

Internal Audit Report on Board Effectiveness

Progress Report

The purpose of this report is to update Board Members on the recommendations set out in the Internal Audit Report on Board Effectiveness.

The Board are asked to:

- *Note* the progress being made in relation to the two Priority 2 recommendations;
- *Note* the progress being made in relation to the Priority 3 recommendations; and
- *Consider* whether the current frequency of Board meetings meets their needs (see recommendation 4 in the second table below).

Priority 2 Recommendations

Recommendation	Lead/Date	Progress/Comment
1. A formal transition/succession plan should be developed to support the changes at senior executive level.	S Stranaghan 30 June 2024	Completed A draft succession plan has been shared with the Board alongside an indicative timetable for recruitment.
2. The Standing Orders should be updated.	S Stranaghan 30 Oct 2024	On Target A number of changes need to be made to the Standing Orders including the changes in Board composition, creation of the new Partnerships, updated Terms of Reference for Committees/Partnerships.

Priority 3 Recommendations

Recommendation	Lead/Date	Progress/Comment
3. Continue to engage with DoH and PAU on the non-executive appointments.	D McAllister 31 Dec 2024	On Target Conversations with the DoH and PAU are ongoing with plans to recruit non-executive members later this year.

4. The Board should consider whether the frequency of the Board meetings meets their needs.	S Stranaghan 30 June 2024	For Review The Board currently meet four times a year in public/open session and have a number of additional strategic sessions including sitting on other Committees and Partnerships. The Board's Terms and Conditions reflect this. Best practise suggests up to monthly meetings. The Board are invited to review if the frequency of their meetings meets their needs.
5. The Board should review the results of the Board Effectiveness survey	S Stranaghan 30 Oct 2024	On Target The actions identified will be added to the Board Action plan for implementation and progress review.
6. The Terms of Reference (ToR) for the Leaders in Social Care P/Ship, Participation Partnership and ARAC should be reviewed in line with the ToR.	S Stranaghan 30 Oct 2024	On Target ARAC reviewed updated ToR at their meeting on 12 June – including a change to review the ToR every 2 years rather than annually. Arrangements will be made for the other two partnerships to update their ToR before Oct 2024.
7. The agenda for ARAC and Leaders in Social Care Partnership should include, as a standing item, a review of actions.	S Stranaghan 30 Oct 2024	On Target This will be updated on agendas going forward, including a clear action list as part of minutes.