Post Election Training Essentials
for Council Members

Raising the Bar Further

Kelledy Jones

Partnering with:

LGiQ Partners in progress

WC WENDY CAMPANA CONSULTING PTD LTD

Raising the Bar Further

Program

Raising the Bar Further is our promise in delivering our tailored, bespoke training program for all Elected Members following the November 2026 periodic elections. Our program, building upon that which was so successful following the 2022 periodic elections is practical, achievable and compliant, and delivers the learning outcomes under the LGA Training Standards for Council Members.

Following the 2026 periodic elections, our team of diverse and experienced trainers will be delivering optimal standards of education to each newly elected council.

Our training will equip Council Members with the necessary knowledge for their 4-year term of office. Given there is **12 months to complete the mandatory training**, we believe in a measured and contemplative approach. Our recommendation, based upon experience and an understanding of what is required in these obligatory training requirements, is that if any elements are to be commenced soon after the conclusion of the elections, only the initial Introduction Session should occur in the final days of 2026. It is imperative that the substantive training (and, even the Introductory Session if it suits), does not occur until February 2027 onwards to maximise the impact and outcomes of the legislative objectives.

In Raising the Bar Further, our approach is not limited to the mandatory requirements. We offer an additional module focused solely on planning and development considerations for councils. We will also be providing additional support with further topics of interest to follow.
On completion of each mandatory module, participants will receive certification they have met all aspects of the mandatory training requirements under the LGA Training Standards.

The LGA has released a framework of training standards, outlined below:

BEHAVIOUR*
To identify attributes and develop skills that uphold the Behavioural Standards and principles of good governance.

CIVIC*
To develop knowledge of the Australian system of government and how councils fulfil the objectives of the Local Government Act to deliver reputable community outcomes.

LEGAL*
To develop the knowledge and skills required to meet the legal responsibilities of a Council Member.

STRATEGY AND FINANCE*
To develop the knowledge of integrated strategic and annual business planning and the skill to manage public funds appropriately.

*LGA Training Standard for Council Members

Modules

Induction Program*,**
2 hours

CEOs are required to arrange an Induction Program for Council Members, by way of overview of roles and responsibilities, what it means upon taking public office and, at a high level, the 'legal essentials' for Council Members.

For maximum benefit of the Council Members, we recommend each council considers scheduling this Induction Program shortly after the conclusion of the elections.

Council Members are required to complete the mandatory Training Modules, to meet this requirement we provide as below.

Presenter: Kelledy Jones

Module 1 - Behaviour*,**
3 hours

Values, Ethics and Behaviour
- Understanding Values and Ethics
- Behavioural Standards for Council Members
- WHS Bullying and Harassment

Communication Skills
- Effective Communication
- Negotiating and Influencing

Leadership Skills
- Strategic Thinking
- Change Management
- Building Resilience

Presenters: Kelledy Jones and Wendy Campana

Module 2 - Civic*,**
3 hours

Effective Council Meetings
- Preparation, Responsibilities Structure and Purpose
- Information or Briefing Sessions

Council Meeting Procedures
- Public Access and Meeting Procedures
- Role of the Principal Member
- Moving Motions, Speaking to Motions, and Voting
- Effective Presentation and Constructive Debate
- Minutes and Upholding Decisions of Council

Representing Council Decisions
- The Role of Mayor as Council Spokesperson
- Effective Use of Media Channels

Presenter: Kelledy Jones

Module 3 - Legal*,**
3 hours

Role of a Council Member
- General Duties
- Conflict of Interest
- Gifts and Benefits

Registers, Returns and Resources
- Register of Interests
- Primary and Ordinary Returns
- Allowances and Benefits

Legal Protections and External Oversight
- Anti-Corruption, Misconduct and Maladministration

Presenter: Kelledy Jones

*LGA Training Standard for Council Members
**Mandatory component

Modules

Module 4 - Strategy and Finance*,**
3 hours

Strategic Management Planning and Performance
- Purpose of Strategic, Long-Term Financial and Asset Management Planning
- Annual Business Planning and Budgeting
- Community Engagement and Performance Reporting

Strategic Risk Management and Oversight
- Strategic Risk Management in Decision Making
- Role of Audit and Risk Committee
- ESCOSA Oversight

Financial Management
- Managing Public Funds
- Rating, Revenue Sources and Funding Plan
- Understanding Financial Reports, Budgets and Strategic Plans
- Financial Reporting Framework
- External versus Internal Audit
- Accounting for Subsidiaries

Presenters: Michele Bennetts, Julie Scoggins & Annette Martin

Principal Member Leadership Program*,**
2 hours

Section 58 of the *Local Government Act 1999* prescribes specific responsibilities for the Principal Member, in providing leadership and guidance for the Council. For this purpose, the Mandatory Training framework now includes an additional session for the Mayor.

Our session will be specifically tailored for the Mayor, and will address the following topics:

- Effective Leadership
- Public Speaking and Media
- Meeting Procedures
- Effective Meetings (Chairing Skills)

Presenter: Kelledy Jones

Delivery Mechanisms

- in person
- by Zoom/Microsoft Teams
- a recording

Tailored to Your Needs

We would be pleased to tailor each Module to meet Councils' individual needs and in addition, discuss any offerings further to those set out above that the Council may wish to incorporate.

The training will be delivered in a down-to-earth manner. Our approach is holistic, practical, engaging and interactive. Our series will instil confidence in Council Members.

*LGA Training Standard for Council Members
**Mandatory component

Raising the Bar Further

Pricing

Induction Session
2 hours

$2,250 + GST

Modules 1-4
3 hours

$2,650 + GST (per module)

or

$9,800 + GST (all 4 modules)

Principal Member Leadership Program
2 hours

$2,250 + GST

Planning & Development considerations for councils
1.5 hours

$1,950 + GST

(discretionary session)

Disbursements

Any disbursements (i.e travel or accommodation costs) will be discussed with the council as required

Trainers

We are proud to offer a recognised team of high calibre professionals to deliver this training to the newly elected Council Members. It is the unique understanding of the needs of councils, and the breadth and depth of knowledge and experience in the local government sector that makes this team highly skilled to deliver the training. This team consists of the following experts who are recognised leaders in local government:

Michael Kelledy
Director, Kelledy Jones

Tracy Riddle
Director, Kelledy Jones

Victoria Shute
Director, Kelledy Jones

Cimon Burke
Senior Lawyer, Kelledy Jones

Charlotte Oldfield
Lawyer, Kelledy Jones

Wendy Campana
Director, Wendy Campana Consulting

Michele Bennetts
Managing Director , LGiQ

Julie Scoggins
Financial Consultant,LGiQ

Annette Martin
Financial Consultant, LGiQ

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.

Michael Kelledy
Director

Tracy Riddle
Director

Victoria Shute
Director

Cimon Burke
Senior Lawyer

Trainers

Wendy Campana

Director, Wendy Campana Consulting

Wendy Campana possesses in depth skills, knowledge and experience in the local government sector. She is a past CEO of the LGA and is currently consulting to councils on Council Member behavioural management, governance, organisational development and intergovernmental relations and has a background in training, industrial and human resource management.

Wendy is a trained mediator. Wendy has been a leading advisor on local government reform and has managed (while with the LGA) comprehensive reviews of the Local Government Act. She has also lobbied Parliament on behalf of councils.

Wendy was previously the Commissioner for Kangaroo Island where she assisted the community and businesses to engage with governments to address social, environmental and economic development challenges on the Island. She is practical and engaging in her work with councils, quickly identifying strengths and areas for development or enhancement.

Michele Bennetts

Managing Director & Financial Consultant, LGiQ

Michele has over 18 years' experience in local government, having commenced her career with the Local Government Association of South Australia and held roles with the City of Marion, the City of Norwood Payneham & St Peters, and the Sydney Olympic Park Authority. She has extensive consulting experience working with metropolitan and regional councils across Australia, supporting improvements in financial management, asset management, strategic planning and governance.

Michele is currently leading the development of the Financial Management Manual (FMM), alongside Annette Martin, under the Local Government Research and Development Scheme. She also chairs a number of Audit and Risk Committees in South Australia and Western Australia.

Trainers

Julie Scoggins

Financial Consultant, LGiQ

Julie has over 10 years' experience in senior corporate and finance roles across both metropolitan and regional councils. She has led teams and managed a broad range of finance functions, including procurement, financial accounting and reporting, finance partnering, project accounting, payroll, accounts receivable and payable, and rates services.

In her most recent role as Manager Financial Services, Julie had responsibility for the delivery and oversight of these functions. Prior to joining LGiQ, she was a member of the SA Local Government Financial Management Group (SALGFMG) Executive.

Annette Martin

Financial Consultant, LGiQ

Annette has over 25 years' experience as a senior finance professional in the local government sector, working within a large metropolitan council. She has held key leadership roles, including serving on the Executive and as President of the SA Local Government Financial Management Group (SALGFMG).

Annette has contributed significantly to the advancement of financial management practices across the sector, including long-term financial planning, sustainability ratios, statutory reporting and internal control frameworks. She is also an independent member of several council Audit and Risk Committees and has served as both a Board Member and Audit and Risk Committee Chair for the Local Government Finance Authority (LGFA).

Kelledy Jones

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