

 Wattle Range COUNCIL	GUIDELINE	Version:	2
	Council Member Training & Development Plan	Date Adopted:	17 January 2023
		Next Review Due:	January 2027

This Plan relates to the Council Member Training and Development Policy.

1. TRAINING PLAN

Details	Attendee Available to:	Provider	Date	Cost
Council Induction Council area familiarisation. Brief overview of functions, role, responsibility, strategic plan, operational plans, annual business plan, budget, governance, organisational structure, CEO role, conflict of interest, register of interests, gifts and benefits, legislation, meeting procedures, informal gatherings, development plans, asset management, council facilities and services and Team Building Exercise.	<i>All Council Members</i>	In house	25-26 November 2022	
Council Leadership Workshop	<i>All Council Members</i>	LGA	31/1/23	
Behaviour Modules: Module 1: Values, ethics and behaviour (technical) Module 2: Values, ethics and behaviour (Behavioural) Module 3: Effective communication and negotiating skills Module 4a: Leadership skills – Strategic thinking and change management Module 4b: Leadership skills - resilience	<i>All Council Members</i>	LGA	Modules to be delivered between February and October 2023	
Civic and Legal Modules: Module 1: Introduction to local government Module 2: Effective Council meetings Module 3: Council meeting procedures Module 4: Representing Council decisions	<i>All Council Members</i>	LGA	26/8/23	

CD:	Classification:	Department:	Position Responsible:	Review Frequency:
55	Public	Corporate Services	Chief Executive Officer	Four yearly following general election
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Details	Attendee <i>Available to:</i>	Provider	Date	Cost
Module 5: Role of a Council member Module 6: Registers, returns and resources Module 7: Legal protections and oversights				
Strategy and Financial Management Modules Module 1: Integrated strategic management and performance Module 2: Strategic risk management and oversight Module 3: Financial management	<i>All Council Members</i>	LGA	April 2023	
Principal Member Forum/Mayoral Leadership Training This two-day forum includes the following modules: Module 1: Behaviour – Effective leadership Module 2: Behaviour – Public speaking and media Module 3: Civic – Meeting procedures Module 4: Civic – Effective meetings	<i>Mayor</i>	LGA	17-18 February 2023	

Committee Specific Training

Details	Attendee <i>Available to:</i>	Provider	Date	Cost
Council Assessment Panel Member Training	<i>CAP Members</i>	In house, LGA or Legal Services Provider		
Audit Committee	<i>Audit Committee</i>			
<i>Other Committee specific training sessions</i>	<i>As appropriate</i>			

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LGA Education and Training Services

Details	Attendee <i>Available to:</i>	Provider	Date	Cost
Other relevant training programs provided by LGA	<i>As appropriate</i>	LGA		

Local Conferences and Seminars

Details	Attendee <i>Available to:</i>	Provider	Date	Cost
LGA Annual Conference and/or OGM Showcase	<i>All Council Members – nomination by formal resolution of Council</i>	LGA		
<i>Other relevant local conferences that may be identified throughout the year</i> <i>Other relevant short seminars and special interest sessions throughout the year</i>	<i>All Council Members – nomination by formal resolution of Council</i>			

Interstate Conferences and Seminars

Details	Attendee <i>Available to:</i>	Provider	Date	Cost
ALGA National General Assembly of Local Government [location]	<i>All Council Members – nomination by formal resolution of Council</i>	ALGA		
<i>Other interstate conferences that may be identified throughout the year</i>	<i>As appropriate – nomination by formal resolution of Council</i>			

2. REVIEW

To be reviewed every four years following a general election.

3. AVAILABILITY

This guideline is publicly available on Council's website: www.wattlerange.sa.gov.au.

A printed copy may be purchased from Council offices upon payment of the relevant fee in Council's Fees and Charge Schedule.

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4. REFERENCES & FURTHER READING

References	• LGA Training & Development Policy and Plan for Council Members – Model Policy • LGA Education & Training section of website
Relevant Legislation:	• <i>Local Government Act 1999</i> – Section 80A • <i>Local Government (General) Regulations 2013</i> – Regulation 8AA • LGA Training Standards for Council Members (dated 5/10/2022)
Relevant Policies / Procedures / Guidelines	• Policy 1.3 Council Member Allowances and Benefits • Register of Allowances & Benefits

5. ADOPTION & AMENDMENT HISTORY

The table below sets out the adoption, review and amendment history of the procedure.

Version No:	Issue Date:	Authorised by:	Description of Change:	Minutes Reference:
1	11/12/2018	Council	Plan for 2018-2022	Folio 7995; Item 15.1.2
2	17/1/2023	Council	Plan for 2022-2026	Folio 10409; Item 15.2.5

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