

7 March 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. **Transformation of the Scottish Fire and Rescue Service – NHSCE/17/18/09**
6. **Finance**
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.
2. Paul Gray then introduced Agenda Item 5 – Transformation of the Scottish Fire and Rescue Service.

Transformation of the Scottish Fire and Rescue Service (SFRS) – NHSCE/17/18/09

3. Kirsty Darwent, Chair of the Scottish Fire and Rescue Service (SFRS) introduced the agenda item and provided an update on changes which have taken place over the last 5 years.
4. Alasdair Hay, Chief Fire Officer provided an overview of the SFRS transformation proposals outlined in the public consultation, "[Your Service... Your Voice: Have your say](#)" which runs until 14 May 2018. Mr Hay explained that transformation was about doing more for Scotland, with an expanded firefighter role, better alignment of people and appliances to local need, and introduction of the latest technology.

5. Mr Hay said the proposals are intended to improve the safety and wellbeing of communities, by making resources work more effectively and efficiently. The SFRS want to work in partnership with other public services, including the NHS, to deliver transformation that assists other public services.

6. Paul Gray thanked colleagues for the update. The opportunity to contribute to the discussion and way forward was welcomed by all.

7. Chief Executives were asked to respond to the consultation by 14 May on an individual board basis. Paul Gray also invited Jeff Ace to also provide a collective response on behalf of the NHS Chief Executives Group.

Action: NHS Boards to respond to the consultation; Jeff Ace to provide a collective response to the consultation

Minutes of the Previous Meeting

8. The minutes of the meeting held on 17 January 2018 were approved.

Matters Arising

9. The Chief Executives Group raised Duty of Candour following a presentation received at their Strategy Meeting. It was noted that NHS Boards should have plans for implementation of the new policy when the legislation comes into force on 1 April 2018.

Feedback from the Chief Executives Private/Strategy Meeting

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

- Scottish Cancer Intelligence Framework in relation to the Innovative Healthcare Delivery Programme;
- CHI Business Case;
- Non-Invasive Pre-Natal Testing (NIPT) Business Case;
- Effective Prescribing;
- Realistic Medicine;
- CPR Training;
- Procurement Transformation Programme;
- Duty of Candour;
- Facilities Services;
- National Planning;
- Business Systems; and,
- Performance.

Finance

11. Christine McLaughlin provided colleagues with an update on progress regarding the development of a new Financial Framework which will underpin how services will be transformed as set out in the Health and Social Care Delivery Plan.

12. Paul Gray thanked Christine for the update. The Chief Executives Group welcomed the update and agreed to continue working with Finance colleagues over the next couple of months, ahead of publication of the Financial Framework in the spring.

Action: NHS Boards/Finance – ongoing engagement

Any Other Business

13. Paul Gray raised the recent period of adverse weather and referred to his letter of 6 March regarding the treatment of staff who had been unable to travel to work during this time.

14. He looked to Chief Executives for their assurance about the actions taken to ensure no detriment to individuals who had been unable to get to work as a result of the combination of weather and transport disruption. This approach is consistent with the general message being given by the Scottish Government to public sector employers in Scotland and is in line with previous advice given via HRD contacts.

15. Scottish Government Workforce colleagues have been asked to review current policies, with a view to developing guidance for the whole of NHS Scotland.

16. Paul Gray invited the Chief Executives Group to gather evidence and lessons learned and submit this to him. He would then feed this back into the Scottish Government and Health Resilience Teams. A collective return should be submitted by David Bedwell.

**Action: NHS Boards to gather evidence and submit to David Bedwell;
David to collate and submit to Paul Gray via Colin Brown**

Date and Time of Next Meeting

17. The next NHS Chief Executives Business Meeting will take place on 9 May at 13:00, in the Fettes Suite, Scottish Health Service Centre, Edinburgh EH4 2LF.

Office of the Chief Executive for NHSScotland

March 2018

An Update from St Andrew's House (**NHSCE/17/18/10**) was circulated to Chief Executives in advance of the meeting for information.

ATTENDEES**Chief Executives**

John Burns	NHS Ayrshire and Arran
Jeff Ace (Chair)	NHS Dumfries and Galloway
Cathie Cowan	NHS Forth Valley
Malcolm Wright	NHS Grampian
Jane Grant	NHS Greater Glasgow and Clyde
Elaine Mead	NHS Highland (by TC)
Calum Campbell	NHS Lanarkshire
Gerry O'Brien	NHS Orkney (by VC)
Ralph Roberts	NHS Shetland (by VC)
Lesley McLay	NHS Tayside (by VC 13:30)

Jill Young	Golden Jubilee Foundation
Robbie Pearson	Healthcare Improvement Scotland
Angiolina Foster	NHS 24
Caroline Lamb	NHS Education for Scotland
Colin Sinclair	NHS National Services Scotland
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
Jason Leitch	National Clinical Director, Health Quality and Strategy (13:40)
Christine McLaughlin	Director of Health Finance
Andrew Scott	Director of Population Health
Geoff Huggins	Director of Health and Social Care Integration and Digital
Fiona McQueen	Chief Nursing Officer
Gregor Smith	Deputy Chief Medical Officer (13:45)
Alan Hunter	NHS Scotland Director of Performance and Delivery
Margie Taylor	Chief Dental Officer
Rose Marie Parr	Chief Pharmaceutical Officer
Colin Brown	Office of the Chief Executive NHS Scotland

Agenda Item 5 – Transformation of Scottish Fire and Rescue Service (SFRS)

Kirsty Darwent	Chair, SFRS
Alasdair Hay	Chief Fire Officer, SFRS

In Attendance

Stuart Neill	Head of Communications and Engagement, SFRS
Lynda Nicholson	Deputy Head of Communications and Engagement, SFRS
Catriona Barlow	Scottish Clinical Leadership Fellow

Apologies

Jane Davidson	NHS Borders
Paul Hawkins	NHS Fife
Tim Davison	NHS Lothian
Gordon Jamieson	NHS Western Isles
Gerry McLaughlin	NHS Health Scotland
Alex McMahon	Chair of SEND
Catherine Calderwood	Chief Medical Officer
Michael Chalmers	Director of Children and Families
Karen Lindsay	Scottish Clinical Leadership Fellow

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