

Executive Summary

Report to the Public Board of Directors

Being Held on 26 July 2022

Subject	Chair Appraisal 2021/22
Sponsor	Tony Buckham, Senior Independent Director
Authors	Tony Buckham, Senior Independent Director Steve Barks, Vice-Chair CoG Nomination and Remuneration Committee
Status	To Note

PURPOSE OF THE REPORT

To provide the Board of Directors with a summary of the outcome of the Chair's appraisal for the period 2021/22.

KEY POINTS

- The Chair is appraised annually via an evidence-based assessment including feedback on performance for the period 1 April 2021 to 31 March 2022.
- The appraisal process is led by the Senior Independent Director supported by the Council of Governors' Nomination and Remuneration Committee.
- A total of 32 questionnaires were distributed and a total of 24 responses were received. The anonymous responses were collated and a summary of free text was also included in the analysis.
- The outcomes of the appraisal were presented for noting at the Council of Governors' meeting on 15 June 2022.
- In line with national guidance, the final summary of the Chair's 2021/22 appraisal was submitted to NHS England/Improvement Regional Directors.

IMPLICATIONS

Aim of the STHFT Corporate Strategy		Tick as appropriate
1	Deliver the Best Clinical Outcomes	✓
2	Provide Patient Centred Services	✓
3	Employ Caring and Cared for Staff	✓
4	Spend Public Money Wisely	✓
5	Deliver Excellent Research, Education & Innovation	✓
6	Create a Sustainable Organisation	✓

RECOMMENDATIONS

The Board of Directors are asked to **NOTE** the outcomes of the Chair Appraisal Process for the period 2021/22.

APPROVAL PROCESS

Meeting	Date	Approved Y/N
Council of Governors' Nomination & Remuneration Committee	26.05.22	Y
Council of Governors	15.06.22	Y

The annual appraisal of the Chair has now been completed, and details below provide an outline of the process undertaken and summary of the outcome as discussed at the CoG NRC.

The principal aim of the process is to ensure the appraisal is a valuable and valued undertaking that provides an honest and objective assessment of the Chair's impact and effectiveness, while enabling potential support and development needs to be recognised and considered.

Best practice described by the Foundation Trust Code of Governance sets out that the appraisal of the Chair is led by the Senior Independent Director within a framework agreed by the Council of Governors and taking into account the views of directors and governors¹. In line with this the appraisal process is led by the Senior Independent Director (SID) and supported by the Council of Governors' Nomination and Remuneration Committee.

The process is in line with NHS England and NHS Improvement's framework for conducting annual appraisals of NHS provider chairs.

The appraisal is evidence-based and includes feedback on performance from 1 April 2021 to 31 March 2022. The process is centered on a questionnaire, including a free text component, requesting feedback from the Council of Governors' Nomination and Remuneration Committee members, Executive Directors, Non-Executive Directors and External Stakeholders, nominated by the Chair.

The Vice-Chair of the Nomination and Remuneration Committee (V-CNRC) also requested feedback from the wider membership of the Council of Governors which was fed into the process.

The questionnaire was distributed to 32 recipients and a total of 24 responses were received. The anonymous responses were collated and a summary of free text was also included in the analysis.

A meeting took place on 10 May 2022 between the SID and the VC-NRC to review the collated feedback and the Chair joined the second part of this meeting. The outcome of the appraisal was then reviewed by the Council of Governors' Nomination and Remuneration Committee on 26 May 2022.

On reviewing the outcome of the appraisal, the Council of Governors' Nomination and Remuneration Committee agreed that the Chair had a positive year and had demonstrated a number of qualities and was described as open, honest and inclusive. The Chair had demonstrated her ability to develop strong relationships internally and externally and her astuteness in challenging and supporting Board members during a difficult year was noted.

In concluding its review of the summary appraisal the Committee noted the completion and satisfactory outcome of the Chair's annual appraisal.

Submission of appraisal summary

In line with national guidance, the final summary of the Chair's 2021/22 appraisal was submitted to NHS England/Improvement Regional Directors.

Recommendation

The Board of Directors are asked to **NOTE** the outcomes of the Chair's appraisal process for the period 2021/22.

¹ *The senior independent director should lead the performance evaluation of the chairperson, within a framework agreed by the council of governors and taking into account the views of directors and governors (B6.3). The Foundation Trust Code of Governance, Monitor 2014.*