



Shetland Islands Council



Meeting:	Shetland NHS Board
Date:	6 October 2020
Report Title:	Committee Appointments
Reference Number:	Board Paper 2020/21/39
Author / Job Title:	Carolyn Hand, Corporate Services Manager

Decisions / Action required:

The Board is requested to:

- i) Appoint an additional Non-Executive Director to the Staff Governance Committee.
- ii) Note the committee appointments prior to the next holistic review.

High Level Summary:

The Staff Governance Committee is resuming routine meetings. Quoracy is three non-executive members and this is currently met. There is however a vacancy on the committee following the resignation of Miss Lisa Ward from the Board earlier in the year.

The Board is therefore asked to consider appointing a further Non-Executive Director to the Staff Governance Committee.

Committee Membership is due to be reviewed holistically. This will take place once non-executive appraisals are completed, the skills matrix has been updated, a new non-executive member has been appointed to the Board and more information is known about the active governance agenda being led by the Scottish Government.

Corporate Priorities and Strategic Aims:

The effective governance of the Audit Committee underpins all corporate priorities and strategic aims.

Key Issues:

None

Implications : *Identify any issues or aspects of the report that have implications under the following headings*

Service Users, Patients and Communities:	No specific issues identified.	
Human Resources and Organisational Development:	No specific issues identified.	
Equality, Diversity and Human Rights:	No specific issues identified.	
Partnership Working	No specific issues identified.	
Legal:	Consistent with corporate governance requirements.	
Finance:	No specific issues identified.	
Assets and Property:	No specific issues identified.	
Environmental:	No specific issues identified.	
Risk Management:	No specific issues identified.	
Policy and Delegated Authority:		
Previously considered by:		
“Exempt / private” item	<i>Not applicable / required</i>	

Appendix 1 – Eligible appointments to Staff Governance Committee and Committee chairs and membership as of 28 September 2020

Non-executives eligible for Staff Governance Committee appointment

Colin Campbell, Lincoln Carroll, Natasha Cornick, Shona Manson, Jane Haswell, Edna Watson

Committee chairs and membership as of 28 September 2020

Non-Executive Board Member	Board 6 per annum	Audit 4 NEDs Min. 4 per annum	Staff Governance 4 NEDs Min. 3 per annum	Clinical, Care and Professional Governance 5 NEDs Min. 4 per annum	Remuneration 4 NEDs As necessary	Integration Joint Board 3 NEDs as voting members	Endowment
Number of meetings per year	6	4	3	4	2	12	4
Gary Robinson (C)	√		√		√	(substitute)	√
Malcolm Bell (VC)	√		√	√	√ (As Staff Governance member)		√
Colin Campbell	√	√		√ (as Audit Chair)	√ (as Audit Chair)	(substitute)	√
Lincoln Carroll	√	√					√
Natasha Cornick	√	√				√	√
Shona Manson	√	√		√		√	√
Jane Haswell	√	√ (as CCPGC Chair)		√		√	√
Ian Sandilands	√		√ (as Employee Director)	√ (as Employee Director)	√ (as Employee Director)	√ (NV)	√
Edna Mary Watson	√	√		√		√ (NV)	√

- Gray shading denotes Chair; Amber shading denotes eligibility.
- Parallel lines denote ineligibility in line with Corporate Governance Handbook.

Non-Executive Board Member	PFPI	Shetland Licensing Forum	Shetland Partnership Board	Board Development / Seminars
Number of meetings per year	4		4	6
Gary Robinson (C)			√ (as Board chair)	√
Malcolm Bell (VC)				√
Lincoln Carroll				√
Natasha Cornick				√
Shona Manson	√ (Chair)			√
Jane Haswell				√
Ian Sandilands				√
Lisa Ward				√
Edna Mary Watson	√ (mgt. lead)			√