

DEEP RIVER AND DISTRICT HOSPITAL

Terms of Reference: Governance Committee		
Original Date: 2016-09-21	Revision <input type="checkbox"/> Review <input type="checkbox"/>	Policy Manual Governance
Approved by:		
<input checked="" type="checkbox"/> Board of Directors	<input type="checkbox"/> Chief Financial Officer	<input type="checkbox"/> ED, Family Health Team
<input type="checkbox"/> Chief Executive Officer	<input type="checkbox"/> Chief Nursing Officer	<input type="checkbox"/> Human Resources Officer

MISSION

This committee shall ensure that the appropriate Governance processes are in place within the Corporation, the Hospital and the Board to enable the Board to perform its role effectively and to ensure that the Hospital is managed and operated efficiently and effectively.

MEMBERSHIP

- Board Chair
- Vice-Chair
- Treasurer
- Two or three additional board members
- Chief Executive Officer

MEETINGS

Meets quarterly or at the Call of the Chair.

PRINCIPAL FUNCTIONS

The Committee is responsible to the Board of Directors for the following:

- Establishing on an annual basis, the Board work plan based on input from the other committees, the Board Chair, the CEO and the CNO
- Ensuring a process is in place to annually evaluate the Board and its Committees' performance in relation to its responsibilities, goals and objectives
- Conducting a review of the By-Laws of the Corporation as required
- Conducting a review of one-third of the governance policies annually
- Conducting a review of the governance structure of the Hospital annually
- Ensuring Board continuity and capability through a structured Board member recruitment process
- Ensuring an effective Board orientation program and the continuing education of the members of the Board
- Ensuring that there is a process in place for the regular review of organizational policies and procedures;
- Preparing for the Annual General Meeting including development of an annual report if required;
- Ensuring there is an effective risk management policy and program for the organization
- Performing other duties as directed by the Board of Directors

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- Annual review of Terms of Reference of all committees and makes recommendations to the Board.
- Any decision to be made should be reviewed in terms of its community impact and whether a community engagement plan for this action is required.

Reference Documents	•
Acknowledgements	•
Review Process	•