

**NHS HIGHLAND  
 MEETING OF FINANCE, RESOURCES AND  
 PERFORMANCE COMMITTEE**

**3 November 2023 at 9.30am  
Virtual Meeting Format (Microsoft Teams)**

- **All cameras should be turned on**
- **Use raise hand facility to discuss items – do not use MS Teams chat**

Distribution: 26 October 2023

**AGENDA**

Time	1.	Standing Items	Paper
9.30am	1.1	<b>Welcome and Apologies</b>	
	1.2	<b>Declarations of Interest</b> Members are asked to consider whether they have an interest to declare in relation to any item on the agenda for this meeting. Any Member making a declaration of interest should indicate whether it is financial or non-financial and include some information on its nature. Advice may be sought from the Board Secretary's Office prior to the meeting taking place.	
9.35am	1.3	<b>Minute of Previous meeting held on Friday, 06 October 2023</b>  The Committee is asked to <b>Approve</b> the Minute.	PP.1-5
	2.	<b>Finance</b>	
9.40am	2.1	<b>NHS Highland Financial Position Report – Month 6 2023 and Update on Savings Plans</b> <b>Report by Heledd Cooper, Director of Finance</b>  The Committee is asked to <b>Examine</b> and <b>Consider</b> the implications of financial position at Month 6 2023 and take <b>Limited Assurance</b> .	PP.6-27
	2.2	<b>Draft Budget Setting Guidance 2024/2025</b> <b>Report by Heledd Cooper, Director of Finance</b>  The Committee is asked to <b>Examine</b> and <b>Consider</b> the implications of the matters raised in the report and take <b>Substantial</b> assurance.	PP.28-44
10.00am	3.	<b>NHS Highland Winter Plan 2023/2024</b> <b>Report by Lorraine Cowie, Head of Strategy and Transformation</b>  The Committee is asked to <b>Examine</b> and <b>Consider</b> the evidence provided that specific actions are being put in place through the Winter Ready Action plan and accept <b>Limited</b> assurance.	PP.45-56
10.10am	4.	<b>NHS Highland Annual Delivery Plan</b> <b>Presentation by Lorraine Cowie, Head of Strategy and Transformation</b>	

	<b>5.</b>	<b>Integrated Performance Report</b>	
10.20am		<b>Report by Lorraine Cowie, Head of Strategy and Transformation</b>	PP.79-103
		The Committee is asked to <b>Note</b> the continued and sustained pressures facing both NHS and commissioned care services, <b>Consider</b> the level of performance across the system and take <b>Moderate</b> assurance.	
	<b>6.</b>	<b>Risk Register – Level 1 Risks</b>	
10.35am		<b>Lorraine Cowie, Head of Strategy and Transformation</b>	PP.104-107
		The Committee is asked to accept <b>Substantial</b> assurance that the risk management process gives confidence of compliance with legislation, policy and Board objectives as per previous updates.	
	<b>7.</b>	<b>Procurement Annual Report</b>	
10.45am		<b>Report by Becky Myles, Head of Procurement on behalf of Heledd Cooper, Director of Finance</b>	PP.57-72
		The Committee is asked to <b>Note</b> the content of the report and take <b>Moderate</b> assurance.	
	<b>8.</b>	<b>Implementing the Blueprint for Good Governance Self-Assessment Findings</b>	PP.73-77
10.55am		<b>Ruth Daly, Board Secretary</b>	
		The Committee is asked to <b>Review</b> and take <b>Moderate</b> assurance.	
	<b>9.</b>	<b>Review of Revised Committee Workplan</b>	PP.78
11.05am		<b>Graham Bell, Committee Vice Chair</b>	
		The Committee is asked to <b>Review</b> the circulated Committee Work Plan.	
	<b>10.</b>	<b>Date of Next Meeting</b>	
		<b>Friday 8 December 2023 at 1.30pm</b>	
11.15am	<b>11.</b>	<b>Any Other Competent Business</b>	
11.30am		<b>Close of meeting</b>	

## Committee Membership

<b>Non-Executive Members (5x)</b>	Chair	Alex Anderson
	Vice Chair	Graham Bell
	Member	Ann Clark
	Member	Gerry O'Brien
	Member	Garett Corner
<b>Chief Executive</b>		Pamela Dudek
<b>Deputy Chief Executive</b>		David Park
<b>Director of Finance</b>	Lead Officer	Heledd Cooper
<b>Board Medical Director</b>		Dr Boyd Peters
<b>Director of Public Health</b>		Tim Allison
<b>Board Nurse Director</b>		Louise Bussell
<b>Director of Estates, Facilities and Capital Planning</b>		Alan Wilson
<b>In attendance (Routinely Invited)</b>	Chief Operating Officer (Acute)	Katherine Sutton
	Chief Officer (Argyll and Bute)	Fiona Davies
	Chief Officer, North Highland	Pamela Cremin
	Head of Strategy and Transformation	Lorraine Cowie
	Deputy Director of Finance	Elaine Ward
	Board Secretary	Ruth Daly