

NHS Ayrshire & Arran



Meeting:	Ayrshire and Arran NHS Board
Meeting date:	Monday 31 March 2025
Title:	Information Governance Committee meeting on 24 February 2025 – Chair’s report to NHS Board
Responsible Director:	Dr Crawford McGuffie, Medical Director
Report Author:	Mr Marc Mazzucco, Non-Executive Director Mrs Angela O’Mahony, Committee Secretary

1. Purpose

This is presented to the Board for: Discussion.

This paper relates to: Local policy to ensure good governance practice in reporting from board committees

This aligns to the NHS Scotland quality ambitions of Safe, Effective and Person Centred. Good governance practice supports the effective delivery of services across the organisation.

2. Report summary

2.1 Situation

This report provides information to Board Members on key items discussed within the Governance Committee’s remit, in order to provide assurance to the Board that those matters have been identified and are being addressed, where required.

2.2 Background

The Board Model Standing Orders advises that Board meeting papers will include the minutes of committee meetings which the relevant committee has approved. To ensure that there is no delay in reporting from committees this paper provides a timely update on key items from committees.

2.3 Assessment

Key items agreed by Committee are noted below. Identification of organisational risks, stakeholder considerations and other impacts were included in papers to the Committee.

- Committee members discussed in detail the two Information Governance Committee (IGC) strategic risks. There were no changes in risk grading, no emerging risks to report and no proposed risks for escalation.
- The Committee received a detailed update on progress to fulfil the requirements of the Public Records (Scotland) Act from a corporate records management (CRM) perspective. Members welcomed the continuous improvement approach being taken and that Directorate CRM improvement plans are now being discussed quarterly through the Corporate Management Team. The Committee requested that future assurance reports should provide greater focus and context, including around areas of low compliance, risk and organisational impact.
- Members reviewed and supported the Committee's Terms of Reference with no changes made for onward submission to the Board for approval.

2.4 Recommendation

The Board is asked to be aware of and discuss the key items highlighted and receive assurance that issues are being addressed, where required.