



Annual Report of Training conducted by Elected Members of the Shire of Lake Grace

In accordance with **Section 5.127** of the Local Government Act 1995:

- (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.

Pursuant to Section 5.128 of the Local Government Act 1995, a copy of the Shire of Lake Grace Policy 1.19 – Continuing Professional Development-Elected Members is attached.

Below is a summary of training undertaken by the elected members of the Shire of Lake Grace for the period **1 July 2020 to 30 June 2021**. All the training was conducted by the Western Australian Local Government Association (WALGA).

Elected Member	End of Term	Date	Title of Training / Course	Cost	Location
Cr Len Armstrong – Shire President	October 2023	May 2021	Infrastructure Asset Management	\$660	Shire of Lake Grace Office
		April 2021	Planning Practices (Advanced)	\$450	e-Learning
		April 2021	Integrated Strategic Planning - Policy	\$525	WALGA Office
		March 2021	Effective Community Leadership	\$525	WALGA Office
		March 2021	Dealing with Conflict	\$525	WALGA Office
		August 2020	Understanding Local Government (Prerequisite)	\$240	WALGA Office
		July 2020	Learning and Development (Serving on Council)	\$900	WALGA Office
Cr Ross Chappell – Deputy Shire President	October 2021	May 2021	Infrastructure Asset Manager	\$660	Shire of Lake Grace Office
Cr Shane Carruthers	October 2021	May 2021	Infrastructure Asset Management	\$660	Shire of Lake Grace Office
Cr Debra Clarke	October 2023	May 2021	Infrastructure Asset Management	\$660	Shire of Lake Grace Office
Cr Benjamin Hyde	October 2021		Nil		
Cr Roz Lloyd	October 2023	May 2021	Infrastructure Asset Management	\$660	Shire of Lake Grace Office
		July 2020	Learning and Development (Serving on Council)	\$195	e-Learning
Cr Allan Marshall	October 2021		Nil		
Cr Peter Stoffberg	October 2021	May 2021	Infrastructure Asset Management	\$660	Shire of Lake Grace Office
Cr Helen Steicke **	October 2023		Nil		

****Please note that Helen Steicke resigned on 5 February 2021.**

SECTION 1 - GOVERNANCE

POLICY 1.19 CONTINUING PROFESSIONAL DEVELOPMENT – ELECTED MEMBERS

Policy	<p>Pursuant to the Local Government Act 1995, all Elected Members must complete Council Member Essentials which include the following training topics:</p> <ul style="list-style-type: none">• Understanding Local Government• Conflicts of Interest• Serving on Council• Meeting Procedures and Debating• Understanding financial Report and Budgets
Objectives	<p>To ensure that appropriate training is provided to all Elected Members to enable them to undertake and understand the responsibilities and obligations of an elected member.</p>
Guidelines	<p>The following guidelines shall apply to this policy:</p> <ul style="list-style-type: none">• The Shire of Lake Grace nominates WALGA (WA Local Government Association) as the preferred training provider.• All associated costs for the training will be paid by the Shire• All essential training must be completed by 30 June in the year immediately following the Elected Member's election. The training is valid for their term of office.• As per the Local Government Act 1995, the Shire will publish on its website all training undertaken by all Elected Members within one month after the end of the financial year.• Elected Members can choose to nominate their preferred training method e.g. face-to-face or via eLearning.
Procedures	<p>The following considerations for approval shall apply to this policy</p> <ul style="list-style-type: none">• All applicable costs e.g. registration, travel and accommodation• Provisions in the budget and the uncommitted or unspent funds remaining• The benefits to the Shire of the person attending• Must be aligned to the Shire's Strategic Objectives• The number of Shire representative already approved to attend• Attendance to training must be approved and authorized by the Chief Executive Officer
History	<p>New Policy, 23 June 2021 – Resolution 13425</p>
Review	<p>Chief Executive Officer / Deputy Chief Executive Officer</p>