

**HIGHLAND NHS BOARD
 MEETING OF BOARD**

**Tuesday 24 September 2019 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.	
8.32	3	Minute of Meeting of 23 July 2019 and Action Plan The Board is asked to approve the minute.	PP 1-12
8.40	4	Matters Arising	
8.45	5	Chief Executive’s and Directors’ Report – Emerging Issues and Updates Iain Stewart, Chief Executive This month’s report incorporates updates on: Introduction from CEO Hot Topics/issues: <ul style="list-style-type: none"> • Health & Sport Committee • Culture Fit for the Future – Employee Engagement • Culture Fit for the Future - Strategy Workshop • Board Development • Project Management Office and Financial Recovery • Annual Operational Plan for 2020/21 • New Appointments • Redesign of Services Badenoch and Strathspey, and Skye, Lochalsh and South West Ross • Long Service Awards • Loch Court • North Cancer Alliance • Lyme App • Volunteer honoured • Consultant named most engaging online tutor 	PP 13-18

		<ul style="list-style-type: none"> ScotGEM - Scottish Graduate Entry Medicine <p>The Board is asked to note the Emerging Issues and Updates Report.</p>
		STRATEGY
8.55	6	<p>Improvement work and 3 P Event in Caithness presentation Gavin Hookway, Head of Kaizen Promotion Office</p> <p>The Board is asked to note the presentation.</p>
9.15	7	<p>Culture Fit for the Future Fiona Hogg / Gaye Boyd</p> <p>The Board is asked to</p> <p style="text-align: right;">To follow</p>
9.35	8	<p>Risk Appetite and Corporate Risks Mirian Morrison, Clinical Governance Development Manager, on behalf of Iain Stewart, Chief Executive</p> <p>The Board is asked to agree:</p> <ul style="list-style-type: none"> The risk appetite. The new risks to be added to the Corporate Risk Register. <p style="text-align: right;">PP 19-28</p>
9.50	9	<p>Clinical and Care Strategy Resources and Plan Mark Wilde, Strategic Advisor, Health Finance</p> <p>The Board is asked to approve...</p> <p style="text-align: right;">To follow</p>
10.10		BREAK
		PERFORMANCE
10.25	10	<p>Finance Dave Garden, Interim Director of Finance</p> <p>The Board is asked to</p> <p style="text-align: right;">To follow</p>
10.40	11	<p>PwC/NHS Highland Exit Report Iain Stewart, Chief Executive</p> <p>The Board is asked to note the end of PwC support to NHS Highland and the summary of what has been achieved.</p> <p style="text-align: right;">PP 29-32</p>
10.55	12	<p>Quarterly Performance Report George McCaig, Performance Manager, on behalf of Deborah Jones, Director of Strategic Commissioning, Planning and Performance</p> <p>The Board is asked to review the performance recorded in the scorecard at Annex A identifying any areas requiring further information or exception reports</p> <p style="text-align: right;">PP 33-40</p>
11.10	13	<p>Public Bodies (Joint Working) (S) Act 2014 – Annual Performance Reports</p> <p>a. Argyll & Bute Joanna MacDonald, Chief Officer, Argyll & Bute</p> <p>b. North Highland David Park, Chief Officer, North Highland</p> <p style="text-align: right;">PP 41-116</p> <p style="text-align: right;">PP 117-184</p>

		The Board is asked to note the reports.
11.30	14	<p>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</p> <p style="text-align: right;">PP 185-198</p> <p>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.</p>
11.40	15	<p>A Review of the Impact of Influenza in 2018-19 Dr Ken Oates, Consultant in Public Health Medicine, on behalf of Dr Hugo Van Woerden, Director of Public Health & Health Policy</p> <p style="text-align: right;">PP 199-206</p> <p>The Board is asked to:</p> <ul style="list-style-type: none"> • Note the impact of influenza (flu) illness on the population and the health service each winter. • Endorse the positive preventive impact of flu vaccination. • Support the potential health gain and health service benefit resulting from delivery of effective flu vaccination programmes. • Encourage the uptake of NHS staff flu vaccination.
11.55-12.30		CORPORATE GOVERNANCE AND ASSURANCE
	16	<p>NHS Board and Board Development Dates and Calendar Prof Boyd Robertson, Chair</p> <p style="text-align: right;">PP 207-212</p> <p>The Board is asked to approve:</p> <ul style="list-style-type: none"> • The dates for meetings of the NHS Board and Board Development Sessions for 2020. • The Calendar of Meetings for the next year.
	17	<p>Committee Terms of Reference Amendments</p> <p style="text-align: right;">PP 213-220</p> <p>The Board is asked to approve:</p> <ol style="list-style-type: none"> a. The proposed amendment to the membership section of the Clinical Governance Committee's Terms of Reference, this being to include the Chief Executive and Board Chair as ex officio members as required by the Board's Standing Orders, to remove the Chief Executive as a substantive member of the Committee, to amend the number of meetings per year from five to 'five or six depending on requirements' and to add the Director of Adult Social Care to the list of regular attendees. b. The updated Terms of Reference for the Asset Management Group.
	18	<p>Clinical Governance Committee of 10 September 2019 The Chair will give a verbal update.</p>
	19	<p>Audit Committee of 3 September 2019</p> <p style="text-align: right;">PP 221-230</p>
	20	<p>Staff Governance Committee of 20 August 2019</p> <p style="text-align: right;">PP 231-236</p>
	21	<p>Highland Health & Social Care Governance Committee of 5 September 2019</p> <p style="text-align: right;">To follow</p>
	22	<p>Integration Joint Board of 7 August 2019</p> <p style="text-align: right;">PP 237-242</p>
	23	<p>Area Clinical Forum of 18 July 2019</p> <p style="text-align: right;">PP 243-252</p>
	24	<p>Finance Sub-Committee of 23 August 2019</p> <p style="text-align: right;">PP 253-256</p>
	25	<p>Asset Management Group of 16 July and 20 August 2019</p>

	26	Health and Safety Committee of 8 August 2019 This meeting was cancelled.
	27	Any Other Competent Business
		Date of next meeting: 26 November 2019
12.35		Close of meeting