

Date of Meeting: 21st January 2021

STAFF AND MEMBER TRAINING, LEARNING AND DEVELOPMENT POLICY

1. Purpose of Report

To consider proposals for the introduction of the attached draft policy

2. Background

Under previous reports on the Local Council Award Scheme and Corporate Plan the town council has approved action plans which included the development of a training policy for staff and members.

The Town Council is already committed to staff and member training and development through its yearly budget, but there is no policy on how the town council will support its staff and members, and what commitments are expected in return.

3. Considerations

The attached draft policy has been developed from existing policy examples and provides a clear understanding of:

- The Council's commitment to training
- The identification of training needs
- Corporate training
- Financial assistance
- Study leave
- Short courses/workshops
- Evaluation of training
- Links with other policies
- Reporting on progress

The policy also details how training will benefit the town council, staff and members.

4. Recommendations

- 4.1 That members support recommending the draft policy for approval by full council;

5. Financial Implications

There is no financial implication as a direct result of this policy. There is an approved budget for training and development of staff and members.

6. Equalities Impact

The approval of the policy will ensure equality of opportunity in all aspects of member and officer development

7. Personnel Implications

The approval of the policy will offer further development opportunity for all staff linked to the services and priorities of the council

8. Environmental implications

There are no environment implications as a result of this policy.

9. Consultation

n/a