

BOARD MEETING: 18 March 2016

SCHEDULE OF BOARD BUSINESS

Recommendation/action required:

The Board is asked to approve the enclosed Board Schedule of Business for the financial year 2016/17.

Author:

Sponsoring Director:

Jenny Kindness
Governance Manager

Gerald McLaughlin
Chief Executive

4 March 2016

SCHEDULE OF BOARD BUSINESS

Purpose of Paper

1. This paper presents a Schedule of Board Business for 2016/17.

Background

2. The enclosed Schedule of Business updates the Board on the nature, frequency and timing of items to be considered by the Board in 2016/17.

Finance and Resource Implications

3. There are no specific finance and resource implications arising from this paper.

Partnership

4. There are no partnership implications arising from this paper.

Communications

5. There are no specific communications issues arising from this paper which are not addressed through other arrangements.

Risk

6. There are no specific risks associated with this paper.

Equality and Diversity

7. There are no specific equality and diversity issues arising from this paper.

Sustainability and Environmental Management

8. There are no significant environmental impacts arising from this paper.

Action/ Recommendations

9. The CMT is asked to approve the enclosed schedule of Board business for 2016/17.

Jenny Kindness
Governance Manager
4 March 2016

NHS HEALTH SCOTLAND

SCHEDULE OF BOARD BUSINESS: PAPERS BY BOARD MEETINGS 2016/17

2016				2017	
27 May	22 June	26 August	25 November	17 February	24 March
			Part III meeting	Part III meeting	
Matters arising	Matters arising	Matters arising	Matters arising	Matters arising	Matters arising
Chair's Report	Chair's Report	Chair's Report	Chair's Report	Chair's Report	Chair's Report
Chief Executive's update, including complaints return	Chief Executive's update	Chief Executive's update, including complaints return	Chief Executive's update, including complaints return	Chief Executive's update, including complaints return	Chief Executive's update, including complaints return
Staff Governance Committee annual report	Audit Committee annual report	Proposed dates for future Board/ Committee meetings	Delivery Plan: quarterly progress/outturn report (Q2)	Delivery Plan: quarterly progress/outturn report (Q3)	Schedule of Board Business 2017/18
Delivery Plan: quarterly progress/outturn report (Q4)	Performance Impact Report: End of Year	Delivery Plan: quarterly progress/outturn report (Q1)	Delivery Plan: priorities	Delivery Plan: Draft	Delivery Plan: LDP approval (90mins on agenda)
Committee/Forum minutes, for homologation	Health Governance Committee annual report	Risk Management: corporate level	Committee/Forum minutes, for homologation	Committee/Forum minutes, for homologation	Corporate Objectives
	Committee/Forum minutes, for homologation	Sustainability annual update	Board Development Plan		Board Standing Orders/Committee Terms of Reference

2016				2017	
27 May	22 June	26 August	25 November	17 February	24 March
Healthy Working Lives Service Redesign: update	Equality and Diversity annual outcomes report	A Fairer Healthier Scotland 2 Draft Strategy			Committee/Forum minutes, for homologation
		Committee/Forum minutes, for homologation			

2016/17 Board Seminar Dates

2016/17
15 April
7 October
2 December
3 February