

HSCIC Board Appointments

2014-15

**Annabelle McGuire, Secretary to the Board
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1 Introduction

The HSCIC is led by a Board which is the senior decision making structure in the organisation and which is accountable to Parliament and the Secretary of State for Health. The Board is led by the Chair and comprises non-executive and executive members.

In line with the HSCIC's Standing Orders, as set out in the Corporate Governance Manual, there are a number of appointments which must be made to the Board. These are in line with the HSCIC's responsibilities as a public body and ensure that it operates in an open, honest and proper manner.

The establishment and constitution of the HSCIC is set out in Schedule 18 of the Health and Social Care Act 2012. In accordance with Schedule 18 of the Health and Social Care Act 2012, the Board must comprise:

- At least six non-executive members including the Chair
- Not more than five other executive members who are employees of the HSCIC and are appointed by the non-executive members.
- One of the executive members must be appointed as the Chief Executive; the first appointment was made by the Secretary of State for Health.

2 Non-Executive Director

The Board is asked to note the resignation of Non-Executive Director Jan Ormondroyd, who has taken up the post of Interim Chief Executive at Rotherham Borough Council.

Recruitment, by the Department of Health, is now underway to appoint a replacement non-executive director (*reference: Corporate Governance Manual paragraph 2*).

Board Action: The Board are requested to note the resignation.

3 Appointment of Assurance and Risk Committee Chair

The Chair of the Assurance and Risk Committee will be a non-executive member and will be appointed by the Chair of the Board; the Chair of the Board will not chair the committee (*reference: Corporate Governance Manual paragraph 63*).

The Chair of the Board has appointed Non-Executive Director Dr Sarah Blackburn as the Chair of the HSCIC Assurance and Risk Committee.

Board Action: The Board are requested to endorse this appointment.

4 Appointment of Executive Directors

As specified in the HSCIC Standing Orders the Chair and non-executive directors have at least six votes and the executive members have five votes on the Board (*reference: Corporate Governance Manual paragraph 5*).

In April 2014 the Chair proposed that executive directorships to the Board were made on an interim basis, until the majority of director level posts were filled. The Chair proposes to make the appointments, which were interim, permanent where there are directors in post and they are substantively employed by the HSCIC.

4.1 The Current Position:

1. CEO – 1 vote (permanent)
2. Director of Finance and Corporate Services – 1 vote (interim)
3. Director of Operations and Assurance Services – 1 vote (interim)
4. Director of Human Resources – 1 vote (interim)
5. Director of Information and Analytics – 1 vote (interim) (*this post is vacant and is being covered on an interim basis*)

Carl Vincent, as the interim Director of Information and Analytics, has interim executive director status on the Board. Carl Vincent's substantive post of Director of Finance and Corporate Services will remain an interim executive director position whilst Carl is on secondment from the Department of Health.

Further consideration will be given to the executive director posts once a permanent appointment has been made to the post of Director of Information and Analytics, there will be no interim executive director appointment made to cover for this Board vacancy.

Board Action: The Board are requested to note the update and approve the permanency of the Director of Human Resources and Director of Operations and Assurance Services as executive directors.

5 Actions Required of the Board

The Board are requested to note the contents and endorse/approve the appointments as set out in this paper.