



**NOT PROTECTIVELY MARKED**

**Public Board Meeting**

**24 November 2021**

**Item No 07.2**

**THIS PAPER IS FOR APPROVAL**

**APPOINTMENT OF MEMBERS TO COMMITTEES**

<b>Lead Director Author</b>	Tom Steele, Chair Lindsey Ralph, Board Secretary
<b>Action required</b>	The Board is asked to approve changes to the Board's Committee membership.
<b>Key points</b>	<p>The Chair and Vice Chair have completed a review of the membership of the Board's Standing Committee</p> <ul style="list-style-type: none"><li>• in preparation for Martin Togneri, Non Executive Director and Chair of the Clinical Governance Committee reaching the end of his term of appointment with the Service on 31 December 2021</li><li>• following the appointment of John McGuigan, Non Executive Director to the Board from 1 October 2021</li></ul> <p>The Chair sought expressions of interest to appoint a new Chair of the Clinical Governance Committee and subsequently held meetings with members who were interested in the role.</p> <p>Following a review of the Board's skill matrix and in consultation with Non Executive members of the Board, the Chair has proposed changes to the Board Committee membership (Appendix 1).</p>
<b>Timing</b>	In preparation of a change of Board membership.
<b>Link to Corporate Objectives</b>	In compliance with the Service's Standing Orders, the Board approve Board Committee appointments.
<b>Equality and Diversity</b>	No implications associated with this paper.



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**SCOTTISH AMBULANCE SERVICE BOARD**

**APPOINTMENT OF MEMBERS TO BOARD STANDING COMMITTEES**

**TOM STEELE, CHAIR**

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**SECTION 1: PURPOSE**

In compliance with the Board's Standing Orders, the Board shall appoint all Committee members.

This paper presents recommendations on committee membership appointments following a review by the Chair and Vice Chair and in preparation of a change of Board membership.

**SECTION 2: RECOMMENDATIONS**

The Board is asked to approve the proposed changes to the membership of the Board's standing committees.

**SECTION 4: BACKGROUND**

The Board's membership will change when Martin Togneri, Non Executive Director and Chair of the Clinical Governance Committee, reaches the end of his appointment on 31 December 2021. The resulting Non Executive Director vacancy has been filled by John McGuigan who joined the Board on 1 October 2021.

In the light of these changes, the Chair and Vice Chair reviewed the committee membership and sought expressions of interests from Non Executive Directors to appoint a new Chair of the Clinical Governance Committee and subsequently held meetings with members who were interested in the role.

As part of this review the Chair considered the skills matrix to ensure the Board makes the most effective use of the Board's knowledge, skills and experience and the system of governance was as efficient and effective as it could be.

**SECTION 4: DISCUSSION**

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Subject to Board approval, the following changes to Committee membership are proposed:-

- With effect from 1 January 2022 - Stuart Currie to be appointed as Chair of Clinical Governance Committee
- With effect from 1 January 2022 - Cecil Meiklejohn will join the Staff Governance Committee and standdown as a member of the Audit Committee
- With effect from 1 December 2021 – John McGuigan will join the Audit Committee and Staff Governance Committee

If approved, the Non Executive Director membership of the Committees will be:-

<b>Audit</b>		<b>Non Executive members</b>
	<b>Chair</b>	Carol Sinclair
		Stuart Currie
		John McGuigan
		Irene Oldfather
		Madeline Smith

<b>Clinical</b>		<b>Non Executive members</b>
	<b>Chair</b>	Stuart Currie
		Liz Humphreys
		Carol Sinclair
		Francis Tierney
		Irene Oldfather

<b>Staff Governance</b>		<b>Non Executive members</b>
	<b>Chair</b>	Madeline Smith
		John Riggins
		John McGuigan
		Cecil Meiklejohn

<b>Remuneration Committee</b>		<b>Non Executive members</b>
	<b>Chair</b>	Francis Tierney
		Liz Humphreys
		Cecil Meiklejohn
		John Riggins
		Tom Steele

Tom Steele attends the Clinical Governance Committee and Staff Governance Committee in his role as Board Chair.