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NHS ENGLAND BOARD PAPER

Title:

Strategic Human Resources and Remuneration Committee Annual Report

Lead Director:

Karen Wheeler, National Director: Transformation and Corporate Operations

Purpose of Paper:

To report on the work of the Strategic Human Resources and Remuneration Committee, providing assurance that it has been the duties delegated by the Board, and informing the Board of Committee work programmes in place for 2016/17.

The Board is invited to:

- note the report; and
- take assurance from the Committee with regard to delivery of the work programme.

Strategic Human Resources and Remuneration Committee Annual Report

1 April 2015 – 31 March 2016

Introduction

1. The purpose of the Strategic Human Resources (HR) and Remuneration Committee is to approve the appropriate remuneration and terms of service for the Chief Executive, Directors and other Executive and Senior Managers and to consider some issues in relation to all staff employed by NHS England. The Committee is also responsible for maintaining an overview about and advising upon strategic HR and organisation development issues for NHS England as a whole, including areas of staff engagement and experience, talent management and workplace diversity and inclusion.

Meetings of the committee

2. During 2015-16, the Strategic HR and Remuneration Committee met on 3 occasions.
3. Membership of the Committee is as follows:
 - Sir Malcolm Grant, Chairman;
 - Ed Smith, Vice-Chair and Non-Executive Director;
 - David Roberts, Non-Executive Director;
 - Sir Ciaran Devane, Non-Executive Director; and
 - Dame Moira Gibb, Non-Executive Director.
4. During 2015-16, Ed Smith stepped down from the Committee, following his appointment as Chair of NHS Improvement and resignation from the Board of NHS England. Sir Ciaran Devane also stepped down from membership of the Committee as a consequence of his term of office on the NHS England Board coming to an end. David Roberts joined the Committee as a non-executive member during 2015-16. Dame Moira Gibb, Non-Executive Director, joined the Committee in March 2016.
5. A summary of members' attendance is given at annex 1.

Sub-committees

6. There are no sub-committees or groups of the Strategic HR and Remuneration Committee.

Delivery of the work programme

7. During the period of this report, the key issues considered by the Committee were:
 - NHS England core capabilities;
 - Staff Engagement;
 - Diversity in the NHS England workforce;
 - Talent management and development; and

- Resignations and appointments of National Directors.

Work programme for 2016-17

8. In 2016-17, the Committee will continue to focus upon the following key areas:
- Organisation design and capabilities for NHS England;
 - Staff experience and engagement levels and improvement actions;
 - Workforce diversity and improving representation at senior levels, particularly from black and minority ethnic staff;
 - Talent Management and succession planning activities;
 - Issues relating to National Director remuneration and terms of service (as appropriate); and
 - Performance objectives review of the Chief Executive and National Directors.

Review of terms of reference

9. The terms of reference for the Committee have been reviewed. There are no proposed changes to the terms of reference for the committee.

Review of effectiveness

10. The Committee continues to provide effective oversight, governance and approval for the appointment, remuneration and terms and conditions of service for National (Executive) Directors of the Board. In addition, the Committee has increased its oversight and scrutiny role effectively in respect of strategic HR issues, including: Talent Management, Staff Engagement and Organisational Capabilities. The Committee has also provided specific feedback to inform the development of the NHS Leadership and Improvement Strategy.

Assurance statement

11. The Strategic Human Resources and Remuneration Committee has fully met with its terms of reference and has discharged its functions accordingly. There have been no issues of note to raise with the Board from the operation of the Committee during 2015-16.

Recommendations

12. The Board is asked to:
- note the report; and
 - take assurance from the Committee with regard to delivery of the work programme.

Author: Stephen Moir, Chief People Officer

Date: September 2016

Annex 1 – Strategic Human Resources and Remuneration Committee attendance for 2015-16

Member Name:	Date of Meeting: 23 July 2015	Date of Meeting: 20 November 2015	Date of Meeting: 29 March 2016
	In attendance: Yes/No	In attendance: Yes/No	In attendance: Yes/No
Sir Malcolm Grant	Yes	Yes	Yes
Ed Smith	Yes		
Sir Ciaran Devane	Yes	No	
David Roberts	No	Yes	Yes
Dame Moira Gibb			Yes

N.B - Please note that shaded boxes indicate where an individual was not a member of the Committee.