

NHS Greater Glasgow and Clyde	Paper No. 24/55
Meeting:	NHSGGC Board Meeting
Meeting Date:	30 April 2024
Title:	Board Member Responsibilities - Update
Sponsoring Director/Manager	Dr Lesley Thomson KC, Chair
Report Author:	Ms Elaine Vanhegan, Director of Corporate Services and Governance

1. Purpose

The purpose of this paper is to provide an update on Board Members proposed allocation to Standing Committees and Integration Joint Boards (IJB) and seek Board approval.

2. Executive Summary

The following details describe the proposed Non-Executive Board membership of the Board's Standing Committees and the six local IJBs.

- Acknowledging the need for continuity through IJB Budget setting, Mr Frank Shennan stood down as a member of Renfrewshire IJB in March 2024. Ms Michelle Wailes assumed this role for the March and June 2024 IJB meetings on a temporary basis until new Board members are recruited for 1 July 2024. Mr Shennan stands down as a Board member at the end of May 2024. The Board is asked to approve this retrospectively. Appendix 1 notes this alteration to Board Member Responsibilities.
- The recruitment process is well underway to replace 6 Board members with interviews scheduled in the middle of May. Ahead of this, the Chair has reviewed Non-Executive responsibilities in terms of Chairs on the Board's Standing Committees and IJBs. The Board is asked to approve the following proposals effective from 1 July 2024:
 - Standing Committees of the Board:
 - Acute Services Committee (ASC) – Mr David Gould to replace Mr Ian Ritchie as Chair.
 - Population Health and Wellbeing Committee – Mr Charles Vincent to replace Rev John Mathews as Chair.

BOARD OFFICIAL

- The Chairing arrangements for the remaining Standing Committees are unchanged.
- Vice Chair roles are still to be confirmed.
- o Integration Joint Boards:
 - Ms Ketki Miles to replace Ms Jacqueline Forbes as Non-Executive Lead and Vice Chair of East Dunbartonshire IJB.
 - Mr David Gould to replace Mr Alan Cowan as Non-Executive Lead and Vice Chair of Inverclyde IJB.
 - Ms Mehvish Ashraf to replace Ms Anne-Marie Monaghan as Non-Executive Lead and Chair of East Renfrewshire IJB.
 - Ms Margaret Kerr to replace Rev John Mathews as Non-Executive Lead and Vice Chair of Renfrewshire IJB.
 - Ms Michelle Wailes to replace Ms Rona Sweeney as Non-Executive Lead and Chair of West Dunbartonshire IJB.
 - The new NHS Board Vice Chair to replace Ms Rona Sweeney as Non-Executive Lead and Vice Chair of Glasgow City IJB.
- o A further update will be brought to the Board in June making further proposals for Standing Committee and IJB membership, subsequent to the Non-Executive recruitment process.

In terms of overall Committee structure, it is proposed that an Equality, Diversity and Inclusion Committee is established. A full proposal will be brought to the Board in June 2024.

3. Recommendations

The Board is asked to:

- Approve the updated version of Board Member Responsibilities at Appendix 1.
- Approve the proposed Committee Chairs and IJB Leads from 1 July 2024.

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 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 is presented to the Board as the approving body.

8. Date Prepared & Issued

Date Prepared: 13 April 2024

Date Issued: 23 April 2024

NHS Greater Glasgow and Clyde
Active Governance Programme

Board Members' Responsibilities from 1 April 2024

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
Dr Lesley Thomson KC	From 01/12/23	To 30/11/27	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) 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 McDiarmid (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 Alan Cowan	From 01/07/16	To 30/06/24	1			1						1 L (VC)				
Ms Jacqueline Forbes	From 01/07/16	To 30/06/24	1			1					1 L (VC)	1				
Ms Dianne Foy	From 01/07/22	To 30/06/26			1		1				1					
Mr David Gould	From 01/02/22	To 31/01/26		1					1			1				
Mr Graham Haddock OBE	From 01/05/23	To 30/04/27		1			1					1				
Ms Margaret Kerr	From 01/04/19	To 31/03/27	1 VC			1 C			1					1		
Rev John Matthews OBE	From 01/07/16	To 30/06/24				1 VC	1 C	1 VC				1		1 L (VC)		
Dr Rebecca Metcalfe	From 01/09/23	To 31/08/27		1	1								1			
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	1								
Mr Ian Ritchie	From 01/07/16	To 30/06/24		1 C	1 VC	1	1 VC	1 C								
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							
Ms Rona Sweeney	From 01/07/16	To 30/06/24	1			1						1 L (VC)			1 L (VC)	
Mr Charles Vincent	From 01/02/20	To 31/01/24	1						1		1					
Ms Michelle Wailes	From 01/06/21	To 31/05/25	1 C			1			1 VC					1	1	
Total Non Executive Board Members (including Chair)	27		8	8	8	13	8	5	8	7	3	4	7	4	4	3
Total Membership including Executive Board Members	32		9	13	10	19	11	6	10	8	3	4	7	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 Members Required	Bi-Monthly		07/05/2024		09/04/2024	16/04/2024		21/05/2024	14-May-24			15/05/2024	13/05/2024			
Quorum	32	04/06/2024 18/06/2024		04/06/2024	11/06/2024		27/06/2024			27/06/2024	26/06/2024	26/06/2024	24/06/2024	28/06/2024	25/06/2024	
Chair/NHS Lead	10		09/07/2024			16/07/2024										
Vice Chairs	Dr Lesley Thomson KC				06/08/2024		13/08/2024	20/08/2024			14/08/2024					20/08/2024
Membership	Rev John Matthews OBE Mr Ian Ritchie	17/09/2024	10/09/2024	17/09/2024						19/09/2024	25/09/2024	25/09/2024		25/09/2024	24/09/2024	
2024/25 Board Dates	As above	30/04/2024			08/10/2024	22/10/2024										
		25/06/2024*	12/11/2024				19/11/2024	05/11/2024		14/11/2024	20/11/2024	27/11/2024		22/11/2024		
		27/08/2024		03/12/2024	10/12/2024											17/12/2024
		29/10/2024*	14/01/2025			21/01/2025				23/01/2025		22/01/2025		24/01/2025		
		17/12/2024			11/02/2025		18/02/2025	04/02/2025								18/02/2024
		25/02/2025*	18/03/2025	11/03/2025	04/03/2025		TBC			20/03/2025		19/03/2025		21/03/2025	28/03/2025	
		* Followed by Endowments Management Committee Board of Trustees														

2024/25 Board Seminar Dates	
28/05/2024	
30/07/2024*	
24/09/2024	
26/11/2024*	
28/01/2025	
25/03/2025*	
*All day sessions	

Other Attendees					
DOF	DOF	HHi	DHRD	DHRD	
DHROD	CO Acute	2 CPHM			
CO Acute	DEF	2 IJB COs			
DEF	DHROD	GCPh Director			
		Health Scotland			

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

Board Champions	
Mental Health	Mr Ritchie
Staff Health Strategy	Ms Cameron-Burns
Organ Donation	Mr Ritchie
Environment & Sustainability	Ms Wailes
Whistleblowing	Mr Vincent
Equality & Diversity (Disability)	Ms Monaghan
Equality & Diversity (BAME)	Ms Ashraf
Equality & Diversity (LGBTQ+)	Ms Miles
NHS Charities (RHC)	Vacant
NHS Charities (Beatson WoSCC)	Mr Ritchie
Veterans	Mr Cowan