

Distribution: 20 July 2021

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## NHS HIGHLAND BOARD MEETING OF BOARD

**Tuesday 28 September 2021 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 Staff Recognition – Social Care Covid Response Team**
- A number of colleagues have been invited to attend the meeting to inform the Board of recent experiences from their perspectives.
- 10.05am 4 Minutes of Previous Meetings** **PP.1-8**
- The Board is asked to **approve** the minutes of the scheduled meeting held on **27 July 2021** and **note** the action plan.
- 10.10am 5 Matters Arising**
- 10.15 am 6 Chief Executive's Report – Verbal Update of Emerging Issues**  
**Pam Dudek, Chief Executive**
- The Board is asked to **note** the verbal update.
- 10.30 am 7 Covid Update**  
**Update by Tim Allison, Director of Public Health and Health Policy**
- The Board is asked to **note** the verbal update on the current position.
- 10.45 am Comfort Break**
- 11.00 am 8 Integrated Performance and Quality Report** **PP.144-192**  
**Report by Lorraine Cowie on behalf of David Park, Deputy Chief Executive**
- The Board is asked to:
- **Discuss** the information presented today and consider the implications in terms of our performance for NHS Highland
  - **Note** that the format and content of the report is being reviewed to provide the Board with an IPQR that meets the needs of the organisation. Updates with regards to RMP4 will be included and other key areas of the organisation such as public health may be included in the future.

11.45 am	9	<b>The Culture Programme Update Report by Emma Pickard, on behalf of Fiona Hogg, Director of People and Culture</b>	<b>PP. 9-18</b>
The Board is invited to examine and consider the implications of the updated Culture Programme dashboard.			
12.00 noon	10	<b>Update on Healing Process Fiona Hogg, Director of People and Culture</b>	<b>PP.19-24</b>
The Board is invited to Examine and consider the implications of the Healing Process update report.			
12.15 pm	11	<b>Quarterly Whistleblowing Standards Report Fiona Hogg, Director of People and Culture</b>	<b>PP.25-40</b>
The Board is invited to <b>examine</b> the first quarterly Whistleblowing Standards report for NHS Highland, covering the period 1 April 2021 – 30 June 2 and consider any additional information or revisions that may be appropriate.			
12.30pm	12a	<b>Risk Appetite and Risk Tolerance Report by Mirian Morrison on behalf of Dr Boyd Peters, Medical Director</b>	<b>PP.41-45</b>
The Board is asked to agree the proposal for the revision to risk appetite and tolerance as set out in the circulated report.			
12.45pm	12b	<b>Strategic Risk Register Report by Mirian Morrison on behalf of Dr Boyd Peters, Medical Director</b>	<b>PP.193-196</b>
The Board is asked to <b>note</b> the Strategic Risk Register update.			
The appendix to the report is an excel spreadsheet and is circulated separately			
1.00 pm	13	<b>LUNCH BREAK</b>	
1.30 pm	14	<b>NHS Highland Strategy Development Report by Lorraine Cowie on behalf of David Park, Deputy Chief Executive</b>	<b>PP.123-131</b>
The Board is invited to:			
<ol style="list-style-type: none"> <li>1. <b>Approve</b> that the development of the strategic plan will focus on active engagement and listening across our population, people and partners to ensure a shared strategic intent is developed</li> <li>2. <b>Endorse</b> the high-level approach being taken in the action section to develop the strategic plan</li> <li>3. <b>Agree</b> the expectations of the Board to engage and receive monthly updates on progress with the final draft plan being presented at the April Board meeting</li> <li>4. <b>Note</b> that engagement from senior leaders/EDG/board members to promote the strategy and the importance of active engagement/time to engage with the process will be key to its success</li> <li>5. <b>Acknowledge</b> the current risks and that a more substantial risk register will be developed as we progress through the strategy development</li> </ol>			

1.45 pm	15	<b>National Care Service Consultation Report by Louise Bussell, Interim Chief Officer, Community</b>	<b>PP.132-133</b>
		The Board is invited to note the approach being taken in providing a response to this consultation.	
2.15 pm	16	<b>Preparing for Winter Influenza: Immunisation Report by Paul Shercliff on behalf of Tim Allison, Director of Public Health</b>	<b>PP.46-50</b>
		The Board is asked to <b>note</b> and <b>discuss</b> the high-level plan for delivering the expanded Flu and COVID-booster campaign this autumn and winter.	
2.30pm	17	<b>Board Assurance Framework Report by Ruth Daly on behalf of Pam Dudek, Chief Executive</b>	<b>PP.51-67</b>
		The Board is invited to <b>note</b> the improvement actions identified by internal audit and <b>agree</b> :	
		a) the Improvement Plan associated with the BAF internal audit review and the Board's self-assessment exercise carried out in June 2021,	
		b) to adopt a 'level of assurance' model for reporting to Board and Committees as described in the report, and	
		c) to implement the proposed revised SBAR format, with a review to be included in the Board and Committee self assessments scheduled for January/February 2022	
2.40pm	18	<b>Blueprint for Good Governance – Action Plan Report by Ruth Daly on behalf of Pam Dudek, Chief Executive</b>	<b>PP.68-79</b>
		The Board is invited to:	
		(a) note progress made against the Action Plan commitments, and	
		(b) agree to commission an independent review of its governance arrangements during 2022, noting that a further self assessment exercise will be undertaken by the Board and Committees during early 2022.	
2.50pm	19	<b>Board and Committee meetings timetable 2022 Report by Ruth Daly, Board Secretary on behalf of Prof. Boyd Robertson, Chair</b>	<b>PP. 80-81</b>
		The Board is invited to <b>agree</b> the Board and Committee meetings timetable for 2021.	
3.00pm	20	<b>Governance and other Committee Assurance Reports</b>	
		(a) Finance, Resources and Performance Committee 26 August 2021	<b>PP.82-87</b>
		(b) Highland Health and Social Care Committee 1 September 2021	<b>PP.88-96</b>
		(c) Clinical Governance Committee 2 September 2021	<b>PP134-143</b>
		(d) Area Clinical Forum 2 September 2021	<b>PP.97-102</b>
		(e) Audit Committee 7 September 2021	<b>PP.103-108</b>
		(f) Staff Governance Committee 8 September 2021	<b>PP.109-116</b>
		(g) Argyll and Bute Integration Joint Board 15 September 2021	<b>PP.117-122</b>
		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.

**3.30pm 21 Any Other Competent Business**

**Date of next meeting 29 November 2021**

**22 Close of meeting**