



NOT PROTECTIVELY MARKED

Public Board Meeting

30 November 2022

Item No 10

THIS PAPER IS FOR APPROVAL

BOARD MEETING SCHEDULE 2023

Lead Director Author	Tom Steele, Chair Lindsey Ralph, Board Secretary
Action required	The Board is asked to approve the meeting schedule for 2023.
Key points	<p>Public Board meetings are held bi-monthly, on the last Wednesday of the month.</p> <p>This paper sets out the proposed Board meeting and Board Development session dates for 2023 (Appendix A).</p> <p>Board members are asked to note the planned dates of meetings of the Scottish Ambulance Service Board and its Committees from January to December 2023.</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. The proposed dates are attached at (Appendix B).</p>
Timing	The Board approves its annual schedule of meetings for the year ahead.
Link to Corporate Objectives	In compliance with the Service's Standing Orders, the Board is required to meet at least 6 times in the year and will annually approve a forward schedule of meetings dates.
Equality and Diversity	There are no equality or diversity implications arising from this paper.

**Scottish Ambulance Service
2023 Board Annual Schedule of Meetings**

Public Board Meetings

Date	Time	Venue
Wednesday 25 January 2023	10.00 am – 2.00 pm Public	MS Teams
Wednesday 29 March 2023	10.00 am – 2.00 pm Public	In Person – venue to be confirmed
Wednesday 31 May 2023	10.00 am – 2.00 pm Public	MS Teams
Wednesday 28 June 2023	10.00 am (Special meeting – Annual Accounts)	In Person – venue to be confirmed
Wednesday 26 July 2023	10.00 am – 2.00 pm Public	MS Teams
Wednesday 27 September 2023	10.00 am – 2.00 pm Public	MS Teams
Wednesday 29 November 2023	10.00 am – 2.00 pm Public	MS Teams

Board Development sessions

Date	Time	Venue
Wednesday 22 February 2023	10.00 am – 2.00 pm	In Person - venue to be confirmed
Tuesday 28 March 2023	10.00 am – 2.00 pm	In Person - venue to be confirmed
Wednesday 26 April 2023	10.00 am – 2.00 pm	In Person - venue to be confirmed
Wednesday 28 June 2023	10.00 am – 2.00 pm	In Person - venue to be confirmed
Wednesday 30 August 2023	10.00 am – 2.00 pm	In Person - venue to be confirmed
Wednesday 25 October 2023	10.00 am – 2.00 pm	In Person - venue to be confirmed

APPENDIX B

Audit Committee

Date	Time	Venue
Friday 13 January 2023	10.30 am – 1.00 pm	MS Teams
Thursday 20 April 2023	10.30 am – 1.00 pm	MS Teams
Thursday 15 June 2023	10.30 am – 1.00 pm	MS Teams
Thursday 12 October 2023	10.30 am – 1.00 pm	MS Teams

Clinical Governance Committee

Date	Time	Venue
Monday 13 February 2023	10.00 am – 12.30 pm	MS Teams
Monday 15 May 2023	10.00 am – 12.30 pm	MS Teams
Monday 14 August 2023	10.00 am – 12.30 pm	MS Teams
Monday 13 November 2023	10.00 am – 12.30 pm	MS Teams

Staff Governance Committee

Date	Time	Venue
Thursday 16 March 2023	10.30 am – 1.00 pm	MS Teams
Wednesday 21 June 2023	10.30 am – 1.00 pm	MS Teams
Thursday 07 September 2023	10.30 am – 1.00 pm	MS Teams
Thursday 14 December 2023	10.30 am – 1.00 pm	MS Teams

Remuneration Committee

Date	Time	Venue
Wednesday 28 June 2023	2.00 pm	MS Teams
Wednesday 29 November 2023	2.00 pm	MS Teams