

# NHS Shetland

<b>Meeting:</b>	<b>Board</b>
<b>Meeting date:</b>	<b>26 April 2022</b>
<b>Agenda reference:</b>	<b>Board Paper 2022/23/09</b>
<b>Title:</b>	<b>Review of Committee Membership</b>
<b>Responsible Executive/Non-Executive:</b>	<b>Gary Robinson</b>
<b>Report Author:</b>	<b>Carolyn Hand</b>

## 1 Purpose

Committee Membership is required to be reviewed.

### **This is presented to the Board for:**

- Decision

### **This report relates to:**

- Compliance with corporate governance requirements.

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

- Safe
- Effective
- Person Centred

## 2 Report summary

### 2.1 Situation

Mr Malcolm Bell will cease to be the Shetland Islands Council Stakeholder Board Member at the end of April 2022. Ahead of a wider committee membership review later in the year, this forthcoming vacancy requires the Board to appoint to the Chair of the Staff Governance Committee from 1 May 2022.

Mrs Jane Haswell is stepping down from the Integration Joint Board which requires the Board to appoint to this vacancy.

## **2.2 Background**

Committee Chairs/membership is typically reviewed holistically every second year, normally in June. This has not happened through the pandemic, however vacancies have been filled as required.

## **2.3 Assessment**

A full review of committee membership linked to updating of the skills matrix is hoped to be possible following the recruitment exercise for a Whistleblowing Non-Executive Director and the appointment of a new Shetland Islands Council Stakeholder representative which will bring the Board back to full complement.

The two appointments noted are required ahead of this review.

### **2.3.1 Quality/ Patient Care**

Consistent with governance and assurance requirements.

### **2.3.2 Workforce**

Consistent with governance and assurance requirements.

### **2.3.3 Financial**

Consistent with governance and assurance requirements.

### **2.3.4 Risk Assessment/Management**

Consistent with governance and assurance requirements.

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

Consistent with governance and assurance requirements.

### **2.3.6 Other impacts**

Integration Joint Board governance requirements are also required to be met.

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

The appointments will be communicated following the decisions.

### **2.3.8 Route to the Meeting**

Not applicable.

## **2.4 Recommendation**

The Board is asked to:

- Consider eligible nominees and agree a replacement for the Staff Governance Committee Chair; and
- Consider eligible nominees and agree a replacement member for the Integration Joint Board.

## **3 List of appendices**

The following appendices are included with this report:

-  Current committee membership and eligibility.

## Appendix 1 – Committee Chairs and membership as of March 2022

<b>Non-Executive Board Member</b>	<b>Board</b> 6 per annum	<b>Audit</b> 4 NEDs Min. 4 per annum	<b>Staff Governance</b> 4 NEDs Min. 3 per annum	<b>Clinical Governance</b> 5 NEDs Min. 4 per annum	<b>Remuneration</b> 4 NEDs As necessary	<b>Integration Joint Board</b> 3 NEDs as voting members	<b>Endowment</b>
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	√	√	√		√	√ (vice chair)	√
Jane Haswell	√	√ (as CCPGC Chair)		√		√	√
Kathy Hubbard	√						√
Amanda McDermott	√			√ (as Chair ACF)			√
Ian Sandilands	√		√ (as Employee Director)	√ (as Employee Director)	√ (as Employee Director)	√ (NV)	√

- Gray shading denotes Chair; Amber shading denotes eligibility; Blue shading shows vacancies to be filled; Parallel lines denote ineligibility in line with Corporate Governance Handbook.