

# NHS Ayrshire & Arran



<b>Meeting:</b>	<b>Ayrshire and Arran NHS Board</b>
<b>Meeting date:</b>	<b>Monday 15 August 2022</b>
<b>Title:</b>	<b>Membership of Board Committees</b>
<b>Responsible Director:</b>	<b>Lesley Bowie, Board Chair</b>
<b>Report Author:</b>	<b>Shona McCulloch, Head of Corporate Governance</b>

## 1. Purpose

This is presented to the Board for:

- Decision

This paper relates to:

- Government policy/directive

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

- Effective

## 2. Report summary

### 2.1 Situation

Membership of Board Committees and NHS appointments to Integration Joint Boards are approved by the NHS Board in accordance with the Board standing orders. This paper is presented for Members agreement.

### 2.2 Background

The NHS Board Standing Orders (6.2b) advises that appointment of Board committee members and membership of Board committees is a reserved matter for Board approval.

The allocation of responsibilities for Non-Executive Board Members is kept continuously under review as people leave and join the Board. As a minimum the Board Chair reviews responsibilities annually, in line with the Non-Executive appraisal process to take into account discussion with individual Non-Executives. This ensures good governance practice in the best use of Non-Executive skills and experience across our governance committees. Any changes will be subject to Board approval.

### 2.3 Assessment

The matrix recording Board Member responsibilities has been updated to reflect:

- Changes to local authority representation following local elections in May 2022:
  - East Ayrshire Council – return of Councillor Douglas Reid
  - South Ayrshire Council – initially Councillor Brian McGinley for June 2022. Amended thereafter to Councillor Lee Lyons
  - North Ayrshire Council – Councillor Marie Burns
  - Councillors have agreed to Memberships as shown in Appendix 1
- Linda Semple has agreed to take up the role as the Board's Sustainability Champion due to her role as Non-Exec Chair of the Strategic Climate Emergency and Sustainability Group.
- Linda Semple has been agreed as Chair of the South Ayrshire Integration Joint Board for a 3-year term from June 2022. This follows an agreed extension to the term for the previous local council Chair and subsequent extension of Linda's Vice Chair role. This will align SAIJB Chair and Vice Chair changes with other Ayrshire IJBs.
- Christie Fisher joined the Board on 1 August 2022. Christie has agreed to join the Performance Governance Committee, the Endowment Committee and the North Ayrshire Integration Joint Board (IJB).
- As a result of Christie's appointment, from 1 August 2022 Adrian Carragher and Jean Ford will step down from their interim membership of Performance Governance Committee and North Ayrshire IJB respectively. Their support to the committees, whilst we recruited a new Non-Executive member, has been invaluable in supporting these committees.
- Margaret Anderson has agreed to Chair the Corporate Equalities Group to replace Cllr Laura Brennan-Whitefield who left the Board at end May.
- IJB Reappointment
  - Ewing Hope, Non-Executive Member, comes to the end of his first term of appointment on SA IJB on 30 September 2022. Ewing has been nominated for a second term on the SA IJB.
- For information - Margaret Anderson and Linda Semple have been reappointed to the Board for a third and second term respectively. This will take both to the maximum 8 year term.
  - Margaret Anderson appointment 01/08/2022 to 31/07/2024
  - Linda Semple appointment 01/09/2022 to 31/08/2026

Appendices 1 and 2 gives the updated Member responsibilities with changes shown in red.

### **2.3.1 Quality/patient care**

Ensuring that members of Board Committees have the right skills and experience to scrutinise and challenge will ensure that decisions which may impact on quality of patient care are made in line with good governance practice.

### **2.3.2 Workforce**

There are no workforce implications from the position presented.

### **2.3.3 Financial**

There is no financial impact from the position presented.

### **2.3.4 Risk assessment/management**

Risks in relation to time commitments for Non-Executives are considered during the annual review process and discussed at individual appraisals.

### **2.3.5 Equality and diversity, including health inequalities**

An impact assessment has not been completed as there is no impact in relation to inequalities or protected characteristics.

### **2.3.6 Other impacts**

- Best value - using the diverse range of skills, knowledge and experience of Non-Executive Members across Committees enables good corporate governance in the effective use of resource and enables Non-Executive members to make an active contribution to effective governance.

Appropriate representation on the Ayrshire Integration Joint Boards enables effective partnership working with health and social care to deliver governance and accountability, effective use of resources and performance management through IJB Performance and Audit governance committees.

- Compliance with Corporate Objectives - Effective committees support delivery of Corporate objectives

### **2.3.7 Communication, involvement, engagement and consultation**

Appointments are considered by the Board Chair and Vice Chair and include engagement with the Head of Corporate Governance, Chief Executive and those Non-Executive Members affected.

### **2.3.8 Route to the meeting**

This has not previously been considered by other groups.

## **2.4 Recommendation**

For decision. Approve updated version of Non-Executive Member Responsibilities.  
Approve Linda Semple's appointment as Sustainability Champion.

## **3. List of appendices**

The following appendices are included with this report:

- Appendix 1 – Non-Executive membership of committees
- Appendix 2 – IJB memberships and terms of office

# NHS Ayrshire & Arran - Non-Executive Board Member Representation on Committees – Draft at 01/08/2022

	ARC	HGC	PGC	IGC	SGC	IntGC	Endow- ment Com	Rem Com	PPC	Integration Joint Boards					Additional
										EA IJB	NA IJB	SA IJB	IJB Audit & Perf <sup>1</sup>	IJB SPG/ SPAG <sup>1</sup>	
Membership required	1C+ 5M	1C+5M	1C+5M	1C+4M	1C+5M					4	4	4			
Current Nos	1C+5M	1C+5M	1C+5M	1C+4M	1C+5M	1C+5M	1C+4M	1C+3M	1C+1VC	4 (1 Exec)	4	4			
Lesley Bowie Board Chair						Chair		Chair							<ul style="list-style-type: none"> <li>Chair Discretionary Points Committee</li> <li>Chair Medical Education Governance Group</li> </ul>
Margaret Anderson					Chair	Member	Member	Member				Member			<ul style="list-style-type: none"> <li>HPHS Champion</li> <li>Chair Corporate Equalities Committee</li> </ul>
Marie Burns	Member	Member													
Michael Breen	Chair	Member		Member		Member				Member VC				EA SPG Chair	<ul style="list-style-type: none"> <li>Member EACPP</li> <li>Audit Chairs Network</li> </ul>
Adrian Carragher		Member (VC)	Member		Member						Member				<ul style="list-style-type: none"> <li>Chair ACF</li> </ul>
Sheila Cowan		Member		Member			Member			Member			EA A&P Chair		
Sukhomoy Das	Member				Member					Member			EA A&P Member		<ul style="list-style-type: none"> <li>Member Whistleblowing Oversight group</li> </ul>
Christie Fisher			Member				Member				Member				
Jean Ford	Member	Member		Chair		Member			Vice Chair		Member	Member	SA PAC Chair		<ul style="list-style-type: none"> <li>SA IJB Budget group</li> </ul>
Ewing Hope			Member		Member (VC)		Member	Member				Member			<ul style="list-style-type: none"> <li>Joint Chair APF</li> </ul>
Lee Lyons			Member		Member										
Bob Martin, Vice Chair	Member (VC)		Chair			Member	Chair				Member Chair			NA SPG VC	<ul style="list-style-type: none"> <li>Member NACPP in role as IJB Chair</li> </ul>
Linda Semple		Chair	Member (VC)			Member			Chair			Member Chair	SA PAC Member	SA-SPAG Chair	<ul style="list-style-type: none"> <li>Chair Medicines Appeal Panel</li> <li>SA IJB Budget Group</li> <li>Chair Strategic Climate Emergency and Sustainability Group</li> </ul>
Marc Mazzucco	Member		Member	Member							Member				
Douglas Reid				Member	Member			Member							

15 Non-Executive Members

<sup>1</sup> – agreed by IJBs

## Governance Committee Chairs and Vice Chairs

V06.5	Author: Shona McCulloch, Head of Corporate Governance	Date published: Draft	Page 1 of 3
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## NHS Ayrshire & Arran - Non-Executive Board Member Representation on Committees – Draft at 01/08/2022

- |                                    |                                    |
|------------------------------------|------------------------------------|
| • Audit and Risk Committee         | Michael Breen (VC Bob Martin)      |
| • Healthcare Governance Committee  | Linda Semple (VC Adrian Carragher) |
| • Performance Governance Committee | Bob Martin (VC Linda Semple)       |
| • Information Governance Committee | Jean Ford (VC to be confirmed)     |
| • Staff Governance Committee       | Margaret Anderson (VC Ewing Hope)  |

### Additional Information:

- Non-Executive Board Members are Endowment Trustees of the Board's Charity Fund.
- Counter Fraud Champion is Michael Breen
- Whistleblowing Champion is Sukhomoy Das
- Sustainability Champion is Linda Semple
- The following are Local Authority Meetings and not administered by NHS Ayrshire & Arran:

	NHS A&A Member
East Ayrshire Community Planning Partnership Board	Michael Breen, EA IJB Vice chair Lesley Bowie, Board Chair
North Ayrshire Community Planning Partnership Board	Claire Burden, Chief Executive Lesley Bowie, Board Chair
South Ayrshire Community Planning Partnership Board	Claire Burden, Chief Executive Lesley Bowie, Board Chair

# NHS Ayrshire & Arran - Non-Executive Board Member Representation on Committees – Draft at 01/08/2022

Revision history (from 2021)

Version	Date	Change
05.1	01/02/2021	Mhairi Kennedy – join Audit and Risk Committee and Performance Governance Committee
06.0	01/04/2021	Lisa Tennant – end of Non-Exec appointment term on 31/03/2021, stood down from all committees Margaret Anderson – stand down as Member of Healthcare Governance Michael Breen – stand down from Performance Governance; join Healthcare Governance Laura Brennan Whitefield – stand down from Staff Governance; join Information Governance Sheila Cowan – NEW - join Healthcare Governance, Information Governance and Endowment Committees; join East Ayrshire IJB Sukhomoy Das – stand down from Information Governance; join Staff Governance Jean Ford – join Information Governance as Chair; Integrated Governance Committee; stand down from North Ayrshire IJB Mhairi Kennedy – join North Ayrshire IJB and chair NA IJB PAC, Chair of the Corporate Equalities Committee John Rainey – stand down from Information Governance Committee
06.1	01/06/2021	Bob Martin – Chair of North Ayrshire IJB (change from VC role); retain Chair of SPG Michael Breen – Vice Chair of East Ayrshire IJB (change from Chair role) Linda Semple – REMAIN as Vice Chair of South Ayrshire IJB
06.2	26/05/2021 10/08/2021 01/09/2021	Jean Ford – Chair of SA IJB PAC; Linda Semple - Member of SA IJB PAC (swap of roles on this committee) Sheila Cowan – chair of EA IJB Audit & Performance Committee John Rainey resigned Jean Ford – join North Ayrshire IJB as interim member
06.3	01/11/2021	Mhairi Kennedy resigned Marc Mazzucco – NEW – join Audit and Risk, Performance Governance and Information Governance Committees. Join North Ayrshire IJB Adrian Carragher – join Performance Governance Committee as interim member Laura Brennan-Whitefield – stand down from Information Governance, join Staff Governance Committee, Chair of Corporate Equalities Committee Jean Ford – extended interim appointment to NA IJB
06.4	31/01/2022	Margaret Anderson – joined Corporate Equalities Committee as a Non-Executive representative/VC Linda Semple – confirmed as Vice Chair of Performance Governance
06.5	16/02/2022 30/04/2022 30/05/2022  01/08/2022	Linda Semple – Chair of Strategic Climate Emergency and Sustainability Group (Sustainability Champion) Cllr Laura Brennan-Whitefield, Cllr Joe Cullinane, Cllr Douglas Reid – end of term on Board due to forthcoming local elections Cllr Douglas Reid – NEW – join Information Governance, Staff Governance, Remuneration Committee Cllr Marie Burns – NEW – join Audit and Risk and Healthcare Governance Committees Cllr Brian McGinley joined – stood down from 30/06/2022 Cllr Lee Lyons – NEW – join Performance Governance and Staff Governance Committees Christie Fisher – NEW – join Performance Governance and Endowment Committees, join North Ayrshire IJB Adrian Carragher stand down from interim role on Performance Governance Jean Ford stand down from interim role on North Ayrshire IJB

## Appendix 2 – Ayrshire Integration Joint boards – membership and terms of office

Ayrshire IJBs - NHS Ayrshire & Arran Board Member Appointments  
As at 1 August 2022

Memberships are a three year term  
Chair/Vice Chair are a two year term (unless otherwise agreed)

	Term start	Term end	Comments
<b>East Ayrshire IJB</b>			
Michael Breen (Vice Chair)	01/05/2022	30/04/2025	2 <sup>nd</sup> term VC from 01/06/2021 2 years
Sheila Cowan	01/04/2021	30/03/2024	
Sukhomoy Das	01/03/2020	28/02/2023	
Jennifer Wilson	01/04/2022	31/04/2025	
<b>North Ayrshire IJB</b>			
Bob Martin (Chair)	01/04/2021	30/04/2023 <sup>1</sup>	Chair from 01/06/2021 2 years
Adrian Carragher	18/08/2019	17/08/2022	2 <sup>nd</sup> term
Marc Mazzucco	01/11/2021	31/10/2024	
Christie Fisher	01/08/2022	31/07/2025	New
Jean Ford	01/09/2021	31/08/2023	Interim appointment – stand down 01/08/2022
<b>South Ayrshire IJB</b>			
Linda Semple (Chair)	01/09/2021	31/08/2024	Chair from 01/06/2022 3 years
Margaret Anderson	01/07/2021	<del>30/07/2022</del> 30/06/2024	Was reappointed to NHS Board so IJB normal term applied
Jean Ford	01/03/2020	28/02/2023	
Ewing Hope	01/10/2019 01/10/2022	30/09/2022 30/09/2025	Nominated for 2 <sup>nd</sup> term

	1 <sup>st</sup> term
	2 <sup>nd</sup> term
	3 <sup>rd</sup> term

<sup>1</sup> Bob Martin comes to end of his Non-Executive Member term of appointment on 30/04/2023