

agenda

Headquarters
Executive Office
Gyle Square
1 South Gyle Crescent
EDINBURGH EH12 9EB
Telephone 0131 275 6675
RNID Typetalk 18001 0131 275 6000
Fax 0131 275 7530
www.nhsnss.org



B/11/106

NHS National Services Scotland Formal Board Meeting
Friday, 4th November 2011
Commencing at 0930hrs, Boardrooms 1&2, Gyle Square, Edinburgh

- 1. Apologies for Absence**
Professor Elizabeth Ireland, Non-Executive Director
Mrs Mary Robertson, Non-Executive Director
- 2. In Attendance**
Miss Caroline Lang, Board Secretary [Minutes]
Mrs Jan Lyell, Head of Corporate Affairs
Ms Christine McLaughlin, Deputy Director, Health Finance, SGHD [Observer]
Ms Susan Burney, Director, ISD [Item 9]

INTRODUCTION

- | | | | |
|-------------------|--|---------------|--------------------|
| 0930hrs
5 mins | 3. Chairman's Introduction and Report | Mr B Matthews | B/11/107 to follow |
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FOR APPROVAL

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|--------------------|---|---------------|--|
| 0935hrs
5 mins | 4. Minutes of the NSS Formal Board Meeting held on 2nd September 2011 and Matters Arising | All | B/11/108 enclosed
B/11/109 enclosed |
| 0940hrs
20 mins | 5. NSS IM&T Strategy 2012-16 | Mr S Belfer | B/11/110 enclosed |
| 1000hrs
15 mins | 6. Decisions Following Board Development Session and Next Steps Towards 2012 Local Delivery Plan | Mr I Crichton | Verbal |

FOR CONSIDERATION

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|--------------------|---|---|-------------------------------------|
| 1015hrs
20 mins | 7. Mid Year Performance Report for 2011/12 | Mr S Conway/
Mr S Belfer/
Dr M Bain | B/11/111 enclosed
& Presentation |
| 1035hrs
20 mins | 8. Biannual Risk Management Update | Mr S Belfer | B/11/112 enclosed |
| 1055hrs
15 mins | 9. Information Services Division (ISD) Restructuring | Mr S Conway/
Ms S Burney | B/11/113 enclosed |
| 1110hrs
15 mins | 10. NHS Superannuation Scheme (Scotland) Consultation on Proposed Increases to Employee Contribution Rates Effective from April 2012 | Mr I Crichton | B/11/114 enclosed |
| 1125hrs
10 mins | 11. SNBTS Healthcare Associated Infection (HAI) Reporting Template (April – June 2011) | Mrs I Barkby | B/11/115 enclosed |



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*

1135hrs 5 mins	12. Quarterly Update on Register of Interests	Mr B Matthews	B/11/116 enclosed
	<u>FOR INFORMATION / NOTING</u>		
1140hrs 40 mins	13. Sub-Committees, Minutes, Updates and Reports		
	13.1 Finance Report: Period 1 st April to 30 th September 2011	Mr S Belfer	B/11/117 enclosed
	13.2 Update on Property Strategy	Mr S Belfer	B/11/118 enclosed
	13.3 Chief Executive's Update	Mr I Crichton	B/11/119 enclosed
	13.4 NSS Audit and Risk Committee - Meeting held on 23 rd September 2011 (Draft Minutes) - Meeting held on 24 th June 2011 (Approved Minutes) - Meeting held on 10 th June 2011 (Approved Minutes)	Mr J White	B/11/120 enclosed B/11/121 enclosed B/11/122 enclosed
	13.5 NSS Clinical Governance Committee - Meeting held on 16 th September 2011 (Draft Minutes) - Meeting held on 3 rd June 2011 (Approved Minutes)	Prof J McGoldrick	B/11/123 enclosed B/11/124 enclosed
1220hrs 5 mins	14. Any Other Business	All	Verbal
	15. Date of Next Meeting Friday, 3 rd February 2012, Boardrooms 1&2, Gyle Square		
1225hrs	Meeting Due to Finish		

Circulation:-

By Email:

Dr Marion Bain
Mrs Irene Barkby
Mr Simon Belfer

Mr Bill Matthews (Chairman)
Mr Stewart Robison
Mr Keith Thompson

SGHD Finance
Ms Christine McLaughlin (SGHD)
Ms Fiona Mitchell-Knight (Audit Scotland)

Hard Copy:

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
Mr Stewart Robison
Mr John White
Mr Robert Wilson

Hard Copy for Information:

Mrs Lynne Kidd

Ms Fiona Mitchell-Knight (Audit Scotland)