

NHS DORSET CLINICAL COMMISSIONING GROUP
GOVERNING BODY MEETING
UPDATE ON THE CCG GOVERNING BODY ELECTIONS AND OTHER
APPOINTMENT PROCESSES

Date of the meeting	20/03/2019
Author	S Lower – Executive Assistant, Corporate Office
Sponsoring Board Member	T Goodson – Chief Officer
Purpose of Report	To seek approval to the proposed appointments set out below and to inform the Governing Body of the outcome of the recent Chair/Locality Lead election processes.
Recommendation	<p>The Governing Body is asked to:-</p> <p>Approve:-</p> <ul style="list-style-type: none"> - the appointment of Nick Robinson as Governing Body Lay Member for Governance (and the Audit and Quality Committee Chair (to be the Audit Committee)) for a maximum period of three years from 1 April 2019; - the appointment of Kay Taylor as Governing Body Lay Member for Patient and Public Involvement, Chair of the Remuneration Committee, member of the Audit and Quality Committee (to be Audit Committee) and Vice Chair of the Primary Care Commissioning Committee for a maximum period of three years from 1 April 2019; - the appointment of Paul Turner as the independent lay member serving the Audit and Quality Committee (to be the Audit Committee) for a maximum period of one year from 1 April 2019; - the appointment of Jacqueline Swift as Deputy CCG Chair from 1 April 2019 with the end date to coincide with the end date for her current term of office as a Governing Body Lay Member, of 25 May 2021. - the appointment of Dr K Kirkham to the role of Assistant Clinical Chair for a maximum period of three years from 1 April 2019. <p>Note:-</p> <ul style="list-style-type: none"> - The outcome of the locality and CCG wider elections for the CCG Chair and GP Locality Leads.
Stakeholder Engagement	N/A
Previous GB / Committee/s, Dates	N/A

Monitoring and Assurance Summary

This report links to the following Strategic Principles	<ul style="list-style-type: none"> • Prevention at Scale • Integrated Community and Primary Care Services • One Acute Network • Digitally Enabled Dorset • Leading and Working Differently 		
	Yes [e.g. ✓]	Any action required?	
		Yes Detail in report	No
All three Domains of Quality (Safety, Quality, Patient Experience)	✓		✓
Board Assurance Framework Risk Register	✓		✓
Budgetary Impact	✓		✓
Legal/Regulatory	✓		✓
People/Staff	✓	✓	
Financial/Value for Money/Sustainability	✓		✓
Information Management & Technology	✓		✓
Equality Impact Assessment	✓		✓
Freedom of Information	✓		✓
I confirm that I have considered the implications of this report on each of the matters above, as indicated	✓		

Initials : SL

1. Introduction

- 1.1 Governing Body members (other than the two executive members) are elected/appointed for a maximum period of three years. The current terms of office for a number of Governing Body Locality Leads will end on 31 March 2019 (and 12 April 2019 for the Poole Bay Locality Lead).
- 1.2 An election/appointment process was undertaken and this report updates members on the outcomes.

2. Report

- 2.1 The current Governing Body GP Locality Leads for the East Dorset, Mid Dorset, West Dorset and Weymouth and Portland localities have been in post since 1 April 2013, East Bournemouth and North Dorset since 1 April 2016 and Poole Bay since 13 April 2016. The current term of office for each of the above will end on 31 March 2019 and 12 April (for Poole Bay).
- 2.2 Nominations were sought and the LMC ran an election process for each of those localities. I can confirm that the following were elected for a maximum period of three years from 1 April 2019 (and 13 April 2019 for Poole Bay):
 - Dr Mufeed Ni'Man - East Bournemouth
 - Dr Colin Davidson - East Dorset
 - Dr Jenny Bubb - Mid Dorset
 - Dr Simone Yule - North Dorset
 - Dr Nick Evans - Poole Bay
 - Dr Blair Millar - West Dorset
 - Dr Karen Kirkham - Weymouth and Portland
- 2.3 The current term of office for the CCG Chair will end on 31 March 2019. Following a request for nominations for the position, Dr Forbes Watson was the sole nomination received. The LMC ran a mandate election and I can confirm that Dr Watson was re-elected to lead the CCG for a maximum period of three years from 1 April 2019.
- 2.4 The current term of office for David Jenkins, Lay Member for Patient and Public Involvement (and Deputy CCG Chair, Chair of the Remuneration Committee and Vice Chair of the Primary Care Commissioning Committee) and Teresa Hensman, Lay Member for Governance (and Chair of the Audit and Quality Committee) will end on 31 March 2019 and both had indicated their intention not to seek reappointment.
- 2.5 Following a recruitment process, the Governing Body is asked to approve:-
 - the appointment of Kay Taylor to the role of Lay Member for Patient and Public Involvement, Chair of the Remuneration Committee, member of the Audit and Quality Committee (to be Audit Committee) and Vice Chair of the

Primary Care Commissioning Committee for a maximum period of three years from 1 April 2019.

- the appointment of Nick Robinson to the role of Lay Member for Governance and Chair of the Audit and Quality Committee (to be the Audit Committee) for a maximum period of three years from 1 April 2019.

- 2.6 The current term of office for the independent Audit and Quality Committee (to be the Audit Committee) lay member, Charles Buckle, comes to an end on 31 March 2019 and he had indicated his intention not to seek reappointment. A recruitment process has been underway.
- 2.7 Following the recruitment process, the Governing Body is asked to approve the appointment of Paul Turner to the independent Audit and Quality Committee (to be the Audit Committee) lay member role for a maximum period of one year from 1 April 2019.
- 2.8 Appendix 1 contains profile details of the preferred candidates.
- 2.9 David Jenkins also held the role of Deputy CCG Chair. As the CCG has a clinical chair, legislation requires the Deputy CCG Chair be a Governing Body lay member. In the interests of corporate memory, the Governing Body is asked to approve the appointment of Jacqueline Swift as Deputy CCG Chair from 1 April 2019 with the end date to coincide with the end date for her current term of office as a Governing Body Lay Member, of 25 May 2021.
- 2.10 In July 2018 the Governing Body approved the re-appointment of Dr K Kirkham to the role of Assistant Clinical Chair for a second-term initial three-month period from 1 August 2018 – 31 October 2018. Following this, a five-month extension was approved to align the review of the role to the term renewal of a number of Locality Lead posts from 1 April 2019. The review has been completed and Dr Kirkham has offered to continue in the role for a further three-year term from 1 April 2019. The Governing Body is therefore asked to approve the appointment of Dr K Kirkham to the role of Assistant Clinical Chair for a maximum period of three years from 1 April 2019.

3. Conclusion

- 3.1 The Governing Body is asked to:
- appoint Kay Taylor to the roles of Lay Member for Patient and Public Involvement, Chair of the Remuneration Committee, member of the Audit and Quality Committee (to be Audit Committee) and Vice Chair of the Primary Care Commissioning Committee for a maximum period of three years from 1 April 2019;
 - appoint Nick Robinson to the Lay Member for Governance and Chair of the Audit and Quality Committee (to be the Audit Committee) role for a maximum period of three years from 1 April 2019;

9.3

- appoint Paul Turner to the independent Audit and Quality Committee (to be the Audit Committee) lay member role for a maximum period of one year from 1 April 2019;
- appoint Jacqueline Swift as Deputy CCG Chair from 1 April 2019 with the end date to coincide with the end date for her current term of office as a Governing Body Lay Member, of 25 May 2021;
- appoint Dr K Kirkham to the role of Assistant Clinical Chair for a maximum period of three years from 1 April 2019.

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Date : 6 March 2019

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APPENDICES	
Appendix 1	<ul style="list-style-type: none">- Governing Body Lay Member for Patient and Public Involvement Profile- Governing Body Lay Member for Governance Profile- Independent Lay Member Audit and Quality Committee (to be Audit Committee) Profile

Governing Body Lay Member for Patient and Public Involvement - Kay Taylor

Kay Taylor has been selected as the preferred candidate for the Governing Body Lay Member Public and Patient Involvement.

Kay is in the process of retiring from the role of Executive Principal at the Minerva Learning Trust in August 2019. In this role she leads 4 schools in Bridport and is responsible to a board of trustees. Prior to this she was head teacher at Sir John Colfox school in Dorchester. Kay has worked in education for more than 30 years, starting out in the Highlands of Scotland. Kay has a strong interest in the health of young people, particularly with mental health services.

Kay is well placed to support Dorset, joining at a key time of transformational change, as she has significant experience in reshaping schools and is used to taking parental views into consideration to shape strategic direction.

Governing Body Lay Member for Governance - Nick Robinson

Nick Robinson has been selected as the preferred candidate for the Governing Body Lay Member for Governance.

Nick has a wealth of experience, most recently as interim Chief Officer at Somerset CCG since 2017. This CCG holds a budget of £750m and works with 66 GP practices. Under Nick as interim Chief Officer, Somerset CCG made significant progress on a journey out of special measures, making radical changes to internal governance structures and instituting a new management structure.

From 2012 Nick had his own consultancy business and took roles such as Interim Accountable Officer at Great Yarmouth and Waveney CCG, Interim Accountable Officer at Bedfordshire CCG and interim CFO at Central Southern CSU.

Nick is a member of the Chartered Institute of Public Finance and Accountancy and worked as Executive Director to set up the Ernst and Young healthcare consulting practice from 2004 to 2012.

Audit and Quality Committee (to be Audit Committee) independent Lay Member - Paul Turner

Paul has been selected as the preferred candidate for the role of independent Lay Member on the Audit and Quality Committee (to be Audit Committee), principally to provide independent opinion and insight to the new audit committee.

Paul retired from the NHS in 2014 as Director of Finance at Poole Hospital and has stepped back from any other public role during this time. Paul will draw on his career experiences in the NHS and management consultancy to offer informed critique and independent perspective on our work.