



## **9. GOVERNANCE**

Policy 9.10

**COUNCIL WORKSHOPS AND BRIEFING SESSIONS**

Version 2

## **9. GOVERNANCE**

### **9.10 DRAFT COUNCIL WORKSHOPS AND BRIEFING SESSIONS**

#### **OBJECTIVE:**

To allow the mayor, elected councillors and senior management staff to:

- Exchange information (sometimes confidential) on proposals that are being worked on by staff or proposals that councillors would like to see investigated.
- Provide a forum for discussion on proposed staff initiatives and discuss options for engaging the community in determining Council's strategic corporate direction.
- Assist councillors/executive staff in team building.
- Help develop trust and understanding between those who attend the workshops.

#### **POLICY:**

The Council has resolved to hold regular workshops and briefing sessions to ensure effective communications and information flow between staff and councillors.

Under the Local Government Act 1993, a council can hold a workshop (or sometimes called a briefing session) under its general powers as a body corporate. Workshops are informal gatherings and can provide useful background information to councillors on the business of council. Workshops may involve councillors, council staff and invited participants.

#### **DECISIONS**

Under the terms of the NSW Local Government Act 1993 and the Meetings Practice Guidelines issued by the Department of Local Government workshops or briefing sessions CANNOT make a decision or issue a direction to staff or councillors.

#### **FORMAT**

- The workshops are to be chaired in rotation and in alphabetical order by councillors.
- There will be no standing orders or formal meeting procedures.
- Those attending the workshop should be respectful and show courtesy for the person that is talking.

The General Manager, Group Managers and other staff will provide a brief update on their responsibility area(s).

#### **REPORT**

A report shall be kept of matters discussed.

<b>Maintained by Department:</b>	Executive	<b>Approved by:</b>	Council	<b>Exhibition Date:</b>	
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