

The Shoalhaven City Council Aboriginal Advisory Committee.

Points for discussion to assist the development of a Governance and Committee effectiveness training Program

The following table outlines the training element the content and the sample approach to the training looking at areas/issues that can be included.

Learning Element	Content	Sample Approach
Context	The Role of Local Government The Role of the Aboriginal Advisory Committee in supporting Shoalhaven City Councils work.	<ul style="list-style-type: none"> Look at the Local Govt Charter (Sect 8) of the Local Govt Act and look at how the work of the Aboriginal Advisory Committee can assist Council meet its charter. Look at the Community Strategic Plan and identify actions that the Committee could assist with.
What is Governance?	Overview and specific relationship to the role of the Aboriginal Advisory Committee	<ul style="list-style-type: none"> What does governance mean for the Aboriginal Advisory Committee? I was wanting to give the definition of Governance and what practical things in the work of the Committee will reflect this?
Committee Effectiveness	Purpose, obligations, responsibilities and processes.	<ul style="list-style-type: none"> This section to reflect on the TOR and discuss the items that reflect good governance and committee effectiveness. This can cover: <ul style="list-style-type: none"> ✓ Role of Committee members ✓ Role of Council in supporting the Committee. ✓ Specific Delegations ✓ How to conduct effective meetings.
* Council Policies and Legal considerations	Legal issues covering & impacting the work of the Committee Council Policies that impact the role of the Committee. (This to be agreed with the Councils Governance Officer).	<ul style="list-style-type: none"> This would include, Confidentiality, Conflicts of Interest, legal protections provided by Council with the work of the Committee and Committee members. We would look at key aspects of Council's Code of Conduct We would look at key aspects of Council's Code of meeting practice
Committee Planning	Why, what & how?	<ul style="list-style-type: none"> This is to briefly discuss the Committees current planning process and do a quick SWOT of this to look for any improvements.
Community Engagement	What do we mean by engagement from an Aboriginal Perspective? How does or will the Committee do this?	<ul style="list-style-type: none"> This is to discuss how the Committee currently goes about community engagement and whether it is working and again look for new opportunities and areas of improvement.
Accountability & Reporting	How to measure the effectiveness of the work of the Committee? Who to report to, when and how.	<ul style="list-style-type: none"> How does the committee know if they are effective? Can this be improved? How? How does the Committee communicate the work of the Committee? can this be improved? How?
Governance Checklist	Agree on a Governance & Effectiveness checklist for this Committee. Sample will be provided and debated.	<ul style="list-style-type: none"> Reflecting on the learnings of the day the Committee should be able to develop a check list that allows self-assessment of good governance and effectiveness.

*-2010 Council
Committee
Sample*

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