

Distribution: 18 May 2021

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HIGHLAND NHS BOARD MEETING OF BOARD

Tuesday 25 May 2021 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 – Primary Care through Covid**
- A number of colleagues have been invited to attend the meeting to inform the Board of recent experiences from Optometry and GP perspectives.
- 10:05** **4** **Minute of Meeting of 30 March 2021 and Action Plan** **PP.1-16**
- The Board is asked to **approve** the minutes of meeting of 30 March 2021 and **note** the action plan.
- 10:10** **5** **Matters Arising**
- 10:20** **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** **The Culture Programme Update** **PP.17-37**
Fiona Hogg, Director of Human Resources and Organisational Development
- The purpose of the paper is to make an assessment of the extent to which the recommendations made by the Sturrock Review have been addressed, are in progress or are yet to be addressed, and to outline the current and future pipeline of activity to support the ongoing improvement of the NHS Highland culture.
- Please note Appendix 2 has been circulated separately.***
- The Board is asked to **examine** and **consider** the implications of the paper.
- 11:00** **Comfort Break**

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| 11:15 | 8 | <p>Integrated Performance and Quality Report Report by David Park, Deputy Chief Executive</p> <p>The Board will be invited to review and discuss the performance outcomes highlighting areas of concern.</p> | PP. 38-75 |
| 12:00 | 9 | <p>NHS Highland Financial Plan 2021/22 Report by Dave Garden, Director of Finance</p> <p>The Board is asked to:</p> <ul style="list-style-type: none"> • Approve the initial budget allocation for 2021/2022 noting the savings requirement of £32.9m. • Note that further allocations in respect of the impact of the Agenda for Change pay negotiations and Covid 19 are anticipated. | PP. 76-86 |
| 12:20 | 10 | <p>Board Risk Assurance Framework Report by Boyd Peters, Medical Director</p> <p>The Board is invited to note the progress made with Risk Management throughout NHS Highland.</p> <p>The Board is also asked to note that the appended risk register has been updated in its current form and that further work is required to review and redefine some of the risks and escalation processes.</p> | Circulated Separately |
| 12:30 | 11 | <p>Covid Update Update by Tim Allison, Director of Public Health and Health Policy</p> <p>The Board is asked to note the verbal update on the current position.</p> | |
| 12:45 | | <p>Lunch break</p> | |
| 13:15 | 12 | <p>Social Mitigation Action Plan Report by Tim Allison, Director of Public Health</p> <p>The Social Mitigation Strategy and Action Plan set out NHS Highland's approach to supporting recovery from the COVID-19 pandemic in the context of the impact on the wider determinants of people's health.</p> <p>The Board is asked to:</p> <ul style="list-style-type: none"> • Approve the social mitigation strategy • Note the action plan and partnership working • Agree that reports on progress will be brought to the Board | PP.87-129 |
| 13:45 | 13 | <p>Highland Integrated Children's Plan Report by Heidi May, Nurse Director</p> <p>The report provides background and context to the fifth Highland Integrated Children's Service Plan, which will run from 2021-2023. The draft plan has also been considered by The Highland Council at its meeting on 19 May 2021.</p> <p>The Board is invited to:</p> | PP.130-175 |

- **note** the work undertaken by the (north) Highland Integrated Children's Service Plan Board in producing a draft of the Highland Integrated Children's Services Plan 2021 – 2023, and
- provide **comment** on the proposed draft of the plan prior to sign off by the Highland Community Planning Partnership Board.

14:15 14 Review of Health and Social Care Integration Scheme Argyll and Bute Integration Joint Board PP 176-238
Ruth Daly, Board Secretary, on behalf of Pam Dudek, Chief Executive

On 24 November 2020, the Board approved revisions made to the Argyll and Bute Health and Social Care Integration Scheme following its review and feedback from the Scottish Government.

The Board is invited to:

- **Note** that the Integration Scheme has been approved by Scottish Government and that arrangements will now be put in place by the two parent bodies to publish the document.
- **Note** that a similar report is being tabled at Argyll and Bute Council and the Integration Joint Board to advise of the position.

A copy of the approved scheme is attached at appendix 1.

14:25 15 Governance Committees Annual Reports PP.239-264
Ruth Daly, Board Secretary, on behalf of Pam Dudek, Chief Executive

As part of the Annual Accounts process a number of Annual Reports relating to NHS Highland Governance Committees are produced for approval. The undernoted annual reports are from Committees which have provided assurance to the Board throughout the last financial year. The annual reports will be submitted to the Audit Committee on ** June 2021 evidencing that governance processes have been followed:

- Appendix 1 – Staff Governance Committee
- Appendix 2 – Clinical Governance Committee
- Appendix 3 – Finance Resources and Performance Committee
- Appendix 4 – Highland Health and Social Care Committee
- Appendix 5 – Pharmacy Practices Committee
- Appendix 6 – Remuneration Committee

The Board is asked to **Note** that the Annual Reports were approved by the Audit Committee on 4 May 2021.

14:40 16 Community Empowerment Act – Annual Reports PP. 265-270
Ruth Daly, Board Secretary, on behalf of Pam Dudek, Chief Executive

- a. **Asset Transfer**
- b. **Public Participation Requests**

The Board is asked to **approve** the annual reports.

14:50 17 Gaelic Language Plan Monitoring Report PP.271-273
Nicola Thomson, Strategic Lead for Gaelic, on behalf of Pam Dudek Chief Executive

The Board is asked to **approve** the Monitoring Report for submission to Bòrd na Gàidhlig outlining NHS Highland's implementation of the Gaelic Language Plan.

18 Register of Members Interests
Ruth Daly, Board Secretary, on behalf of Pam Dudek, Chief Executive

The Highland NHS Board Code of Conduct was formally adopted by the Scottish Ministers from 1 May 2014. Under its terms, Board Members are required to Register their interests in the Highland NHS Board Register. An exercise to update the register has now been undertaken and the formal Highland NHS Board Register is kept available at the Board's offices for public inspection and is available on the NHS Highland web:

[Register of Board Members' Interests 2021-22](#)

The Board is asked to **note** the position.

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| 15:00 | 19 Governance and other Committee Assurance Reports | PP.274-335 |
| | Escalation of issues by Chairs of Governance Committees | |
| | a Clinical Governance Committee 29 April 2021 | |
| | b Staff Governance Committee 5 May 20221 | |
| | c Finance, Resources and Performance Committee 29 April 2021 | circulated separately |
| | d Audit Committee 4 May 2021 | |
| | e Highland Health and Social Care Committee 28 April 2021 | |
| | f Area Clinical Forum 29 April 2021 | |
| | g Argyll and Bute Integration Joint Board | |
| | 20 Any Other Competent Business | |
| | 21 Date of next meeting 22 June 2021 | |
| 15:30 | Close of meeting | |