



Governance Policy

December 2024

Purpose

The Governance Policy establishes a framework for effective decision-making, accountability, and oversight within our organisation. It aims to ensure that our services are delivered with integrity, transparency, and adherence to best practices, ultimately enhancing the quality of care and support provided to individuals.

Scope

This policy applies to all members of the organisation, including management, staff, volunteers, and board members, encompassing all operational areas and services.

Aims

1. Establish Accountability: Clearly define roles, responsibilities, and accountability structures to ensure effective oversight and governance.
2. Promote Transparency: Foster an environment of openness where decision-making processes, policies, and outcomes are shared with stakeholders.
3. Enhance Quality of Care: Implement governance frameworks that support continuous improvement in service delivery and patient outcomes.
4. Engage Stakeholders: Involve staff, service users, and the community in governance processes to reflect diverse perspectives and needs.

Objectives

1. Organisational Structure:
 - Define clear organisational roles and responsibilities at all levels, ensuring that everyone understands their functions within the governance framework.
 - Establish a governance committee to oversee policy development, compliance, and quality assurance.
2. Policies and Procedures:
 - Develop, review, and maintain a comprehensive set of policies and procedures that govern all aspects of the organisation's operations.
 - Ensure that policies are easily accessible to all staff and stakeholders.
3. Risk Management:
 - Implement a risk management framework to identify, assess, and mitigate risks associated with service delivery.

- Regularly review and update risk assessments and response strategies.

4. Performance Monitoring:

- Establish key performance indicators (KPIs) to measure the effectiveness and efficiency of services.
- Conduct regular audits and reviews to assess compliance with policies and quality standards.

5. Stakeholder Engagement:

- Facilitate regular communication with staff, service users, and external partners to gather input on governance matters and service improvements.
- Implement feedback mechanisms to ensure that stakeholder voices are heard and considered in decision-making.

6. Training and Development:

- Provide ongoing training for staff and leadership on governance best practices, ethical standards, and compliance requirements.
- Promote a culture of continuous learning and development within the organisation.

7. Reporting and Accountability:

- Ensure that governance activities, performance outcomes, and compliance with regulations are reported to the board and stakeholders regularly.
- Establish accountability measures for governance practices, ensuring that responsibilities are met and that there is follow-up on actions taken.

Responsibilities

- Board of Directors: Provide strategic direction and oversight of governance practices, ensuring alignment with the organisation's mission and values.
- Management: Implement governance policies, facilitate training, and monitor compliance with established standards.
- Staff: Adhere to governance policies and actively participate in training and feedback initiatives.

Review and Evaluation

This policy will be reviewed annually or as needed to reflect changes in legislation, organisational structure, or best practices. Feedback from staff and stakeholders will be incorporated into the review process to enhance governance effectiveness.

Conclusion

By implementing this Governance Policy, we aim to create a robust framework that ensures accountability, transparency, and continuous improvement in the delivery of our services, ultimately enhancing the quality of care and support provided to the individuals we serve.