**Assessing the performance of the Chair of the Board**

In addition to the Board member evaluation – the Chair should **also** be evaluated on the items below. When the evaluation is complete forward to Vice Chair.

Key: 1 = Strongly disagree 3 = Neither agree nor disagree 4 = Agree

 2 = Disagree 5 = Strongly agree

| 1. **Assessing the performance of the Chair of the Board**
 | **1** | **2** | **3** | **4** | **5** |
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| 1. The Chair makes sure that the Board addresses all appropriate issues at the right time
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| 1. The Chair makes sure the Board sees to it that the ministry has developed challenging, yet realistic strategies
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| 1. The Chair ensures that the Board has an effective and efficient system to monitor the achievement of key objectives
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| 1. The Chair makes sure that the composition and performance of the Board is continually improving through evaluation and coaching of Board members
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| 1. The Chair makes sure that the Board deals thoroughly with management succession issues (availability of the right number and calibre of managers)
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| 1. The Chair makes sure that the Board members are encouraged to make contributions in order to get the best from everyone around the table
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| 1. The Chair makes sure that meetings are well prepared and the agenda well arranged
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| 1. The Chair makes sure that adequate time is allocated during board meetings to discuss the important items on the agenda
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| 1. The Chair knows when to summarise and conclude the discussion
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| 1. The Chair is clear in communicating issues and decisions to others
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| 1. The Chair establishes, communicates and implements clear decision making processes
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| 1. The Chair makes sure that appropriate follow up on board decisions happens
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| **Comments** |
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