

Board of Trustees
09-10 March 2023

Refers to
agenda item 2.3

Agenda Item 2.3: Board and Trustees Performance Review

Summary:

As per the given mandate, the Nominations and Governance Committee (NGC) determines the Board performance by doing an annual board assessment. NGC will use performance assessment criteria finalised in 2022 for trustees performance assessment, including indicators, e.g., attendance; submission of conflicts of interest and roles declaration; participation; contribution; responsiveness; code of conduct; and Board chair feedback. The performance review results of trustees will determine the term continuation, renewal, or nonrenewal.

NGC proposes to conduct the performance assessment of individual trustees in March 2023.

Action Required:

The Board of Trustees is requested **to note** the schedule of performance assessment of individual trustees.

Board and Trustees Performance Review

Background

Under IPPF's regulations, the Nominations and Governance Committee (NGC) has the mandate to recruit trustees and oversee an annual performance review to ensure the effectiveness of the Board and trustees. To fulfil the mandate of NGC regarding the performance assessment of individual trustees, NGC proposes to conduct the annual performance review of all trustees in March 2023.

Objectives:

- Conduct the annual performance review of individual trustees.
- Consider performance review results to decide on renewal or nonrenewal of trustees term of office.
- Plan for any subsequent trustees' recruitment after the performance review process.

Period covered by the performance review: April 2022 to March 2023.

Performance review components: attendance; submission of conflicts of interest and roles declaration; participation; contribution; responsiveness; code of conduct; and Board chair feedback. (As finalised in 2022)

Proposed steps for March 2023:

Week 1: NGC shares the concept note, questionnaire, and performance indicator sheet finalised in 2022.

Week 2: NGC shares the Survey Monkey link with trustees for self-assessment in the preferred language.

Week 3: NGC shares an excel report (English) with the Board Chair for adding assessment.

Week 4: The Board Chair submits individual trustees' assessments to the NGC.

Week 5: NGC discusses results with individual trustees, seeks feedback, and announces results.

Note: NGC will nominate its representatives from the committee to coordinate the process and provide clarifications to trustees if they have questions.