

Distribution: 22 March 2022

**HIGHLAND NHS BOARD  
MEETING OF BOARD**

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

**AGENDA**

- 09:30 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.
- 09:35 3 Staff Recognition – Microbiology**
- Dr Susan McDonagh (Clinical Scientist),  
Mary Summerscales (Senior Biomedical Scientist responsible for the Molecular Section),  
Khrys-Anne McBean (trainee Biomedical Scientist)
- 10:05 4 Minute of Meeting of 25 January 2022 and Action Plan** **PP.1-13**
- The Board is asked to **approve** the minutes of meeting of 25 January 2022 and **note** the action plan.
- 10:10 5 Matters Arising**
- 10:15 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 7 Public Health Report – COVID19 Update**  
**Report by Tim Allison, Director of Public Health and Health Policy**
- The Board is asked to **note** the presentation.
- 10:50 Comfort Break**

**PERFORMANCE AND ASSURANCE**

- 11:05 8 Integrated Performance and Quality Report** **PP.179-205**  
**Report by Lorraine Cowie on behalf of David Park, Deputy Chief Executive**

**Assurance Level Proposed – Substantial**

The Board is asked to:

- discuss the information presented and consider the implications in terms of our performance and quality outcomes for NHS Highland; and

note that the format and content of the report is continually being reviewed to provide the Board with an IPQR that meets the needs of the organization and that updates with regards to RMP4 and other key areas of the organisation such as public health will be included in the future.

11:35	9	<p><b>Finance Assurance Report</b>  <b>Report by Dave Garden, Director of Finance</b></p> <p><b>Assurance Level Proposed – Moderate</b></p> <p>The Board is asked to discuss the contents of the Finance Report.</p>	<b>PP.14-21</b>
11:50	10	<p><b>Argyll and Bute IJB Initial Budget Offer</b>  <b>Report by Dave Garden, Director of Finance</b></p> <p><b>Assurance Level Proposed – Substantial</b></p> <p>The Board is invited to:</p> <ul style="list-style-type: none"> <li>• approve the budget offer to Argyll &amp; Bute IJB</li> <li>• agree to the approach recommended regarding brokerage repayment.</li> </ul>	<b>PP.22-24</b>
12:05	11	<p><b>National Treatment Centre – Assurance Report</b>  <b>Report by Deborah Jones, Director of Strategic Commissioning Planning and Performance</b></p> <p><b>Assurance Level Proposed – Substantial</b></p> <p>The Board is invited to <b>note</b> the progress of both the construction programme and development of the service model for care delivery for the National Treatment Centre Highland.</p>	<b>PP.25-33</b>
12:30		<b>LUNCH BREAK</b>	
13:00	12	<p><b>Social Mitigation Action Plan</b>  <b>Report by Tim Allison, Director of Public Health</b></p> <p><b>Assurance Level Proposed – Moderate</b></p> <p>The Board is asked to endorse the Social Mitigation Action Plan.</p>	<b>PP.34-50</b>
13:30	13	<p><b>The Culture Programme Assurance Report</b>  <b>Fiona Hogg, Director of People &amp; Culture</b></p> <p><b>Assurance Level Proposed – Moderate</b></p> <p>The Board is asked to <b>note</b> the update and take assurance on progress.</p>	<b>PP.51-63</b>
13:50	14	<p><b>Quarterly Whistleblowing Standards Assurance Report – Quarter 3</b>  <b>Fiona Hogg, Director of People &amp; Culture</b></p> <p><b>Assurance Level Proposed – Moderate</b></p> <p>The Board is invited to <b>examine</b> the draft report and consider any additional information or revisions that may be appropriate, and take assurance from the report.</p>	<b>PP.64-79</b>

## GOVERNANCE

- 14:05 15 **Strategic Risk Register** **PP.80-86**  
**Report by Mirian Morrison, on behalf of Dr Boyd Peters, Medical Director**
- Assurance Level Proposed – Moderate**
- The Board is asked to **note** the strategic risk register update.
- The appendix to the report is an excel spreadsheet and is circulated separately.
- 14:20 16 **Review of Governance Light arrangements** **PP.87-89**  
**Report by Ruth Daly on behalf of Pam Dudek, Chief Executive**
- Assurance Level Proposed – Substantial**
- The Board is invited to **agree** to extend the current pause in Board and Committee development sessions and prioritise business at Board and Committee meetings with a review to be considered at the Board meeting on 24 May 2022.
- The Board is also invited to **note** that:
- no amendments are proposed for Audit and Remuneration Committees for the reasons stated in the report, and
  - the weekly meetings between the Chair and Chief Executive, and the Chair, Vice Chair, Chief Executive and Deputy Chief Executive will continue as normal.
- 14:30 17 **Suspension of Standing Orders – Extension of Co-option onto NHS Highland Audit Committee**  
**Report by Ruth Daly on behalf of Pam Dudek, Chief Executive** **PP.90-92**
- Assurance Level Proposed – Substantial**
- The Board is invited to **Agree** to:
- (a) **suspend** Standing Order 9.7 relating to duration of the co-option arrangement, and
  - (b) **extend** the timeframe of the co-option arrangement for a period of two years with effect from 1 April 2022, subject to annual reviews.
- 14:40 18 **Revised Area Clinical Forum Constitution** **PP.93-99**  
**Report by Ruth Daly on behalf of Pam Dudek, Chief Executive**
- Assurance Level Proposed – Substantial**
- The Board is invited to **agree** the changes proposed to revise Forum Constitution to permit the position of Vice Chair to be held by more than one person.
- 14:45 19 **Annual Board and Committees Workplans** **PP.100-117**  
**Report by Ruth Daly, on behalf of Pam Dudek, Chief Executive**
- Assurance Level Proposed – Substantial**

The Board is invited to **approve** the Board and Committees Workplans for 2022/23.

- 14:55 20 Environment and Sustainability Non-Executive Champion**
- The Board is invited to approve Gaener Rodger as the Environment and Sustainability Non Executive Champion.
- 15:00 21 Governance and other Committee Assurance Reports PP.118-178**  
**Escalation of issues by Chairs of Governance Committees**
- a Agreed minute of Clinical Governance Committee 13 January 2022 PP.118-125**
  - b Draft minute of Clinical Governance Committee 3 March 2022 PP.126-134**
  - c Draft minute of Finance, Resources and Performance Committee 24 February 2022 PP.171-178**
  - d Draft minute of Highland Health & Social Care Committee 2 March 2022 PP.135-142**
  - e Draft minute of Audit Committee of 8 March 2022 PP.151-158**
  - f Draft minute of Staff Governance Committee of 9 March 2022 PP.159-170**
  - g Draft minute of Area Clinical Forum of 17 March 2022 ) PP.206-216**
  - h Draft minute of Argyll and Bute IJB of 26 January 2022 PP.143-150**
- 15:25 22 Any Other Competent Business**
- Date of next meeting 24 May 2022**
- 15:30 Close of meeting**