



ROLES AND RESPONSIBILITIES OF BOARD MEMBERS

COMPLIANCE AND PERFORMANCE
MEETING PUBLIC EXPECTATION

SPECIAL ONE DAY WORKSHOP FOR BOARD MEMBERS

INSTITUTE OF PUBLIC ADMINISTRATION | GOVERNANCE FORUM

This one-day event will provide an overview of the roles and responsibilities of members of the boards of state, public and not for profit bodies. It will provide a briefing on the responsibilities of directors, issues which are of particular relevance to board members of state, public and not for profit bodies, and key characteristics of board effectiveness.

The workshop will include presentations from individuals with extensive experience of boards and committees operating with public interest mandates. The workshop will be of value to new board members, to members who would like to receive an up to date briefing and to others who work closely with Boards. It will take account of the most recent Governance Codes, including the Code of Practice for the Governance of State Bodies (2016). Participants will have the opportunity to raise issues of particular interest.



57-61 Lansdowne Road,
Dublin Do4, TC62.

☎ 01 2403600

🌐 www.ipa.ie



Workshop Content

The workshop will address:

- ✓ The responsibilities of Board members individually and collectively
- ✓ Compliance with Corporate Governance guidelines and Codes
- ✓ Key relationships: Board, Management, Ministers and Government Departments, and other stakeholders
- ✓ Differences in the governance of public interest and private sector organisations
- ✓ How boards can provide oversight of audit and other specialist functions

Lead Presenters

The workshop will be led by Aidan Horan, Tom Ward and Kate O'Donnell. All have extensive experience working with and advising on governance, risk, audit and strategy to State Bodies and other non-profit organisations.

Programme Outline

The workshop will cover the following topics over the course of the day:

Corporate Governance

- Compliance and performance – where the Board adds value.
- The current context – recent developments and Governance Codes.
- Special features of State and other public interest organisations.

The Role of a Board

- Collective responsibility for the success of an organisation.
- Members' roles and responsibilities.
- Procedures, Codes of Governance and Business Conduct.

Clarity of Roles

- Committees, Chairperson.
- Board and management, other nominees.
- Relationship with Government Departments, public agencies, other stakeholders.

Accountability

- Audit, risk management.
- Meeting information and assurance requirements.
- Meeting reporting requirements.

Dates, Time and Venue

The workshop will take place on Tuesday **31 October 2017** from 09.30 to 16.30 at the IPA, 57-61 Lansdowne Road, Dublin 4

Cost

The fee for attendance at this one-day workshop is €405 per person for Corporate Members of the IPA and €450 per person for others.

Members of the IPA Governance Forum can nominate up to two participants without charge.

Bookings

To secure a place on this event, please complete and return a Booking Form to Jane Greer at jgreer@ipa.ie by Friday 22 October.

Numbers may be restricted to ensure an interactive atmosphere. In the event that the event is oversubscribed we will provide an additional date.

Roles and Responsibilities of Board Members

Tuesday 31 October 2017 at the IPA, 57-61 Lansdowne Road, Dublin 4

Members of the Forum are entitled to nominate two participants to the event without charge.

The cost for Non-Forum Members is €405 per person for Corporate Members of the IPA and €450 per person for others

Organisation Name

Phone

Key Contact Person

Email

Delegate Details

Name

Email

Name

Email

Name

Email

Name

Email

Governance Forum 2017 Members? (please tick)

Yes

No

Invoice Address

PO Number (if relevant)

Bookings

This form can be submitted by email using the Email button above OR printed and sent to:
Jane Greer, Governance Forum, Institute of Public Administration, 57-61 Lansdowne Road, Dublin 4 D04
TC62 Email: jgreer@ipa.ie | Phone: 01 240 3661

Governance Forum Membership

For details on joining the Governance Forum, contact Jane Greer, Governance Administrator at the IPA
Telephone: 01 240 3600 or Email: jgreer@ipa.ie