

<b>Circular Details</b>	21-40 / 7 December 2021 / A799160
<b>Previous Circular</b>	18-46 – New Councillor Induction and Professional Development Requirements
<b>Who should read this</b>	Mayors / Councillors / General Managers / Council Governance staff
<b>Contact</b>	Council Governance Team / 02 4428 4100/ <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a>
<b>Action required</b>	Information/Council to Implement

## 2022 “Hit the Ground Running” councillor webinars

### What’s new or changing

- Under the *Local Government (General) Regulation 2021* (the Regulation), councils must ensure that induction training is delivered to councillors who have been elected for the first time and refresher training for councillors who are re-elected, within 6 months of their election. Councils are also required to provide supplementary training to mayors.
- To assist councils in the delivery of their councillor induction and refresher training, the Office of Local Government (OLG) will be holding a series of “Hit the Ground Running” webinars during early 2022.
- OLG will also soon be issuing an updated edition of the *Councillor Handbook* which will be published on OLG’s website [here](#).
- These resources will provide councillors with essential information to serve their community and fulfil their civic responsibilities.
- Because of the COVID-19 pandemic and councillor work and family commitments, the “Hit the Ground Running” webinars will be held online once a week on Saturdays over 1-2 hours. Recordings of the webinars will be made available on OLG’s website.
- Councillors will receive a certificate of attendance to provide to councils for each of the webinars they attend.
- Session details and dates are provided in the attachment to this circular.

### What this will mean for your council

- The “Hit the Ground Running” webinars will focus on the key elements of a councillor’s role and responsibilities.
- All councillors are strongly encouraged to participate in the “Hit the Ground Running” webinars. They will provide essential information to support councillors in serving their community and fulfilling their responsibilities.
- Councils are encouraged to incorporate the webinars into the councillor induction and refresher program they are required to deliver to elected members after the December 2021 council elections.
- General managers should widely promote the webinars and strongly encourage attendance by providing relevant session dates in the council calendar and assisting councillors with their registration.
- An online registration system will soon be made available for councillors to register their attendance and information provided about how to register.

### Where to go for further information

- The *Councillor Induction and Professional Development Guidelines* are available on OLG's website [here](#).
- The 2021 *Councillor Handbook* will soon be available on OLG's website [here](#).
- An online registration system will soon be made available for councillors to register their attendance at the webinars and information provided about how to register.
- For further information, contact OLG's Council Governance Team on (02) 4428 4100.



**Brett Whitworth**

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