

# **POLICY: EXEC-CEO-015**

## **ELECTED MEMBER CONTINUING PROFESSIONAL DEVELOPMENT POLICY**

### **Objective**

The *Local Government Act 1995* (“**the Act**”) requires all Elected Members to undertake compulsory training within 12 months of being elected. The City of Kalgoorlie-Boulder is required under the Act to adopt and report on compulsory training and continuing professional development for Elected Members of the City of Kalgoorlie-Boulder.

### **Scope**

This policy applies to the Elected Members of the City of Kalgoorlie-Boulder.

### **Compulsory Elected Member Training**

Elected Members of the City of Kalgoorlie-Boulder have significant and complex roles that require a diverse skillset. From 2019, all newly Elected Members are required under the Local Government Act 1995 to complete the Council Member Essentials Course, unless they meet limited exemptions (having previously served as a Councillor does not constitute an exemption).

The City’s preferred provider for the conduct of the compulsory training courses is the Western Australian Local Government Association (“**WALGA**”)

The expenses for the compulsory Elected Member Training will be form part of the Elected Member training annual spend limits for Elected Members as per EXEC-CEO-001 Business, Conferences and Training Expenses.

The exemptions are provided for in regulation 36 of the *Local Government (Administration) Regulations 1996*.

The training is valid for five years. The courses must be completed within 12 months of appointment to Council unless the elected member meets any of the above exemptions.

### **Continuing Professional Development**

Further professional development training in addition to the mandatory training will be as per the provisions contained in council policy EXEC-CEO-001 Business, Conferences and Training Expenses.

## Reporting

The City is required to report annually on completed training. Completed training must be published on the City's website for that financial year. The City will publish the Elected Member training register on the City's website, updated annually following the report to Council. This will include the Council Member Essentials Course and any continuing professional development undertaken by Elected Members.

<b>Policy Number:</b>	<b>EXEC-CEO-015</b>
<b>Previous Policy Number:</b>	
<b>Relevant Legislation:</b>	<i>Local Government Act 1995 s5.126, s5.127, s5.128 Local Government (Administration) Regulations r35, r36</i>
<b>Review Frequency:</b>	Biennial
<b>Business Unit:</b>	CEO
<b>Responsible Officer:</b>	CEO