

# NHS Highland



**NHS**  
Highland  
na Gàidhealtachd

**Meeting:**

**Meeting date:**

**Title:**

**Responsible Executive/Non-Executive:**

**Report Author:**

**NHS Highland Board**

**28 January 2025**

**Review of Committee Memberships**

**Sarah Compton Bishop, Board Chair**

**Ruth Daly, Board Secretary**

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 November 2024, agreement was given to a series of revised Governance Committee memberships. This report addresses further changes to the Board’s non-executive membership and proposes changes to Governance Committee memberships.

2.3 Assessment

A new Non Executive Director has been appointed to the Board with effect from 6 January 2025. As part of their induction, they have attended governance committee meetings during January as an observer.

**Appendix 1** highlights the proposed changes to Committee memberships with immediate effect for the Board’s approval.

A further report will be presented to the Board at the next meeting to finalise all committee membership reviews.

**2.4 Proposed level of Assurance**

This report proposes the following level of assurance:

|             |                         |          |                        |
|-------------|-------------------------|----------|------------------------|
| Substantial | <div><div>x</div></div> | Moderate | <div><div></div></div> |
| Limited     | <div><div></div></div>  | None     | <div><div></div></div> |

**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 Recommendation**

The Board is asked to approve changes to Committee membership as set out in the appendix and to note that the changes have immediate effect.

**4.1 List of appendices**

The following appendices are included with this report:

- Appendix 1 Committee membership changes shown highlighted

|             |               |
|-------------|---------------|
| Names added | Names removed |
|-------------|---------------|

Changes to Memberships

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

|   |  |
|---|--|
| <b>Committee</b>                                  | <u>Membership</u>  |
| <b>Audit Committee</b><br><br>Five non-Executives | <ul style="list-style-type: none"><li>• Emily Austin Chair</li><li>• Alasdair Christie</li><li>• Alex Anderson</li><li>• Bert Donald</li><li>• <b>Vacancy</b> to be filled at a future meeting</li></ul> |

|   |   |
|---|---|
| <b>Clinical Governance Committee</b><br><br>Four non-Executives<br><br><u>And</u> Chair ACF                       | <ul style="list-style-type: none"><li>• Karen Leach - Chair</li><li>• Joanne McCoy – V Chair</li><li>• Alasdair Christie</li><li>• Muriel Cockburn</li><li>• Catriona Sinclair, ACF Chair</li></ul> |
| <b>Finance, Performance and Resources Committee</b><br><br>Five non-Executives                                    | <ul style="list-style-type: none"><li>• Alex Anderson - Chair</li><li>• Graham Bell - V Chair</li><li>• Gerry O'Brien</li><li>• Garrett Corner</li><li>• Steve Walsh</li></ul>                      |
| <b>Endowment Funds Committee</b><br><br>Five non-Executives   | <ul style="list-style-type: none"><li>• Philip MacRae - Chair</li><li>• Elspeth Caithness (Employee Director)</li><li>• Joanne McCoy</li><li>• Alasdair Christie</li><li>• Garret Corner</li></ul>  |
| <b>Pharmacy Practices Committee</b><br>At least two trained Non-Executives  | <ul style="list-style-type: none"><li>• Ann Clark (Chair)</li><li>• Karen Leach</li><li>• Joanne McCoy</li><li>• Garret Corner</li></ul>  |
| <b>HHSCC</b><br>Five non-Executives<br><br><u>including</u> The Highland Council nominated appointee to the Board | <ul style="list-style-type: none"><li>• Gerry O'Brien - Chair</li><li>• Philip MacRae - V Chair</li><li>• Ann Clark</li><li>• Joanne McCoy</li><li>• Muriel Cockburn</li></ul>                      |
| <b>Staff Governance Committee</b><br><br>Four non-Executives  | <ul style="list-style-type: none"><li>• Ann Clark</li><li>• Philip MacRae</li><li>• Bert Donald</li><li>• Steve Walsh</li></ul>   |

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|--|--|
| <b><u>And</u> Employee Director</b>  | <ul style="list-style-type: none"><li>• Elspeth Caithness (Employee Director)</li></ul>  |
| <b>Remuneration Committee</b><br><br><b>Five non-Executives <u>including</u> Board Chair, Vice Chair and Employee Director</b> | <ul style="list-style-type: none"><li>• Ann Clark – Chair</li><li>• Bert Donald - V Chair</li><li>• Gerry O'Brien</li><li>• Sarah Compton Bishop</li><li>• Elspeth Caithness (Employee Director)</li></ul> |

**Highland Health and Social Care Partnership Joint Monitoring Committee**

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|--|--|
| <ul style="list-style-type: none"><li>• Four Non-Executive Directors</li><br/><li>• <b>Director of Finance</b></li><li>• <b>A registered nurse</b> 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;</li><li>• <b>A registered medical practitioner</b> employed by the Health Board <b>and not providing primary medical services</b>;</li><li>• <b>Staff representative</b></li><li>• <b>Chief Executive</b></li><li>• <b>Chief Officer</b></li></ul> | <ul style="list-style-type: none"><li>• Sarah Compton Bishop (Co-Chair)</li><li>• Ann Clark</li><li>• Gerry O'Brien</li><li>• Alex Anderson</li><br/><li>• Heledd Cooper</li><li>• Louise Bussell</li><br/><li>• Tim Allison</li><br/><li>• Elspeth Caithness</li><li>• Fiona Davies</li><li>• Pam Stott</li></ul> |
|--|--|

**Community Planning Partnership Board**

|  |                      |
|--|----------------------|
| <b>Highland Community Planning Board</b> | Sarah Compton Bishop |
|--|----------------------|

**Memberships of other Groups etc.**

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|--|--|
| The Highland Council Health, Social Care and Wellbeing Committee | <ul style="list-style-type: none"><li>• Tim Allison</li><li>• Louise Bussell</li></ul> |
|--|--|

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|---|--|
| <b>Highland Community Planning Partnership</b><br><br>Core membership as described in the ToR:<br>One Non-Executive Board Member,<br>Chief Executive,<br>Director of Public Health<br><br><b>Public Protection Chief Officers Group</b><br><br>Chief Executive of NHS Highland<br>Director of Nursing | <ul style="list-style-type: none"><li>• Sarah Compton Bishop</li><li>• Fiona Davies</li><li>• Tim Allison</li><br/><li>• Fiona Davies</li><li>• Louise Bussell</li></ul> |
|---|--|

|  |  |
|--|--|
| <b>Mid Ross Local Community Partnership</b>            | <ul style="list-style-type: none"><li>• Philip MacRae</li></ul>  |
| <b>Badenoch &amp; Strathspey Local Cty Partnership</b> | <ul style="list-style-type: none"><li>• Boyd Peters</li></ul>  |
| <b>Argyll and Bute Community Planning Board</b>        | <ul style="list-style-type: none"><li>• Evan Beswick as CO IJB</li><li>• Alison McGrory, Public Health</li></ul> |

|   |  |
|---|--|
| <b>A&amp;B Public Protection Chief Officers Group</b> | <ul style="list-style-type: none"><li>• Graham Bell</li><li>• Evan Beswick</li><li>• Liz Higgins Assoc Nurse Director</li><li>• Jillian Torrens, Head Adult Services</li><li>• John Owen Public Health</li></ul> |
|---|--|

**Operational Groups**

|                                  |   |
|----------------------------------|---|
| Caithness Redesign Project Board | <ul style="list-style-type: none"><li>• Alex Anderson</li><li>• Ann Clark</li></ul>   |
| Lochaber Redesign Project Board  | <ul style="list-style-type: none"><li>• Gerry O'Brien</li><li>• Graham Bell</li></ul> |

The Board has previously agreed the following additional payments:

| <b>Position</b>  | <b>Additional payment</b>  |
|--|----------------------------|
| 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"><li>• Audit</li><li>• Clinical Governance</li><li>• Staff Governance</li><li>• Finance, Resources and Performance</li></ul> | 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:

|                       | <b>Audit and Risk Committee</b> | <b>Strategic Planning Group</b> | <b>Clinical &amp; Care Governance Committee</b> | <b>Finance and Policy Committee</b> | <b>Argyll and Bute Community Planning Partnership</b> |
|-----------------------|---------------------------------|---------------------------------|---|-------------------------------------|---|
| <b>Graham Bell</b>    |                                 |                                 | Chair   | Member                              | Representative of the IJB                             |
| <b>Karen Leach</b>    |                                 | Member                          | Member  | Member                              |   |
| <b>Emily Austin</b>   | Member                          |                                 |   |                                     |   |
| <b>Janice Preston</b> |                                 |                                 |   |                                     |   |