

To: Members of the Board of RTÉ
From: Peadar Faherty, Head of Internal Audit
CC: Paula Mullooly, RTÉ Group Secretary
Date: 19 March 2020
Re: Board Performance Evaluation Process

1. Background

Under Section 4.6 of the *Code of Practice for the Governance of State Bodies* ('Code of Practice'), Boards are required to:

".....undertake an annual self-assessment evaluation of its own performance and that of its committees. An external evaluation proportionate to the size and requirements of the State body should be carried out at least every 3 years."

The Board of RTÉ last completed a performance evaluation process in 2018. The purpose of this note is to assist the Board to commence planning for an evaluation and to outline the options.

2. The 2018 Evaluation Process

Each Board member completed a self-assessment questionnaire, facilitated by Internal Audit and the Group Secretary's office, evaluating the operation of the Board across the following areas:

- Role of the Board,
- Strategy & Performance Management,
- Board Effectiveness,
- Compliance, and
- Risk Management, Internal Control, Audit and Risk.

The collective Board later considered the aggregate results and agreed a small number of actions based on the ratings. No matters of note arose.

3. Recommendation

Board members must now complete a performance evaluation in order to ensure ongoing compliance with the Code of Practice.

Timing of evaluation

As Board vacancies currently exist, the process of completing the evaluation should be postponed pending the appointment of new Board members by Government. This will afford an opportunity to take on board a broader range of views and to consider the skill mix of the Board at that time.

Format of evaluation

The Board has not undertaken an external evaluation since the publication of the updated Code of Practice (effective 1 September 2016). An external evaluation is, therefore, technically overdue.

However, an external evaluation requires a financial outlay and may be time consuming, usually involving 1:1 interviews in addition to questionnaires. Given RTÉ's financial constraints and the Board's other

immediate priorities, we recommend using the period until the new Board appointments are in place to examine options for a more cost-effective 'hybrid' model of an internal / external evaluation.

This may involve some limited external facilitation of the Board session discussing the questionnaire results, or of the questionnaire's design.

Monitoring

Include the performance assessment as a standing Board agenda item for the next number of meetings, to monitor progress and completion.

Best regards

Peadar Faherty