

21 May 2018  
13:00

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

**AGENDA**

1. Apologies for Absence and Attendees
2. Minutes of the Previous Meeting
3. Matters Arising
4. Ministerial Remarks
5. Feedback from the Chairs Private Meeting
6. EU Withdrawal
7. Any Other Business
8. Date and Time of Next Meeting

**MINUTES**

**Attendance**

1. A list of those present and apologies is provided at Annex A.
2. The Minister for Public Health and Sport confirmed that she would be chairing the meeting on behalf of the Cabinet Secretary. She congratulated David Garbutt, Chair of NHS Education for Scotland, Susan Douglas-Scott, Chair, Golden Jubilee Foundation, and Tom Steele, Chair, Scottish Ambulance Service (as of 1 June 2018), on their recent appointments.

**Minutes of the Previous Meeting**

3. The minutes of the meeting held on 29 January 2018 were approved.

**Matters Arising**

4. There were no matters arising.

## **Ministerial Remarks**

5. The Minister for Public Health and Sport highlighted the following areas for the attention of NHS Board Chairs:

- Performance;
- Public Health Priorities;
- GP Contract; and,
- Child and Adolescent Mental Health.

## **Feedback from Chairs Private Meeting**

6. David Garbutt, Vice-Chair of the NHS Board Chairs Group shared the key themes which arose following discussions from their private meeting, including:

- Governance of the Transformation Agenda;
- Ladder of Escalation;
- Homelessness and Health;
- Board Governance; and,
- Financial Framework

7. The Minister for Public Health and Sport welcomed the work that NHS Health Scotland is taking forward to improve health services for the homeless. She encouraged Chairs to think about how homelessness relates to the wider public health agenda.

8. David Garbutt summarised proposals to reform the NHS Board Chairs' Quality Portfolio Group to focus on Board Leadership and Governance. The group would continue to focus on leadership, training and development for Boards, but will also have a sub-group to oversee the review of governance, which will be chaired by John Brown, Chair, NHS Greater Glasgow and Clyde/NHS Tayside.

9. Paul Gray, Director General Health and Social Care/Chief Executive NHS Scotland invited Chairs to submit a paper outlining their proposals with a view of implementing the new arrangements for return after summer recess.

## **EU Withdrawal**

10. Shirley Rogers, Director of Health Workforce and Strategic Change, updated Chairs on work that is being undertaken by the Health and Social Care Directorates' EU Withdrawal Team, led by James How.

11. Directorates across the Scottish Government are engaged in an on-going process both to analyse potential EU impacts on their Directorate's areas of responsibility and to assess their state of readiness for EU withdrawal. EU withdrawal is now a standing item on both Health and Social Care Directorates Management and Assurance Boards.

12. There was a discussion about how NHS Board Chairs could best support and lead their organisations and staff in their efforts to respond to the potential impacts of EU withdrawal. Shirley Rogers emphasised the importance of ensuring that the current EU workforce feel welcomed and valued during this uncertain time.

13. NHS Board Chief Executives will be given 'preparedness templates' at their next meeting on the 16 June 2018, for them to carry out assessments of their own Boards and will be revisited after summer. Responses will then be used to create a dialogue around mitigating risks and will be a standing item on their agenda until the end of the financial year.

### **Any Other Business**

14. No additional items were proposed.

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

15. The next NHS Chairs meeting will be on **Monday 27 August 2018** at **13:00** in the Scottish Health Service Centre, Edinburgh.

**Office of the Chief Executive for NHSScotland**  
May 2018

**ATTENDEES****Scottish Ministers**

Aileen Campbell Minister for Public Health and Sport

**Health Board Chairs**

Martin Cheyne NHS Ayrshire and Arran  
 John Raine NHS Borders  
 Tricia Marwick NHS Fife  
 Alex Linkston NHS Forth Valley  
 Stephen Logan NHS Grampian  
 John Brown NHS Greater Glasgow and Clyde/NHS Tayside  
 David Alston NHS Highland  
 Neena Mahal NHS Lanarkshire  
 Brian Houston NHS Lothian  
 Ian Kinniburgh NHS Orkney and Shetland  
 Neil Galbraith NHS Western Isles

Susan Douglas-Scott Golden Jubilee Foundation  
 Hamish Wilson Healthcare Improvement Scotland (Vice-Chair)  
 David Garbutt NHS Education for Scotland/Scottish Ambulance Service  
 David Crichton NHS Health Scotland  
 Elizabeth Ireland NHS National Services Scotland  
 Esther Robertson NHS 24  
 Terry Currie State Hospital  
 Tom Steele Scottish Ambulance Service (from 1 June 2018)  
 Paul Edie Care Inspectorate  
 Pam Whittle Scottish Health Council

**Scottish Government Officials**

Paul Gray Director General for Health and Social Care for the Scottish Government and Chief Executive of NHS Scotland  
 Shirley Rogers Director of Health Workforce and Strategic Change  
 Jason Leitch National Clinical Director  
 Christine McLaughlin Director of Health Finance  
 Alan Hunter Director of Performance and Delivery  
 Alison Taylor Head of Integration Division  
 Gregor Smith Deputy Chief Medical Officer  
 Fiona McQueen Chief Nursing Officer  
 Colin Brown Head of the Office of the Chief Executive NHS Scotland  
 Robert Kirkwood Office of the Chief Executive NHS Scotland  
 Laurie Whyte Office of the Chief Executive NHS Scotland  
 Emma Cameron APS/Minister for Public Health and Sport

**In Attendance**

David Bedwell NHS Scotland Executive Support

**Observers**

Matthew Neilson	Senior Professional Advisor Scottish Clinical Leadership
Catriona Ingram	Scottish Clinical Leadership Fellow
Julie Burgess	Non-Executive Director, NHS National Services Scotland

**Apologies**

Shona Robison	Cabinet Secretary for Health and Sport
Maureen Watt	Minister for Mental Health
Phil Jones	NHS Dumfries and Galloway
Denise Coia	Healthcare Improvement Scotland (Chair of NHS Chairs Group)
Catherine Calderwood	Chief Medical Officer
Andrew Scott	Director of Population Health Improvement
Geoff Huggins	Director of Health and Social Care Integration/Director of Digital Health and Social Care
Michael Chalmers	Director of Children and Families