

CODE OF PRACTICE OF THE BOARD OF MANAGEMENT

CONFIDENTIALITY – The discussions of the Board of Management are confidential and may not be disclosed outside the confines of the Board of Management except where legally required to do so.

Unless specified otherwise, the decisions of the Board of Management are confidential to the Centre and may not be disclosed outside the Centre. Where members of the Board of Management are in doubt about the confidentiality status of any matter, they should seek clarification from the Chairperson.

CORPORATE RESPONSIBILITY – The Board of Management can only act together corporately and has no authority outside Board of Management meetings unless specifically authorised by the Board of Management. Once the Board of Management has made a decision, the members of the Board of Management are expected to demonstrate support for the decision.

COMMITMENT – The members of the Board of Management are expected to be fully committed to the aims and principles of the Centre and to attend meetings of the Board of Management regularly.

CONFLICT OF INTEREST – Members of the Board of Management may not get any material gains from their position as a member of the Board of Management of the Centre. Where a member becomes aware of a potential conflict of interest between his/her own interests (whether personal or financial) and that of the Centre or that of another organisation with which he/she is employed/involved, it must be declared and that member must withdraw from that part of the meeting at which such discussions / decisions shall take place.

CONDUCT – The Board of Management is expected to act in such a treaty as to bring the Centre or the Board of Management into disrepute and to treat the other members of the Board of Management and staff of the Centre with dignity and respect.

CONTRIBUTION – The members of the Board of Management are expected to make a contribution to the Centre in other ways as well as attending meetings of the Board of

Management, for example becoming members of a sub-committee or other working groups.

PLANNING AND POLICY FRAMEWORK – The Board of Management has the responsibility to ensure that the Centre's mission, principles, values and long term needs and priorities are regularly reviewed.

ANNUAL PLAN – The Board of Management will draw up an annual plan in order to provide a clear picture of how progress will be made towards achieving the Centre's aims and priorities. It is the role of the Board of Management to ensure that these plans reflect the Centre's aims and priorities, and the Board of Management will be responsible for monitoring the progress of the annual plan.

POLICY – The Board of Management shall oversee the drafting and implementation of policy guidelines as it may deem necessary in regard to the provision of services by the Centre and in particular with regard to the identity of persons to whom such services shall be made available and the circumstances in which the Centre shall be entitled to provide any such services for a particular person.