

**Stephen Brown (Chief Officer)**  
Orkney Health and Social Care Partnership  
01856873535 extension: 2601  
[OHACfeedback@orkney.gov.uk](mailto:OHACfeedback@orkney.gov.uk)



Agenda Item: 2

## **Integration Joint Board**

**Date of Meeting: 19 February 2025.**

**Subject: Appointments and Re-Appointments.**

### **1. Purpose**

1.1. To consider appointments and re-appointment to the Integration Joint Board.

### **2. Recommendations**

The Integration Joint Board is invited to note:

2.1. That, in terms of the Orkney Integration Scheme all appointments, with the exception of the Chief Officer, Chief Finance Officer of the Board and the Chief Social Work Officer, who are members of the Board by virtue of the Regulations and the post they hold, are for a period of two years.

2.2. That, in addition, individual Board appointments will be made as required when a position becomes vacant for any reason, and that any member of the Board can be re-appointed for a further term of office.

2.3. That, following the previous Carer Representative on the Board fulfilling their term of office, the Carer Representative role has been vacant since September 2024.

2.4. That, in terms of the Public Bodies (Joint Working) (Integration Joint Boards) (Scotland) Order 2014, the Integration Joint Board must appoint at least one person providing unpaid care in the area of the local authority.

2.5. The proposal to appoint two Carer Representatives, in light of the priority that the Integration Joint Board has given to supporting unpaid carers.

2.6. That NHS Orkney will be considering appointments to the Integration Joint Board at its Board Meeting to be held on 27 February 2025.

2.7. That, accordingly, appointments and reappointments of NHS Orkney representatives to the Integration Joint Board will be reported to the next meeting on 30 April 2025.

**It is recommended:**

2.8. That Willie Neish and Sarah Norquay be appointed as Carer Representatives on the Board, for an initial period of two years.

2.9. That Willie Neish and Sarah Norquay be appointed to the Strategic Planning Group.

### **3. Background**

3.1. Section 3 of the Public Bodies (Joint Working) (Integration Joint Boards) (Scotland) Order 2014 (the 2014 Order) regulates membership of the Integration Joint Board. The Board must comprise voting members nominated by the health board and the local authority, together with non-voting members who are holders of key posts and representatives of groups who have an interest in the Integration Joint Board.

3.2. Section 3(6) of the 2014 Order states that, once an integration joint board is established, it must appoint, in addition to the voting and non-voting members who are holders of key posts, at least one member in respect of each of the following groups:

- Staff of the constituent authorities engaged in the provision of services provided under integrated functions.
- Third sector bodies carrying out activities related to health or social care in the area of the local authority.
- Service users residing on the area of the local authority.
- Persons providing unpaid care in the area of the local authority.

3.3. Sections 3(8) and 3(9) of the 2014 Order also allows for the Integration Joint Board to appoint such additional members as the Board sees fit, but that member cannot be a councillor or a non-executive director of the Health Board. Locally, the Integration Joint Board has determined that membership should include a representative from Housing Services.

3.4. As a result, the Orkney Integration Scheme, established in terms of section 1(2) of the Public Bodies (Joint Working) (Scotland) Act 2014, states that membership of the Orkney Integration Joint Board should include the following co-opted Non-voting Members:

- The Chief Officer of the Board.
- The Chief Finance Officer of the Board.
- Senior clinicians including:
  - A registered medical practitioner whose name is included in the list of primary medical services performers prepared by the Health Board in accordance with Regulations made under section 17P of the National Health Service (Scotland) Act 1978.

- A registered nurse 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.
- A registered medical practitioner employed by the Health Board and not providing primary medical services.
- The Local Authority's Chief Social Work Officer.
- A patient/service user representative.
- A carer's representative.
- A representative of the third sector.
- A staff representative from each of the Parties.
- A housing representative.

3.5. Section 7(1) of the 2014 Order provides for the term of office of a member of the integration joint board, which is to be determined by the constituent authorities, but is not to exceed three years. Section 7(3) states that, at the end of a term of office, a member may be reappointed for a further term of office.

3.6. The Orkney Integration Scheme states that the Chair and Vice-Chair rotate every two years in May, to enable the appointments of Chair and Vice Chair to rotate equally between the Local Authority and the Health Board. The Chair does not have a casting vote.

3.7. All other appointments, with the exception of the Chief Officer, the Chief Finance Officer of the Board and the Chief Social Work Officer, who are members of the Board by virtue of the Regulations and the post they hold, will be for a period of two years. In addition, individual appointments will be made as required when a position becomes vacant for any reason.

3.8. Standing Order 23.1 of the Orkney Integration Joint Board Standing Orders (for meetings) states that the Integration Joint Board may establish any Committee or Sub-committee of its members for the purpose of carrying out such of its functions as the Board may be determined.

3.9. When the Board establishes such a Committee or Sub-committee, it must determine who will act as chairperson of such Committee or Sub-committee, as well as the terms of reference including delegated authority for each.

## **4. Appointments and Re-appointments**

4.1. As mentioned at section 3.7 above, all appointments are for a period of two years. The table below details when the relevant authorities made their original appointments and when reappointments are due.

| <b>Name.</b>               | <b>Position.</b>   | <b>Original Date Appointed by relevant authority.</b> | <b>Date Re-appointment by relevant authority due.</b> |
|----------------------------|--|---|---|
| Stephen Brown.             | Chief Officer of the Board.  | 24.05.21.   | Not applicable.                                       |
| Dr Kirsty Cole.            | A registered medical practitioner whose name is included in the list of primary medical services performers prepared by the Health Board in accordance with Regulations made under section 17P of the National Health Service (Scotland) Act 1978. | 27.09.17.<br>Reappointed<br>27.04.23.                 | April 2025.   |
| Rona Gold.                 | Non-executive director of the Health Board.  | 24.05.24.   | May 2026.   |
| Isobel Grieve.             | Non-executive director of the Health Board.  | 22.04.21.<br>Reappointed<br>14.12.23.                 | December 2025.  |
| Councillor Lindsay Hall.   | Elected Member of the Local Authority.   | 14.05.24.   | May 2026.   |
| Joanna Kenny.              | Non-executive director of the Health Board.  | 14.12.23.   | December 2025.  |
| Councillor Rachael King.   | Elected Member of the Local Authority.   | 16.05.22.<br>Reappointed<br>14.05.24.                 | May 2026.   |
| Darren Morrow.             | Chief Social Work Officer.   | 22.04.24.   | Not Applicable.                                       |
| Vacant.                    | Interim Chief Finance Officer.   | Not Applicable.                                       | Not Applicable.                                       |
| Councillor Jean Stevenson. | Elected Member of the Local Authority.   | 16.05.22.<br>Reappointed<br>14.05.24.                 | May 2026.   |
| Samantha Thomas.           | A registered nurse 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.  | 22.02.23.   | February 2025.  |

| <b>Name.</b>      | <b>Position.</b>   | <b>Original Date Appointed by relevant authority.</b> | <b>Date Re-appointment by relevant authority due.</b> |
|-------------------|--|---|---|
| Dr Louise Wilson. | A registered medical practitioner employed by the Health Board and not providing primary medical services. | 08.03.16.<br>Reappointed<br>27.04.23.                 | April 2025.   |

4.2. The table below, which relates to the proxies, details when the relevant authorities made their original appointments and when reappointments are due.

| <b>Name.</b>                   | <b>Position.</b>                            | <b>Date Appointed.</b>                | <b>Date Re-appointment due.</b> |
|--------------------------------|---|---------------------------------------|---------------------------------|
| David Campbell.                | Non-executive director of the Health Board. | 14.12.23.                             | December 2025.                  |
| Councillor Ivan Taylor.        | Elected Member of the Local Authority.      | 14.05.24.                             | May 2026.                       |
| Meghan McEwen.                 | Non-executive director of the Health Board. | 24.04.24.                             | April 2025.                     |
| Councillor Mellissa Thomson.   | Elected Member of the Local Authority.      | 16.05.22.<br>Reappointed<br>14.05.24. | May 2026.                       |
| Councillor Heather Woodbridge. | Elected Member of the Local Authority.      | 16.05.22.<br>Reappointed<br>14.05.24. | May 2026.                       |

4.3. The table below relates to appointments that the IJB is entitled to make in terms of the Integration Scheme and includes date of appointment and when re-appointment is due.

| <b>Name.</b>   | <b>Position.</b>                       | <b>Date Appointed.</b>                | <b>Date Re-appointment due.</b> |
|----------------|--|---------------------------------------|---------------------------------|
| Janice Annal.  | A patient/service user representative. | 08.03.16.<br>Reappointed<br>19.04.23. | April 2025.                     |
| Morven Brooks. | A representative of the third sector.  | 30.11.22.<br>Reappointed<br>06.11.24. | November 2026.                  |

| <b>Name.</b>     | <b>Position.</b>  | <b>Date Appointed.</b>                | <b>Date Re-appointment due.</b> |
|------------------|---|---------------------------------------|---------------------------------|
| Vacant.          | A carer's representative.   |                                       |                                 |
| Danny Oliver.    | A staff representative from each of the Parties (Orkney Islands Council). | 10.02.21.<br>Reappointed<br>19.04.23. | April 2025.                     |
| Ryan McLaughlin. | A staff representative from each of the Parties (NHS Orkney).             | 22.02.23.                             | February 2025.                  |
| Frances Troup.   | Housing representative.   | 08.03.16.<br>Reappointed<br>19.04.23. | April 2025.                     |

## **5. NHS Orkney Representatives**

5.1. As can be seen from the tables in section 4 above, various NHS Orkney appointments are due for review either in February or April 2025.

5.2. The Board of NHS Orkney meets on 27 February 2025 and will be considering a number of appointments, including that of Chair of the Integration Joint Board, which reverts to NHS Orkney in May 2025.

5.3. Appointments and/or reappointments of NHS Orkney representatives to the Integration Joint Board will be reported to the next meeting of the Integration Joint Board scheduled for 30 April 2025.

## **6. Carer Representative**

6.1. In September 2024, the Carer Representative stood down as his term of office had come to an end. The Carer Representative role has remained vacant since.

6.2. Feedback received from previous Carer Representatives highlighted the importance of more than one representative to assist in fulfilling the role on the Board and to provide meaningful contribution. Further, the Integration Joint Board has always given priority to supporting unpaid carers.

6.3. As indicated in section 3.2, the Integration Joint Board must appoint at least one person providing unpaid care in the area of the local authority. Accordingly, it is proposed to appoint two Carer Representatives.

6.4. Willie Neish and Sarah Norquay have indicated they would be willing to take on the role of Carer Representatives on the Integration Joint Board.

6.5. The Terms of Reference for the Strategic Planning Group also allow for a Carer Representative.

6.6. Again, both Willie Neish and Sarah Norquay have indicated they would serve on the Strategic Planning Group.

## 7. Contribution to quality

Please indicate which of the Orkney Community Plan 2025 to 2030 values are supported in this report adding Yes or No to the relevant area(s):

|   |      |
|---|------|
| <b>Resilience:</b> To support and promote our strong communities.   | Yes. |
| <b>Enterprise:</b> To tackle crosscutting issues such as digital connectivity, transport, housing and fuel poverty.                   | No.  |
| <b>Equality:</b> To encourage services to provide equal opportunities for everyone.   | Yes. |
| <b>Fairness:</b> To make sure socio-economic and social factors are balanced.   | Yes. |
| <b>Innovation:</b> To overcome issues more effectively through partnership working.   | Yes. |
| <b>Leadership:</b> To involve partners such as community councils, community groups, voluntary groups and individuals in the process. | Yes. |
| <b>Sustainability:</b> To make sure economic and environmental factors are balanced.  | No.  |

## 8. Resource and financial implications

8.1. There are no resource implications arising directly as a result of making appointments to the vacant positions on the IJB.

## 9. Risk and equality implications

9.1. Failure to appoint Board Members would result in the Integration Joint Board failing to meet the requirements of the Public Bodies (Joint Working) (Integration Joint Boards) (Scotland) Act 2014, the Public Bodies (Joint Working) (Integration Joint Boards) (Scotland) Order 2014 and Orkney Integration Scheme.

9.2. The above risks can be addressed should all vacancies be filled.

## 10. Direction required

Please indicate if this report requires a direction to be passed to:

|                         |     |
|-------------------------|-----|
| NHS Orkney.             | No. |
| Orkney Islands Council. | No. |

## 11. Escalation required

Please indicate if this report requires escalated to:

|                         |     |
|-------------------------|-----|
| NHS Orkney.             | No. |
| Orkney Islands Council. | No. |

## 12. Authors and contact information

12.1. Stephen Brown (Chief Officer), Integration Joint Board. Email: [stephen.brown3@nhs.scot](mailto:stephen.brown3@nhs.scot), telephone: 01856873535 extension 2601.

12.2. Hazel Flett (Service Manager (Governance)), Orkney Islands Council. Email: [hazel.flett@orkney.gov.uk](mailto:hazel.flett@orkney.gov.uk), telephone: 01856873535 extension 2208.