

Council Member Training and Development Plan

Strategic Alignment - Our Corporation

Public

Tuesday, 2 December 2025
City Finance and Governance Committee

Program Contact:
Rebecca Hayes, Associate
Director Governance & Strategy

Approving Officer:
Anthony Spartalis, Chief
Operating Officer

EXECUTIVE SUMMARY

The purpose of this report is to seek Council adoption of the draft Council Member Training Plan for the remainder of the Council Term; and recommend that Council amend the Council Member Training and Development Policy to enable Council Members to access individual Training and Development opportunities for the remainder of the 2025/26 Financial Year. As a result of the Central Ward Supplementary Election, the training plan has been revised to reflect the changing requirements of Council, taking into account both time commitment and budgetary considerations.

RECOMMENDATION

The following recommendation will be presented to Council on 9 December 2025 for consideration

THAT THE CITY FINANCE AND GOVERNANCE COMMITTEE RECOMMENDS TO COUNCIL
THAT COUNCIL

1. Adopts the Council Member Training Plan as contained in Attachment A to Item 6.1 on the Agenda for the Special meeting of the City Finance and Governance Committee held on 2 December 2025.
 2. Adopts the updated Council Member Training and Development Policy as contained in Attachment B to Item 6.1 on the Agenda for the Special meeting of the City Finance and Governance Committee held on 2 December 2025.
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IMPLICATIONS AND FINANCIALS

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| City of Adelaide 2024-2028 Strategic Plan | Strategic Alignment – Our Corporation |
| Policy | Council Members Training and Development Policy |
| Consultation | Not as a result of this report |
| Resource | Not as a result of this report |
| Risk / Legal / Legislative | <i>Local Government Act 1999 (SA)</i> <i>Local Government (General) Regulations 2013 (SA)</i> |
| Opportunities | Not as a result of this report |
| 25/26 Budget Allocation | The 2025/26 budget allocation for Council Member Training and Development is \$30,000. To date, \$3,568 has been spent, leaving a remaining allocation of \$26,432 for the 2025/26 Financial Year. |
| Proposed 26/27 Budget Allocation | The 2026/27 Council Member Training and Development Budget Allocation is subject to the annual Business Plan and Budget Process. |
| Life of Project, Service, Initiative or (Expectancy of) Asset | Not as a result of this report |
| 25/26 Budget Reconsideration (if applicable) | Not as a result of this report |
| Ongoing Costs (eg maintenance cost) | Not as a result of this report |
| Other Funding Sources | Not as a result of this report |

DISCUSSION

1. At its meeting on 26 November 2024, Council adopted its updated Council Member Training and Development Policy and a commitment was made to present Council with a draft 2025/26 Council Member Training Plan in early 2025.
2. On April 22, 2025, Council noted the draft Council Member Training Plan.
3. As a result of the Central Ward Supplementary Election, the training plan has been revised to reflect the changing requirements of Council, taking into account both time commitment and budgetary considerations.

Training Plan

4. The forward Council Member Training Plan has been revised and is broken down below to accommodate the changing requirements of Council.
 - 4.1. **Understanding Sustainable Debt** – tailored session to provide Council Members with an in depth understanding regarding the responsible use of debt by the South Australian Local Government sector, to be held in conjunction with the 2026/27 Business Plan and Budget Process.
 - 4.1.1 Delivery method: In-house
 - 4.1.2 Provider: Local Government Finance Authority
 - 4.1.3 Timing: February 2026 (*in alignment with Business Plan and Budget considerations*)
 - 4.2. **Legal Refresher** – to provide a refresher to Council Members of their legal obligations under the *Local Government Act 1999* (SA) and other relevant legislation, including but not limited to conflicts of interest, confidentiality, legal protections and oversight and behavioural standards.
 - 4.2.1 Delivery method: In-house
 - 4.2.2 Provider: LGA SA Nominated Provider
 - 4.2.3 Timing: February 2026
 - 4.3. **Caretaker Training** - Under Section 91A of the *Local Government (Elections) Act 1999* (SA), each Council is required to adopt a caretaker policy to govern the conduct of the Council (Council Members) and staff during an election period. This session will reflect any changes arising from Local Government Reform and will assist Council Members in their comprehension of the Caretaker requirements ahead of adopting the Caretaker Policy.
 - 4.3.1 Delivery method: In-house
 - 4.3.2 Provider: LGA SA Nominated Provider
 - 4.3.3 Timing: April 2026
5. The Draft Council Member Training Plan noted by Council on 22 April 2025 included several additional training options including the IAP2 Community Engagement Course and Strategic Thinking training. Due to timing and budgetary considerations, Administration was unable to ascertain a suitable option to facilitate inhouse training. It is recommended that should Council Members support an amendment to the Council Member Training and Development Policy, interested Council Members may work with Administration to consider suitable individual training options in these fields.

Training and Development Policy

6. In accordance with section 80A(3) of the *Local Government Act 1999* (SA), Council is able to alter its Council Member Training and Development Policy (the Policy) as required.
7. The Policy sets out the legislative training requirements and incorporates non-mandatory clauses as adopted by Council.
8. Part Three of the Policy relates to individual requests for Council Member Professional Development and outlines the rationale for promoting ongoing personal and professional development, the process for requesting approval for undertaking these opportunities, and the requirements regulating the use of and access to opportunities.
9. This section includes a clause prohibiting Council Members from accessing individual Professional Development opportunities during the last year of the Council Term.
10. Consequently, and as a result of the Central Ward Supplementary Election, several Council Members are unable to access individual Professional Development opportunities for the majority of their Council Term.

11. It is recommended that Council amend the Policy to enable all Council Members to be able to access individual Professional Development opportunities up until the conclusion of the 2025/26 Financial Year.
12. The revised policy is provided as **Attachment B** with the tracked changes version available as [Link 1](#).

Next Steps

13. Should Council resolve to adopt the Council Member Training and Development Plan, training sessions will be confirmed and scheduled for the remainder of the Council Term.
14. A fulsome review of the Council Member Training and Development Policy will be undertaken in 2026, in preparation for the next Council term.

DATA AND SUPPORTING INFORMATION

Link 1 – Tracked changes version amended Council Member Training and Development Policy

ATTACHMENTS

Attachment A – Draft Council Member Training Plan

Attachment B – Amended Council Member Training and Development Policy

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