

Stores and Inventory

Turn tough conversations into trust-building moments.

Synopsis

This is a full day course providing general information on principles and best practices in effective stores and inventory management. It needs to be acknowledged that individual councils will have different procedures and processes for stores and inventory management. This course is not designed to drill down to procedural and process level but rather to give an overview of the policies and principles that would apply to most organisations.

Course Topics:

- Local Government Framework revision
- Inventory Management
 - Definition and principles
 - Categories and types
 - Demand
 - Inventory management strategies and systems
 - Valuing inventory
- Stores Management
 - Location and design
 - Safety
 - Security and integrity of stores
 - Materials handling
 - Receiving and outbound inventory
 - Third party warehousing
 - Performance assessment and improvement

Our trainers

Our specialist facilitators bring years of Local Government training experience to guiding and inspiring participants, helping them build confidence and capability across a wide range of disciplines. Join us for this lively, instructor-led, interactive, and practical course designed to enhance skills and support participants in navigating real-world challenges.

Audience

Our courses are specifically designed for Queensland Local Government officers, delivered by experienced facilitators and enriched with practical local government content. Each program has been developed to suit the needs and priorities of your council, ensuring relevance and impact for your chosen audience.

Workshop details

Delivery: In-house or virtual.

Duration: 1 day interactive workshop.

Class size: Max 15.

Price: On request.