

HCF Training & Development Better Boards Board Empowerment Programme

Programme outline

A 10x hour programme of consultancy and training for trustee boards and management committees of voluntary and community organisations in Hertfordshire. All sessions outlined here will provide the key information that trustees and managers need to know. The topics will be explored in an interactive format with practical exercises to ensure they are made relevant and that what is learned can be applied to improve the effectiveness of the participating organisations.

The programme is tailored to individual organisation need and is suitable for both established organisations looking to improve their governance, and newly formed organisations which are starting their governance journey.

Part 1: Initial Consultation

Better Boards trainer meets with the CEO & Chair separately to discuss organisational needs and what to expect from the programme (1 x hour consultation with each)

For newly formed organisations this consultation will be with the current board members/founders.

Part 2. Better Boards Good Governance Training

2x sessions @ 1.5 hours each

Interactive sessions delivered online with the whole board present.

Workshop 1. An introduction to the Charity Governance Code (CGC):

Why is it so important? This training will give your board an introduction to the charity governance code and build a foundation of understanding on the roles and responsibilities of the board.

Workshop 2. The Charity Governance Code in Practice

In the second session your trainer will delve into more detail on some of the core elements of The Charity Governance Code. Such as diversity & recruitment, safeguarding and board effectiveness.

Part 3. Mid-Journey Assessment

Each organisation may have unique challenges and in the current climate you may need extra support in different areas. The Better Boards trainer will have a mid-journey assessment with the CEO & Chair together to reflect on the training so far and discuss further governance training they may benefit from (up to 1 hour discussion to put the next stage in place)

Part 4: 3x hours of Tailored Better Boards Consultancy

Following your mid-journey assessment, we will then offer the organisation 3x further hours of In-house consultancy tailored to their requirements. We can be flexible on what this is, dependant on what is needed most. This may include 'Bitesize' training modules for the whole board, presenting at an 'away day' or AGM, CEO/Chair relationship guidance, 1:1 Advice etc. The Tailored training will be discussed between the trainer & CEO/Chair and signed off by HCF before being carried out (3 hours).

Bitesize modules are all 1.5 hours, so you could choose from 2x of the following:

- Risk Management
- Recruiting a more diverse board
- Trustee/Staff relationships: What do we need from each other?
- Trustees and strategy development
- Improving your meetings & AGM
- Change Management for trustees
- An introduction to Charity Finances
- Unconscious Bias training for trustees

In addition to these courses Safeguarding Adults at Risk for Trustees is also offered to your board as part of the In-House Training programme for ASC organisations.

Part 5: Plenary

In this final part the CEO and Chair will meet with their Better Boards Trainer to reflect on the progress made by the organisation during the programme. You will also receive support putting together a 'Next Steps' document which will help guide your organisation on your next goals.



Eligibility for Better Boards

The Better Boards programme is funded by Hertfordshire County Council Adult Care Services. The fully funded and subsidised provision is only available to up to 10x voluntary and community organisations providing adult social care in Hertfordshire and 3x children and youth services organisations in Hertfordshire. They will be allocated on a first come-first served basis.

Non-funded cost: £1,320

Once the subsidised places are full, we may still be able to help you with funding through our Workforce Development Grants. If you do not qualify for this funding (non-ACS organisations), you may be eligible to apply for an HCF Small Grant to cover the cost. Please contact us to discuss.

If you would like to find out more or enrol on the programme, please contact hcftraining@hertscf.org.uk to discuss it further.