SHORT COURSES
PROFESSIONAL DEVELOPMENT
SPRING 2016
Professional Development and Short Courses
Learn from expert practitioners and industry facilitators.

About UTS:IPPG and UTS:CLG
The Institute for Public Policy and Governance at the University of Technology Sydney (UTS:IPPG) is a leading group of researchers and practitioners in the areas of public administration and policy, social research, stakeholder engagement, and leadership. We undertake applied social and behavioural and academic research, policy advisory, graduate education and professional development training.

The UTS Centre for Local Government (UTS:CLG), part of the UTS Institute for Public Policy and Governance (UTS:IPPG), is the only university unit in Australia, and one of a few worldwide, that designs, develops and delivers courses that are tailor-made to the education, training and development needs of professionals and elected representatives in the government sector.

Why study with us?
Our courses are developed after extensive government and industry consultation and are designed to make maximum benefit of the knowledge gained from the Institute's concurrent research and consultancy activities. Our short courses and seminars are presented by expert practitioners who work on a daily basis, in or with local councils, government and private sector. Programs are offered in an interactive workshop style, with online materials for flexible learning, and students typically remark on the real benefits of shared learning with a group of local government colleagues.

Pathway to postgraduate study
Successful completion of some our short courses can also provide a pathway to postgraduate courses. Students who successfully complete one (or more) of the short courses indicated in the below table as ‘PG eligible’ may be eligible for Recognition of Prior Learning (RPL) towards our postgraduate courses.

For more information on our postgraduate courses please visit our website ippg.uts.edu.au or contact the Centre on 02 9514 1659.

Courses overview

<table>
<thead>
<tr>
<th>Course</th>
<th>Fee</th>
<th>Type</th>
<th>Date/s</th>
<th>PG* Eligible</th>
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<tbody>
<tr>
<td>Management and Planning</td>
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<tr>
<td>NEW Igniting an Innovation Mindset – Rapid Prototyping</td>
<td>$300</td>
<td>3-hr workshop</td>
<td>31 Oct 2016</td>
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<td>26-27 Sep 2016</td>
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<td>$575</td>
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<td>Course</td>
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<td>Local Government Principles and Practice</td>
<td>$2,350</td>
<td>6-day course</td>
<td>17-19 Aug &amp; 14-16 Sep 2016</td>
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<td>Foundations in Public Participation (IAP2)</td>
<td>$2,350</td>
<td>5-day course</td>
<td>21-23 Sep &amp; 25-26 Oct</td>
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<td>Comparative Local Governance</td>
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<td>Focus on Community Engagement</td>
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<td>9-11 Nov &amp; 8-9 Dec 2016</td>
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<td>$2,350</td>
<td>3-day course plus 1-month self-study</td>
<td>16-18 Nov 2016 (plus one month self-study)</td>
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<td>$2,350</td>
<td>5-day course</td>
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<td>$2,350</td>
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<td>3-5 Aug &amp; 1-2 Sep 2016</td>
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<td>Aug 2016</td>
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<td>$2,350</td>
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<td>3-4 Nov, 30 Nov &amp; 1-2 Dec 2016</td>
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<td>25-26 Oct 2016</td>
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<td>$1,150</td>
<td>2-day course</td>
<td>30 June-1 July</td>
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<td>Building in Bushfire Prone Areas</td>
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<td>Planning for Bushfire Prone Areas</td>
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<td>Lessons from a Planning Panel</td>
<td>$350</td>
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<td>Introduction to Public Finance</td>
<td>$1,600</td>
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<td>18-20 October 2016</td>
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<td>Performance Monitoring</td>
<td>$1,150</td>
<td>2-day course</td>
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Management and Planning

**Igniting an Innovation Mindset – Rapid Prototyping**

What is innovation and how can we harness its methods and potential to become a mind-set and part of our workplace culture? Globally we are seeing local government apply innovation to their daily work practice to initiate innovative projects that save scarce resources, get better citizen engagement and participation and resolve tipping point problems. This three-hour experiential workshop is designed to rapid prototype solutions to resolve a current local council problem. Leveraging methodology from technology and start-ups that can be applied in the workplace, participants will work with lean, agile and adaptable approaches and learn to solve problems and innovate in three hours.

**Dates:** 31 October 2016  
**Fee:** $300.00 (GST free)  
**Location:** UTS City Campus  
**Who should attend?** Local government, government and NGOs responsible for innovation, strategy, policy and digital transformation.  
**Presenter:** Anne-Marie Elias  
**Registration:** Online registration form for this course is available on the IPPG website.

**Diversity and Inclusion in Local Communities**

Australia has a high degree of social cohesion given its diversity; however, maintaining this cohesion can be a challenge and local governments face continuing pressure to respond to issues of diversity and inclusion in their communities. Local governments have a unique opportunity to foster communities that recognize diversity and are embracing and inclusive for all people. Whether it is about accessibility of public spaces, or recognition and celebration of cultural diversity, how local governments approach these issues will either separate and isolate people or bring them together and create communities of connectedness and belonging. This two day course is a joint initiative from the UTS Centre for Local Government and the Australian Human Rights Commission. It builds on the well-received online resource Building Social Cohesion in our Communities to develop the capacity of local government staff and their partners around diversity and inclusion in order to build social cohesion locally.

**Date:** TBA – Contact the Centre on 9514 1659  
**Fee:** $1,150.00 (GST free)  
**Location:** UTS City Campus
Who should attend? This course is aimed at a range of local government staff at different levels who work in community services, social sustainability and community development. It is also useful for the partners local government work with including community-based NGOs, educators and youth leaders.

Presenters: SallyAnn Hunting, A/Prof Roberta Ryan, Dr Annie Pettitt

Registration: Contact the Centre on 02 9514 1659

**Problem Solving and Decision Making in Local Government**

Local government authorities operate within a complex environment which presents unique, recurring and unexpected situations. This four-hour interactive workshop is designed to empower local government practitioners with additional knowledge, skills and tools to think critically to solve problems in ways that are efficient and effective. Participants will get to explore the root causes of a range of problems, develop competence in generating and evaluating solutions as well as identify steps to communicate and implement solutions. The factors that shape and influence problem solving in government will also be explored.

**Date:** 27 September 2016

**Fee:** $350.00 (GST free)

**Location:** UTS City Campus

Who should attend? Local government managers, leaders and professionals who have a desire to develop critical thinking and problem solving as a core competency, and those seeking a refresher on how to analyse problems and generate solutions to inform quality decisions.

**Presenter:** Dr Robyn Cochrane

Registration: Online registration form for this course is available on the IPPG website.

**Working with Local Government: Creating Best Possible Results**

State, territory and federal government agencies are often required to work with local government to achieve program objectives and implement inter-governmental policy. Understanding what makes Local Government tick will greatly assist state, territory and federal governments to get the best possible results from their engagement with local government. There are marked differences in capacity and capability of individual councils. Understanding these similarities and differences will also lead to successful results. This five-day course explains what makes local government tick, the background to current reform initiatives, and how the role of councils might develop in the future. It offers practical guidance on getting the best possible results from state, territory and federal initiatives that target or involve local councils in each jurisdiction.

**Date:** 26-27 September 2016

**Fee:** $1,150.00 (GST free) (10% discount for two or more registrants from the same organisation)

**Location:** UTS City Campus

Who should attend? State and Federal government managers, not-for-profit staff and anyone seeking to appreciate the functions of local government.

**Presenters:** Geraldine O’Connor, Su Fei Tan, Associate Professor Ryan

Registration: Online registration form for this course is available on the IPPG website.

**Local Environmental Management**

This distance learning course covers a wide range of ideas, processes and techniques that will improve local government’s performance in achieving positive outcomes in environmental management and promoting sustainable development. Over the course of 12 weeks, participants will be exposed to key industry reading material and references, podcasts on current environmental management issues and will participate in online forums to enable good practice exchange amongst participating councils, whilst being enabled by a reflective and practical teaching style.

**Date:** Distance learning over the course of 12 weeks from August 2016.

**Fee:** $2,350.00 (GST free) (10% discount for two or more registrants from the same organisation)

**Who should attend?** Environmental officers and staff working with environmental officers.

**Location:** Distance Learning

**Presenter:** Su Fei Tan

Registration: Contact the Centre on 02 9514 1659
**Program Evaluation**

Evaluation is an opportunity for critical, strategic thinking; peer review and logical enquiry and reasoning; along with building organisational responsiveness to stakeholders. This one-day course is designed to provide participants with the knowledge and skills to be able to develop evaluation frameworks for a variety of purposes within their work. It will be highly participative and interactive and will use relevant local government examples and case studies, and introduce the application of evaluative practice and thinking. Using the Program Logic model, participants will learn how to analyse the assumptions and values underpinning expectations of program outcomes and determine the appropriate evaluative approach for the purpose of tracking progress, making judgements and decisions, building understanding, improving effectiveness and using evidence in program design. Participants will be engaged in the outcomes they want to achieve through drawing on their own work case studies connected to organisational strategic goals to build their own learning and capacity.

**Date:** 24 October 2016  
**Fee:** $575.00 (GST free)  
**Location:** UTS City Campus  
**Who should attend?** Managers and technical officers charged with implementing and evaluating programs  
**Presenter:** A/Prof Roberta Ryan  
**Registration:** Online registration form for this course is available on the IPPG website.

**Local Government Principles and Practice**

This six day course provides fundamental information and knowledge for exploring issues of local democracy, community, service delivery and leadership and their impacts in local governance. The subject focuses on key concepts and theories about local government and its rationale, purpose and key challenges. Learners are encouraged to reflect on the integration of practice with theory, to apply concepts and to share their experience with other Local Government practitioners.

**Date:** 17-19 August and 14-16 September 2016  
**Fee:** $2,350.00 (GST free) (10% discount for two or more registrants from the same organisation)  
**Location:** UTS City Campus  
**Who should attend?** General managers, workforce development and training managers, directors of corporate and community services, management level staff, particularly those new to the sector, aspiring local government managers.  
**Presenters:** Ronald Woods  
**Registration:** Online registration form for this course is available on the IPPG website.

**Foundations in Public Participation (IAP2)**

IAP2 continues to advance the practice of community engagement around the world by providing practitioners with an overview of good practices in the field, and dynamic techniques to enhance impact. This program has been designed with the input of leading international practitioners, many of whom work with diverse populations in a variety of situations. It equips participants with practical tools for designing and implementing effective community engagement. This training will enable you to hit the ground running armed with the knowledge and confidence to plan and execute effective community engagement in the context of the sector you are working within. Whether you are new to community engagement or an experienced practitioner, this program will provide you with the structure, techniques, and knowledge you need to be successful in implementing community engagement across your organisation.

**Date:** 21-23 September and 25-26 October 2016  
**Fee:** $2,350.00 (GST free) (10% discount for two or more registrants from the same organisation)  
**Location:** UTS City Campus  
**Who should attend?** Practitioners whose role requires them to engage with community and stakeholders and those seeking to appreciate government’s role in community engagement.  
**Presenters:** Margaret Harvie, A/Prof Roberta Ryan  
**Registration:** Online registration form for this course is available on the IPPG website.

**Comparative Local Governance**

This course introduces participants to the key elements of comparative local governance. It addresses conceptions of governance and how they drive public sector representation, service delivery and
reform. Notions of public value, public interest, localism and innovation are also discussed in order to map out how these are translated into local government structures and determine the role and purpose of this level of government. International and interstate examples of local government models and legislative frameworks are used to illustrate the practical articulation of these concepts.

**Date:** 12-14 October 2016, plus one month self-study period  
**Fee:** $2,350.00 (GST free) (10% discount for two or more registrants from the same organisation)  
**Location:** UTS City Campus  
**Who should attend?** All local government employees interested in planning a career in public service.  
**Presenters:** Su Fei Tan along with experienced local government practitioners and other professionals will also provide presentations, case studies and perspectives.  
**Registration:** Online registration form for this course is available on the IPPG website.

**Focus on Community Engagement**  
Well-designed community engagement can lead to enhanced community involvement in government processes; strengthen partnerships between an organisation and its stakeholders and create public value. To achieve positive outcomes requires detailed planning. This one-day seminar will introduce participants to the key points to consider in developing a community engagement framework, approaches to attract the community members to participate and the benefits of community engagement. It will also explore who is ‘the ‘community’, ways of dealing with a variety of stakeholder’s, and the changing nature of community expectations. Case studies will demonstrate how well-designed community engagement frameworks can contribute to the achievement of desired outcomes. Participants will be provided with tools to better utilise existing community engagement strategies to support the work they are undertaking.  
**Date:** 19 October 2016  
**Fee:** $575.00 (GST free)  
**Who should attend?** Any staff seeking a general appreciation of community engagement and new approaches for relating to stakeholders from local, state and federal government as well as consultants.  
**Presenter:** A/Prof Roberta Ryan  
**Registration:** Online registration form for this course is available on the IPPG website.

**Strategic Planning**  
Strategic planning requires a future focus to set appropriate goals and consider ways to achieve them. This course adopts a multidisciplinary approach that recognises the many different strands of strategic planning in modern local government such as corporate, spatial, environmental, financial, recreation. Participants will explore the origins of strategic planning, concepts and approaches, the alignment of strategic planning and strategic management, the influence of new public management on the private and public sector and public value as the ultimate goal of strategic planning in the public sector. The strategic planning context, including legislation frameworks, political, social, economic, environmental and cultural impact will be analysed. Case studies of national, interstate and international approaches and how these inform local responses will be considered.  
**Date:** 9-11 November and 8-9 December 2016  
**Fee:** $2,350.00 (GST free) (10% discount for two or more registrants from the same organisation)  
**Location:** UTS City Campus  
**Who should attend?** Local government planners and managers responsible for the implementation of strategic planning within council. It will also be of interest to those working in state government departments or seeking to learn more about local government.  
**Presenters:** Geraldine O’Connor, Ronald Woods, Dr Tim Robinson  
**Registration:** Online registration form for this course is available on the IPPG website.

**Enhancing Local Government Service Delivery**  
Local government service delivery has transformed significantly over recent decades. Councils in Australia have moved from a narrower emphasis on services to property towards broader objectives to promote the social, economic, environmental and cultural wellbeing of the communities of which they are part. Community expectations of local government have increased, for example that they should provide sporting, cultural and community care facilities. Other levels of government have devolved various functions to local governments, and subjected other of their functions to increased legislative requirements, especially as regards asset management and strategic planning.  
**Date:** 16-18 November 2016, plus one month self-study period
Fee: $2,350.00 (GST free) (10% discount for two or more registrants from the same organisation)
Location: UTS City Campus
Who should attend? Local Government employees engaged in assessing service needs and developing effective service outcomes for their organisation.
Presenters: Ronald Woods, Dr Tim Robinson
Registration: Online registration form for this course is available on the IPPG website.

Social Planning and Community Development
Local governments are uniquely placed to respond positively to opportunities through strong social planning and community development processes that promote integration and collaboration and are firmly grounded in the social justice principles of equity, access, participation and rights. This five-day course covers a selected range of topics across social planning and community development that explore the value of social planning and community development to local government and the governance of local places. This five-day course is focused on theory-practice integration and the promotion of high-quality professionalism. Problem solving, ‘wicked-problems’ and transformational change are themes across the course. Connections and collaboration across spatial planning, social, cultural, environmental and economic planning and the roles that local government has in promoting and supporting wellbeing in local communities are also explored.
Date: 5-7 December 2016 and 16-17 January 2017
Fee: $2,350.00 (GST free) (10% discount for two or more registrants from the same organisation)
Location: UTS City Campus
Who should attend? Social planning and community development professionals seeking to reflect on their practice; corporate planners, land use planners, health surveyors, place managers working with community development staff; and people from the non-government sector, government agencies or consultancy firms working with local government.
Presenters: Geraldine O’Connor, Ronald Woods, Jackie Ohlin, Simone Schwarz, A/Prof Roberta Ryan.
Registration: Online registration form for this course is available on the IPPG website.

Policy

Urban Policy
This two-day course offers professionals the latest knowledge on 21st Century urban policy trends. You will grapple with wicked issues fundamental to government, business and society including population growth and decline, infrastructure development and financing, housing supply, workforce skills and economic development. The aim of the course is to equip participants with the insights, methods and skills to engage with, influence and devise complex urban policies concerned with achieving economic growth, social equality and environmental enhancement. The course will provide you with an advanced and stimulating introduction to contemporary urban policy issues from multiple different perspectives including political, bureaucratic, business and community. You will also acquire a deeper appreciation of the interconnections between multiple scales of policy and governance transecting neighbourhood, municipal, metropolitan, regional, state and federal levels. Participants will learn to diagnose urban problems, to devise urban visions/strategies, to secure support for policy proposals, and to collaborate in urban partnerships. Practical exercises will include analysing current policy, such as the Commonwealth Government’s (2016) Smart Cities Plan, and exercises in developing and negotiating City Deals.
Date: 2 days in October/November 2016 - Contact the Centre on 02 9514 1659
Fee: $1,150.00 (GST free) (10% discount for two or more registrants from the same organisation)
Location: UTS City Campus
Who should attend? The course is for government, business and/or community sectors and is aimed for those with a policy-based background and those without direct policy experience.
Presenter: Professor Lee Pugalis
Registration: Contact the Centre on 02 9514 1659
Leadership

Leading in Local Government

Conventional notions of leadership are changing. In today's local government environment we need our leaders to have more than just intellectual ability and technical know-how. Leaders need to be able to adapt to changing environments and exhibit what is known as emotional intelligence. This is their ability to manage their emotions and those of others, their skill in inspiring performance in others and their ability to lead change, communicate effectively, and build and sustain work relationships. This five-day course will develop the core of your personal leadership capacity. It will give you the understanding and tools to inhabit effective leadership roles and achieve better results for your council and community. By understanding what influences behaviour and performance you will enhance both your own capacity and your ability to help others reach higher standards.

Date: 3-5 August and 1-2 September 2016
Fee: $2,350.00 (GST free) (10% discount for two or more registrants from the same organisation)
Location: UTS City Campus
Who should attend? Local government professionals at all levels and elected members
Presenters: Michelle Landy, Sophi Bruce, Dr Bligh Grant
Registration: Online registration form for this course is available on the IPPG website.

Community Leadership Project

No matter what your role is in local government, demonstrating community leadership is key to your success. This course provides you with an opportunity to undertake a community leadership project, supported and guided, which can make a real impact on your council and community. Community Leadership Project is tailored to suit a range of roles within local government. Being able to plan for and demonstrate community leadership is important for a range of areas including spatial planning, strategic planning, asset management, governance, community, service delivery, human resources, management and customer relations. Whether you are internally or externally focused in your dealing with the community, this subject will help you to identify and work on a community related project or initiative that is relevant to your role, council and ongoing professional development. Tailor made to your leadership, professional and council needs, the course is conducted between September and November in a mixture of mentoring, on-line and face to face tuition.

Date: September – November 2016
Fee: $2,350.00 (GST free) (10% discount for two or more registrants from the same organisation)
Location: Distance supervised learning and coaching
Who should attend? Local government professionals at all levels and elected members
Presenter: Sophi Bruce
Registration: Contact the Centre on 02 9514 1659

Team Building and Leadership

This course is specifically tailored to develop advanced skills and knowledge in personal and team leadership within the local government context. It has been designed to assist local government professionals to effectively build, lead and participate in a live project or departmental team through experiential learning. During the course, participants will improve and demonstrate team leadership skills and strategies within their own workplace through a process of action-learning, practical application of theory and reflection. Participants registering for this course should be involved in a work-related project team over a period of 2-3 months within the semester that will form the basis of their experiential learning. The majority of this course is studied via distance learning and culminates in a one day workshop at UTS at the end of the semester. Participants on this course will gain greater understanding of team processes and dynamics, leadership styles, team effectiveness and strategies for personal and team development.

Date: 2-3 months, starting in August, with one-day workshop (date to be confirmed)
Fee: $2,350.00 (GST free) (10% discount for two or more registrants from the same organisation)
Location: Distance learning and one -day workshop (UTS City Campus)
Who should attend? Local government team leaders and managers as well as team members who want to develop their leadership ability and effectiveness.
Presenter: Sophi Bruce
**Leading Change**

Working in today’s local government means being able to adapt to changes in environments, legislation, communities and work culture. This one-day course will assist local government professionals to understand and work with change. It will provide participants with practical tools and techniques for understanding the change process, dealing with resistances to change, developing organisational change agent skills and strengthening personal and employee resilience. Participants will be able to apply this new knowledge to their own change challenges and complete the workshop with an action plan for leading a change process in their own organisation.

**Date:** TBA  
**Fee:** $575.00 (GST free)  
**Location:** UTS City Campus  
**Who should attend?** Local government professionals at all levels and elected members  
**Presenter:** Sophi Bruce  
**Registration:** Contact the Centre on 02 9514 1659

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**Building Regulation and Certification**

**Building Professionals Board Certification Course**

The BPB Certification Course is delivered in partnership with the Building Professionals Board (the Board) and is for building professionals wishing to become accredited certifiers or renew their accreditation. This course has been approved by the Board and successful completion of this course is a prerequisite for applying for accreditation as a certifier with the Board. This course is a fundamental requirement for demonstrating the range of core skills and knowledge required by the accreditation scheme administered by the Board. The scheme sets out the matters that applicants need to demonstrate to be accredited. The four-day course is delivered in two blocks. The first block focuses on the context within which certification operates; the NSW Planning System and, in particular, the Development Assessment process; and the role and content of Certificates. The second block focuses on setting up as a certifier and running a business in light of the duties and responsibilities established by the legislation. The role of the Board and key legal requirements such as conflict of interest and the role of the public officer are discussed in detail.

**Date:** Four-day course with various dates in 2016  
**Fee:** $2,355.00 (GST free)  
**Location:** UTS City Campus  
**Who should attend?** Building professionals wishing to become accredited certifiers or renew their accreditation.  
**Presenters:** Dr Danny Wiggins, Tim Stenning, Robert Marinelli, Steve Watson, Jacinta Reid, and professional Board staff.  
**Registration:** Online registration form for this course is available on the IPPG website.

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**Plan Reading**

This one day course is designed to provide participants with training in reading and interpreting the various types of plans used in local government planning departments. Participants will learn about the terminology of plans, interpreting plan scales and reading contours and will become capable and confident in reading and interpreting a variety of plans including site, floor, elevations, section and subdivision plans. Shadow diagrams and specialist plans such as engineering and bushfire plans will also be covered. The course will utilise a variety of teaching methods and include practical workshops to provide hands-on experience in reading, measuring and drawing plans.

**Date:** TBA  
**Fee:** $575.00 (GST free)  
**Location:** UTS City Campus  
**Who should attend?** Any staff working with plans and would like to refine their plan reading skills. This course could also appeal to conveyancing, and legal officers as well as real estate agents.  
**Presenters:** Stephen Krimmer, Craig Squires  
**Registration:** Contact the Centre on 02 9514 1659
**ABC of the BCA**
This one day course is designed to provide participants with a general overview and understanding of the Housing Provisions (Volume 2) of the BCA. It will assist those with a limited understanding, to gain a better appreciation of the basics of the BCA. Participants will develop skills in finding legislation, navigating through the BCA and the Housing Provisions and gain an appreciation of the language and clause structure. The Classification of Buildings, Performance Provisions and Acceptable Construction Provisions will also be covered. Participants will be provided with a variety of opportunities to apply these new skills in practical workshops. A range of interactive teaching methods will be used including real-life examples and videos with opportunities for questions.

**Date:** TBA  
**Fee:** $575.00 (GST free)  
**Location:** UTS City Campus  
**Who should attend?** Council counter staff, planners, trainee/graduate building surveyors, rangers, architects and designers, engineers, environmental health officers  
**Presenters:** Stephen Krimmer, Craig Squires  
**Registration:** Contact the Centre on 02 9514 1659

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**Building Regulation**
This five-day course provides essential skills in understanding and implementing building regulation in New South Wales. The course provides up-to-date advice in interpreting and applying the regulatory requirements for dwellings (Class 1) and outbuildings (Class 10) under the Building Code of Australia and NSW Environmental Planning and Assessment Act. The Swimming Pools Act, Energy Efficiency and Sustainability will also be covered. Participants will be given plenty of opportunities for the application of new skills in workshop activities. The workshops have been based on real-life examples that will be explored through photos and videos.

**Date:** 8-9 September and 5-7 October 2016  
**Fee:** $2,350.00 (GST free) (10% discount for two or more registrants from the same organisation)  
**Location:** UTS City Campus  
**Who should attend?** Building surveyors, planners, architects, development engineers and others whose work requires up-to-date knowledge and skills in interpreting and applying building regulations as well as the range of professionals who deal with building regulations.  
**Presenters:** Stephen Krimmer, Craig Squires, Michael Wynn-Jones  
**Registration:** Online registration form for this course is available on the IPPG website.

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**Alternative Solutions and Principles of Fire Engineering**
This two-day course will discuss legislative requirements, recommended work practices and the role of fire engineering in the development and assessment of robust alternative solutions. This course has been designed to enhance the skills of those participants who are familiar with the requirements of the Building Code of Australia, particularly requirements relating to Class 2-9 buildings. The course will cover relevant legislation, definitions, fire science and material behaviour, fire engineering brief criteria, analysis and assessment methodology overview, as well as the use of assessment and report checklists and flowcharts. Participants will be given plenty of opportunities for the application of new skills in workshop activities. The workshops have been based on real-life experiences. The presentations are supported by videos and allow ample time for questions.

**Date:** 7-8 November 2016  
**Fee:** $1,150.00 (GST free) (10% discount for two or more registrants from the same organisation)  
**Location:** UTS City Campus  
**Who should attend?** Experienced building surveyors, architects, staff seeking enhanced fire engineering skills.  
**Presenters:** Michael Wynn-Jones and experienced practitioners  
**Registration:** Online registration form for this course is available on the IPPG website.
Advanced Building Regulation

This five-day course for experienced practitioners provides the most-up-to-date theory and practice in interpreting the Building Code of Australia (BCA) requirements for Class 2 to 9 buildings (commercial, retail, industrial, health care, assembly, aged care and multiple unit residential buildings). This course provides an overview of the relevant approval legislation, performance based (alternative) solutions, fire safety upgrading, fire safety measure certification and the certification of building work pursuant to the NSW Environmental Planning and Assessment Act and Regulation. As this course deals with more complex buildings and issues, participants should either have completed the UTS:CLG’s introductory Building Regulation Course, or have equivalent skills and experience.

Date: 3-4 November, 30 November and 1-2 December 2016
Fee: $2,350.00 (GST free) (10% discount for two or more registrants from the same organisation)
Location: UTS City Campus
Who should attend? Experienced building surveyors, planners, architects, development engineers
Presenters: Colin Wood, Michael Wynn-Jones, Stephen Krimmer
Registration: Online registration form for this course is available on the IPPG website.

Environmental Health in Practice

Local government is responsible for ensuring the health of their local communities and its environment is protected. To achieve better environment and public health outcomes, Environmental Health Officers and other government staff must develop and maintain skills and knowledge in a wide range of environmental health activities. This two-day course gives participants a broad understanding of the environmental health issues dealt with by Environmental Health Officers in a local government context. They will be introduced to the planning legislation and techniques used when receiving development application referrals and explore the broad range of issues that make the Environmental Health Officers role so varied and interesting. These include food premises, skin penetration premises, public pools, complaint resolution of environmental health matters such as noise, odour, unhealthy conditions and hoarding & squalor, Emergency Management, Assessment of land contamination, asbestos issues and clandestine drug labs, environmental audits, waste management and sustainability. Participants will be provided with a variety of opportunities to apply new skills in practical workshops. A range of teaching methods will be used including real-life examples and videos with opportunities for questions.

Date: 25-26 October 2016
Fee: $1,150.00 (GST free) (10% discount for two or more registrants from the same organisation)
Location: UTS City Campus
Who should attend? graduate, new and trainee EHOs, EHOs, specialised EHOs looking to broaden their skills, health & building surveyors, compliance staff, planners, rangers, technical assistants, administration support and counter staff as well as other government staff such as NSW Food Authority, NSW Health, NSW OEH and EPA staff looking to gain an understanding of environmental health activities in a local government context.
Presenters: Kristy McCreadie, Peter Rodham
Registration: Online registration form for this course is available on the IPPG website.

Swimming Pool Assessment, Compliance and Safety Awareness

This two-day course will provide participants with an in depth understanding of the updated NSW swimming pool legislation including the roles and responsibilities of Council and Accredited Certifiers. It is designed to equip participants to carry out inspections and assessments of new and existing swimming pools in accordance with updated NSW swimming pool legislation. The course will cover relevant legislation and authorities, a step-by-step guide to issuing a Swimming Pool Compliance Certificate, implementing a swimming pool inspection program, exempt and complying development criteria as well as BASIX. The interactive training style will assist participants to gain skills and confidence to assess and inspect new and existing swimming pools, issue swimming pool compliance certificates and develop a swimming pool inspection program in accordance with updated NSW swimming pool legislation. A range of teaching methods will be used including real-life examples and videos with opportunities for questions.

Date: 3-4 November 2016
Fee: $1,150.00 (GST free) (10% discount for two or more registrants from the same organisation)
Location: UTS City Campus
Who should attend? Designated council swimming pool inspection officers, A1 – A3 Accredited certifiers, anyone providing advice on the Swimming Pool legislation such as Council Counter Staff, swimming pool installers, real estate agents, conveyancers.

Presenters: Stephen Krimmer, Kate Stoner
Registration: Online registration form for this course is available on the IPPG website.

Planning for Bushfire

Building in Bushfire Prone Areas
This one-day course is designed to improve participants understanding of the bushfire requirements associated with the submission and assessment of a new dwelling application. The topics that the course will cover include: relevant legislation including the EP&A Act and BCA; the importance of ground surveys; bushfire attack mechanisms; Planning for Bushfire Protection considerations including asset protection zones, siting & design, construction standards (BCA and AS3959); access requirements; water and utility services and landscaping. Participants will also explore SEPP (Exempt and Complying Development Codes) 2008 and work through AS3959 (Buildings in Bushfire Prone Areas). Real-life examples using photos and videos will be provided with a variety of opportunities to apply new skills in the interactive workshops.

Date: TBA
Fee: $575.00 (GST free)
Location: UTS City Campus

Who should attend? Planners, architects and designers, building surveyors, certifiers, council counter staff
Presenter: Colin Wood
Registration: Contact the Centre on 02 9514 1659

Planning for Bushfire Prone Areas
This five-day course conducted over one week is designed to provide planning and development professionals, particularly those working in local government, with the necessary skills and understanding to apply the relevant requirements of the Environmental Planning and Assessment Act, Rural Fires Act and AS 3959 (Buildings in Bushfire Prone Areas). It is essential that professionals involved in planning for bushfire prone areas have a thorough grasp of the legislation, the planning and design principles involved as well as an understanding of the related aspects of bushfire behaviour and management. The topics covered in this course include the legal, planning and policy framework, bushfire behaviour and assessments, building regulations, bushfire attack and design. This knowledge is required not only to produce quality outcomes but also to help protect local councils against claims of negligence in exercising their development control functions. This course includes a one-day field trip where participants will have the opportunity to apply skills acquired during class workshops.

Date: 22-26 August 2016
Fee: $2,450.00 (GST free) (10% discount for two or more registrants from the same organisation)
Location: UTS City Campus

Who should attend? Planners, building surveyors, subdivision engineers, bushfire control personnel, architects, land surveyors
Presenters: Colin Wood, Graham Douglas, Stuart Little, Jacinta Reid
Registration: Online registration form for this course is available on the IPPG website.

Development Assessment and Control

Advanced Development Assessment
This five-day course for experienced practitioners seeks to promote fresh thinking and improved techniques for development assessment in order to produce better development outcomes. The key matters covered include interpreting and applying planning instruments; identifying and acting on key issues in the assessment process; precinct, site and environmental analysis; performance-based assessment and managing the assessment process. Participants will develop an increased awareness of the role of strategic planning in shaping development assessment requirements; explore place based development controls and matters such as streetscape, landscape design and sustainability, consider ways to move beyond reactive development control and focus on performance outcomes; the impact of
management of the DA process on outcomes; decision-making and appeals systems including recent Land and Environment Court judgements and the role and powers of JRPP and IHAP’s. This course has a practical focus and participants will be provided with a variety of opportunities to apply new skills including class workshops and a field trip.

**Date:** 3-5 August and 1-2 September 2016  
**Fee:** $2,350.00 (GST free) (10% discount for two or more registrants from the same organisation)  
**Location:** UTS City Campus  
**Who should attend?** Experienced development and assessment officers, strategic planners, building surveyors, architects and development assessment engineers.  
**Presenters:** Alison McCabe, Peter Walsh, Jacinta Reid, Jonathan Knapp, Dr Danny Wiggins, Neil Selmon  
**Registration:** Online registration form for this course is available on the IPPG website.

**Local Infrastructure Funding**  
This two-day course covers the NSW system for levying development contribution (in detail) and infrastructure funding and related moves to improve financial and asset management in Local Government (more generally). It explores development contributions as an element of Council’s financial and asset management considerations. This course will provide a clear picture of the strategic planning framework for NSW local government within which the development contributions system operates recent developments and key players. The Office of Local Government’s Integrated Planning and Reporting Framework and the ways development contributions can operate within a Council’s broader financial and asset management responsibilities will be explored. A strong emphasis is placed on sharing examples of good practice in development contributions and local infrastructure funding so participants can explore the principles and options (including legal requirements) for levying development for the provision of local infrastructure. The course includes a panel discussion that brings together a range of practitioner perspectives to explore the opportunities and possibilities for local infrastructure funding.

**Date:** 6-7 September 2016  
**Fee:** $1,150.00 (GST free) (10% discount for two or more registrants from the same organisation)  
**Location:** UTS City Campus  
**Who should attend?** Planners, building surveyors, development contributions officers, engineers, council community services and finance professionals  
**Presenters:** Dr Danny Wiggins, Greg New, a range of invited practitioners  
**Registration:** Online registration form for this course is available on the IPPG website.

**Development Control**  
This five-day course deals with the fundamentals of development assessment and is designed to complement experience at work and ‘on the job’ training for those relatively new to the field. It offers a broad range of basic knowledge and skills needed for effective professional practice, connecting planning law and policy with development assessment and design factors. The course covers the basic legal framework underpinning the development control system; updates on current reforms; steps in the DA approval process; key development assessment issues; appreciation of development control principles: natural resource management, landscape and urban design, traffic and parking, social and economic development; Active Living and an overview of decision-making and appeals systems including recent Land and Environment Court judgements and the role and powers of JRPP and IHAP’s. Case studies applying planning principles to urban and rural settings will be used. This course will strengthen participant’s capacity to assess development applications and strengthen knowledge of the information required for lodging a development application. Workshops will be interactive and draw on practical examples and case studies.

**Date:** 19-20 September and 17-19 October 2016  
**Fee:** $2,350.00 (GST free) (10% discount for two or more registrants from the same organisation)  
**Location:** UTS City Campus  
**Who should attend?** Administration and counter inquiry staff, newly trained planners and building surveyors, health surveyors, engineers, landscape specialists, social planners, and staff working who need to know about the planning system.  
**Presenters:** Dr Danny Wiggins, Dr Andrew Kelly, Alison McCabe, Neil Selmon, Jonathan Knapp, Jacinta Reid  
**Registration:** Online registration form for this course is available on the IPPG website.
Lessons from a Planning Panel
This four-hour experiential workshop will expose participants to the ways of working of a planning panel, based on a case study of the NSW Planning Assessment Commission (the PAC). Participants will be challenged to consider a range of perspectives and arrive at recommendations to share with the group. They will gain insight into planning panel considerations, develop assessment skills, hone presentation techniques and build capacity to draw from a range of positions to develop recommendations, and justify outcomes to a group of peers.

Date: 26 October 2016
Fee: $350.00 (GST free)
Location: UTS City Campus
Who should attend? Experienced planners and building surveyors, architects, consultants interested in experiencing the PAC decision making processes and outcomes
Presenters: Abigail Goldberg
Registration: Online registration form for this course is available on the IPPG website.

Finance, Economics and Performance

Introduction to Public Finance
This course provides students with an overview of the three major strands of public finance: revenue, expenditure and performance monitoring. Each day commences with a review of important concepts relevant to the topic. This knowledge is then applied in the afternoon session to the everyday problems confronting Councillors and Senior Executive of Australian local governments. The revenue module examines taxation concepts, fees and charges, and intergovernmental grants. The expenditure component of the course considers the different types of local government goods and services, methods for constraining expenditure, and the importance of measuring council technical efficiency. The performance monitoring module looks at the problems commonly associated with performance regimes and the importance of design for avoiding perverse outcomes. Introduction to Public Finance is assessed through two essays in which students can apply their new knowledge to enhancing the financial sustainability of their council. The essays – along with feedback from the academics delivering the course – will be a valuable asset for councils and the residents that they represent. Participants who successfully complete the course will receive a certificate of attendance.

Date: 18-20 November 2016
Fee: $1,600.00 (GST free) (10% discount for two or more registrants from the same organisation)
Location: UTS City Campus
Who should attend? Senior council staff, state and federal government employees, commercial sector
Presenters: Dr Joseph Drew (principally), Dr Bligh Grant
Registration: Online registration form for this course is available on the IPPG website.

Performance Monitoring
Almost every government and non-government organisation operates a performance monitoring programme. These programmes are developed for various reasons: corporate intelligence gathering, evaluation, to elicit a certain level of performance or to provide information to stakeholders. Yet few programmes actually achieve the intended goal. This course, conducted over two days, provides students with the requisite knowledge to improve the outcomes arising from performance monitoring programmes. The first day examines the reasons for performance monitoring and conceptual obstacles to accurate monitoring (such as threshold and ratchet effects, gaming and synecdoche). In day two students are provided with the opportunity to develop basic empirical skills for evaluating performance including ratio analysis, trend analysis and sensitivity analysis. The subject is assessed through two essays. Participants who successfully complete the course will receive a certificate of attendance.

Date: 23-24 November 2016
Fee: $1,150.00 (GST free) (10% discount for two or more registrants from the same organisation)
Location: UTS City Campus
Who should attend? Councillors, CFOs, GMs, Executive level staff
Presenters: Dr Joseph Drew (principally), Dr Bligh Grant
Registration: Online registration form for this course is available on the IPPG website.
About Our Presenters

Abigail Goldberg is an Associate of the UTS:IPPG. Abigail has a foundation in urban planning and urban design, with experience across the infrastructure, housing, resources, transport and tourism sectors. She also holds business administration qualifications, and has held senior managerial positions in both the public and private sector. Abigail is currently a part-time Commissioner for the NSW Planning Assessment Commission as well as a Non-Executive Director on several boards, and a management advisor.

Alison McCabe is a consultant planner with over 25 years of experience in statutory and strategic planning for state and local government and private practice.

Dr Andrew Kelly is a lawyer and town planner. He has been teaching planning law to Council staff and elected representatives for over a decade. He is a Senior Lecturer at the University of Wollongong’s Faculty of Law and is a member of the University’s research Institute of Conservation, Biology and Law.

Dr Annie Pettitt is an expert in human rights education and application. Her expertise and work centres on integrating and applying human rights principles and approaches to a range of learning environments, including schools, TAFE, business and the public sector. In recent years, her work has had a significant focus on the relevance of human rights to public service values and codes of conduct, the development of robust policy, legislation and programs for government agencies.

Anne-Marie Elias is an Innovation consultant teaching government and NGOs how to innovate and collaborate with the new economy - digital transformation. With three decades’ expertise in public and NGOs sectors driving innovation, Anne-Marie has developed a suite of tools to build individual, team and organisational capacity for innovation and greater stakeholder collaboration.

Dr Bligh Grant, Senior Lecturer, teaches a range of topics including strategic management theory and leadership, political studies, public policy, comparative politics, sociology, regional studies, gender studies and applied ethics. He has published extensively in leading national and international journals and is notable for his research on local government issues.

Colin Wood holds degrees in Building and Environmental Health, a Masters degree in Building Surveying and a Graduate Diploma in Bushfire Design. He is a practising Environmental Health and Building Surveyor with over 35 years’ experience in both Local Government and Private Practice. Colin is currently the Section Manager of Building & Compliance at Shoalhaven City Council.

Craig Squires is an Environmental Health and Building Surveyor with over twenty years of experience in local government. He works with the Fire Safety Team at Penrith City Council and has taught at the University of Western Sydney and at TAFE.

Dr Danny Wiggins has been a Planning consultant for twenty years, specialising in statutory planning systems and local planning controls. He has worked for all three levels of government, and a range of private sector clients.

Geraldine O’Connor is Programs Manager at UTS:CLG. Geraldine has over 25 years’ experience in local government as a land use planner working in both strategic planning and development assessment roles. In her roles she strove for the integration of social planning with land use planning.

Grahame Douglas gained over fifteen years’ experience with the Rural Fire Service in strategic analysis and was the architect of the 2002 amendments to legislation concerning development in bushfire prone areas. He also finalised ‘Planning for Bushfire Protection – 2006’.

Greg New has over 25 years’ experience as a town planner, particularly in the areas of strategic land use planning, multi-disciplinary planning team management and development contributions advice.

Jacinta Reid is a barrister who previously practised as a solicitor in the Land and Environment Court NSW for 14 years, specialising in planning and local government law and has conducted many appeals in the court which raise bushfire issues.

Jackie Ohlin is an Associate with the UTS:CLG, a former Director of Social Planning with Urbis and a practitioner in social planning and community development with local governments and community organisations for over 25 years.
Dr Joseph Drew is one of Australia’s foremost academics specialising in public finance. Joseph is a Research Fellow in the UTS:IPPP and his research interests focus on expenditure and revenue structures for local government, performance measurement, corporate governance and fiscal federalism. Previously Joseph worked in senior management positions in performance monitoring within the retail banking sector.

Kate Stoner has over eight years’ experience as a Building Surveyor within local government & has been instrumental in providing much needed swimming pool legislation training to council officers & Certifiers since 2010. Kate has been involved with two Land and Environment Court cases involving swimming pool legislation, and is on a number of related committees.

Kristy McCreadie has 10 years’ experience working in environmental health roles in local government and is currently employed as an Environmental Health Officer at Holroyd City Council. She has also worked at the NSW Food Authority in a Project Officer role, and in quality assurance in the private sector.

Prof Lee Pugalis is an international urban scholar, whose research traverses local and regional economic development, urban regeneration, and strategic planning. He has a particular interest in metropolitan governance and urban entrepreneurship. Lee is a chartered town planner and economic development officer who gained undergraduate, postgraduate and doctoral qualifications from Newcastle University in England.

Margaret Harvie is an Associate with the UTS:CLG, a community engagement practitioner and has been conducting internationally recognised courses for the past eight years in Australia and Singapore.

Michael Wynn-Jones holds an honours degree in Building Surveying and a Masters in Fire Engineering and is an A1 - Accredited Certifier - Building Surveying Grade 1. Michael is a member of several State Government committees that deal with private certification, the BCA, fire engineering and alternative solutions and is a conjoint Professor at Newcastle University.

Michelle Landy is a highly experienced behavioural change specialist and is renowned for advancing personal performance and developing leadership capacity in local government. For twenty years she has been facilitating, consulting and providing executive coaching to managers and leaders and has held an associate teaching role with UTS:CLG for the past decade. She has an outstanding reputation for her dynamic and inspiring style and her ability to create lasting change.

Peter Rodham has worked in NSW in the Building and Environmental Health fields for well over a decade in senior roles, in addition to working for England’s largest Council. Prior to this he was employed for an engineering company providing environmental, work health & safety advice.

Robert Marinelli is a Director and joint Managing Director in the Philip Chun group of companies, his experience ranges from domestic residential developments to multi-storey office, hotel and retail developments.

A/Prof Roberta Ryan is Director of the UTS:IPPP and UTS:CLG. Roberta is a leading public participation practitioner and researcher with over 30 years’ experience. Roberta combines her expertise in this field with her social research, policy evaluation and social planning skills. She has designed and implemented leading practice participation programs for state and local government, including innovative deliberative processes. Roberta has extensive training experience working for public sector agencies across a wide range of public policy issues.

Dr Robyn Cochrane is Lead Researcher for Cochrane Research Solutions and holds a part-time Lecturer position with Monash Business School, where she teaches management and managerial problem solving and decision-making courses at post-graduate level. Prior to commencing her own consulting business and working with Monash University, Robyn had an extensive work background in the local government sector and vocational education and training sector in Victoria.

Ronald Woods has 30 years’ Australian and international experience in social policy and the human services. He has extensive applied and theoretical knowledge and experience in the fields of service development and community engagement.

SallyAnn Hunting is Associate Director of the UTS:IPPP. SallyAnn is an expert and a leader in the field of sustainability policy and programs. She specialises in strategic reviews, sustainability and change management. Her work centres on building capacity and capability for planners and practitioners within corporate, government, not for profit and academic organisations to improve organisational capacity for environment, social and economic outcomes and drive operational performance.

Simone Schwarz has strong and long commitment to social planning and community development in local government and a background in the community sector and as a femocrat in TAFE. Currently Director, Community Services at Marrickville Council, she co-authored Raising Expectations?, a review of NSW Social Plans and The Way Forward a review of Women in Local Government.
Sophi Bruce has over 20 years’ experience working in and with the public sector. Sophi specialises in approaches to leadership development, change and transition, and social impact projects. She understands the complexities of leading in local government and draws on a range of techniques that help people to work collaboratively and generate improved outcomes. With UTS since 2011, Sophi has responsibility for the suite of leadership programs offered by the UTS:CLG.

Stephen Krimmer is an Accredited Certifier and Senior Building Surveyor with over fourteen years of local government experience, with a specific focus on development assessments, inspections and education. Stephen provides a variety of engaging training courses to assist both local government organisations and accredited certifiers across NSW.

Steve Watson is Managing Director of Steve Watson and Partners, building regulation consultants and Certifiers. He is an accredited fire-safety engineer, an accredited Principal Certifying Authority in New South Wales, and a highly qualified and experienced professional in the area of performance-based building code compliance.

Stuart Little worked with the NSW Department of Planning for 13 years in bushfire and natural resources policy. He was also one of the authors of ‘Planning for Bushfire Protection’ in 2001 and has been closely involved in its implementation.

Su Fei Tan is a Senior Research Officer with the UTS:CLG. With more than 10 years’ experience of research and capacity building for local government, Su Fei’s areas of interest and expertise include local democracy and representation, environmental sustainability, strategic planning, and supporting local government in developing countries. These are complemented by a wide range of skills and experience in project management, editing and research.

Tim Robinson has held a variety of senior roles in all three tiers of government, including nine years as a Director with a large metropolitan local council. A focus of Tim’s work has been strategy development and organisational capability review including workforce planning and training and development needs analysis.
How to register for a course

To register and pay for a UTS short course you must visit the relevant short course page on the IPPG website and either:

> register online using the 'Book Now' button for credit card payments;
> or for organisations with an ABN, complete an Invoice Request Form and send it to short.courses@uts.edu.au

Further information

For general enquiries, course related enquiries and future dates please contact:
UTS Centre for Local Government
Rimma Myton on 02 9514 1659 or Hannah Fryatt on 02 9514 4738, or email clg.shortcourses@uts.edu.au or visit ippg.uts.edu.au.

For enquiries specifically regarding short courses enrolment or payment, please contact UTS Short Courses on 02 9514 2913 or email short.courses@uts.edu.au.