



Meeting: NHS Highland Board
Meeting date: 26 July 2022
Title: Committee Memberships review
Responsible Executive/Non-Executive: Prof. Boyd Robertson, Board Chair
Report Author: Ruth Daly, Board Secretary

1 Purpose

This is presented to the Board for:

- Decision

This report relates to a:

- Local policy

This aligns to the following NHSScotland quality ambition(s):

- Effective

This report relates to the following Corporate Objective(s)

| |
|---|
| <p>Safe and Sustainable</p> <ul style="list-style-type: none"> • In control • Well run |
|---|

2 Report summary

2.1 Situation

This report outlines proposals to fill vacancies on Governance Committees created by the changes to the Board membership following the recent Local Government elections in May 2022.

2.2 Background

At the meeting in January 2022, the Board revised the membership of its governance committees to maximise the skills and experience of more recently appointed members. Board membership has changed since January as a result of the Local Government elections held in May 2022 and therefore the composition of governance committees requires to be revised.

2.3 Assessment

The outgoing Board members from both The Highland Council and Argyll and Bute Council were members of Clinical Governance, Finance, Resources and Performance and Highland Health and Social Care Committees. These

vacancies are therefore proposed to be filled as shown in green on Appendix 1 to this report. Appendix 2 shows the spread of memberships for each individual Non-Executive Board member.

Given the changes in Board membership, the Highland Health and Social Care Committee will now need to appoint a new Vice Chair.

In terms of the Highland Health and Social Care Partnership, Board and Council members are included in the membership of the relevant strategic Committees of each lead agency. Three Highland Councillors have been appointed to the Highland Health and Social Care Committee and we await confirmation from The Highland Council regarding their expectations for Board membership of the Health, Social Care and Wellbeing Committee

2.4 Proposed level of Assurance

This report proposes the following level of assurance:

| | | | |
|-------------|--------------------------|----------|-------------------------------------|
| Substantial | <input type="checkbox"/> | Moderate | <input checked="" type="checkbox"/> |
| Limited | <input type="checkbox"/> | None | <input type="checkbox"/> |

The proposed level of assurance will lift to 'substantial' once Board membership of The Highland Council Health, Social Care and Wellbeing Committee is in place.

3 Impact Analysis

3.1 Quality/ Patient Care

3.2 Workforce

3.3 Financial

The provision of robust governance arrangements is key to NHS Highland delivering on its key objectives and to improving workforce, clinical and financial governance.

3.4 Risk Assessment/Management

A risk assessment has not been carried out for this paper.

3.5 Data Protection

N/A

3.6 Equality and Diversity, including health inequalities

There are no equality or diversity implications arising from this paper. However, it is hoped that the proposals will enable a more diverse range of skills and experience are directed to our Governance Committees.

3.7 Other impacts

No other impacts

3.8 Communication, involvement, engagement and consultation

The proposals in the recommendation have been discussed and agreed with all the Non-Executive Board members involved.

3.9 Route to the Meeting

The subject of this report has been shared with the Non-Executive Board members.

4 Recommendation

The Board is asked to:

- **approve** revised governance committee memberships as shown in Appendix 1 with immediate effect,
- **note** that Highland Health and Social Care Committee must now appoint a new Vice Chair from its membership, and
- **note** that a formal approach from The Highland Council is awaited to request Board appointment to their Health, Social Care and Wellbeing Committee.

4.1 List of appendices

The following appendices are included with this report:

- Appendix 1 Proposed Committee memberships – changes shown highlighted
- Appendix 2 table illustrating the spread of Non-Executive memberships across all governance committees

Memberships of Committees July 2022

Appendix 1

| Committee | Current Membership |
|--|--|
| HHSCC 5 Non Executives including The Highland Council nominated appointee to the Board | <ul style="list-style-type: none"> • Ann Clark – Chair • Philip MacRae • Gerry O'Brien • Joanne McCoy • Muriel Cockburn |
| Argyll and Bute Integration Joint Board | <ul style="list-style-type: none"> • Sarah Compton Bishop – Chair • Jean Boardman • Graham Bell • Susan Ringwood |
| Audit Committee 5 Non Executive members | <ul style="list-style-type: none"> • Alasdair Christie – Chair • Alex Anderson • Gerry O'Brien - V Chair • Susan Ringwood • Gaener Rodger • Independent Lay Member |
| Finance, Performance and Resources Committee 4 Non Executives | <ul style="list-style-type: none"> • Alex Anderson - Chair • Graham Bell - V Chair • Ann Clark • Garrett Corner |
| Clinical Governance Committee 4 Non Executives <u>And</u> Chair ACF | <ul style="list-style-type: none"> • Gaener Rodger – Chair • Alasdair Christie • Joanne McCoy • Muriel Cockburn • Catriona Sinclair, ACF Chair |
| Staff Governance Committee 4 Non Executives <u>And</u> Employee Director | <ul style="list-style-type: none"> • Sarah Compton Bishop – Chair • Jean Boardman – V Chair • Bert Donald • Philip MacRae • Elspeth Caithness (Employee Director) |
| Endowment Funds Committee 4 Non Executives <i>including</i> Employee Director | <ul style="list-style-type: none"> • Ann Clark (Interim Chair) • Jean Boardman • Elspeth Caithness (Employee Director) • Gaener Rodger |
| Remuneration Committee 5 members <i>including</i> Board Chair, Vice Chair and Employee Director | <ul style="list-style-type: none"> • Boyd Robertson • Ann Clark (Chair) • Elspeth Caithness (Employee Director) • Gerry O'Brien • Bert Donald |
| The Highland Council Health, Social Care and Wellbeing Committee 3 Board members | <ul style="list-style-type: none"> • • • |

Membership Chart July 2022

| | HHSCC | ARGYLL AND BUTE IJB | AUDIT | FINANCE RESOURCES PERFORMANCE | CLINICAL GOV | STAFF GOV | REM COMM | PHARMACY PRACTICES | ENDOWMENTS COMMITTEE |
|---|---------|-------------------------------|------------|-------------------------------------|-----------------|-----------------|-------------|-----------------------|-------------------------|
| Alex Anderson | | | ✓ | ✓ Chair | | | | | |
| Graham Bell | | ✓ | | ✓ | | | | | |
| Jean Boardman | | ✓ | | | | ✓ Vice Chair | | | ✓ |
| Elsbeth Caithness Employee Director | | | | | | ✓ | ✓ | | ✓ |
| Alasdair Christie | | | ✓ Chair | | ✓ | | | ✓ | |
| Ann Clark | ✓ Chair | | | ✓ | | | ✓ Chair | | |
| Muriel Cockburn | ✓ | | | | ✓ | | | | |
| Sarah Compton- Bishop | | ✓ Chair from April 2021 | | | | ✓ Chair | | | |
| Garret Corner | | | | ✓ | | | | | |
| Bert Donald | | | | | | ✓ | ✓ | | |
| Philip MacRae | ✓ | | | | | ✓ | | | |

| | | | | | | | | | |
|--------------------------------|---|---|---|--|------------|--|---|---------|---|
| Joanne McCoy | ✓ | | | | ✓ | | | | |
| Gerry O'Brien | ✓ | | ✓ | | | | ✓ | | |
| Susan Ringwood | | ✓ | ✓ | | | | | | |
| Gaener Rodger | | | ✓ | | ✓ Chair | | | ✓ Chair | ✓ |
| Boyd Robertson | | | | | | | ✓ | | |
| Catriona Sinclair ACF Chair | | | | | ✓ | | | | |

For information – Argyll and Bute IJB holds development sessions on alternate months to their formal business meetings, and Board Non-Executives hold the following positions on IJB Committees:

| | Audit and Risk Committee | Strategic Planning Group | Clinical & Care Governance Committee | Finance and Policy Committee | Argyll and Bute Community Planning Partnership |
|-----------------------------|---------------------------------|---------------------------------|---|-------------------------------------|---|
| Sarah Compton Bishop | Member | Member | Chair | Member | |
| Graham Bell | | | | Member | Representative of the IJB |
| Jean Boardman | | Chair | Member | | |
| Susan Ringwood | Vice Chair | | | | |