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Corporate Governance Workshop: The Role of Company Secretary and Legal Counsel

Duration: one week

Fees: 2500 USD

Location: Cape Town

Course Overview

Corporate governance refers to the structures and processes for the direction and control of an organisation. Corporate governance is the complex set of relationships between the corporation and its board of directors, management, shareholders, and other stakeholders. As a result, regulators, legislators and stakeholders have intensified their focus on how businesses are being run for the benefit of the business and society. The concept of corporate governance must emphasise the legal and formal or regulatory arrangements on the running of a corporation.

This course provides a thorough grounding in good corporate citizenship through the establishment of sets of arrangements affecting the internal conduct of an organisation, and its relationship with external stakeholders - and the on-going management and review of those arrangements. Governance is more than just complying with laws, regulations, standards, and codes; it is also about creating cultures of good practice. This course aims to foster the critical understandings of the concepts, issues and practices in the governance, structures of corporations, as well as participant's ability to apply this knowledge in a cooperative environment.

Corporate Secretaries and Legal Counsels require experience and new knowledge to perform at their role for the Board to succeed. To fulfil this role, the Corporate Secretary needs to be fully aware of the powers, rights, duties, and obligations of all within the group. In addition to providing advice and communication, the Corporate Secretary often create and manage relationships between these different players in the corporate governance system.

Learning Outcomes

The outcomes are knowledge, skills and the understanding of:

- Concepts, essential principles of corporate governance and leadership
- Governing structure and delegation
- Governance functional areas
- Stakeholders relationship
- Performance and reporting
- Corporate governance disclosure in practice
- Ethics and its institutionalisation.
- Corporate social responsibilities
- The scope, role and functions of Corporate Secretary
- The laws, regulations and corporate governance best practices relating to Board secretarial
- Practical reference to recent international developments and their applications;
- The compliance, preservation of ethics and improved corporate reputation;
- How to benchmark Board performance with international best practices;
- How to practically resolve corporate secretarial issues and challenges.

Who Should Attend?

The course has direct bearing upon executives and senior managers whose jobs include governance, risk & compliance responsibilities such as Chairmen, Chief Executive Officers, Managing Directors, Directors, Company Secretaries, Legal Counsels, Financial Directors, Business Managers, Chief Information Officers, Chief Audit Executives and Strategic Planners.

Training Methodology

Participants attending this course will gain from the knowledge and expertise of leading corporate secretarial experts, board governance facilitators and leading academicians. Our instructors have in-depth knowledge and working experiences while having obtained specialised and world-class education and training. This course will use local governance case studies, critical references and case laws to bear while comparing these with "best-in-class" global practices. We know "one size" governance model do not fit all, so the course is modelled to different organisation and sees leadership uniquely. Participants will be tested at the end of each session. In addition, participants will take a final proctored test.