

Board Evaluation System

Carraghyn provides a uniquely insightful board appraisal process especially designed for boards of all sizes including companies, charities, and public sector organisations.

All our board appraisals are performed by a panel of three Chartered Directors accredited by the Institute of Directors. The appraisal panel is drawn from directors of diverse backgrounds and experience to maximise the breadth of our appraisals and ensure balance in assessing the different roles and responsibilities of the board and board members.

Using the appraisals prepared by the panel a named Chartered Director then prepares the Board Evaluation Report taking into account the diversity of views generated by the panel.

Our methodology ensures that Carraghyn provides the most insightful and helpful evaluation to assist boards and chairmen in improving both their performance and the performance of the organisation.

To accommodate the needs and concerns of different types of board we provide a tariff card of complementary services enabling us to bespoke our evaluation service to your circumstances.

Board Evaluation Report

This is our base product. We ask each board member to complete an anonymous online questionnaire, which typically takes around half an hour. This questionnaire addresses topics such as:

- Strategy
- Organisation Performance
- Stakeholder Relationships
- Risk Management
- Reporting and Audit
- Executive Performance
- Boardroom Behaviours

The completed questionnaires are individually assessed by each member of our panel, from which we produce a draft Board Evaluation Report. The report author then discusses the draft with the board chairman and produces a final report for circulation to board members. Typically the process takes around 4 weeks.

Fee: £3,500

Reporting In Person

In addition to the Board Evaluation Report we offer the option of the report's author attending the next meeting of the board to report in person, facilitate the board's discussion of the matters arising from the report, and assisting the board in determining actions to address them.

Fee: £1,200 + Expenses

Bespoke Questions

Our standard evaluation questionnaire is focused on the general responsibilities of the typical board. If the board is atypical, for instance if it has many unpaid volunteer members or if it has special or restricted responsibilities imposed by a parent organisation or regulator, it may be appropriate to modify the questionnaire with additional or substitute topics. We will discuss the evaluation requirements with the chairman and formulate appropriate new questions.

Fee: £150 per bespoke question.

Alternative Questionnaires

Some organisations are bound to perform their board evaluations in specific formats laid down by sector regulators or industry codes. We are able to use these instead of our standard questionnaire format for our Board Evaluation Report, executing the same appraisal and report process, so we offer the option of using an alternative questionnaire as required by your regulator or industry body for our Board Evaluation Report

Fee: £500

Board Observation

The Board Evaluation Questionnaire system is a robust and reliable tool for uncovering most serious areas of concern in the functions of the board; however it is a self-reporting mechanism with inherent limitations. In order to achieve the most insightful report on the board it is generally recommended that one or more board meetings are attended and observed by an independent third-party. This is particularly valuable in preparing a report to assist boards which include inexperienced board members or where personalities and personal behaviours are suspected of inhibiting board performance. We provide an independent and confidential Board Observation service performed by the Chartered Director who will produce the Board Evaluation Report.

Fee: £1,200 + Expenses per board meeting observed.

Board Papers Review

The agenda, information and papers set before the board are crucial tools in obtaining best performance. In order to guide chairmen and secretaries in enabling the board to give of its best we provide a board papers review service. We will review your board pack, meet with the chairman and the officer responsible for preparing the board pack, and provide feedback about how it may be improved or restructured to achieve better results.

Fee: £1,800 + Expenses

Directors 360 Appraisals

The Board Evaluation Report focuses on the work of the board as a whole, the team effort. Any team is only as strong as its players, and the best method of uncovering and addressing individual weaknesses is a 360 appraisal of board members by each other. We ask each board member to complete an anonymous online questionnaire about each other member of the board. From these we compile a report about each board member which is provided to the chairman to discuss with individual members as appropriate.

Fee: £500 per board member

Mentoring & Coaching

We provide one to one mentoring and coaching to board members to help them address weaknesses in their boardroom performance, and we provide dedicated coaching for chairmen to help them execute their roles, manage the activities of the board, and address problems caused by individual board members as appropriate.

Fee: £200 / hour + Expenses

Custom

In addition to our regular tariff we provide custom board development services which may combine any of the above and additional features as appropriate. Please contact us to discuss your specific requirements.

Note: The term "board" is used herein to mean the strategic decision making body in any organisation whether incorporated as a company or not.