

# Board Member Training and Development

## Purpose

The aims of the policy are to:

- Ensure Board Members have equal access to training and educational opportunities; and
- Ensure Board Members have the opportunity to maintain their knowledge and skill-base related to Riverina Water.

## Policy Statement

Where Board Members require additional training and development relevant to Riverina Water's function, a training plan will be developed and adopted. In this way the training activities available to all Board Members contributes to the achievement of the strategic and good governance objectives of Riverina Water.

## Scope

This policy applies to all elected representatives (Board Members) of Riverina Water.

## Legislative Context

Board Members are bound by the Local Government Act 1993 and the Local Government Regulations 2021, together with a number of other statutory instruments including the State Records Act 1998 and the Privacy and Personal Information Protection Act (PPIPA) 1998.

## Principles

### 1.1 Training and Development opportunities

It is recognised that Board Members will have training provided by their constituent council. For Riverina Water emphasis will be given to the training needs of new Board Members elected to Riverina Water following a general council election.

Accordingly, the following components will be included at an introductory level in post-election induction sessions, as well as in more detail in at least one training session during the term of the Board:

- Role and responsibilities of Board Members

- Relationship between Board Members, the CEO and members of staff
- Meeting procedures
- Conflict of interest
- Code of conduct
- Good governance
- Strategic planning
- Media skills (as required)

Additional development areas will be assessed as they arise. Where urgent training is required, this will be accommodated in addition to planned development sessions, and Board Member availability.

## **1.2 Delivery of Training and Development opportunities**

A range of delivery methods will be used including:

- In-house workshops, seminars and information briefing sessions using guest speakers and trainers as appropriate
- Attendance at relevant workshops, seminars and conferences
- Distribution of training material and discussion papers for information
- On-line training delivery

## **1.3 Annual Budget Allocation**

A budget allocation is provided to support the training and development activities undertaken by Board Members.

## **1.4 Reporting on Board member annual training and development**

Training and development undertaken by Board Members in the financial year is reported annually in Riverina Water's Annual Report.

<b>Policy number</b>	<b>1.08</b>
Responsible area	Governance
Approved by	Riverina Water Board – 25/175
Approval date	11 December 2025
Legislation or related strategy	Local Government Act 1993 Local Government Regulations 2021 State Records Act 1998 Privacy and Personal Information Protection Act (PPIPA) 1998
Documents associated with this policy	Board Member Expenses and Provision of Facilities Policy 1.10
Policy history	Reviewed 22 June 2022 – res 22/092 Reviewed Oct 2016 (Res 16/187) Adopted 24 Oct 2012 –(Res 12/147)
Review schedule	Every 4 years (once per council term). Next review scheduled for Dec 2025

Policy details may change prior to review date due to legislative or other changes, therefore this document is uncontrolled when printed.

## **END OF POLICY STATEMENT**