



**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 1305 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 1305 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 1461" 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 919 2029 1134" 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

Business yet to be scheduled as at Dec 2025:

n/a

<https://www.nhssheland.scot/downloads/file/3230/board-business-programme>