



A2 Board Committees/Sub Committees/Ad hoc Committees

(Standards 1.2 Regulatory Compliance; 1.8 Information Systems)

Board Committees/Sub Committees/Ad hoc Committees

The Board recognises that there are times when a committee can act more effectively than can the full Board. As a general rule, the Board will establish committees only in response to its own work. There will be a minimum of standing committees.

1. The Board has the authority to establish standing, sub committees and ad hoc committees to assist it in its work.
2. Committees shall have terms of reference clearly defining their role, procedures and functions, and the boundaries of their authority.
3. Whilst staff may be involved in Board-level committee, their role is to advise and assist the committee to do its work, not to bring their work to the committee.
4. Committees may co-opt outside members from time to time in order to bring additional skills, experience or collaboration/partnership.
5. Committees cannot exercise authority over staff nor shall they delegate tasks to any staff unless the CE has specifically agreed to such delegations.
6. All ad hoc committees are automatically disestablished once they have completed their work and have provided a written report to the Board.
7. All sub committees shall review their terms of reference annually including their membership and the results of their work and so report to the Board.
8. Unless explicitly empowered by the full Board, committees cannot make binding Board decisions. For the most part, the function of committees is to solve problems for and/or make recommendations to the Board on which the latter, and only the latter, has the power to make decisions or policy.
9. The CE is ex-officio on Board committees.

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Policy No.:	MSPP-A2
First Issued:	01 / 01 / 2002
Date Reviewed:	06 / 11 / 2017
Issue No.:	13
Review Date:	06 / 11 / 2020

A handwritten signature in black ink, appearing to read 'Monica Belosevic', written over a faint circular stamp.

Chairperson of the Board

(Monica Belosevic)