

Shetland NHS Board

Meeting:	Shetland NHS Board		
Paper Title:	Draft 2021/22 Business Programme		
Date:	15 th December 2020		
Author:	Carolyn Hand	Job Title:	Corporate Services Manager
Decision / Action required by meeting:			
<p>The Board is asked to:</p> <ul style="list-style-type: none"> • agree the Board's draft Business Programme for 2021/22; and • commit to the dates set out in the programme in line with the requirements of the Corporate Governance Handbook. 			
High Level Summary:			
<p>The Board develops an agreed Business Programme each year to allow effective planning of diaries and agenda management. Board Members are asked to commit to the dates to allow Board business to be carried out in an appropriate manner. Postponing meetings is not efficient from an administrative perspective, and can also throw the business planning/reporting cycle out.</p> <p>Dates for the IJB will be added once available.</p>			
Key Issues for attention of meeting:			
Business Programme for 2021/22.			
Impact of item / issues on:			
Patient Safety:	No specific issues identified		
Staffing/Workforce:	No specific issues identified		
Finance/Resource:	No specific issues identified		
Shetland Partnership / Joint Working	Should support the ongoing development of partnership structures		
Equality & Diversity:	No specific issues identified		
Legal Issues:	No specific issues identified. Consistent with Corporate governance requirements		
Previously considered by:			
Committee/Group:	n/a		

2021/22 NHS Shetland Business Programme

V1 as at 27/10/20

2021	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T							
April				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27 B	28	29	30				
May						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18 A* E	19	20	21	22	23	24	25 B D	26	27 S G	28	29	30	31	
June		1 C G	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16 R	17	18	19	20	21	22	23 A	24 E	25 B	26	27	28	29	30						
July				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			
August							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17 B	18	19	20	21	22	23	24	25	26	27	28	29	30	31
September			1	2	3	4	5	6	7 C G	8	9	10	11	12	13	14 B D	15	16	17	18	19	20	21	22	23	24	25	26	27	28 A	29	30					
October				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26 E	27	28	29	30	31			
November	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18 S G	19	20	21	22	23	24	25	26	27	28	29	30 A							
December			1	2	3	4	5	6	7 C G	8	9	10	11	12	13	14 B	15	16 R	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31				
January 22					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18 B D	19	20	21	22	23	24	25	26	27	28	29	30	31		
February 22		1 C G	2	3	4	5	6	7	8	9	10	11	12	13	14	15 B	16	17	18	19	20	21	22 E	23	24 S G	25	26	27	28								
March 22		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22 B D	23	24	25	26	27	28	29 A	30	31					

B	Board 09.30 B* Agile 14.00	BD	Board Development Session 09.30	CG	Clinical, Care & Professional Governance 09.30	SG	Staff Governance 14.00
A	Audit 10.00	IJB	IJB 10.30/14.00	E	Endowments 13.30	R	Remuneration 10.00
A*	A* Joint A & Chairs						

