / consultancy support (Action 13) was progressing.
10. Jill Mulholland introduced the item for discussion. There was no paper NPB/2017/10-7/2 as indicated on the agenda. The Board recognised a different and flexible approach was required to that used for Local Delivery Plans. The Board agreed that the Health Board Reform Team should organise separate workshops for each of the regions and national delivery plans to be led by the Implementation Leads and include their teams, members of the NPB and Scottish Government. These would take place in August in order to inform the work of the Regional and National Delivery Plans due by the end of September. A summary of each of the workshop outcomes will be provided to NPB.
11. John Burns provided an update on Action 4, decision making rules for transformational change and highlighted:
  - There was a need to discuss Service Change requirements further.
  - 'Once for Scotland' approach should be pursued – changes to radiology used as a good example of removing barriers to work across geographic boundaries.
  - Transformational change requires strong working relationships.

**Action 24: Health Board Reform team to organise workshops in August to support discussion on the regional and national delivery plans.**

**Action 25: Health Board Reform team to arrange a summary of outputs from the regional / national delivery planning workshops for NPB.**

## **National Delivery Planning**

12. Angiolina Foster and Caroline Lamb updated the group on the national delivery planning collaborative approach, focused on four enablers for transformational change:
  - service transformation;
  - digital transformation;
  - 'Once for Scotland'; and
  - regional support – data and intelligence.

13. The group noted the following points in discussion:

- Important to emphasise whole-system transformational change – including integration of social care.
- Capacity and capability should be addressed – especially for the digital agenda.
- A shared definition of ‘Once for Scotland’ should be agreed to support national, regional and local delivery planning.
- Remove duplication.
- The Directors of Finance are undertaking a review of shared capacity which will be included the draft National Delivery Plan in September.
- A cost benefit analysis should be produced for detailed proposals in the plan.

**Action 26: National Implementation Leads to incorporate points at para 13 into the development of the national delivery plan.**

### **Shifting the Balance of Care**

14. Andrew Scott and David Williams provided an update on shifting the balance of care, which aims to improve the health and wellbeing of Scotland by increasing the emphasis on health improvement and anticipatory care; and providing more continuous care and support closer to home.

15. The group noted the following points in discussion:

- Need to do things differently in order to speed up change – less bureaucracy.
- Need to consider resources in terms of money and people.
- Remove duplication.
- Need to work in partnership with public, stakeholders and staff – seeking commitment to change.
- Government and its agencies need to prioritise enablers for change.
- Digital and innovation agendas are crucial to change.
- Robust economic modelling is required – analysis of IJBs commitments to be shared with the group.
- Examples such as the neighbourhood multi-disciplinary teams across Glasgow to support GP clusters should be explored in more detail by NPB.
- A paper on shifting the balance of care should be considered at the next meeting of the Board.

**Action 27: Geoff Huggins to share analysis of the IJBs’ commitments with NPB.**

**Action 28: Andrew Scott, Geoff Huggins and David Williams to provide a paper on shifting the balance of care for consideration at the next meeting of NPB.**

**AOB**

16. The chair confirmed the presentations would issue with the draft minutes.

**Action 29: Secretariat to send presentations with draft minutes.**

**Date of Next Meeting**

17. Updated calendar request has been issued to members moving the next meeting from 3 August to the 30 August, 11:30-14:00, SAH 4.ER.

**Secretariat**

Strategic Change Division

x July 2017

**National Programme Board Members:**

<b>Name</b>	<b>Role</b>
Chair: Shirley Rogers	Director of Health Workforce and Strategic Change
John Brown	Chair of NHS Greater Glasgow and Clyde
John Burns	Regional Implementation Lead for the West
Angiolina Foster	National Implementation Lead
Theresa Fyffe	Staffside Representative
Paul Hawkins representing Tim Davison	Regional Implementation Lead for the East
Geoff Huggins	Director Health and Social Care Integration
Elizabeth Ireland	Chair NHS National Services Scotland
Andrew Kerr	Health and Social Care Lead for SOLACE
Caroline Lamb	National Implementation Lead
Christine McLaughlin	Director of Health Finance
Andrew Scott	Director Population Health Improvement
David Williams	Chief Officer, Glasgow City Health and Social Care Partnership
Malcolm Wright	Regional Implementation Lead for the North

**Apologies:**

Jason Leitch	Director for Health Care Quality and Improvement
Paula McLeay	Health and Social Care Policy Lead, COSLA

**Attendance:**

<b>Name</b>	<b>Role</b>
Andrew Wilkie	Head of Corporate Communications
Phil Raines	Head of Transformational Change, Strategic Change Division
Jill Mulholland	Head of Board Reform, Strategic Change Division
Justine Westwood	Programme Manager, Strategic Change Division
Peter Donachie	Strategic Change Division
David Bedwell	Director NHSScotland Executive Support
Robert Spratt	Secretariat, Strategic Change Division