

12 September 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. **Performance**
6. **Proposed changes to the Patient Rights (Treatment Time Guarantee) (Scotland) Directions 2014 – NHSCE/18/19/06**
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 13 June 2018 were approved.

Matters Arising

3. There were no matters arising.

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:

- E-Health;
- Performance;
- Health and Social Care in Prisons; and
- Health and Care (Staffing) Scotland Bill.

Performance

5. Paul Gray introduced this item on Performance and invited Christine McLaughlin, Director of Health Finance, Corporate Governance and Value to lead the discussion with Chief Executives.

6. Christine McLaughlin and Gordon Frame attended the private meeting of the Chief Executives Group on Tuesday 11 September to begin discussions on performance with a view to agreeing an achievable plan for submission to the First Minister. Chief Executives were asked to consider overnight what could possibly be done in the first 12 months.

7. Chief Executives recognised that the plan must link to wider planning discussions, particularly workforce. Christine McLaughlin asked for a small group of Chief Executives to liaise with and it was agreed that these would be the Regionalisation Leads (Paul Hawkins, Jane Grant and Malcolm Wright), along with Jill Young and Caroline Lamb from the National Boards.

8. Chief Executives would work with the Scottish Government to finalise the plan over the next week or so. They were also asked to ensure their Chairs were sighted on the plan and include any feedback from them.

Action: CEs to ensure Chairs are sighted on the plan and include feedback from them

9. Paul Gray had spoken with Jill Young about an operational delivery board. He asked Malcolm Wright to work with Jill to put a governance structure in place to enable monitoring of the plan.

Action: Jill Young to work with Malcolm Wright to set up an Operational Delivery Board

Proposed Changes to the Patient Rights (Treatment Time Guarantee) (Scotland) Directions 2014 – NHSCE/18/19/06

10. Gordon Frame, Director – Scheduled Care Performance and Delivery provided Chief Executives with an overview of the proposed changes to the Patient Rights (Treatment Time Guarantee) (Scotland) Directions 2014 following the Waiting Times Debate on 9 May where the previous Cabinet Secretary gave a commitment to review the directions.

11. It was agreed that there should be a standard approach across NHS Scotland. Chief Executives were asked to put forward 2 or 3 names of colleagues to work up proposals with Gordon Frame. Names should be submitted via David Bedwell to Gordon.

Action: CEs to put forward 2 or 3 names via David Bedwell to work up proposals with Gordon Frame

Any Other Business

12. There were no items of other business.

Date and Time of Next Meeting

13. The next NHS Chief Executives Business Meeting will take place on 14 November 2018 at 13:00, in the Fettes Suite, Scottish Health Service Centre, Edinburgh EH4 2LF.

14. The Cabinet for Health and Sport will be attending this meeting.

Office of the Chief Executive for NHSScotland

13 September 2018

An Update from St Andrew's House (**NHSCE/18/19/07**) was circulated to Chief Executives in advance of the meeting for information.

ATTENDEES**Chief Executives**

John Burns	NHS Ayrshire and Arran
Jane Davidson	NHS Borders
Jeff Ace (Chair)	NHS Dumfries and Galloway
Paul Hawkins	NHS Fife
Graham Foster	Director of Public & Strategic Planning, NHS Forth Valley
Amanda Croft	Interim Chief Executive, NHS Grampian
Jane Grant	NHS Greater Glasgow and Clyde
Deborah Jones	Director of Strategic Commissioning, Planning and Performance, NHS Highland
Calum Campbell	NHS Lanarkshire
Tim Davison	NHS Lothian
Gerry O'Brien	Interim Chief Executive, NHS Orkney (by VC)
Malcolm Wright	Interim Chief Executive, NHS Tayside
Gordon Jamieson	NHS Western Isles
Jill Young	Golden Jubilee Foundation
Robbie Pearson	Healthcare Improvement Scotland
Margo McGurk	Director of Finance and Performance, NHS 24
Caroline Lamb	NHS Education for Scotland
Gerry McLaughlin	NHS Health Scotland
Colin Sinclair	NHS National Services Scotland
Pauline Howie	Scottish Ambulance Service

Scottish Government

Paul Gray	DG Health and Social Care and Chief Executive NHSScotland
Christine McLaughlin	Director of Health Finance, Corporate Governance and Value
Fiona McQueen	Chief Nursing Officer
Gordon Frame	Director, Scheduled Care Performance and Delivery
John Froggatt	Head of Improving Health and Wellbeing
Colin Brown	Office of the Chief Executive NHS Scotland

In Attendance

Alex McMahon	Chair of SEND
Gabe Docherty	on behalf of Directors of Public Health
Susan Goldsmith	on behalf of Directors of Finance
Greig Chalmers	Head of Medicines Policy Team, SG

Secretariats

Robert Kirkwood	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
Elaine Mead	NHS Highland
Ralph Roberts	NHS Shetland
Angiolina Foster	NHS 24
Jim Crichton	State Hospital
Tracey Gillies	Co-Chair of Medical Directors/NHS Lothian MD
Shirley Rogers	Director of Health Workforce, Leadership and Service Transformation
Jason Leitch	National Clinical Director, Health Quality and Strategy
Andrew Scott	Director of Population Health
Alan Hunter	NHS Scotland Director of Performance and Delivery
Catherine Calderwood	Chief Medical Officer
Gregor Smith	Deputy Chief Medical Officer
Michael Chalmers	Director of Children and Families
Margie Taylor	Chief Dental Officer
Rose Marie Parr	Chief Pharmaceutical Officer

DRAFT