

List of Significant Organizational Policies and Processes (Board Approved)

One of the significant ways the Board formalizes its leadership and influence over CLBC is through the approval of significant organizational policies. The following policies require Board approval or review*:

Board Ref Tab #	Approve/ Review	Policy / Process	Board	Fin & Audit	Gov & HR	Q & Service
		1. MISSION RELATED				
2	A	Mission, Vision and Value Statements	X			
29	A	Constitution and Bylaws			X	
16	A	Strategic Plan	X			
		2. ADMINISTRATIVE				
		<i>Financial & Risk Management Policies & Processes</i>				
11	A	Financial Signing Authority –Delegation to CEO		X		
	R	Financial Signing Authority – Delegation to Management by CEO		X		
	A	Auditor Independence		X		
	A	Banking and Borrowing		X		
	A	Investment Management		X		
	R	Procurement and Contracting		X		
	A	Ethical Reporting		X		
	A	Business Continuity and Disaster Recovery	X			
		<i>Communications Policies & Processes</i>				
	A	Corporate Communications Policy	X			
	A	Corporate/Visual Identity	X			
	R	Stakeholder Relations (PAC & C.Councils)				X
		<i>Safety Policies & Processes</i>				
	R	Critical Incidents Policy				X
		<i>Human Resources Policies & Processes</i>				
14	A	Code of Conduct and Business Ethics			X	
16	A	CLBC Compensation Philosophy			X	

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8	A	CEO Position Description			X	
21	A	CEO Evaluation			X	
22	R/A+	Management Succession Planning			X	
3. BOARD PROCESS						
3	A	Board Governance Structure			X	
4	A	Board Charter			X	
6	A	Director Position Description			X	
7	A	Board Chair Position Description			X	
9	A	Board Liaison Position Description			X	
10	A	Committee Operating Guidelines			X	
11	A	ToR for Finance & Audit Committee		X		
12	A	ToR for Governance & HR Committee			X	
13	A	ToR for Quality & Service Committee				X
27	A	ToR for Provincial Advisory Committee				X
26	A	ToR for Community Councils				X
15	A	Board Meetings			X	
17	A	Risk Management		X		
18	A	Board Composition & Succession Planning			X	
19	A	Director Orientation & Professional Development			X	
20	A	Board, Board Chair, Committee, and Individual Director Evaluation			X	
23	A	Director Liability Coverage			X	
24	A	Director Compensation & Expense Guidelines			X	

*Where Board review is required, Board/Committee reviews and provides advice to Management for consideration. The Board/Committee serves in an advisory function and helps set the tone, but the approval, or ownership of the policy/process rests with Management.

+Approve CEO Succession Plan. Review Succession Plan for other key executives.