

## **HSNF Good Governance Principle 4 – Exercise Effective Control**

### **An effective board will provide good governance and leadership by exercising effective control.**

As the accountable body, the board will ensure that:

- The organisation understands and complies with all legal and regulatory requirements that apply to it
- The organisation continues to have good internal financial and management controls
- It regularly identifies and reviews the major risks to which the organisation is exposed and has systems to manage those risks
- Delegation to committees, staff and volunteers (as applicable) works effectively and the use of delegated authority is properly supervised.

The Management Committee which includes the officers and Working Group Convenors take responsibility to ensure that the HSNF complies with its legal and regulatory responsibilities in respect of and by:

- 1) Making sure that its actions fall within the agreed constitution and the terms of designation as set out by the guiding planning legislation and the Local Planning Authority Brighton and Hove City Council.
- 2) Health & Safety Regulations
- 3) Data Protection legislation
- 4) Equality legislation
- 5) Other relevant legislation as it applies

Should any of the officers and committee members believe that there is an issue in the way that it or its members are acting they should bring it to the attention of the Chairman, other Officers or fellow member at the earliest opportunity.

Such situations will be referred to the designating body and their legal advisors for a decision.

Other Important Considerations and policies:

- 1) Risks Management – review and manage risks to the organisation to ensure they do not get out of control.
- 2) Financial Controls – maintain appropriate financial records and controls to ensure that funds placed at its disposal are used properly and spent correctly.
- 3) Diversity and fair representation – ensure that the organisation welcomes and establishes an appropriately diverse and representative committee and membership.
- 4) Ensure that the HSNF has clear terms of reference for all activities undertaken by the committee and its members in fulfilling its tasks.
- 5) Reviewing the organisational structure of the committee annually, or more frequently should the need arise, to ensure it is effectively structured and resourced to achieve the tasks required.
- 6) Allow the proper exercise of delegated authority in the fulfilment of its tasks without inappropriate interference whilst remaining sufficiently involved to properly supervise the activity.
- 7) Take appropriate professional advice as necessary before taking important decisions.

N Richardson, Chair

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