

NHS Highland



Meeting: NHS Highland Board
Meeting date: 25 March 2025
Title: Review of Committee Memberships
Responsible Executive/Non-Executive: Sarah Compton Bishop, Board Chair
Report Author: Ruth Daly, Board Secretary

Report Recommendation:

The Board is asked to **approve** changes to Committee membership as set out in the appendix to this report to take effect from 1 April 2025.

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 Strategic Outcome(s)

Start Well		Thrive Well		Stay Well		Anchor Well	
Grow Well		Listen Well		Nurture Well		Plan Well	X
Care Well		Live Well		Respond Well	X	Treat Well	
Journey Well		Age Well		End Well		Value Well	
Perform well	X	Progress well	X				

2 Report summary

2.1 Situation

This report outlines changes to Governance Committee memberships for the Board's approval.

2.2 Background

At the Board meeting in January 2025, agreement was given to a series of revised Governance Committee memberships. This report addresses further changes to Governance Committee memberships to take into account imminent changes in Non Executive Board membership.

2.3 Assessment

The term of office of the current Board Vice Chair will lapse at the end of March and Ministerial appointment has been received for a new Non-Executive Director to join the Board from 1 April 2025. This now brings about the need for further review of Committee memberships.

Appendix 1 highlights the proposed changes for the Board’s approval and which will take effect from 1 April 2025.

2.4 Proposed level of Assurance

This report proposes the following level of assurance:

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

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 relevant Non-Executive Board members.

4 List of appendices

The following appendices are included with this report:

- Appendix 1 Committee membership changes shown highlighted
- Appendix 2 Non-Executive Committee membership chart as at 1 April 2025

Names added	Names removed
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Changes to Memberships

	<u>Membership</u>
Argyll and Bute Integration Joint Board 4 Board members	Graham Bell Karen Leach Emily Austin Janice Preston

Committee	<u>Membership</u>
Audit Committee Five non-Executives	<ul style="list-style-type: none"> • Emily Austin Chair • Alasdair Christie • Alex Anderson • Bert Donald • Vacancy
Clinical Governance Committee Four non-Executives <u>And</u> Chair ACF	<ul style="list-style-type: none"> • Karen Leach - Chair • Joanne McCoy – V Chair • Alasdair Christie • Muriel Cockburn • Catriona Sinclair, ACF Chair
Finance, Performance and Resources Committee Five non-Executives	<ul style="list-style-type: none"> • Alex Anderson - Chair • Graham Bell - V Chair • Gerry O'Brien • Garrett Corner • Steve Walsh
Staff Governance Committee Four non-Executives <u>And</u> Employee Director	<ul style="list-style-type: none"> • Ann Clark – Chair from 1 April 2025 • Philip MacRae (Chair from 1 April 2025) • Bert Donald • Steve Walsh • Elspeth Caithness (Employee Director) • Janice Preston from 1 April 2025
Remuneration Committee Five non-Executives <u>including</u> Board Chair, Vice Chair and Employee Director	<ul style="list-style-type: none"> • Ann Clark – Chair from 1 April 2025 • Gerry O'Brien (Chair from 1 April 2025) • Bert Donald - V Chair • Sarah Compton Bishop • Elspeth Caithness (Employee Director) • Steve Walsh from 1 April 2025
HHSCC Five non-Executives <u>including</u> The Highland Council nominated appointee to the Board	<ul style="list-style-type: none"> • Gerry O'Brien - Chair • Philip MacRae - V Chair • Ann Clark from 1 April 2025 • Dr Neil Wright from 1 April 2025 • Joanne McCoy • Muriel Cockburn
Pharmacy Practices Committee At least two trained Non-Executives	<ul style="list-style-type: none"> • Ann Clark (Chair) from 1 April 2025 • Karen Leach (Chair from 1 April 2025) • Joanne McCoy

	<ul style="list-style-type: none"> • Garret Corner • Muriel Cockburn from 1 April 2025 • Dr Neil Wright from 1 April 2025
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ENDOWMENT TRUSTEES

All Ministerially appointed Board Members are Trustees of the Highland Health Board Endowment Fund and are responsible for the general control and management of the charity. Trustees appoint five members to form an Endowment Fund Committee to be responsible for reviewing proposals and making recommendations to the Trustees.

Endowment Fund Committee Five Trustees	<ul style="list-style-type: none"> • Philip MacRae - Chair • Elspeth Caithness (Employee Director) • Joanne McCoy • Alasdair Christie • Garret Corner
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Highland Health and Social Care Partnership Joint Monitoring Committee

<ul style="list-style-type: none"> • Four Non-Executive Directors • Director of Finance • A registered medical practitioner whose name is included in the list of primary medical services performers prepared by the Health Board; • A registered nurse who is employed by the Health Board or by a person or body with which the Health Board has entered into a general medical services contract; • A registered medical practitioner employed by the Health Board and not providing primary medical services; • Staff representative • Chief Executive • Chief Officer 	<ul style="list-style-type: none"> • Sarah Compton Bishop (Co-Chair) • Ann Clark from 1 April 2025 • Gerry O'Brien • Alex Anderson • Dr Neil Wright from 1 April 2025 • Heledd Cooper • Tim Allison • Louise Bussell • Tim Allison • Elspeth Caithness • Fiona Davies • Pam Stott
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Community Planning Partnership Board

Highland Community Planning Board	Sarah Compton Bishop
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Non-Executive Champions

Whistle Blowing Champion (nationally appointed) Environment Champion Counter Fraud Champion	Bert Donald Gerry O'Brien Emily Austin
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Memberships of other Groups etc.

The Highland Council Health, Social Care and Wellbeing Committee	<ul style="list-style-type: none"> • Tim Allison • Louise Bussell
<p>Highland Community Planning Partnership</p> <p>Core membership as described in the ToR: One Non-Executive Board Member, Chief Executive, Director of Public Health</p> <p>Public Protection Chief Officers Group</p> <p>Chief Executive of NHS Highland Director of Nursing</p>	<ul style="list-style-type: none"> • Sarah Compton Bishop • Fiona Davies • Tim Allison • Fiona Davies • Louise Bussell
Mid Ross Local Community Partnership	<ul style="list-style-type: none"> • Philip MacRae
Badenoch & Strathspey Local Cty Partnership	<ul style="list-style-type: none"> • Boyd Peters
<p>Argyll and Bute Community Planning Board</p> <p>A&B Public Protection Chief Officers Group</p>	<ul style="list-style-type: none"> • Evan Beswick as CO IJB • Alison McGrory, Public Health • Graham Bell • Evan Beswick • Liz Higgins Assoc Nurse Director • Jillian Torrens, Head Adult Services • John Owen Public Health

Operational Groups

Caithness Redesign Project Board	<ul style="list-style-type: none"> • Alex Anderson • Ann Clark from 1 April 2025 • Vacancy
Lochaber Redesign Project Board	<ul style="list-style-type: none"> • Gerry O'Brien • Graham Bell

The Board has previously agreed the following additional payments:

Position	Additional payment
Board Vice Chair	4 extra days per month
Chair Highland Health & Social Care Committee	3 extra days per month
Chair/Vice Chair of Argyll and Bute IJB	3 extra days per month
Chairs of the following Governance Committees: <ul style="list-style-type: none"> • Audit • Clinical Governance • Staff Governance • Finance, Resources and Performance 	1 extra day per month each

Where a Non-Executive Director undertakes more than one role, only one additional payment would be made, however the payment would be at the higher rate if there was any discrepancy.

Membership of Committees of Argyll and Bute IJB

Board members also sit on several Groups and Committees associated with the IJB.

The 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
Graham Bell			Chair	Member	Representative of the IJB
Karen Leach		Member	Member	Member	
Emily Austin	Member				
Janice Preston	Member				

NHS Highland Non Executive Committee Membership Chart from 1 April 2025

	HHSCC	HHSCP JMC	ARGYLL AND BUTE IJB	AUDIT	FINANCE RESOURCES PERFORMANCE	CLINICAL GOV	STAFF GOV	REM COMM	PHARMACY PRACTICES	ENDOWMENTS COMMITTEE
Alex Anderson		✓		✓	✓ Chair					
Emily Austin			✓	✓ Chair						
Graham Bell			✓ Chair from April 2025		✓ V Chair					
Elspeth Caithness							✓	✓		✓
Alasdair Christie				✓		✓				✓
Muriel Cockburn	✓					✓			✓	
Sarah Compton- Bishop		✓ Co-Chair						✓		
Garret Corner					✓				✓	✓
Bert Donald				✓			✓	✓ V Chair		
Karen Leach			✓			✓ Chair			✓ Chair	
Philip MacRae	✓ V Chair						✓ Chair			✓ Chair
Joanne McCoy	✓					✓ V Chair			✓	✓
Gerry O'Brien	✓ Chair	✓			✓			✓ Chair		
Janice Preston			✓				✓			
Catriona Sinclair						✓				
Steve Walsh					✓		✓	✓		
Dr Neil Wright	✓	✓							✓	