

Council of Governors

13 March 2024

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| Report Title: | Chair and Non-Executive Director performance reviews 2023/24 |
| Executive/NED Lead: | Helen Taylor, Trust Chair Richard Spencer, Senior Independent Director George Chalkias, Director of Governance |
| Report author(s): | Ann Filby, Trust Secretary |

Approval

Discussion

Information

Assurance

Executive summary

The process and checklist utilised for the 2022/23 reviews has been updated and a full report was considered by the Council's Appointments and Performance Committee on 5 March. The majority of meetings have been confirmed in individuals' diaries, including six monthly reviews.

For the Chair's review, the changes already agreed were:

- The Chair to undertake a self-assessment.
- Revision of external stakeholders who will receive the multi-source assessment template.
- The inclusion of equality, diversity and inclusion (EDI) objectives in all Chair and Non-Executive Director reviews to meet the requirements of the NHS Equality, Diversity and Inclusion improvement plan and high impact actions.

On 28 February 2024 the [framework](#) for conducting appraisals for NHS Chairs was published. This is aligned with the [NHS leadership competency framework for board members \(LCF\)](#), also published on the same date. It is not intended to be prescriptive, whilst as a minimum Chairs should participate in a face-to-face annual appraisal informed by self-evaluation and assessments of impact and personal effectiveness from a range of internal and external stakeholders.

The framework is used at ESNEFT as the basis of the annual reviews and positive feedback has been received from the NHS East of England Regional Director on the robustness of the process. This year the guidance requires a self-assessment for the Chair using the criteria within the multisource assessment template, already confirmed for inclusion. This will also be extended to Non-Executive Director reviews. A template is available for use. The guidance, forms and the full checklist were presented for the Committee's attention and review.

Multi-assessment feedback forms for the Chair's review will be sent on Monday 18 March prior to the review meeting taking place on 30 April. The Non-Executive Directors reviews will be held during May, with feedback sought on Monday 25 March. The outcome will be presented to the Council's Committee in June, and to the next Council of Governors in private for performance ratings to be ratified. These ratings support the Council's decision on individuals' eligibility for reappointment for a second term of office.

Action Required of the Council

The Council is invited to **approve** the Committee's recommendation to progress the 2023/24 reviews in line with latest guidance.