

Council Member Continuing Professional Development Policy

POLICY STATEMENT

Provide Councillors with a guide to training. Assisting them in their community leadership, through development of knowledge, and skills, for well-informed decision-making, and the provision of good government in our community.

APPLICATION

Continuing Professional Development (CPD), complies with sections 5.127 and 5.128 of the *Local Government Act 1995* (the Act).

Coordinated delivery of CPD should be organised by industry recognised trainers, peak bodies, or professional organisations, such as:

- i. professional bodies associated with local government
- ii. The Western Australian Local Government Association (WALGA)
- iii. Accredited organisations offering training in Councillor's roles and responsibilities.

Training will be available online or face to face, for Councillor flexibility.

Councillor Induction

Newly elected Councillors will receive an induction pack from the Chief Executive Officer. The induction pack will include – information and recommendations on required training; code of conduct; meeting schedule; relevant Council Plans, and Policies.

Mandatory Training

Councillors will complete the prescribed Council Member Essentials training modules listed in Regulation 35, Local Government (Administration) Regulations 1996, within 12 months of their election to Council.

Costs associated with training activities will be incurred by the Shire, as per item 1.8 Elected Members – Conference, Training, Travel and out of pocket Expenses, of the Council Policy Manual.

Councillors will be allocated funds in the annual budget for CPD. Funding for additional training and professional development, with approval from the Shire's President and Chief Executive Officer, may be payable with this budget allocation.

Late enrolment fees, additional/optional course materials or any liability incurred under the Higher Education Contributions Scheme (HECS) will not be the Shire's responsibility.

Policy review will occur after each election; ensuring Councillor training meets the needs, priorities, strengths, and identifies any weaknesses of Council, and that the Shire is following its strategic direction.

OBJECTIVE

Councillors, through attending courses, and conferences; will gain qualifications needed to perform responsibilities, developing, and improving skills and knowledge.

STATUTORY CONTEXT

Local Government Act 1995

Local Government (Administration) Regulations 1996

CORPORATE CONTEXT

Council Policy Manual

1.8 Elected Members – Conference, Training, Travel and out of pocket Expenses

1.12 Elected Member, Chief Executive Officer and Employee Attendance at Events Policy

HISTORY

Former Policy

Adopted 27th March 2024

REFERENCES

Nil.