

NHS Golden Jubilee



Health and Care (Staffing) (Scotland) Act 2019

Quarterly Board Compliance Report

01 April 2026 – 30 June 2026 | Quarter 1

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Assurance codes at a glance

Substantial
Duty is being met and processes are embedded.

Reasonable
Evidence that the duty is being met, with some further strengthening required.

Partial
The duty is being met in part, with clear improvement action required.

★ Current position against the required duties

This report provides a consolidated position across the clinical professional groups within NHS Golden Jubilee to which the legislation applies. Assurance ratings reflect the most recent quarterly returns received and the current evidence available. Where limited change is reported in quarter, the assessment reflects the latest confirmed position, supported by existing governance, reporting and escalation arrangements.

12IA – Duty to ensure appropriate staffing | Code: Substantial

NHS Golden Jubilee continues to demonstrate substantial assurance for this duty.

Workforce planning arrangements are in place at professional, multidisciplinary and operational service levels, supported by the Board Workforce Planning Strategy.

Where staffing gaps are identified, clinical managers escalate concerns through the twice-daily site-wide safety huddle, with mitigations and actions agreed and recorded to support safe, effective and high-quality care delivery.

☐ **12IB – Duty to ensure appropriate staffing: agency workers | Code: Substantial**

Substantial assurance is maintained for this duty. Each profession has governance processes in place for the use of agency workers. High-cost agency use, defined as exceeding 150% of the cost of a substantive post holder, continues to be reported to Scottish Government in line with legislative requirements. Any agency worker shifts within NHS Golden Jubilee are reported within the expected timescales.

□ 12IC – Duty to have real-time staffing assessment in place | Code: Substantial

NHS Golden Jubilee continues to report substantial assurance for this duty. The phased rollout of eRostering during 2026–2027 will further strengthen compliance with the requirement for real-time staffing assessment. Safe Care® has not yet been deployed and interim local processes, including Medirota® where applicable, remain in place until eRostering is more widely implemented and data accuracy is assured.

△ 12ID – Duty to have risk escalation processes in place | Code: Substantial

Substantial assurance is maintained for this duty. Established structures and local escalation protocols support the timely escalation of staffing risks. The local decision-support escalation tool enables risks and actions to be recorded, while the site-wide safety huddle provides a consistent mechanism for clinical professions to escalate staffing concerns, agree mitigations and communicate actions across wider teams.

☪ 12IE – Duty to have arrangements to address severe and recurrent risks | Code: Substantial

NHS Golden Jubilee continues to demonstrate substantial assurance for this duty.

Organisational governance structures, assurance processes and professional leadership arrangements support the identification, review and management of severe or recurrent staffing risks.

Monthly Confirm and Challenge meetings with the Executive Director of Operations and divisional management teams provide additional oversight of risks to planned and actual clinical activity. These meetings support review of identified risks, associated mitigations and operational pressures, with input from lead clinicians, the triumvirate, performance team colleagues and relevant Executive Directors.

□ 12IF – Seek clinical advice on staffing | Code: Reasonable

Reasonable assurance is reported for this duty. Clinical teams have mechanisms to seek staffing advice; however, some areas require more formal documentation of escalation routes and advice received. Clinical leads continue to be supported to

review and strengthen local systems to ensure they meet legislative requirements. The future deployment of Safe Care® is expected to support a more consistent Board-wide approach.

🕒 12IH – Duty to ensure adequate time given to clinical leaders | Code: Reasonable

Reasonable assurance is reported for this duty. Ongoing challenges remain in consistently allocating protected time for all clinical leaders. Awareness of the duty has improved, and clinical leaders report closer monitoring of capacity and escalation of challenges through divisional routes. Improving compliance with this duty remains a priority for 2026–2027, supported by available learning resources for teams.

🎓 12II – Duty to ensure appropriate staffing: training of staff | Code: Substantial

Substantial assurance is maintained for this duty. Established systems support compliance, including TURAS for personal development reviews, the clinical education calendar, the Learning and Organisational Development training calendar, monthly Clinical Medical Education days and access to the Board-wide further education training fund. Training compliance data continues to be shared through local staff governance arrangements.

📅 12IJ – Duty to follow common staffing method | Code: Substantial

Substantial assurance is reported for this duty, which only applies to the nursing profession. Staffing Level Tool runs are scheduled twice yearly, in May and November. The May tool run has been completed, and Common Staffing Method documentation is being collated. The next scheduled tool run will commence on 9 November 2026. Nursing teams may also undertake additional tool runs where this would support local decision-making.

Common Staffing Method documentation has supported the recently completed workforce review and continues to provide evidence for workforce planning and assurance

12IM – Reporting on staffing | Code: Substantial

NHS Golden Jubilee has established reporting arrangements to support compliance with this duty. A standard template is completed quarterly by clinical leads and submitted to the NHS Golden Jubilee Health and Care Staffing Programme Board. Completed returns are stored securely within Teams. Where no material change is identified during the quarter, the return confirms the current position and any ongoing assurance or improvement actions.