

Training Completed by Elected Members 2025/2026 *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	- Serving on Council - Understanding Local Government - Meeting Procedures - Conflicts of Interest - Understanding Financial Reports and Budgets	26/10/20 05/11/20 03/11/20 05/11/20 03/11/20
Cr S Woods	Elected 16/10/2021	Yes	Next Due 17/10/26	- Serving on Council - Understanding Local Government - Meeting Procedures - Conflicts of Interest - Understanding Financial Reports and Budgets	12/10/22 10/07/22 18/09/22 10/07/22 24/05/22
Cr R Johnson	Elected 21/10/2023	No	Next Due 20/10/28	- Serving on Council - Understanding Local Government - Meeting Procedures - Conflicts of Interest - Understanding Financial Reports and Budgets	24/06/24 17/01/24 06/03/24 18/04/24 23/07/24

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Cr E Williams	Elected 18 October 2025	Yes	Next Due 17/10/30	- Serving on Council - Understanding Local Government - Meeting Procedures - Conflicts of Interest - Understanding Financial Reports and Budgets	05/02/2026 23/01/2026 06/03/2026 24/01/2026 17/02/2026
Cr N Smith	Elected 18 October 2025	Yes	Next Due 17/10/30	- Serving on Council - Understanding Local Government - Meeting Procedures - Conflicts of Interest - Understanding of Financial Reports and Budgets	16/04/2026 21/04/2026 31/03/2026 19/03/2026 10/05/2026

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

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
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
CEO Performance Review & KPI Setting	30/06/2023	WALGA		SoVP Council Chambers	Cr P Bantock
CEO Performance Review & KPI Setting	30/06/2023	WALGA		SoVP Council Chambers	Cr S Woods

Sean Fletcher

Chief Executive Officer

03 August 2026