



**NHS Shetland Board Business Programme 2025/26**

Meeting date	Business	Part B requirement
29 April 2025	<p><b>Standing items</b></p> <ul style="list-style-type: none"> <li>▪ Quality Report</li> <li>▪ Healthcare Associated Infection Control &amp; Prevention Update</li> <li>▪ Financial Monitoring Report</li> <li>▪ Performance Report</li> <li>▪ Health and Care Staffing Act Compliance</li> <li>▪ Statutory and other committee minutes</li> <li>▪ Board meeting dates, business programme and action tracker</li> </ul> <p><b>Other business</b></p> <ul style="list-style-type: none"> <li>▪ Budget Setting and 3-year Financial Plan approval</li> <li>▪ Capital Programme Allocations approval</li> <li>▪ Resource to the IJB (Delegated Budget) approval</li> <li>▪ Annual Delivery Plan approval</li> <li>▪ Health and Care Staffing Act Annual Report</li> <li>▪ Strategic Risk Register</li> <li>▪ Risk Management Annual Report</li> <li>▪ Blueprint for Good Governance Improvement Action Plan Update</li> </ul>	
26 June 2025	<p><b>Standing items</b></p> <ul style="list-style-type: none"> <li>▪ Quality Report</li> <li>▪ Financial Monitoring Report</li> <li>▪ Performance Report</li> <li>▪ Health and Care Staffing Act Compliance</li> <li>▪ Whistleblowing Compliance Report Q4</li> <li>▪ Statutory and other committee minutes</li> </ul>	<ul style="list-style-type: none"> <li>▪ Report to Board Members from External Auditors for Financial Year 2024/25</li> <li>▪ Draft Letter of Representation from Accountable Officer to External Auditors</li> </ul>

Meeting date	Business	Part B requirement
	<ul style="list-style-type: none"> <li>▪ Board meeting dates, business programme and action tracker</li> </ul> <p>Other business</p> <ul style="list-style-type: none"> <li>▪ Annual Delivery Plan Update Q4</li> <li>▪ Annual Review of Strategic Delivery Plan (from 2026)</li> <li>▪ Whistleblowing Standards Annual Report</li> <li>▪ Workforce Report</li> <li>▪ Remuneration Committee Annual Report</li> </ul>	<ul style="list-style-type: none"> <li>▪ Annual Report and Accounts for Year Ended 31 March 2025</li> </ul>
23 Sept 2025	<p>Standing items</p> <ul style="list-style-type: none"> <li>▪ Quality Report</li> <li>▪ Healthcare Associated Infection Control &amp; Prevention Update</li> <li>▪ Financial Monitoring Report</li> <li>▪ Performance Report</li> <li>▪ Health and Care Staffing Act Compliance</li> <li>▪ Whistleblowing Standards Compliance</li> <li>▪ Statutory and other committee minutes</li> <li>▪ Board meeting dates, business programme and action tracker</li> </ul> <p>Other business</p> <ul style="list-style-type: none"> <li>▪ Annual Delivery Plan update Q1 (subject to change)</li> <li>▪ Annual Review of Strategic Delivery Plan (will move to June in future years)</li> <li>▪ Feedback and Complaints Annual Report</li> <li>▪ Medical Director's Annual Report inc Duty of Candour</li> <li>▪ Strategic Risk Register</li> <li>▪ Procurement Annual Report</li> <li>▪ Public Protection Committee Annual Report</li> <li>▪ Shetland Integrated Children's Plan Annual Report</li> <li>▪ Resilience and Business Continuity Annual Report</li> <li>▪ Public Health Annual Report</li> </ul>	

Meeting date	Business	Part B requirement
16 Dec 2025	<p data-bbox="338 177 551 209"><b>Standing items</b></p> <ul data-bbox="383 252 1308 544" style="list-style-type: none"> <li>▪ Quality Report</li> <li>▪ Healthcare Associated Infection Control &amp; Prevention Update</li> <li>▪ Financial Monitoring Report</li> <li>▪ Performance Report</li> <li>▪ Health and Care Staffing Act Compliance</li> <li>▪ Whistleblowing Standards Compliance</li> <li>▪ Statutory and other committee minutes</li> <li>▪ Board meeting dates, business programme and action tracker</li> </ul> <p data-bbox="338 584 551 616"><b>Other business</b></p> <ul data-bbox="383 659 1352 834" style="list-style-type: none"> <li>▪ Annual Delivery Plan Update Q2</li> <li>▪ Winter Plan</li> <li>▪ Cybersecurity Assurance Report</li> <li>▪ Blueprint for Good Governance Improvement Action Plan Update</li> <li>▪ Board and Committee Schedule for 2026/27</li> </ul>	
10 Feb 2026	<p data-bbox="338 844 551 876"><b>Standing items</b></p> <ul data-bbox="383 919 1308 1211" style="list-style-type: none"> <li>▪ Quality Report</li> <li>▪ Healthcare Associated Infection Control &amp; Prevention Update</li> <li>▪ Financial Monitoring Report</li> <li>▪ Performance Report</li> <li>▪ Health and Care Staffing Act Compliance</li> <li>▪ Whistleblowing Standards Compliance</li> <li>▪ Statutory and other committee minutes</li> <li>▪ Board meeting dates, business programme and action tracker</li> </ul> <p data-bbox="338 1251 551 1283"><b>Other business</b></p> <ul data-bbox="383 1326 1160 1468" style="list-style-type: none"> <li>▪ Annual Delivery Plan Update Q3</li> <li>▪ Strategic Commissioning Plan</li> <li>▪ Register of Interests and review of Standing Orders</li> <li>▪ Sustainability Report</li> </ul>	<ul data-bbox="1471 954 2029 1173" style="list-style-type: none"> <li>▪ Draft Annual Delivery Plan</li> <li>▪ Draft Budget Setting and 3-Year Financial Plan</li> <li>▪ Draft Capital Programme Allocations</li> <li>▪ Draft Resource to the IJB (delegated budget)</li> </ul>

Held over business	Planned date	New date	Comment
Annual Review of Strategic Delivery Plan	June	<del>September</del> December	Newly identified ask, will move to June in the yearly planning cycle
Public Protection Committee Annual Report	September	December	Not ready, following previous Board cycle change to November 2024
Shetland Integrated Children's Plan Annual Report	September	December	Not ready

Business yet to be scheduled as at Sept 2025:

n/a

<https://www.nhsshotland.scot/downloads/download/111/board-business-programme-202526>