

Beehive Board Effectiveness Questionnaire

- 1) **What?** This questionnaire is meant as a quick and easy reflective exercise to help you and your board members review key areas of board performance. Please reflect on how well you feel that your board performs against each of the following statements using the scale:: **1 Rarely: 2 Occasionally: 3 Quite often: 4 Frequently:**

| | 1 | 2 | 3 | 4 |
|---|---|---|---|---|
| ⓑ The organisation has an appropriate and robust governance framework and board members fully understand the framework. | | | | |
| ⓑ Roles and responsibilities are well defined within the board. | | | | |
| ⓑ There are clear reporting lines, good relationships and good communication between the board and the next tier of management. | | | | |
| ⓑ The board understands the needs of all stakeholders, including those within the organisation. | | | | |
| ⓑ The frequency of board meetings is appropriate for the board to effectively direct and supervise the organisation. | | | | |
| ⓑ High quality minutes of all board meetings are prepared and circulated promptly after meetings, to ensure transparency. | | | | |
| ⓑ Clear, concise and timely information is received by board members in advance of board meetings. | | | | |
| ⓑ All board members arrive at board meetings fully prepared. | | | | |
| ⓑ The chair of the board understands group dynamics, particularly concepts such as groupthink which may impact decision-making. | | | | |
| ⓑ Board meetings are conducted in a manner that encourages open and honest discussion. | | | | |
| ⓑ There is rigorous questioning of proposals put to the board for decision-making, all board members are involved in decision-making, and the board is effective in taking decisions. | | | | |
| ⓑ All board members support board decisions once the board meeting has adjourned. | | | | |
| ⓑ All board members understand the organisation's system of risk management and their individual and group responsibilities. | | | | |
| ⓑ There are succession plans and effective performance management and evaluation in place for all members of the board. | | | | |
| ⓑ There is an effective induction process for both executive and non-executive members of the board, which exposes both to their responsibilities, the governance framework, and the system of risk management. | | | | |
| ⓑ The board recognises that they are responsible for defining the culture and behaviours throughout the organisation, and therefore of ensuring long-term sustainability for the organisation. | | | | |

- 2) **So what** does all this mean?..... Take some time to consider where your board's strengths are (highest scores) and where it could usefully spend some time developing more effective skills and behaviours (lowest scores)
- 3) **Now what** do I do? - Call or email us to claim your free 60 min coaching session or consultation to plan what to do next

