



Peak Services delivers deep expertise in the local government sector. We understand the business of councils. Challenge us.

## Councillor Roles and Responsibilities – 1 day

### SYNOPSIS

This workshop, for Elected Members, discusses the processes and solutions required to meet the specific needs of your communities.

We also look at legislative requirements, conflicts of interest and discuss the many responsibilities within your role.

### SHORT COURSE TOPICS

- Your role as an elected member and your responsibilities within that role
- Function and scope of elected members
- Protocols to ensure legislative requirements are observed
- Meeting procedures
- Good decision making
- Conflicts of interest
- Leadership
- Council decisions
- Public communication for all
- Declarable conflicts of interest

### CONTINUED

- Delegations
- Conduct and performance of Councillors
- Councillor Advisors and Administrative Support Staff for Councillors (commenced 12 October 2020)

### COURSE DETAILS

Delivery	Peak's 1-day <b>Virtual Short Course for Elected Members</b> provides participants with an interactive session that includes group discussions, case studies, and question and answer sessions. Inhouse onsite delivery for Councillors is also available.
Delivery Mode	This program is delivered as workshop only. No assessment is required. Participants will receive a Certificate of Attendance post training. This will be sent electronically to participants.
Fees and Inclusions	Please contact Peak Services for course fees or a proposal for on-site/in-house training.

**This program is suited to Queensland's current Elected Members or senior executives within the Local Government sector.**

**REGISTER NOW**  
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