

H&W Integrated Care System People Board

Terms of Reference

Last reviewed: For review September 2024

Next Review: 12 months (September 2025)

Chair & Lead Executive	ICB Director of People & Workforce and ICS Chief People Officer
Vice Chair	Associate Director of People & Workforce
Purpose	<p>The Herefordshire and Worcestershire Integrated Care System (ICS) People Board has been established to bring together health and care organisations and key stakeholders across the system to provide strategic leadership to the development and implementation of the people function.</p> <p>The board brings together stakeholders to collectively understand the HW ICS People position through the sharing of data, to engage widely on the various people initiatives taking place across the system and to assure the work of the ICS People and Workforce team is focussed on the key priorities.</p> <p>The Board initiates workforce interventions via the workstreams that sit beneath it and working groups to get specific initiatives off the ground.</p>
Scope of responsibilities	<p>The People Board will ensure the following priorities are addressed:</p> <ul style="list-style-type: none"> ▪ Attraction and Retention within the system ▪ Workforce Planning and Transformation capability and capacity ▪ Inclusion and Belonging <p>It will prioritise activity based upon need as determined by the Workforce Planning Oversight Board (see below)</p>
Reporting and Relationships	<p>See governance chart below.</p> <p>The People Board will be informed of workforce demand by the Workforce Planning Oversight Board which brings together areas of critical workforce risk across the organisations, services and faculties (professional workforce groups).</p> <p>The ICS People Board reports into the Quality Resource Delivery Committee.</p>

Documentation	<p>All meetings will be held virtually by default using MS Teams platform. However, at the discretion of the Chair, it may be determined that a face-to-face meeting needs to be convened on an ad hoc basis.</p> <p>Agenda and supporting papers will be circulated electronically to all members 5 working days in advance of the meeting.</p> <p>Minutes and action tracker will be circulated in draft for agreement at the next People Board.</p>
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Governance Outline

