

The Junction Club House Cairns Ltd (The Junction)

Policy: Board performance monitoring

Policy number: JQS. P1.4

Date adopted: 22/08/2018

Authorised by: The Board

Date last reviewed:

21/10/2020

Reviewed by:

Quality Review Panel

Date of next review:

22/10/2022

Related Documents:

Related policies and procedures, How To Task Lists, forms, registers or other organisational documents of The Junction

- The Junction Constitution
- Code of Conduct policy
- Privacy & Confidentiality policy
- Service Agreements
- Work, Health & Safety policy

Other standards

- National Mental Health Standards
- The International Standards for Clubhouse programs
- Human Services Quality Standards
- NDIS Practice Standards

Legislation or other requirements

- Human Rights Act 2019 (QLD)

1. Purpose:

The purpose of this policy is to outline how The Junction supports Board & its members to meet performance requirements and improve their own efficiency and effectiveness to responsibly govern the organisation.

2. Scope

This policy will apply to all new members of the Junction Board and can be used by the employees responsible for supporting and assisting the Board.

3. Policy statement: Our commitment

The Junction Board members are expected to perform their duties to the best of their ability and to show a high level of personal commitment to always providing quality and professional governance.

Specifically, the Board will monitor itself and seek external assistance should it be deemed necessary by the Chairperson. We will:

- Asses the Board's performance against its stated objectives
- Provide feedback to the Board members
- Monitor the progress and achievement of performance goals
- comply with agreed performance requirements
- Set performance improvement goals for an agreed governance period cycle
- Monitor the performance of the Director.

4. Procedures

4.1 Monitoring Process

Organisational documents that The Junction will use to assess Board's performance may include:

1. The Constitution
2. The Junction Strategic Plan
3. The Junction Business Plan
4. The Junction Code of Conduct.

5. Review processes

Policy review frequency: 2 yearly	Responsibility for review: The Director
Review process: The Director as Chair of the Quality Review Panel convenes the panel to conduct reviews.	
Documentation and communication: All policy decisions will be documented and communicated through the Quality Review Panel observing the Document Control HTTL. Note: add version number after review.	

