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| Board Meeting: | 1 November 2018 | GJF RGB WITHOUT STRAPLINE |
| Subject: | Golden Jubilee Foundation Annual Review 2017/18 Self Assessment and Programme |
| Recommendation: | Board members are asked to:  |  |  | | --- | --- | | Discuss and Note | X | | Discuss and Approve |  | | Note for Information only |  | | |

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1. **Introduction**

The Golden Jubilee Foundation Annual Review for the year 2017/18 will take place on 12 November 2018. This year’s ministerial review is scheduled to be chaired by Jeane Freeman, Cabinet Secretary for Health and Sport.

In line with previous years, the Board will submit a self-assessment and ‘at a glance’ handout to Scottish Government ahead of the review date. The self assessment was presented to the SMT on 4 October 2018.

**2 Self Assessment**

The self assessment will be submitted to the Scottish Government based on performance in 2017/18. It also provides an update of our progress to date and our plans for the future.

The self assessment documents provide progress against the headings noted below for the full year 2017/18, as well as highlight key priorities for this year and beyond:

* Performance against action points from the 2017 Annual Review including progress on the expansion programme;
* Person-centred – Delivery of wait times, complaints and feedback and the person-centred programme activity;
* Safe – Adverse events, Scottish Patient Safety Programme (SPSP) and healthcare associated infections (HAI) performance; and
* Effective – Finance and workforce performance

**3 Indicative Programme for the Annual Review Day**

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| **Time** | **Details** | **Venue** | **Time allocated** |
| 09.30 | **Arrival and Welcome**  SGHSCD officials, Chair, Chief Executive | Berwick Room | 15 mins |
| 09.45 | **Meeting with Partnership Forum** | Clyde Room | 30 mins |
| 10.15 | **Meeting with Patients**  Meeting with SGHSCD Officials | Dalhanna Room | 45 mins |
| 11.00 | **Presentations** | Innovation Centre | 45 mins |
| 11.45 | **Pre-meeting Cabinet Secretary with SGHSCD Officials** | Berwick Room | 15 mins |
| 12.00 | **Annual Review Private Session** | Cameronia 1 | 60 mins |
| 13.00 | **Media** | Cameronia 1 | 10-15 mins |
| 13.15 | **Excellence Awards (30 mins) and Lunch** | Waterhouse Restaurant | 45 mins |
| 14.00 | **Cabinet Secretary departs** |  |  |

**\*NB: Timings are indicative at this stage and subject to approval from Cab Sec\***

**3 Conclusion**

Members are asked to discuss the arrangements for the Annual Review.

**Jill Young**

**Chief Executive**

**23 October 2018**

**(Carole Anderson, Head of Strategy and Performance)**