



## **Staff Governance Committee - 15 May 2025**

NHS Orkney

Thursday, May 15, 2025 at 9:30 AM BST to Thursday, May 15, 2025 at 12:30 PM BST

### **Agenda**

#### **1. Cover Paper**

#### **2. Staff Story - Team Orkney Award Winner (TBC)**

Presenter: Director of People and Culture

#### **3. Apologies**

Presenter: Chair

To note apologies

#### **4. Declarations of Interest - Verbal**

Presenter: Chair

To consider any declarations of interest

#### **5. Minute of meeting held on 12 February 2025**

Presenter: Chair

To approve as an accurate record

#### **6. Chair's Assurance Report - 12 February 2025**

To approve as an accurate record

#### **7. Matters Arising - Verbal**

To raise any matters from the minute not on the agenda

#### **8. Action Log**

Presenter: Chair

To monitor progress against actions due before next meeting and to agree any corrective actions

#### **9. Chair's Assurance Reports**

##### **9.1. Area Partnership Forum Chair's Assurance Reports**

Presenter: CEO, Employee Director

To note the report

##### **9.2. Occupational Health, Safety and Wellbeing (OHSW) – Chair's Assurance Report**

To note the report

##### **9.3. JLNC Chairs Assurance Report - December 2024 and May 2025**

Presenter: JLNC Chair

To note the report

#### **9.4. Operational Workforce Group Chairs Assurance Reports**

Presenter: Director of People and Culture

No report as no meetings have taken place since last Committee meeting.

#### **10. Update from National Human Resource Directors meeting**

Presenter: Director of People and Culture

To note the update.

#### **11. Staff Governance Committee Annual Report**

Presenter: Chair

To ratify the virtual approval.

#### **12. Corporate Risk Register**

Presenter: Director of People and Culture

To seek assurance, progress and mitigation's on the latest Corporate Risk Register on risks relating to staff governance

#### **13. PEOPLE**

##### **13.1. Update on the Employee Journey including priorities**

Presenter: Director of People and Culture

To discuss and seek assurance.

##### **13.2. Agenda for Change Reform Implementation**

Presenter: Head of People and Culture

To discuss and seek assurance

##### **13.3. Once for Scotland Workforce Policies Update**

Presenter: Head of People and Culture

To receive an update and consider implications

#### **14. PATIENT SAFETY QUALITY AND EXPERIENCE**

##### **14.1. Health and Care (Staffing) (Scotland) Act Annual Report 2024/25**

Presenter: Clinical Lead for Workforce - Lynn Adam

For noting and to discuss reporting improvements including e-Rostering

##### **14.2. Whistle Blowing quarterly report Quarter 4 2024/25**

Presenter: Head of Patient Safety, Quality and Risk

To receive and note the update

#### **15. PERFORMANCE**

##### **15.1. Integrated Performance Report - March 2025**

Presenter: Director of People and Culture

- To receive and scrutinise the Integrated Performance Report March 2025
- To note where Key Performance Indicators (KPIs) are off track and the improvement actions in place to bring deliverables back on track.

### **15.2. Bi-annual Workforce Report**

Presenter: Head of People and Culture

To receive and seek assurance

### **15.3. Area Partnership Forum Annual Report 2024/25**

Presenter: APF Joint Chair

To note the report

### **15.4. Annual Staff Governance Monitoring Return 2024/25**

Presenter: Head of People and Culture

To note the report.

### **15.5. Equality and Diversity Annual Report 2024/25**

Presenter: Head of People and Culture

To approve the report.

### **15.6. Nursing and Midwifery Taskforce reports publication**

Presenter: DoNMAHP

Nursing and Midwifery Taskforce reports publication

### **15.7. Job Planning Progress Report**

Presenter: Medical Director

To note the update and seek assurance on progress.

## **16. POTENTIAL**

### **16.1. Health and Safety Update Report**

Presenter: Health and Safety Lead Update

To discuss the report.

## **17. Any other competent business - Verbal**

## **18. Items to be included on the Chair's Assurance Report - Verbal**

Presenter: All

## **19. ITEMS FOR INFORMATION AND NOTING**

### **19.1. Items for noting**

- Reduced working week compliance
- Reply from NHS Orkney - Reduced working week compliance

### **19.2. Schedule of Meetings for 2025/26**

Presenter: Chair