

APPOINTMENTS AND TERMS OF SERVICE COMMITTEE

SUMMARY REPORT

DATE OF MEETING: 16 JANUARY 2024

COMMITTEE
GOVERNANCE

- Committee Chair: **Ingrid Barker, Trust Chair**
- Quorate: **Yes**

KEY POINTS TO DRAW TO THE BOARD'S ATTENTION

EXECUTIVE RECRUITMENT UPDATE

The Committee **RECEIVED** an update on progress with recruiting a substantive Director of Nursing, Therapies and Quality post following the resignation of the incumbent who would leave the Trust in February 2024. It was **NOTED** that, following an unsuccessful first round of recruitment, the search had been extended with final interviews scheduled for early March. It was expected that there would be additional interest from the extended search in light of the New Year period, additional targeted headhunting, alongside enhanced adverts with both the Health Service Journal and the Nursing Times on top of the usual jobs' boards. Initial discussions had been held with senior colleagues within the Nursing, Therapies and Quality Directorate to ensure there is appropriate cover in place for any resultant gap arising out of the extended search.

The Committee **NOTED** the resignation, due to retirement, of Angela Potter, Director of Strategy and Partnerships who would leave the Trust in May 2024. It was **NOTED** that the recruitment of substantive executive posts typically takes circa 3-4 months to complete. It was expected that the recruitment process would commence in March 2024. The new appointee would then be expected to commence between July and October 2024.

A review of the current role description would be undertaken. This would be informed by a review of current Executive Directors portfolios. Members of the Committee **PROVIDED** their initial comments on current portfolio distribution with further discussion agreed in advance of the next meeting of the Committee.

EXECUTIVE DIRECTOR INTERIM PERFORMANCE REVIEW

The Committee **RECEIVED** this report which provided a part-year summary review of the performance of the Executive Directors for 2023/2024 following 1-2-1 discussions held with the Chief Executive.

The Committee was presented with, and discussed, the individual summaries which were drawn from the interim appraisal discussions and provided information on progress against the objectives set for each Director, highlighting any development opportunities. The Committee **NOTED** the report and that the Executive Team was performing well.

ACTIONS REQUIRED BY THE BOARD

The Board is asked to **NOTE** the contents of the report.

DATE OF NEXT MEETING: 6th March 2024