

# NHS Ayrshire & Arran



<b>Meeting:</b>	<b>Ayrshire and Arran NHS Board</b>
<b>Meeting date:</b>	<b>Monday 2 December 2024</b>
<b>Title:</b>	<b>NHS Ayrshire &amp; Arran Board meetings 2025-2026</b>
<b>Responsible Director:</b>	<b>Claire Burden, Chief Executive</b>
<b>Report Author:</b>	<b>Shona McCulloch, Head of Corporate Governance</b>

## 1. Purpose

This is presented to the Board for:

- Decision

This paper relates to:

- Government policy/directive

This aligns to the NHSScotland quality ambitions of:

- Effective

## 2. Report summary

### 2.1 Situation

This paper is presented for Members to approve the NHS Ayrshire & Arran Board meeting dates for the next financial year 2025 to 2026.

### 2.2 Background

NHS Ayrshire & Arran Board meeting dates are published annually a year ahead. This aids planning and arrangements for governance committee meetings. Meetings take place every two months with six public meetings and a private meeting agreed in advance to approve the Board's annual accounts.

The Board Standing Orders section 4.1 details that the NHS Board approves the Board meeting schedule.

### 2.3 Assessment

- Meetings are arranged to avoid national meetings and busy periods of leave such as school holidays where possible.
- The meeting on Tuesday 24 June 2025 is for the purpose of considering and approving the Board Annual Accounts. In line with the Board Standing Orders the annual accounts meeting is held in private. Any urgent business required for

this June meeting date will be discussed with the Board Chair and considered on an exception basis. Any business discussions would be held in Public.

- A board meeting calendar with deadlines for submission of papers and publication dates will be issued to Corporate Management Team including Ayrshire Health and Social Care Partnerships to aid planning for Integration Joint Board (IJB) meetings.
- Future meetings will continue with the current hybrid approach affording the opportunity for a blend of in person and remote attendance via MSTeams.
- Planning for Governance Committee meetings is underway. This will take cognisance of the Ayrshire IJB arrangements and reporting requirements to deliver a robust governance schedule in line with risk management and performance reporting timescales as much as possible. This will also take account of Members' committee responsibilities to deliver a balanced meeting workload wherever possible. These arrangements will inform the Corporate Calendar.
- The Corporate Calendar detailing Governance Committee meeting dates will be submitted to a future Board meeting.

Dates proposed for 2025 - 2026: 9.30am – 1pm

Monday 3 February 2025	Already agreed and published
Monday 31 March 2025	Already agreed and published
Monday 2 June 2025	
Tuesday 24 June 2025	Private meeting for Annual Accounts
Monday 11 August 2025	
Monday 6 October 2025	
Monday 8 December 2025	
Monday 9 February 2026	
Tuesday 7 April 2026 *	*Monday 6 April Easter Monday

### 2.3.1 Quality/patient care

Ensuring an effective governance process and meeting schedule supports the delivery of patient care and services.

### 2.3.2 Workforce

There is no impact on workforce from this paper.

### 2.3.3 Financial

There is no financial impact from this paper.

### 2.3.4 Risk assessment/management

The risks from meeting clashes are considered to avoid national meetings where possible. Agreeing a meeting schedule ensures compliance with the agreed NHS Board Standing Orders.

### **2.3.5 Equality and diversity, including health inequalities**

An impact assessment has not been completed. This will be considered as required if assessing a change to meeting arrangements for both Members and public attendance.

### **2.3.6 Other impacts**

- Best value – a robust planning and scheduling process delivers best value in effective partnerships, governance and accountability, use of resource and performance management.
- Compliance with Corporate Objectives – Effective committees support delivery of Corporate objectives

### **2.3.7 Communication, involvement, engagement and consultation**

There is no duty on the board to consult on the recommendations.

### **2.3.8 Route to the meeting**

Dates have been discussed and supported by the Chief Executive and Board Chair.

## **2.4 Recommendation**

For decision. To ask Board Members to approve the NHS Ayrshire & Arran Board meeting schedule from June 2025 to April 2026.