

# NES Board Member Induction and Governance Handbook



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# Induction Approach



This resource aims to provide NES Board Members and other interested people with information about the NES Board. It is primarily made up of links to material available on the internet, as such it aims to provide this material in one place. It will be kept current by refreshing these links as and when appropriate.

It is intended for the use of new NES Board Members to read as part of their induction process.

The resource sits on the NES Board's website and can be used as a source of induction material for members of other public bodies. It is hoped that this single reference point helps people easily find material and refer to it as and when they require.

**If you cannot find what you are looking for please email:**

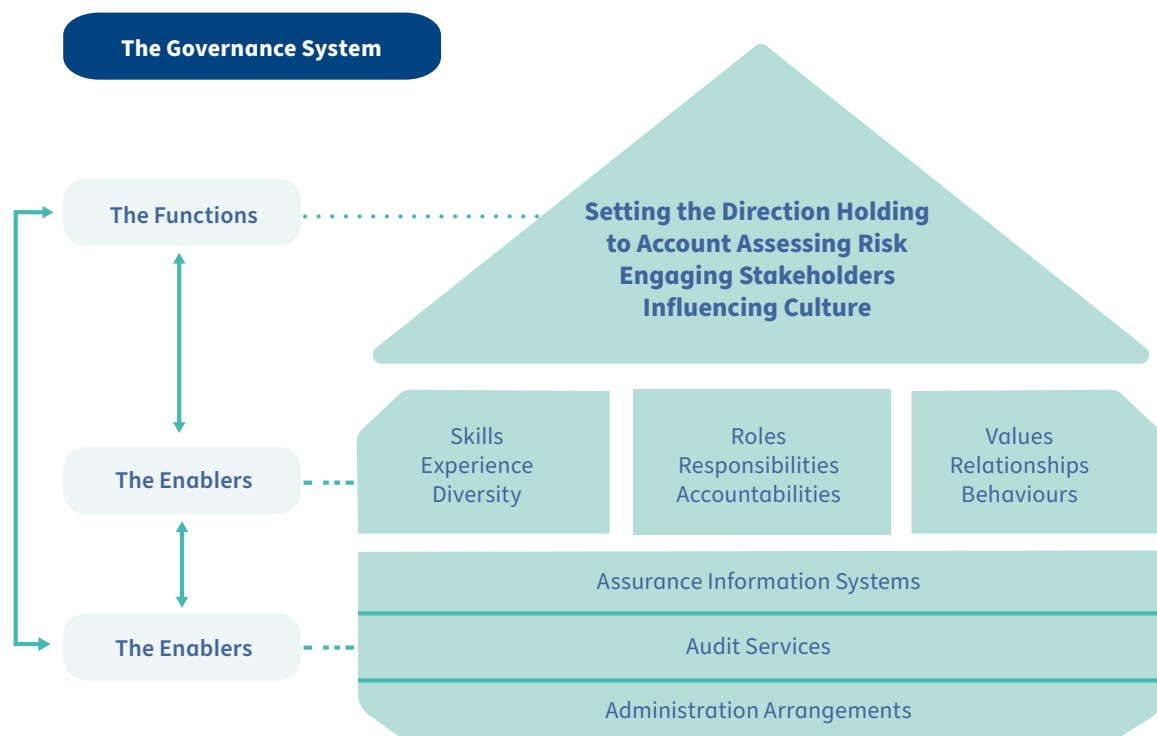
[ceo.nes@nes.scot.nhs.uk](mailto:ceo.nes@nes.scot.nhs.uk)

# Governance Approach Framework



Scottish Government, April 2018 (adapted from original by OPM and CIPFA, 2004 (copyright))

# Key Generic Documents to Support Governance



[Blueprint for Good Governance 2019](#)



[Checklist for NHS Non-Executive Directors \(Audit Scotland\)](#)



[Good Governance Standard for Public Services \(OPM and CIPFA\)](#)



[On Board: A guide for members of Statutory Boards](#)



[Governance for Quality Healthcare in Scotland – An Agreement \(NHS Scotland\)](#)



[Turas Learn – Board Development](#)

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# Board Membership

## Executive Directors

### Karen Reid

Chief Executive

### Emma Watson

Director of Medicine

### Karen Wilson

Director of Nursing,  
Midwifery and Allied  
Health Professions  
(Deputy CEO)

### Jim Boyle

Director of Finance

## Non-Executive Directors

### David Garbutt

Non-executive director

Chair of Board, Chair  
of Digital & Information  
Committee

### Linda Dunion

Non-executive director

Chair of Staff Governance  
Committee

### Douglas Hutchens Gillian Mawdsley

Non-executive director

Vice-Chair of Board and  
Chair of Remuneration  
Committee, Chair of  
Education and Quality  
Committee

Non-executive director  
and Whistleblowing  
Champion

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### Lynnette Grieve

Employee Director

### Anne Currie

Non-executive director  
and Equality and Diversity  
Champion

### Jean Ford

Non-executive director

Chair of Audit & Risk  
Committee

### Sandra Walker

Non-executive director

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### Victoria Nairn

Non-executive director

### Annie Gunner Logan

Non-executive director

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## Board Corporate Governance Package

This comprises of ten documents. The below four document and the five sets of Terms of Reference (ToRs) for the Board Standing Committees and Sub Committee and the Joint ToRs for the NHS Scotland Academy. The ToRs are available in Section 6.



[NES Board Member Code of Conduct](#)



[NES Board Standing Orders](#)



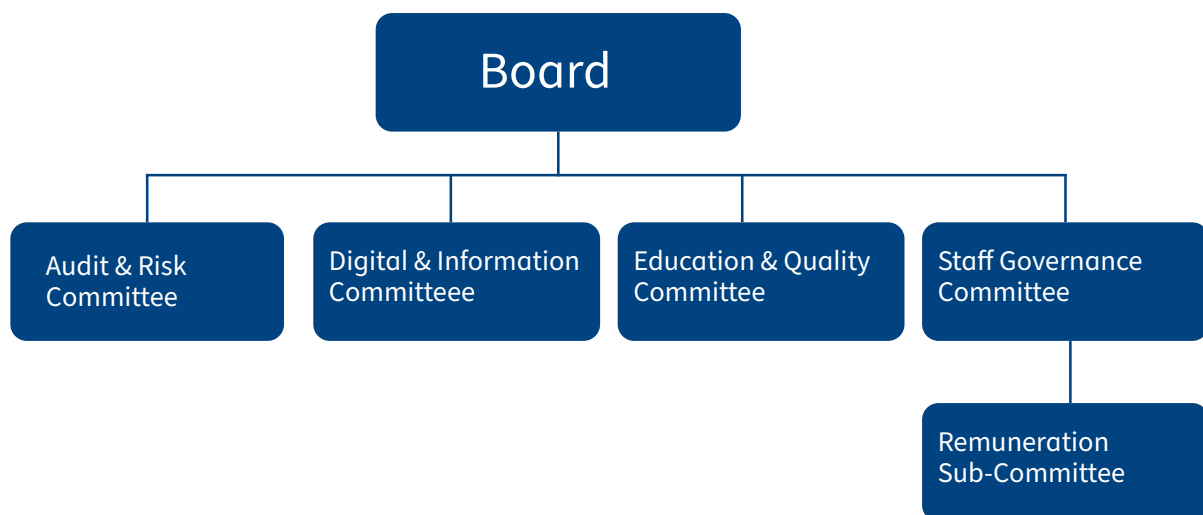
[NES Standing Financial Instructions](#)



[NES Board Scheme of Delegation](#)

## Board & Standing Committees

The NES Board has four Standing Committees and one Sub-Committee.



### Board Committee Terms of Reference



[Audit and Risk Committee](#)



[Digital and Information Committee](#)



[Education and Quality Committee](#)



[Staff Governance Committee](#)



[Remuneration Sub Committee](#)



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## NHS Scotland Academy

The NHS Academy is a new venture jointly governed by NES and NHS Golden Jubilee. It will complement existing educational programmes. Through the provision of new accelerated learning and development opportunities for key roles it aims to support the transformation and sustainability of the health and social care workforce.



NHS Scotland Academy Joint Strategic Programme Board Terms of Reference

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# Board Accountability, Role and Responsibilities



[Advice on relations between members and employees of devolved public bodies](#)



[NES Board Accountability, Role and Responsibilities](#)

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## Prevention of Bribery, Fraud and Corruption

NES has a justified reputation for acting with integrity, transparency and honesty. You must be committed to the prevention of bribery, fraud and corruption in recognition of the importance of maintaining the reputation of NES and the confidence of the public, partner organisations and other stakeholders.

You should note that NES will not work with other organisations who it considers do not share its commitment to preventing bribery, fraud and corruption.



[Bribery Act 2010](#)



[National Fraud Initiative 2018/9](#)



[NES Counter Fraud Policy](#)

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## Social Media Advice for Board Members

The rules of good conduct apply when you are engaging in media activity including the use of social media.

The conduct expected of you within a digital medium is no different to the conduct you should employ in other methods of communication, such as face to face meetings and written correspondence.



[Advice on the use of social media for members of devolved public bodies](#)



[NES Business and Personal Use of Social Media](#)

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## Whistleblowing

All NHS Scotland Boards now have dedicated Non-Executive Whistleblowing Champion (NWC) roles in place. These non-executive board-level appointments aim to promote an organisational culture of openness and transparency, in which all staff feel confident to raise any concerns. NWCs do not investigate whistleblowing concerns at an operational level; they perform a scrutiny function.

Key responsibilities include assuring compliance with the national Whistleblowing Standards and the monitoring of the delivery of the Whistleblowing Policy. This is a critical oversight and independent assurance role.

Gillian Mawdsley was appointed as the NES NWC. This appointment is for four years (1 February 2020 to 31 January 2024).

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## NES Professional Regulators

NES currently commissions, funds or quality manages programmes subject to external scrutiny by a regulatory body or other organisation. The annual report on NES externally regulated education activities is designed to provide assurance that key relationships with regulatory/scrutiny bodies are managed effectively, and that cases of sub-optimal quality are being addressed.

Following an audit of governance oversight of NES's externally regulated education activities a register of regulated NES educational activity was developed, specifying the source and type of regulator scrutiny, etc.

The latest register of externally regulated NES activities is available below.



[2020 Register of externally regulated activities](#)

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