

CTP.

The
Training
Environment

Effective Board Reporting

Practical Approaches for FCA and dual regulated firms

Course outline and objectives

The Boards of financial institutions are under increasing pressure to respond to difficult questions about how they provide oversight over business models, risk-taking, strategy, long-term business sustainability and now the Consumer Duty.

A key challenge for all firms is to provide the Board with the Management Information needed to address key risks to the business and ensure the decisions made are properly informed, transparent and which demonstrate the Board has taken the "reasonable steps" required by the FCA. Board reports and governance are all key for senior managers to show their compliance with the Senior Conduct Rules.

This practical course provides a safe environment in which to assess your approach to board reporting, explore your strengths and areas for development and practice new techniques to bring about immediate improvement.

Training approach

The course programme will comprise a blend of trainer presentations, group discussion, practical examples and case studies. There will be ample opportunity for questions, experience sharing and networking. All course materials (and at face-to-face events, refreshments) will be provided.

Who will benefit?

This focused course will be of value to anyone responsible for using, producing, compiling or overseeing board packs and reports. This is likely to include **Senior Management** Team members, **Company Secretaries** and **Heads of Risk, Compliance** and **Audit**.

Dates and Fees

Live Online

18 April 2024

09:30 to 12:45

£445 + VAT

London

16 July 2024

09:30 to 12:45

£495 + VAT

*Savings available for
multiple registrations*

To book

Visit:

www.ctp.uk.com

Email:

emmabond@ctp.uk.com

Call:

0330 303 9779

Attending will help you:

- **Review the scope of your board reports and MI**, avoid information overload or gaps and integrate with the Consumer Duty
- **Understand the criticality** of a high-quality risk assessment of the firm
- Enhance the **structure, style and value** of your reports to make them more concise, targeted and easier to digest
- Create Board reports that facilitate better challenge by the Board and help the Board members to meet their **duties under the Senior Conduct Rules and demonstrate they have taken "reasonable steps"**
- Better **understand and reflect the firm's strategy, Board issues, priorities and decision-making style** in your reports
- **Manage differing stakeholder views** with balance and clarity
- Examine **good and bad practice in relation to Board Reports**
- **Reduce the reporting burden** on your senior management colleagues – and yourself

Course Leader

Gary Pitts has 30 years of compliance experience in the UK and overseas, including spells as a regulator, international head of compliance in hedge funds and boutique investment banks and as managing partner of a boutique financial services house. A FSA/FCA registered person in Controlled Functions 1, 10 and 11 and SMF 16 and 17 since 2001, he now runs his own governance and regulatory consultancy Tetractys in the UK and Ireland. Gary is a regular trainer and author of technical articles on compliance related topics and sits on the regulatory advisory group of the Journal of Securities Operations and Custody. He brings a combination of compliance and commercial experience, in terms of both practical implementation and Board level oversight, to the training he delivers.

Course Programme

Session	Objective	Content
<p>The Role of the Board</p>	<p><i>The role of the board is to assess the overall direction and strategy of the business and assure an organization is accountable as required by any laws and regulations. The aim of this session is to explore the various challenges that boards face and the challenges in making decisions</i></p>	<ul style="list-style-type: none"> • The challenges facing Boards: legal and regulatory, risk and strategy, stakeholders and sustainability and communication • The importance of defining “outcomes” • The impact of the Consumer Duty and the Conduct Risk Framework • Key roles and responsibilities of your Board • Good and bad practices of Board Reporting and identifying a ‘safe’ approach to supporting the Board with their duties
<p>Building your Board Pack</p>	<p><i>The board pack, the critical source of information, is often criticised as being not fit for purpose in providing the necessary information to ensure the discussion and decision-making at board meetings are as productive and effective as possible. This session seeks to establish a framework that will support better decision making for the board</i></p>	<ul style="list-style-type: none"> • 6 key questions you need to ask • Principles for reporting financial and non-financial information • Analysing the decision-making style and culture of the organization and why this is relevant to the presentation of information to the Board • Creating data that flags issues clearly for the Board
<p>Ensuring Boardroom Effectiveness</p>	<p><i>Ensuring the effectiveness of communication with a broad range of stakeholders is a challenge. This session supports delegates with the various forms of communication: written, face to face and presenting</i></p>	<ul style="list-style-type: none"> • Board issues and priorities – succession, financial, expansion, operational and regulatory • Clarifying the content of reports: format, timing and information provided • Engaging stakeholders and presenting data on various subjects • Helping Board members to meet their responsibilities under the Senior Conduct Rules

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