

HIGHLAND HEALTH AND SOCIAL CARE COMMITTEE WORKPLAN TO 31 March 2024

Standing Items for every HHSCC meeting

- Apologies
- Declarations of interest
- Minutes of last meeting
- Finance
- Risk (Level 1 Risks)
- Performance and Delivery (IPQR: Dashboard and Chief Officer's Report)
- Health Improvement
- Committee Function and Administration
- Date of next meeting

01 MARCH 2023

<i>Title</i>	<i>Lead</i>	<i>Purpose</i>
District Reports (x2)	Rhiannon Boydell	Caithness & Sutherland
Children and Young People Performance Reporting	NHS: Tracey Gervaise, Highland Council: Ian Kyle	
Adult Social Care Fees and Charges Report	Gillian Grant	
Mental Health Services Assurance Report	Arlene Johnstone	Intended April
Third Sector Mental Health Funding	Mhairi Wylie	
Committee 2022/23 Annual Assurance Report	Chair and Chief Officer	
Committee Annual Workplan 2023/24	Chair	

26 APRIL 2023

<i>Title</i>	<i>Lead</i>	<i>Purpose</i>
District Reports (x2)	Jill Mitchell	Postponed
Annual Report of Care Home Oversight Board	Gillian Grant	Update received
Chief Social Worker's Annual Report	Simon Steer & Fiona Duncan	Needs to go through Council process first
Adult Protection Committee Annual Report	Simon Steer	Needs to go through Council process first
Learning Disability Services Assurance Report	Arlene Johnstone	
Mental Health Strategy	Arlene Johnstone	Deferred. Best time to be determined

**24 MAY – Development Session:
a.) Public Health, b.) Integrated Joint Plan, c.) Assurance Matrix**

28 JUNE 2023

<i>Title</i>	<i>Lead</i>	<i>Purpose</i>
District Reports (x2)	Jill Mitchell	
Care At Home Assurance Report	Gillian Grant	
Commissioning Strategy for Integrated Health and Social Care Services	Gillian Grant	Tbc
Public Bodies Annual Report	Chief Officer	
Dental Position Update	Director of Dentistry	
Highland Drug & Alcohol Recovery Services Delivery Plans	Arlene Johnstone	August
Annual Report of Care Home Oversight Collaborative	Gillian Grant	
Chief Social Worker Report		To follow Highland Council process
Adult Protection Committee Annual Report		To follow Highland Council process

**5 JULY – Development Session:
a.) Financial Plans, Savings Targets and Delivery, Transformation plans and opportunities**

30 AUGUST 2023

<i>Title</i>	<i>Lead</i>	<i>Purpose</i>
District Reports (x1)	Jill Mitchell	
Primary Care Improvement Plan Assurance Report	Jill Mitchell	
FHS Delivery Overview Report	All 4 workstreams to provide system-wide overview: Primary Care, Pharmacy, Dental, Ophthalmic	
Children and Young People Services (mid-year review)	Tracey Gervaise (NHS), Ian Kyle (Highland Council)	
Community Services Overview	Chief Officer	
Technology Enhanced Care Overview	Iain Ross	
Committee Terms of Reference	Ruth Daly	
Highland Drug & Alcohol Recovery Services Delivery Plans	Arlene Johnstone	
Mental Health Strategy	Arlene Johnstone	

20 SEPTEMBER – Development Session:		
a.) IPQR		
01 NOVEMBER 2023		
<i>Title</i>	<i>Lead</i>	<i>Purpose</i>
District Reports (x2)	Jill Mitchell	
Engagement Framework Assurance Report	Ruth Fry	
Together We Care Implementation	Rhiannon Boydell	
Preparation for Winter	Chief Officer	
29 NOVEMBER – Development Session:		
a.) Sustainability Issues		
(dtbc) JANUARY 2023		
<i>Title</i>	<i>Lead</i>	<i>Purpose</i>
District Reports (x2)	Jill Mitchell	
SDS Strategy Assurance Report		
Community Services Risk Register Assurance Report	Chief Officer	
Carers Strategy Update		
(dtbc) MARCH 2023		
<i>Title</i>	<i>Lead</i>	<i>Purpose</i>
District Reports (x2)	Jill Mitchell	
Children and Young People Services Performance Report	Tracey Gervaise (NHS), Ian Kyle (Highland Council)	
Mental Health Services Assurance Report	Arlene Johnstone	
Adult Social Care Fees and Charges 24/25	Gillian Grant, Simon Steer	
Committee Annual Assurance Report 23/24	Chair and Chief Officer	
Committee Workplan 24/25	Chair	