

## *Special One day Workshop for Board Members*

### *Roles and Responsibilities of Board Members*

**- Compliance and Performance**

**- Meeting Public Expectations**

**Thursday, 25 May 2017 (Fully Booked) | Second Date: Thursday, 8 June 2017**

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 public bodies and as well as 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 Code of Practice for the Governance of State Bodies 2016, the Charities Code and other relevant governance codes. Participants will have the opportunity to raise issues of particular interest.

#### *Workshop Content*

The workshop will address:

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

# Roles and Responsibilities of Board Members

## Programme Outline

The workshop will cover the following topics over the day:

1. **Corporate Governance**
  - i. Compliance and performance – where the Board adds value.
  - ii. The current context – recent and likely future developments.
  - iii. Special features of State and other public benefit organisations.
2. **The Role of a Board**
  - i. Collective responsibility for the success of an organisation.
  - ii. Members' roles and responsibilities.
  - iii. Procedures, Codes of Governance and Business Conduct.
3. **Clarity of Roles**
  - i. Committees, Chairperson.
  - ii. Board and management, other nominees.
  - iii. Relationship with Government Departments, public agencies, other stakeholders.
4. **Accountability**
  - i. Audit, risk management.
  - ii. Meeting information and assurance requirements.
  - iii. Meeting reporting requirements.

## Lead Presenters

The workshop will be led by Aidan Horan and Paul Turpin from the IPA. Both have extensive experience working with and advising on governance, risk, audit and strategy to State Bodies and other non-profit organisations.



**Aidan Horan** is Director in the Training, Development and Consultancy Division at IPA. Aidan has served in a number of non-executive Board roles including as Chairman of audit committees within central and local government and within the state body sector. He has been retained as governance and risk management adviser to many public service bodies, local authorities and agencies. He is a member of the NSAI National working group on the development of risk management guidance.



**Paul Turpin** is Governance Specialist at the IPA and manager of the Governance Forum. Paul has led and contributed to a wide range of projects including governance reviews of organisations, advising on the role of Departments in the governance of State bodies, risk management, the development of strategies and the governance of non-profit bodies. He has held company directorships, is a council member of the Pharmaceutical Society of Ireland and a Chartered Director.

## Workshop Date, Venue and Fees

The Workshop will take place on Thursday, 25 May (*Fully Booked*) & Thursday, 8 June 2017 from 09.30 – 16.30 at the IPA, 57-61 Lansdowne Road, Ballsbridge, Dublin 4.

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.*

To secure a place on this event, please complete and return a Booking Form to Jane Greer at [jgreer@ipa.ie](mailto:jgreer@ipa.ie).

*Numbers may be restricted to ensure an interactive atmosphere. Bookings close one week in advance of each event.*