

Distribution: 22 November 2022

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**NHS HIGHLAND BOARD  
 MEETING OF BOARD**

**Tuesday 29 November 2022 at 9.30am  
Virtual Meeting Format (Microsoft Teams)**

**AGENDA**

- 9.30 am 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.

- 9.35 am 3 Minutes of Meeting held on 27 September 2022 and Action Plan PP.1-12**
- The Board is asked to **approve** the minutes of the meeting held on **27 September 2022** and **note** the action plan.

- 9.40 am 4 Matters Arising**

- 9.45 am 5 Chief Executive’s Report – Verbal Update of Emerging Issues  
 Pam Dudek, Chief Executive**

The Board is asked to **note** the verbal update.

**PERFORMANCE AND ASSURANCE**

- 10.00am 6 Integrated Performance and Quality Report PP.13-38  
 Report by Lorraine Cowie, Head of Strategy & Transformation on behalf of David  
 Park, Deputy Chief Executive**

**Assurance Level Proposed – Limited**

The Board is asked to:

- (a) take **limited assurance** on the performance of the system due to the continued challenges faced by health and care services, and
- (b) **note** that the annual delivery plan and winter plan will support mitigation plans where possible.

- 10.30am 7 Finance Assurance Report PP.39-52  
 Report by Elaine Ward, Deputy Director of Finance on behalf of Heledd Cooper,  
 Director of Finance**

**Assurance Level Proposed – Limited**

The Board is asked to **discuss** the Finance Assurance Report

10.45am 8 Winter Preparedness PP.375-389  
Report by Lorraine Cowie, Head of Strategy & Transformation on behalf of Katherine Sutton, Chief Officer, Acute Services

**Assurance Level Proposed – Limited**

The Board is asked to:

- (a) **note** the Winter Preparedness report and;
- (b) take **limited assurance** that we have appropriate structures and escalation frameworks in place to support our population and workforce across the winter period.

11.00am Comfort Break

11.15am 9 NHS Highland Engagement Framework PP.53-86  
Report by Ruth Fry, Head of Communication and Engagement on behalf of Fiona Hogg, Director of People and Culture

**Assurance Level Proposed – Substantial**

The Board is asked to approve the Engagement Framework.

11.30 am 10 National Treatment Centre PP.87-96  
Report by Deborah Jones, Director of Strategic Commissioning, Planning and Performance

**Assurance Level Proposed – Moderate**

The Board is asked to take assurance from the progress of both the construction programme and development of the service model for care delivery for the National Treatment Centre Highland.

The Board is also asked to note that the NTC-H will be considered a national asset by the Scottish Government hosted by NHS Highland and that a 'People not postcode' approach will be taken in the allocation of activity within all National Treatment Centres.

11.45 am 11 Whistleblowing Quarterly Update Q2. 2022/23 PP.97-115  
Report by Fiona Hogg, Director of People and Culture

**Assurance Level Proposed – Moderate**

The Board is asked to take assurance and confidence of compliance with legislation, policy and Board objectives.

12.00 pm 12 Corporate Risk Register

(a) Report by Lorraine Cowie, Head of Strategy & Transformation on behalf of Dr Boyd Peters, Medical Director. PP.400-406

The Board is asked to **approve** the addition of 3 new risk areas set out in the report, **approve** updates to risks 662, 123, 830, and take **substantial assurance** from the Strategic Risk Register update

**(b) People and Culture Strategic Risk Review**  
**Report By Fiona Hogg, Director of People and Culture**

PP.116-144

The Board is asked to

(a) **take moderate assurance** from the review of the People & Culture related Risks and the approach by Executive Directors and the Staff Governance Committee to the ongoing oversight of these risks, as set out in the SBAR and Appendices.

(b) **approve** the updates to risks 632, 706 and 1056, as set out in Appendices 1,2 and 4 and **approve** the new risk related to the impact of the ongoing Socio-Economic situation as set out in Appendix 5 for inclusion to the Strategic Risk Register.

(c), in respect of Risk 877, **approve** the interim updates to this risk as set out in Appendix 3 and **agree** which Committee is best placed to have oversight moving forward. It is recognised that the nominated Committee and relevant Executive Lead will then wish to review and update the risk appropriately.

12.15pm

**LUNCH BREAK**

1.00 pm 13

**Public Bodies (Joint Working) (S) Act 2014 – Annual Performance Reports****PP.145-195**

**(a) Highland Health and Social Care Partnership**  
**Louise Bussell, Interim Chief Officer, Community**

The Board is asked to **approve** the HSCP Annual Performance Report 2021/22.

**(b) Argyll & Bute Health & Social Care Partnership**  
**Fiona Davies, Chief Officer, Argyll and Bute Health and Social Care Partnership**

The Board is asked to **note** the HSCP Annual Performance Report 2021/22 and accept **Substantial Assurance**.

1.30pm 14

**Child Poverty Action Plan Review 2021-22****PP.196-286****Report by Fiona Davies, Chief Officer, Argyll & Bute Health & Social Care Partnership**

The Board is invited to endorse the terms of the 2021/22 review of the Argyll and Bute Child Poverty Action Plan that is produced by local authorities and health boards jointly setting out work being undertaken to tackle child poverty in their region.

The review has been agreed by the IJB and endorsed by Argyll and Bute Council.

2.00pm 15

**Gaelic Language Plan V3****PP.287-324****Assurance Level Proposed – Moderate**

The Board is invited to take assurance on the work of the Gaelic Plan, which has been undertaken in conjunction with the Executive, Heads of Service, interested staff and officers at Bòrd na Gàidhlig to ensure that it is appropriate, proportionate and achievable.

The Board is also asked to approve the Final draft (which now includes information from the consultation and staff capacity audit) for submission to Bòrd na Gàidhlig.

**Committee Memberships and Chair Positions Review**

**Report by Ruth Daly, on behalf of Prof. Boyd Robertson, Board Chair**

**Assurance Level Proposed – Moderate**

The Board is asked to:

- (a) take moderate assurance from the report,
- (b) **agree** to increase the FRP Committee membership as shown in Appendix 3,
- (c) **agree** to the changes proposed for Committee memberships and Chair positions to take effect from 1 January 2023, and
- (d) **agree** the proposed Clinical Governance Committee date changes in March and June 2023.

**Governance and other Committee Assurance Reports**

- (a) **Finance, Resources and Performance Committee 20 October 2022** PP.340-346
- (b) **Highland Health and Social Care Committee 2 November 2022** PP.407-414
- (c) **Clinical Governance Committee 3 November 2022** PP.363-374
- (d) **Area Clinical Forum 3 November 2022** PP.390-399
- (e) **Staff Governance Committee 9 November 2022** PP.347-356
- (f) **Argyll and Bute Integration Joint Board 21 September 2022** PP.357-361
- (g) **Pharmacy Practices Committee meeting 31 August 2022** PP.362

The Board is asked to:

- (a) **Confirm** adequate assurance has been provided from Board governance committees, and
- (b) **Note** the Minutes and agreed actions from Area Clinical Forum and Argyll and Bute Integration Joint Board.

**Any Other Competent Business**

**Date of next meeting 31 January 2023**

**Close of meeting**