

Strata committee training is now mandatory

Dear Owners,

From 1 October 2026, anyone elected or re-elected to a strata committee in NSW must complete a free online course from NSW Fair Trading within three months of their appointment. A member who does not complete it in time automatically stops being a member of the committee.

AT A GLANCE

The course: Introduction to Strata Committee Rights and Responsibilities

Cost: Free

Time: About one hour, online, at your own pace

Deadline: Three months from your appointment

Does this affect me now?

Members who were on their strata committee before 1 October 2026 do not need to complete the course until the next time they are elected or re-elected, which for most committees will be at the next annual general meeting. Current members are welcome to complete the course before then, and we encourage it. One course covers you on every committee you sit on.

Three steps once you are elected

- 1 Complete the course.** It is available through NSW Fair Trading's Strata Hub from 1 October 2026.
- 2 Download your certificate.** NSW Fair Trading issues a Certificate of Completion when you finish.
- 3 Send a copy to your strata manager.** We will keep it with your owners corporation's records.

[Go to the NSW Fair Trading course page →](#)

How we will support your committee

We are putting a process in place to help committees manage the new requirement, including recording certificates and reminding members before their deadline. Once the course is live, we will write to committee members with step-by-step instructions for completing it.

What if the course is not completed in time?

The member ceases to be on the committee once the three months pass. No meeting, vote or notice is needed for that to happen. The owners corporation may then need to fill the vacancy, and a committee left short of members can struggle to meet and make decisions.

Who does it apply to?

The requirement applies to strata committees only. It does not apply to association committees of community, precinct or neighbourhood schemes, or to building management committees, although each strata committee within those developments is still covered.

The following are also exempt:

- committee members of two-lot strata schemes
- anyone filling a casual vacancy for less than three months
- strata managing agents
- members of the Australian College of Strata Lawyers

What comes next

NSW Fair Trading will publish access instructions on its strata committee training page as the course goes live, along with an FAQ fact sheet in Arabic, Chinese, Korean and Vietnamese. It has also signalled more advanced training from 2027. We will write to you again as each of these is confirmed.

If you have any questions, please contact your strata manager.

Kind regards,

Norwest Strata Management