

Board Meeting in Public

Tuesday, 20 May 2025

Title of Report	People Committee Report		Agenda No.	5.3.2
Nature of Report	<input checked="" type="checkbox"/> Official		<input type="checkbox"/> Official Sensitive	
Author	Omolola Majolagbe, Corporate Governance Officer			
Lead Executive	Julie Pinder, Chief People Officer			
Non-Executive Director Sponsor	Penny McIntyre, Committee Chair			
Presenter at the meeting	Penny McIntyre, Committee Chair			
Presented for	<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 the People Committee (PC) held on Thursday, 1 May 2025.				
Previously Considered by				
N/A				
Recommendation	The Board is asked to note the report.			
Risk(s) identified (Link to Board Assurance Framework Risks)				
Strategic Objective(s) this paper relates to: [Click on all that applies]				
Collaborate with partners		Invest in people and culture		Drive innovation
x Modernise our operations		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 the People Committee (PC) held on 1 May 2025.

2. People Plan Update: 1 Year in Report

The Committee received a report on delivery of the People Plan one year in. The Committee noted that of the 36 actions within the Plan for the year, 21 actions have been completed and the remaining 15 rolled over to subsequent years.

Other areas that require attention for the coming year were identified as being apprenticeships, employee relations climate and inclusive engagement with all staff.

3. EDI Review Update

The Committee received a report of the EDI review. A new structure and operating model commenced from 1st April 2025. The next steps will be to look at ways of working across the EDI eco-system and how the new model can be effectively embedded over the coming months.

4. Forward Together Update

The Committee were informed that the implementation of phase one of the Forward Together Programme had been concluded in March 2025. At that stage, the Senior Responsible Officer responsibilities changed from The Director of Organ and Tissue Donation and Transplantation to the Chief People Officer. It was noted that 19 of the 21 actions agreed were delivered in phase one, with the remaining two requiring additional work which will form a large part of the Forward Together programme.

Phase 2 Business Case has been approved by the Investment Committee and is expected to run through 2025/26 and beyond. The Phase 2 will build on the work done in Phase 1 by continuing to deliver on the commitment to inclusion (as phase 1 was anti-racism based), whilst meeting the strategic ambition to be a high-performing organisation, ensuring value for money through efficiencies and improvements in productivity. The following 6 projects are proposed as focus area for Phase 2 of the Forward Together programme:

- a. Upgrading digital Employee Experience
- b. Inclusive & Efficient Recruitment
- c. Clear Career pathways for professions
- d. Simple and Consistent Employee Support
- e. Leadership, management and Colleague development
- f. Inclusive and user-friendly policies

5. Mandatory Training

The Committee received an annual assurance report and noted the Terms of Reference of the Mandatory Training Sub-Committee. It was noted that further work may be needed to assess the relevance of training for specific roles was to be undertaken.

6. People Directorate Audit Actions

The Committee noted the positive steps taken in completing actions in relation to the HR Data Confidentiality and Fit and Proper Persons GIAA audits and noted the moderate and substantial ratings given in the audit of the Freedom to Speak Up service.

7. People Committee Principal Risks

Following a risk deep dive meeting in April, the committee received an update on discussions to replace the current P-07 Staff Capacity, Capability, Recruitment, Retention and P-08 Leaders and Managers risks with one new risk.

The next step is for the proposed risk wording to be discussed at the Risk Management Committee and then be presented to the Board for approval.

8. Committee Board Assurance Report

The Committee received an annual assurance report which summarised the People Committee's activity over 2024-25 and sought to demonstrate that it had effectively discharged its delegated responsibilities, as set out within its terms of reference.

The gap analysis against the delegations of the committee was noted to have identified two potential gaps:

- a) Whilst pay proposals were brought to the Committee for consideration no regular reporting from the Pay Committee was received
- b) No report has been received by the Committee in relation to the Honours process

Actions have been agreed to address these gaps.

9. Committee Terms of Reference Review

The Committee agreed amendments to the Terms of Reference of the People Committee that will be recommended to the Board for approval.

10. Diversity and Inclusion Progress Update (Public Sector Equality Duty Report)

The Committee received the PSED report for information.

11. Director of Blood Supply

The Committee determined the pay for the imminent appointment to the role of Director of Blood Supply.

12. Items for escalation to the Board/Board Committees

The Committee Board Assurance Report was presented to the Audit, Risk and Governance Committee on 2 May 2025, ahead of presentation to the Board on 20 May 2025.

The Committee's Terms of Reference will be presented to the Board in July for approval.