peak services

SHORT COURSE

Compliance with Confidence for Para-Planners and Planning Support Officers

Build skills, clarity and confidence to navigate compliance with accuracy and assurance.

Synopsis

This practical half-day course introduces local government officers to the key steps in managing planning compliance, from responding to complaints and interpreting local laws to undertaking site inspections and progressing enforcement action.

Through practical scenarios, participants will build confidence in communicating requirements, negotiating voluntary compliance, managing difficult conversations, and maintaining records that support transparent, defensible decisions.

Topics include:

- Procedural fairness
- The show-cause process
- Representations
- Enforcement responses
- Delegations and powers of entry
- Planning safe and effective inspections
- Gathering evidence (file notes, photographs and correspondence).

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: Half day workshop

Class size: Maximum 15

Price: Please contact Peak Services for course fees or a proposal for on-site or in-house training

Peak Services is a pre-qualified supplier on Local Buy Arrangement: Training Services LB327

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