

COMMUNITY BOARD TRAINING OPTIONS – LGNZ TRAINING WORKSHOPS – COURSE DESCRIPTIONS

Chairing Meetings/Conflicts of Interest/Standing Orders

There is an art to chairing a successful meeting. From meeting management techniques to Standing Orders, this workshop examines styles and approaches that help meetings run smoothly, generate decisions, translate the jargon, cover the protocol and discuss what makes an effective meeting and constructive participation. Different kinds of conflicts, legal and ethical obligations and their management will also be examined.

Community Boards – an introduction

Community Boards play an important role in local government, representing and acting as an advocate for the interests of the community. This workshop will help you to understand and value the role of the Board and discover how to build strong trust-based relationships. Topics include: a review of relevant legislation; balancing proactive and reactive approaches; creating value in our different roles.

Business Presentation Skills

Good Business Presentation skills can be learned. This workshop gives you hands on experience in using proven techniques, for excellent face-to-face communication, in speeches, presentations, and meetings. We teach you how to select the medium best suited to the needs of your audience, command audience attention, and get your message across efficiently, and effectively

The RMA – how it really works

The Resource Management Act 1991 provides direction to local authorities on developing regional and district plans for our communities. It also guides the implementation of those plans, such as resource consents. This workshop delivers the information and tools you will need to deal with RMA-related matters. Topics include: roles, functions, powers and timeframes; decision making in relation to RMA matters; the RMA in the broader planning framework.