



Dumfries and Galloway
Integration Joint Board

15th April 2025

This Report relates to
Item 5 on the Agenda

Membership Update

Paper presented Nicole Hamlet

For Approval

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List of Background Papers:	N/A
Appendices:	N/A

Direction Required to Council, Health Board or Both	Direction to:	
	1. No Direction Required	X
	2. Dumfries and Galloway Council	
	3. NHS Dumfries and Galloway	
	4. Dumfries and Galloway Council and NHS Dumfries and Galloway	

1. Introduction

- 1.1 The purpose of this report is to update the Integration Joint Board (IJB) on the current allocation of voting members to its committees and to confirm any recent changes in membership.
- 1.2 Furthermore, this provides an update to members of the progress towards the recruitment of Chief Finance Officer and progress on recruitment to Carers and Service Representatives.

2. Recommendations

- 2.1 **The Integration Joint Board is asked to:**
- **Approve the re-allocation of Committee Chairs / Vice Chair**
 - **Approve appointment of new Chair of Strategic Planning Group**
 - **Confirm Voting Member nominated from Local Authority**
 - **Note the progress on recruitment of Chief Finance Officer (*section 95*)**
 - **Note the progress to recruit to appoint the 2 vacant representatives**
 - **Service User Rep**
 - **Unpaid Carer Rep**

3. Background and Main Report

- 3.1 In accordance with Section 10 of the Public Bodies (Joint Working) (Scotland) Act 2014, the IJB has a statutory duty to ensure that its governance structures, including its committees, have appropriate representation from voting members. In line with the IJB's governance framework, voting members are allocated from the partner organisations – (*Dumfries and Galloway NHS*) and (*Dumfries and Galloway Local Authority*).
- 3.2 At the Boards meeting on 4th March 2025, approval on appointments to a new Chair and Vice Chair was taken, therefore the committee allocations have been reviewed to ensure that the balance of representation is maintained and that committees remain effective in fulfilling their responsibilities. Therefore, please see reallocation of Committee Chairs and Vice Chairs outlined below:
- 3.3 The undernoted changes are provisional until a full review of the Scheme of Delegation is undertaken where proposals for options will be discussed in a workshop in May 2025 and then will go to the IJB in June 2025.
- a) Audit, Risk and Governance Committee**
- Chrissie Hill (Chair) – LA
 - Greg Black (Vice Chair) – NHS
- b) Finance, Performance and Quality Committee**
- Kim Dams (Chair) – NHS
 - Ian Carruthers (Vice Chair) – LA
- c) Strategic Planning, Commissioning and Delivery Committee – No change**
- Greg Black (Chair) – NHS
 - Linda Dorward (Vice Chair) – LA
- d) Transformation, Innovation and Futures Committee – No change**
- Ian Carruthers (Chair) – LA
 - Gwilym Gibbons (Vice Chair) – NHS

e) Strategic Planning Group

- Fiona Kane (Chair) replacing Claire Brown.

3.4 Voting Member (LA) Vacancy to be ratified by IJB:

- a) When Denis Male, gave notice to stand down as an IJB voting member with effect from September 2024 we carried a vacancy for a number of months – however Richard Brodie has now been nominated by the Local Authority to join the Board. Section 12 (4) of the Act states voting members of an IJB must be appointed by LA and NHS.

3.5 Recruiting a Chief Finance Officer (*Section 95*) involves a structured process involving clear Legal and Governance steps.

- This role is often a shared or hosted role nominated by either the NHS Board or Local Authority.
- The IJB itself approves the appointment, even if the Officer is employed by one of the Partner Bodies.
- The Health Board and Local Authority must agree who will lead the recruitment.
- The IJB may need to formally approve the recruitment process or interim arrangements.
- Existing Chief Finance Officer responsibilities must be covered through any vacancy period.
- Recruitment is led by the employing body (*NHS Board or Local Authority*).
- Once a preferred candidate is identified the IJB must formally approve the appointment;
 - Report to the IJB should include outline of the process followed, recommend the candidate and seek formal designation under (*Section 95*)
- If there is a gap between Officers an Interim Section 95 Officer must be designated to maintain Financial Governance, and this should be appointed and documented by the IJB.

All of the above is underway with both Parties.

3.6 Following previous discussion regarding the following vacancies, adverts have now been produced and with Communication Team for advertising.

- a) Service User Representative
b) Unpaid Carer Representative

4. Conclusions

4.1 In summary, the Act does not explicitly require changes to committee chairs and vice chairs following changes in the IJB's leadership, however such changes do promote cohesive governance.

4.2 Recognise progress being made to recruit to the Chief Finance Officer position and Service and Carer Representative.

5. Resource Implications

5.1 There are no resource implications as a result of the changes to IJB or Committee Membership.

6. Impact on Integration Joint Board Outcomes, Priorities and Policy

6.1 These membership changes are made in line with the Public Bodies (Joint Working) (Integration Joint Boards) (Scotland) Order 2014

7. Legal and Risk Implications

7.1 There are no legal or risk implications.

8. Consultation

8.1 This report has been shared with the Interim Chief Officer.

9. Equality and Human Rights Impact Assessment

9.1 As this report does not propose a change in policy or strategy an EQIA is not required.

10. Glossary

EQIA	Equalities Impact Assessment
IJB	Integration Joint Board