



**HIGHLAND NHS BOARD
MEETING OF BOARD**

**Tuesday 28 January 2020 at 8.30 am
Board Room, Assynt House, Beechwood Park, Inverness**

Webcast Notice: This meeting will be filmed and broadcast over the Internet ([Link to webcast](#)) and will be archived and available for viewing for 12 months thereafter.

AGENDA

- 8.30 1 Apologies**
- 2 Declarations of Conflict of Interest** – Members are asked to consider whether they have a conflict of interest to declare in relation to any item on the agenda for this meeting. Any Member making a declaration of a conflict of interest should indicate whether it is a financial or non-financial conflict and include some information on the nature of the conflict. Advice may be sought from the Board Secretary's Office prior to the meeting taking place.
- 8.35 3 Presentation by Chris Turner of Civility Saves Lives**
- The Board is asked to **note** the presentation.
- 9.05 4 Minute of Meeting of 26 November 2019 and Action Plan** **PP 1-16**
- The Board is asked to **approve** the minute.
- 9.10 5 Matters Arising**
- 9.15 6 Chief Executive's and Directors' Report – Emerging Issues and Updates** **PP 17-20**
Iain Stewart, Chief Executive
- This month's report incorporates updates on:
- Introduction from CEO
Board Appointments: Chair appointed to the NHS Highland Board
Hot Topics/issues:
- Caithness General Hospital secures a world first for pioneering environmental work
 - Health and Social Care Integration
 - North Highland
 - Argyll and Bute
 - Highland maintains Baby Friendly status
 - Fond Farewell to Sandie Macleod
 - First Contact Physiotherapists Introduced in Argyll and Bute
 - Raigmore Hospital Car Parking
 - Argyll & Bute Nurses receive Prestigious Queen's Nurse Award
 - Raigmore catering department reduces plastic
 - Launch of Corporate Induction Portal
- The Board is asked to **note** the Emerging Issues and Updates Report.

STRATEGY

- 9.25 7 **Culture Fit for the Future**
Fiona Hogg, Director of Human Resources and Organisational Development and Programme Senior Responsible Officer PP 21-40
- The Board is asked to **note** the updates in the report.
- 10:10 8 **Attraction, Recruitment and Retention Strategy Update**
Sharon Hammell, Resourcing, Strategy and Planning Lead, on behalf of Fiona Hogg, Director of Human Resources PP 41-44
- The Board is asked to **discuss** progress and **provide** feedback.

10:25 **BREAK**

PERFORMANCE

- 10:40 9 **Finance**
Dave Garden, Interim Director of Finance To follow
- The Board is asked to
- 11:10 10 **Clinical and Care Strategy Update**
Chris Morgan, Programme Manager on behalf of Deborah Jones Director of Strategic Commissioning Planning and Performance (Strategy Development SRO) PP 45-54
- The Board is asked to **approve** changes to the structure of the programme, to **note** the progress update and milestone plan, and **provide** feedback.
- 11:25 11 **Performance Report**
George McCaig, Performance Manager, on behalf of Deborah Jones, Director of Strategic Commissioning, Planning and Performance To follow
- The Board is asked to
- 11:45 12 **Community Planning**
Cathy Steer, Head of Health Improvement, on behalf of Hugo Van Woerden, Director of Public Health PP 55-60
- The Board is asked to **consider** and **agree** the recommendations in this report to:
- Clarify roles, remits and resources to support Community Planning.
 - Support succession planning for taking on roles in Community Planning.
 - Strengthen governance within NHS Highland in relation to Community Planning.
- 12:00 13 **Infection Prevention and Control Report**
Catherine Stokoe, Infection Control Manager and Dr Vanda Plecko, Consultant Microbiologist/Infection Control Doctor on behalf of Heidi May, Board Nurse Director & Executive Lead for Infection Control PP 61-80
- The Board is asked to **note** the position and the update on the current status of Healthcare Associated Infections (HAI) and Infection Control measures in NHS Highland.
- 12:15 14 **Asset Management Strategy**
Eric Green, Head of Estates, on behalf of Dave Garden, Interim Director of Finance. PP 81-94
- The Board is asked to **note**:

- The first Regional Asset Management Plan.
- The continued progress on reducing risk in backlog maintenance
- The challenges faced by rising backlogs in Medical equipment.
- The static nature of capital funding and the pressures that brings.

CORPORATE GOVERNANCE AND ASSURANCE

12:30	15	NHS Boards - Model Standing Orders Ruth Daly, Board Secretary, on behalf of Iain Stewart, Chief Executive	PP 95-114
		The Board is asked to:	
		<ul style="list-style-type: none"> • Agree to adopt revised Standing Orders based on the model 'Once for Scotland' Standing Orders • Note that the Model Standing Orders includes reference to the legal minimum notice for agenda and papers distribution of 3 clear days; and • Agree to retain the existing time period for issuing Board Agendas and Papers of 10 days prior to Board meetings. 	
12:40	16	Clinical Governance Committee of 3 December 2019	PP 115-124
	17	Integration Joint Board of 27 November 2019	PP 125-132
	18	Area Clinical Forum of 21 November 2019	PP 133-142
	19	Audit Committee of 17 December 2019	PP 143-154
	20	Finance Sub-Committee of 20 November 2019	PP 155-158
	21	Asset Management Group of 19 November and 17 December 2019	PP 159-168
13:10	22	Any Other Competent Business	
	23	There will be a meeting of the Board In-Committee immediately following the open Board meeting.	
	24	Date of next meeting: 31 March 2020	
13:15	25	Close of meeting	