



**NOT PROTECTIVELY MARKED**

**Public Board Meeting**

**27 November 2024**

**Item No 11**

**THIS PAPER IS FOR APPROVAL**

**BOARD MEETING SCHEDULE 2025**

<b>Lead Director Author</b>	Tom Steele, Chair Pippa Hamilton, Board Secretary
<b>Action required</b>	The Board is asked to approve the Board and Standing Committee meeting schedule for 2025.
<b>Key points</b>	<p>This paper sets out the proposed Board meetings, Board Development session and Standing Committee dates for 2025 (<b>Appendix A</b>).</p> <p>Public Board meetings are held bi-monthly, on the last Wednesday of the month.</p> <p>Following Board approval, dates for the public Board meetings are published on the Service's website.</p> <p>Consultation with Chairs and members of the Board's Standing Committees has taken place.</p>
<b>Timing</b>	The Board approves its annual schedule of meetings for the year ahead.
<b>Associated Corporate Risk Identification</b>	-
<b>Link to Corporate Ambitions</b>	This paper is aligned to all of the Service's corporate ambitions.
<b>Link to NHS Scotland's Quality Ambitions</b>	This paper is aligned to and supports all three of NHS Scotland's quality ambitions to enable our workforce to provide safe, effective and person centred care.
<b>Climate Change Impact Identification</b>	This paper has identified no impacts on climate change.
<b>Equality and Diversity</b>	There are no equality or diversity implications arising from this paper.

**Scottish Ambulance Service  
2025 Board Annual Schedule of Meetings**

**Public Board Meetings**

Date	Time	Venue
Wednesday 29 January 2025	10.00 am – 2.00 pm <b>Public</b>	MS Teams
Wednesday 26 March 2025	10.00 am – 2.00 pm <b>Public</b>	MS Teams
Wednesday 28 May 2025	10.00 am – 2.00 pm <b>Public</b>	MS Teams
Wednesday 25 June 2025	10.00 am <b>(Special meeting – Annual Accounts)</b>	MS Teams
Wednesday 30 July 2025	10.00 am – 2.00 pm <b>Public</b>	MS Teams
Wednesday 24 September 2025	10.00 am – 2.00 pm <b>Public</b>	MS Teams
Wednesday 26 November 2025	10.00 am – 2.00 pm <b>Public</b>	MS Teams

**Board Development sessions**

Date	Time	Venue
Wednesday 26 February 2025	10.00 am – 2.00 pm	In Person – NRRD Newbridge
Wednesday 30 April 2025	10.00 am – 2.30 pm	In Person - Gyle
Wednesday 27 August 2025	10.00 am – 2.00 pm	In Person - Gyle
Wednesday 29 October 2025	10.00 am – 2.00 pm	In Person - Gyle

## BOARD STANDING COMMITTEES

### Audit and Risk Committee

Date	Time	Venue
Thursday 23 January 2025	10.30 am – 1.30 pm	MS Teams
Thursday 17 April 2025	10.30 am – 1.30 pm	MS Teams
Thursday 12 June 2025	10.00 am – 1.00 pm	MS Teams
Thursday 16 October 2025	10.00 am – 1.00 pm	MS Teams

### Clinical Governance Committee

Date	Time	Venue
Monday 10 February 2025	10.00 am – 1.00 pm	MS Teams
Monday 12 May 2025	10.00 am – 1.00 pm	MS Teams
Monday 11 August 2025	10.00 am – 1.00 pm	MS Teams
Monday 10 November 2025	10.00 am – 1.00 pm	MS Teams

### Staff Governance Committee

Date	Time	Venue
Thursday 13 March 2025	10.30 am – 1.30 pm	MS Teams
Thursday 05 June 2025	10.30 am – 1.30 pm	MS Teams
Thursday 04 September 2025	10.30 am – 1.30 pm	MS Teams
Thursday 11 December 2025	10.00 am – 1.00 p.m.	MS Teams

### Remuneration Committee

Date	Time	Venue
Wednesday 25 June 2025	2.00 pm – 4.00pm	MS Teams
Wednesday 26 November 2025	2.30 pm – 4.30 pm	MS Teams

### Integrated Governance Committee

Date	Time	Venue
Wednesday 15 January 2025	10.00 am – 11.30 am	MS Teams
Wednesday 23 April 2025	09.30 am – 11.00 am	MS Teams
Thursday 06 November 2025	10.00 am – 11.30 am	MS Teams