

INCLUSION PROGRAMME : PROPOSED APPROACH

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Date: 2nd June 2020

Agenda no: 6h

Purpose of the paper

For discussion and decision

Background and context

The board agreed, 2nd June 2020, to establish an Inclusion Programme, overseen by an Inclusion Programme Board (IPB), to enable the delivery of the proposal for a new Diversity Strategy and a Membership Review. The board agreed membership of Paul (chair of the IPB), Jonathan Stephen, Gem Edkins, Jonny Richardson Glenn and Peter Boyle.

Where are we now?

The IPB met for the first time on 15th June 2020.

What are the key issues?

The IPB is adopting the principles of Managing Successful Programmes (MSP), developed by previous UK governments. It will be a key task for Paul, as the Senior Responsible Owner, to ensure that sufficient governance is in place, to enable successful Programme delivery, whilst avoiding a requirement for documents, plans, registers, logs etc that is disproportionate to the task.

The IPB developed and approved the Programme Mandate, Programme Brief and Programme Definition. See attached.

Jonathan Stephen and Gem Edkins, as Project Leads for Diversity and Membership respectively, are developing Project Briefs for consideration at the next meeting of the IPB. The Project Briefs will cover: Project definition (objectives, scope, outputs, constraints); business case (benefits, risks, issues, timescales, resources, costs); Relevant programme risks; Dependencies.

The IPB will next meet on 20th July 2020.

What is asked of trustees?

See recommendation.

Finance

Trustee and staff time.

Recommendation

The board is asked to consider and confirm the IPB's the Programme Mandate, Programme Brief and Programme Definition.