

**HIGHLAND NHS BOARD
MEETING OF THE STAFF GOVERNANCE COMMITTEE**

**Tuesday 5 May 2026 at 10 am
Microsoft Teams**

- **All cameras should be turned on**
- **Use raise hand facility to discuss items – do not use MS Teams chat**

Distribution: 27 April 2026

AGENDA

Time	1.	Standing Items	Page
10.00 am	1.1	Welcome and Apologies	
	1.2	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 financial or non-financial and include some information on its nature. Advice may be sought from the Board Secretary's Office prior to the meeting taking place.	
10.05 am	2.	Assurance Reports	
	2.1	Minutes of Meeting held on 03 March 2026	PP 1-
	2.2	Action Plan	Excel Sheet
	2.3	Committee Workplan 2026 - 27	Excel Sheet
		The Committee is asked to: • Approve the minute. • Consider actions arising therefrom. • Note the latest version of the committee Action Plan and agree to the proposed closure of any noted actions. • Note the Committee Workplan 2026 – 27.	
	3.	Matters arising not on the Agenda	
	4.	Spotlight Session David Park, Deputy CEO Members are advised the Spotlight Session for this meeting has been set as relating to Health, Resilience and S&T.	
	5.	Items for Review and Assurance	
10.25am	5.1	People and Culture Portfolio Board Update Report by Gaye Boyd, Deputy Director of People This update to include leadership and culture workstream progress, and update on Bernardo's Pilot Programme.	PP
10.40am	5.2	Personal Development Review Action Plan Report by Gareth Adkins, Director of People and Culture	
10.55am	5.3	People Metrics and Integrated Performance and Quality Report Report by Gareth Adkins, Director of People and Culture	PP

		The Committee is asked to Note the reported workforce position and take Moderate assurance.	
		Comfort Break (10 mins)	
11.15am	5.4	Workforce Monitoring Report	PP
		Report by Gaye Boyd, Deputy Director of People	
11.30am	5.5	Employability Annual Report	PP
		Report by Megan Glass, Employability Lead	
11.50am	5.6	People and Culture Strategic Risk Review	PP
		Report by Gareth Adkins, Director of People and Culture	
		This to include update on Level 2 Risk and potential mitigation escalation.	
12.00pm	5.7	Medical Education Report	PP
		Report by Helen Freeman, Director of Medical Education	
12.15pm	6.	Items for Information and Noting	
	6.1	Area Partnership Forum update of meeting held on 13 February 2026	PP
	6.2	Health and Safety Committee update of meeting held on 3 February 2026	PP
	7.	Any other Competent Business	
	8.	Date & Time of Next Meeting	
		The next meeting is scheduled for Tuesday 7 July 2026 at 10 am via Microsoft Teams.	
	9.	Future Meetings Schedule	
12.30pm		The Committee is asked to note the remaining meeting schedule for 2025/26: 7 July 2026 (Next Meeting) 2 September 2026 3 November 2026	

Members and Attendees of the Staff Governance Committee

Members

Philip MacRae (Chair)
Steve Walsh (Vice Chair)
Bert Donald (Non-Exec)
Janice Preston (Non-Exec)
Gavin Smith (Employee Director)
Kate Dumigan (Staffside)
Claire Laurie (Staffside)
Dawn Macdonald (Staffside)
Fiona Davies (Chief Executive)

Attendees

Gareth Adkins (Director of People & Culture)
Gaye Boyd (Deputy Director of People)

Heledd Cooper (Director of Finance)
David Park (Deputy Chief Executive)
Katherine Sutton (Chief Officer, Acute)
Louise Bussell (Nurse Director)
Evan Beswick (Chief Officer, A & B HSCP)
Arlene Johnstone (Chief Officer for Highland HSCP)
Boyd Peters (Medical Director)
Jennifer Davies (Director of Public Health)
Richard MacDonald (Director of Estates, Facilities & Capital Planning)
Vacant (Director of Adult Social Care)