**Board meeting:**

**Subject:** Person Centred and Staff Governance Committee Update

**Recommendation:** Board members are asked to note discussions

The following key points were discussed at the meeting and have been split into the three high level quality ambitions of person centred, safe, and effective.

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| **Item** | **Details** |
| **Person Centred** | **Staff Appraisals**   * Clinical Staff Appraisals are ongoing. The Medical Director is liaising with Clinical Leads to take this forward and the Committee will continue to monitor progress via the Integrated Performance Report.     **Expansion Programme Update and Volunteer Service**   * The Committee received an update on Phase 1 and Phase 2 of the Expansion Programme and were assured that progress was continuing as planned. * Workforce challenges were highlighted. However, the Committee discussed the forthcoming employment opportunities the programme will bring alongside NHS Scotland Academy scoping.      * Committee Members discussed the provisions that were in place for Volunteer support. A site visit will be organised once work is completed. The Volunteer Manager will liaise with the service to ensure appropriate allocation of Volunteers when the service moves to the new facility. |
| **Safe** | **Risk Register and Appetite**   * The Committee discussed the Risk Appetite and Board Risk Register and were satisfied at the level of progress achieved to date. The Person Centred and Staff Governance Committee are considering Assurance Measures / Key Performance indicators to enable effective review of the Board’s Workforce Risk.   **Ophthalmology Training**   * Discussions are ongoing at Partnership Forum regarding the Ophthalmology staff training and orientation plan. Work is planned over the next few months to ensure staff are prepared for the opening of the new unit. |
| **Effective** | **Nursing Infrastructure**   * The Committee was advised that Nursing infrastructure changes are now complete. In order to support the changes, two new Heads of Nursing roles have been established. The Medical infrastructure review is also progressing.   **Blueprint for Good Governance**   * Committee Members were given an update on the Blueprint for Good Governance Action Plan. Good progress was noted with the Governance Committee Review completed, Head of Corporate Governance post in place and Board Strategy under implementation. Further work on the action plan for 2020-21 will be taken forward and the Committee will be updated over the coming months.   **Committee Terms of Reference and Workplan**   * The updated Committee Terms of Reference (ToRs) and Workplan for 2020-21 were agreed subject to some amendments. The ToRs include the new Committee title of ‘Person Centred and Staff Governance Committee’. |

The next meeting is scheduled for 7 May 2020.

**Stephen McAllister**

**Chair of Person Centred Committee**

**March 2020**

**Gareth Adkins**

**Director of Quality, Innovation & People**

**March 2020**