



Meeting: NHS Highland Board
Meeting date: 27 September 2022
Title: Board and Committee Meetings
 Calendar 2023
Non-Executive: Prof Boyd Robertson, Board Chair
Report Author: Ruth Daly, Board Secretary

1 Purpose

This is presented to the Board for:

- Approval

This report relates to a:

- Government policy/directive
- Legal requirement

This aligns to the following NHSScotland quality ambition(s):

- Effective

This report relates to the following Corporate Objective(s)

Clinical and Care Excellence <ul style="list-style-type: none"> • Improving health • Keeping you safe • Innovating our care 		Partners in Care <ul style="list-style-type: none"> • Working in partnership • Listening and responding • Communicating well 	
A Great Place to Work <ul style="list-style-type: none"> • Growing talent • Leading by example • Being inclusive • Learning from experience • Improving wellbeing 		Safe and Sustainable <ul style="list-style-type: none"> • Protecting our environment • In control • Well run 	X
Other (please explain below)			

2 Report summary

2.1 Situation

This report recommends a timetable of Board and Committee meetings for 2023 for approval.

2.2 Background

Boards are expected to create a coordinated timetable for Board meetings, Board seminars and Committee meetings. This programme should ensure that an appropriate level of scrutiny can be delivered and that business is undertaken in a logical sequence.

2.3 Assessment

The tables shown in Appendix 1 to this report indicate the proposed meeting dates for 2022 which have been agreed by the individual Governance Committees. The sequencing of meetings follows the current year’s schedule , however a change has been made to the sequencing of the FRP Committee to accommodate financial reporting timeframes.

2.4 Proposed level of Assurance

This report proposes the following level of assurance:

Substantial	<input checked="" type="checkbox"/>	Moderate	<input type="checkbox"/>
Limited	<input type="checkbox"/>	None	<input type="checkbox"/>

3 Impact Analysis

3.1 Quality/ Patient Care

The impact on quality / patient care is a key consideration for governance

3.2 Workforce

The impact on workforce is a key consideration for governance

3.3 Financial

Financial governance is a key consideration for governance.

3.4 Risk Assessment/Management

Risk management is a key component of the Board's Assurance Framework and Integrated Performance Report which will be considered at each Board and governance Committee meeting throughout the year.

3.5 Data Protection

There is no personally identifiable information involved in the preparation of this report.

3.6 Equality and Diversity, including health inequalities

There are no equality or diversity implications arising from this paper.

3.7 Other impacts

No other impacts

3.8 Communication, involvement, engagement and consultation

The proposed dates have been co-produced in collaboration with Governance Committee Chairs and Lead Executives.

3.9 Route to the Meeting

The dates proposed have been agreed by Governance Committees during their August and September 2022 meetings. This report has been reviewed by the Executive Directors Group on

4 Recommendation

The Board is asked to:

- **approve** the timetable of Board and Committee meetings for 2023

4.1 List of appendices

The following appendices are included with this report:

- Appendix 1 – proposed timetable of meetings for 2023