

**HIGHLAND NHS BOARD
 MEETING OF HIGHLAND HEALTH & SOCIAL CARE COMMITTEE**

**Wednesday 4th September 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: 28 August 2024

AGENDA

Time	1.	Standing Items	Paper
13.00-13.05	1.1	Welcome and Apologies	
	1.2	Declarations of Interest Members are asked to consider whether they have an interest to declare in relation to any item on the agenda for this meeting. Any Member making a declaration of interest should indicate whether it is financial or non-financial and include some information on its nature. Advice may be sought from the Board Secretary's Office prior to the meeting taking place.	
	1.3	Assurance Report from 10 July 2024, Action Plan and Workplan The Committee is asked to approve the minutes of meeting of 10 July 2024 and note the action plan and workplan.	pp.1-10
	1.4	Matters Arising	
	2.	Finance	
13.05-13.40	2.1	Year to date Financial Position at Month 4 & the 2024/25 financial year ahead Report by Deputy Director of Finance The Committee is asked to discuss and note the Highland HSCP financial position at month 4 and associated mitigating actions and accept limited assurance.	pp.11-26
	3.	Performance and Service Delivery	
13.40-14.00	3.1	Primary Care Improvement Plan Assurance Report Report by Head of Primary Care The Committee is asked to note the report and accept moderate assurance.	pp.27-53
14.00-14.20	3.2	Highland Drug & Alcohol Recovery Service Report Report by Head of Service The Committee is asked to note the report and accept moderate assurance.	pp.54-61
14.20-14.30		Comfort Break	
14.30-14.50	3.3	Vaccination Improvement Programme Update Report by Director of Public Health The Committee is asked to note the report and accept limited assurance	pp.62-93
14.50-15.10	3.4	IPQR for HHSCP Report by Head of Strategy & Transformation The Committee is asked to note the report and accept limited assurance.	To follow
15.10-15.20	3.5.1	Internal Audit report on Adult Social Care Services Report by Chief Officer The Committee is asked to note the report and accept moderate assurance.	pp.94-151
15.20-15.30	3.5.2	Internal Audit Report on Complex Care Packages Report by Chief Officer The Committee is asked to note the report and accept moderate assurance.	
15.30-15.40	3.6	HSCP Annual Report 23/24 Report by Chair	pp.152-207

		The Committee is asked to note the report and accept substantial assurance.																			
15.40-15.55	3.7	Chief Officer's Report Report by Chief Officer	To follow																		
		The Committee is asked to consider the report, and identify any matters that require further assurance or escalation to NHS Highland Board																			
15.55-16.00	3.8	2025-2026 Committee Meeting Dates The Committee is asked to agree the proposed meeting dates which will be submitted to the September Board Meeting for final approval.																			
		<table> <tr> <td><u>2025-26</u></td> <td><u>2026-27</u></td> </tr> <tr> <td>15 January 2025</td> <td>6 May 2026</td> </tr> <tr> <td>5 March 2025</td> <td>1 July 2026</td> </tr> <tr> <td>7 May 2025</td> <td>2 September 2026</td> </tr> <tr> <td>2 July 2025</td> <td>4 November 2026</td> </tr> <tr> <td>3 September 2025</td> <td>13 January 2027</td> </tr> <tr> <td>5 November 2025</td> <td>3 March 2027</td> </tr> <tr> <td>14 January 2026</td> <td></td> </tr> <tr> <td>4 March 2026</td> <td></td> </tr> </table> <p>(All Wednesdays at 1pm.)</p>	<u>2025-26</u>	<u>2026-27</u>	15 January 2025	6 May 2026	5 March 2025	1 July 2026	7 May 2025	2 September 2026	2 July 2025	4 November 2026	3 September 2025	13 January 2027	5 November 2025	3 March 2027	14 January 2026		4 March 2026		
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	4.	Any Other Competent Business																			
		Date & Time of Next Meeting																			
		Wednesday 6th November 2024 at 1pm via Microsoft Teams																			
16.00		Close of meeting																			

Members of the Highland Health and Social Care Committee

Gerry O'Brien (Chair)	Kaye Oliver (Staffside representative)
Philip Macrae (Vice Chair)	Position vacant (2 nd Staffside representative)
Ann Clark (Non-Exec, Board VC)	Diane Van Ruitenbeek (Public/Patient representative)
Muriel Cockburn (Non-Exec & Highland Councillor)	Position vacant (2 nd Public/Patient representative)
Joanne McCoy (Non-Exec)	Position vacant (Carer Representative)
Pam Cremin (Chief Officer)	Mhairi Wylie (Third Sector Representative)
Simon Steer (Director of Adult Social Care)	Neil Wright (Lead Doctor)
Elaine Ward (Finance Lead)	Catriona Sinclair (Area Clinical Forum)
Claire Copeland (Medical Lead)	Kara McNaught (Area Clinical Forum)
Julie Gilmore (Associate Nurse Director)	Tim Allison (Director of Public Health)
Cllr, Christopher Birt (Highland Council)	Fiona Malcolm (Highland Council Executive Chief Officer for Health and Social Care)
Cllr, David Fraser (Highland Council)	Fiona Duncan (Highland Council Chief Social Work Officer)
Cllr, Ron Gunn (Highland Council)	