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Date of issue: 14 June 2020

MEETING OF THE STAFF GOVERNANCE COMMITTEE

Tuesday 21 June at 2.00pm
Virtual Meeting Format (Microsoft Teams)

AGENDA

1 WELCOME AND APOLOGIES

- 1.1 **Declarations of Interest** – Members are asked to consider whether they have an interest to declare in relation to any item on the agenda for this meeting. Any Member making a declaration of interest should indicate whether it is a financial or non-financial interest and include some information on the nature of the interest. Advice may be sought from the Board Secretary's Office prior to the meeting taking place.

2 ASSURANCE REPORT FROM MEETING HELD ON 11 FEBRUARY 2020 (attached)

(PP 1-12)

The Committee is asked to Approve the Assurance Report.

3 MATTERS ARISING NOT ON THE AGENDA

4 GUARDIAN SERVICE UPDATE

Presentation by Simon MacRory, Director of the Guardian Service Limited

The Committee is asked to Note the update provided.

5 STAFF GOVERNANCE COMMITTEE TERMS OF REFERENCE AND STANDING AGENDA FORMAT (attached)

Report by Fiona Hogg, Director of HR and Organisational Development

(PP 13-24)

The Committee is asked to Approve the revised Staff Governance Committee Terms of Reference.

6 CULTURE FIT FOR THE FUTURE

Report by Fiona Hogg, Director of HR and Organisational Development

(PP 25-34)

The Committee is asked to Note the update.

6.1 Proposals for Culture Programme Changes
Report by Fiona Hogg, Director of HR and Organisational Development (PP 35-48)

The Committee is asked to **Note** the update.

7 WORKFORCE

7.1 Workforce Report incl. Statutory and Mandatory Training
Report by Gaye Boyd, Deputy Director of HR (PP 49-72)

The Committee is asked to

- **Note** the content of the report
- **Note** the areas for improvement

8 UPDATE ON PARTNERSHIP WORKING
Report by Fiona Hogg, Director of HR and Organisational Development (TO FOLLOW)

The Committee is asked to **Note** the content of the update.

9 FOR INFORMATION (*attached unless indicated*)

9.1 NHS Highland Media Policy and Social Media Policy (PP 73-97)

The Committee is asked to:

- **Note** the NHS Highland Media Policy and Social Media Policy

10 AOCB

11 DATE OF NEXT MEETING

The next meeting is scheduled for **1 September 2020 at 10:00am** in the Board Room, Assynt House, Inverness.

Members and Attendees of the Staff Governance Committee:

Members	Attendees
Ms Sarah Compton-Bishop (Chair)	Ms Fiona Hogg (Lead Executive)
Mr James Brander	Ms Gaye Boyd
Ms Ann Pascoe	Mr Paul Hawkins
Mr Adam Palmer	Mr David Park
Mr Albert Donald	Ms Katherine Sutton
	Ms Joanna MacDonald
	Mrs Etta Mackay
	Mrs Margaret MacRae
	Mr Bob Summers
	Ms Elspeth Caithness
	Ms Emma Pickard
	Miss Leah Girdwood (Committee Administrator)