



Presented by
Falconbury

Understanding Director's Duties, Responsibilities and Liabilities

1 August 2024

+ 21 November 2024, 6 February 2025

This course will enable you to successfully implement your duties as a Director and avoid the potential liabilities that come with this important role.



Format:
Live online



CPD:
6 hours for your records



Certificate of
completion

Course overview

A Directorship can be daunting, especially if you are not fully up to date with the responsibilities and liabilities associated with the role. There are many duties to get to grips with, and pitfalls you must avoid.

The pace of changes to regulations and stakeholder expectations together with the social, political, and technological forces impacting business mean that the role of a director has rarely been under more focus and pressure.

A directorship cannot be taken lightly. There are many legal responsibilities and obligations connected with the role of Director, and sanctions for when things go wrong. A lack of knowledge or understanding is rarely a good defence should the worst result occur, and it certainly isn't acceptable to many stakeholders; therefore, it is more important than ever to ensure that you fully understand the role and associated responsibilities.

Furthermore, the best informed and equipped Directors will find the role more satisfying and will bring greater added value to their Board and the wider business.

This one-day course will give you the knowledge to help you fulfil your statutory duties and make a positive contribution to your organisation.

This fully immersive, comprehensive and interactive day of learning will provide a thorough insight into the Director's role, responsibilities and potential liabilities. The expert trainer will help you to focus on pragmatic good practice solutions while focussing on the guidance and regulations. There will be ample time throughout the day to ask your questions so you are clear on your role and how to avoid the potential liabilities.

Benefits of attending

- **Understand** the statutory duties of a Director
- **Be aware** of Board and sub-committee structures and how they work together
- **Learn** about preparing for and attending the different types of meetings
- **Gain** an increased confidence in your performance as a Board member
- **Examine** the role corporate governance plays
- **Identify** stakeholders and communication strategies to maintain a good reputation
- **Get to grips** with the potential liabilities, sanctions and indemnities that could impact the Directors role

Who should attend?

All new, or aspiring, Directors who want to add value to their role and become a high-performing member of the Board should attend this valuable course. Plus all those experienced Directors who need a refresher to reflect and learn about changes that could be relevant to them.

Programme

Statutory duties

- Primary and third-party compliance for the organisation and director
- Areas of direct legal compliance
- Growing areas of compliance
- Expectations from third parties

Board and Sub-committees

- Structure and composition of Boards and sub-committees
- Roles and responsibilities of the different types of directors and the company secretary
- Member induction
- Terms of reference of the Board and sub-committees
- How these relate to the company articles of association
- How the committee and support roles work together

Meetings

- Types of meetings
- Frequency of meetings
- Preparing an agenda and preparing for a meeting
- The decision-making process
- Building an effective challenge and discussion with the use of critical thinking

Individual performance and Board effectiveness

- Requirements and best practice for the evaluation of Board member performance
- Identifying training needs
- Options for evaluating the effectiveness of the Board
- Making effective decisions and building the right culture

Corporate governance, risk management, resilience and internal control

- The role of corporate governance
- The principles and a suggested framework
- The role of risk management and internal control
- Achieving objectives and getting the best from the assets of the business

Stakeholder engagement

- Stakeholder mapping
- Communication strategies for different types of stakeholders
- Using resources effectively to build and maintain brand and reputation
- Risk management considerations

Liabilities, sanctions and indemnities

- Circumstances when sanctions could impact Directors
- Pitfalls to avoid
- The nature of the potential sanctions
- The role of D&O insurance (Directors and Officers Liability Insurance)

Identification and management of conflicts of interest

- Background and circumstances of a conflict of interest
- Identifying related parties
- The mechanisms for recording conflicts
- How it should be managed to maintain good corporate governance
- Tackling over-boarding

Remuneration concepts

- Recommended elements of a remuneration package
- How they could be set
- Who is responsible
- How to benchmark them

Presenter



Russell Shackleton

Russell Shackleton, CIA, CFE, MBA, FRSA, is a risk management and corporate governance expert consultant and trainer. He is an experienced advisor to Boards and sub-committees, and a tutor on the Financial Times Non-Executive Director programme.

He is an accomplished change agent and strategic thinker, as well as a civil and commercial mediator. He has an Executive MBA from Henley Business School and is a governance specialist with the FT Non-Executive Director Diploma.

Russell applies his operational experience allied with strategic thinking, exemplary leadership and team working skills to help businesses bring a structured change that is pragmatic, sustainable, and meets the needs and cultural fit of their organisation. He is passionate about empowering groups to achieve more than their component parts through effective stakeholder engagement and collaboration.

He has worked with many industries across the world, including manufacturing, FMCG, retail, automotive, supply chain logistics, food production/services, construction, textiles, engineering, infrastructure, energy, warehousing, transport, and charities.

Now based in the UK, he continues to serve organisations with an international footprint, culture or supply chain, both as a consultant / trainer or a Non-Executive Director and maintain those connections and knowledge. He speaks English and French.

Course dates

1 August 2024

Live online

09:00-17:00 **UK (London)** (UTC+01)

Course code 14365

GBP ~~399 499~~

EUR ~~579 719~~

USD ~~663 819~~

Until 27 Jun

21 November 2024

Live online

09:00-17:00 **UK (London)** (UTC+00)

Course code 14366

GBP ~~399 499~~

EUR ~~579 719~~

USD ~~663 819~~

Until 17 Oct

6 February 2025

Live online

09:00-17:00 **UK (London)** (UTC+00)

Course code 14367

GBP ~~399 499~~

EUR ~~579 719~~

USD ~~663 819~~

Until 02 Jan

How to book



Online:

ipi.academy/2732

Alternatively contact us to book, or if you have any queries:



Email:

info@ipi.academy



Phone:

[+44 \(0\)20 7749 4749](tel:+442077494749)

Discounts

- Booking more than one delegate on any one date qualifies for a **15% discount** on the second and subsequent places.
- Most events qualify for an **early booking discount** prior to 6 weeks before the course date. Be sure to check on our website, where the latest discounts will be shown.

Further information

Fee

The fee includes all meals and refreshments for the duration of the course (for venue-based courses) and a complete set of course materials (provided electronically). If you have any particular requirements, please advise customer services when booking.

Please note

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Terms and conditions

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IPI
Academy

IPI Academy is a training initiative of Falconbury and Management Forum; leading providers of industry training for over 30 years, based in the UK.

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