

Distribution: 25 August 2021

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**NHS HIGHLAND BOARD
MEETING OF FINANCE, RESOURCES AND PERFORMANCE COMMITTEE**

**26 August 2021 at 2pm
(Microsoft Teams)**

AGENDA

- 2..00pm **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.
- 2.05pm **3 MINUTE OF THE MEETING HELD ON 24 June 2021**
Alexander Anderson, Chair **(PP 1-8)**
- The Committee is asked to **Approve** the Minute.
- 2.10pm **4 CANCER SERVICES UPDATE**
Presentation by Donna Smith, Head of Planning and Performance on behalf of David Park, Deputy Chief Executive **(PP 9-24)**
- The Committee is asked to **Consider** the draft Winter plan document.
- 2.25pm **5 REVIEW OF COMMITTEE TERMS OF REFERENCE**
Alexander Anderson, Committee Chair **(PP 25-30)**
- The Committee is asked to **Review** and **Update** the Committee Terms of Reference.
- 2.35pm **6 ASSET MANAGEMENT GROUP MINUTES – 16 June and 21 July 2021** **(PP 31-40)**
- The Committee is asked to **Note** the minutes.
- 2.45pm **7 MAJOR PROJECT SUMMARY REPORT**
Report by Alan Wilson, Director of Estates, Facilities and Capital Planning **(PP 41-44)**
- The Committee is asked to **Note** the Major Project Summary.

- 2.55pm **8 COST IMPROVEMENT PROGRAMME UPDATE (MONTH 4) (PP 45-54)**
Update by Jane Gill, PMO Director
- The Committee is asked to **Note** the content of the report.
- 3.15pm **9 INTEGRATED PERFORMANCE REPORT (PP 55-66)**
Report by Donna Smith on behalf of David Park, Deputy Chief Executive
- a) Finance**
b) Performance
- The Committee is asked to **Review** and **Discuss** the performance outcomes highlighting any areas of concern.
- 3.30pm **10 AOCB**
- Members are invited to identify Items of interest.
- 3.35pm **11 FOR INFORMATION**
- 11.1 Procurement Annual Report 2020/2021 (PP 67-88)**
11.2 Committee Development Session – 23 September 2021
- 12 Dates of Future Meetings (All meetings commence at 2pm)**
- 21 October**
?? December - date yet to be confirmed
- 13 Date of next meeting – 21 October 2021 via Teams**
- 3.40pm **Close of meeting**