MEETING AND GOVERNANCE SOLUTIONS

Governance Professionals Symposium Wellington - Wednesday 27 and Thursday 28 January 2027



The times they are a changing!

Meeting and Governance Solutions Limited

Background

Governance Advisors play an integral part in supporting the governance systems, processes and elected representatives within the local government sector.

This role is highly professional, requiring skills and knowledge to enable elected members to make good decisions in a framework that complies with legislation and good practice. Governance Advisors play an important role in working with officers who connect with the political side of the council, providing advice around meeting procedures, working with elected members, report writing and so the list goes on.

2027 will be packed full of challenges for the local government sector. A new government will be setting out local government related policies. All councils will be working through their long-term plans. The impact of recent legislative changes will be taking effect.

The symposium will have a focus on changing times in local government in New Zealand. The sessions will relate to the role of the Democracy Services team in 2027.

Who should attend?

- Managers responsible for Council, Committee and Community and Local Board meetings
- Governance Advisors, Committee Administrators and Executive Assistants
- Governance Managers / Team Leaders

Symposium Details

Dates and Times

- Wednesday 27 January 2027, 915 am - 430pm (tea and coffee from 8.45am); and
- Thursday 28 January 2027, 830am – 200pm

Venue

- West Plaza Hotel, Wakefield Street, Wellington

Course fee

- $1,200.00 plus GST $180.00 = $1,380.00

Note – networking drinks will be provided at the close of the programme on day one

Registrations

Complete the registration form and return it to info@meetinggovernance.co.nz

Registrations close on Monday 18 January 2027

Accommodation

If you would like to book accommodation at the West Plaza, please quote "MAGS 30 – Meeting and Governance" to receive the below rates:

Standard Queen room (one queen bed)
Room only rate $150.00 NZD per room per night;
Or
Room & Breakfast $175.00 NZD per room per night

Accommodation bookings can be made through the West Plaza reservations team at:

- Email: reservations@westplaza.co.nz
- Phone: 04 473 1440

Delegates must quote Hotel reference: MAGS30

This special rate does not apply to any reservations made online or through any third-party travel agency like Booking.com etc.

Please note that rooms are subject to availability.

Symposium Programme Outline

Day One – Wednesday 27 January 2027

915am Registration and refreshments

930am Welcome and introductions, symposium overview

1000am The Governance Professional - Trusted Adviser

- Confidently and at times, courageously, advising elected members
- Managing difficult meetings
- Political neutrality
- Speaking truth to power
- Meeting the expectations of CEOs and mayors/chairs
- Your influence on the senior leadership team

1100am Tea

1115am Masterclass: Chairing Difficult Meetings
Practical workshop on:

- Managing disruption
- Standing orders
- Public participation
- Media pressure
- Controversial decisions

1215pm Lunch

100pm Changing times in the local government environment
Simon Randall, Director Policy, Local Government New Zealand

A wide-ranging session covering local government reform, impacts of government policy on the sector and what is on the horizon.

230pm Tea

245pm Quick fire subjects
Short, sharp sessions on topics that you want to talk about

415pm Summary

430pm Close

445pm Networking drinks
Have a drink on us and then decide if you want to gather together with other delegates either in house or out on the town for dinner.

Day Two – Thursday 28 January 2027

830am Welcome and overview

845am Jack Marshall, Manager Democratic Services, Porirua City

945am Standing Orders

A free ranging session on key Standing Orders including any challenges with Standing Orders issued by or about to be issued by the Secretary for Local Government under clause 27 Schedule 7 of the Local Government Act 2002

1030am Tea

1100am Ten-minute topics

- Elected members remuneration update – Vern Walsh, Deputy Chair, Remuneration Authority
- Report writing – are our reports meeting legislative requirements?
- More to be added once delegates tell us what they would like to cover.

1230pm Lunch

100pm Open forum
Exploring the challenges of the job, identifying what's working well and what changes need to be made to the way we work

145pm Summary and symposium review

200pm Close

Meeting and Governance Solutions Limited

MAGS is a company with extensive experience in working with governance and management groups of organisations to develop capability in report writing, meeting management, effective governance, strategic planning and organisational design and development.

Vern Walsh and Steve McDowell are the principals of the company and have experience of both governance and management roles in organisations.

Vern and Steve have chaired boards, undertaken mediation, designed and delivered training on effective governance to elected members and to the management teams that support the political side of the council. The following areas of work that MAGS has been involved in are relevant to governance support:

- Standing Orders training and advice
- Chairing and meeting participation coaching and mentoring
- Analysing meeting performance and developing improvement strategies
- Understanding the process for making good decisions
- Training and coaching to increase elected member effectiveness
- Meeting and workshop facilitation
- Governance and management roles and responsibilities workshop
- Governance support staff training and development
- Report writer training

Meeting and Governance Solutions Contact Details

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