

Blood and Transplant Board Meeting in Public Tuesday, 30 January 2024

Title of Report	Governance Update	Agenda No.	5.2
Nature of Report (tick one)	<input checked="" type="checkbox"/> Official	<input type="checkbox"/> Official Sensitive	
Author(s)	Brenda Thomas, Interim Company Secretary		
Lead Executive	Helen Gillan, Director of Quality		
Non-Executive Director Sponsor (if applicable)	Peter Wyman, Chair		
Presented for (tick all that applies)	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Assurance	<input type="checkbox"/> Information <input checked="" type="checkbox"/> Update	
Purpose of the report and key issues			
<p>This report provides the Board with an update on corporate governance matters in NHS Blood and Transplant (NHSBT).</p> <p>The focus is on the internal Board self-effectiveness review.</p>			
Previously Considered by			
N/A			
Recommendation	The Board is asked to approve the internal Board Self-Effectiveness Review Questionnaire.		
Risk(s) identified (Link to Board Assurance Framework Risks)			
Linked to Regulatory Compliance risk (BAF-09).			
Strategic Objective(s) this paper relates to:			
<input type="checkbox"/> Collaborate with partners <input 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:	Appendix 1 – Board Self-Effectiveness Review Questionnaire		

1. Background

This report provides the Board with an update on Corporate Governance matters. The focus is on the internal Board self-effectiveness review questionnaire.

2. Board Self-Effectiveness Review Questionnaire

It is best practice for the board and its committees to undertake an annual self-effectiveness review. The evaluation process should be designed to rigorously test whether the board and its committees' composition, dynamics, operations, and structure are effective for the organisation and its business environment, both in the short- and long-term.

The Board, at its meeting on 28 November 2023 approved the practice of undertaking the board and committee effectiveness review every three years by an external organisation, with an internal self-assessment of board and committee effectiveness in each of the two intervening years.

An internal self-effectiveness review of the Board was undertaken in December 2022, and the findings discussed at the Board seminar in March 2023.

The questionnaire for the internal self-effectiveness review is attached as appendix 1. This questionnaire mirrors the questionnaire completed for last year's internal Board self-effectiveness review except for the section relating to the committees which has been removed. This is because a self-effectiveness review has either been undertaken or will be undertaken before the end of the financial year for all Board committees. Using the same questionnaire will enable like-for-like comparison to determine where progress or otherwise has been made since the last review was undertaken.

3. External Effectiveness Review

Since the last external effectiveness review of the Board was undertaken in September 2021, the next external review will be undertaken at the end of 2024, for reporting to the Board and Committees in January and March 2025. After conducting this external review, it is imperative to thoroughly assess the internal self-effectiveness review questionnaire in the subsequent year's evaluation, to ensure its continued relevance.

4. Next Steps

Following approval by the Board, the questionnaire will be circulated to Board members for completion and results of the findings presented to the Board at its meeting in March, alongside the findings of the Board committees self-effectiveness review.