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HIGHLAND NHS BOARD
MEETING OF THE STAFF GOVERNANCE COMMITTEE

Tuesday 7 July 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: 30 June 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** 05 May 2026	**PP.1-7**
	2.2	**Action Plan**	**P.8**
	2.3	**Committee Workplan 2026 – 27**	**P.9**
		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**	
10.15am	**4.**	**Spotlight Session**	
		Bryan McKellar, Whole System Transformation Manager and Iain Ross, Head of eHealth	
		Members are advised the Spotlight Session for this meeting has been set as relating to eHealth, Resilience and S&T.	
	5.	**Items for Review and Assurance**	
10.35am	5.1	**People and Culture Portfolio Board Update**	**PP.10-37**
		Report by Gaye Boyd, Deputy Director of People	
		The Committee is asked to **Consider** the report content and take **Moderate** assurance in the progress being made in the People and Culture portfolios and review of governance structure.	

10.45am	5.2	**Integrated Performance and Quality Report**	**PP.38-70**
		Report by Gareth Adkins, Director of People and Culture	
		The Committee is asked to **Note** the circulated report content and take **Moderate** assurance.	
10.55am	5.3	**Whistleblowing Q4 Report**	**PP.71-77**
		Report by Gareth Adkins, Director of People and Culture	
		The Committee is asked to take **Moderate** assurance on the basis of robust process but **Note** the challenge of meeting the 20 working days within the standards.	
11.05am	5.4	**Whistleblowing Annual Report 2025/26**	**PP.78-94**
		Report by Gareth Adkins, Director of People and Culture	
		The Committee is asked to **Note Substantial** assurance, based on the content and format of the annual whistle blowing report demonstrating compliance with our reporting requirements under the standards.	
		Comfort Break (10 mins)	
11.30am	5.5	**People and Culture Strategic Risk Review**	**PP.95-103**
		Report by Gareth Adkins, Director of People and Culture	
		The Committee is asked to **Note** the review and refresh of the people and culture strategic risks and ongoing work to finalise level 2 risk and take **Moderate** assurance.	
11.45am	5.6	**Health and Care Staffing Act Q4 Report**	**PP.104-164**
		Report by Gareth Adkins, Director of People and Culture	
		The Committee is asked to **Note** the report content and take **Moderate** assurance.	
12.00pm	5.7	**Gaelic Language Plan**	**PP.165-205**
		Report by Gareth Adkins, Director of People and Culture and Richard MacDonald, Director of Estates, Facilities & Capital Planning	
		The Committee is asked to **Note** the adequate progress against the Gaelic Language Plan up to September 2025, awarded by Bord Na Gaidhlig, **Note and Recognise** the statutory duties under the Gaelic Language (Scotland) Act 2005, strengthened by the Scottish Languages Act 2025, including compliance requirements and potential enforcement measures, and **Note** the priorities for 2026/2027 reporting period and any associated risks.	
12.25pm	**6.**	**Items for Information and Noting**	
	6.1	**Area Partnership Forum update of meeting held on** 12 June 2026	**PP.206-214**
	6.2	**Health and Safety Committee update of meeting held on** 28 April 2026	**PP.253-263**

12.35pm	**7.**	**Corporate Governance**	
	7.1	**Committee Self-Assessment**	**PP.215-252**
		Report by Gareth Adkins, Director of People & Culture	
		The Committee is asked to **consider** the relevant condensed question set and **approve** for use in a self-assessment exercise, **approve** the approach to identify stakeholder group for each Committee and complete survey based on questions, and undertake a discussion facilitated by an Executive or Non-Executive not associated with the Committee.	

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12.45pm	**8.**	**Any other Competent Business**	
	9.	**Date & Time of Next Meeting**	
		The next meeting is scheduled for Tuesday 2 September 2026 at 10 am via Microsoft Teams.	
	10.	**Future Meetings Schedule**	
12.55pm		**The Committee is asked to note** the remaining meeting schedule for 2025/26: **2 September 2026 (Next Meeting)** 3 November 2026	

<u>Members and Attendees of the Staff Governance Committee</u>

Members	**Attendees**
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)	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)