



Shire of Wyndham East Kimberley
Council Policy
MC17

POLICY NO:	MC17
DIVISION:	Members of Council
SUBJECT:	Elected Member Induction Program
REPORTING OFFICER:	Chief Executive Officer
ENABLING LEGISLATION:	Local Government Act 1995

OBJECTIVE

To ensure all new elected members quickly become aware of the operation of the local government, the current issues that the local government is dealing with and, most importantly, their responsibilities and the role expected of them.

POLICY

In setting the timeline and key dates for an election the Chief Executive Officer and Returning Officer shall determine and set aside two (2) days for an Elected Member Induction and Training Program. This date is to be within three (3) weeks of the election date and where practical prior to the next Ordinary Meeting of Council.

All candidates nominating for election will be notified that a compulsory two (2) day Elected Member Induction and Training Program has been scheduled and the dates they will be required to attend.

The Induction and Training Program will be delivered by the Shire President with assistance from the Chief Executive Officer and other Senior Staff. The program and resources will be developed by the Chief Executive Officer in consultation with the Shire President.

The program is to be based on the Induction Checklist and other guidance contained in The Department of Local Government and Regional Development publication Elected Member Induction – Local Government Operational Guideline Number 4.

A follow-up meeting involving the Shire President and individual new members shall take place six to nine months after election to identify and address any areas where additional support, training or development could be provided and to identify how the induction program can be improved.

To facilitate building relationships and regional co-operation the Shire President will invite adjoining Councils, in particular Halls Creek, to participate in the Councillor Induction and Training Program.

Adopted: 16 June 2009