

Post Election Training Essentials
for Council Members

Raising the Bar

**Masterclass : Meeting Procedures
for Presiding Members/Chairs**

Kelley Jones

Masterclass : Meeting Procedures for Presiding Members/Chairs

Raising the bar. That has been our promise to councils in delivering our tailored training program. It is fair to say we have delivered on it.

Overview

Following the conclusion of the 2022 periodic elections, our team of recognised, experienced and expert trainers have been delivering exceptionally well received Elected Member Mandatory Training sessions to most of our newly elected councils.

The consistent feedback received is that our interactive presentation style and use of examples throughout, aids council members in their understanding of the topics and the achievement of the learning outcomes.

It is, therefore, of little surprise that we have also been, consistently, requested by Mayors, Deputy Mayors and Committee Chairs, to provide dedicated and tailored training in Meeting Procedures, for those who preside (or take the Chair).

We have listened!

Kelley Jones Lawyers has now developed a 2.5 hour Masterclass in Meeting Procedures for Chairs, covering the following learning outcomes:

1. Powers of the Chair vis-à-vis those of the meeting
2. Motions with and without notice
3. Amendments and variations
4. New motions, following a lost or withdrawn motion
5. Moving the same motion more than once at the same meeting
6. Rescission motions and what they really encapsulate and require
7. Formal motions – what are they and what effect do they have?
8. Dissent (or similar procedural challenge) motions
9. Moving motions when the giver of the notice of motion is not present
10. Speaking rights
11. Leave of the meeting – what this means/entails
12. Points of Order
13. Questions with and without notice, and the role of the Presiding Member
14. Managing behaviour within the procedures, as well as the new ‘power’ for the Presiding Member under the *Local Government Act 1999*

We will, of course, also cover any additional matters that participants raise during the session. No question will be left unanswered!

Date and Location

The session will be held on the following date in our Boardroom, followed by a light lunch, providing an opportunity to network and further build connections.

10:00am Friday 4 August 2023

4:00pm Thursday 24 August 2023

Cost

2.5 hour

\$550 + GST per participant.

Trainers

About Us

At Kelledy Jones, we believe in empowering Council Members and staff, to provide them with the knowledge and understanding they need to succeed.

We are dedicated to the provision of specialist legal services to local government.

We are recognised as being at the forefront of local government legal practice. Our dedication to the local government sector speaks for itself. Our practitioners are focussed on local government clients' interests and do not compete with the interests of private-sector clients.

We have a sophisticated understanding of the complex legal requirements and risk frameworks that apply to councils. We also understand the community expectations, financial and political considerations, oversight and review processes, that impact councils and their operations.



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