**Approved Minutes**

**Strategic Portfolio Governance Committee**

Friday 7 March 2025, 10:15-12:15hrs

Microsoft Teams Meeting

**Members**

Linda Semple Non-Executive Director (Chair)

Marcella Boyle Non-Executive Director

Morag Brown Non-Executive Director

Jane Christie-Flight Employee Director

**Core Attendees**

Anne Marie Cavanagh Director of Nursing

Carole Anderson Director of Transformation, Strategy, Planning and Performance

Gordon James Chief Executive

**In Attendance**

Nicki Hamer Head of Corporate Governance and Board Secretary

Susan Douglas-Scott Board Chair

Sandie Scott Director of Strategic Communications and Stakeholder Relations

Stuart Graham Director of Digital & EHealth (Item 4.1)

Zaid Tariq Deputy Director of Quality, Performance, Planning and Programmes (Items 4.2, 4.3, 4.4, 4.5)

Katie Cuthbertson National Director, Centre for Sustainable Delivery (Item 5.1)

Juliette Murray National Associate Clinical Director, Centre for Sustainable Delivery (Item 5.1)

Kevin Kelman Director, NHS Scotland Academy (Item 6.1)

**Apologies**

Rebecca Maxwell Non-Executive Director

Stephen McAllister Non-Executive Director

Jonny Gamble Director of Finance

**Minutes**

Paula Nugent Senior Corporate Administrator

1. **Opening Remarks**

**1.2 Wellbeing Pause and Chair’s Introductory Remarks**

The Chair welcomed members and attendees to the meeting and the Committee participated in a Wellbeing Pause.

**1.2 Apologies**

Apologies were noted as above.

**1.3 Declarations of interest**

No declarations of interest were noted.

**2. CONSENT AGENDA ITEMS – Approval Only**

**2.1 SPGC Terms of Reference Review**

The Committee discussed the Terms of Reference and agreed to a change to the following bullet point by removing the added wording ‘Director of Transformation, Strategy Planning and Performance’:

* Agree with the Committee Chair and Board Secretary the final agenda for each meeting having regard to the Committee’s remit and Workplan.

Strategic Portfolio Governance Committee approved the Terms of Reference subject to the above amendment.

**3. Updates from Meeting on 5 September 2024**

**3.1 Unapproved Minutes**

Minutes of the meeting held on 5 September 2024 were approved.

**3.2 Action Log**

There were no live actions to be discussed.

**3.3 Matters Arising**

Carole Anderson highlighted changes to meeting frequency in that the Committee would now meet twice a year.

**4. NHS GJ Strategic Updates**

**4.1 Digital Improvement Plan**

Stuart Graham presented an update on the Digital Improvement Plan which included highlights and current challenging areas.

Stuart Graham detailed further planned activity around the expansion of Electronic Patient Records and the expansion of Microsoft 365 Tools within the organisation.

Non-Executive Members complimented the breadth of work carried out but expressed caution on some aspects of the work. Stuart Graham admitted there had been challenges in the process but that a constructive plan had been formed and was being implemented.

Susan Douglas-Scott congratulated the team around the progress made and complimented the results from recent audits.

Gordon James echoed the comments and highlighted the recent All Staff meeting where there had been a positive response around the digital developments.

The Committee discussed general improvements in digital across the whole of NHS Scotland.

Strategic Portfolio Governance Committee noted the Digital Improvement Plan.

**4.2 Anchor Strategic 2025/6 Work Plan and Anchor Metrics**

Carole Anderson presented the Anchor Strategic 2025/26 Work Plan and Anchor Metrics which would be presented to Scottish Government on 17 March 2025 and was being circulated to relevant Governance Committees in advance of this date.

NHS Golden Jubilee had become a member of the Supplier Development Programme which complimented linking with NHS Greater Glasgow and Clyde and provided the opportunity to gain from their experience.

There would be ongoing work with local partners to enhance land and asset work and improve access to green space for the local community.

An Anchor Strategic Advisory Group had been established with members of the local community involved.

Anchor programme concepts included the IT Academy, Digital pipeline, Barista skills training and a Civic University. The latter would involve consultation with University of Strathclyde.

Marcella Boyle complimented the inclusion and prioritisation of young people and asked how this could expand to third sector partnerships. Carole Anderson highlighted that much of the third sector work was carried out with West Dunbartonshire Council. Carole Anderson and Marcella Boyle agreed to meet offline to continue this discussion.

Morag Brown highlighted Project Search as an opportunity to increase employability with young people. Sandie Scott agreed to discuss with West College Scotland on their utilisation of the programme.

The Chair suggested having a Non-Executive Director Anchor champion. This happened in other NHS Health Boards.

Strategic Portfolio Governance Committee discussed the Anchor Strategic 2025/26 Work Plan and Anchor Metrics.

**4.3 2024/25 Annual Delivery Plan Quarter 3 Update**

Zaid Tariq, Deputy Director of Quality, Performance, Planning and Programmes, presented the 2024/25 Annual Delivery Plan Quarter 3 Update.

The main priorities across the plan were Planned Care, Cancer Care, Health Inequalities and Digital Services.

There were zero deliverables at Red, five at Amber and seven at Green

The Workforce deliverable eRostering Implementation Plan had now progressed to Green.

Gordon James discussed an upcoming National Theatre Data programme that was dependent on TrakCare. More information would be available in June 2025.

Strategic Portfolio Governance Committee noted the 2024/25 Annual Delivery Plan Quarter 3 Update.

**4.4 Strategic Partnership Update – University of Strathclyde update**

Sandie Scott presented the Strategic Partnership Update.

The strategic framework and University status with the University of Strathclyde had been extended to cover an additional five-year period.

The Strategic Partnership with University of Glasgow had been formalised within the agreement of a Memorandum of Understanding. This had resulted in the University formally conferring University status to NHS GJ.

The Memorandum of Understanding with Glasgow Caledonian University would expire in October 2025. This was in the process of being extended and would include Allied Health Professionals and other relevant clinical roles.

Medical colleagues were keen to develop a Memorandum of Understanding with the University of Edinburgh and opportunities were being explored.

The existing relationships with the Royal College of Physicians and Surgeons of Glasgow and the British Heart Foundation continued to strengthen.

The Committee noted that discussions had commenced with Stryker and a meeting with Intuitive was scheduled for early March 2025.

The Chair asked Non-Executive Directors to connect with their local networks and to advise Sandie Scott and the Communications team of any pre-existing relationships with local organisations or areas.

Strategic Portfolio Governance Committee noted the Strategic Partnership update.

**4.5 Annual Delivery Plan 2025/26**

Carole Anderson presented the Annual Delivery Plan 2025/26

Carole Anderson outlined the TAVI funding situation. The target was to receive funding for 420 procedures but this was still to be confirmed. £3,000,000 of funding equated to roughly one million TAVI procedures.

Gordon James was awaiting confirmation around whether or not TAVI funding would be recurring or non-recurring and confirmed that this request had been formally submitted to Scottish Government.

Strategic Portfolio Governance Committee noted the Annual Delivery Plan 2025/26.

**5. Centre for Sustainable Delivery (CfSD)**

**5.1 Assurance Statement and Core Programme Updates Including Risks and Issues**

Katie Cuthbertson and Juliette Murray presented the Assurance Statement and Core Programme Updates Including Risks and Issues.

No Red risks had been identified in any of the programs.

The National Endoscopy Reporting System was due to go live with the first participating NHS Health Board in Quarter Four.

The National Green Theatres Programme had agreed to expand into four new areas Renal, Endoscopy, Pathways and Labs.

The Accelerated National Innovation Adoption (ANIA) Digital Dermatology deployment status was detailed by NHS Health Board and the general increase in referrals since 2024 was noted.

The Patient Pathways programme had garnered attention from colleagues in NHS Northern Ireland and NHS Wales.

Susan Douglas-Scott complimented CfSD on their extensive portfolio of work.

Marcella Boyle asked about long term waiting lists. Katie Cuthbertson confirmed that all NHS Health Boards had been asked to submit plans on how they would deal with long term lists. Once this had been provided, CfSD would work with Scottish Government to identify opportunities to improve long term waiting lists.

The Chair highlighted the benefit of a clinician led approach.

Juliette Murray acknowledged the support of NHS Golden Jubilee staff, particularly with programmes like Dermatology which were outwith usual areas of activity.

The Chair asked for further information around the information dissemination process and asked how CfSD had increased clinician engagement in order to replicate across other areas.

Strategic Portfolio Governance Committee approved the Assurance Statement and Core Programme Updates Including Risks and Issues update.

**6. NHS Scotland Academy**

**6.1 NHS Scotland Academy Programme Update**

Kevin Kelman presented the NHS Scotland Academy Programme update.

Core funding had been baselined and delight had been expressed by many on the developments within the Skills and Simulation Centre.

The Academy were currently waiting for confirmation of funding for Ultrasound work in 2025/26. Temporary staff contracts had been extended in the meantime.

NHS Wales were in the process of establishing their own Academy and were liaising with NHS Scotland Academy for support.

Ear Care Micro Suction resources would be launched later in 2025.

The Chair echoed their earlier question around how to showcase the methodology and results from the Academy. Communication opportunities would be highlighted to the Communications Team to ensure sharing of best practice.

Strategic Portfolio Governance Committee noted the NHS Scotland Academy Programme Update.

**7. Consent Agenda Items – For Awareness Only**

**7.1 No items for Awareness.**

**8. Update to the Board**

| **Item** | **Details** |
| --- | --- |
| NHS GJ Strategic Updates | The Committee received an update on the Digital Improvement Plan and expressed enthusiasm for the significant progress that had been made in this area.  The Committee commended the Anchor Programme developments and the Anchor Concept Programmes.  The Committee noted two aspects of the Annual Delivery Plan – the Quarter Three update and were assured by the progression of the Annual Delivery Plan for 2025/26.  The Committee commended the ongoing work around Strategic Partnerships. This included the Hospital being awarded University status by the University of Glasgow. |
| Centre for Sustainable Delivery and NHS Scotland Academy | The Committee noted and were assured by the updates received from the Centre for Sustainable Delivery (CfSD) and NHS Scotland Academy.  The Committee highlighted the wider recognition gained by both CfSD and NHS Scotland Academy across the UK and internationally, suggesting a showcase of their successes. |

**9. Any Other Competent Business**

There was no further business raised.

**10. Date and Time of Next Meeting**

Thursday 1 May 2025, 13:30.