



<b>Briefing paper –</b>	<b>14</b>
<b>Free support with governance and management from Charitybuilder UK (CBUK)</b>	
<b>Summary</b>	<p>Recognising that small and medium sized groups often find it difficult to comply with human resources and health and safety legislation, CBUK has been developed to help local charities and community groups carry out policy development and review tasks easily.</p> <p>CBUK is a web-based resource/site that interacts with the user to create tailor-made documents such as staff contracts, handbooks and essential policies. There is also a useful legal e-alert and news section</p> <p>The site is kept up to date by experts and lawyers. The site is only available to organisations that are members of an infrastructure support organisation like SDVSMHF or NDVA.</p>
<b>Action points</b>	<ul style="list-style-type: none"> <li>▪ Register on the site and once CBUK have checked with us you will have access to the on-line services for free</li> <li>▪ You can develop and personalise policies and guidance on the site and then make them your own</li> <li>▪ There are excellent guidance notes on such things as conducting a fire risk assessment, appraisals and much more</li> </ul>
<b>Sources of information</b>	<p>Charity Builder UK (CBUK) is a new interactive, web-based service. Register today by going to – <a href="http://www.charitybuilderuk.com">www.charitybuilderuk.com</a></p> <p>CBUK is being actively promoted by NAVCA (National Association for Voluntary and Community Action)</p>
<b>Circulation</b>	<ul style="list-style-type: none"> <li>▪ Anyone who reviews and develops policy and procedure</li> <li>▪ Human Resources specialists</li> <li>▪ Health and Safety specialists / nominated person</li> <li>▪ The Board of Trustees</li> <li>▪ HR/Health and Safety/Finance committees</li> </ul>
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