

Governance Bulletin

April 2023

Context

Following a July 2022 Board conversation around Board development for the forthcoming year, an Interim Board Governance Statement endorsed at October 2022 Board and a further Governance update tabled at January 2023 Board, this paper has been prepared to set out further observations and priorities for the Board team and organisation.

Healthwatch Cornwall is focused on making governance accessible for all and combining a balance of professional knowledge and skills with a passion for diversity and conveying the voice of the people in organisational operations.

Governance themes for 2023/24

The July meeting of the Board considered a paper tabled by the Chair setting out three main themes for the development of the Board and in turn, the organisation and its governance. These themes were:

- Growing, developing and delivering as a Board
- Excellence in Governance
- Organisational Effectiveness

These are being used as a structure for Board considerations of governance over the coming period, to the end of our current core contract in March 2024.

The following recommendations are collated from professional discussions and observations and are included in this paper for formal consideration and adoption by the Full Board:

1. A succession planning matrix for staff development/business continuity to be developed



2. A system of DBS checks to be installed and refreshed with any successive term for all new/existing directors
3. A workshop to be organised for directors and relevant staff to provide training on our updated management accounting processes as we enter into the first full year of operating with Xero/without CRCC
4. A governance and probity training session to be arranged, for directors and team members, via the engagement of a suitably qualified independent provider, to further embed the culture of inclusive governance
5. To complement the governance and probity training, the appointed provider to create any additional policies and procedures necessary to further enhance the solid basis already extant

In conclusion, it is also recommended that the Board affirms the commitments in this Governance Bulletin and presents further updates in conjunction with the Board Development Schedule for 2022-24 and as deemed necessary.

Anna Pascoe

Chair of Healthwatch Cornwall CIC

April 2023



HEALTHWATCH CORNWALL BOARD DEVELOPMENT SCHEDULE 2022-24

MONTH	ACTIVITY	THEME	AIM
JULY	Directors' meet and greet	Growing, developing and delivering as a Board	Old and new directors to get to know one another and pool thoughts on board development
AUGUST	Skills Audit for directors	Growing, developing and delivering as a Board	Identification of development and peer-to-peer learning areas for members of the Board
SEPTEMBER	Chair & Board member 1-2-1s	Excellence in Governance	Positive Board relations and productive forward planning
OCTOBER	Board paper	Excellence in Governance	Crystallise learnings and recommendations from year-to-date on Board development and leadership
NOVEMBER	Directors attending Team Meeting	Growing, developing and delivering as a Board/Excellence in Governance/Organisational effectiveness	Directors to meet with staff, interface with current core and key projects
DECEMBER	End of year social		
JANUARY	Skills Audit review	Growing, developing and delivering as a Board	Distil development needs

FEBRUARY	Finance roundtable	Growing, developing and delivering as a Board/Excellence in Governance/Organisational effectiveness	Plan forthcoming financial year Board development and consider financial principles of service design offer
MARCH	CEO RECRUITMENT		
APRIL	Business Planning session	Organisational effectiveness	Board to actively feed in to Workplan review for forthcoming year and round table on delivering the objects of our CIC
MAY	Board and CEO appraisals	Excellence in Governance/Organisational effectiveness	Positive Board relations and productive forward planning
JUNE	Governance & probity training	Excellence in Governance	Enhanced governance structure with more deeply embedded culture of governance
JULY			
AUGUST	Year 1 Review	Growing, developing and delivering as a Board/Excellence in Governance/Organisational effectiveness	Review, Reflect, Refine to feed into 2023/24 Board Development Schedule
SEPTEMBER	Board Development Half Day	Organisational effectiveness/Excellence in Governance	Annual Board Healthcheck, create and implement Directors' Dashboard



OCTOBER	As informed by FGSC July risk prioritisation exercise	Organisational effectiveness/Excellence in Governance	Focus on active risk identification and mitigation
NOVEMBER	Re-commissioning and budget bidding season	Organisational effectiveness	Finalised service design offers to be agreed with contracting organisations for HWC 2024 onwards
DECEMBER	TBC		
JANUARY	TBC		
FEBRUARY	TBC		
MARCH	TBC		

