

# **LGNSW Learning Solutions December 2017 Update**

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## We can help you with...

- ✓ Events, seminars and public workshops
- ✓ Inhouse courses at your Council and tailored to your needs
- ✓ eLearning - run our courses on our LMS or yours

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# In 2017, we delivered....

<b>Inhouse training</b>	178 days inhouse training 61 different topics 65 council customers
<b>Public workshops</b>	1,255 attendees 87 events 47 different topics

# Calendar of Upcoming Courses

## Essential Skills and Knowledge

Targeted training from expert presenters to develop essential, professional and practical skills and knowledge

## Effective Workplace Relations

Professional development programs to improve workplace relations and people management in your council

## Advancing Local Leadership

Supporting and developing the role of both elected and professional leaders

## Smarter Local Government

Networking events with local government peers to share good ideas and generate innovative new solutions



### Personal Attributes

#### Manage Self

Show drive and motivation, an awareness of strengths and weaknesses, and a commitment to learning

#### Display Resilience and Adaptability

Express own views, persevere through challenges, and be flexible and willing to change

#### Act with Integrity

Be honest, ethical and professional, and prepared to speak up for what is right

#### Demonstrate Accountability

Take responsibility for own actions, commit to safety, and act in line with legislation and policy



### Relationships

#### Communicate and Engage

Communicate clearly and respectfully, listen, and encourage input from others

#### Community and Customer Focus

Commit to delivering customer and community focused services in line with strategic objectives

#### Work Collaboratively

Be a respectful, inclusive and reliable team member, collaborate with others, and value diversity

#### Influence and Negotiate

Persuade and gain commitment from others, and resolve issues and conflicts



### Results

#### Plan and Prioritise

Plan and organise work in line with organisational goals, and adjust to changing priorities

#### Think and Solve Problems

Think, analyse and consider the broader context to develop practical solutions

#### Create and Innovate

Encourage and suggest new ideas and show commitment to improving services and ways of working

#### Deliver Results

Achieve results through efficient use of resources and a commitment to quality outcomes



### Resources

#### Finance

Be a responsible custodian of council funds and apply processes in line with legislation and policy

#### Assets and Tools

Use, allocate and maintain work tools appropriately and manage community assets responsibly

#### Technology and Information

Use technology and information to maximise efficiency and effectiveness

#### Procurement and Contracts

Understand and apply procurement processes to ensure effective purchasing and contract performance



### Workforce Leadership

#### Manage and Develop People

Engage and motivate staff, develop capability and potential in others

#### Inspire Direction and Purpose

Communicate organisational goals, priorities and vision and recognise achievements

#### Optimise Workforce Contribution

Hire and deploy people effectively and apply sound workforce planning principles

#### Lead and Manage Change

Initiate, support and champion change, assist others to accept and engage with change



### Civic Leadership

#### Represent Communities

Understand and promote the interests of citizens and stakeholders

#### Inspire Direction and Purpose

Create and communicate council's goals, priorities and vision for the community

#### Govern Responsibly

Be a responsible and active member of the governing body, fulfilling responsibilities in line with legislation

#### Make Quality Decisions

Make considered, timely and transparent decisions based on merit, and uphold the decision of council

### Core Capabilities

### People Managers

### Elected Members

# Finalising implementation supports

- Booklets, brochures, ppts and video to all councils by Friday
- On [lgnsw.org.au/capability](http://lgnsw.org.au/capability) by December 2017:
  - Interactive version of the capability framework: [capability.lgnsw.org.au](http://capability.lgnsw.org.au)
  - Online position description builder: [pdbuilder.lgnsw.org.au](http://pdbuilder.lgnsw.org.au)
  - Capability Framework - implementation guides:
    - Implementation and change management
    - Recruitment and selection
    - Position descriptions
    - Performance development
    - Workforce planning
- PD in a Box for Elected Members: [pdinabox.lgnsw.org.au](http://pdinabox.lgnsw.org.au)



- <https://youtu.be/Pb2JqM8pZUg>

# Implementing the Local Government Capability Framework

LGNSW is offering a workshop series next year to support councils in implementing the capability framework:

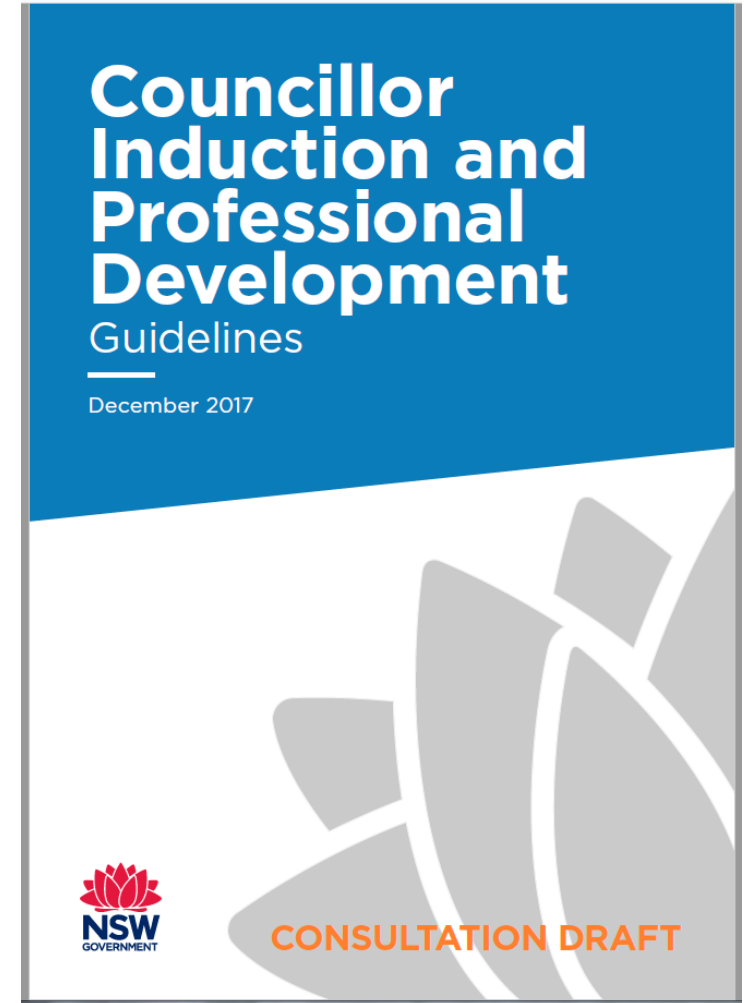
- **February 21<sup>st</sup>** – Using the Capability Framework
- **March 2<sup>nd</sup>** – Applying capabilities to recruitment and selection
- **March 7<sup>th</sup>** – Developing capabilities for elected members
- **April 12<sup>th</sup>** – Applying capabilities to performance development





# New OLG Regulation

- Induction program within 6 months of an election
- Ongoing PD program for each Mayor and Councillor
- Content determined in consultation and based on a needs assessment
- Reporting requirements:
  - To council meetings
  - On the council website





# LGNSW Learning and Development

**🔒 Closed Multi-Company Group**

Joined ▾ Share ✓ Notifications ... More

About Discussion **Members** Files Events More ▾

 🔍

**Members** 82

ADD MEMBERS

Import



# Property Professionals Skills Advisory Committee

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# National Skills Shortage Survey

- Online survey - <https://www.surveymonkey.com/r/LGSkillsSurvey>
- Purpose is to collect national data on council workforce profiles, occupational skills shortages, skills gaps, training needs and emerging skill needs
- National and State reports will be sent to participating councils at no cost.



Closing  
date  
extended to  
12<sup>th</sup> Jan

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# Local Government Careers Website

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To be  
scoped in  
2018



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GOVERNMENT  
NSW

[LGNSW.ORG.AU](http://LGNSW.ORG.AU)