

Distribution: 27 March 2020

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HIGHLAND NHS BOARD MEETING OF BOARD

Tuesday 31 March 2020 at 11.30am
Board Room, Assynt House, Beechwood Park, Inverness

Webcast Notice: This meeting will be filmed and broadcast over the Internet and will be archived and available for viewing for 12 months thereafter: <http://www.invernesstv.net/nhs-home.html>

AGENDA

- 11.30 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.
- 11.35 3 Minute of Meeting of 28 January 2020 and Action Plan** **PP 1-16**
- The Board is asked to **approve** the minute.
- 11.45 4 Matters Arising**
- 11.50 5 Chief Executive's and Directors' Report – Verbal Update of Emerging Issues**
Paul Hawkins, Chief Executive
- The Board is asked to **note** the verbal update.

STRATEGY

- 12.00 6 a. Culture Fit for the Future**
Fiona Hogg, Director of Human Resources and Organisational Development and Programme Senior Responsible Officer **PP 17-22**
- The Board is asked to **note** the update.
- b. Healing Process**
Mark Wilde, Strategic Advisor and Fiona Hogg, Human Resources Director on behalf of Paul Hawkins, Chief Executive **PP 261-298**
- The Board is asked to **approve** the Healing Process as described in the paper and to **agree** to set a date for launching the Healing Process once the impact of the current Covid19 pandemic on our colleagues, communities and services has reduced.
- 12.30 7 Board Objectives**
Paul Hawkins, Chief Executive **PP 23-26**
- The Board is asked to **approve** the Board Vision, Values and Objectives.

PERFORMANCE

- 12.45 8 **Finance Matters**
Dave Garden, Interim Director of Finance **PP 229-250**
- The Board is asked to:
- **Consider** the financial position of the Board at Month 11 noting the overspend of £10.9m against year to date budgets.
 - **Note** the continued expectation of the need for £11.4m of financial brokerage.
 - **Acknowledge** the financial position as set out in the report and appendices.
- 1.00 **LUNCH**
- 1.30 9 **Performance Report**
Donna Smith, on behalf of Deborah Jones, Director of Strategic Commissioning, Planning and Performance **PP 27-32**
- The Board is asked to **review** the performance detailed in the report and identify any areas requiring further information.
- 1.50 10 **COVID19 – Update**
Paul Hawkins, Chief Executive
- The Board is asked to **note** the update.
- 2.05 11 **Infection Prevention and Control Report**
Heidi May, Board Nurse Director **PP 33-54**
- The Board is asked to **note** the position and the update on the current status of Healthcare Associated Infections (HCAI) and Infection Control measures in NHS Highland.
- 2.20 12 **Review of Health and Social Care Integration Scheme – Argyll And Bute**
Paul Hawkins, Chief Executive **PP 55-152**
- At the Board meeting of 25 November 2019, the Board agreed revisions detailed within an updated Integration Scheme and that a joint consultation exercise be undertaken. It was agreed that in the event that the consultation feedback suggested no further changes, the Chief Executive would be authorised to submit the Integration Scheme to Scottish Government. There have been further revisions made to the draft Integration Scheme following the consultation period which necessitates this report being produced for both NHS Highland and Argyll and Bute Council.
- The Board is asked to:
- **Note** the detail of the 45 responses received during the 6-week consultation period, set out in Appendices 1 and 2.
 - **Agree** the revised Integration Scheme (Appendix 3), which has been further updated to take account of feedback received as part of the consultation process.
 - **Note** that additional revisions to the integration Scheme may be required in respect of the power to delegate functions in terms of the Children and Young People (Scotland) Act 2014, once in receipt of advice from the Scottish Government.
 - **Note** that a report will also be tabled at the NHS Highland Board on 31 March 2020 inviting approval of the revised Integration Scheme.
 - **Agree** that the Chief Executives of the two parent bodies jointly submit the revised

Scheme to the Scottish Government by end April 2020 for their consideration.

CORPORATE GOVERNANCE AND ASSURANCE

2.30	13	Short-Life Working Group - Governance Review Paul Hawkins, Chief Executive	PP 153-156
		The Board is asked to approve :	
		<ul style="list-style-type: none">• The undertaking of a governance review for the Board's governance committees.• The establishment of a Short Life Working Group to take forward the review.• The terms of reference for the Short Life Working Group.	
2.40	14	Arrangements for Governance Committees and Delegation of Authority Ruth Daly, Board Secretary, on behalf of Boyd Robertson, Chair	PP 299-302
		The Board is asked to delegate the responsibility for the governance of NHS Highland for an initial period of three months to the Board Chair and Chief Executive, with the Vice Chair and Deputy Chief Executive acting as substitutes. This arrangement will take effect from 1 April 2020 with reviews taking place monthly following the initial three month period.	
2.50	15	Governance and other Committee Assurance Reports	
	15a	Clinical Governance Committee of 12 February 2020	PP 157-166
	15b	Staff Governance Committee of 11 February 2020	PP 167-176
	15c	Audit Committee of 25 February 2020	PP 177-186
	15d	Highland Health and Social Care Committee of 5 February 2020	PP 187-196
	15e	Integration Joint Board of 29 January 2020	PP 197-204
	15f	Health and Safety Committee of 13 February 2020	PP 303-314
	15g	Area Clinical Forum of 23 January 2020 and 5 March 2020 (to follow)	PP 205-212 PP 251-260
	15h	Finance Committee of 21 January and 20 February 2020	PP 213-220
	15i	Asset Management Group of 22 January and 19 February 2020	PP 221-228
	16	<u>Escalation of issues by Chairs of Governance Committees</u>	
		Any Other Competent Business	
		Date of next meeting to be confirmed	
3.15		Close of meeting	