

**NHS 24
BOARD MEETING
27 FEBRUARY 2025
ITEM NO 12.4
FOR ASSURANCE**

**KEY POINTS OF THE PLANNING AND PERFORMANCE
COMMITTEE HELD ON 10 FEBRUARY 2025**

Executive Sponsor:

Mr David Howe, Committee Chair

Lead Officer/Author:

Ms Tracy McMillan, Committee Secretariat

Action Required:

The Board is asked to note the key points for assurance from the Planning and Performance Committee meeting held on 10 February 2025.

1. Purpose

The purpose of this report is to provide the NHS 24 Board with an update on key issues discussed at the Planning & Performance Committee (PPC) meeting held 10 February 2025. Members of the NHS 24 Board will be invited to **note** the contents of the report.

2. Corporate Delivery Plan 2025-27

The Committee received the draft Corporate Delivery Plan 2025-27 which had been submitted to Scottish Government at the end of January 2025 for consideration. Feedback from Scottish Government will be delivered at a meeting scheduled for 18 February 2025 alongside the Finance Plan.

The Committee were content to approve submission of the Corporate Delivery Plan the Board meeting scheduled for 27 February 2025 for Board approval, alongside the Finance Plan, with final submission to Scottish Government by the due date of 17 March 2025.

3. Easter Preparedness

The Committee received a verbal update regarding work currently being undertaken with regard to Easter Preparedness. The following points were highlighted:

- Planning was underway for Easter and specified shift changes were being developed for staff.
- North Teams were working to develop this further in collaboration with the Central Resources Team in preparation for the bank holidays.
- The Planning Team were undertaking work to ensure the smooth transition to the Cardonald building for staff. This move was scheduled to take place one week following Easter.

The Committee recognised the hard work undertaken during festive/easter periods.

4. Finance Plan

The Committee considered the draft Finance Plan, presented by Mr Gebbie, Director of Finance.

The Committee were content to approve submission of the Finance Plan to the Board for its approval to submit to Scottish Government, alongside the Corporate Delivery Plan by 17 March 2025.

5. Capital Plan

The Committee received the Capital Plan 2024/25, which detailed the capital priorities across sites, including the relocation of staff from two floors at Lumina and the estates works underway to increase utilisation at Cardonald, and scoping activities underway in relation to the Dundee site.

The Committee noted the positive engagement work that had taken place with staff and stakeholders and noted that work was on-going with NHS Greater Glasgow and Clyde and the Scottish Ambulance Service to ascertain if further changes could be made at Cardonald to maximise utilisation of the space available.

6. Risk and Resilience Deep Dive

Following the Committee meeting, a deep dive session for Non-Executive members of the Committee took place on Risk and Resilience. The feedback received following the Deep Dive suggested that a similar session would be a useful addition at a future Board activity.