Board Performance Evaluation Questionnaire

The following questionnaire* is intended to assist in the self-assessment of a Board's performance.

For each of the following statements select a number between 1 and 5, with:

- 1 indicating that you strongly disagree;
- 5 indicating that you strongly agree with the statement;
- Select 0 if the point is not applicable or you do not have enough knowledge or information to rank a particular statement.

Please use the comments box to add any other comments or observations based on your experience as a Board member.

* This questionnaire is based on the template in the *Code of Practice for the Governance of State Bodies*, as amended by a similar template published by the UK National Audit Office in conjunction with the Chartered Accountants Non-Executive Directors' Group.

Illustration of a completed response:

		Effectiveness Rating						
No	Question	N/A or Don't Know		ngly gree	Neither agree nor disagree		ongly ree	Further comments (if needed)
		0	1	2	3	4	5	
Rol	e of the Board							
1	The Board has clearly documented its role and responsibilities, such as compiling a formal schedule of matters specifically reserved to it for decision.						X	
2	The Board, as a group, understands its role and responsibilities including its stewardship role.					Х		
3	The Board has agreed the State body's strategic aims with the Minister and parent Department, to the extent relevant, and ensured optimal use of resources to meet its objectives.						X	Document recently updated
4	The State body has a robust written oversight agreement with the relevant Minister / parent Department which clearly defines the terms of the State body's relationship with the relevant Minister/parent Department.							
5	The State body's mission and vision have been defined and communicated to all levels within the organisation.							
6	The Board has fulfilled its role in setting the ethical tone of a State body, not only by its own actions, but also in overseeing senior management and staff at all levels of the organisation.							



	RTÉ Board Evaluation Questionnaire - 2022	Effectiveness Rating (Insert 'X')						
No.	Question	N/A or Don't Know		ngly igree	Neither agree nor disagree		ngly	Further comments (if needed)
		0	1	2	3	4	5	
	of the Board							
1	The Board has clearly documented its role and responsibilities, such as compiling a formal schedule of matters specifically reserved to it for decision.							
2	The Board, as a group, understands its role and responsibilities including its stewardship role.							
	The Board has agreed the State body's strategic aims with the Minister and parent Department, to the extent relevant, and ensured optimal use of resources to meet its objectives.							
4	The State body has a robust written oversight agreement with the relevant Minister / parent Department which clearly defines the terms of the State body's relationship with the relevant Minister/parent Department.							
	The State body's mission and vision have been defined and communicated to all levels within the organisation.							
	The Board has fulfilled its role in setting the ethical tone of a State body, not only by its own actions, but also in overseeing senior management and staff at all levels of the organisation.							
	gy & Performance Management							
7	The Board has a clear set of objectives.							
8	The Board has developed a strategy for the organisation that is central to the way it is directed							
9	The strategy is well aligned to the organisation's remit and takes into account its capabilities (i.e. the people, assets, intellectual property, and financial resources of the organisation.)							
10	The Board devotes quality time to reviewing the implementation of the strategy.							
11	Significant programmes and projects are clearly aligned to the strategy and fall within the organisation's remit.							
12	Management regularly reports to the board on key outcomes and targets that flow directly from the strategy.							
	The Board gets "early-warning" signals of problems ahead that will adversely affect key outcomes, targets or financial performance.							
14	Management provides a thorough analysis of performance against budget, targets and key outcomes, and discusses any necessary remedial action.							
15	The Board takes collective responsibility for the performance of the organisation.							
Board	I Effectiveness							
	The Board is cohesive and combines being supportive of management with providing appropriate challenge.							
	Board members have the time and appropriate skills and knowledge to enable them to discharge their respective duties and responsibilities effectively.							
	Board diversity: working as a team, the board has the right blend of skills, expertise and personalities, and the appropriate degree of diversity, to enable it to face today's and tomorrow's challenges successfully.							
	Board members have a sufficient understanding of the State body and the sector within which it operates.							
20	My skills and experience are being used effectively in my current role as a Board member.							
21	Board members are provided with appropriate induction, mentoring and assistance with ongoing professional development as required.							

	RTÉ Board Evaluation Questionnaire - 2022	Effectiveness Rating (Insert 'X')						
No.	Question	N/A or Strong		agree nor		Strongly		Further comments (if needed)
		Know	disa	gree	disagree	ag	ree	()
		0	1	2	3	4	5	
22	A culture of openness and debate is promoted in the State body and all Board members are afforded							
	the opportunity to fully contribute to Board deliberations and meetings, including affording non-							
	executive Board members an opportunity to bring an independent judgement to bear on issues.							
23	The Chair leads meetings well with a clear focus on the big issues facing the organisation and allows full and open discussion before major decisions are taken.							
	The Board meets sufficiently regularly such that the duration of meetings is sufficient and that the meeting format is adequate to enable the Board to discharge its duties effectively.							
25	Board meeting agendas and other related material are circulated in a timely manner to enable full and proper consideration to be given to important issues.							
	The Board papers and minutes are of appropriate quality (e.g. not overly lengthy, clearly explain the key issues and priorities, consistent, timely).							
27	The Board spends the majority of its time on strategic issues and not day-to-day management responsibilities.							
28	The Board constantly strives to improve its effectiveness by considering its performance (and that of its Committees) and ensuring its own performance appraisal meets good practice elsewhere.							
29	My experience to date as a Board member compares favourably to my expectations when I was originally appointed to the Board of RTÉ.							
Comp	liance							
	The procedures relating to the disclosure of Board members' interests are complied with.							
31	The Board has adequate procedures in place to monitor and manage potential conflicts of interest.							
32	Codes of Conduct are approved by the Board and circulated to all Board members, management and employees.							
33	The Board ensures timely and accurate disclosure is made to the relevant Minister on all material matters regarding the State body.							
34	The Board ensures that a balanced, true and fair view of the State body's financial performance and financial position is made when preparing the annual report and financial statements of the State body and when submitting these to the relevant Minister.							
Risk I	Management, Internal Control, Audit and Risk							
35	The Board is clear on its risk appetite.							
36	The Board has a process for identifying and regularly reviewing its principal risks, and makes the necessary amendments in the light of changes in the internal and external environment. This process involves all parts of the business.							
37	The Board receives regular, insightful reports on the organisation's risk management and internal control systems that provide assurance over their operational effectiveness.							
38	The Board takes full account of risk in its decisions, for example, in relation to proposed major projects and programmes.							
	The Board fulfils its responsibility for ensuring that effective systems of internal control are instituted and implemented in the State body including financial, operational and compliance controls and risk management.							
40	The Board undertakes an annual review of the effectiveness of internal control systems, in a manner prescribed by the Code of Practice for the Governance of State Bodies.							
TOTAL	SCORE	0	0	0	0	0	0	