# NHS Golden Jubilee Board Meeting Agenda

**Thursday 29 May 2025, 10:00am**

**NHS GJ Boardroom, Level 5 East and** **MS Teams**

| **Time** | **Item No.** | **Item** | **Executive / Non-Executive Lead** | **Purpose** | **Paper/****Verbal** |
| --- | --- | --- | --- | --- | --- |
|  | **1** | **OPENING REMARKS** |  |  |  |
| 10:00 | 1.1 | **Wellbeing Pause and Chair’s Introductory Remarks** | Susan Douglas-Scott | Assurance | Verbal |
| 1.2 | **Apologies** | Susan Douglas-Scott | Noting | Verbal |
| 1.3 | **Declarations of Interest**  | Susan Douglas-Scott | Discussion | Verbal |
| 1.4 | **Matters Arising** | Susan Douglas-Scott | Discussion | Verbal |
| 10:10 | 1.5 | **Chief Executive Update**  | Gordon James | Assurance | Verbal |
|  | **2.** | **CONSENT AGENDA ITEMS – Approval Only** |  |  |  |
| 10:20 | 2.1 | Whistleblowing Annual Report for 2024/25 incl Quarter 4 | Anne Marie Cavanagh | Approval | Paper 2.1 |
| 2.2 | Golden Jubilee Research Institute Annual Report for 2024/25 | Mark MacGregor | Approval | Paper 2.2 |
| 2.3 | Health and Safety Annual Report for 2024/25 | Jonny Gamble | Approval  | Paper 2.3 |
| 2.4 | Duty of Candour Annual Report for 2024/25 | Mark MacGregor | Approval | Paper 2.4 |
| 2.5 | NHS Golden Jubilee Code of Conduct | Gordon James | Approval | Paper 2.5 |
| 2.6 | NHS Golden Jubilee Standing Orders | Gordon James | Approval | Paper 2.6 |
|  | **3** | **ITEMS FOR APPROVAL** |  |  |  |
|  | **3.1** | **Board** |  |  |  |
| 10:20 | 3.1.1 | Unapproved Minutes (for Board Members only) | Susan Douglas-Scott | Approval | Paper 3.1.1 |
| 3.1.2 | Action Log – No Outstanding Actions  | Susan Douglas-Scott | Approval | Verbal |
|  | **3.2** | **Clinical Governance – Risks B001/22, DR-207, S6** |  |  |  |
| 10:25 | 3.2.1 | Clinical Governance *(Performance Report page 9)* | Anne Marie Cavanagh | Approval | Paper 3.2.1 |
| 10:35 | 3.2.2 | End of Year Overview for Health Associated Infection Reporting Template (HAIRT) Report 2024/25 | Anne Marie Cavanagh | Approval | Paper 3.2.2 |
|  | **3.3** | **Staff Governance – Risks B002/22, B0006/22, 230, W18, W7** |  |  |
| 10:45 | 3.3.1 | Staff Governance*(Performance Report page 11)* | Jenny Pope | Approval | Paper 3.2.1 |
| 10:55 | 3.3.2 | Volunteer Charter | Jenny Pope | Approval | Paper 3.3.2 |
| **11:05** | **Break** |
|  | **3.4** | **Finance and Performance – Risks F8, O9, O23, S13, SR238** |  |  |
| 11:15 | 3.4.1 | Operational Performance *(Performance Report page 14)* | Carolynne O’Connor | Approval | Paper 3.4.1 |
| 11:25 | 3.4.2 | Financial Report, Month 12 (as at 31 March 2025) | Jonny Gamble | Approval | Paper 3.4.2 |
| 11:35 | 3.4.3 | 2024/25 Annual Delivery Plan Q4 Update | Carole Anderson | Approval | Paper 3.4.3 |
| 11:45 | 3.4.4 | Year End Activity Report | Carole Anderson | Discussion | Paper 3.4.4 |
| 11:55 | 3.4.5 | Performance Report | Carole Anderson | Approval | Paper 3.4.5 |
|  | **3.5** | **Strategic Portfolio Governance** |  |  |  |
| 12:05 | - | No items to be discussed | - | - | - |
|  | **3.6** | **Corporate Governance** |  |  |  |
| 12:05 | 3.6.1 | Strategic Risk Register | Jonny Gamble | Approval  | Paper 3.6.1 |
|  | **4.** | **CONSENT AGENDA ITEMS – For Awareness Only** |  |  |  |
| 12:15 | 4.1 | Clinical Governance Committee Update | Morag Brown | Awareness | Paper 4.1.1 |
|  | 4.2 | Staff Governance and Person Centred Committee Update | Marcella Boyle | Awareness | Paper 4.1.2 |
|  | 4.3 | Finance and Performance Committee Update | Stephen McAllister | Awareness | Paper 4.1.3 |
|  | 4.4 | Audit and Risk Committee Update | Lindsay Macdonald | Awareness | Paper 4.1.4 |
|  | 4.5 | Strategic Portfolio Governance Committee Update | Linda Semple | Awareness | Paper 4.1.5 |
|  | **5.** | **CONSENT AGENDA ITEMS – No Further Discussion** |  |  |  |
|  | **5.1** | **Minutes from Q3 - March 2025** |  |  |  |
| 12:15 | 5.1.1 | Clinical Governance Committee Approved Minutes | Morag Brown | Approval | Paper 5.1.1 |
| 5.1.2 | Staff Governance and Person Centred Committee Approved Minutes | Marcella Boyle | Approval | Paper 5.1.2 |
| 5.1.3 | Finance and Performance Committee Approved Minutes | Stephen McAllister | Approval | Paper 5.1.3 |
| 5.1.4 | Strategic Portfolio Governance Committee Approved Minutes | Linda Semple | Approval | Paper 5.1.4 |
| 5.1.5 | Audit and Risk Committee Approved Minutes | Lindsay Macdonald | Approval | Paper 5.1.5 |
| 12:15 | **6.** | **Any Other Competent Business** | Susan Douglas-Scott | Discussion | Verbal |
| **7.** | **NHS GJ Board Next Meeting Dates:** Board Meeting:Thursday 26 June 2025 | Susan Douglas-Scott | Awareness | Verbal |
| 12:18 | **8.** | **Debrief with Chair – Reflections on the Meeting** |  |
| 12:20 | **9.** | **Close** |  |