


Written declaration on completion of Councillor induction training

I, Cr Serge Thomann hereby declare that I have completed the mandatory Councillor induction training within four months of having taken the oath/ affirmation of office on 14 November 2024.

Attached is a record of completed training activities which demonstrates that I have completed the mandatory Councillor induction training as required.

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|-------------------------|--|
| Signature of councillor |  <u>Serge Thomann (Mar 5, 2025 14:48 GMT+11)</u> |
| Date | Mar 5, 2025 |

I, Chris Carroll, Chief Executive Officer of Port Phillip City Council, confirm that I have witnessed the making of this declaration.

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|------------------|---|
| Signature of CEO |  <u>Chris Carroll (Mar 6, 2025 12:19 GMT+11)</u> |
| Date | Mar 6, 2025 |

Record of completed training activities for Councillor induction and professional development training

| Councillor name: | | | | | |
|--|---|--|--|------------------------------------|--|
| Training matter | Date (Activities must be completed within four months of taking the oath of affirmation of office) | Activity description / title (Course title) | Activity format (Such as Workshop, seminar, conference, course, etc.) | Activity provider (If relevant) | Evidence to support completion (Enrolment record, receipts, attendance records, presentation notes, etc.) |
| 1. Working together in a Council | Wed 13 Nov 2024 | Start with why | Workshop | ALA | Attendance records |
| | Wed 13 Nov 2024 | Exercising leadership | Workshop | ALA | Attendance records |
| | Thu 14 Nov 2024 | High performing team – success beyond success | Workshop | ALA | Attendance records |
| | Thu 14 Nov 2024 | What makes a successful team | Presentation | ALA | Attendance records |
| | Thu 14 Nov 2024 | Local Government Fundamentals and Essentials | Presentation | Maddocks | Attendance records |
| | Fri 15 Nov 2024 | High performing team – success beyond success | Workshop | ALA | Attendance records |
| | Wed 20 Nov 2024 | Cr Contact Guidelines | Briefing | City of Port Phillip | Attendance records |
| 2. Decision making, integrity and accountability | Thu 14 Nov 2024 | Local Government Fundamentals and Essentials | Presentation | Maddocks | Attendance records Calendar entry |
| | Wed 27 Nov 2024 | Council Meeting Procedures | Presentation / workshop | City of Port Phillip | Attendance records |
| | Wed 29 Jan 2025 | Fraud and Corruption Framework | Briefing | City of Port Phillip | Informal meetings of Council form |

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| | Wed 27 Nov 2020 | Council Meeting Procedures | Training session | City of Port Phillip | Informal meetings of Council form |
| | Before 28 Feb 2025 | Fraud and corruption awareness and prevention | Online MyPath module | City of Port Phillip | MyPath reporting |
| 3. Community representation | Wed 13 Nov 2024 | Understanding and responding to the needs of the municipality | Presentation | City of Port Phillip | Attendance records |
| 4. Strategic planning and financial management | Thu 14 Nov 2024 | Introduction to Strategic Planning | Presentation | City of Port Phillip | Attendance records |
| | Fri 15 Nov 2024 | Introduction to Financial Management | Presentation | City of Port Phillip | Attendance records |
| 5. Conduct | Thu 14 Nov 2024 | Local Government Fundamentals and Essentials | Presentation | Maddocks | Attendance records |
| | Wed 4 Dec 2024 | OHS Annual Update | Briefing | City of Port Phillip | Informal meeting of Councillors form |
| | Mon 9 Dec 2024 | Local Government Fundamentals and Essentials | In-person presentation and recording | Maddocks | Calendar invites and recording viewer audit |
| | Before 28 Feb 2025 | Sexual harassment at work | Online MyPath module | City of Port Phillip | MyPath reporting |
| | | Creating a child safe Port Phillip | Online MyPath module | City of Port Phillip | MyPath reporting |
| 6. Land use Planning | Fri 15 Nov 2024 | Council's Role as a Responsible Authority | Presentation | City of Port Phillip | Attendance records |
| 7. Other training determined as mandatory by the CEO | Fri 15 Nov 2024 | Media and Social Media | Presentation | City of Port Phillip | Attendance records |
| | Before 28 Feb 2025 | Security Awareness | Online MyPath Module | City of Port Phillip | MyPath reporting |
| | | S.C.A.M fundamentals | Online MyPath Module | City of Port Phillip | MyPath reporting |
| | | Privacy awareness | Online MyPath Module | City of Port Phillip | MyPath reporting |











Councillor Induction Attestation - Serge thomann

Final Audit Report

2025-03-06

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| Created: | 2025-03-05 |
| By: | Leanna Kane (Leanna.Kane@portphillip.vic.gov.au) |
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-  Document created by Leanna Kane (Leanna.Kane@portphillip.vic.gov.au)
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