

Board Meeting in Public Tuesday, 30 January 2024

Title of Report	People Committee Report	Agenda No.	5.1.3
Nature of Report (tick one)	<input checked="" type="checkbox"/> Official	<input type="checkbox"/> Official Sensitive	
Author(s)	Brenda Thomas, Interim Company Secretary		
Lead Executive	Deborah McKenzie, Chief People Officer		
Non-Executive Director Sponsor (if applicable)	Caroline Serfass, People Committee Chair		
Presented for (tick all that applies)	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Assurance	<input checked="" type="checkbox"/> Information <input type="checkbox"/> Update	
Purpose of the report and key issues			
This report is submitted to the Board to draw attention to the main items discussed at People Committee meeting on Monday, 4 December 2023.			
Previously Considered by			
N/A			
Recommendation	The Board is asked to note the report.		
Risk(s) identified (Link to Board Assurance Framework Risks)			
As detailed within the report.			
Strategic Objective(s) this paper relates to:			
<input type="checkbox"/> Collaborate with partners <input checked="" type="checkbox"/> Invest in people and culture <input type="checkbox"/> Drive innovation <input type="checkbox"/> Modernise our operations <input type="checkbox"/> Grow and diversify our donor base			
Appendices:	None		

1. Background

This report is submitted to the Board to draw attention to the main items discussed at People Committee meeting on 4 December 2023.

2. People Plan

The Committee received an update of progress to date, and the proposed route to approval and launch in 2024 of the People Plan.

An NHSBT People Plan is being developed, to provide a strategic framework for all of NHSBT's people work, in collaboration with staff. The aim is to simplify and strengthen NHSBT's offer to staff; improve line of sight between NHSBT Strategy and investment in people and culture; and enable the development of a robust multi-year implementation roadmap against organisation's People Priority. The report presented the case for change, current activity and gaps against three themes: Join, Stay and Thrive - the proposed framing for the plan.

The proposal was supported by the Executive Team on 5 September 2023, and a six-week organisation-wide engagement campaign was launched to build on the evidence base outlined and shape aspirations under the three themes. The campaign which closed on 3 December was very encouraging and some of the emerging themes from the feedback were noted.

The Committee commended the progress that has been made.

3. Forward Together Programme Update

The Committee was presented with an update on the current position and future plans for the Forward Together Programme. The Programme is in place to allow NHSBT to become an intentionally inclusive and anti-racist organisation and is a vital part of delivering the overall NHSBT Strategy.

The update highlighted the Programme launch, the Back to Green plan, next steps and governance aspect. An update was also provided on the four interconnected projects identified to prioritise delivery of during 2023/24; there were: co-creation of an anti-racism framework; review and enhancing policies; learning and development offer; and the work on WINLAB.

The programme was currently reporting at a RED status, and a 'Back to Green' Plan had been developed and update was provided against the five actions within the plan. A full time Programme Director post was being recruited to. Overall, significant progress has been made over the last 12 weeks.

The Committee was assured in relation to keeping a watching brief on antisemitism, that communication has been issued to staff regarding the situation in Gaza and pointing staff to where they can get help and support. The EDI team together with the Networks are attuned to this and are providing the necessary support.

The Committee commended the progress made so far.

4. Our Voice Review of Progress Action Against Plan

The Committee was presented with the report to provide assurance of the actions being taken at both a National and Directorate level, following the release of the results from the Our Voice survey in May 2023. The report covered the Our Voice survey results; progress to date; and next steps.

5. Board Assurance Framework (BAF) risk 07, BAF risk 08

The Committee discussed BAF risk P07 (Staff Capability, Capacity, Recruitment and Retention) and BAF risk P08 (Leaders and Managers' lack of skills and capability). BAF risk 07 has been reviewed at People Senior Management Team (SMT) and scored at 12 down from 16, whilst BAF risk 08 remained at 16.

The Committee approved the recommendation to downgrade the score for risk P07 from 16 (4x4) to 12 (4x3) as agreed by the People SMT.

6. CQC Well Led Action Plan (Specific People Directorate Items)

The Committee noted that the outstanding action relating to the anti-racism training for the Board had been completed at the Board meeting on 28 November 2023, and a way forward has been agreed for the recommendation in relation to the design of the Freedom to Speak Up app. This closes all the People directorate actions on the CQC Well led Action Plan. The Committee commended the work done to close all the actions.

7. People Committee Effectiveness Review Template

The Committee reviewed the questionnaire for its self-effectiveness and discussed the timetable for the review and agreed that the questionnaire should be circulated after the Committee had met in February 2024 for reporting to the Board in March.

8. Mandatory Training Sub-Committee Report

The Committee received an update on the activity of the Mandatory Training Subcommittee and the most recent mandatory training compliance and sought approval on the approach to mandatory training, its governance and for new mandatory training packages.

The Committee commended the data on compliance, which showed a significant improvement, with the 95% target being met overall.

9. Senior Appointments

The Committee, as part of its remit as remuneration committee, reviewed and approved recommendations relating to two senior appointments.