# NHS Golden Jubilee

### **Meeting: NHS Golden Jubilee Board Meeting**

### **Meeting date: 30 May 2024**

### **Title: NHS Golden Jubilee** Board Annual Work Plan Financial Year 2024/25

### **Responsible Executive/Non-Executive: Gordon James, Chief Executive**

**Susan Douglas-Scott, Board Chair**

### **Report Author: Nicki Hamer, Head of Corporate Governance and Board Secretary**

## 1 Purpose

### This is presented to **NHS Golden Jubilee Board Meeting** for:

### Discussion

### Decision

### This report relates to a:

* Local policy

### This aligns to the following NHS Scotland quality ambition(s):

* Safe
* Effective
* Person Centred

**This report relates to all of the Corporate Objectives**

## 2 Report summary

## 2.1 Situation

NHS Golden Jubilee Board are asked to discuss and approve the Board’s Annual Work Plan for financial year 2024/25.

## 2.2 Background

NHS GJ Board and Committee Work Plans are derived from the role, responsibilities and functions as defined in the Code of Corporate Governance and from the schedule of Work Plans considered during 2023/24. Work Plans cover a range of activities including statutory reporting duties, regular items of business and priority planned pieces of work which support Board and Committee objectives. If there are any changes as a result of issues arising within the year, the Work Plans will be revisited and revised accordingly.

Standing Items

* Declaration of Interests
* Approval of Minutes of previous meetings
* Consideration of updated Action Log
* Chair’s Report
* Chief Executive’s Report
* Quarterly Annual Delivery Plan Updates
* Report on Financial Performance
* Report on Operational Performance
* Reports from Governance Committees

## 2.3 Assessment

An overarching programme of work for the Board provides the basis for the Executive team to deliver activity directly supporting key priorities and risks through a structured approach. This activity is underpinned with direction, support and oversight from the Board and its Committees. The Board Work Plan ensures that business planning is coordinated and the appropriate level of scrutiny is delivered but also that decisions are taken in a planned and logical sequence.

### 2.3.1 Quality/ Patient Care

None

### 2.3.2 Workforce

None

### 2.3.3 Financial

The provision of robust governance arrangements if key to NHS GJ delivering on its key objectives and to improving workforce, clinical and financial governance.

### 2.3.4 Risk Assessment/Management

A risk assessment has not been carried out for this paper.

### 2.3.5 Equality and Diversity, including health inequalities

There are no specific issues arising from this paper. However, individual programmes of work are required to impact assess the outcomes of that work.

### 2.3.6 Other impacts

No other impacts

### Communication, involvement, engagement and consultation

NHS GJ Board Work Plan 2024/25 has been discussed with the Chief Executive and Executive Leadership Team.

### Route to the Meeting

The Appendix to this report has been considered and agreed at the following meetings:

* Executive Leadership Team, 23 April 2024

## 2.4 Recommendation

NHS Golden Jubilee Board is asked to:

* Discuss and Approve the NHS GJ Work Plans for financial year 2024/25

## List of appendices

The following appendices are included with this report:

Appendix 1, Draft Board Work Plan 2024/25

Appendix 2, Draft Board Seminar Work Plan 2024/25