

Distribution: 19 May 2020

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**NHS HIGHLAND BOARD
MEETING OF BOARD**

**Tuesday 26 May 2020 at 9.30am
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

- 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 Minute of Meeting of 28 April 2020 and Action Plan** **PP 1 - 8**
- The Board is asked to **approve** the minute.

- 9.45 am **4 Matters Arising**

PERFORMANCE

- 9.50 am **5 COVID19 – Update**
Boyd Peters, Medical Director **PP 9 - 14**
- The Board is asked to **note** the update.

- 10:20 am **6 Financial Report**
David Garden, Director of Finance **PP 15 - 32**

The Board is asked to:

- **Note** the financial position of the Board at Month 12 noting the overspend of £10.7m against budgets before financial brokerage.
- **Acknowledge** that this is an improvement on the original approved plan of £11.4million for the year.
- **Note** that this position is subject to any audit adjustments.
- **Note** the request made to Scottish Government to provide £11m of brokerage.
- **Acknowledge** that upon receipt of financial brokerage, NHS Highland will have met its financial targets for 2019/20.

10.45 am 7 **Opening Budget offer to Argyll and Bute 2020 / 2021**
David Garden, Director of Finance **PP. 33 - 36**

The Board is asked to **approve** the 2020/21 budget offer to the Argyll & Bute Integration Joint Board as set out in the report.

11:00am **BREAK**

11:15 am 8 **Update on progress with the Sturrock Review Actions including a report on the Argyll & Bute Culture Survey and plans for the launch of the Healing Process**
Fiona Hogg, Director of Human Resources and Organisational Development **PP. 37 - 96**

The Board is asked to:

- **Examine** and **consider** the implications of the update on progress with the Culture Action Plan
- **Examine** and **consider** the implications of the results of the Argyll & Bute Culture Survey and approve the action plan to address
- **Approve** the decision to progress the launch of the Healing Process

12.15pm 9 **Executive Summary of Performance Report**
Pam Dudek, Deputy Chief Executive **PP. 97 - 108**

The Board is asked to **review** and **discuss** the performance outcomes highlighting areas of concern and where further information regarding actions and outcomes may be required.

12.45pm 10 **Infection Prevention and Control Annual Work Plans**
Heidi May, Board Nurse Director **PP. 109 - 116**

The Board is asked to **approve** the progress against last year's work plan (2019/2020) and **ratify** the Infection Prevention and Control annual work plan for 2020/2021.

CORPORATE GOVERNANCE

1.00pm 11 **Governance Committees Annual Reports**
Ruth Daly, Board Secretary, on behalf of Paul Hawkins **PP.117-148**

As part of the Annual Accounts process a number of Annual Reports relating to NHS Highland Governance Committees are produced for approval. The undernoted annual reports are from Committees which have provided assurance to the Board throughout the last financial year. The annual reports will be submitted to the Audit Committee on 17 June 2020 evidencing that governance processes have been followed:

- Appendix 1 – Staff Governance Committee
- Appendix 2 – Clinical Governance Committee
- Appendix 3 – Finance Committee
- Appendix 4 – Highland Health and Social Care Committee
- Appendix 5 – Health and Safety
- Appendix 6 – Asset Management Group
- Appendix 7 – Pharmacy Practices Committee

The Board is asked to:

- Endorse** the Annual Reports which form a key part of the evidence in support of the Annual Accounts Governance Statement; and
- Note** that the Annual Reports will be considered by the Audit Committee on 17 June 2020.

- 1.15 pm **12 Community Empowerment Act – Annual Reports**
Ruth Daly, Board Secretary, on behalf of Paul Hawkins, Chief Executive
- a. Asset Transfer**
 b. Public Participation Requests
- PP. 149 – 154
- The Board is asked to **approve** the annual reports.
- 1.20 pm **13 Gaelic Language Plan Monitoring Report**
Ruth Daly, Board Secretary, on behalf of Paul Hawkins, Chief Executive
- PP. 155 - 165
- The Board is asked to **approve** the Monitoring Report for submission to Bòrd na Gàidhlig outlining NHS Highland’s implementation of the Gaelic Language Plan.
- 1.30 pm **14 Date of next meeting 23 June 2020**
- Close of meeting**

An In Committee Meeting of the Board will take place following the close of business and a short break.