# NHS Golden Jubilee

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

### **Meeting date: 26 September 2024**

### **Title: NHS GJ Board Corporate Governance Update – Quarter 1**

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

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

## 1 Purpose

### This is presented to NHS GJ Board for:

### Awareness

### Discussion

### This report relates to a:

* Government policy/directive
* Local Policy

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

* Safe
* Effective
* Person Centred

**This aligns to all of the NHSGJ Corporate Objectives**

## 2 Report summary

## 2.1 Situation

The purpose of this paper is to provide an update on the governance work which has been ongoing during Quarter 1.

## Background

The Blueprint for Good Governance – Second Edition (DL (2022)38) (the Blueprint) was published in November 2022 and emphasised the importance of good corporate governance to maintain high standards of clinical, staff and financial governance. The Blueprint supports a Once for Scotland governance approach across NHS Scotland.

NHS Golden Jubilee (NHS GJ) has implemented a number of developments to its governance framework to ensure good corporate governance principles are embedded throughout the organisation and undertakes continuous review and improvement of the system.

This report outlines the work conducted through Quarter 1 to augment and develop the corporate governance arrangements across NHS GJ.

## 2.3 Assessment

**1.0 Governance**

The Board continued to meet regularly within a hybrid model.

Some of the papers the Board in approved Quarter 1 were the Integrated Performance Report, the Golden Jubilee Research Institute Annual Report, the Financial Report as at Month 12, the Annual Climate Emergency and Sustainable Development Report, the Annual Delivery Plan for Q4, the Blueprint for Good Governance Implementation Plan for 2024/25, the Code of Conduct, the Strategic Risk Register and the Board Work Plans for 2024/25.

Some of the items discussed in private included an Update on the Transcatheter Aortic Valve Implantation (TAVI) Service, Additional Activity Update for the Expansion, the Annual NHSSA and CfSD Financial Reports, an update on the Conference Hotel and approval of the CfSD Assurance Statement.

The Board visited the new Changing Places Toilet Facility and were delighted with the presentation of the new Wellbeing Zone for staff. The opening of the Wellbeing Zone will be held on 31 October 2024.

**2.0 Non-Executive Directors**

The Board Chair attended the Board Chairs Group and Board Chairs Meetings with the Cabinet Secretary in April, May and June.

The Board Chair and Chief Executive attended a Senior Leaders Event at University of Strathclyde Technology and Innovation Centre, which was open to all Board Chairs and Chief Executives. The event was one of several planned Ministerial roundtable engagement events on the proposed Vision and Outcomes for Health and Social Care.

The Cabinet Secretary, Alan Gray, visited NHS GJ to visit the NHSSA Skills and Simulation Centre on 22 May 2024 and then chaired the first Cabinet Secretary meeting with NHS Scotland Board Chairs Group since taking up position.

Colleagues from the University of Glasgow visited the Clinical Skills and Simulation Centre and signed the Memorandum of Understanding with NHS Golden Jubilee.

The Chair of Staff Governance Person Centred Committee commended the completion of the Changing Places Toilet Facility and Wellbeing Zone. Other reports to the Committee were the changes to Agenda for Change working hours, the review of Band 5 Nursing roles and the Protected Learning Time review. The Chair of the Committee commended the considerable reduction in Health and Safety Adverse events and noted the Internal Audit Recruitment and Succession Planning Report. The Committee also received Annual Reports for 2023/24 on Communications and Marketing, Medical Appraisal and Revalidation, Annual Feedback, Learning and Organisational Development, Occupational Health and Whistleblowing.

The Chair of Finance and Performance Committee noted the financial breakeven position for 2023/24, reflected on the excellent operational performance whilst noting continuing challenges around the delay to Phase 2 of the Expansion Programme, Cardiology and Electrophysiology (EP). The Chair reported that the Committee had been pleased to receive updates on the Annual Delivery Plan.

The Chair of Strategic Portfolio Governance Committee commended the work on all the work streams across NHS Golden Jubilee that had been presented to the Committee, including the Anchor Programme, CfSD, NHSSA and the Digital Improvement Plan.

The Chair of Clinical Governance Committee noted the continued focused work to resolve Significant Adverse Events and recognised the progress achieved to date. The Chair welcomed the positive news around TAVI, noting the team effort involved. The Chair noted the Committee had received a detailed governance overview of the SACCs Service and an update on Synchrophi. The Chair reported that the Committee had received a Resilience update and thanked the Clinical Governance Team for their work on the Scottish Government Emergency resilience response exercise.

The Chair of Audit and Risk Committee received various Audit Progress reports, commended the progress on all actions and looked forward to receiving further progress reports at future meetings.

The Expansion Programme Board continued to meet monthly to provide assurance around the Phase 2 Expansion programme. Focus of the meetings had been on transition planning and ongoing commissioning works relating to water.

The Endowment Sub Committee and Board of Trustees met in April and June. Matters discussed included the General and Innovation funds, audits and the Charity Risk Register. The Chair advised in June the Committee approved the CIVTech Funding for the Menopause Programme. The Board Chair advised the Board of Trustees approved the Trustees Annual Report and Accounts for 2023/24 and the Letter of Representation.

**3.0 Board Development**

Board development is a key priority and to support this a Board Seminar took place on 25 April. This interactive session focussed on the Blueprint Implementation Plan on Culture Measurement, Safe Staffing and an update on TAVI.

Non-Executive Director development is continually embedded throughout the Board calendar.

**4.0 Executive Directors**

The Board noted the successful recruitment to the Director of Finance role and welcomed the news that Jonny Gamble would take up appointment at the start of September 2024.

Executive Director appraisals were carried out during June 2024.

The Remuneration Committee would meet in July 2024 to approve these.

**5.0 Corporate Administration**

The Board approved the Corporate Governance Annual Report for 2023/24, the Code of Conduct and Work Plans for Board meetings and Seminars for 2024/25.

**6.0 Blueprint for Good Governance – Second Edition**

The Blueprint for Good Governance – Second Edition (“the Blueprint”) sets an expectation that each Board’s governance arrangements will be subject to a systematic evaluation annually via a self-assessment exercise and once every three years by someone external to the Board.

The Blueprint for Good Governance Implementation Plan was approved in March 2024. Governance Committees discuss progress of their relevant actions at each meeting and the Board receive an update on progress of the actions within the Implementation Plan.

**7.0 Directors Letters**

There were a total of 11 Directors Letters (DLs) received during Quarter 1, which are detailed in Appendix One. Eight of these have now been closed. The four that remain open relate to the following:

* Framework document for NHS Boards
* NHS Scotland Infection Prevention and Control (IPC) roles and responsibilities including IPC Team (IPCT) and specialist IPC role descriptors.
* Supplementary Staffing Task and Finish Group – agency usage reduction.
* Recommendations to improve the retention of Consultants at the latter stage and pre-retirement career phase.

 If you wish to view any of the DLs then please use the following web address: [https://www.publications.scot.nhs.uk/](https://eur01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.publications.scot.nhs.uk%2F&data=05%7C02%7CChristine.Nelson%40gjnh.scot.nhs.uk%7Cd76f20a76f654690b3f808dcc76bd0ed%7C10efe0bda0304bca809cb5e6745e499a%7C0%7C0%7C638604513073313283%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=CUPtLYN0xpfqz6sn0IbtlIZnK46%2Bo2%2BigUoqP6ERMKc%3D&reserved=0)

 **8.0 Other Communications**

Other Communications received by the Board within Quarter 1 were as follows:

 PCS(AFC)2024-01 Protecting Learning Time for AfC Staff in NHS Scotland

 PCS(AFC)2024-02 Reduction in the Working Week for AfC Staff in NHS Scotland

Both of these communications have been shared with Partnership Forum and discussed within the Staff Governance and Committee meetings.

**Funding Letters**

* NHS National Waiting Times Centre – 2024-2027 Financial Plan

Approval of the Financial Plan with the ask that all options are reviewed to support the wider financial challenge.

* Financial Allocations 2024/25

Confirmation of our funding allocations for Quarter 1.

 **Letters**

NHS Golden Jubilee Quarter – Quarter 1 Review

Summary and assessment of NHS GJ financial position received from Alan Gray, Director of health and Social Care Finance. This letter confirmed that there was a shared obligation across Scottish Governance for NHS Health Boards to deliver their financial balance.

### 2.3.1 Quality/ Patient Care

To ensure that good governance supports the effective delivery of quality, patient-centred services.

### 2.3.2 Workforce

There are no workforce implications arising from this paper.

### 2.3.3 Financial

There are no financial implications arising from this paper.

### 2.3.4 Risk Assessment/Management

Reviewing and aligning practice (where appropriate) to the revised Blueprint will provide further assurance that NHS GJ has robust corporate governance practices in place that support the delivery of the Corporate Objectives.

### 2.3.5 Equality and Diversity, including health inequalities

An impact assessment has not been completed as there is no impact in relation to inequalities or protected characteristics within this paper.

### 2.3.6 Other impacts

**Climate Emergency and Sustainability**

No impacts were identified in relation to climate emergency and sustainability when preparing this paper.

### Communication, involvement, engagement and consultation

Other than the consideration given to the Annual Report by the Board, consultation and engagement is not relevant to this item.

### Route to the Meeting

This paper has not been through any other route.

## Recommendation

**Decision:** NHS Golden Jubilee Board is asked to receive and discuss NHS GJ Corporate Governance Update – Quarter 1.

## List of appendices

Appendix 1: Directors Letters Record.