

Performance audit for Good Governance

Assess your board's strengths and weaknesses as individual board members. Come together as a group. Compare audit results. Develop an action plan to address weaknesses and celebrate strengths.

Function	Strongly Agree	Agree	Disagree	Strongly Disagree
Board size board is optimal for the role	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Each board member brings unique skills and relevant experience to the role	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board members are loosely representative of the stakeholders that the board serves, taking into account gender, ages, cultures, etc. A diversity policy and/or strategy are in place to address any gaps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Policies are clearly understood and followed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board members are strongly committed to the mission and vision	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Meeting papers are relevant and logically presented and distributed well before meetings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Meetings are held on schedule and all business is dealt with thoroughly without the need to regularly run over-time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
All board members are regular attendees at ordinary, committee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

and annual general meetings				
All board members are thoughtful participants in debates and respectful of each other's opinions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Committees and sub-committees are well-focused and provide a useful adjunct to the full board	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The board has in place short-term and long-term goals and strategies which provide direction to staff and members	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
There are clear expectations of the contribution and commitment required of board members, articulated in a formal written job description	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
All new board members are subject to a thorough induction process	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board members are fully aware of the division of roles between board and staff, and do not transgress into operational matters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The board is led by a competent, efficient and inspiring chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The board is diligent in monitoring CEO performance, providing feedback and formal review	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Strict procedures are in place to ensure financial status is reported <i>in full</i> to the board at regular intervals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The board keeps a vigilant eye on the organisation's finances,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

requesting information and responding to potential or real problems that arise				
Procedures are in place to ensure that all board members are aware of their ethical, legal and financial responsibilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The board and individual members acquit all state/territory and federal laws	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ongoing training of board members is a undertaken	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The board is a willing and effective participant in the organisation's fundraising strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The board has good standing in the wider community	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Risk management is a high priority for the board	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The board conducts business openly with appropriate levels of transparency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The board has an effective succession plan in place to ensure board and operational knowledge is preserved	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ongoing and effective recruitment is in place. Board rejuvenation takes place periodically and painlessly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A culture of honesty and disclosure is encouraged among the board and throughout the organisation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The board is well led but not dominated by one person or a group of people. All views are treated equally.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Decisions are made in a timely manner and publicly supported by all board members – including those whose views may have been overridden	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board members are aware of their duty to the organisation and put this duty before obligations to any other interests. Conflicts of interest are disclosed and dealt with swiftly and appropriately.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>