

The Self-Evaluating Board

Chair's Performance Review



A suggested template for a Chair's performance review

This has been based on a Chair's role description, which in turn was based on the model role description put forward in the Schofield review of FE Governance 2009-10 i.e. the duties placed by the board on the Chair are the basis for its performance assessment

Purpose: to assess the Chair's performance

- **each member and Senior Postholder should complete the questionnaire and return it to the Clerk to the Corporation, who will produce an analysis report for the board to consider at a subsequent meeting**
- **the board will consider the reported outcomes (the Chair will absent him/herself from the meeting for the discussion)**
- **any actions to be taken forward will be agreed by the board and reported to the Chair by the Clerk to the Corporation**

The data returned will provide valuable planning information for both the Search and Succession Committee, and the Chair and Clerk to the Corporation, to ensure continuous improvement in the Chair's, the board's and member's performance.

	Strongly Agree	Agree	Disagree	Strongly Disagree
The Chair is an effective leader of the board, ably demonstrating the skills and experience necessary for the role.				
How might performance be improved?				
The Chair ensures that appropriate strategic issues are brought to the board.				
How might performance be improved?				

	Strongly Agree	Agree	Disagree	Strongly Disagree
The Chair allows and encourages members to participate in discussions.				
How might performance be improved?				
The Chair has an effective and productive relationship with the Principal, where appropriate offering general and specific support.				
How might performance be improved?				
The Chair has an effective and productive relationship with the Clerk to the Corporation.				
How might performance be improved?				
The Chair ensures that the Corporation retains its focus on major strategic issues and what is happening in the world outside the college.				
How might performance be improved?				
The Chair ensures that the Corporation sets strategic and corporate objectives that articulate the college's vision and ethos.				
How might performance be improved?				
The Chair ensures that the Corporation monitors the performance of the college against the objectives and indicators the Corporation has approved.				
How might performance be improved?				
The Chair ensures that Code of Conduct is observed in all of the Corporation's business.				

	Strongly Agree	Agree	Disagree	Strongly Disagree
How might performance be improved?				
The Chair effectively conducts the appraisals of the Principal and the Clerk to the Corporation and sets proposed targets for the coming year.				
How might performance be improved?				
The Chair effectively and appropriately undertakes Chair's action, reporting on such actions to the next meeting				
How might performance be improved?				
Where necessary, the Chair discusses matters of attendance, performance or conduct with Governors.				
How might performance be improved?				
The Chair promotes the interests of the college wherever possible and represents the college at meetings, conferences etc as appropriate.				
How might performance be improved?				
The Chair deals well with any problems of what might be described as 'group dynamics' e.g. dominant member / director contributions at the expense of quieter colleagues, group tensions etc, reaching corporate consensus.				
How might performance be improved?				
The Chair ensures that an up to date register of interest is maintained by the Clerk to the Corporation and all interests are declared and managed at meetings appropriately.				

Strongly Agree	Agree	Disagree	Strongly Disagree
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How might performance be improved?			
The Chair ensures that the Corporation maximises its performance through critical self assessment of performance and processes, and outcomes are acted upon.			
How might performance be improved?			
The Chair effectively conducts annual appraisals of performance with individual members, including the identification of individual training and development needs.			
How might performance be improved?			
The Chair leads the process for the recruitment of new members and ensures succession plans are in place and acted upon.			
How might performance be improved?			