

# Effective Decision Making for Elected Members

*Due diligence decision making as a Councillor*

## Synopsis

This workshop is suitable for both newly elected and returning members and provides an overview of the roles and responsibilities of Elected Members, the local government environment and council operating procedures.

It recognises the personal and community influences upon councillors who need to perform their role in a due diligence environment.

## Course Topics

### Governing and Democracy

- Acting as a governing body
- Governance processes
- People to make the system work

### The Council – A team of equals

- The extended team and the greater team
- The administration
- Democratic systems

### Decision making processes and role

- Formal council meeting
- Agenda briefings
- Concept forums and debate
- Strategic decisions
- Governing body-rule making decisions

### Participate in Solutions to issues

- Making decisions and influencing factors
- Community input
- Councillors as community representatives
- Being part of the solution

### After the decision is made

- CEO to implement the decisions
- Status reports and free to disagree

## Course Details

Delivery:	Inhouse or Virtual delivery
Structure:	Interactive Workshop
Time:	1-day
Class Size:	Max 15
Cost:	On request

## About the Trainer



Donna Neilson brings three decades of working in Local Government to Peak. With a background in law and many years as a councillor, she has an in-depth knowledge of the legislation and workings of councils.

As a former executive of numerous Boards, Donna has a wealth of experience in governance and uses a down to earth approach to help students understand their responsibilities.