

# Mandatory Elected Member Training Report

*As at 30 June 2022*

Following the 2021 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 2021 Local Government Election, held on 16 October 2021, saw the election of Councillors Carol Adams, Michael Brown, Sue Kearney, Matthew Rowse and Barry Winmar. 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 was one exemption condition met by one of the City's newly Elected Members, Councillor Matthew Rowse resulting in him not having to complete the Serving on Council module due to having completed it on 22 November 2017, which is in accordance with the requirement of having completed it within five years of being re-elected. Although Councillor Rowse had this exemption, WALGA provided him access with the Serving on Council module in error and Councillor Rowse completed it.

WALGA offered both eLearning and 'in house' options for each module.

As at the 30 June 2022, the newly Elected Members have been enrolled as follows:

Elected Member Name	Module	Date completed / Status	Cost (Incl GST)
<p style="text-align: center;"><b>Mayor Carol Adams</b></p> <p>Total cost of the Council Member Essentials course is \$975.00</p>	Understanding Local Government	Completed module on 20 January 2022 via eLearning	\$195.00
	Conflicts of Interest	Completed module on 14 January 2022 via eLearning	\$195.00
	Serving on Council	Completed module on 19 January 2022 via eLearning	\$195.00
	Understanding Financial Reports and Budgets	Completed module on 19 January 2022 via eLearning	\$195.00
	Meeting Procedures	Completed module on 15 January 2022 via eLearning	\$195.00

<b>Elected Member Name</b>	<b>Module</b>	<b>Date completed / Status</b>	<b>Cost (incl GST)</b>
<b>Councillor Michael Brown</b>  Total cost of the Council Member Essentials course is \$975.00	Understanding Local Government	Completed module on 17 January 2022 via eLearning	\$195.00
	Conflicts of Interest	Completed module on 17 January 2022 via eLearning	\$195.00
	Serving on Council	Completed module on 18 January 2022 via eLearning	\$195.00
	Understanding Financial Reports and Budgets	Completed module on 18 January 2022 via eLearning	\$195.00
	Meeting Procedures	Completed module on 18 January 2022 via eLearning	\$195.00
<b>Councillor Sue Kearney</b>  Total cost of the Council Member Essentials course is \$2,415	Understanding Local Government	Completed - Attended training at WALGA on 10 February 2022	\$240.00
	Conflicts of Interest (eLearning)	Completed module on 29 June 2022 via eLearning	\$195.00
	Serving on Council	Completed - Attended training at WALGA on 24 and 25 February 2022	\$990.00
	Understanding Financial Reports and Budgets	Completed - Attended training at WALGA on 9 December 2021	\$495.00
	Meeting Procedures	Completed - Attended training at WALGA on 29 April 2022	\$495.00
<b>Elected Member Name</b>	<b>Module</b>	<b>Date completed / Status</b>	<b>Cost (Incl GST)</b>
<b>Councillor Matthew Rowse</b>	Understanding Local Government	Completed module on 23 May 2022 via eLearning	\$195.00

Total cost of the Council Member Essentials course is \$780.00	Conflicts of Interest	Completed module on 17 March 2022 via eLearning	\$195.00
	Serving on Council <i>(Met exemption terms as originally completed the module on 22 November 2017, WALGA provided access to the module via eLearning in error).</i>	Completed module on 3 May 2022 via eLearning	N/A
	Understanding Financial Reports and Budgets	Completed module on 6 May 2022 via eLearning	\$195.00
	Meeting Procedures	Completed module on 18 March 2022 via eLearning	\$195.00
<b>Councillor Barry Winmar</b>  Total cost of the Council Member Essentials course is \$975.00	Understanding Local Government	Completed module via eLearning	\$195.00
	Conflicts of Interest	Completed module via eLearning	\$195.00
	Serving on Council	Enrolled via eLearning	\$195.00
	Understanding Financial Reports and Budgets	Enrolled via eLearning	\$195.00
	Meeting Procedures	Enrolled via eLearning	\$195.00

The total cost to the City for all four newly Elected Members to complete the Council Member Essentials was \$6,120 (Including GST).

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

**Councillor Barry Winmar**

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

Mayor Carol Adams, Councillor Brown, Councillor Kearney and Councillor Rowse have completed their Council Member Essentials mandatory Elected Member training in full.

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.