

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

**Tuesday 3rd March 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: 23rd February 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 13 January 2026	PP 1-10
	2.2	Action Plan	Excel Sheet
	2.3	Committee Workplan 2025 - 26	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	
	2.4	Committee Workplan 2026 – 27 The Committee is asked to agree the Committee Workplan for 2026 -27	Excel Sheet
	3.	Matters arising not on the Agenda	
	4.	Spotlight Session	
		Members are advised the Spotlight Session for this meeting has been deferred to a future meeting.	
	5.	Items for Review and Assurance	
10.25am	5.1	People and Culture Portfolio Board Update	PP 11-19
		Report by Gaye Boyd, Deputy Director of People	
		The Committee is asked to take Moderate assurance in the progress being made in the People and Culture portfolios relating to the Together we Care Strategy.	

10.40am	5.2	People Metrics and Integrated Performance and Quality Report	PP 215-245
		Report by Gareth Adkins, Director of People and Culture	
		The Committee is asked to Note the reported workforce position and take Moderate assurance.	
		Comfort Break (10 mins)	
10.55am	5.3	iMatter National Report	PP 20-25
		Report by Gaye Boyd, Deputy Director of People	
		The Committee is asked to take Moderate assurance regarding the iMatter results compared to the national report.	
11.05am	5.4	Staff Governance Committee Terms of Reference Update	
		Update from Gareth Adkins, Director of People and Culture	
11.15am	5.5	People and Culture Strategic Risk Review	PP 26-45
		Report by Gareth Adkins, Director of People and Culture	
		The Committee is asked to Review the report content, Approve the updated People and Culture Strategic Risk Register and take Moderate assurance.	
11.30am	5.6	Health and Care Staffing Act Implementation Q3 and Annual Reports	PP 46-68 and Appendices
		Report by Brydie Thatcher, Workforce Planning/Analytics Manager & HCSA Workforce Lead	
		The Committee is asked to Note the report content and take Moderate assurance.	
11.45am	5.7	Workforce Policies Report	PP 69-74
		Report by Gaye Boyd, Deputy Director of People	
		The Committee is asked to take Substantial assurance in relation to NHS Highland Policies being monitored and reviewed in a timely manner through the HR Sub Group.	
11.55am	5.8	Whistleblowing and Confidential Contact Q3 Report	PP 75-79
		Report by Gareth Adkins, Director of People and Culture	
		The Committee is asked to take Moderate assurance in relation to compliance with legislation, policy and Board objectives noting challenges with timescales.	
12.05pm	5.9	Communications and Engagement 6-monthly Update	PP 80-85
		Report by Nicki Sturzaker, Head of Communications and Engagement	
		The Committee is asked to take moderate assurance noting an update on the internal communications strategy will be shared in the next report along with the revised social media policy in order to increase the proposed level of assurance to 'Substantial'.	
12.35pm	5.10	Staff Governance Committee Annual Report 2025/26	
		Report by Gareth Adkins, Director of People and Culture	
12.50pm	6.	Items for Information and Noting	
	6.1	Models of Integration – Gareth Adkins, Director of People and Culture	PP 86-113
	6.2	Single Authority Model – Gareth Adkins, Director of People and Culture	PP 114-196
	6.3	Area Partnership Forum update of meeting held on 12th December 2025	PP 197-214
	7.	Any other Competent Business	
	8.	Date & Time of Next Meeting	
		The next meeting is scheduled for Tuesday 5 th May 2026 at 10 am via Microsoft Teams.	

	9.	Future Meetings Schedule	
13.00 pm		The Committee is asked to note the remaining meeting schedule for 2025/26: 3 March 2026 5 May 2026 7 July 2026 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)

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)
Simon Steer (Director of Adult Social Care)