

Draft Post Election Councillor Induction Program – City of Canada Bay Council (September 2024 – December 2024)

Following is a summary of briefing sessions proposed for City of Canada Bay Councillors following the September 2024 Local Government Elections. Candidates should note the indicative dates included in this program. These dates will be confirmed following the election.

BRIEFING / TRAINING EVENT	DATE AND TIME	LOCATION
Issue of Councillor Equipment and Set Up	From date of declaration of the poll <i>(anticipated to be after Tuesday 1 October 2024)</i>	
Councillor Workshop (Introduction and Administrative Briefing) <ul style="list-style-type: none"> • Oath of Office / Presentation for Councillors and their families • Welcome, introduction to organisation, structure and Managers • Initial housekeeping Optional additional session (aimed at new Councillors): <ul style="list-style-type: none"> • Council Meeting schedule • Councillor requests • Additional Councillor equipment • Building access • Key contacts • Meeting room/ seating/ speakers etc. • Meeting Practice snapshot (to prep for 1st meeting) • Meeting papers (explained in brief) 	6.00-9.00pm Tuesday 8 October 2024	City of Canada Bay Council Chambers, Civic Centre Drummoyne
Pre-Meeting Briefing / Mock Council meeting Meeting Practice for new councillors and those wishing to brush up on their skills	4.30-6.00pm Tuesday 15 October 2024	City of Canada Bay Council Chambers, Civic Centre Drummoyne
Council Meeting Items for consideration at the meeting include: <ul style="list-style-type: none"> • Election of Deputy Mayor to Sept 2025 • Countback Provisions 	6.00-7.00pm Tuesday 15 October 2024	City of Canada Bay Council Chambers, Civic Centre Drummoyne

BRIEFING / TRAINING EVENT	DATE AND TIME	LOCATION
<ul style="list-style-type: none"> • Oath/ Affirmation of Office Report • Annual Pecuniary Interest Returns for Councillors and Designated Persons 		
<p>Introduction to the Code of Meeting Practice and Meeting Protocols, Local Governance, the Code of Conduct and Key Governance Policies – Part 1</p> <ul style="list-style-type: none"> • Code of Meeting Practice • Code of Conduct • Interactions with Councillors and Staff • Draft Social Media and draft Media Policy • Conflicts of Interest • Pecuniary Interest Disclosures • Related Party Disclosures • Political Donations Requirements • Gifts and Benefits • Charter/ responsibilities • Legal responsibilities 	<p>6.00-9.00pm Thursday 17 October 2024</p>	<p>Halliday and Hudson Rooms, Civic Centre Drummoyne</p>
<p>Leadership Discussion Vision, Mission, Values What do Councillors want from this term?</p>	<p>6.00-9.00pm Tuesday 22 October 2024</p>	<p>Halliday and Hudson Rooms, Civic Centre Drummoyne</p>
<p>Extraordinary Council Meeting (if required)</p>	<p>6.00pm Tuesday 29 October 2024</p>	<p>City of Canada Bay Council Chambers, Civic Centre Drummoyne</p>
<p>Introduction to the Code of Meeting Practice and Meeting Protocols, Local Governance, the Code of Conduct and Key Governance Policies – Part 2</p> <ul style="list-style-type: none"> • Code of Meeting Practice • Code of Conduct • PIDs • Interactions with Councillors and Staff • Social Media • Conflicts of Interest 	<p>6.00-9.00pm Tuesday 5 November 2024</p>	<p>Halliday and Hudson Rooms, Civic Centre Drummoyne</p>

BRIEFING / TRAINING EVENT	DATE AND TIME	LOCATION
<ul style="list-style-type: none"> • Pecuniary Interest Disclosures • Related Party Disclosures • Political Donations Requirements • Gifts and Benefits • Charter/ responsibilities • Legal responsibilities 		
<p>Councillor Workshop Run through of the Council Meeting Agenda/ Briefings on any items required</p>	<p>6.00-8.00pm Tuesday 12 November 2024</p>	<p>Halliday and Hudson Rooms, Civic Centre Drummoyne</p>
<p>Council Meeting Appointment to Committees if not done at extraordinary Council meeting on 29 October 2024</p>	<p>6.00-9.00pm Tuesday 19 November 2024</p>	<p>City of Canada Bay Council Chambers, Civic Centre Drummoyne</p>
<p>Strategic Workshop – Offsite: Topics:</p> <ul style="list-style-type: none"> • Finance and capital works • Property Strategy • Sydney Metro / Transport Orientated Development (TOD) • Waste • Organisation Overview 	<p>Friday 1 and Saturday 2 November 2024</p>	<p><u>Friday:</u> Afternoon session Dinner Friday night <u>Saturday:</u> Breakfast Saturday Morning session Lunch Saturday</p>
<p>Councillor Workshop Run through of the Council Meeting Agenda/ Briefings on any items required</p>	<p>6.00-9:00pm Tuesday 26 November 2024</p>	<p>Halliday and Hudson Rooms, Civic Centre Drummoyne</p>
<p>Bus Tour of Canada Bay Suggested possible sites:</p> <ul style="list-style-type: none"> • Drummoyne Civic Centre • Drummoyne Oval • Drummoyne Pool/Bay Run/Henley Marine Drive • Livvi’s Place Playground • Five Dock Library/Fred Kelly Place/Metro 	<p>A Friday TBC</p>	<p>LGA – possible combination of transport options (bus, boat)</p>

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<ul style="list-style-type: none"> • Depot • Barnwell Golf Course • Concord Oval • Concord Library/Wellbank Children's Centre • Massey Park Golf Course • Bushell's Site • Cabarita Park/ Cabarita Swimming Centre • Majors Bay Synthetic/Concord RSL • Yaralla/Concord Hospital/Rivendell • Strathfield Triangle • Kokoda • Station Precinct, Rhodes • The Connection, Rhodes 		
Council Meeting	6.00-9.00pm Tuesday 3 December 2024	City of Canada Bay Council Chambers, Civic Centre Drummoyne

ADDITIONAL BRIEFING / TRAINING EVENT - TBC	DATE AND TIME	LOCATION
Fraud and Corruption and Reporting ICAC	TBC	Halliday and Hudson Rooms, Civic Centre Drummoyne
Planning 101 (2 ½ days program) Planning Institute of Australia	TBC	Halliday and Hudson Rooms, Civic Centre Drummoyne
IP&R	TBC	Halliday and Hudson Rooms, Civic Centre Drummoyne