

agenda

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B/10/107

NHS National Services Scotland Formal Board Meeting
Friday, 6th August 2010
Commencing at 0900hrs, Boardrooms 1&2, Gyle Square

1. **Apologies for Absence**
Dr Marion Bain, Medical Director
Professor James Barbour, Non-Executive Director
2. **In Attendance**
Mr Steve Conway, Lead Director, Corporate Support Group
Mr David Knowles, Lead Director, Business Support Group
Mrs Jan Lyell, Head of Corporate Affairs
Mrs Marion Walker, Committee Secretary [Minutes]
- 0900hrs
5 mins 3. **Chairman's Introduction and Report** Mr B Matthews **B/10/108 enclosed**
- FOR APPROVAL**
- 0905hrs
5 mins 4. **Minutes of the NSS Formal Board Meeting held on 25th June 2010 and Matters Arising** All **B/10/109 enclosed**
B/10/110 enclosed
- 0910hrs
10 mins 5. **Finance Report: Period 1st April to 30th June 2010** Mr S Belfer **B/10/111 enclosed**
- 0920hrs
10 mins 6. **NSS Finance and Performance Committee Annual Report** Mr J King **B/10/112 enclosed**
- FOR CONSIDERATION**
- 0930hrs
10 mins 7. **Healthcare Associated Infection (HAI) Issues - Update** Mrs I Barkby/
K Thompson **B/10/113 enclosed**
B/10/114 enclosed
- 0940hrs
5 mins 8. **Quarterly Update on Register of Interests** Mr B Matthews **B/10/115 enclosed**
- FOR INFORMATION / NOTING**
- 0945hrs
10 mins 9. **Sub-Committees, Minutes, Updates and Reports**
- 9.1 Chief Executive's Update Mr I Crichton **B/10/116 enclosed**
- 0955hrs
5 mins 10. **Any Other Business** All
11. **Date of Next Meeting**
Friday, 3rd September 2010, Peebles Hydro



Chairman Bill Matthews
Chief Executive Ian Crichton

*NHS National Services Scotland is the common name of the
Common Services Agency for the Scottish Health Service*

DOCUMENTS CIRCULATED ELECTRONICALLY FOR INFORMATION

New/Reviewed NSS Policies

- Checking Professional Registrations
- Volunteering
- Lone Working
- Personal Development Planning and Review

B/10/117 electronic

B/10/118 electronic

B/10/119 electronic

B/10/120 electronic

1000hrs

Meeting Due to Finish

Circulation:-

By Email:

Dr Marion Bain
Mrs Irene Barkby
Mr Simon Belfer

Mr David Knowles
Mr Keith Thompson

Ms Liz Maconachie (Audit Scotland)
SGHD Finance
Ms Christine McLaughlin (SGHD)

Hard Copy:

Prof. James Barbour
Mr Steve Conway
Mr Ian Crichton
Prof. Elizabeth Ireland
Mr Jim King

Miss Caroline Lang
Mrs Jan Lyell
Mr Bill Matthews (Chairman)
Prof. Jim McGoldrick

Mrs Mary Robertson
Prof. Alan Sibbald
Miss Aileen Stewart
Mr John White

Hard Copy for Information:

Ms Liz Maconachie (Audit Scotland)

Mrs Lynne Kidd