

## Policy Statement

Mallee Track Health and Community Service is committed to ensuring efficient, effective, safe and high quality services are maintained across the organisation through strong corporate and clinical governance.

This will be achieved through:

- The Board and Chief Executive Officer fulfilling their functions as described in the Health Services Act 1988.
- Board Committees and sub committees operating efficiently and effectively and fulfilling their purpose as described in their Terms of Reference.
- Delegation of management authority and responsibility according to the organisation structure and Delegations of Authority through the Chief Executive Officer.
- The development and regular review of a comprehensive set of organisational policies and associated procedures and protocols, and confirming the use and effectiveness of these policies, procedures and protocols through reports.
- All activities complying with relevant laws.
- Strong strategic and cultural leadership of clinical services, focusing on:
  - Effective planning to enable development and improvement opportunities to be captured.
  - Cultural leadership which requires and prioritises safety and quality and supports continuous improvement.
  - Allocating resources appropriately, to support the delivery of quality care.
- Reliable processes for ensuring the systems for the delivery of clinical care are well-designed and perform well and clinicians are fully engaged in the design, monitoring and development of service delivery systems.
- Effective use of data and information to monitor and report performance to the Executive and the Board.
- Mallee Track Health and Community Service will always comply with the external notifications and reporting requirements in order to meet statutory obligations.
- Well-designed systems for identifying and managing risk.

## Policy Details

Good governance, which is primarily the responsibility of the Board, provides Mallee Track Health and Community Service with a foundation for high performance.

Appropriate governance arrangements enable Mallee Track Health and Community Service to perform efficiently and effectively, provide safe and quality services, and to respond strategically to changing demands. Governance sets out the parameters under which management and administrative systems operate.

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The Mallee Track Health and Community Service Operational Governance Framework describes the broad systems to ensure these outcomes are achieved.

Management primarily refers to the planning, implementation and monitoring functions required to achieve pre-defined results determined by the Board and/or by the Minister. Management covers the processes, structures and arrangements designed to utilise available resources to achieve concrete outcomes. Management also refers to the individuals or groups who are given the authority to achieve desired or required results

### **Applicability**

This policy applies to the Board of Directors, employees, volunteers, students and contractors of Mallee Track Health and Community Service.

### **Accountability**

The Board carries stewardship of the Governance Policy and the CEO carries delegated responsibility.

### **Definitions**

#### **Governance**

Governance is about how power is distributed and shared, how policies are formulated, priorities are set and accountability is provided to stakeholders. Governance includes formal and informal processes for formulating policies and allocating resources as well as the processes of high-level decision making and the development of structures and processes designed to ensure accountability.

Consequently, at MTHCS, the concept of governance includes systems and processes approved by the Board of Directors to control and monitor, or “govern” the organisation, including:

- The set of relationships and responsibilities established by the Board of Directors which cover the Board, executive, workforce and stakeholders (including consumers).
- The set of processes, customs, policy directives, resolutions and decisions which affect the way MTHCS is directed, administered or controlled. Governance includes both corporate and clinical governance.

#### **Effective Governance**

To be effective, governance must provide a clear statement of individual accountabilities within an organisation to help align the roles, interests and actions of different participants to achieve its objectives.

### Governance in a public health service environment

Governance of MTHCS, as a public health service, includes the relationships between its Board, the Minister for Health and the Department of Health and Human Services, in accordance with the Health Services Act 1988, the Tripartite Agreement and MTHCS' By-Laws.

Governance of a public health service operates within a broader Victorian public sector accountability framework. In this framework, the Minister for Health is accountable to Parliament and to the community for the performance of public health services, and the Board is accountable to the Minister for the performance of MTHCS. The Chief Executive Officer is accountable to the Board.

Public health service accountability is further strengthened by independent audit and review agencies, such as the Victorian Auditor-General, the Health Services Commissioner and the Independent Broad-based Anti-Corruption Commission

### Clinical Governance

Clinical governance is the system through which Northern Health is accountable for continuously improving the quality and safety of its clinical services and maintaining high standards of care.

Clinical Governance provides: clarity of responsibility and accountability; engagement of clinicians in the design and development of systems for the delivery of clinical care; monitoring of service delivery to ensure the systems are working well; effective use of data and information to monitor and report performance; systems for identifying and managing clinical risk.

### Corporate Governance

Corporate governance provides the structures through which MTHCS' objectives (social, financial, legal, human resources) are set and the means by which they are to be achieved. The corporate objectives also specify mechanisms for monitoring performance within the organisation.

### The Board

The Board of MTHCS is accountable to the Minister for Health for the performance of MTHCS and its compliance with State Government policy.

The Board provides strategic leadership, monitoring performance against agreed objectives and ensuring accountability and compliance. The functions of the Board are described in the Health Services Act 1988.

## Chief Executive Officer

The Board of MTHCS must appoint a Chief Executive Officer who is subject to the direction of the Board in controlling and managing the organisation.

The major functions of the Chief Executive Officer are described in the Health Services Act 1988.

## Legislation

Aged Care Act 1997

Aged Care Quality Standards, July 2019.

Child Wellbeing and Safety Act 2005 (Vic)

Children Youth and Families Act 2005.

Commission for Children and Young People (2022), Child Safe Standards, Melbourne Victoria.

Health Services Act 1988 (Vic)

Mental Health and Wellbeing Act 2022

National Safety and Quality Health Service Standards, (Second Edition), 2017

The Victorian health services governance handbook (2012)

Integrity Governance Framework, Australian Centre for Healthcare Governance