



Staying ahead of the board

Managing people and time efficiently in a fast paced and unsecure environment

Corporate Governance – Your reputation has the influence on the board and board management



Hat Value

- Work and Output
- Effort will qualify you to speak
- High value vs low value



Your Brand

- What are you known for
- Credibility
- What happens in hot water



Middleman

- Role
- Protecting the board members:
 - Avoiding confusion
 - Avoiding conflict
 - Defusing a heated situation
 - Change Management



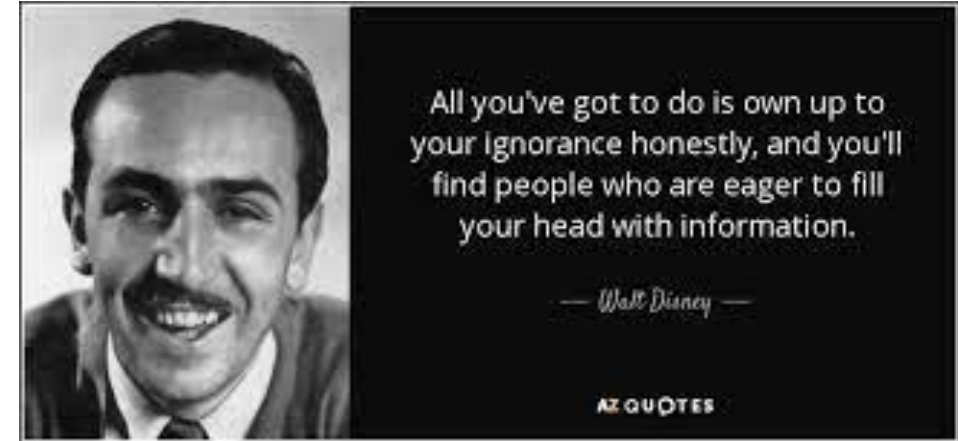
Hot Water and Accountability



What elements can throw a spanner in the works – **Board Management**

► **Understanding Responsibility and Repercussion with less than desirable outcome**

- Sign Off / Lack Of Sign Off “ I did not sign that off”
- Implementation and organisation buy in “was not my idea”
- Systems and effect in organisation “ This was not approved by IT”
- Policy or Incorrect Procedure Followed “ This procedure is not correct / was not followed”
- **Own Up – Chin Up – Get Up**





Confusion and Change

Closing the Governance GAP



What elements can throw a spanner in the works – **Board Management**

▶ **Permanent confusion brings damage – Goal focused change brings strength & success**

- Board and meeting packs (old way and the new way)
- Version Updates (what happens to the new doc)
- Minutes. Who approves and when (Who does the minutes and why)
- Task Tracking (Accessing Collaborative Deliverables)
- Video conferencing access
- Policy library / reference docs access
- Attendee management – auditing
- Director Declarations – reporting
- Round Robin – reporting



The Art of Governance

The 5 Peas



“Proper preparation prevents poor performance”

- *Stephen Keague*

What can a governance expert do to prepare properly to improve performance – To fill your HAT

- Preparing Packs and anticipating changes
- Gearing for minutes – inclusion, approval flow and minute taker.
- Understanding Company Governance in order to follow through on workflow
- Informing of necessary change for the board in terms of system updates / changes
- Being able to handle “Hot Water” – emotionally preparing for a governance GAP
- Minimise confusion in board / exec / management Meetings Facilitate necessary change in organisation to reach a collaborative goal
- With increased **HAT Value** to be able to present tools that will talk of **“change for the good of the organisation”**
- Presenting tools that will talk of “mitigating risks” in governance

