

13 June 2018
13:00

**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 Update – NHSCE/18/19/03**
6. **Leadership and Talent Management – Project Lift update – NHSCE/18/19/04**
7. **Any Other Business**
8. **Date and Time of Next Meeting**

MINUTES

Welcome, Apologies for Absence and Attendees

1. Paul Gray welcomed everyone to the meeting. A list of attendees and apologies for absence are provided at Annex A.

Minutes of the Previous Meeting

2. The minutes of the meeting held on 9 May 2018 were approved.

Matters Arising

3. Paul Gray raised the issue of responding to Ministerial requests and the appropriate timescale to do so.

Feedback from the Chief Executives Private/Strategy Meeting

4. Jeff Ace, Chair of the NHS Chief Executives Group gave an update on the discussions from the private/strategy meeting, including:

- Pay deal;
- Health Visitors re-banding;
- Human trafficking;
- Digital transformation; and
- Review of Integration.

EU Withdrawal Update – NHSCE/18/19/03

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

6. 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.

7. There was a discussion about how NHS Board Chief Executives 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.

8. The SG 'preparedness tool' will be shared with NHS Board Chief Executives by the end of 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.

9. Paul Gray thanked colleagues for the update. The Chief Executives Group agreed to discuss this further at a future development session to provide a collective response. Shirley Rogers offered to attend the development session when arranged and also offered monthly written updates to the Chief Executives going forward in the meantime.

Leadership and Talent Management – Project Lift update – NHSCE/18/19/04

10. Shirley Rogers introduced this update item. Project Lift is the culmination of 3 years of work bringing a total package together around leadership and talent management, with resources all in the one place. She reflected on the success of the second leadership event on 30 May – Compassionate and Collective Leadership – which brought Chief Executives and aspiring leaders together from across NHS Boards.

11. Chief Executives raised the number of people being recruited to the programme (20 people a year). The Project Lift Team assured the Group that links are being made into other public services and the collective leadership work and that they are not just concentrating on 20 people a year. Links into other areas currently delivered at a local level are also being looked into to make connections.

12. The Chief Executives Group strongly supported and endorsed Project Lift and were happy to help in any way they can.

Any Other Business

13. Paul Gray raised his recent letter to Chief Executives in relation to Cancer Waiting Times.

14. Colin Brown reminded colleagues about the 70th Anniversary celebrations and advised that NHS Boards would be receiving an invitation to the event at the Museum on 5 July. They were asked to think carefully about attendance and respond as soon as possible.

Date and Time of Next Meeting

15. The next NHS Chief Executives Business Meeting will take place on 12 September 2018 at 13:00, in the Fettes Suite, Scottish Health Service Centre, Edinburgh EH4 2LF.

Office of the Chief Executive for NHSScotland

15 June 2018

An Update from St Andrew's House (**NHSCE/18/19/05**) was circulated to Chief Executives in advance of the meeting for information.

ATTENDEES**Chief Executives**

John Burns	NHS Ayrshire and Arran (from 14:30)
Jeff Ace (Chair)	NHS Dumfries and Galloway
Jane Davidson	NHS Borders
Paul Hawkins	NHS Fife
Amanda Croft	Interim CE, NHS Grampian
Jane Grant	NHS Greater Glasgow and Clyde
Heather Know	Deputy Chief Executive, NHS Lanarkshire
Calum Campbell	NHS Lanarkshire (from 14:30)
Jim Crombie	Interim CE, NHS Lothian
Gerry O'Brien	NHS Orkney (by VC)
Ralph Roberts	NHS Shetland (by VC)
Andrew Russell	NHS Tayside, Medical Director (by VC)
Gordon Jamieson	NHS Western Isles (by VC)

Ann Gow	Healthcare Improvement Scotland, Director of Nursing, Midwifery and AHPs
Angiolina Foster	NHS 24
Caroline Lamb	NHS Education for Scotland
Gerry McLaughlin	NHS Health Scotland
Mary Morgan	Director, SNBTS
Pauline Howie	Scottish Ambulance Service
Jim Crichton	State Hospital

Scottish Government

Paul Gray	DG Health and Social Care and Chief Executive NHSScotland
Shirley Rogers	Director of Health Workforce and Strategic Change
Christine McLaughlin	Director of Health Finance
Geoff Huggins	Director of Health and Social Care Integration and Digital
Alan Hunter	NHS Scotland Director of Performance and Delivery
Gregor Smith	Deputy Chief Medical Officer (from 14:00)
Margie Taylor	Chief Dental Officer
Ann Holmes	Chief Midwifery Advisor and Associate Nursing Officer
Colin Brown	Office of the Chief Executive NHS Scotland

In Attendance

Alex McMahan	Chair of SEND
Andrew Fraser	Chair of Directors of Public Health
Vikki Milne	National Planning Team Leader, Scottish Government
Cat Harley	Scottish Clinical Leadership Fellow
Katy Vlitos	Scottish Clinical Leadership Fellow

Agenda Item 5 – EU Withdrawal Update

James How	EU Withdrawal, Workforce and Strategic Change Directorate
Jane Hamilton	Head of Business Management, Workforce and Strategic Change Directorate

Agenda Item 6 – Leadership and Talent Management – Project Lift Update

David Garbutt	Chair, NHS Education for Scotland
Dave Caesar	National Clinical Adviser Secondary Care to CMO
Gwen Nicholson	Head of Leadership and Talent Management, Health and Social Care Directorates

Secretariats

Laurie Whyte	Office of the Chief Executive NHS Scotland
Sarah Hildersley	Office of the Chief Executive NHS Scotland
David Bedwell	Executive Support for Chief Executives
Chris Campbell	Executive Support for Chief Executives

Apologies

Cathie Cowan	NHS Forth Valley
Tim Davison	NHS Lothian
Malcolm Wright	NHS Tayside
Jill Young	Golden Jubilee Foundation
Robbie Pearson	Healthcare Improvement Scotland
Colin Sinclair	NHS National Services Scotland
Tracey Gillies	Co-Chair of Medical Directors/NHS Lothian MD
Jason Leitch	National Clinical Director, Health Quality and Strategy
Andrew Scott	Director of Population Health
Catherine Calderwood	Chief Medical Officer
Fiona McQueen	Chief Nursing Officer
Michael Chalmers	Director of Children and Families
Rose Marie Parr	Chief Pharmaceutical Officer