# NHS Golden Jubilee

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

### **Meeting date: 27 March 2025**

### **Title: Corporate Governance Meetings 2025/26**

### **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 Golden Jubilee Board for:

### Decision

### 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

NHS Golden Jubilee (NHS GJ) Corporate calendar is compiled annually and provides dates for NHS GJ Board and Governance Committee meetings. This paper provides the assurance that Board and Governance Committees have established dates for meetings throughout 2025/26.

## 2.2 Background

The Corporate calendar is submitted to NHS GJ Board annually to provide assurance on our governance arrangements in accordance with the Board Standing Orders.

## 2.3 Assessment

In planning the Corporate calendar for 2025/26, the Head of Corporate Governance and Board Secretary worked with the Committee Administrator to deliver a robust corporate meeting schedule that aligned, as much as is practicable, with schedules for risk, financial and performance reporting.

Board Members only receive individual Committee invitations and do not receive a combined timetable of meeting dates. As part of the streamlining of governance processes agreed in March 2023, the combined list is presented to the Board for approval and will then be shared electronically with Governance Committee members for information, if appropriate.

The Work Plans for NHS GJ Board and Governance Committees will be presented to the Board and Governance Committees during May 2025. The updated Terms of Reference were presented to the Governance Committees during March 2025.

### 2.3.1 Quality/ Patient Care

Ensuring an effective governance process and meeting schedule supports the delivery of patient care. Ensuring that members of Board Committees have the right skills and experience to scrutinise and challenge will ensure that decisions, which may impact on quality of patient care, are made in line with good governance practice.

### 2.3.2 Workforce

There are no workforce implications.

### 2.3.3 Financial

 There is no financial impact.

### 2.3.4 Risk Assessment/Management

The risks from meeting clashes are considered in setting the Corporate Calendar and will be continually monitored throughout the year 2025/26.

### 2.3.5 Equality and Diversity, including health inequalities

An impact assessment has not been completed. Each Governance Committee will assess any impact for its members in relation to inequalities or protected characteristics.

### 2.3.6 Other impacts

**Climate Emergency and Sustainability**

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

A robust planning and scheduling process delivers best value in effective governance and accountability, use of resource and performance management. Also, effective Governance Committees support delivery of the Corporate Objectives.

### Communication, involvement, engagement and consultation

This paper has been prepared as an update on corporate governance activity to give assurance on the existing and planned good governance arrangements, therefore, no external consultation is required.

### Route to the Meeting

This paper has been presented to the following meeting:

Executive Leadership Team 24 March 2025

## 2.4 Recommendation

**Decision** – NHS GJ Board is asked to approve the Corporate Calendar for the Governance Committees and NHS GJ Board meetings for 2025/26.

## List of appendices

The following appendices are included with this report:

* Appendix No 1, Corporate Calendar 2025/26