FORDHAM PARISH COUNCIL

TRAINING STATEMENT OF INTENT

Fordham Parish Council recognises the value of continual learning and are therefore committed to developing its staff and elected members in order to assist the Council in achieving its aims and priorities. Members and staff will be supported to undertake the training and development which they need to help them achieve and maintain a high standard of performance and appropriate investment in relevant training and development will be identified and resourced.

All are entitled to:

Equality of opportunity in all aspects of their development.

An induction programme into their own role as well as to the workings of Fordham Parish Council.

An understanding of the direction and objectives of the council.

An understanding of the contribution that is expected of them.

For Staff:

Clear and measurable objectives for their performance at work.

An annual review of their performance, role and training needs to take place once a year.

A personal development plan which addresses their development needs

A Chairman and Council who are committed to staff development

Paid release from work commitments in order to undertake training

Training and certification in accordance with all legal and statutory requirements according to their role.

For Members:

New Councillors will be expected to attend a short induction session with the Chairman and Clerk prior to commencing their duties.

Specialist training according to need and role in the council well be reviewed annually.

If the whole Council requires training on a particular subject the Clerk will source the appropriate provision.

Resources:

Training needs will be assessed annually as part of the budget setting process. Approved sums will be made available in each budgetary period to allow required training to take place.

Main Providers:

Cambridgeshire and Peterborough Association of Local Councils (CAPALC)

Society of Local Councill Clerks (SLCC)

National Association of Local Councils (NALC)

East Cambridgeshire District Council (ECDC)

Keeping the Council up to date:

The Council is supported by CAPALC and NALC

The websites of SLCC, NALC & CAPALC are used for additional information.

Measure the Impact of Training:

Staff and Members alike acquire r confidence, match legal requirements and gain further understanding of the workings of the Parish Council.

In Conclusion

Fordham Parish Council is committed to providing opportunities for elected members and staff to further develop skills and competencies to move the Council forward and ensure Members and employees own personal development.

Date Adopted: …….

Signed: ……..

Print Name: ……..

Policy to be reviewed on: ……