

**REPORT TO THE TRUST BOARD: PUBLIC**  
**30 January 2020**

<b>Title</b>	Appointments & Remuneration Committee 5 December 2019 – Committee Chair’s Report
<b>Committee Chair</b>	Ken Batty, Non-Executive Director and Committee Chair
<b>Author</b>	Cathy Lilley, Associate Director of Corporate Governance

**Purpose of the report**

To bring to the Board’s attention key issues and assurances discussed at the Appointments & Remuneration Committee meetings held on 5 December 2019.

**Issues to be brought to Board’s attention**

At its meetings on 5 December 2019 the Committee considered a range of items including staff survey update, Executive Team changes, Board Assurance Framework (BAF), Executive Directors appraisals for 2018-19 and objectives for 2019-20, and the alignment of Board Directors objectives for 2019-20.

The Committee wished to draw the Board’s attention to its discussions on the following:

- **Staff Survey:**
  - Completion rate currently stands at 50.7% which is slightly higher than the previous year
  - Communication plans (tone and narrative) focuses on ‘collaboration’
- **Executive Team Changes:**
  - Kingsley Peter has been appointed as Interim Chief Finance Officer
  - Mason Fitzgerald, Executive Director of Planning and Performance, has secured the role of Deputy Chief Executive and Director of Strategic Partnerships at Norfolk and Suffolk NHS FT as a secondment for two years; his portfolio is being shared amongst other Executives
  - Recruitment to the Chief Digital Officer role (non-voting Board Director) will be supported by a specialist recruitment agency
  - A single Deputy CEO is being created.
- **Executive Directors Appraisals for 2018-19 and objectives for 2019-20:** The Committee received and discussed the satisfactory performance appraisals for all Executive Directors and considered the overarching and individual objectives, and personal objectives for 2019/20.
- **Alignment of Board Directors Objectives for 2019-20:** The Committee reviewed the report that detailed the objectives for Executive and Non-Executive Directors and agreed that these are balanced and aligned across all Board Directors and with the Trust’s strategic objectives.
- **BAF:** The Committee noted the good progress made with actions being taken to mitigate the risks in relation to the Trust’s strategic objective *improved staff experience* and agreed there should be no changes to the risk scorings. A detailed update is included in the Integrated Quality & Performance Report.