



# WALGA 2024 WALGA Training Calendar - Elected Members

April	May	June	July	August	September	October	November	December							
8 - Speaking Professionally as an Elected Member	2 & 3 - <i>Serving on Council (2 days) (F2F)</i>	10 - <i>Emergency Management for Local Government Leaders</i>	11 - CEO Performance Review	15 - Oversee Asset Management Strategy	6 - Speaking Professionally as an Elected Member	3 & 4 - <i>Serving on Council (2 days) (F2F)</i>	8 - <i>Planning Practices - Essentials (Z)</i>	10 - Effective Community Leadership							
15 - <i>Understanding Local Government (In person at Pingelly)</i>	6 - <i>Understanding Financial Reports and Budgets (Z)</i>	13 - Effective Community Leadership	12 - CEO Recruitment	21 - Record Keeping Awareness for LG Elected Members	12 - Effective Community Leadership	7 - <i>Understanding Financial Reports and Budgets (F2F)</i>	11 - The Role of Mayors and Presidents								
<i>Conflicts of Interest (In person at Pingelly)</i>	16 & 17 - <i>Recovery Coordinators Course for Local Government</i>	17 - <i>Conflicts of Interest (Z)</i>	17 - <i>Understanding Financial Reports and Budgets (F2F)</i>				13 & 14 - Dealing with Conflict								
16 - <i>Meeting Procedures (In person at Pingelly)</i>									22 - <i>Emergency Management Foundations for Local Government</i>	18 - <i>Understanding Local Government (F2F)</i>	14 & 15 - <i>Recovery Coordinators Course for LG</i>	18 - <i>Emergency Management Foundations for Local Government</i>			
17 - <i>Understanding Local Government (F2F)</i>	30 - Oversee Asset Management Strategy	17 - <i>Conflicts of Interest (Z)</i>	22 - <i>Emergency Management Foundations for Local Government</i>								19 - <i>Community Disaster Recovery</i>				
<i>Conflicts of Interest (F2F)</i>	31 - Strategic Decision Making (IPR)											23 - <i>Community Disaster Recovery</i>	24 - Strategic Decision Making (IPR)	25 - CEO Performance Review	
18 - <i>Meeting Procedures (F2F)</i>		18 - <i>Meeting Procedures (Z)</i>	26 - Strategic Policy Development (Z)											26 - CEO Recruitment	
22 & 23 - Dealing with Conflict		21 - <i>Planning Practices - Essentials</i>	31 - The Role of Mayors and Presidents											25 - Strategic Policy Development	29 - <i>Planning Practices - Advanced</i>
		24 - <i>Planning Practices - Advanced</i>												29 - <i>Emergency Management for Local Government Leaders</i>	

- Council Member Essentials
- Urban and Regional Planning
- Elected Member Professional Development Courses
- Emergency Management

Contact WALGA Training on (08) 9213 2088 or email [training@walga.asn.au](mailto:training@walga.asn.au) to secure a place.

For further information visit: [www.walga.asn.au/training](http://www.walga.asn.au/training)

- (Z) Virtual Classroom via ZOOM
- (F2F) Face to Face Training



# 2024 WALGA Training Calendar - Officers

Contact WALGA Training on (08) 9213 2088 or email [training@walga.asn.au](mailto:training@walga.asn.au) to secure a place.  
For further information visit: [www.walga.asn.au/training](http://www.walga.asn.au/training)

**(Z)** Virtual Classroom via ZOOM

April	May	June	July	August	September	October	November	December
5 - Policy Development & Procedure Writing	1 - Presenting with Confidence	7 - Rates in Local Government - Debt Collection	1 & 2 - Effective Supervision	6 - Introduction to Managing Business Records in LG	2 & 3 - Rates in Local Government - Clerical	7-18 - Health & Safety Representatives Training - 5 Days	5 - Procurement and Contract Essentials	2 - Introduction to Managing Business Records in LG
12 - Introduction to Waste Management	6 - Procurement and Contract Essentials		2 - Compliance, Evaluation & Contract Award (Z)					
23 - Contract Administration & Management (Z)	9 & 10 - Rates in Local Government - Clerical	10 - Emergency Management for Local Government Leaders	3 - Health & Safety Representative Refresher - 1 Day	7 - Delegation and Authorisation - Essentials (Z)	10 - Procurement Planning & Risk Management (Z)	10 - Local Government Act - Essentials	6 - Dealing with Difficult Customers	
30 - Introduction to Specification Writing (Z)	13 - Dealing with Difficult Customers		8 - Local Government Act - Advanced (Z)		16 - Developing Specifications for Excellence (Z)	11 - Introduction to Waste Management	7 - Health & Safety Representative Refresher - 1 Day	
	14 - Procurement Developing Specifications for Excellence	10/11/17/18/19 - Health & Safety Representatives Training - 5 Days	9 - Contract Administration & Management (Z)	20 - Procurement and Contract Essentials (Z)	26 - Compliance, Evaluation & Contract Award (Z)	14 - Contract Administration and Management (Z)	8 - Planning Practices - Essentials (Z)	
	16 & 17 - Recovery Coordinators Course for LG	11 - Local Government Act - Essentials (Z)	12 - Introduction to Waste Management	21 - Active Bystanders	Meeting Practices for Good Governance	Local Government Climart Risk Assessment Training	12 - State Employment Law Essentials	
	21 - Meeting Practices for Good Governance Outcomes	12 - Procurement Planning & Risk Management (Z)	18 - State Employment Law Essentials			14 & 15 - Recovery Coordinators Course for LG	18 - Emergency Management Foundations for Local Government	
	22 - Local Government Climart Risk Assessment Training	21 - Planning Practices - Essentials	22 - Emergency Management Foundations for Local Government			16 & 17 - HR Toolkit for Managers	19 - Community Disaster Recovery	
		24 - Planning Practices - Advanced	23 - Community Disaster Recovery			18 - Rates in Local Government - Debt Collection	21 & 22 - Effective Supervision	
			Policy Development & Procedure Writing				27 - Local Government Act 1995 - Advanced	
			24 - Introduction to Specification Writing (Z)				23 - Understanding & Applying the LG Industry Award WA (Z)	28 - Understanding & Applying the LG Industry Award NT (Z)
			29 & 30 - HR Toolkit for Managers				29 - Emergency Management for Local Government Leaders	29 - Planning Practices - Advanced
							30 - Introduction to Specification Writing (Z)	
							31 - Presenting with Confidence	
							Prevent Sexual Harrassment & Psychosocial Hazards in the Workplace	