

### Chairman's Performance Review Summary Form

<b>Name of appraisee:</b>	John McDonald
<b>Review Date:</b>	26 <sup>th</sup> June 2018
<b>Completed By:</b>	Tim Reddish - Senior Independent Director & Sue Holmes Lead Governor of Governors Council

**Evaluation Questionnaire:**

<b>Number of responses</b>	<b>Governors Council</b>			<b>Board of Directors</b>		
	11	<b>Out of</b>	28	13	<b>Out of</b>	14

**Summary of survey undertaken**

<b>Section</b>	<b>Level of Performance</b> (Outstanding/Fully Satisfactory/Satisfactory/Unacceptable)
<b>Board of Directors Council of Governors aspects</b>	Fully Satisfactory
<b>Leadership and Communication</b>	Fully Satisfactory
<b>Additional Feedback received</b> Detail roles of staff members spoken to and any issues raised	<p>Additional comments were received from both the Board of Directors and Council of Governors. The main theme of the feedback was positive from both the Board of Directors and Council of Governors in relation to the Chairman's commitment, enthusiasm and leadership of the trust.</p> <p>Outlined below is an overview of the additional comments received.</p>

	<p><b>Board of Directors:</b> I think John is an excellent Chair.</p> <p>John is an excellent chair, who encourages debate and discussion.</p> <p>Board is functioning well under the Chairs stewardship with a maturing approach to decision making and an improving balance between internal and external environments.</p> <p><b>Council of Governors:</b> The suspension of Governor committees has diminished independent reporting to CoG. Their replacement by observers at Trust Committees has reduced the number of governors actively involved seeking assurance that NEDS are performing adequately.</p> <p>I feel the wider staff, public and member engagement by the Chair could be greatly improved. The Chief Executive performs this very well, and so do the majority of the executive now, so the Chair as the voice of the Governors (and de facto, the Trust members) should be more visible and approachable.</p> <p>We are clearly going through a period of improvement relating to Governors, ably led by the Chair. As this continues to yield results I am sure that the evaluations above will be even better.</p> <p>I find that I can talk openly to him and thank him for his support.</p>
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### **SID post discussion comments/actions: -Tim Reddish**

We have an excellent and experienced Chairman who is dedicated and committed to SFH and its future role in becoming a leader within the whole health economy.

All parties agreed that it has been a successful year and the Chairman has contributed to a continuous improvement within SFH. The Chairman has a positive relationship with the CEO and SFH should recognise the partnership and strength that this brings to the organisation.

The Chairman is respected by our stakeholders both at a local and national level. NHS are implementing a mentoring programme for future NHS Chair's and John should be congratulated as being one of the current Chairs selected to mentor future chair's on this programme.

The lead governor voiced her disappointment of the low number of responses from her fellow governors. It was agreed that the Chairman would consider how he can build upon the current interaction, engagement and his information updates to the CoG.

The 2018/19 objectives were agreed with the addition of an objective in relation to the recruitment, development and training of the CoG considering that elections will take place in 2019.

### **Lead Governor – Sue Holmes**

I am happy with the appraisal despite the poor response from the Governors. I feel that progress has been made, and this must be built upon, towards building up relationships with Governors. A way to do this may include discussing the terms of reference for a Publicly Elected Governor, the election process and the induction programme for new governors and agreeing them with existing Publicly elected governors.

### **Overall Performance Rating - Fully satisfactory**

**Performance Objectives for the period 1<sup>st</sup> April 2018 – 31<sup>st</sup> March 2019**

Key Objective	Objectives	Action Outcome/Evidence
Chair the SFFT Board to become an outstanding Board	<ul style="list-style-type: none"> <li>• Ensure the skills of Board reflect the needs of the Trust</li> <li>• Ensure Succession Plan for Board members developed</li> <li>• Ensure that all NEDs have an appraisal</li> <li>• Continue to implement Board Development Plan</li> <li>• Strengthen clinical engagement with the Board</li> <li>• Commission external review of Board effectiveness (Autumn 2018)</li> </ul>	<ul style="list-style-type: none"> <li>• Appoint clinical and OD/culture/workforce NEDs appointed</li> <li>• Succession Plan approved by CoG</li> <li>• All NEDs have appraisal and personal development plan</li> <li>• Milestones in Board Development Plan met</li> <li>• Clinical chairs attend Board time outs and other events as appropriate</li> <li>• External Review completed and recommendations built into Board development plan</li> </ul>
Chair Council of Governors and ensure good governance by enabling them to carry out their roles effectively and efficiently.	<ul style="list-style-type: none"> <li>• Development Plan</li> <li>• Develop good relationship with Lead Governor</li> <li>• Work with Lead Governor to identify and develop role as Trust moves to outstanding</li> <li>• Effectively Chair Council of Governors</li> <li>• Ensure there is a proactive recruitment and induction process for Governors</li> </ul>	<ul style="list-style-type: none"> <li>• Milestones in Governor Development Plan implemented</li> <li>• Meet regularly with key Governors including lead governor</li> <li>• Feedback from Governors</li> </ul>
Profile across the Trust	<ul style="list-style-type: none"> <li>• Ensure high visibility across the Trust</li> </ul>	<ul style="list-style-type: none"> <li>• Informal walk abouts, 15 steps, etc.</li> <li>• Staff awards ceremonies</li> <li>• Volunteer events</li> <li>• Other events and informal visits</li> </ul>
Engage with external stakeholders to develop strong relationships for SFH and to have a positive effect on the reputation of the Trust.	<ul style="list-style-type: none"> <li>• Meet all key external stakeholders</li> <li>• Work with CERO to develop MoUs/Partnership agreements with relevant external stakeholders</li> <li>• Develop strong relationships with NHSi</li> <li>• MOU/Agreements be developed with key partners</li> <li>• Meeting with EMAS, NUH, NHC and</li> </ul>	<ul style="list-style-type: none"> <li>• Schedule of meetings</li> <li>• Agreements to Board</li> <li>• Asked to participate in NHSi initiatives e.g. mentor potential chairs</li> <li>• Schedule of meetings</li> </ul>

	Chesterfield chairs	
ICS and ICPs	<ul style="list-style-type: none"> <li>• Member of Elected Members and Chairs Group</li> <li>• Chair of Min Notts Better Together Board. And ensure Board are briefed on/involved in Better Together work</li> <li>• Vision of Trust role in wider health and social care sector e.g. ACO, chain or other</li> <li>• Clarity on the Trust's role in the Nottingham, Derbyshire and Yorkshire ICSS and how this relates to the Vision of the Trust in the wider health and social care community</li> </ul>	<ul style="list-style-type: none"> <li>• Attend meetings and bring key issues to Board</li> <li>• Schedule of meetings</li> <li>• Discussions at Board continue e.g. at Board time outs</li> <li>• Support CEO in review of strategy of Trust in the Autumn</li> </ul>
Keep Up to date with wider developments in the NHS	<ul style="list-style-type: none"> <li>• Engage with regulators and other organisations</li> </ul>	<ul style="list-style-type: none"> <li>• Attend NHSi chairs meetings</li> <li>• Attend NHS Providers chair/CEO meetings</li> <li>• Attend other conferences as relevant</li> <li>• Participate in Moving to Outstanding programme</li> </ul>

Date of first appointment	6 <sup>th</sup> March 2018
Current appointment dates	From 6 <sup>th</sup> March 2018 To
Period of assessment	From : 1 <sup>st</sup> April 2017 – 31 <sup>st</sup> March 2018