

Quality governance for trustees and directors of VCSEs (voluntary, community and social enterprises)

A half-day workshop

Overview

- Do you know as much as you should about the governance roles and responsibilities of charity trustees and board members? Or the duties of a CIC director?
- Have you and your board ever held a professional discussion about governance standards, legal duties, compliance or succession planning, for example?
- Are you being the best board you can be?

This programme will help you fill in the gaps and point you in the right direction. It will offer learning and ideas to support you in your trustee and/or director role. It uses your current situation and experiences to shape learning and actions.

Objectives

This workshop will give you:

- A clearer understanding of a trustee's or director's individual and collective liabilities and responsibilities
- A basis on which to evaluate your organisation's governance capability and to carry out a board skills analysis
- Understanding of the principles of quality VCSE governance and how to apply them
- An opportunity to discuss with your fellow trustees and/or directors what you need to do next

Who should attend?

This workshop is for trustees of a registered charity with a limited company, directors of a CIO and directors and board members of social enterprises, specifically Community Interest Companies (CICs). It delivers maximum benefit when the entire board takes part.

Workshop format

A two-and-a-half-hour session, including breaks, delivered flexibly to meet the needs of board members.

Special features

This workshop can be tailored to meet your specific requirements. You can choose to follow the agenda set out below or you can talk it through with the trainer and set a new one. The choice is yours.

There is expert input and professional discussion and interaction to help identify quality practice. Everyone will have a workbook that doubles as a handbook containing further ideas, information and support to take away. Participants will use their real-life situations and experiences as trustees to help enable them to be clearer about their expected duties and responsibilities.

This workshop can also be delivered as a shortened, 1½ hour master class with the whole board at the start or end of a scheduled board meeting.

Meet the trainer

[Amanda](#) is a consultant, coach and facilitator specialising in working with senior leaders and directors, including board members, in the voluntary, community and social enterprise sector (VCSE). Her work ranges from one to one coaching of CEOs and chairs, to providing quality governance consultancy and training workshops, masterclasses and board away days.

Agenda

This is an indicative agenda – a starting point for a conversation with you. We would be happy to tailor it to your precise requirements.

1 Introductions/scene-setting

2 Current challenges

- Current governance challenges in your organisation

3 Directors' liabilities and quality governance

- Director's roles and responsibilities
- The chair-staff-volunteer relationships and requirements
- Demystifying VCSE governance

4 Board effectiveness

- Meeting sector governance requirements and standards
 - Role of the board
 - Board audit

5 Next steps

- What will you do to improve your approach to governance and your role as a director?
- What will be different about your next board meeting?
- Action planning
 - Starting conversations to develop board, staff and volunteer insight
 - Improving information flows between the board and staff and volunteers

For a no-obligation discussion about running this workshop for your organisation on an in-house basis, just give us a call on **01582 463465.**