

## **EAST KENT HOSPITALS UNIVERSITY NHS FOUNDATION TRUST NON EXECUTIVE PERFORMANCE EVALUATION PROCESS**

### **1 Introduction**

Monitor's NHS Foundation Trust Code of Governance states that the Board of Directors should undertake a formal and rigorous annual evaluation of its own performance and of its committees and individual directors.

This document sets out the process for the evaluation of NED performance. It reflects EKHUNHS FT Guidance on the Statutory Duties of Governors.

### **2 The process**

2.1 The Chairman will lead the process for evaluation of Non-Executive Director performance, facilitating input from the Chief Executive, Board of Directors and members of the Council of Governors.

2.2 The evaluation will consist of:

- Input from the Council of Governors;
- Input from the Chief Executive, Executive Directors and other relevant senior staff;
- A discussion between the Chair and Non Executive Director relating to performance, professional and personal development;
- Contributions to consultant recruitment panels; patient safety visits; attendance at Council of Governor meetings and Committees; completion of mandatory training.
- Agreement of activities for the coming year.

2.3 The evaluation will cover the following areas [Comment – The latest version of Monitor's Code of Governance includes a quite detailed list of the competencies and requirements of a NED. I have not compared the list below with the Guidance, but I assume the former fully reflects the latter] :

- Effective chairmanship of any Board Committees;
- Effective contribution to and challenge at Board and committee meetings;
- Fulfilment of their specialist, designated role (eg, as Board champion);
- Corporate understanding and strategic awareness;
- Commitment;
- Holding to account;
- Personal style;
- Independence and objectivity;

2.4 The process for the evaluation of Non-Executive Director performance is as follows:

- Each Non-Executive Director will prepare a self assessment;
- The Chairman will facilitate input from the Board of Directors and Council of Governors;

- The Chairman and Non-Executive Director will discuss performance and professional/personal development on a one to one basis, taking into consideration views from the peer assessment;
- The outcome of the evaluation will be reported back to the Council of Governors. This will include the NEDs' written self-evaluation.

2.5 The timetable:

ACTIVITY	BY WHEN
The Chairman to facilitate input from the Council of Governors	MARCH (private meeting of the Council of Governors)
The Chairman to facilitate input from the Board of Directors	APRIL
The Chairman to meet with individual Non Executive Directors	APRIL
Outcome report to be shared with the Council of Governors	MAY (private meeting of the Council of Governors)