

Mandatory Elected Member Training Report

As at 30 June 2020

Following the 2019 Local Government Election and in accordance with the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996*, all newly Elected Members are required to attend Mandatory Training.

The period within which the course of training must be completed is 12 months, beginning on the day on which the Elected Member is elected.

The City must prepare a report for each financial year on the training completed by the Elected Members, within that financial year.

The Chief Executive Officer must publish the report on the City's official website within one month, after the end of the financial year, to which the report relates.

Results of the City's 2019 Local Government Election, held on 19 October 2020, saw the election of Councillors Peter Feasey, Wendy Cooper, Dennis Wood and Sherilyn Wood. Each of these newly Elected Members have been enrolled in the WA Local Government Association (WALGA) course titled Council Member Essentials that consists of the following modules —

- (i) Understanding Local Government;
- (ii) Serving on Council;
- (iii) Meeting Procedures;
- (iv) Conflicts of Interest; and
- (v) Understanding Financial Reports and Budgets.

The mandatory training is valid for five years.

An Elected Member is exempt from the requirements outlined in section 5.126(1) of the *Local Government Act 1995* if the Elected Member passed either of the following courses within the period of five years ending immediately before the day on which the Elected Member commences their term of office:

- Council Member Essentials;
- 52756WA Diploma of Local Government (Council Member);
- The Elected Member passed the course titled LGASS00002 Council Member Skill Set before 1 July 2019 and within a period of five years ending immediately before the day on which the Elected Member commences their term of office.

There were no exemption conditions met by any of the City's newly Elected Members resulting in all of them having to complete the mandatory training.

WALGA offered both eLearning and 'in house' options for some modules and each Elected Member as able to select their preferred option, where possible. With the COVID-19 pandemic options for 'in house' training were no longer available for a period of time and therefore eLearning being the only available option for a period of time.

As at the 30 June 2020, the newly Elected Members have been enrolled as follows:

Elected Member Name	Module	Date completed / Status	Cost (GST free)
Deputy Mayor Peter Feasey Total cost of the Council Member Essentials course is \$1,255	Understanding Local Government (eLearning)	Completed module via eLearning	\$195.00
	Conflicts of Interest (eLearning)	Completed module via eLearning	\$195.00
	Serving on Council (eLearning)	Enrolled	\$195.00
	Understanding Financial Reports and Budgets (eLearning)	To be enrolled once registrations open in July/August 2020	\$195.00
	Meeting Procedures	Completed, attended training at WALGA on 28 January 2020	\$475.00

Elected Member Name	Module	Date completed / Status	Cost (GST free)
Councillor Wendy Cooper Total cost of the Council Member Essentials course is \$1,255	Understanding Local Government (eLearning)	Completed module via eLearning	\$195.00
	Conflicts of Interest (eLearning)	Completed module via eLearning	\$195.00
	Serving on Council (eLearning)	Enrolled	\$195.00
	Understanding Financial Reports and Budgets (eLearning)	To be enrolled once registrations open in July/August 2020	\$195.00
	Meeting Procedures	Part completed, attended training at WALGA on 28 January 2020 assessment still to be completed.	\$475.00
Councillor Dennis Wood Total cost of the Council Member Essentials course is \$2,240	Understanding Local Government (eLearning)	Enrolled	\$195.00
	Conflicts of Interest (eLearning)	Completed module via eLearning	\$195.00
	Serving on Council	Part completed, attended training at WALGA on 5-6 December 2019, assessment still to be completed.	\$900.00
	Understanding Financial Reports and Budgets	Part completed, attended training at WALGA on 9 December 2019, assessment still to be completed.	\$475.00
	Meeting Procedures	Part completed, attended training at WALGA on 17 February 2020, assessment still to be completed.	\$475.00

Elected Member Name	Module	Date completed / Status	Cost (GST free)
Councillor Sherilyn Wood Total cost of the Council Member Essentials course is \$2,240	Understanding Local Government (eLearning)	Enrolled	\$195.00
	Conflicts of Interest (eLearning)	Enrolled	\$195.00
	Serving on Council	Part completed, attended training at WALGA on 5-6 December 2019, assessment still to be completed.	\$900.00
	Understanding Financial Reports and Budgets	Part completed, attended training at WALGA on 9 December 2019, assessment still to be completed.	\$475.00
	Meeting Procedures	Part completed, attended training at WALGA on 17 February 2020, assessment still to be completed.	\$475.00

The total cost to the City for all four newly Elected Members to complete the Council Member Essentials was \$6,990 (GST free).

In summary, the remaining modules of the Council Member Essentials to be completed by each Elected Member are as follows:

Deputy Mayor Peter Feasey

- Serving on Council (eLearning)*
- Understanding Financial Reports and Budgets (eLearning)*

Councillor Wendy Cooper

- Serving on Council (eLearning)*
- Understanding Financial Reports and Budgets (eLearning)*

In house training completed, assessment still outstanding for the Meeting Procedures module.

Councillor Dennis Wood

- Understanding Local Government (eLearning)

In house training completed, assessments still outstanding and need to be completed for:

- Serving on Council
- Understanding Financial Reports and Budgets
- Meeting Procedures

Councillor Sherilyn Wood

- Understanding Local Government (eLearning)
- Conflicts of Interest (eLearning)

In house training completed, assessments still outstanding and need to be completed for:

- Serving on Council
- Understanding Financial Reports and Budgets
- Meeting Procedures

Elected Members are required to have all modules of the Council Member Essentials completed within 12 months of the day they were elected, the City will be continuing to work with the Elected Members to ensure that the legislative requirement is met.

**It should be noted that the Serving on Council module only became available via eLearning in May 2020. The Understanding Financial Reports and Budgets is currently not available as an eLearning module, with its development currently in progress it is expected that registrations will open in July/August 2020, once the module is available for eLearning both Elected Members will be enrolled.*

Deputy Mayor Peter Feasey and Councillor Wendy Cooper were originally booked in for 'in house' training for both of these modules but due to COVID-19 the 'in house' training became unavailable due to social distancing restrictions.