

Prepared by: Paul Hunt

Date: 14th July 2020

Agenda no: 6b

Purpose of the paper

For Information

Background and context

The chair of trustees undertakes an annual review of the Chief Officer's performance. The previous review was on 11th September 2019, and reported to board on 23rd October 2020.

Where are we now?

The chair of trustees, supported by Carla Harrison, chair of the Development Sub Committee, undertook the annual review of the Chief Officer's performance on 24th June 2020.

What are the key issues?

It was agreed that overall 2019/20 had been one of positive performance, and that under Jonny's leadership the organisation was in the best position ever in terms of financial stability, organisational reputation, strength of staff team and relationships with commissioners. It was also recognised that HM's organisational response to the challenges of the Covid19 pandemic have been top class and that this was recognised externally as well as by the trustees.

It was agreed that a lot has been achieved since the objectives were set in September 2019 and the overall achievement of the stated objectives does not reflect all that positive progress:

1. To provide reports and discussion papers 1 week prior to all the Board and Sub-Committee meetings in line with agreed annual cycle and report formats
Achieved. This has become routine.
2. Demonstrate and effectively communicate the impact of HM's projects and services to the Board and other stakeholders
Partially achieved. Impact is being demonstrated and communicated. Work is underway on formally reporting and communicating the impact.
3. To ensure that a robust appraisal and supervision process is understood and implemented throughout the organisation
Not achieved. Carried forward to 2020/21.
4. To develop a resourced plan for diversifying income and to embed it in the Business Plan for 2020/21
Not achieved. Work to progress this is in the business plan 2020/21.

5. To establish an external mentoring arrangement which supports personal performance in the Chief Officer role
Partially achieved. Two potential mentoring arrangements are being explored.

The following objectives were agreed for 2020/21:

1. To ensure that a robust appraisal and supervision process is understood and implemented throughout the organisation
Demonstrated through a) supervision and appraisal policy b) report to board against business plan KPI
2. To develop a resourced plan for diversifying income and to embed it in the Business Plan for 2021/22
Demonstrated through presentation of resourced plan for diversifying income to board b) business plan 2021/22.
3. To provide strategic leadership that is translated into operational delivery
Demonstrated through a) strategic landscape review to board b) organisation-wide and project-specific operational plans supporting the achievement of the business plan.

A mid-year review of progress to be held December 2020. Consideration will be given at this time regarding when in the financial and planning year is the optimum for undertaking the Chief Officer's review.

What is asked of trustees?

To note.

Finance

There are no financial implications as a consequence of this paper.

Recommendation

The board is asked to note the review of performance for 2019/20 and objectives for 2020/21.