



## AccountAbility Forum 2008

### AccountAbility Forum

#### Participants' Notes

Wednesday October 22<sup>nd</sup>, 12:00 - 21:00  
Thursday October 23<sup>rd</sup>, 08:00 - 18:00

The Rejuvenation Centre,  
132 Commercial St  
London E1 6NG

#### What to expect:

AccountAbility is an engine for change, powered by our networks. The Forum will bring together these networks and AccountAbility's executive team in one and a half days of intense discussion to help AccountAbility improve its governance, strategy and performance by;

- Assessing progress;
- Learning across programmes;
- Planning within programmes;
- Contributing to AccountAbility's core strategic planning.

The Forum has been designed as a learning journey, which we hope will enable you to enhance everyone's own thinking and practise, through;

- Creating a clear and shared vision of our individual and collective strategies for progress towards sustainable development;
- Exchanging ideas and experiences to strengthen our own practise;
- Strengthening understanding of accountability challenges and opportunities in your own work;
- Making connections and identifying valuable synergies amongst the network.

Finally we hope that, when you come away from Forum, and later when you read our finalised AccountAbility Accounts you feel that:

- Your input has been able to influence AccountAbility's strategy, and is accurately reflected in the Accounts.
- You are confident that AccountAbility can deliver on its contribution to supporting the overall network's impacts.

#### We ask:

The Forum is structured around AccountAbility's four strategic focus areas: responsible competitiveness, collaborative governance, accountable business and standards. Each participants has been requested to join a particular group, however there will also be sessions to enable cross-network learning between these areas. We ask you to:

- Prepare by reading our draft Accounts, so that you understand our strategy.
- Focus on what matters for the network's collective impacts.
- Contribute your thinking, both in discussion sessions, our camera box and on paper.
- Speak your mind and heart.
- Ask questions, listen to understand.
- Link and connect ideas.
- Be creative and focus on solutions.
- Help us to capture useful ideas, feedback and insights for the final Accounts.



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Please feel free to bring along any publications or information you would like to share with other participants.

### Our commitment:

We appreciate the significant contribution of time, insights and support that you are making to AccountAbility's development through this process. Although the Forum is designed, at times, to be playful, we will take the discussions and outcomes seriously. We will:

- Take part in the Forum as senior Executive Team, and as Governing Council members.
- Provide information and discuss our work and our strategy.
- Highlight the material issues and challenges we see.
- Consider the implications of your feedback and insights to AccountAbility's strategy.
- Ensure that the discussions and outcomes from the Forum are reflected in our final Accounts.
- Respond to the prioritised challenges and recommendations of each discussion stream in writing, during our next accounting cycle.

### On attribution and publication of the proceedings

The discussions in the Forum will not be recorded in their entirety, but should be considered **'on record'**. In taking part in the Forum we are inviting you to **'step inside our Accounts'**. During and following the Forum, we will strengthen the Accounts with your collective and individual insights and feedback, to ensure that they reflect a true picture of the way that AccountAbility helps to catalyse and support the impacts of our networks. We will do this in a number of ways, with your permission:

- The final Accounts will include photographs from the event and a description of the Forum with a **list of participants who attended, by name, position and organisation**. It will include a disclaimer that although the Forum was an inclusive discussion, the Accounts do not imply endorsement by the organisations attending.
- Each discussion stream will build up their own **'big map'** on the wall of their **collective vision for change, challenges and opportunities and the roles of different actors**. This will be **'your record'** of the event and will be redrawn for legibility and included in the Accounts as the record of each network's discussion. Each group will also prepare their own presentation to report back to the **plenary session, which will be video taped**, for the Forum website.
- We would like to illustrate and explain the discussion points with many **quotes, and voices** to reflect the diversity of experience and insight. In each session, therefore there will be an **'accountant'** who will capture these as unattributed quotes. You will also have a chance to note down any **interesting thoughts and insights** which you hear and you think should be included.
- You will have the opportunity to record your own personal thoughts and insights, in our **camera box** - these will be included alongside the Accounts on the Forum website.
- There will be a final and very short, **close-out survey** to collect common feedback across the network.
- Once the Accounts are finalised, signed off by AccountAbility's governing Council and published on our website, you will be able to add any **final thoughts and feedback**, which we will publish on the website.