

SUMMARY REPORT OF GOVERNANCE COMMITTEE MEETING

Name of Committee	Staff Governance Committee
Date of Meeting	5 May 2026
Committee Chair	Philip MacRae

KEY POINTS FROM DISCUSSION AND ESCALATION

ALERT

- Discussion on Personal Development Review Action Plan in relation to ongoing low compliance in IPQR
- Noted and commended workforce monitoring report, employability annual report and medical education report.

ASSURE

- People and Culture Portfolio Update – Moderate.
- Personal Development Plan Review Action Plan – Moderate.
- People Metrics and Integrated Performance and Quality Report – Moderate.
- Workforce Monitoring Report – Substantial.
- Employability Annual Report 2024/25 – Noted as first Annual Report relating to relevant Strategy. Moderate.
- People and Culture Strategic Risk Review – Moderate.
- Medical Education Report – Moderate.

ADVISE

- People and Culture Portfolio Update – Provided updates on Culture & Leadership, Health & Wellbeing, Equality Diversity & Inclusion, Health and Care Staffing, and Employability. Shared recent governance changes and noted over 80 participants in the Gaelic Network.
- Employability Annual Report 2024/25. Key highlights from Year 1 were outlined alongside a summary of overall progress made. Updates given on secondary school engagement, career events, VR innovation and utilisation, Access All Areas pilot programme, partnership working, additional areas of development, and next steps.
- People and Culture Strategic Risk Review. Advised strategic risk register updated and presented for review and approval.
- Medical Education Report. Local and national perspective outlined. Raised matters relating to accommodation pressures; recent Deanery visit to NHH; GPST training feedback; and local training feedback identified themes.
- Personal Development Plan Review – Outlined current objectives and actions at NHS Board level, covering Change Partners' work, performance management, senior leadership presence, and training updates.

- Workforce Monitoring Report – Summarized key findings for Jan–Dec 2025. Covered national guidance on reasonable adjustments, workforce declarations, increases, headcount strategy, and demographic impacts.
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ACTIONS

- People and Culture Portfolio Update – Agreed plan for rollout of Safe Care to be submitted to next meeting, including update on areas where not currently in place.
- People Metrics and Integrated Performance and Quality Report – Agreed to provide update on statutory aspects relating to Fire Safety training and compliance requirements.
- People and Culture Strategic Risk Review – Agreed recommended wording changes to risks 632 and 1056 be further reviewed and discussed. Also agreed to report on Level 2 risks to Committee every six months.