NHS GRAMPIAN

Minute of Meeting of GRAMPIAN NHS BOARD held in Open Session
at 2.00pm on Tuesday, 28 June 2016
in the Conference Room, Summerfield House, Eday Road, Aberdeen

Present

Professor Stephen Logan Chairman
Mr David Anderson Non-Executive Board Member
Mrs Rhona Atkinson Non-Executive Board Member
Mr Raymond Bisset Non-Executive Board Member
Ms Amanda Croft Director of Nursing, Midwifery and Allied Health Professions
Mrs Sharon Duncan Employee Director
Dr Nick Fluck Medical Director
Mr Alan Gray Director of Finance/Deputy Chief Executive
Professor Mike Greaves Non-Executive Board Member
Cllr Martin Kitts-Hayes Non-Executive Board Member
Mrs Christine Lester Non-Executive Board Member/Vice Chair
Mr Terry Mackie Non-Executive Board Member
Dr Helen Moffat Non-Executive Board Member
Mr Jonathan Passmore Non-Executive Board Member
Mr Eric Sinclair Non-Executive Board Member
Mr Malcolm Wright Chief Executive

By Invitation

Mr Jim Boyle Partner, Audit Manager, Deloitte LLP (Agenda Items 2 & 3)
Mrs Laura Gray Director of Corporate Communications/Board Secretary
Dr Annie Ingram Director of Workforce
Mr Garry Kidd Assistant Director of Finance (Agenda Items 2 & 3)
Miss Jennifer Scollen National Finance Trainee (Agenda Items 2 & 3)

Attending

Mrs Alison Wood PA/Minute Taker

Item  Subject

1  Apologies

These were received from Cllr Stewart Cree, Cllr Barney Crockett, Dr Lynda Lynch, Mr Terry Mackie, Mr Graeme Smith and Mrs Susan Webb.

2  Chief Executive`s Report

Mr Wright presented a verbal report which highlighted a range of issues. He advised that Professor Logan and he had taken part in a teleconference with Paul Gray, Director General Health and Social Care, Scottish Government, to discuss the EU referendum result. It was highlighted that there would be no changes for staff, patients and services until decisions were made. There needed to be a clear message to staff and patients that NHS Grampian welcomed diversity. Mr Wright stated it was important that the
values of NHS Grampian continued with caring, listening and improving. All staff were valued, regardless of their citizenship. It was also important to be vigilant in the current situation for any abuse or behaviours that would not be tolerated.

The regional dimension was increasingly important with a wide range of both clinical and non clinical services developed in partnership with other Health Boards in the North of Scotland. This included HR services which have been integrated with NHS Orkney and payroll with NHS Shetland.

There were significant challenges ahead for national organisations. Inter-agency work would be increasingly important to protect and develop public services. The Scottish Government has an expectation that partners will work together.

Mr Wright had attended the Scottish Leadership Forum with the First Minister. The spending review was to be announced in September 2016. Priorities would be Education, Health and Economic Growth.

3 2015/16 Audit Report

Mr Gray advised that the report by Deloitte LLP, the Board’s External Auditors, had been considered in detail at that morning’s Audit Committee meeting. Deloitte LLP had issued an unqualified audit option on the accounts and it was noted that the Board had achieved its three statutory targets set by the Scottish Government Health and Social Care Directorate (SGHSCD). Colleagues across the organisation were thanked for their contributions. It was noted that there would be changes ahead with the Integration Joint Boards. Mr Gray confirmed that the accounting policies under which the accounts had been prepared had been approved by the Audit Committee and that the Chief Executive had confirmed his approval of the governance statements in the Annual Accounts.

Mr Boyle, Audit Manager, Deloitte LLP, confirmed that it had been a clean audit report with no significant issues or concerns. It was the fifth and final year of Deloitte’s tenure and the Board noted its thanks for the work of Mr Boyle and the audit team.

The Board noted the Report from Deloitte LLP on the 2015/16 Audit.

4 Approval of Grampian Health Board’s Annual Accounts 2015/16

The Annual Accounts for 2014/2015 were presented to the Board.

Mr Anderson, as Chair of the Audit Committee, advised that the Committee had agreed to recommend the Annual Accounts to the Board for approval. He advised that the Committee had recognised the impressive work undertaken by Finance Department colleagues and the auditors to bring the audit process to a successful conclusion. He commended the good working relationship with Deloitte LLP and the internal auditors PricewaterhouseCoopers.

The Chairman reminded Board members that the Annual Accounts would not be in the public domain until laid before Parliament later in the year.

The Chairman congratulated Mr Gray, Mr Kidd and their finance team colleagues, as
Item  Subject

well as Internal and External Audit, for their effective and efficient work on the Annual Accounts process.

The Board approved the adoption of the Annual Accounts of the Grampian Health Board (commonly known as NHS Grampian) for 2015/16.

5  Patients’ Private Funds – Approval of the Abstract of Receipts and Payments 2014/15

Mr Anderson advised that the Audit Committee had reviewed the 2015/16 abstract of receipts and payments for Patients’ Private Funds documents at the Audit Committee and recommended the abstract of receipts and payments for approval by the Board.

The Board noted the unqualified audit opinion and approved the 2015/16 abstract of receipts and payments for Patients Private Funds.

6  Winter Plan 2015/16 Debrief

Mr Gray presented the debrief of the winter plan and the performance against the six essential actions within the national Unscheduled Care Programme. The plan had been in effect from November 2015 and was implemented in partnership across Grampian. A summary of the actions implemented was detailed together with learning opportunities for the Winter Plan 2016/17. Planning for this was due to commence by the end of June. Professor Logan recognised the hard work of all staff who had worked well together with cross system partners including Local Authorities and Scottish Ambulance Services and acknowledged the impact to staff of the severe weather around the festive period.

7  Delivering Sustainable Primary Care Access to Dispensed Medicines in NHS Grampian – Supplementary Process

Following the Board meeting on 2 June 2016, it had been agreed that a supplementary paper be presented to reflect on feedback provided and to provide further details on the consultation process.

It was agreed that all stakeholders should have the opportunity to engage appropriately and fully over the 90 day consultation period. Full details of the consultation process were provided. The review group would respond positively to all requests received for groups and individuals to make representations and presentations. Clear guidelines would be produced describing the process for doing this. For example, written submissions must be provided in advance, those presenting would have a clear timeframe for their presentation and the meeting would be recorded to enable accurate transcription of the information presented. Following all representations, presentations and questions of all presenters, the review group’s deliberations would be held in private. The recommendations resulting from the review group’s deliberations would be made widely available. It was essential that the process of consultation was rigorous, comprehensive, inclusive and allowed everyone the opportunity to participate.
1. The Board confirmed the following recommendations agreed at the Board meeting held on 2 June 2016:

- The Board accepted the recommendation of the Primary Care Integrated Management Group (PCIMG), having taken advice from the Area Pharmaceutical Committee (APC) and the GP Sub Committee, that the practices of Strathdon, Glenlivet and Rinnies at Tomintoul should continue to be required by NHS Grampian to dispense for all of their registered patients living within their agreed practice boundary.

- The Board agreed to the proposed review for the six remaining dispensing practices in Grampian i.e. Portlethen, Skene, Rhynie, Gardenstown, Udny Station and Auchenblae, to determine which patients of each of these practices, continue to have a serious difficulty in accessing prescribed medicines and appliances from a pharmacy as defined in the National Health Service (General Medical Services Contracts) (Scotland) Regulations 2004 Paragraph 44 of Part 3.

2. The Board approved the proposed consultation process described in the paper presented and agreed to this process being launched on 4 July 2016.

8 AOCB

As this was Mr Anderson`s last Board meeting as a Non-Executive Board Member, Professor Logan thanked him for his huge and positive contribution to the Board during his two terms of appointment over the past eight years. Particular note was made of Mr Anderson`s work on leadership, change management, partnership working, effective governance and risk management, together with his work on committees including as Chair of the Audit Committee.

9 Date of Next Meeting

Thursday 4 August 2016 – Woodhill House, Aberdeen

Signed ................................................................. Date ........................................

Chairman