

**HIGHLAND NHS BOARD
 MEETING OF HIGHLAND HEALTH & SOCIAL CARE COMMITTEE**

Wednesday 1st November 2023, at 1pm
Virtual Meeting Format (Microsoft Teams)

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

Distribution: 24 October 2023

AGENDA

Time		Standing Items	Paper
1.00-1.05	1.1	Welcome and Apologies	
	1.2	Declarations 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.	
	1.3	Assurance Report and Action Plan from 30 August 2023 The Board is asked to approve the minutes of meeting of 30 August 2023 and note the action plan.	pp.1-12
	1.4	Matters Arising	
	2.	Finance	
1.05-1.25	2.1	Year to date Financial Position Report by Deputy Director of Finance & Chief Finance Officer HHSCP The Committee is asked to discuss and note the NHS Highland financial position at month 6 and associated mitigating actions and accept limited assurance.	To follow
	3.	Performance and Service Delivery	
1.25-1.45	3.1	Engagement Framework Assurance Report Report by Head of Communications The Committee is asked to note compliance with legislation, policy and Board objectives outlined in the report and accept moderate assurance.	pp.13-46
1.45-2.05	3.2	Care Governance Framework update Report by Deputy Medical Director The Committee is asked to note the decisions taken around the framework governance since the previous iteration of the report and to accept moderate assurance.	pp.47-67
2.05-2.30	3.3	Children and Young People Services mid-year review Reports by Ian Kyle, Tracey Gervais The Committee is asked to <ul style="list-style-type: none"> • note partnership progress since the March report, to discuss the implications of matters arising, and to reach a conclusion on levels of assurance. 	To follow
2.30-2.45	3.4	Chief Social Worker Annual Report Report by Chief Social Work Officer The Committee is asked to note the report for information.	pp.68-134
2.45-3.00	3.5	Primary Care Improvement Plan Report by Head of Primary Care The Committee is asked to note compliance with legislation, policy and Board objectives outlined in the report and accept moderate assurance.	pp.135-160
3.00-3.15	3.6	Technology Enhanced Care Overview Report by Head of Primary Care	pp.161-191

		The Committee is asked to note and discuss the report and accept moderate assurance.	
		BREAK	
3.15-3.25	3.7	IPQR Dashboard Report	To follow
		Report by Interim Head of Strategy and Transformation	
		The Committee is asked to consider and review the agreed performance framework identifying any areas requiring further information or inclusion in future reports, and to accept moderate assurance and note the continued and sustained stressors facing both NHS and commissioned care services.	
3.25-3.35	3.8	Chief Officer's Report	To follow
		Report by Chief Officer	
		The Committee is asked to consider the report, and identify any matters that require further assurance or escalation to NHS Highland Board.	
	4.	Committee Function and Administration	
3.45-4.00	4.1	Governance Blueprint Improvement Plans Update	pp.192-196
		Report by Board Secretary	
		The Committee is asked to take moderate assurance on the progress achieved with the Blueprint for Good Governance Improvement Plan actions.	
	4.2	Review of Terms of Reference	pp.197-200
		Report by Board Secretary	
		The Committee is asked to note any changes and agree the update.	
	4.3	Committee Workplan	p.201
		Report by HHSCC Chair	
		The Committee is asked to note and agree the Workplan for 2023-24.	
	5.	Any other Competent Business	
		Date & Time of Next Meeting	
		17 January 2024 at 1pm, via Microsoft Teams	
		There will be a Committee Development Session on Wednesday 29th November at 1pm via Microsoft Teams.	
4.00		Close of meeting	

Members of the Highland Health and Social Care Committee

Gerry O'Brien (Chair)	Kaye Oliver (Staffside representative)
Philip Macrae (Vice Chair)	Michelle Stevenson (Public/Patient Member representative)
Ann Clark (Non-Exec)	[Position vacant] (Public/Patient representative)
Muriel Cockburn (Non-Exec & Highland Council)	Wendy Smith (Carer Representative)
Joanne McCoy (Non-Exec)	Mhairi Wylie (3rd Sector Representative)
Pam Cremin (Chief Officer)	Neil Wright (Lead Doctor)
Simon Steer (Director of Adult Social Care)	Catriona Sinclair (Area Clinical Forum)
Elaine Ward (Finance Lead)	Kara McNaught (Area Clinical Forum)
Claire Copeland (Medical Lead)	Tim Allison (Public Health representative)
Julie Petch & Sara Sears (Nurse Lead, shared)	Fiona Malcolm (Highland Council Executive Chief Officer for Health and Social Care)
Christopher Birt (Highland Council)	Fiona Duncan (Highland Council Chief Social Worker)
David Fraser (Highland Council)	
Ron Gunn (Highland Council)	
Kate Dumigan (Staffside representative)	