A tool for reviewing

governance.

A Tool to add to
your governance toolkit

An assessment framework

Sometimes a simple, practical tool can help to create a sense of 'where we are' and open space for conversation about where we might want to be.

Scoring:

Score 5 if you feel confident you have a full capability. Use a declining score against your level of confidence in your current situation – not a desired future state. Score 0 if you feel this is a significant gap to be addressed.

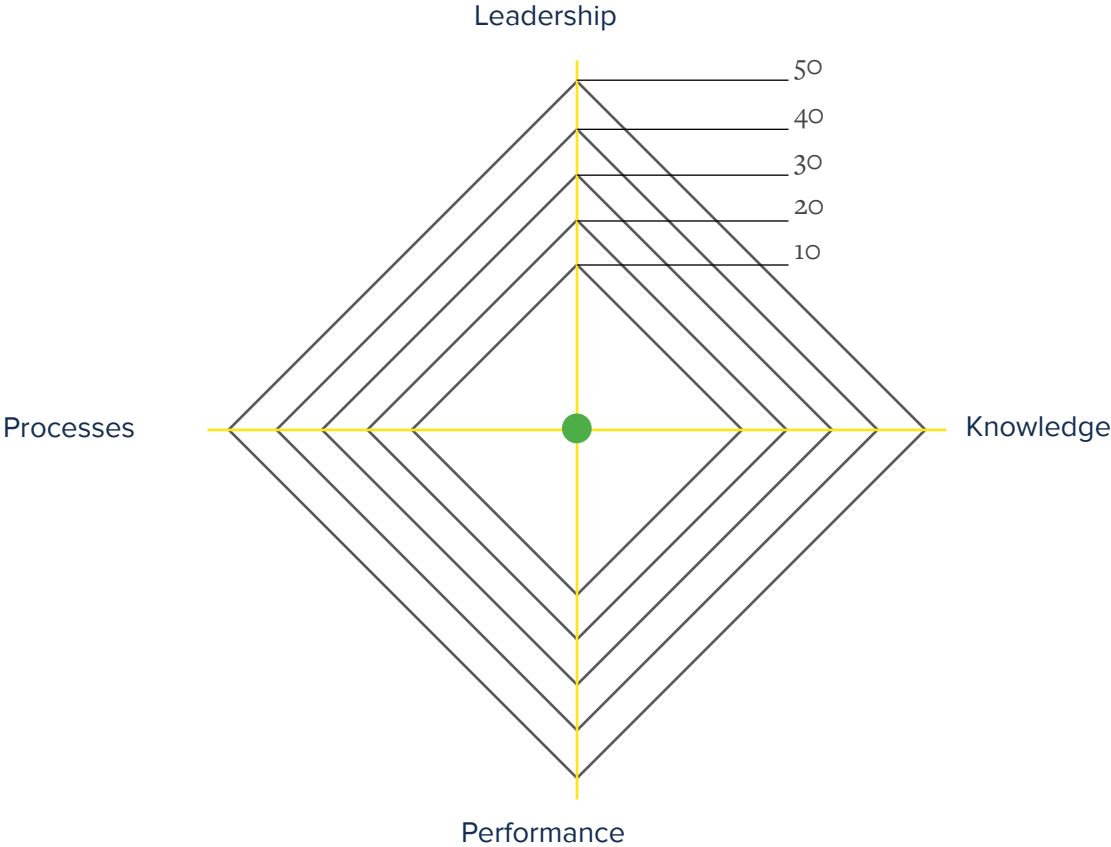| Leadership	1	2	3	4	5
Are the principles, roles, functions and authorities of the board documented and well-understood by all directors?					
Are there agreed objective criteria and processes for selecting directors/chairpersons?					
Are there resources for induction and training of new directors?					
Is there an up to date board succession plan?					
Do directors understand what is required of them to deliver on the board's collective responsibility?					
Has a strategic review been tabled this year?					
Has there been clear identification of any aspects of the organisation's performance requiring board action?					
Has consideration been given to the current suitability of structures?					
Has the adequacy of resources been assessed?					
Is there mentoring in place for the CEO?					

Knowledge	1	2	3	4	5
Does the board receive timely, informative and easily digestable management reports?					
Are directors familiar with the sites, teams and projects of the organisation?					
Has there been a review of management succession planning?					
Are all policy and compliance needs identified, reported to and reviewed regularly?					
Has adequacy of external (auditor) and internal controls been reviewed?					
Are customer feedback mechanisms in place and reported on?					
Is there regular review of risks and risk management strategy and procedures?					
Has there been a review of the current status of the reserves and reserves policy?					
Has an employee value proposition framework been identified and is it reported to?					
Is there framework for sustainable value assessment and is it reported on?					

Processes	1	2	3	4	5
Is there an agreed strategic planning methodology?					
Is annual planning and budgeting undertaken and completed on time?					
Is there a programme/project management process in place?					
Is brand value understood and assessed?					
Is there an ICT systems and procedures plan that includes data protection, compliance obligations and future pathways?					
Are there regular reviews of internal controls?					
Are customers involved in product or service development processes?					
Is there an employee engagement and assessment framework?					
Are there agreed supplier appointment and purchasing procedures?					
Is there a stakeholder management framework in place?					

Performance	1	2	3	4	5
Is there an agreed methodology to review performance of board and directors?					
Is there regular review of board meetings for effectiveness and to ensure full involvement of all directors?					
Are there processes for feedback to the board from customers, employees and wider stakeholders?					
Is there an annually updated organisational plan that clearly identifies objectives, measures and any aspects of the business's performance requiring action?					
Is project/activity budgeting and performance analysis in place and assessed regularly for insights?					
Has the board considered new practical ways of improving two-way transparency?					
Has the board formally reviewed the CEO's performance in the last 12 months?					
Has there been a review of the quality of the Directors' reports?					
Has there been review of how the board communicates and engages with stakeholders?					
Is there regular review and reporting on all media matters?					

Governance capabilities

Map your total scores here.

STRING THEORY