

**HIGHLAND NHS BOARD  
 MEETING OF BOARD**

**Tuesday 28 November 2023 at 9.30am**  
**Virtual Meeting Format (Microsoft Teams)**

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

Distribution 21 November 2023

**AGENDA**

Time	1.	Standing Items	
09:30	1.1	<b>Welcome and Apologies</b>	
	1.2	<b>Declarations of Interest</b> Members are asked to consider whether they have an interest to declare in relation to any item on the agenda for this meeting. Any Member making a declaration of interest should indicate whether it is financial or non-financial and include some information on its nature. Advice may be sought from the Board Secretary's Office prior to the meeting taking place.	
09:35	1.3	<b>Minute of Previous meeting of 26 September 2023 and Action Plan</b> The Board is asked to <b>approve</b> the minutes of meeting of 26 September 2023 and <b>note</b> the action plan.	<b>PP.1-11 &amp; Excel Sheet</b>
09:40	1.4	<b>Matters Arising</b>	
09:45	2.	<b>Chief Executive's Report – Verbal Update of Emerging Issues</b> Pam Dudek, Chief Executive  The Board is asked to <b>note</b> the verbal update	
<b><u>PERFORMANCE AND ASSURANCE</u></b>			
10:00	3.	<b>Integrated Performance and Quality Report</b> Report by Lorraine Cowie on behalf of David Park, Deputy Chief Executive  <b>Assurance Level Proposed – Moderate</b>  The Board is asked to:  (a) take <b>moderate assurance</b> from this report and (b) <b>note</b> the continued and sustained pressures facing both NHS and commissioned care services. (c) <b>Consider</b> the level of performance across the system.	<b>PP.12-44</b>
10.45	4.	<b>Finance Assurance Report – Month 6 Position</b> Report by Heledd Cooper, Director of Finance  <b>Assurance Level Proposed – Limited</b>	<b>PP.45-66</b>

		The Board is asked to:  (a) <b>Discuss</b> the content of the report. (b) <b>Examine &amp; Consider</b> the implications of the matter and take <b>limited assurance</b> .	
<b>11:15</b>		<b>Comfort Break</b>	
<b>11:30</b>	<b>5.</b>	<b>Q2 Whistleblowing Report</b> Report by Gareth Adkins, Director of People & Culture  <b>Assurance Level Proposed – Moderate</b>  The Board is asked to:  (a) take <b>moderate assurance</b> from the report and (b) <b>note</b> the report provides confidence of compliance with legislation, policy and Board objectives noting further work to improve processes.	<b>PP.67-71</b>
<b>11:45</b>	<b>6.</b>	<b>Whistleblowing Action Plan</b> Report by Gareth Adkins, Director of People & Culture  <b>Assurance Level Proposed – Moderate</b>  The Board is asked to:  (a) take <b>moderate assurance</b> from the report and (b) <b>note</b> that an action plan is in place that will strengthen our approach to Whistleblowing Standards and speaking up based on reviewing lessons learned and progress to date through the annual whistleblowing report.	<b>PP.72-76</b>
<b>12:00</b>	<b>7.</b>	<b>Statutory Mandatory Training Improvement Plan</b> Report by Gareth Adkins, Director of People & Culture  <b>Assurance Level Proposed – Moderate</b>  The Board is asked to take <b>moderate assurance</b> and <b>note</b> the content of the report which provides confidence of the plan to achieve compliance with legislation, policy and Board objectives.	<b>PP.77-92</b>
<b>12:15</b>	<b>8.</b>	<b>Risk Appetite</b> Report by Dr Boyd Peters, Medical Director  <b>Assurance Level Proposed – Substantial</b>  The Board is asked to:  (a) take <b>substantial assurance</b> and (b) <b>note</b> the content of the report which provides confidence of compliance with legislation, policy and Board objectives and confirms the risk management process aligns to delivering the Together We Care strategy and Blueprint for Good Governance. (c) <b>Agree</b> the proposed risk appetite statement for 2023/2024.	<b>PP.93-104</b>
<b>12:30</b>	<b>9.</b>	<b>Corporate Risk Register</b> Report by Lorraine Cowie, on behalf of Dr Boyd Peters, Medical Director  <b>Assurance Level Proposed – Substantial</b>	<b>PP.105-116</b>

		The Board is asked to:	
		(a) take <b>substantial assurance</b> and (b) <b>examine and consider</b> the evidence provided and <b>agree</b> to the decisions noted in relation to the risk levels and next steps.	
<b>12:45</b>		<b>LUNCH BREAK</b>	
<b>13:15</b>	<b>10.</b>	<b>Anchors Strategic Plan</b>	<b>PP.117-139</b>
		Report by Lorraine Cowie on behalf of David Park, Deputy Chief Executive	
		<b>Assurance Level Proposed – Substantial</b>	
		The Board is asked to:	
		(a) take <b>substantial assurance</b> and (b) <b>note</b> the content of the report and that the draft Anchors Strategic Plan was submitted to Government in October 2023.	
<b>13:45</b>	<b>11.</b>	<b>Winter Plan 2023/2024</b>	<b>PP.140-143</b>
		Report by Lorraine Cowie, on behalf of Pamela Cremin, Chief Officer Highland Health and Social Care Partnership	
		<b>Assurance Level Proposed – Limited</b>	
		(c) take <b>limited assurance</b> and (d) <b>note</b> the content of the report and take confidence that the Winter Plan is now in place in line with the report submitted to the September 2023 Board Meeting.	
<b><u>CORPORATE GOVERNANCE</u></b>			
<b>14:00</b>	<b>12.</b>	<b>Board and Committee Meetings timetable 2024</b>	<b>PP.144-149</b>
		Report by Ruth Daly, Board Secretary, on behalf of Sarah Compton-Bishop, Board Chair	
		<b>Assurance Level Proposed – Substantial</b>	
		The Board is asked to take <b>substantial assurance</b> and <b>agree</b> the Board and Committee meetings timetable for 2024.	
<b>14:05</b>	<b>13.</b>	<b>Governance and other Committee Assurance Reports Escalation of issues by Chairs of Governance Committees</b>	
	a)	Finance, Resources and Performance Committee approved minute of 6 October 2023 and draft minute of 3 November 2023	<b>PP.150-161</b>
	b)	Highland Health & Social Care Committee draft minute of 1 November 2023	<b>PP.200-211</b>
	c)	Clinical Governance Committee draft minute of 2 November 2023	<b>PP.162-176</b>
	d)	Area Clinical Forum draft minute of 2 November 2023	<b>PP.177-182</b>
	e)	Staff Governance Committee draft minute of 8 November 2023	<b>PP.189-199</b>
	f)	Argyll and Bute Integrations Joint Board 27 September 2023	<b>PP.183-188</b>
		The Board is asked to:	
		(a) <b>Confirm</b> adequate assurance has been provided from Board governance committees, and (b) <b>Note</b> the Minutes and agreed actions from Area Clinical Forum and Argyll and Bute Integration Joint Board.	

	<b>14. Any other Competent Business</b>	
		<b>Date &amp; Time of Next Meeting</b>
		<b>30 January 2024 at 9.30am</b>
<b>14:30</b>		<b>Close of meeting</b>