

## Councillor attendance at conferences

<b>Policy, procedure, protocol</b>	Policy
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<b>Related documents</b>	Councillor expenses and facilities
<b>Author</b>	Director Corporate & Governance
<b>Section / Department</b>	Corporate & Governance
<b>Linkage to Our Community Plan</b>	5 Leadership
<b>Objective</b>	5.1 We will have a strong, accountable and representative Government
<b>Strategy</b>	5.1.8 Ensure good governance, effective risk management and statutory compliance

## 1. Purpose

This policy provides for accountability and transparency in the decisions of Council regarding Councillor attendance at conferences.

## 2. Policy statement

Councillor attendance at conferences is supported to provide networking opportunity and improve knowledge of current information on issues that are of particular interest or relevance to local communities and the Clarence Valley local government area.

Conference attendance must directly relate to the business of Council and preferably to the business of a Committee on which the councillor is currently serving.

Councillors are entitled to attend one conference in NSW or South East Queensland each year, not including the Local Government Association of NSW Annual Conference.

Councillors are entitled to attend the Local Government Association of NSW Annual Conference, at least twice during the term of council.

More than one councillor may attend the same conference if Council considers that this will be beneficial for both Council and the councillors concerned.

Dependent on budgetary constraints and with consideration of equitable access to conferences by all councillors, a councillor may be approved to attend more than one conference each year.

## 3. Procedures

1. Councillor conference attendance requires a resolution of Council, following consideration of conference program, cost, travel and accommodation.
2. Attendance at the Local Government Association of NSW Annual Conference will be the number of delegates permitted by the LGA, including the Mayor.
2. Attendance at the Australian Local Government Association Conference will be the Mayor or his/her nominee.
3. With the exception of conference registration fees, expenses relating to Councillor conference attendance will be in accordance with the Councillor expenses and facilities policy.
4. Councillors attending conferences approved by Council must report to Council on the proceedings of the conference within two months of attendance.