



Staff Governance Committee - 3 December 2025

NHS Orkney

Wednesday, December 3, 2025, at 9:30 AM to 12:30 PM

Agenda

1. Cover Paper

Presenter: Chair

For awareness

2. Apologies

Presenter: Chair

For discussion

3. Declarations of Interest - Verbal

Presenter: Chair

For discussion

4. Minute of meeting held on 18 September 2025

Presenter: Chair

For a decision

5. Chair's Assurance Report - 18 September 2025

Presenter: Chair

For assurance

6. Matters Arising - Verbal

For discussion

7. Action Log

Presenter: Chair

For assurance

8. CHAIRS ASSURANCE REPORTS

8.1. Area Partnership Forum Chair's Assurance Reports

Presenter: CEO, Employee Director

To note the report

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

To note the report

8.3. JLNC Chairs Assurance Report

Presenter: JLNC Chair

To note the report

8.4. Operational Workforce Group Chairs Assurance Reports

Presenter: Director of People and Culture

To note the report

9. CORPORATE RISK REGISTER

Presenter: Director of People and Culture

For assurance

10. INTEGRATED PERFORMANCE REPORT

Presenter: Director of People and Culture

For assurance

11. APPROVAL OF STAFF GOVERNANCE COMMITTEE CORE DOCUMENTS 2026/27

Presenter: Chair

For a decision

- Terms of Reference
- Workplan 2026/27
- Timetable for papers

12. PEOPLE

12.1. Agenda for Change Reduced Working Week (RWW) Plan/ Submission to Scottish Government

Presenter: Director of People and Culture

For assurance

12.2. iMatter Health and Social Care Staff Experience Survey 2025

Presenter: Head of People and Culture

For discussion

12.3. Staff Governance Monitoring Exercise 2024/25

Presenter: Employee Director

For discussion

12.4. Job Planning Progress Report

Presenter: Medical Director

For assurance

12.5. Scottish Government - Armed Forces and Veterans Recognition Scheme

Presenter: Clinical Lead - Workforce

For assurance

13. PATIENT SAFETY QUALITY AND EXPERIENCE

13.1. Whistle Blowing quarterly report Quarter 2 2025/26

Presenter: Head of Patient Safety, Quality and Risk

For awareness

14. PERFORMANCE

14.1. Internal Audit Planning

Presenter: Chair

For discussion

14.2. Health Care Staffing Act Quarter 2 Submission to Scottish Government

Presenter: Clinical Lead - Workforce

For assurance

15. POTENTIAL

15.1. Health and Safety Update Report

Presenter: Health and Safety Lead Update

For discussion

16. ANY OTHER COMPETENT BUSINESS

Presenter: Chair

For discussion

17. Items to be included on the Chair's Assurance Report - Verbal

Presenter: All

18. ITEMS FOR INFORMATION AND NOTING

18.1. Key documentation for information

- 19.1.1- Director Letter - Consolidated Agency Controls - October 2025
- 19.1.2 - Your Employee Journey Update

18.2. Schedule of Meetings for 2025/26

Presenter: Head of Corporate Governance

18.3. Record of Attendance 2025/26

Presenter: Chair