



Standing Orders and Meeting Processes 2012

An invitation to local government staff to participate in a one day workshop that explores Standing Orders, their application in Council, Committee and Community Board meetings, and meeting processes (pre, during and post a meeting)

Workshop purpose

To provide a comprehensive one day interactive experience on the “in’s and out’s” of Standing Orders for Local Government meetings involving elected representatives. The outcomes are:

- Knowledge on what Standing Orders are, how they are applied and what they contain.
- Information on the legal aspect of Standing Orders
- Using a range of practical application exercises, knowledge on using Standing Orders and advising on their application in the meeting environment
- An opportunity to hear from other councils on the issues and processes that they encounter in relation to council meetings.

Who should attend?

- Manager’s responsible for Council, Committee and Community Board meetings
- Committee Secretaries
- Governance Managers/Team Leaders
- Senior technical staff who regularly attend meetings

Dates and venues

Auckland	Monday	23 January 2012
Rotorua	Wednesday	25 January 2012
Christchurch	Friday	27 January 2012
Wellington	Tuesday	31 January 2012

To register and registration fee

Download a registration form by going to www.meetinggovernance.co.nz or email info@meetinggovernance.co.nz

The registration fee is \$450 plus GST.

REGISTRATIONS CLOSE ON WEDNESDAY 21 DECEMBER 2011

ABOUT MEETING AND GOVERNANCE SOLUTIONS LIMITED

Steve McDowell and Vern Walsh are Meeting and Governance Solutions Limited.

We specialise in training, development and mentoring for local government elected representatives and staff. We offer a mix of experience and knowledge having held elected positions in local government, commercial boards, Boards of Trustees, and sporting organisations, along with senior management roles in the private and public sector.

We have developed and successfully delivered workshops to the local government sector throughout New Zealand.



Some of our client feedback includes:

“Great opportunity for learning, refreshing and participating in a fun, non-threatening way...”

“The two presenters were experienced, practical and "user friendly". They promoted interaction, which was great. I would recommend this course and would happily engage the presenters on other relevant subjects”

“Vern and Steve are very knowledgeable and skilled facilitators. They planned the day to make a good balance of input and output, whole and small group discussions, answering questions and throwing out questions to us, and a variety of activities. Very helpful professional development. Thanks”

Contact:

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