

How do you support your new business association committee members?

Our BID survey in late 2017 highlighted professional development (training) around board governance as a key strategic issue for business associations.

In the Annual Accountability Agreement, we require the Chair to confirm that appropriate governance and induction training has been provided to all newly elected board members.



In practice, the process of setting new board members up for success should start before election, says the BID programme team's Claire Siddens.

"The business association, usually through its BID programme manager, should ensure that everyone who puts forward their name for election (the nominee) receives full information about the role of the board, its duties and obligations.

"This information – and the opportunity to ask questions – forms part of nominees' due diligence process," Claire says. "Key documents such as the business association's constitution, board charter, strategic and business plans should already be published online and accessible by all members. If not, these need to be made available.

"It's essential that, once elected, new board members receive a comprehensive induction. There are some great examples of how to go about this among our BID family and we'll be sharing these at our July monthly BID programme meeting."

"It's essential that the different roles of governance and management are fully explained in a clear, unambiguous manner, with working examples to make the points."

FICKS® your Board The Key Functions of Governance

Function	Focus	Why & How
F - Future Focus	30%	Creating Value
I - Issues, Risk & Opportunity	30%	
C - Compliance & Solvency	15%	Preserving Value
R - KPI Monitoring & Holding Management to Account	15%	
S - Succession, Skills & Structure	10%	Ensuring Value

Governance and Management: A Summary, by Rudyard Kipling

SIX HONEST SERVING MEN

I keep six honest serving-men

(They taught me all I knew)

Their names are *What* and *Why* and *When* [Board]

And *How* and *Where* and *Who* [Management]

“Several business associations run governance training workshops for new members, either individually or in partnership with neighbouring ‘BIDs’. There are many good trainers out there, some with experience of Auckland BIDs.

“We also recommend refresher training for longer term board members,” says Claire, who adds that succession planning should always be on the mind.

“Before a board chair decides to retire, it’s advisable to have identified one or more candidates from within the board. If none have experience in a chair position, consider arranging training or have the existing chair mentor the candidate(s),” Claire says.