

**NES/NHSGJ/Paper 7.2**

**Date of meeting: 30 May 2024**

**NHS Golden Jubilee Board**

1. **Title of Paper**

NHS Scotland Academy Executive Programme Group Terms of Reference

1. **Author(s) of Paper**

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Nicki Harmer, Head of Corporate Governance (NHSGJ)

1. **Situation/Purpose of Paper** 
   1. This paper brings the NHS Scotland Academy Executive Programme Group (NHSSA EPG) Terms of Reference (ToRs) for review and approval.
2. **Background**
   1. The ToRs were last reviewed and approved by the NHSSA EPG in January 2023.
   2. As per 6.1 of the ToRs, the ToRs should be reviewed on an annual basis.
3. **Assessment/Key Issues** (including identification of any strategic risks)
   1. The Joint NHSSA EPG provides the main collective joint strategic overview and review function for the work of the NHSSA.
   2. The ToRs have been revised as tracked and as follows:

* Associate Medical Directors, NHSSA and Post Graduate Deans, NHSSA have been added to the membership (section 2.1)
* A small change to section 5.1 to reflect that we now refer to an Annual Delivery Plan
* A proposed addition to section 5.2 to reflect the NHSSA EPG not only receive regular monitoring reports but are also reviewing annual programme reports for either approval or for assurance.

1. **Recommendation**

The NHS Academy Executive Programme Group is invited to review and approve the revised ToRs.

For completion by author:

1. **Have Educational implications been considered?**

Yes

No

1. **Is there a budget allocated for this work?**

Yes

No

1. **Have key risks and mitigation measures been identified?**

Yes

No

1. **Have Equality and Diversity and health inequalities issues been considered?**

Yes

No

1. **Have you considered a staff and external stakeholder engagement plan?**

Yes

No

Della Thomas

Board Secretary

February 2024