# NHS Golden Jubilee Board Meeting Agenda

**Thursday 28 August 2025, 10:00am**

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

| **Time** | **Item No.** | **Item** | **Executive / Non-Executive Lead** | **Purpose** | **Paper/****Verbal** |
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|  | **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**  | Carolynne O’Connor | Assurance | Verbal |
|  | **2.** | **CONSENT AGENDA ITEMS – Approval Only** |  |  |  |
| 10:20 | 2.1 | Whistleblowing Q1 Repot | Anne Marie Cavanagh | Approval | Paper 2.1 |
| 2.2 | Health and Safety Q1 Report | Jonny Gamble | Approval | Paper 2.2 |
| 2.3 | Health and Care Staffing Programme Q1 Report | Anne Marie Cavanagh | Approval | Paper 2.3 |
| 2.4 | Annual Learning Summary | Anne Marie Cavanagh | Approval | Paper 2.4 |
| 2.5 | Corporate Objectives 2025/26 | Carole Anderson | Approval | Paper 2.5 |
| 2.6 | People Highlight Annual Report | Laura Smith | Approval | Paper 2.6 |
| 2.7 | Workforce Monitoring Report 2023/24 | Laura Smith | Approval | Paper 2.7 |
| 2.8 | Workforce Monitoring Report 2024/25 | Laura Smith | Approval | Paper 2.8 |
| 2.9 | Communications Strategic Plan 2025-2030 | Carolynne O’Connor | Approval | Paper 2.9 |
| 2.10 | Corporate Governance Q1 Report | Carole Anderson | Approval | To Follow |
|  | **3** | **ITEMS FOR APPROVAL** |  |  |  |
|  | **3.1** | **Board** |  |  |  |
| 10:21 | 3.1.1 | Unapproved Minutes (for Board Members only)* 26 June 2025
 | 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 and Health Associated Infection Report Q1*(Performance Report page 9)* | Anne Marie Cavanagh | Approval | Paper 3.2.1 |
| 10:35 | 3.2.2 | Public Records (Scotland) Act 2011 Progress Update Review Report | Jonny Gamble | Awareness | 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)* | Laura Smith | Approval | Paper 3.2.1 |
| 10:55 | 3.3.2 | NHS GJ Anti-Racism Action Plan | Laura Smith | 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)* | Lynne Ayton | Approval | Paper 3.2.1 |
| 11:30 | 3.4.2 | Financial Summary Report, Month 3 (as at 30 June 2025) | Jonny Gamble | Approval | Paper 3.4.2 |
| 11:45 | 3.4.3 | Capital Plan 2025/26 | Jonny Gamble | Approval | Paper 3.4.3 |
| 11:55 | 3.4.4 | Annual Delivery Plan Update Q1 Review | Zaid Tariq | Approval | Paper 3.4.4 |
|  | **3.5** | **Strategic Portfolio Governance** |  |  |  |
| 12:05 | 3.5.1 | Centre for Sustainable Delivery – Progress Report | Katie Cuthbertson | Awareness | To Follow |
|  | **3.6** | **Corporate Governance** |  |  |  |
| 12:15 | 3.6.1 | Strategic Risk Register | Jonny Gamble | Approval  | Paper 3.6.1 |
| 12:25 | 3.6.2 | Procurement Strategy Annual Report | Jonny Gamble | Approval | Paper 3.6.2 |
| 12:35 | 3.6.3 | Digital Services Annual Report 2024/25 | Jonny Gamble | Approval | Paper 3.6.3 |
|  | **4.** | **CONSENT AGENDA ITEMS – For Awareness Only** |  |  |  |
| 12:45 | 4.1 | NHS GJ Draft Annual Delivery Plan 2025/2026 | Carole Anderson | Awareness | Paper 4.1 |
| 4.2 | Clinical Governance Committee Update | Linda Semple | Awareness | Paper 4.2 |
| 4.3 | Staff Governance and Person-Centred Committee Update | Rob Moore | Awareness | Paper 4.3 |
| 4.4 | Finance and Performance Committee Update | Stephen McAllister | Awareness | Paper 4.4 |
| 4.5 | Audit and Risk Committee Update | Lindsay Macdonald | Awareness | Paper 4.5 |
|  | **5.** | **CONSENT AGENDA ITEMS – No Further Discussion** |  |  |  |
|  | **5.1** | **Minutes from Q1 - May 2025** |  |  |  |
| 12:46 | 5.1.1 | Clinical Governance Committee Approved Minutes 8 May 2024 | Morag Brown | Approval | Paper 5.1.1 |
| 5.1.2 | Staff Governance and Person-Centred Committee Approved Minutes 1 May 2025 | Rob Moore | Approval | Paper 5.1.2 |
| 5.1.3 | Finance and Performance Committee Approved Minutes 13 May 2025 | Stephen McAllister | Approval | Paper 5.1.3 |
| 5.1.4 | Audit and Risk Committee Approved Minutes 19 May 2025 | Lindsay Macdonald | Approval | Paper 5.1.4 |
| 5.1.5 | Clinical Governance Committee Approved Minutes 15 May 2025 | Morag Brown | Approval  | Paper 5.1.5  |
| 12:47 | **6.** | **Any Other Competent Business** | Susan Douglas-Scott | Discussion | Verbal |
| **7.** | **NHS GJ Board Next Meeting Dates:** Board Meeting:Thursday 27 November 2025 | Susan Douglas-Scott | Awareness | Verbal |
| 12:48 | **8.** | **Debrief with Chair – Reflections on the Meeting** |  |
| 12:50 | **9.** | **Close** |  |