

## **BOARD MEMBER INDUCTIONS AND CODE OF CONDUCT**

**Summary:** To (1) confirm the induction process for all new Board Members and (2) to inform Members of the new *Code of Conduct*

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**Recommendation:** That the Executive Committee notes these reports

The Cotswolds Conservation Board has 37 Board Members made up of:

- 15 Local Authority Members
- 8 Parish Council Representatives
- 14 Secretary of State Appointed Members

Due to local elections, completion of terms of office, etc. turnover of Board Members of the Cotswolds Conservation Board tends to be significantly higher than, for example, charity trustee boards. As a good example of this, the Board is currently recruiting for four new Secretary of State Members

To ensure we continue to have a consistency in how we communicate we must ensure that new Members:

- Meet with the Chairman, Vice-Chairman and Chief Executive for an initial induction meeting. Ideally, this should take place within the first month of the new Member joining the Board. The Chief Executive (supported by the Office Manager) will arrange these meetings.
- Have sufficient background information about:
  - The Cotswolds Conservation Board (including our Statutory Purposes)
  - The Cotswolds Area of Outstanding Natural Beauty
  - The network of Areas of Outstanding Natural Beauty across the UKThe Chief Executive will ensure that up-to-date information packs on these subjects will be given to all new Members.
- Understand the principles laid out in the Government's recently published *Code of Conduct for Board Members of Public Bodies* (Appendix A).
- Have ongoing communications from the Cotswolds Conservation Board team members through monthly newsletters, social media posts, etc. to make sure Board Members are engaged with the Board's activities, and are aware of opportunities for them to support the team, outside normal meetings dates.