

HIGHLAND NHS BOARD
 MEETING OF HIGHLAND HEALTH & SOCIAL CARE COMMITTEE

Wednesday 17th January 2024, 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: 10 January 2024

AGENDA

Time		1. 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 1 November 2023 The Board is asked to approve the minutes of meeting of 1 November and note the action plan.	pp.1-13
	1.4	Matters Arising	
	3.	Performance & Service Delivery	
1.05-1.20	3.1	Quality Review Framework Report by Nurse Director	pp.29-65
		The Committee is asked to note the update which was produced for the decision of the Executive Director's Group.	
	2.	Finance	
1.20-2.00	2.1	Year to date Financial Position & the 2024/25 financial year ahead Report by Deputy Director of Finance & Chief Finance Officer HHSCP	pp.14-28
		The Committee is asked to discuss and note the NHS Highland financial position at month 8 and associated mitigating actions and accept limited assurance.	
	3.	Performance and Service Delivery (continuation)	
2.00-2.10	3.2	IPQR Report by Head of Strategy and Transformation	To follow
		The Committee is asked to note compliance with legislation, policy and Board objectives outlined in the report and accept moderate assurance.	
2.10-2.30	3.3	Joint Strategy Reports by Chief Officer	pp.66-91 + Excel doc
		The Committee is asked to note compliance with legislation, policy and Board objectives outlined in the report and accept substantial assurance.	
2.30-2.35		BREAK	
2.35-2.50	3.4	Community Services Risk Register Report Report by Chief Officer	pp.92-97
		The Committee is asked to consider the report and identify any matters that require further assurance or escalation to NHS Highland Board, and to note for information the risks developed by the Joint Officer Group in relation to the Partnership joint risks. The Committee is also asked to accept moderate assurance from the report.	
2.50-3.05	3.5	Chief Officer's Report Report by Chief Officer	pp.98-99
		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	
3.05-3.20	4.1	Review of Terms of Reference	pp.100-107
		Report by Board Secretary	
		The Committee is asked to note any changes and agree the update.	
	4.2	Committee Workplan	p.108
		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	
		06 March 2024 at 1pm, via Microsoft Teams	
		There will be a Committee Development Session on Wednesday 31st January at 1pm via Microsoft Teams.	
3.20		Close of meeting	

Members of the Highland Health and Social Care Committee

Gerry O'Brien (Chair)
Philip Macrae (Vice Chair)
Ann Clark (Non-Exec)
Muriel Cockburn (Non-Exec & Highland Council)
Joanne McCoy (Non-Exec)
Pam Cremin (Chief Officer)
Simon Steer (Director of Adult Social Care)
Elaine Ward (Finance Lead)
Claire Copeland (Medical Lead)
Julie Petch & Sara Sears (Nurse Lead, shared)
Christopher Birt (Highland Council)
David Fraser (Highland Council)
Ron Gunn (Highland Council)
Kate Dumigan (Staffside representative)

Kaye Oliver (Staffside representative)
Michelle Stevenson (Public/Patient Member representative)
Diane Van Ruitenbeek (Public/Patient representative)
Wendy Smith (Carer Representative)
Mhairi Wylie (3rd Sector Representative)
Neil Wright (Lead Doctor)
Catriona Sinclair (Area Clinical Forum)
Kara McNaught (Area Clinical Forum)
Tim Allison (Public Health representative)
Fiona Malcolm (Highland Council Executive Chief Officer for Health and Social Care)
Fiona Duncan (Highland Council Chief Social Worker)