

NHS Greater Glasgow and Clyde	Paper No. 23/31
Meeting:	NHS Board
Meeting Date:	25 April 2023
Title:	Active Governance Update
Sponsor:	Professor John Brown CBE, Chair of NHSGGC
Report Author:	Ms Elaine Vanhegan, Director of Corporate Services and Governance

1. Purpose

The purpose of this paper is to:

- Provide an update on the work of the Active Governance programme in respect of the Assurance Information System.
- Provide an update on the allocation of Board Members to Standing Committees and Integration Joint Boards and seek approval.

2. Executive Summary

The paper can be summarised as follows:

- Work continues to refine the Assurance Information Framework for the Board. It is proposed to use some time at the scheduled seminar session at the end of May to consider this work further, with a short life working group being scheduled during May.
- The Board will be aware of changes to Non-Executive membership welcoming Mr Graham Haddock to the Board commencing 1 May 2023 and Dr Rebecca Metcalfe commencing 1 September 2023. A review has been undertaken of Board Member responsibilities with the Board being asked to approve the below changes:
 - Mr Graham Haddock will join the Acute Services Committee, the Population Health and Wellbeing Committee and Glasgow City Integration Joint Board (IJB), replacing Ms Mehvish Ashraf on the IJB.

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- Ms Mehvish Ashraf will remain on the Clinical and Care Governance Committee and East Renfrewshire IJB and join the Staff Governance Committee.
- Dr Rebecca Metcalfe's responsibilities will be reviewed nearer the time of her commencement on the Board
- In respect of the role of Chair of Glasgow City IJB rotating to NHSGGC in April, it is proposed that Simon Carr, as current Vice Chair, although coming to the end of his tenure in September, continues to take up the role of Chair. This is to ensure consistency given the current situation and the need to assess the impact and risks of the financial position and potential need to refresh strategic plan priorities. The Board will approach the Council prior to September asking them to assume the role on Simon Carr's departure. This early handover of the Chair role will avoid appointing an IJB Chair for six months only. The discussion with the Council will also include a proposal that in future the Glasgow City IJB Chair will change every two years, rather than annually. This will bring them in line with the other IJBs.

The full allocation of Board Member responsibilities is outlined in Appendix A.

The allocation of responsibilities for Non-Executive Board Members is kept continuously under review as people leave and join the Board, and any changes will be subject to Board approval.

3. Recommendations

The Board is asked to be assured as to the position with the Active Governance Programme and the development of the Assurance Information System.

The Board is also asked to approve the updated version of Board Member Responsibilities which is attached as Appendix A.

4. Response Required

This paper is presented for **approval**.

5. Impact Assessment

The impact of this paper on NHSGGC's corporate aims, approach to equality and diversity and environmental impact are assessed as follows:

- | | |
|------------------------|------------------------|
| • Better Health | <u>Positive</u> |
| • Better Care | <u>Positive</u> |
| • Better Value | <u>Positive</u> |
| • Better Workplace | <u>Positive</u> |
| • Equality & Diversity | <u>Positive</u> |
| • Environment | <u>Positive</u> |

6. Engagement & Communications

The issues addressed in this paper were subject to the following engagement and communications activity:

- The content of this paper was considered by the Chair, the Director of Corporate Services and Governance and individual Board Members.

7. Governance Route

This paper has been previously considered by the following groups as part of its development:

- The paper updates a strand of activity approved by the Board and overseen by the Standing Committees and CMT.

8. Date Prepared & Issued

Prepared on 17 April 2023

Issued on 18 April 2023

NHS Greater Glasgow and Clyde
Active Governance Programme

Board Members' Responsibilities from 1 May 2023

Board Members	Appointment	Board Standing Committees							Endowments Management Committee	Integration Joint Boards					
		Audit and Risk	Acute Services	Clinical and Care Governance	Finance, Planning and Performance	Population Health and Wellbeing	Remuneration	Staff Governance		East Dunbartonshire	East Renfrewshire	Glasgow City	Inverclyde	Renfrewshire	West Dunbartonshire
Professor John Brown (Chair)	From 01/12/15 To 30/11/23	Ex-officio							Ex-officio						
Mrs Jane Grant	Chief Executive	Ex-officio													
Dr Jennifer Armstrong	Medical Director	1		1 LX	1										
Dr Emilia Crighton	Interim Director of Public Health				1	1 LX									
Professor Angela Wallace	Nurse Director		1	1	1										
Mr Colin Neil	Director of Finance	1 LX	1		1 LX			1 LX							
Other Director			1 COO (LX) 1 DHRD		2 IJBCOs	2 IJBCOs	1 DHRD (LX)	1 DHRD (LX) 1 IJBCO							
Ms Ann Cameron-Burns	From 01/01/22 To 31/12/25				1		1	1 CC				1	1		
Professor Iain McInnes	From 01/04/21 To 31/03/25			1	1										
Dr Lesley Rousselet	From 01/07/21 To 30/06/23		1	1										1	
Cllr Jacqueline Cameron (Ren)	From 21/06/22 To 30/04/27					1	1								
Cllr Chris Cunningham (GC)	From 08/06/22 To 30/04/27		1		1										
Cllr Martin McCluskey (Inv)	From 08/06/22 To 30/04/27	1				1									
Cllr Colette McDiamid (ED)	From 08/06/22 To 30/04/27		1					1							
Cllr Michelle McGinty (WD)	From 08/06/22 To 30/04/27	1						1							
Cllr Katie Pragnell (ER)	From 04/07/22 To 30/04/27			1				1							
Ms Mehvish Ashraf	From 09/01/23 To 08/01/27			1				1							
Mr Simon Carr	From 01/09/15 To 31/08/23		1		1							1			
Mr Alan Cowan	From 01/07/16 To 30/06/24	1			1							1 L(VC)	1		
Ms Jacqueline Forbes	From 01/07/16 To 30/06/24	1			1						1 L(C)	1	1 L(C)		
Ms Dianne Foy	From 01/07/22 To 30/06/26			1		1									
Mr David Gould	From 01/02/22 To 31/01/26			1					1			1			
Mr Graham Haddock	From 01/05/23 To 30/04/27		1			1									
Ms Margaret Kerr	From 01/04/19 To 31/03/27	1 VC			1 C			1					1		
Rev John Matthews	From 01/07/16 To 30/06/24				1 VC	1 C	1 VC		1			1	1 L(C)		
Dr Rebecca Metcalfe (TBC)	From 01/09/23 To 31/08/27														
Ms Ketki Miles	From 01/06/20 To 31/05/24				1			1	1 CC						
Ms Anne-Marie Monaghan	From 01/07/16 To 30/06/24				1	1									
Mr Ian Ritchie	From 01/07/16 To 30/06/24		1 C	1	1	1 VC	1 C					1 L(VC)			
Dr Paul Ryan	From 01/06/21 To 31/05/25		1 VC	1 C	1			1							
Mr Francis Shennan	From 01/06/20 To 31/05/24					1		1					1		
Ms Rona Sweeney	From 01/07/16 To 30/06/24	1			1							1		1 L(VC)	
Mr Charles Vincent	From 01/02/20 To 31/01/24	1						1							
Ms Michelle Wailes	From 01/06/21 To 31/05/25	1 C			1				1 VC					1	
Total Non Executive Board Members (including Chair)	28	8	7	8	14	8	5	8	7	3	4	8	4	4	3
Total Membership including Executive Board Members	33	9	10	10	18	8	5	8	8	3	4	8	4	4	3
No of Meetings		5	6	4	6	4	3	4	4	6	6	6	6	6	7
Quorum		4	4	4	7	4	3	4	4						

** A meeting of the Trustees shall be deemed to have been held when a quorum of at least one third of the Trustees are present, of whom at least 2 of those present are non-executive members of the Health Board

Board	Frequency	Board Standing Committees							Endowments Management Committee	Integration Joint Boards					
		Audit and Risk	Acute Services	Clinical and Care Governance	Finance, Planning and Performance	Population Health and Wellbeing	Remuneration	Staff Governance		East Dunbartonshire	East Renfrewshire	Glasgow City	Inverclyde	Renfrewshire	West Dunbartonshire
Board	Bi-Monthly				04/04/23 - 9.30 am	18/04/23 - 2.30 pm			09/05/23 - pm			10/05/23 - 9.30 am			16/05/23 - TBC
Board Members Required	33		16/05/23 - 9.30 am					23/05/23 - 1.30 pm							
Quorum	10	06/06/23 - 9.30 am 20/06/23 - 9.30 am		20/06/23 - 2.00 pm	13/06/23 - 9.30 am		28/06/23 - 9.00 am			29/06/23 - 9.30 am	28/06/23 - 10.00 am	28/06/23 - 9.30 am	24/06/23 (am)	30/06/23 - 12.00 pm	20/06/23 - TBC
Chair/NHS Lead	John Brown		18/07/23 - 9.30 am			04/07/23 - 2.30 pm									
Vice Chairs	John Matthews Ian Ritchie				01/08/23 - 9.30 am			22/08/23 - 1.30 pm	08/08/23 - pm		16/08/23 - 10.30 am				15/08/23 - TBC
Membership	As above	12/09/23 - 9.30 am	19/09/23 - 9.30 am	05/09/23 - 2.00 pm						14/09/23 - TBC	27/09/23 - 1.00 pm	27/09/23 - 9.30 am	16/09/23 (am)	29/09/23 - 10.00 am	19/09/23 - TBC
2023/24 Board Dates	25/04/23 - 9.30 am 27/06/23 - 9.30 am* 29/08/23 - 9.30 am 31/10/23 - 9.30 am* 19/12/23 - 9.30 am 27/02/24 - 9.30 am* * Followed by Endowments Board of Trustees				03/10/23 - 9.30 am	17/10/23 - 2.30 pm									
			21/11/23 - 9.30 am				29/11/23 - 9.00 am	07/11/23 - 1.30 pm	14/11/23 - pm	16/11/23 - TBC	22/11/23 - 10.30 am	29/11/23 - 9.30 am	25/11/23 (am)	24/11/23 - 10.00 am	21/11/23 - TBC
				05/12/23 - 2.00 pm	05/12/23 - 9.30 am										
			16/01/24 - 9.30 am			23/01/24 - 2.30 pm				18/01/24 - TBC			27/01/24 (am)	26/01/24 - 10.00 am	
					06/02/24 - 9.30 am			20/02/24 - 1.30 pm	13/02/23 - pm						20/02/24 - TBC
		12/03/24 - 9.30 am	19/03/24 - 9.30 am	05/03/24 - 2.00 pm			06/03/24 - 9.00 am			21/03/24 - TBC			31/03/24 (am)	22/03/24 - 10.00 am	19/03/24 - TBC

* Some IJB dates still to be confirmed

2023/24 Board Seminar Dates	Other Attendees
30/05/23 - 9.30 am	DOF
25/07/23 - 10.00 am- 4.00 pm	DHRD
26/09/23 - 9.30 am	CO Acute
28/11/23 - 10.00 am-4.00 pm	DEF
30/01/24 - 9.30 am	DHROD
26/03/24 - 10.00 am-4.00 pm	

Other Attendees	Key
DOF	C = Chair
DHRD	CC = Co Chair
CO Acute	VC = Vice Chair
DEF	L = Lead
DHROD	LX = Lead Executive
	CE = Chief Executive
	MD = Medical Director
	ND = Nurse Director
	DOF = Director of Finance
	DPH = Director of Public Health
	DHROD = Director of Human Resources and Organisational Development
	DEF = Director of Estates and Facilities
	DCPE = Director of Communications and Public Engagement
	CO Acute = Chief Officer Acute
	IJB CO = IJB Chief Officer
	HHI = Head of Health Improvement
	CPHM = Consultant in Public Health Medicine
	2 CPHM
	2 IJB COs
	GCPH Director
	Health Scotland

Key	Board Champions
DHROD = Director of Human Resources and Organisational Development	Mental Health
DEF = Director of Estates and Facilities	Staff Health Strategy
DCPE = Director of Communications and Public Engagement	Organ Donation
CO Acute = Chief Officer Acute	Environment & Sustainability
IJB CO = IJB Chief Officer	Whistleblowing
HHI = Head of Health Improvement	Equality & Diversity (Disability)
CPHM = Consultant in Public Health Medicine	Equality & Diversity (BAME)
	Equality & Diversity (LGBTQ+)
	NHS Charities (RHC)
	NHS Charities (Beaton WoSCC)
	Veterans
	Mr Ritchie
	Ms Cameron-Burns
	Mr Ritchie
	Ms Wailes
	Mr Vincent
	Ms Monaghan
	Vacant
	Ms Miles
	Ms Sweeney
	Mr Ritchie
	Mr Cowan