

Governance Forum Round Table Lunch



Role of the Secretary – A key role in good governance

Monday, 24th May 2010, 12.15 – 14.00

The next Governance Forum event will focus on the importance of the role of the Board / Company Secretary and will incorporate expert inputs in addition to round table discussions on current challenges in the role. In company law terms there are obligations and norms set out for the role but within state, public and public benefit bodies and agencies the role has not been clearly defined and there are variations in the way key issues around managing board business and compliance obligations are addressed.

The contributors to the event have experience of addressing the challenges of the role as well as advising and supporting board secretaries on a variety of strategic and operational matters. The presentations will include inputs on key compliance requirements, financial reporting and information arrangements in state and public agency boards.

The outline agenda based on feedback from Forum members is as follows.

- The differences and similarities in the role of the Board / Company Secretary within the state / public body and private sector organisations
- The compliance obligations of the role
- Financial reporting arrangements and Board information
- The expectations of board members and other stakeholders
- Any other Business (attendees are invited to suggest further items)

Speakers

In addition to the Governance Forum Team we will have two presentations from:

Paula Kelleher,

Partner, Dillon Eustace, Paula is a member of the board of directors of the Association of Compliance Officers in Ireland (“ACOI”) and is currently the chairperson of the Technical Committee of the ACOI

Noreen Fahy,

Senior Finance Specialist, IPA. Noreen leads a team of specialists who work in the areas of financial reporting and financial management, particularly focussed on the norms, standards and procedures for state and public agencies.

Time and Location

The event will take place at 12.15pm, concluding at 2.00pm on 24th May at the IPA, 57-61 Lansdowne Road. Lunch will be served.

Round Table –Role of the Secretary **A key role in good governance**

Attendance details

*Members of the Forum are invited to nominate up to two participants without charge.
The cost for non- Forum members is €100.*

Name of delegates for the Round table – Role of the Secretary- on 24th May 2010:	
1.	Email:
2.	Email:
Contact Person:	
Organisation:	
Forum member? Yes <input type="checkbox"/> No <input type="checkbox"/> <i>(please tick)</i>	
Contact Email:	Phone:

Please send this booking form to the Forum Administrator by e-mail or post

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*For details on joining The Governance Forum please contact
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