

**NHS 24 BOARD MEETING
AGENDA**

**For meeting to be held on 19 December 2024 at 10.15am
MS Teams**

**WELCOME, INTRODUCTIONS, APOLOGIES, APPROVAL OF MINUTES, CHAIR
AND EXECUTIVE REPORTS**

1.

1015am

Welcome, Introductions & Apologies

**VERBAL
Chair**

2.

Declarations of Interest
For Assurance

**VERBAL
Chair**

3.

Minute of the meeting held 31 October 2024
For Approval

Chair

4.

Matters Arising
a) Rolling Actions Log
For Approval

Chair

5.

Notes on any Other Business
For Approval

**VERBAL
Chair**

6.

Chair's Report
For Assurance

Chair

7.

Executive Report to Board
For Assurance

Chief Executive

QUALITY AND SAFETY

8.

1045am

8.1

Patient Stories
For Assurance

**Mr Andrew Moore
Director of Nursing & Care**

STRATEGIC PLANNING & DEVELOPMENT

9.
1115am

9.1
Corporate Delivery Plan Update
For Assurance

Ms Steph Phillips
Director of Transformation,
Strategy, Planning & Performance

9.2
Risk Management Update
For Assurance

Mr John Gebbie
Director of Finance

9.3
Climate Emergency and Sustainability Annual Report
For Assurance

Dr Ron Cook
Medical Director

9.4
Workforce Strategy and Plan Update 2022-2025
Year 2 Update and Refresh
For Assurance

Dr Jacqui Hepburn
Deputy Chief Executive &
Director of Workforce

PERFORMANCE

10.
1145am

10.1
Corporate Performance Report
For Assurance

Ms Steph Phillips
Director of Transformation,
Strategy, Planning & Performance

10.2
Financial Performance Report
For Assurance

Mr John Gebbie
Director of Finance

10.3
Workforce Performance Report
For Assurance

Dr Jacqui Hepburn
Deputy Chief Executive
& Director of Workforce

11. BOARD STANDING COMMITTEES – RECEIPT OF MINUTES & HIGHLIGHT REPORTS

These are received to confirm to the Board that its sub-committees are continuing to meet their remits and are undertaking business on its behalf to the standard it expects. Items of note can be brought to the attention of the Board by the respective Committee Chairs

11.1

Clinical Governance Committee

- Approved Minute – 06.08.24
- Highlight Report – 07.11.24

For Assurance

Mr Martin Togneri
Chair of Clinical Governance Committee

11.2

Staff Governance Committee

- Approved Minute – 01.08.24
- Highlight Report – 04.11.24

For Assurance

Mr Alan Webb
Chair of Staff Governance Committee

11.3

Audit and Risk Committee

- Approved Minute – 15.08.24
- Highlight Report – 21.11.24

For Assurance

Ms Carol Gillie
Chair of Audit and Risk Committee

11.4

Planning and Performance Committee

- Approved Minute – 08.08.24
- Highlight Report – 11.11.24

For Assurance

Mr David Howe
Chair of Planning and Performance Committee

11.5

Integrated Governance Committee

- Approved Minute – 25.06.24
- Highlight Report – 05.12.24

For Assurance

Dr Martin Cheyne
Chair of Integrated Governance Committee

GOVERNANCE

12.
1215pm

12.1
Corporate Governance Framework
For Approval

Mr John Gebbie
Director of Finance

12.2
Board and Committee Schedule of Dates 2025/26
For Approval

Chair

12.3
Board and Committee Workplans 2025/26
For Approval

Chair

AOCB

13.

13.1
Any other competent business
For Discussion

VERBAL
Chair

DATES OF FUTURE MEETINGS

Thursday 27 February 2025, 10.00am
Thursday 24 April 2025, 10.00am