

**HIGHLAND NHS BOARD  
 MEETING OF BOARD**

**Tuesday 30 July 2024 at 9.30am**  
**Virtual Meeting Format (Microsoft Teams)**

- **All Board Member cameras should be turned on**
- **Use raise hand facility to discuss items – do not use MS Teams chat**

Distribution 23 July 2024

**AGENDA**

Time	1.	Standing Items	
09:30	1.1	<b>Welcome and Apologies</b>	
	1.2	<b>Declarations of Interest</b> 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.	
09:35	1.3	<b>Minute of Previous meeting of 28 May 2024 and Action Plan</b> The Board is asked to <b>approve</b> the minutes of meeting of 28 May 2023 and <b>note</b> the action plan.	PP.1-10 & Excel Sheet
09:40	1.4	<b>Matters Arising</b>	
09:45	2.	<b>Chief Executive's Report – Update of Emerging Issues</b> Fiona Davies, Chief Executive  The Board is asked to <b>note</b> the update.	PP.11-13
10:00	3	<b>Governance and other Committee Assurance Reports            Escalation of issues by Chairs of Governance Committees</b>	
	a)	Audit Committee 18 June and 28 June 2024	PP.14-26
	b)	Finance, Resources and Performance Committee 14 June and 5 July 2024	PP.27-32 & PP.300-308
	c)	Staff Governance Committee of 9 July 2024	PP.309-316
	d)	Highland Health and Social Care Committee of 10 July 2024	PP.33-42
	e)	Clinical Governance Committee of 11 July 2024	PP.317-331
	f)	Area Clinical Forum of 4 July 2024	PP.43-48
	g)	Argyll & Bute IJB 29 May 2024	PP.49-55
		The Board is asked to:  (a) <b>Confirm</b> adequate assurance has been provided from Board Governance Committees, and (b) <b>Note</b> the minutes and agreed actions from the Argyll and Bute Integration Joint Board.	

**PERFORMANCE AND ASSURANCE**

10:30	4.	<b>Finance Assurance Report – Month 2 Position</b> Report by Heledd Cooper, Director of Finance	PP.56-73
		<b>Assurance Level Proposed – Limited</b>  The Board is asked to:  (a) Take <b>limited assurance</b> and; (b) <b>Examine</b> and <b>Consider</b> the implications of the report.	
11:00	<b>Comfort Break</b>		
11:15	5.	<b>Integrated Performance and Quality Report</b> Report by Lorraine Cowie on behalf of David Park, Deputy Chief Executive	PP.74-117
		<b>Assurance Level Proposed – Limited</b>  The Board is asked to:  (c) Take <b>limited assurance</b> and <b>note</b> the continued and sustained pressures facing both NHS and Commissioned Care Services and; (d) <b>Consider</b> the level of performance across the system.	
12:00	6.	<b>Annual Delivery Plan</b> Report by Lorraine Cowie on behalf of David Park, Deputy Chief Executive	PP.118-203
		<b>Assurance Level Proposed – Limited</b>  The Board is asked to:  (a) Take <b>limited assurance</b> and <b>approve</b> the Annual Delivery Plan for 2024-25 as detailed in the Code of Corporate Governance and; (b) <b>Note</b> that the reporting will take place through the Finance, Resources and Performance Committee on delivery of the Annual Delivery Plan and in turn the Board will receive six monthly reports on progress from September 2024.	
12:30	<b>LUNCH BREAK</b>		

**CORPORATE GOVERNANCE**

13:00	7.	<b>National Care Service Bill Amendments</b> Report by Gareth Adkins, Director of People and Culture	PP.204-210
		The Board is asked to:  (a) <b>Note</b> the Stage 2 amendments to the National Care Service Bill set out in Appendix 1 which will result in the introduction of a single model of integration and the consequent removal of the Lead Agency Model and; (b) <b>Note</b> that further updates providing clarity on the legal, financial and governance implications will come forward to future meetings of the Board.	
13:15	8.	<b>Corporate Risk Register</b> Report by Dr Boyd Peters, Medical Director	PP.211-228
		<b>Assurance Level Proposed – Substantial</b>  The Board is asked to:	

		<ul style="list-style-type: none"> <li>(a) Take <b>substantial assurance</b> from the report and;</li> <li>(b) <b>Note</b> that the report and that it provides confidence of compliance with legislation, policy and Board objectives and;</li> <li>(c) <b>Examine</b> and <b>Consider</b> the evidence provided and provide final decisions on the risks that are recommended to be closed and/or added.</li> </ul>	
<b>13:30</b>	<b>9.</b>	<b>Whistleblowing Annual Report</b>	<b>PP.229-242</b>
		Report by Gareth Adkins, Director of People and Culture	
		<p><b>Assurance level proposed - Substantial</b></p> <p>The Board is asked to <b>approve</b> and take <b>substantial assurance</b> based on the content and format of the annual whistleblowing report which demonstrates compliance with our reporting requirements under the standards.</p>	
<b>13:45</b>	<b>10.</b>	<b>Workforce and Equalities Monitoring Annual Report</b>	<b>PP.243-287</b>
		Report by Gareth Adkins, Director of People and Culture	
		<p><b>Assurance level proposed - Substantial</b></p> <p>The Board is asked to take <b>substantial assurance</b> and <b>note</b> the content of the report and that it gives confidence of compliance with the Public Sector Equality Duty, Specific Duties Scotland requirement to gather, use and publish employee information.</p>	
<b>14:00</b>	<b>11.</b>	<b>Board Blueprint for Good Governance Improvement Plan - Update</b>	<b>PP.288-291 &amp; Excel Sheet</b>
		Report by Ruth Daly, Board Secretary, on behalf of Sarah Compton Bishop, Board Chair	
		<p><b>Assurance Level Proposed – Substantial</b></p> <p>The Board is asked to:</p> <ul style="list-style-type: none"> <li>(a) take <b>substantial assurance</b> from the report and Appendix A,</li> <li>(b) <b>note</b> that informal oversight of delivery of the improvement plan will continue to be undertaken by the Chairs Group and Governance Committees for outstanding and longer-term actions during the November 2024 cycle of meetings, and</li> <li>(c) <b>note</b> that a further progress update will be submitted to the Board in January 2025.</li> </ul>	
<b>14:10</b>	<b>12.</b>	<b>Governance Committee memberships</b>	<b>PP.292-299</b>
		Report by Ruth Daly, Board Secretary on behalf of Sarah Compton Bishop, Board Chair	
		<p>The Board is asked to <b>agree</b>:</p> <ul style="list-style-type: none"> <li>(a) the changes to Committee memberships designed to take effect from 1 August and 1 October 2024,</li> <li>(b) to appoint Gerry O'Brien as the Board's Environment and Sustainability Champion from 1 October 2024, and</li> <li>(c) to appoint Heledd Cooper as the Board's Counter Fraud Champion from 1 October 2024 for an interim period until a longer-term Audit Committee Chair is in place, and</li> <li>(d) that Sarah Compton Bishop replace Ann Clark on the Highland Community Planning Partnership Board with immediate effect.</li> </ul>	

14:15	13.	Any other Competent Business
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		<b>Date &amp; Time of Next Meeting</b>
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		<b>24 September 2024 at 9.30am</b>
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		<b>Close of meeting</b>
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