

## **Project Proposal – APESB technical assistance to the National Executive of G100 to refresh the G100 Code of Conduct**

### **Introduction**

This project proposes to assist the National Executive of G100 with their project to refresh the G100 Code of Conduct. The primary objectives in collaborating with the G100 on this project are to raise awareness of each other's activities with the respective memberships and also to share limited resources in an optimal manner.

### **Background**

The National Executive of G100 are about to commence a process to refresh the existing G100 Code of Conduct. APESB has offered to provide assistance and to collaborate on the project. As the G100 consist of the Chief Financial Officers (CFOs) of the largest 100 companies in Australia invariably these CFOs will also be members of one of the accounting bodies.

This project will provide further insights to APESB on the needs of Members in Business and provide additional guidance for Members in Business who are CFOs.

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**Project Objective:** To assist the G100 with their project to refresh the G100 Code of Conduct.

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**Project Steps:**

- Assemble taskforce consisting of G100 National Executive Members, and APESB Board members Peter Day and Cath Mulcare.
- Conduct task force meeting in October 2012 to identify and discuss the scope and approach to be taken in refreshing the G100 Code. This meeting is to include discussion of structure, roles and responsibilities of G100, APESB and Taskforce the drafting process and project timelines.
- Develop a draft of the G100 Code for review by the G100 Executive and APESB.
- Thereafter G100 to release the draft document to their members for consultation.
- Subsequently taskforce to consider respondents' comments and their impact on the proposed G100 Code and amend as required.
- The National Executive of G100 to finalise the document and release to their Membership.

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<b>Project Structure:</b>	<ul style="list-style-type: none"> <li>• G100 Executive – project sponsor and ultimate authority over end product. To provide feedback and oversee development of the pronouncement.</li> <li>• APESB – provide technical assistance and guidance.</li> <li>• Taskforce – provide National Executive of G100 with advice on development and review of pronouncement.</li> <li>• G100 Secretary and APESB Secretariat – provide administrative support to the taskforce</li> </ul>
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<b>Resource Requirements:</b>	<ul style="list-style-type: none"> <li>• It is estimated that the APESB Board and staff time on this project will be approximately 2 weeks.</li> </ul>
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<b>Indicative Timeline:</b>	<table border="0"> <tr> <td style="padding-right: 20px;">September 2012</td> <td>Board approve project proposal</td> </tr> <tr> <td>September 2012</td> <td>Assemble task force</td> </tr> <tr> <td>October 2012</td> <td>Conduct initial task force meeting</td> </tr> <tr> <td>Oct. – Dec. 2012</td> <td>Develop first draft</td> </tr> <tr> <td>Jan. Feb. 2013</td> <td>Present draft to G100 National Executive</td> </tr> <tr> <td>March 2013</td> <td>G100 to release draft for a suitable comment period to G100 members</td> </tr> <tr> <td>April 2013</td> <td>Collate feedback received</td> </tr> <tr> <td>April 2013</td> <td>Revise G100 Code taking into consideration feedback received</td> </tr> <tr> <td>May 2013</td> <td>National Executive of G100 to issue the final document.</td> </tr> </table>	September 2012	Board approve project proposal	September 2012	Assemble task force	October 2012	Conduct initial task force meeting	Oct. – Dec. 2012	Develop first draft	Jan. Feb. 2013	Present draft to G100 National Executive	March 2013	G100 to release draft for a suitable comment period to G100 members	April 2013	Collate feedback received	April 2013	Revise G100 Code taking into consideration feedback received	May 2013	National Executive of G100 to issue the final document.
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### **Benefits of the project**

The benefits of collaboration with the G100 on this project include:

- The project is aligned with APESB’s strategic objective to strengthen strategic relationships with key stakeholders to enable a broader understanding of the needs of our constituents;
- Increased exposure of G100 members (i.e. Members in Business) to APESB’s activities; and
- Potential for future collaboration activities.

Development of pronouncements or guidance in collaboration with the CFOs of G100 Members (who are in effect Members in Business) will be of benefit to the APESB. Through the pursuit of collaboration, both parties will become more aware of each other’s purpose, objectives and activities and in the process will enhance the understanding of common challenges affecting the membership of both groups. It will also be useful to share resources and avoid duplication of efforts.