

GOVERNANCE POLICY 06 (BOARD MEMBERS)

NADDER COMMUNITY LAND TRUST (NCLT)

GOVERNANCE POLICY 06 – ROLE OF BOARD MEMBERS

1. Preamble

- 1.1. The Board is collectively responsible for the setting the long term vision and protecting the reputation of the NCLT. It is the job of the Board to provide good governance and leadership by having a clear understanding of its collective and team roles, ensuring delivery of the NCLT's purpose, while being open, accountable and acting with integrity.
- 1.2. This policy document is intended to support and amplify the NCLT's Rules with respect to Board members' responsibilities.

2. RESPONSIBILITIES

NCLT Board members have a responsibility to:

- act within the Rules at all times and safeguard the vision, values and reputation of the NCLT, considering what is best for the organisation and its beneficiaries and avoiding bringing the NCLT into disrepute.
- have a clear understanding of their roles and responsibilities, both individually & collectively.
- work for public rather than personal benefit.
- safeguard the assets of the trust
- prevent fraud
- ensure financial records are kept in accordance with the Rules and relevant legislation
- ensure Annual Accounts are prepared in accordance with Rules and relevant legislation
- receive no payment except the reimbursement of reasonable expenses in line with the Rules.
- manage conflicts of interest effectively by declaring, registering and resolving.

- respect confidentiality in their dealings with one another and the wider community.
- maintain a sound and up-to-date knowledge of the NCLT, understanding how it works and the environment in which it operates.
- prepare fully for NCLT meetings and all work for the NCLT, reading papers, querying matters that are unclear and giving proper consideration to issues coming before them.
- make decisions in a timely manner, on the basis of the best information available, seeking further information if necessary.
- attend meetings and appointments and engage generally with the organisation and its stakeholders.
- develop and agree strategy, operational plans and budgets and then monitor and evaluate these to assess outcomes and impact.
- review Board performance and ensure that Board skills match organisational purpose.
- understand and comply with all legal and regulatory requirements.
- listen and respond to the views of the NCLT's various stakeholder groups.

3. PERSONAL CONDUCT

NCLT Board members shall commit to the following personal conduct:

- Selflessness_– acting in the best interest of the NCLT as a whole.
- Integrity – avoiding placing themselves under financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their role or accepting gifts or hospitality that might reasonably be thought to influence their judgment.
- Objectivity –ensuring that all decisions are made solely on merit.
- Accountability_– complying with the law at all times in accordance with the trust placed in them and in such as way as to preserve public confidence in the NCLT.
- Openness – ensuring that confidential material is handled in accordance with due care and in line with the NCLT's Rules and data protection policy, while remaining as open as possible about their decisions and action that they take and restricting information only when the wider interest clearly demands this.

- Honesty_– declaring any interests that relate to their Board role, taking steps to resolve any conflicts that may arise and where private interests conflict with Board duties, resolving this conflict in favour of the Board member role.
- Having consideration for others – supporting colleagues by being personally organised and thoughtful in approaching collaborative work.
- Collegiality – supporting collective decisions of the Board once issues have been discussed and a formal decision taken.