

## Training Completed by Elected Members 2024/2025 *Section 5.127 Local Government Act 1995*

### 5.127. Report on training

- (1) A local government must prepare a report for each financial year on the training completed by council members in the financial year.  
(2) The CEO must publish the report on the local government's official website within 1 month after the end of the financial year to which the report relates.

## Mandatory Training Matrix – Council Member Essentials *Regulations 35 & 36 Local Government (Administration) Regulations 1996*

The Mandatory Modules are:

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

Elected Member	Date Elected	Required to Complete Training after 18/10/25	Due Date	Progress (Completed unless specified otherwise)	Date Completed
Cr P Bantock	Re-elected 21/10/23	Yes	Next Due 17/10/26	<ul style="list-style-type: none"> <li>Serving on Council</li> <li>Understanding Local Government</li> <li>Meeting Procedures</li> <li>Conflicts of Interest</li> <li>Understanding Financial Reports and Budgets</li> </ul>	26/10/20 05/11/20 03/11/20 05/11/20 03/11/20
Cr D Lovelock	Re-elected 16/10/2021	Yes	Next Due 17/10/26	<ul style="list-style-type: none"> <li>Serving on Council</li> <li>Understanding Local Government</li> <li>Meeting Procedures</li> <li>Conflicts of Interest</li> <li>Understanding Financial Reports and Budgets</li> </ul>	12/10/22 15/10/22 31/07/23 14/10/22 15/10/22
Cr R Johnson	Elected 21/10/2023	No	Next Due 20/10/28	<ul style="list-style-type: none"> <li>Serving on Council</li> <li>Understanding Local Government</li> <li>Meeting Procedures</li> </ul>	24/06/24 17/01/24 06/03/24

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		Originally Elected 21/10/23		<ul style="list-style-type: none"> <li>Conflicts of Interest</li> <li>Understanding Financial Reports and Budgets</li> </ul>	18/04/24 23/07/24
Cr S Penn	Re-elected 16/10/2021	Yes	Next Due 17/10/26	<ul style="list-style-type: none"> <li>Serving on Council</li> <li>Understanding Local Government</li> <li>Meeting Procedures</li> <li>Conflicts of Interest</li> <li>Understanding of Financial Reports and Budgets</li> </ul>	21/04/22 21/04/22 18/04/22 18/04/22 19/04/22
Cr S Woods	Elected 16/10/2021	Yes	Next Due 17/10/26	<ul style="list-style-type: none"> <li>Serving on Council</li> <li>Understanding Local Government</li> <li>Meeting Procedures</li> <li>Conflicts of Interest</li> <li>Understanding Financial Reports and Budgets</li> </ul>	12/10/22 10/07/22 18/09/22 10/07/22 24/05/22

P+E = Participating but studies not finished (with evidence)

P = Participating but studies not finished (No evidence)

### Requirements

- Every council member is to undertake the training within 12 months of being elected commencing from the October 2019 local government elections, unless an exemption applies.
- The training is valid for 5 years so a council member will only be required to undertake the training at every second election.

### Exemptions

- Council members will not have to undertake the course Council Member Essentials if, in the previous 5 years, they have passed
  - the Council Member Essentials course, or
  - 52756WA — Diploma of Local Government (Elected member).
- In addition, current council members who have passed the course titled LGASS00002 Elected Member Skill Set within the last 5 years prior to being elected and before 1 July 2019 will be exempt. This is more than just attending, it involves completing the course and passing assessments on each module

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### Continuing Professional Development

Training Program	Date	Training Provider	Cost	Location	Attendance
Regional Cooperation and Development Forum National Congress	24/06/25	ALGA		Canberra Convention Centre	Cr P Bantock
	25/06/25	ALGA		Canberra Convention Centre	Cr P Bantock
Ministerial Engagement Forum	27/06/25	ALGA		Canberra Convention Centre	Cr P Bantock
Mayors & Presidents Forum	8/10/24	WALGA		Perth Convention Centre	Cr P Bantock
Local Government Convention	9/10/24	WALGA		Perth Convention Centre	Cr P Bantock Cr S Woods Cr D Lovelock Cr R Johnson
Regional Cooperation and Development Forum	2/07/24	ALGA		Canberra Convention Centre	Cr P Bantock
National Congress	3/07/24	ALGA		Canberra Convention Centre	Cr P Bantock
Ministerial Engagement Forum	5/07/24	ALGA		Canberra Convention Centre	Cr P Bantock
Emergency Management Foundations for Local Government	16/11/23	WALGA		WALGA, Leederville	Cr P Bantock

**Sean Fletcher**

Chief Executive Officer

25 July 2025