

Fundamentals of Good Governance

A CalQRisk Webinar



Presented by:

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Webinar Agenda

Who we are

Fundamentals

Code Requirements

Evaluation of Board Performance

Self Assessment

Evidencing Good Governance

Q&A

Who We Are

Experienced Risk & Compliance Professionals
Members of IRM, IoB, PRMIA, Compliance IRL, IOD, ACCA, ISACA..
Involved in the Development of Standards (ISO 31000)
Supply a Governance, Risk & Compliance Software Solution
called **CalQRisk**

CalQRisk used by 400+ Regulated Organisations

- Financial Services Sector, Fund Administration, Credit Unions, Brokers, Charities, Sports Sector, Law Firms, Leisure Sector, Education (Schools & Colleges), and Local Authorities / Public Sector.
- They use CalQRisk to record and report on their Risk, Control, Compliance and Audit activity and much more.

Board or Governing Body

Corporate governance provides the structure through which the objectives of the company are set, and the means of attaining those objectives and monitoring performance are determined. (OECD)

- Reviewing and guiding corporate strategy, major plans of action, policies and procedures, annual budgets and business plans
- Preventing conflicts of interest
- Balancing competing demands on the organisation
- Oversee the risk management system and systems designed to ensure that the corporation obeys applicable laws.
- Be satisfied that key corporate information and compliance systems are fundamentally sound and underpin the key monitoring role of the board

***Good governance** involves putting in place systems and processes to ensure that your charity achieves its charitable objectives with integrity and is managed in an effective, efficient, accountable and transparent way.*

Charities Governance Code

*The definition of '**good governance**' is one where the board sets and oversees the achievement of its organisation's objectives.*

CoP for Good Governance of Sport Organisations in Ireland

Governance is a means to an end....not an end in itself

Fundamentals

Credible Strategy

SMART Objectives

Effective Communication

Effective Measurement

A Functioning Team

Revisited and Revised

Informed by Current AND Future context

Principles of GCS

Leadership:

Control:

Transparency and Accountability:

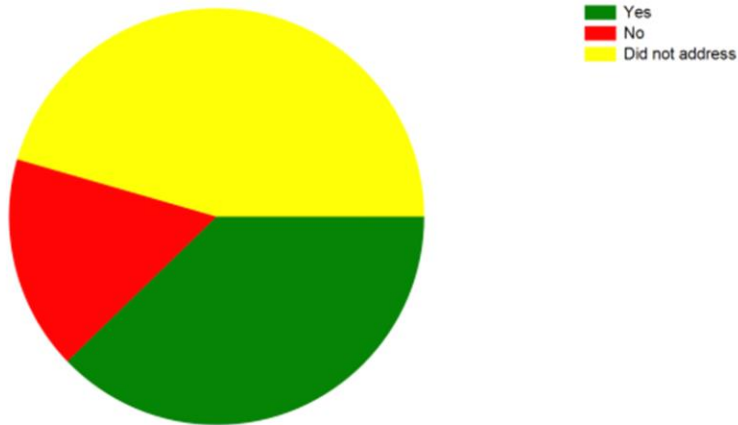
Working Effectively:

Behaviour:

Do I Comply Count – by requirement

Current Compliance Estimation

Governance Code for Sport - Type A



Risk Analysis Questions

34	Compliant	37.78 %
15	Non-Compliant	16.67 %
49	Total Answered	54.44 %
90	Possible	
41	Did not Address	45.56 %

Type A - 90

Current Compliance Estimation

Governance Code for Sport - Type B



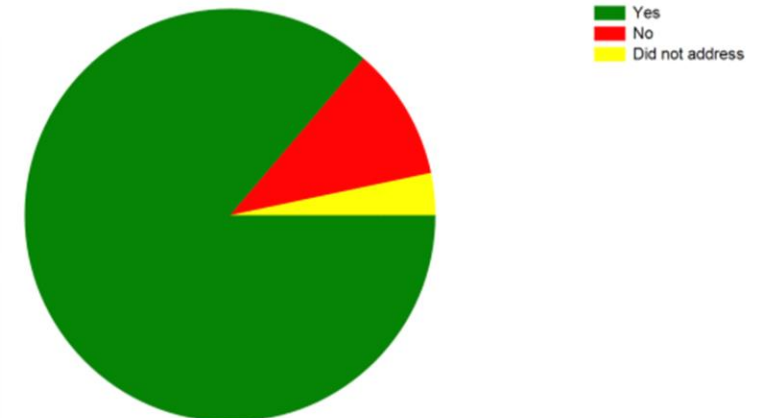
Risk Analysis Questions

10	Compliant	8.47 %
7	Non-Compliant	5.93 %
17	Total Answered	14.41 %
118	Possible	
101	Did not Address	85.59 %

Type B - 118

Current Compliance Estimation

Governance Code for Sport - Type C



Risk Analysis Questions

157	Compliant	86.26 %
19	Non-Compliant	10.44 %
176	Total Answered	96.7 %
182	Possible	
6	Did not Address	3.3 %

Type C - 182

Do I Comply Count – by Principle

	Type A	Type B	Type C
1. Leadership	17	24	33
2. Control	29	37	62
3. Transparency & Accountability	10	11	18
4. Working Effectively	18	28	49
5. Behaviour	16	18	20

GCS Requirements

Reviewing the Performance of the Board

The Board Committees

The Board Members

Relationship between the Board and CEO

Individual Self-Assessment

➤ Do I Always:

- ...take a firm position to protect the principles of good governance agreed in our organisation?
- ...demonstrate the organisation's values in what I say and how I act, always using appropriate and respectful language and behaviour?
- ...actively consider the wellbeing of all those involved within the organisation?
- ...demonstrate my understanding of my role and statutory and legal duties as a director?

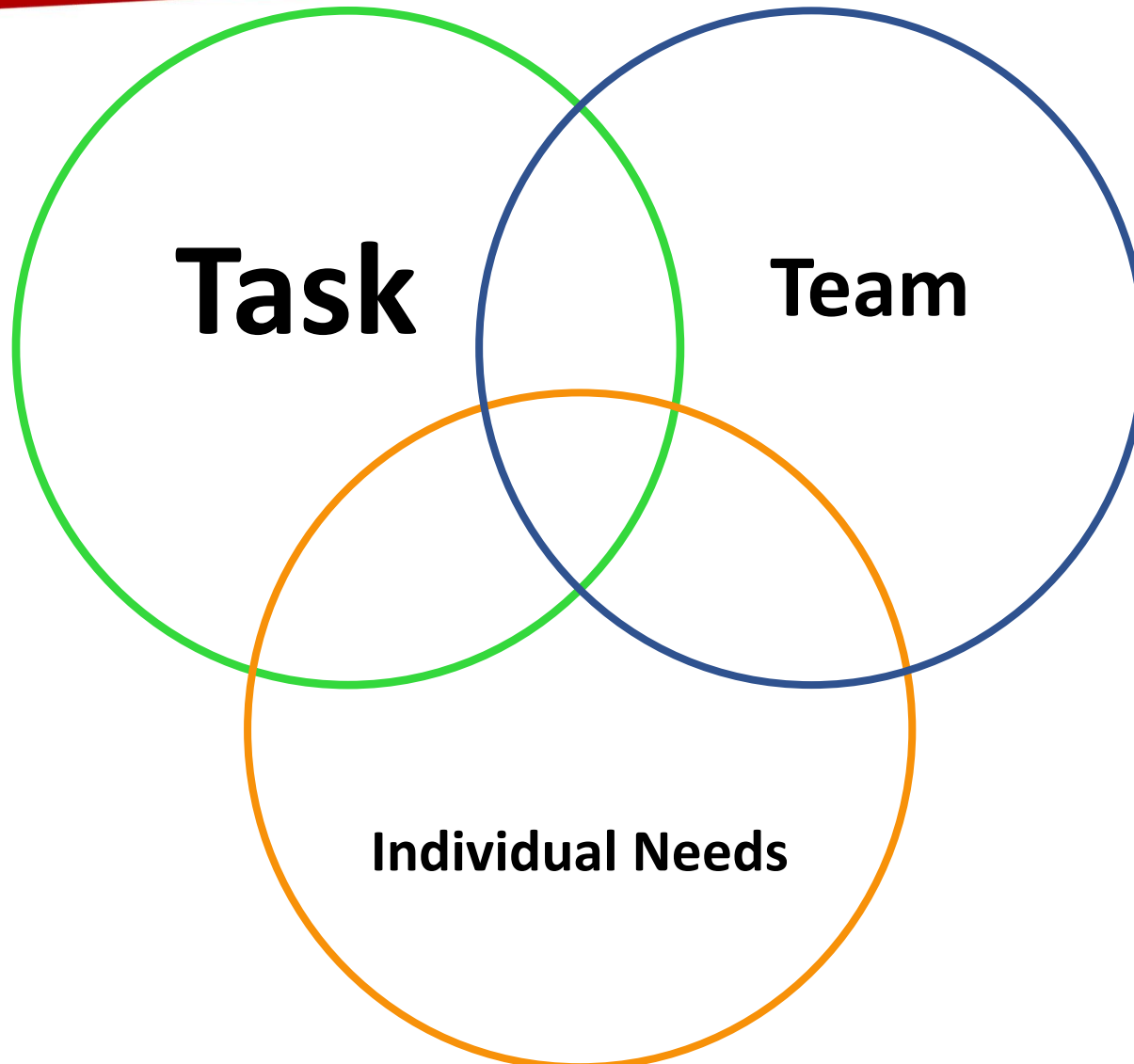


Individual Self-Assessment

- Do I Always:
 - ...think about emerging trends and innovations, future legislation, and policy, as well as sector developments in order that I can contribute ideas to strategic discussions?
 - ...ask probing questions of the CEO/ Executive to check and challenge our progress against our vision and strategy?
 - ...behave in a professional way that promotes trust and openness between the board and executive team?
 - ...try to have a thorough understanding of organisational policies, performance, and finance.



Achieving the Objectives



GCS Requirements – Reporting

Custom Reports

Buttons: Add, Edit, **View**, Delete, Copy

Search:

	ReportId	
<input type="checkbox"/>	1086	Mitigati
<input type="checkbox"/>	1080	Mitigati
<input type="checkbox"/>	1077	Mitigati
<input type="checkbox"/>	995	Mitigati
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<input type="checkbox"/>	522	Mitigati
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SYSTEM

System Management

Principle 1: Leading our Organisation

1.1 Agreeing our vision, purpose, mission, values and objectives and making sure that they remain relevant.

Section	Recommended Board Actions	Ans	Evidence of Compliance / Explanatory Note:
GCS 1.1(a); 1.2(a)	Is there a documented, board-approved strategic plan in place?	Y	
GCS 1.1(a)	Does the strategic plan include clear statements of the organisation's vision, mission, values and objectives?	N	we are revising the mission statement should be done for the March board.
GCS 1.1(b)	Does the strategic plan reflect the organisation's governing document (e.g. constitution, memorandum and articles of association, deed of trust)?	Y	
GCS 1.1(c)	Is the strategic plan reviewed at least once every three years and revised as necessary to ensure it remains relevant?	DK	
GCS 1.1(d)	Are the organisation's policy statements on relevant operational matters reviewed at least once every three years and revised as necessary?	N	

1.2 Developing, resourcing, monitoring and evaluating a plan so that our organisation achieves its stated purpose and objectives.

Section	Recommended Board Actions	Ans	Evidence of Compliance / Explanatory Note:
GCS 1.2(a)	Does the strategic plan reflect the organisation's stated objectives?	na	
GCS 1.2(a)	Does the strategic plan reflect the organisation's stated operational plans?		
GCS 1.2(a)	Does the strategic plan reflect the organisation's stated budget?	Y	
GCS 1.2(a)	Does the strategic plan identify key performance indicators?	Y	
GCS 1.2(a)	Does the strategic plan incorporate realistic timelines?	Y	
GCS 1.2(b)	Does the role of the board include ensuring there are enough resources available to implement the strategic plan?	Y	
GCS 1.2(b)	Does the role of the board include considering the organisation's sustainability over the long term?	Y	
GCS 1.2(c)	Does the board have an effective monitoring and evaluation system in place?	Y	
GCS 1.2(d)	Does the board invite and review regular CEO reports on actual progress compared with the agreed organisational objectives and key performance indicators?	Y	
GCS 1.2(e)	Is the discussion of strategic issues a regular item on the board agenda?	Y	

Strategy

This section looks at how the organisation sets and manages its Strategy		Key to cells	✓ Essential Requirement	✓ Minimum Requirement	Not a requirement
Evidence and Requirements (hover over each one to see suggested evidence as appropriate to your organisation)		Regional/National Organisation Ongoing Investment Level	Regional/National Organisation Ongoing Investment Level	Regional/National Organisation Ongoing Investment Level	Regional/National Organisation Ongoing Investment Level
		£500-£20,000	£20,001- £100,000	£100,001-£375,000	£375,001 +
1	A strategic plan is in place which outlines the vision, mission, values and long-term goals of the organisation.	✓	✓	✓	✓
2	The strategic plan is regularly monitored, reviewed and revised by the Board using available evidence, opportunities and risks.	✓	✓	✓	✓
3	An operational / business plan is in place which monitors progress towards organisational goals.		✓	✓	✓
4	Sub-Committees of the Board, employees and key volunteers are held responsible for the achievement of relevant objectives.		✓	✓	✓
5	There is evidence of structured engagement with key stakeholders within and outside the organisation during development and monitoring strategy outcomes.			✓	✓
Suggested Evidence as appropriate to your organisation		Current strategic plan	Current strategic plan	Current strategic plan	Current strategic plan
		AGM minutes showing reports on the previous year and details of the way the organisation is going to achieve its goals	Board minutes showing strategic plan discussions and update decisions, Annual report to members	Board minutes showing strategic plan discussions and update decisions, Annual report to members	Board minutes showing strategic plan discussions and update decisions, Annual report to members
			Current operational/business plan, Business plan reports to Board, Regular Sub-committee reports to Board	Current operational/business plan, Board minutes/strategy day notes, Regular Sub-committee reports to Board	Current operational/business plan, Board minutes/strategy day notes, Regular Sub-committee reports to Board
			Senior executive job descriptions (minimum CEO/GM), CEO/GM or business plan report to Board, Staff appraisal process	Senior executive job descriptions (minimum CEO/GM), CEO/GM or business plan report to Board, Staff appraisal process	Senior executive job descriptions (minimum CEO/GM), CEO/GM or business plan report to Board, Staff appraisal process
				Annual report, Stakeholder map OR communications plan, e.g. circulation on Board minutes/summary; updates to members; regular contact with key external stakeholders	Annual report, Stakeholder map OR communications plan, e.g. circulation on Board minutes/summary; updates to members; regular contact with key external stakeholders & Stakeholder engagement plan

Thank You

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What is CalQRisk?



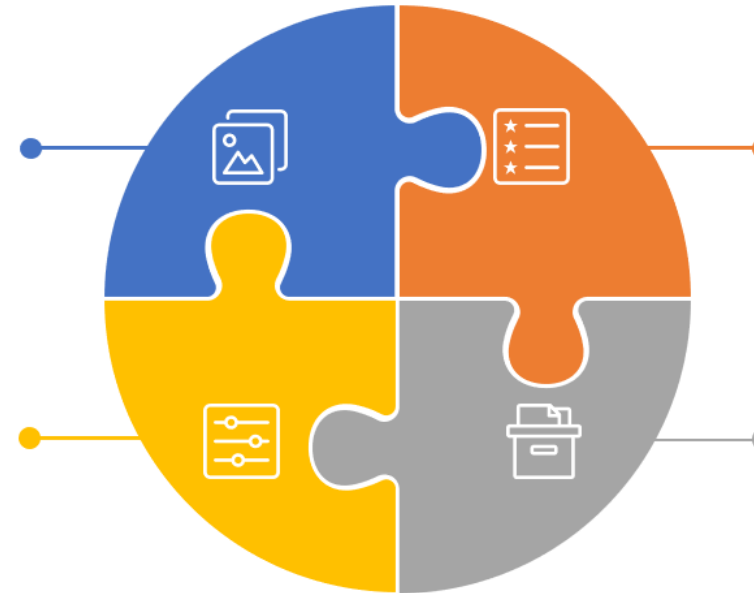
CalQRisk is an online Governance, Risk Management & Compliance software application with a solution tailored specifically for not-for-profits and charities registered in Ireland. The solution is modular and is used by organisations of varying sizes to streamline their existing risk management processes while ensuring compliance with relevant obligations such as the Charities Governance Code, GDPR / Data Protection, and much more.

Governance

Streamline your reporting process through our 'one-click' reporting functionality. Ability to generate your Compliance Record Form from within CalQRisk.

Compliance

Benchmark your organisation against relevant legislation / regulation including the Governance Codes, GDPR, etc.



Risk Management

Conduct risk assessments using the pre-populated and maintained knowledgebase.

Integrated

Achieve operational efficiencies by integrating your approach to governance, risk and compliance.