

TRUST BOARD IN PUBLIC		Date: 27th June 2017	
		Agenda Item: 4.5	
REPORT TITLE:		2016 / 2017 Annual Report from the Nomination & Remuneration Committee	
NON-EXECUTIVE SPONSOR:		Alan McCarthy, Chairman	
REPORT AUTHOR (s):		Mark Preston, Director of Organisational Development & People	
REPORT DISCUSSED PREVIOUSLY: (name of sub-committee/group & date)		N/A	
Action Required:			
Approval (√)	Discussion ()	Assurance (√)	
Purpose of Report:			
All Board Sub-Committees and required to report to the Board on an annual basis outlining the work of the committee during the year.			
Summary of key issues			
The key issues addressed in the report are as follows: Purpose, meetings, business and areas for improvement for the committee including a summary of the work undertaken in 2016/17.			
Recommendation:			
To review and approve the attached report.			
Relationship to Trust Strategic Objectives & Assurance Framework:			
SO5: Well led: Become an employer of choice and deliver financial and clinical sustainability around a clinical leadership model.			
Corporate Impact Assessment:			
Legal and regulatory impact	The Committee is a statutory committee of the Trust Board		
Financial impact	There may be a financial impact given any agreement to amend remuneration of voting Board level Directors and the Chief Executive.		
Patient Experience/Engagement	N/A		
Risk & Performance Management	A key remit of the Committee is to review the performance of the Chief Executive and voting Board level Directors.		
NHS Constitution/Equality & Diversity/Communication	The Committee has due regard to equality & diversity legislation in undertaking its work		
Attachment:			
(1) Annual Report from the Nomination and Remuneration Committee - 2016/17			

Trust Board Report – 27th June 2017

Annual Report from the Nomination and Remuneration Committee 2016/17

1. Purpose of the Committee

The Nomination and Remuneration Committee's role is to appoint, (and if necessary, dismiss executive directors), establish and monitor the level and structure of total reward for executive directors, ensuring transparency, fairness and consistency. The Committee shall receive reports from the Chairman of the Board of Directors on the annual appraisal of the Chief Executive, and from the Chief Executive on the annual appraisals of executive directors, as part of determining their remuneration.

The Committee shall develop and implement an effective succession plan to identify and develop internal personnel to fill key senior management posts as part of ensuring the availability of experienced and skilled employees when posts become available. For Executive Directors other than the Chief Executive, the Committee shall take advice from the Chief Executive.

The Terms of Reference reflect the statutory requirements that apply to NHS Trusts.

The Committee, which will meet at least twice per year, is comprised of the Board Chair and all Non-Executive Directors. A minimum of three members should be present at meetings who are independent of management.

The Committee will report in writing to the Board at least once annually.

2. Meetings of the Committee

The Committee met on four occasions during the period 1st April 2016 – 31st March 2017 and membership at each meeting was in accordance with the Terms of Reference of the Committee.

The meetings were held on:

12th April 2016
30th June 2016
29th September 2016
30th March 2017

3. Business of the Committee 2016/17

The business managed by the Committee comprised:

- Consideration of the performance of the Chief Executive against agreed objectives for 2015/16. The outcome of this annual performance review was agreed by the Committee and reported to Monitor.

- Agreeing the Chief Executive's objectives for 2016/17
- Receiving information from the Chief Executive on the performance of each of the Executive Directors and their objectives for 2016/17
- Consideration of information from the Chief Executive re: succession planning amongst Executive Directors and senior management
- Consideration given to Chief Executive and Executive Director salaries on the basis of benchmarking undertaken in line with the 2016 NHS Providers Remuneration Survey and national recommendations
- Agreed and approved salary adjustments in line with annual performance review and national benchmarking for Chief Executive and Executive Directors

4. Recommendation

The Board is asked to approve the annual report.

Alan McCarthy
Chairman
June 2017