

## DUMFRIES and GALLOWAY NHS BOARD

5<sup>th</sup> October 2020



### Integration Joint Board – Non-Executive Membership

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**Date: 24<sup>th</sup> September 2020**

#### RECOMMENDATION

The Board is asked to **approve** the nominations for membership and substitute membership arrangements for the NHS members of the Integration Joint Board (IJB):

- Marsali Caig, Non-Executive Board Member, and Vicky Keir, Non-Executive Board Member will stand down as substitute voting members for the IJB from 5<sup>th</sup> October 2020.
- Marsali Caig, Non-Executive Board Member, and Vicky Keir, Non-Executive Board Member are nominated to take up membership of the IJB on behalf of the NHS in order to maintain the 5 NHS Members as required by the IJB Integration Scheme
- The IJB substitute voting member for the NHS will be Bill Irving, Non-Executive Board Member, with effect from 6<sup>th</sup> October 2020;
- Penny Halliday will stand down as the IJB Vice Chair with effect from 5<sup>th</sup> October 2020. The Board also wishes to recognise the considerable input of Penny Halliday to the IJB since its inception in roles as Chair and Vice Chair of the IJB.
- As required by the Integration Scheme for the IJB, the nominated NHS Dumfries and Galloway Vice Chair for the IJB from 6<sup>th</sup> October 2020 – to 31<sup>st</sup> March 2021, is Laura Douglas, Non Executive Board Member.

#### CONTEXT

**Strategy / Policy:**

This paper supports the legal requirements set out in the National Public Bodies (Joint Working) (Scotland) Act and the requirements agreed between the NHS Board and Local Authority in the Integration Scheme which defines the establishment orders for the Integration Joint Board (IJB). (See relevant section as appendix 1)

**Organisational Context / Why is this paper important / Key messages:**

A number of changes have been notified in regard to the membership and substitute nomination for the Integration Joint Board since September 2016. This paper sets out the Board nominations for IJB Membership for the Board to note with a view to notifying the IJB of the decision in October 2020.

**GLOSSARY OF TERMS**

NHS - National Health Service  
IJB - Integration Joint Board

## MONITORING FORM

Policy / Strategy	Public Bodies (Joint Working) (Scotland) Act, Dumfries and Galloway Integration Joint Board - Integration Scheme
Staffing Implications	There are no staffing implications other than for changes in role amongst the Non Executive members of the Board and those that are deployed as members of the IJB.
Financial Implications	There are no financial implications for the Board with respect of additional costs/savings related to the changes in roles of Non Executive Board members on the IJB.
Consultation / Consideration	<p>The Chair has discussed aspirations with regard to IJB membership with all Non Executives</p> <p>The Chair and Chief Executive have discussed non-voting membership arrangements and options for 'substitute' membership with those staff so identified.</p>
Risk Assessment	No risk assessment was required at this time.
Risk Appetite	<p style="text-align: center;">Low <input checked="" type="checkbox"/>    Medium <input type="checkbox"/>    High <input type="checkbox"/></p> <p>The Integration Joint Board will consider service redesign, financial implications, clinical impact and information governance on a range of issues; therefore, the membership is a significant decision for the NHS Board to make. A low risk tolerance has been assigned to this paper.</p>
Sustainability	<p>The Non Executive workforce is limited by number and hence needs to be deployed across the range of required functions as fairly and evenly as possible to reduce strains.</p> <p>Maintaining a robust rotation of staff into these roles encourages fair opportunity and distribution of work across the team whilst balancing continuity with the introduction of new insights.</p>
Compliance with Corporate Objectives	6. Continue to support and develop partnership working to improve outcomes for the people of Dumfries and Galloway.

**NOT PROTECTIVELY MARKED**

Local Outcome Improvement Plan (LOIP)	Outcome 6
Best Value	<ul style="list-style-type: none"> <li>• Vision and Leadership</li> <li>• Effective Partnerships</li> <li>• Governance and Accountability</li> </ul>
<p>Impact Assessment</p> <p>The Chair and Chief Executive have engaged in an impact assessment of this Paper and its recommendations.</p> <p>The paper supports a positive position with regard to offering equality of opportunity for key positions for Non Executive Board Members within Committee or Partnership structures.</p> <p>The recommendations support good practice re the duties imposed on the Chair within Board Standing Orders with regard to fair deployment of Non Executives across the spans of work</p>	

## **Introduction**

1. The Integration Joint Board (IJB) was initially introduced in 2014/15 and formally began as an independent entity from 1<sup>st</sup> April 2016.
2. The number of members of the IJB, number of substitute voting members and the process for the nomination from the parties (NHS or Local Authority) to positions of Vice Chair or Chair of the IJB is specified within the Dumfries and Galloway Integration Scheme.
3. The IJB for Dumfries and Galloway is made up from five Non-Executive Board Members from NHS Dumfries and Galloway and five elected members from Dumfries and Galloway Council, who are appointed as full voting members.
4. The IJB also has a number of non-voting (advisory) members, who are integral to the operation of the Board, as they are able to provide specialist advice and guidance on clinical issues, staffing challenges and financial considerations.
5. Both NHS Dumfries and Galloway have the opportunity to nominate substitute members to stand in for their own organisations voting members, to ensure an appropriate level of representation at each meeting.

## **Current Position - July 2020**

6. The current nominated membership consists of the following Non-Executives:
  - Penny Halliday, Vice Chair of the Integration Joint Board
  - Laura Douglas, Non-Executive Integration Joint Board voting Member
  - Grace Cardozo, Non-Executive Integration Joint Board voting Member
  - Lesley Bryce, Non-Executive Integration Joint Board voting Member
  - Melissa Gunn, Non-Executive Integration Joint Board voting Member
7. Melissa Gunn was a member of the IJB prior to her standing down as a Non-Executive Member of the NHS Board on 19<sup>th</sup> June 2020. This position has temporarily been filled by one of the two substitute voting members, who were appointed by NHS Board Members on 3<sup>rd</sup> August 2020.
8. The Board also wishes to recognise the considerable input of Penny Halliday to the IJB since its inception in roles as Chair and Vice Chair of the IJB. Penny led much of the work that enabled a successful partnership to develop between Local Authority and NHS IJB members. The Board would like to note thanks to both Penny and Melissa.

## **Proposal**

9. The NHS Board is required by the Integration Scheme to nominate the voting, and substitute voting membership of the IJB. The Integration Scheme also requires the NHS Board to make a nomination for which of its members should take the role of Vice Chair (or Chair of the IJB).

10. The Chair of the NHS Board has consulted with the Non Executive membership of the Board regarding their aspirations with respect to the IJB and invited expressions of interest from the Non Executives for the role of Vice Chair of the IJB.
11. As required by the Boards Standing Orders, the Chair will make nominations for positions on Committee's (and the IJB) subject to experience and fairness of opportunity with respect to experience on the various committees of the Board
12. The revised membership for the Integration Joint Board will take effect from 6<sup>th</sup> October 2020 and the following structure is proposed for the voting members:
  - Laura Douglas, Vice Chair of the IJB and Non-Executive Integration Joint Board voting Member
  - Grace Cardozo, Non-Executive Integration Joint Board Voting Member
  - Lesley Bryce, Non-Executive Integration Joint Board voting Member
  - Marsali Caig, Non-Executive Integration Joint Board voting Member
  - Vicky Keir, Non Executive Integration Joint Board voting Member
13. In relation to substitute voting members, who will be asked to attend meetings where one of the NHS voting IJB Members is not able to attend. It is proposed that Bill Irving, Non Executive Member (ACF Chair) is nominated as voting substitute member, with effect from 6<sup>th</sup> October 2020. (It is proposed that a second substitute voting member is retained as vacant pending the appointment of a new Non Executive Director later this year).

## **Recommendations**

14. The Board is asked to **approve** the nominated membership and substitute membership arrangements for the NHS members of the Integration Joint Board:
  - Marsali Caig, Non-Executive Board Member, and Vicky Keir, Non-Executive Board Member will stand down as substitute voting members for the IJB from 5<sup>th</sup> October 2020.
  - Marsali Caig, Non-Executive Board Member, and Vicky Keir, Non-Executive Board Member are nominated to take up membership of the IJB on behalf of the NHS in order to maintain the 5 NHS Members as required by the IJB Integration Scheme
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- As required by the Integration Scheme for the IJB, the nominated NHS Dumfries and Galloway Vice Chair for the IJB from 6<sup>th</sup> October 2020 – to 31<sup>st</sup> March 2021, is Laura Douglas, Non Executive Board Member.