The Good Governance Quiz

Your organisation has just recruited new management committee members (trustees). Do you…

1. **a**. Provide all trustees with an induction pack including information about the organisation i.e. the strategic plan, a copy of the governing document, accounts, role description and the Code of Good Governance etc.
b. Provide an induction pack containing a summary of some key points from the governing document, a brief description of what governance is and some links for further information
c. Nothing, they said they know what a trustee is and they just have to turn up

2. **a.** Provide introductory governance training as standard to all trustees using an outside expert.
b. Offer all trustees the opportunity of training but trust that they will attend general training if they feel they need it
c. We don't have the money for training.

3. **a**. Ask every trustee to fill out a 'Conflicts of Interest' form to be added to the organisations register. This is updated every year and every agenda has a Conflicts of Interest item in case of any new ones.
b. Ask them verbally if they have any Conflicts of Interest and let them know they must remind the board if an agenda item comes up that they will have a conflict of interest with.
c. I am not sure what a Conflict of Interest is, but I know all my trustees and don't think they have any.

4. **a**. Provide all trustees with a list of meeting dates for the coming year, including notes regarding specific issues that must be discussed at particular times of the year such as end of year accounts, strategic plan refresh etc.
b. Tell all trustees how many meetings are expected each year, and then arrange the date of the next meeting at the end of each meeting.
c. We meet as necessary, currently once a month. As Chair, I email everyone when I want a meeting.

5. **a**. Organise a chance to meet the staff and volunteers, and other trustees either in a meeting or a more social occasion as well as opportunities to visit projects to find out more about what the organisation does.
b. Let them know they are welcome to drop by the office or projects when they are free, to meet some staff and volunteers
c. In most cases they are also the 'staff' so this doesn't apply

See page two to reveal your good governance status…

Mostly a's: You have the foundations for good, strong governance. If balanced with good management your organisation will have plenty of opportunities to fly high. Governance is constantly evolving; a different mix of people, a new set of challenges etc. will create changes for your organisation, so keep up the work to go from good to great! To continue your excellent start, why not update your trustees' knowledge with our helpful resources and indulge in some tailor-made training or facilitation to support your trustees? An in-depth Governance Review can really help you get to the next level, why not contact development@communitysouthwark.org to discuss

Mostly b's: Your good governance practices are evolving and improving. You have an awareness of some basics but could strengthen your governance with a few easy steps – a more comprehensive induction pack so your trustees are fully aware of their roles and responsibilities and holding a register of Conflicts of Interest for example would quickly improve meetings. For more tips check the Governance & Leadership resources and why not send your trustees along to 'Governance Made Easy', an introductory session in the essentials of good governance.

Mostly C's: Good governance takes time but it is important to remember that weak governance can only be carried so far by strong management and could damage the future sustainability of your organisation. There are some simple steps you can take towards good governance: arrange a meeting with the Development Team, read over our resources and send them to your trustees. Get your trustees to book a FREE place on 'Governance Made Easy', an introductory session on the essentials of good governance.

Support

If you would like any support with governance & leadership or any other issues facing your organisation, please contact the Development Team at Community Southwark: development@communitysouthwark.org or 020 7358 7020.