
Board Review and Renewal Policy

Policy Area	Board Review and Renewal Policy
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1. Trustees of the torc.CFRC performance appraisal

torc.CFRC should ensure that:

- At least once every year it sets aside time to reflect on its own performance and functioning as a team by using the Board Evaluation Form.
- The performance of sub-committees is similarly appraised and reviewed.
- Recruitment Plans are developed subject to the needs of torc.CFRC.
- The results of these appraisals should be used to make necessary changes and improvements to inform the creation of appropriate training programmes and to guide Trustees renewal and recruitment.
- torc.CFRC should be open and focused to creating a diverse and effective Board and have a strategy in place for its own renewal through periodic change of board membership.
- torc.CFRC may establish sub-committees, e.g., finance committee, HR committee, etc. to consider relevant matters and make recommendations to torc.CFRC. torc.CFRC may decide to appoint co-opted Trustees with expertise to such committees.
- torc.CFRC should ensure that the procedures for joining and leaving torc.CFRC are clearly understood by all Trustees and others involved.

2. Trustees - Rotation and Recruitment

- Trustees have a maximum term of office on the torc.CFRC to ensure a steady change of torc.CFRC personnel and should have a strategy in place for the rotation of its membership and of roles on torc.CFRC and for the recruitment of new Trustees.
- The torc.CFRC should be open and focused to creating a diverse and effective Board and have a strategy in place for its own renewal through periodic change of torc.CFRC membership.
- Particular attention should be given to succession planning for replacement of the Chair and other relevant officers.
- Trustees must be recruited and appointed in accordance with torc.CFRC's Constitution and Terms of Reference and with relevant legislation.
- Before new Trustees are appointed torc.CFRC should determine what new attributes, skills and knowledge are needed and write them down in the form of a role description or role profile.
- The Constitution of the torc.CFRC will be adhered to.

3. Review

torc.CFRC should periodically carry out strategic reviews of all aspects of the organisation's work and use the results to inform positive change, development, and innovation. Such reviews should ensure that:

- The needs for which the service was set up are being met and its objects as set out in the governing document remain relevant to those needs.
- The needs for which the service was set up are being met in the most effective way.

torc.CFRC should use the results of such reviews to:

- Generate a creative and innovative approach to torc.CFRC s development.
- Inform its strategic planning.
- Make changes and improvements to its internal controls and operational activities.
- Initiate collaborative work with other organisations to deliver the best possible outcomes for users, beneficiaries, and members.
- Create a positive impact on the overall effectiveness and governance of torc.CFRC.

Where appropriate, the results of reviews should be shared with the relevant Stakeholders. torc.CFRC should indicate clearly how it intends to respond to any issues raised and explain what action it intends to take.

4. Policy Review

This policy will be reviewed in three years or sooner if circumstances change.

Revision History

Revision No.	Approval Date	Document Reference and Changes Made	Name