

Board Members Pack

Procedure

All new Board Members will:

- Receive an up to date induction package that includes governance information
- Receive and complete an annual survey of Board training needs
- Be offered general governance including financial training at least on an annual basis, and other training may be offered in response to needs identified in the annual survey of Board training needs.

All Members will also receive:

- Duties and responsibilities of Board Members
- Code of Conduct
- Declaration of Interests form
- Board meeting schedule for the current year (Draft)
- Board Members contact list
- Organisational Chart
- Rules of the Association
- Business Plan for the current year
- Minutes of the last AGM

It is the responsibility of each Board Member to complete and return to the Chief Executive as soon as practicable the forms for their contact details and their acceptance of the Code of Conduct.