

NHS Chief Executives Business Meeting	Paper no: NHSCE/18/19/12 Meeting date: 16 January 2019 Time: 13:00
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**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. Carer Positive – NHSCE/18/19/09
3. Minutes of the Previous Meeting
4. Matters Arising
5. Feedback from the Chief Executives Private Meeting
6. EU Withdrawal – NHSCE/18/19/10
7. Performance
8. Any Other Business
9. Date and Time of Next Meeting

MINUTES

Welcome, Apologies for Absence and Attendees

1. Paul Gray, Director General Health and Social Care/Chief Executive NHS Scotland welcomed everyone to the meeting. A list of attendees and apologies for absence are provided at Annex A.
2. Paul Gray congratulated Grant Archibald on his appointment as Chief Executive, NHS Tayside and thanked Gregor Smith for taking on the role of Interim Chief Executive in NHS Highland.
3. He also confirmed that Jann Gardner has been appointed as Chief Executive to the Golden Jubilee Foundation, taking up post on 21 January and Iain Stewart has been appointed as Chief Executive to NHS Highland, taking up post on 28 January.
4. He welcomed Malcolm Wright to the meeting as incoming Interim DG/Chief Executive as of 18 February and John Connaghan who has returned to Co-Chair the Operational Performance Board with Jill Young.

Carer Positive – NHSCE/18/19/09

5. Sue McLintock from Carer Scotland led a presentation which gave an overview of Carer Positive. This included information on current NHS participation and examples of good practice.
6. Tim Davison, Chief Executive of NHS Lothian who have achieved Exemplary Carer Positive status shared some of the initiatives that NHS Lothian used in Alex Joyce's absence. Examples included video messages, posters and e-Learning.
7. Chief Executives were invited to sign up (www.carerpositive.org), champion Carer Positive and lead by example in their NHS Boards by embracing and strengthening a carer-friendly culture in the workplace. Further information and support in the application process can be obtained from Sue McClintock (sue.mclintock@carerscotland.org; 0141 445 3070).

Minutes of the Previous Meeting

8. The minutes of the meeting held on 14 November 2018 were approved.

Matters Arising

9. Matters arising included:
 - An update on Clinical Waste;
 - Operational Performance Board; and
 - Quality Improvement Toolkit.

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:
 - Performance;
 - Annual Review Process.

EU Withdrawal – NHSCE/18/19/10

11. Shirley Rogers, Director of Health Workforce, Leadership and Service Transformation introduced the item and gave a brief update to Chief Executives.
12. Jane Hamilton and James How, EU Withdrawal colleagues provided further information in relation to sharing intelligence; procurement; communications; transport; medicines and risks.
13. Shuna Mayes from Health Resilience spoke to Chief Executives about the upcoming workshops taking place in Edinburgh on 28 January, Stirling on 5 February and Glasgow on 8 February.

Performance

14. Performance was discussed by Chief Executives at their private meeting.

Any Other Business

15. Jason Leitch reminded colleagues about Glasgow 2019. He advised that a 25% discount per Scottish delegate had been agreed and that the early bird deadline closes in a couple of weeks.

16. Colleagues thanked Paul Gray for the last 5 years in his role as Director General and Chief Executive NHS Scotland and wished him all the best for the future.

Date and Time of Next Meeting

17. The next NHS Chief Executives Business Meeting will take place on **13 March 2019 at 13:00**, in the Fettes Suite, Scottish Health Service Centre, Edinburgh EH4 2LF.

Office of the Chief Executive for NHSScotland

17 January 2019

An Update from St Andrew's House (**NHSCE/18/19/11**) 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
Paul Hawkins	NHS Fife
Graham Foster	NHS Forth Valley, Director of Public Health and Strategic Planning
Amanda Croft	NHS Grampian, Interim Chief Executive
Jane Grant	NHS Greater Glasgow and Clyde
Gregor Smith	NHS Highland, Interim Chief Executive
Calum Campbell	NHS Lanarkshire
Tim Davison	NHS Lothian
Julie Nicol	NHS Orkney, Head of OD and Learning (by VC)
Ralph Roberts	NHS Shetland (by VC)
Malcolm Wright	NHS Tayside

June Rogers	Golden Jubilee Foundation, Deputy Chief Executive
Robbie Pearson	Healthcare Improvement Scotland
Angiolina Foster	NHS 24
Caroline Lamb	NHS Education for Scotland
Gerry McLaughlin	NHS Health 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, Leadership and Service Transformation
Jason Leitch	National Clinical Director, Health Quality and Strategy
Andrew Scott	Director of Population Health
Donna Bell	Director for Mental Health
Rose Marie Parr	Chief Pharmaceutical Officer
Jamie MacDougall	Deputy Director, Care, Support and Rights Division
Alison Taylor	Head of Integration Division
Colin Brown	Office of the Chief Executive NHS Scotland

In Attendance

Sue McLintock	Carer Scotland, Agenda Item 2
Lindsey Henderson	SG Carers Branch, Agenda Item 2
James How	EU Withdrawal, Agenda Item 6
Jane Hamilton	EU Withdrawal, Agenda Item 6
Shuna Mayes	Health Resilience, Agenda Item 6

Apologies

Jane Davidson	NHS Borders
Cathie Cowan	NHS Forth Valley
Gerry O'Brien	NHS Orkney
Gordon Jamieson	NHS Western Isles
Alex McMahon	Chair of SEND
Alex Joyce	NHS Lothian, Agenda Item 2
Christine McLaughlin	Director of Health Finance, Corporate Governance and Value
Catherine Calderwood	Chief Medical Officer
Michael Chalmers	Director of Children and Families
Richard McCallum	Deputy Director of Health Finance
Tom Ferris	Chief Dental Officer, Interim
Leslie Henderson	Senior Internal Audit Manager, Observer

Observers

Crystal Power	SG Internal Audit Manager
Darragh Hamilton	Scottish Clinical Leadership Fellow
Thomas Lamont	Scottish Clinical Leadership Fellow
Alison Wright	Scottish Clinical Leadership Fellow
Jack Fairweather	Scottish Clinical Leadership Fellow
Pauline McMillan	Business Manager, Directorate of Health Workforce, Leadership and Service Transformation

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