

Circular to Councils

Subject/title	Post-Election Guide launched on the Office of Local Government's website
Circular Details	Circular No 24-15/ 15 August 2024 / A902689
Previous Circular	24-04 New local government elections webpage launched on the Office of Local Government's website
Who should read this	Councillors / general managers / council governance staff
Contact	Council Governance Team / 02 4428 4100 / olg@olg.nsw.gov.au
Action required	Council to Implement

What's new or changing?

- There are several key decisions and activities that need to occur at the first meetings of councils, county councils, and Joint Organisations following the upcoming local government elections and in the 12 months that follow.
- The Office of Local Government (OLG) has prepared a post-election guide for councils, county councils, and Joint Organisations (Post-Election Guide) to assist them to comply with these requirements.
- The Post-Election Guide can be found under 'Information for councils' on OLG's [Local Government Elections](#) webpage.

What will this mean for council?

- The Post-Election Guide provides guidance to councils, county councils, and Joint Organisations on key tasks that need to be completed at the first 2 meetings of council and in the first 12 months following the local government elections.
- The Post-Election Guide also contains a checklist of tasks. Some of the tasks covered in the Post-Election Guide include:

Key points

- oaths and affirmations of office
 - mayoral and chairperson elections
 - appointment of a councillor member to the audit, risk and improvement committee
 - induction and refresher training for mayors and councillors
 - lodgement of written returns of interests
 - Integrated Planning and Reporting obligations
 - review and adoption of the code of conduct and code of meeting practice.
- OLG has previously published a pre-election guide for councils (Pre-Election Guide) which provides guidance on the rules, restrictions and other considerations that apply to the decisions councils make and the way they exercise their functions in the lead up to the local government elections.

Where to go for further information

- For more information, visit the [Local Government Elections](#) webpage on OLG's website.
- Download the [Post Election Guide](#) on OLG's website.
- Download the [Pre-Election Guide](#) on OLG's website.
- For further information, contact the Council Governance Team on 02 4428 4100 or olg@olg.nsw.gov.au.

Brett Whitworth
Deputy Secretary
Office of Local Government