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# Key things every councillor needs to know

## How to achieve better outcomes for your community

## L
## Leadership

**Be an effective leader of your local community by:**

- setting the vision and direction for your community without getting involved in the day to day operations of your council
- balancing your advocacy role with the need to work as a team with other councillors to make decisions that benefit the whole community
- balancing short and long term community needs and interests
- fostering and maintaining positive internal and external relationships

## O
## Open Decision Making

**Ensure effective participation in council business by:**

- making informed decisions through good preparation and involvement
- following your council's Code of Meeting Practice and/or legislation on meetings
- drawing on the information and assistance that the General Manager can provide to councillors in making their decisions

## C
## Conduct

**Conduct yourself in a way that enhances and maintains the credibility of your council and local government as a whole by:**

- acting lawfully, honestly, transparently and respectfully in line with your council's Code of Conduct
- exercising care and diligence in carrying out your functions
- ensuring your relationships with the General Manager and staff are based on trust and mutual respect, following clear and agreed protocols about staff contact

## A
## Accountability

**Be accountable for understanding and meeting your community's needs by:**

- engaging and consulting with your community
- responsibly managing your council's money and assets to meet current and future needs
- considering the long term consequences of your decisions
- ensuring the requirements of the Integrated Planning and Reporting framework are met

## L
## Learning

**Take responsibility for your ongoing learning and professional development by:**

- regularly assessing your learning needs
- actively seeking opportunities to acquire further knowledge and skills
- contributing your knowledge and skills to the development of local government as a whole

**Stand for your community**