

# Agenda

**Headquarters**  
Executive Office  
Gyle Square  
1 South Gyle Crescent  
EDINBURGH EH12 9EB  
Telephone 0131 275 6000  
RNID Ttypetalk 18001 0131 275 6000  
Fax 0131 275 7530  
[www.nhsnss.org](http://www.nhsnss.org)



B/21/01b

**NHS National Services Scotland Board**  
**Wednesday 24<sup>th</sup> March 2021**  
**Commencing at 0930 hours, TEAMS platform**

1. **Apologies for Absence**  
Deryck Mitchelson, Director DaS
  
2. **In Attendance**  
Mary Morgan Director,  
Matthew Neilson, Associate Director Strategy, Performance & Communications  
Jacqui Jones, HRD  
Gordon Young, Head of NHS Scotland Counter Fraud Services  
Scott Fraser, National Counter Fraud Manager  
Scott Barnett, Head of Information & Cyber Security, Cyber Resilience Team  
Craig Spalding, Director SNBTS [CIC Item 16]  
Jacqui Reilly, Nurse Director  
Karen Nicholls, Committee Services Manager (Minutes)
  
3. **Welcome and Introductions** Keith Redpath
  
- 3.1 Board Fraud Awareness Training – CFS Gordon Young/  
Scott Fraser

**ITEMS FOR APPROVAL**

4. **Minutes of meeting held on 21<sup>st</sup> December 2020 and Matters Arising** Keith Redpath **B/21/02  
B/21/03**

**ITEMS FOR SCRUTINY**

5. **Chair's Update** Keith Redpath **Verbal**
  
6. **Chief Executive's Update** Colin Sinclair/  
Mary Morgan **Verbal**
  
7. **Board Assurance Framework** Matthew Neilson **B/21/05**
  
8. **People Report** Jacqui Jones **B/21/06**
  
9. **NSS Standing Financial Instructions** Carolyn Low **B/21/08**
  
10. **Finance Report** Carolyn Low **B/21/09**
  
11. **Forward Programme** **B/21/12**

Chair Keith Redpath  
Chief Executive Colin Sinclair

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

**12. Items for Information Only**

12.1	<b>Digital &amp; Security Update</b>	Scott Barnett	<b>B/21/10</b>
12.2	NSS Cyber Security Excellence Centre	Scott Barnett	<b>B/21/11</b>
12.3	Whistleblowing Update	Jacqui Reilly	<b>B/21/07</b>
12.4	<b>Approved/Draft Committee Minutes</b>		
	NSS Clinical Governance and Quality Improvement Committee 2 <sup>nd</sup> December 2020 Approved Minutes		<b>B/21/13</b>
	NSS Clinical Governance and Quality Improvement Committee 24 <sup>th</sup> February 2021 Draft Minutes		<b>B/21/14</b>
	NSS Audit & Risk Committee 2 <sup>nd</sup> December 2020 Approved Minutes		<b>B/21/15</b>
	NSS Audit & Risk Committee 2 <sup>nd</sup> March 2021 Draft Minutes		<b>B/21/16</b>
	NSS Staff Governance Committee 19 <sup>th</sup> November 2020 Approved Minutes		<b>B/21/17</b>
	NSS Staff Governance Committee 23 <sup>rd</sup> February Draft Minutes		<b>B/21/18</b>
	NSS Finance, Procurement and Performance Committee 19 <sup>th</sup> November 2020 Approved Minutes		<b>B/21/19</b>
	NSS Finance, Procurement and Performance Committee 3 <sup>rd</sup> February 2021 Draft Minutes		<b>B/21/20</b>
	<b><i>IN PRIVATE SESSION (Papers to Members Only)</i></b>		
14.	<b>NSS Remobilisation Plan</b>	Mary Morgan/ Matthew Neilson	<b>CICB/21/01 Presentation</b>
15.	<b>Legal Professional Privilege</b>	Craig Spalding	<b>CICB/21/02</b>
16.	<b>Date of Next Formal Meeting – Friday 25<sup>th</sup> June 2021</b>		

Blue means paper available