

Understanding and Strengthening Governance

Online Programme

Two documents you need to have access to:

1. The Essential Trustee: what you need to know and what you need to do. (CC3)
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/866947/CC3_feb20.pdf
2. Your charity's constitution (called 'Articles' if it is a charitable company)

PART A (Please note: We will start promptly so please join early to check all the IT is OK and you are connected.)

9.55am	Log in to ensure prompt start at 10am
10.00am	<p>Introductions</p> <p>The changing environment in which trustees and charities have to operate</p> <p>CC3 – Duties of trustees</p> <p>Including:</p> <ul style="list-style-type: none"> • collective authority and responsibility of trustees • acting solely in the interests of the charity • not benefiting <p>When trustees can be personally liable</p> <p>Duties of Company Directors</p>
	<p>What is governance?</p> <ul style="list-style-type: none"> • The relationship between governance and management • Trustees' role description • Success and failure of organisations and the link with governance • Three different models of governance and what each has to offer
	Lunch
	<p>Information needs of trustees</p> <ul style="list-style-type: none"> • When too much detail is dangerous – when detail could be important • What should be in a CEO's report to the board • Basic rules for board papers

	Planning the work of the board <ul style="list-style-type: none"> • Why planning of the board work programme is vital to help trustees fulfil their duties and responsibilities • One way to plan the work of the board
2.15pm	End

NOTE: There will be a short comfort break at about 11.30am

PART B

Please read the case study before you join PART B

9.55am	Log in to ensure prompt start at 10am
10.00am	Case study
	Break
	Relationships with your chief executive and chair of trustees <ul style="list-style-type: none"> • holding the CEO to account without meddling in management; • getting the right balance between support and constructive challenge; • Julia Unwin's 5S model for high performance boards
12. 30pm	End