


<b>Council of Governors</b>	<b>Guy's and St Thomas'</b>  NHS Foundation Trust	
<b>Non-executive director appointment</b>	<b>27<sup>th</sup> January 2016</b>	<b>CG/16/03</b>

This paper is for:		Sponsor:			
Decision		Author:		<b>Peter Allanson, Trust Secretary and Head of Corporate Affairs</b>	
Discussion		Reviewed by:			
<b>Noting</b>	<b>X</b>	CEO*			
Information		ED*			
		Board Committee*			
		TME*			
		Other*			

\* *Specify*

## **1. Summary**

Diane Summer's second term of office comes to an end on 16th June 2016 and she is ineligible to be reappointed. To try to ensure there is no gap between appointment, the Nominations Committee is meeting on Tuesday February 16<sup>th</sup> between 3.30pm and 4.30pm (to be confirmed) to start the process to find a replacement.

## **2. Request to the Council of Governors**

- a) Note the process the Nominations Committee is likely to follow which mirrors what has happened on previous NED recruitment exercises**
- b) Note the timetable and actions needed to make an appointment by June 2016**

### **3. Detail**

The Nomination Committee will propose the criteria to determine the appointment of a non executive director who can provide the skills required by the Trust and complement those already available to the Board. These will be reflected in the job and person specification which will be sent to governors for comment and approval. The Board's views will also be sought.

The Nominations Committee is likely to appoint recruitment and search advisers to support its work and ensure that applicants of appropriate calibre and capability are considered.

The post is normally advertised in SE London papers and, if thought appropriate, in other papers and journals and on various web site including the Trust's.

Once a short list has been compiled, the Nominations Committee will interview candidates and, if possible, put recommendations for appointment to the Council of Governors in a general meeting in the early summer.

**4. The timetable to be followed is below:**

February 2016	Nominations Committee proposes job and person specification and seeks input from the Board and approval from the Council of Governors - by correspondence Nominations Committee appoints search and selection consultants to advise it
March 2016	Person and Job specification and draft advertisement sent to members
April 2016	Advisers present long list of candidates and then later in the month, Nominations Committee agrees shortlist for interview
May 2016	Shortlisted candidates meet Board members informally Interviews by Nominations Committee Recommendation to Council of Governors to make appointment
June 2016	Interviews by the Nominations Committee