# Appendix A

**Delegated quarterly governance and scrutiny to the Strategic Portfolio Governance Committee (NHSGJ)**

Review, scrutinise and approve quarterly implementation and delivery reports on behalf of the NES and NHSGJ parent Boards, to ensure that:

1. arrangements are in place for securing effectiveness and best value from financial and human resources and ensuring that prompt action is taken and appropriate escalation is deployed to ensure any major deviations from programme plans including changes to time, cost or quality within the scope of its authority are escalated to the parent Boards
2. the equality and diversity implications relating to the NHS Scotland Academy are fully considered and acted upon.
3. any non-educational and quality related risks are identified, mitigated and reported.
4. health and safety issues are identified, responded to and reported.
5. strategic quarterly performance reports are scrutinised in advance of the parent Boards meetings
6. the work of the NHSGJ Strategic Portfolio Governance Committee in relation to the NHS Scotland Academy is included in the Strategic Portfolio Governance Committee Annual Report to the NHSGJ Audit and Risk Committee.

# Delegated governance and scrutiny to the NES Education and Quality Committee

Review, scrutinise and approve education and quality developmental and performance reports on behalf of the NES and NHSGJ parent Boards, to ensure that:

1. key strategic partners are effectively and appropriately engaged and involved including for example, universities, the regulators, and health and social care partners.
2. the education and training planned for or provided by, the NHS Scotland Academy, is subject to the appropriate statutory regulatory oversight, and the requirements of the relevant regulators are met.
3. the education and training planned for or provided by, the NHS Scotland Academy, is appropriately accredited.
4. the NHS Scotland Academy education and training activities and outcomes; activities are effectively managed; quality assured; subject to continuous improvement and impact is measured and achieved.
5. arrangements are in place to identify and embed good and innovative practice across NES and NHSGJ in ways that enhance the quality of the education and training provided.
6. continuous improvement in relation to user feedback, complaints, including learner satisfaction, retention, attainment and progression is embedded in the management and delivery of the NHS Scotland Academy education and training programmes.
7. governance processes and quality management controls are in place relating to the delivery of NHS Scotland Academy technology enhanced education and training.
8. educational and quality related risks are identified, mitigated and reported.

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1. NHS Scotland Academy educational and quality governance is reported annually to the NES Audit and Risk Committee as part of the Education and Quality Committee Annual Report.

# Arrangements for NHS Scotland Academy generic governance through NES and NHSGJ

1. NHS Scotland Academy staff governance will be the responsibility of the NHSGJ Staff Governance and Person Centred Committee or the Staff Governance Committee (NES) depending on which of the organisations employs the member of staff.
2. Whistleblowing incidents relating to the NHS Scotland Academy will be responded to by either the NHSGJ Staff Governance and Person Centred Committee or the NES Staff Governance Committee and will be under the review of the NHSGJ or the NES whistleblowing non-executive director champion depending on the origination of the whistleblowing concern.
3. Data protection and data breaches which might include the governance of learner/user data, data protection and security of digital learning platforms to be reported through the NES Digital and Information Committee.
4. Internal Audit responsibilities will be determined as appropriate and included within the Remit of either the NES Audit and Risk Committee or the NHSGJ Audit Committee.
5. Freedom of Information requests relating to the NHS Scotland Academy will be responded to through the existing NHSGJ or NES processes as appropriate.

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