

## Board Development

**Report to:** Board  
**Date:** 3 October 2013  
**Report by:** Anne Forsyth, Executive Assistant  
**Report No:** B-19-2013  
**Agenda Item:** 17

### **PURPOSE OF REPORT**

To updated the Board of the purpose of Board Development Events, how they are recorded, what has been considered to date and items for the rest of the year.

### **RECOMMENDATIONS**

That the Board:

1. Notes the progress made within the first two years of the Care Inspectorate and progress made in 2013/14 in terms of Board Development through events.
2. Agrees that Board Development Events continue and that a note of events is provided.
3. Notes the outline proposals to consult with Board members to create further opportunities for members and Board development.

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**Version Control and Consultation Recording Form**

Version	Consultation	Manager	Brief Description of Changes	Date
1.0	Senior Management	ET		11.9.13
	Legal Services			
	Resources Directorate			
	Committee Consultation (where appropriate)			
	Partnership Forum Consultation (where appropriate)			

**Equality Impact Assessment**

To be completed when submitting a new or updated policy (guidance, practice or procedure) for approval.

Policy Title:

Date of Initial Assessment:

EIA Carried Out

YES

NO

If yes, please attach the accompanying EIA and briefly outline the equality and diversity implications of this policy.

If no, you are confirming that this policy will have no negative impact on people with a protected characteristic and a full Equality Impact Assessment is not required.

Name: Anne Forsyth

Position: Executive Assistant

Authorised by Director

Name: A Bruton

Date: 19 September 2013

Version: 3.0

Status: *Final*

Date: 26/09/2013

## **1.0 INTRODUCTION**

The Board currently holds its Board Developments Event four times per year. The key reasons to hold these events are to:

- Ensure that Board members are able to execute their governance role effectively and provide strategic direction to the Care Inspectorate
- Ensure that Board members are fully aware of and informed about emerging national policy initiatives.

As noted in paper number B-18-2013, one of the six principles set out by the Independent Commission on Good Governance and used by the Scottish Government in their On-Board: A Guide for Board Members of Public Bodies in Scotland is:

- Developing the capacity and capability of the governing body to be effective

This is further defined by the statement to make sure that appointed and elected members have the skills, knowledge and experience they need to perform well.

In addition to Board Development Events, a yearly Board Strategic Event is held to:

- brief Board members on statutory and other commitments in relation to inspection
- present a range of options to Board members of other essential and desirable work which might be undertaken over the following year
- identify priorities for development
- revise the corporate plan in line with agreed priorities
- agree the work needed to present the priorities in the Corporate plan, the operational plan and the submission to Scottish Ministers for referral to the Strategy and Performance Committee, Resources Committee and the Board

## **2.0 PLANNING**

The first Board Development Event took place immediately prior to the commencement of the Care Inspectorate on 22 March 2011 to identify potential events. This followed on from suggestions from the Board Induction that took place 8-9 March 2011.

### **2.1 2011/12 and 2012/13**

Board Development Events were held five times during 2011/12 and four during 2012/13. Items discussed were:

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- Update and Overview of the Care Inspectorate
- Duty of Co-operation
- Overview and inputs from Education Scotland, HIS, Mental Welfare Commission and the SSSC
- Health and sport committee inquiry report
- National audit office report into the care quality commission
- The future scrutiny and improvement of integrated children's services
- Risk and Intelligence – the Next Steps
- Health and Social Care Integration:
  - Update on Current Policy Landscape
  - Presentation on Current Development: Health and Social Care; Adult Protection and Self-Directed Care
  - Discussion on Care Inspectorate Response
- Understanding the Role and Value of Audit as a Component Part of Performance Management Arrangements
- How Good is Your Governance?
- Joint Response on the Consultation on the Integration of Health & Social Care
- Governance Review and Board Effectiveness

## **2.2 2013/14**

There have been two Board Development Events to date in 2013/14, with a further three to follow (subject to Board approval of Governance Review and Board Effectiveness). Items discussed were:

- Integration of Health and Social Care
- Self-Directed Support
- Children's Services Inspection and Bill
- Care Inspectorate Dementia Work Update
- Complaints Research Presentation

Agreed items for the remaining events include:

- National Care Standards Review
- Best Practice in Regulation/Inspection
- Reviewing the Performance of the Board
- Corporate Plan 2014/17

## **3.0 RECORDING OF EVENTS**

The Board Development Events are now recorded in the form of a brief note and it is proposed that this should be continued.

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#### **4.0 BOARD DEVELOPMENT AND TRAINING**

Following discussion with the Chair, the following key principles were identified to underpin any proposed development opportunities:

- cost and time effective
- adds value to how the Board delivers its role
- recognises existing skills in the Board and seeks to strengthen these
- pitched at 2 levels, the Board as a collective Board and individuals
- balanced between practical and theory
- recognises the variety of learning styles within the Board
- is well evaluated to demonstrate a cost benefit to the organisation

Four development actions are also proposed for further development for Board members, these include:

1. Refreshing skills through running an updated 'On Boarding' session with Board
2. Reviewing and improving induction materials and experience for the Board
3. Delivering a Board Day to strengthen collaborative working and collectively set out a refreshed development plan
4. Carry out a skills profile for the Board to identify any development needs emerging from individual PDRS

The Board are invited to discuss these further and pending approval, a more detailed development programme will follow to enhance the existing programme of Board Development Days.

#### **5.0 RECOMMENDATIONS**

It is recommended that:

Board Development Events continue, are minuted and subsequently made available on the Care Inspectorate's website.

#### **6.0 RESOURCE IMPLICATIONS**

There are no resource implications arising from this report.

#### **7.0 BENEFITS FOR PEOPLE WHO USE SERVICES AND THEIR CARERS**

By ensuring that Board members have the skills, knowledge and experience to perform well will ensure that the Board is properly informed about current and proposed development and therefore has a positive effect on the way we work in partnership with people who use services and their carers.

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## **8.0 CONCLUSION**

This report notes achievements during the first two years of the Care Inspectorate and highlights the progress made in 2013/14.