



SAMPLE Director Governance Refresher

8.30am	Arrival
9am-10.30am	Part 1: Learning about the corporation and role of the Board <ul style="list-style-type: none">• Overview of day• Corporation Vision• Directors to talk about their family, country, reasons for being directors• Review key aspects of the Rulebook/Constitution, understanding the objectives, the role of members and native title holders and using/changing the Rulebook/Constitution• Role of board vs role of executive and staff
10.30am-11am	Morning Tea
11am-12.30pm	Part 2: Responsibilities of being a Director and empowering directors to ask questions and stay informed <ul style="list-style-type: none">• Translating the legal responsibilities into something meaningful – what do directors actually have to do?• Consequences of breaches• How well do you know your money story?• Some key questions for directors to ask at board meetings
12.30-1pm	Lunch
1-2.30pm	Part 3: Managing Material Personal (Conflict of) Interest and Related Party Benefits <ul style="list-style-type: none">• What does your Rule Book and Director Induction Pack say?• Discussion of some scenarios and feeling comfortable with managing conflict and related party benefits
2.30-3pm	Afternoon Tea
3pm-3.30pm	Part 4: Board Development <ul style="list-style-type: none">• Executive Performance Reviews• Board Self-Assessment• Knowing your Policies and Procedures
3.30pm-4pm	Review and Feedback Session <ul style="list-style-type: none">• What worked well, what could be improved• What would you like to know more about?
4pm	Session closes