



POLICY NUMBER 12

DIRECTORS LEARNING AND DEVELOPMENT POLICY

1.0 INTRODUCTION

Mid West Ports Authority (MWPA) is committed to providing Board Directors with the learning and development necessary to perform their duties as Board Directors.

Opportunities will be provided for MWPA Directors to undertake relevant professional development, subject to such training being linked to the achievement of MWPA's strategic intent.

2.0 MWPA DIRECTORS

2.1 Personal Development

Training proposals can be proposed by the Chair after considering the Directors' skills matrix or by an individual Director.

Personal development must be approved in advance by the Chair who, when considering a proposal, must give consideration to the individual Director's identified skill gaps and the proposed training's alignment with MWPA's vision, strategic direction, success and sustainability.

Where personal development is approved, MWPA will meet reasonable training costs including course fees, prescribed text books, travel and accommodation.

2.2 Professional Associations

MWPA recognises that membership and participation in the activities of professional associations provides another method of maintaining up-to-date knowledge of current trends, best practice and professional networks.

The Chair may approve MWPA meeting the membership cost of one industry association per Director, per year. This approval is subject to that industry association being considered relevant to MWPA's strategic intent and to the expected knowledge transfer being relevant to the knowledge expectations of Directors.

2.3 Conferences

Attendance at conferences/seminars can provide developmental opportunities. Maintaining up-to-date knowledge of current trends, best practice and networking with external professional colleagues can be achieved through attendance at selected conferences/seminars. MWPA is a member of Ports Australia and its affiliate, Ports WA.

Directors will be provided with the opportunity to attend annual conferences or other programs hosted by these associations. The cost of attendance will be met by MWPA.

Attendance at conferences arranged by other associations or organisations may be approved by the Chair at his/her discretion, subject to budget compliance.

The MWPA Board must approve a Director's personal development budget annually, for inclusion in the Statement of Corporate Intent and Strategic Development Plan.

2.4 Evaluation and Management

The Directors performance is subject to an annual evaluation and review which is focussed on assisting Directors to develop in their role as a Board Director through a process that fairly reviews and records their performance and determines appropriate development and training opportunities.

The Board Chair is responsible for meeting with each Director annually to discuss performance and development requirements.

3.0 IMPLEMENTATION

This Policy overrides any previous policy, procedure or agreement either written, or verbal relating to matters contained within.



Mr John Elkington

Chair



Dr Rochelle Macdonald

Chief Executive Officer

Date Approved: 18 December 2019

Board Meeting Resolution Number: 19/59/005