

LEEK WOOTTON & GUY'S CLIFFE PARISH COUNCIL

Training "Statement of Intent"

Leek Wootton & Guy's Cliffe Parish Council is committed to ensuring that Councillors and staff are equipped to carry out the functions for which they are responsible.

Training should be for all involved with the Parish Council, and also those who contribute to the work of the Council in a voluntary basis..

Training of new Councillors and employees will be given priority together with training on new legislation and other issues. Training plans received from WALC and NALC will be included in the training timetable as necessary. Health and Safety training will also be a high priority.

The need for training will take into account experience, knowledge and skills already existing in individuals and also their capacity to acquire the necessary skills and knowledge from other sources including employment and the internet.

During the budget setting process, training needs will be identified and funding allocated.

Assessment of training will be made either by an assessment interview, or with the recipient submitting to the Council a written or verbal report indicating the usefulness of said training, with any recommendations.

Approved by the Parish Council at an ordinary meeting held on 13th March 2012.

Signed: Chairman A.Rollins

date: 13th March 2012

