

Mandatory Elected Member Training Report

As at 30 June 2021

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.

A report was prepared and presented to Council with the status of each module for all four Elected Members as at the 30 June 2020, since this report all mandatory training has been completed with each Elected Member receiving their Certificate of Achievement – Council Member Essentials from WALGA.

The updated details as at 30 June 2021 can be reviewed below, these have been added in red text:

Elected Member Name	Module	Date completed / Status as at 30 June 2020	Date completed / Status as at 30 June 2021	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	Completed module via eLearning on 24 February 2020	\$195.00
	Conflicts of Interest (eLearning)	Completed module via eLearning	Completed module via eLearning on 25 February 2020	\$195.00
	Serving on Council (eLearning)	Enrolled	Completed module via eLearning on 19 August 2020	\$195.00
	Understanding Financial Reports and Budgets (eLearning)	To be enrolled once registrations open in July/August 2020	Completed module via eLearning on 16 September 2020	\$195.00
	Meeting Procedures	Completed, attended training at WALGA on 28 January 2020	Completed, attended training at WALGA on 28 January 2020 and completed the assessment on 25 February 2020	\$475.00

Elected Member Name	Module	Date completed / Status as at 30 June 2020	Date completed / Status as at 30 June 2021	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	Completed module via eLearning on 4 February 2020	\$195.00
	Conflicts of Interest (eLearning)	Completed module via eLearning	Completed module via eLearning on 6 February 2020	\$195.00
	Serving on Council (eLearning)	Enrolled	Completed module via eLearning on 21 July 2020	\$195.00
	Understanding Financial Reports and Budgets (eLearning)	To be enrolled once registrations open in July/August 2020	Completed module via eLearning on 20 August 2020	\$195.00
	Meeting Procedures	Part completed, attended training at WALGA on 28 January 2020 assessment still to be completed.	Completed, attended training at WALGA on 28 January 2020 and completed the assessment on 14 July 2020	\$475.00
Councillor Dennis Wood Total cost of the Council Member Essentials course is \$2,240	Understanding Local Government (eLearning)	Enrolled	Completed module via eLearning on 25 August 2020	\$195.00
	Conflicts of Interest (eLearning)	Completed module via eLearning	Completed module via eLearning on 14 April 2020	\$195.00
	Serving on Council	Part completed, attended training at WALGA on 5-6 December 2019, assessment still to be completed.	Completed, attended training at WALGA on 5-6 December 2019 and completed the assessment on 2 October 2020	\$900.00
	Understanding Financial Reports and Budgets	Part completed, attended training at WALGA on 9 December 2019, assessment still to be completed.	Completed, attended training at WALGA on 9 December 2019 and completed the assessment on 2 October 2020	\$475.00
	Meeting Procedures	Part completed, attended training at WALGA on 17 February 2020, assessment still to be completed.	Completed, attended training at WALGA on 17 February 2020 and completed the assessment on 16 August 2020	\$475.00

Elected Member Name	Module	Date completed / Status as at 30 June 2020	Date completed / Status as at 30 June 2021	Cost (GST free)
Councillor Sherilyn Wood Total cost of the Council Member Essentials course is \$2,240	Understanding Local Government (eLearning)	Enrolled	Completed module via eLearning on 26 August 2020	\$195.00
	Conflicts of Interest (eLearning)	Enrolled	Completed module via eLearning on 20 August 2020	\$195.00
	Serving on Council	Part completed, attended training at WALGA on 5-6 December 2019, assessment still to be completed.	Completed, attended training at WALGA on 5-6 December 2019 and completed the assessment on 3 September 2020	\$900.00
	Understanding Financial Reports and Budgets	Part completed, attended training at WALGA on 9 December 2019, assessment still to be completed.	Completed, attended training at WALGA on 9 December 2019 and completed the assessment on 3 October 2020	\$475.00
	Meeting Procedures	Part completed, attended training at WALGA on 17 February 2020, assessment still to be completed.	Completed, attended training at WALGA on 17 February 2020 and completed the assessment on 3 September 2020	\$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).

The City's Elected Members completed all modules of the Council Member Essentials within 12 months of the day they were elected, in accordance with *Local Government Act 1995* requirements.