

NHS 24

BOARD MEETING
18 DECEMBER 2025
ITEM NO. 11.5
FOR ASSURANCE

KEY POINTS OF THE INTEGRATED GOVERNANCE COMMITTEE
HELD ON 04 DECEMBER 2025

Executive Sponsor:

Dr Martin Cheyne, Committee Chair

Lead Officer/Author:

Geraldine Mathew, Board Secretary

Action Required:

The Board is asked to note the key points for assurance from the Integrated Governance Committee meeting held on 04 December 2025.

1. Purpose of the report

This report provides the NHS 24 Board with an update on key issues arising from the Integrated Governance Committee meeting held on 4 December 2025 at 10am, via MS Teams.

2. Recommendation

The NHS 24 Board is asked to receive and note the key points outlined.

3. Proposed Board and Committee Schedule of Meetings for 2026/27

The Committee considered the proposed Board and Committee schedule of meetings for 2026/27. There were no amendments proposed to the schedules and members were content to endorse the schedule for Board approval.

4. Board and Committee Workplans 2026/27

The Committee considered the Board and Committee Workplans 2026/27 which were presented to individual committees in November 2025 prior. The members were content to formally note approval of the Workplans with an addition that NHS 24/SAS Joint Collaboration Board Report is presented to Planning & Performance Committee prior to submission to the NHS 24 Board.

5. Internal Audit Plan Update

The Committee were advised there were 2 upcoming audits covering Sustainability and Cyber. They were also informed that there had been significant improvement on audit scoring from the previous year. The Committee were content to note the Internal Audit Plan Update.

6. Integrated Governance Committee Annual Self-Effectiveness Survey: Results and Draft Action Plan

The Committee were advised that the self-effectiveness survey took place during the month of October 2025. The paper detailed the results of the survey. Members were content to note the results and the draft action plan.

7. Corporate Governance Framework

Members were asked to note for assurance the updates to the Corporate Governance Framework, which included minor amendments to wording and updated committee membership. The Framework was previously endorsed by the Audit & Risk Committee at its meeting on 20 November 2025, prior to submission to the NHS 24 Board for approval.

8. Governance Improvement Update

Members were informed of recent enhancements in organisational governance following issues identified during the August 2025 Committee cycle. A paper was submitted to the Executive Management Team (EMT) for thorough review. Key governance themes were highlighted, and recommendations were made regarding terminology and the types of papers requiring committee assurance or approval. Additionally, refreshed governance terminology was introduced whereby papers are presented to Committee "for endorsement" before presentation to the NHS 24 Board. It was noted that the new terminology would be updated in the Board and Committee Workplans for 2026/27.

9. Scottish Government Key Publications and Guidance

The Committee noted 'Directors Letter – DL (2025) 13 – Framework Document for NHS Boards' and 'DL (2025) 19 – Appointment of First Patient Safety Commissioner for Scotland' included for information. All members were content to note.

10. Date of Next Meeting

Tuesday 30 June 2026, 10am.

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