



Oswestry Rural Parish Council

TRAINING STATEMENT OF INTENT

1. Oswestry Rural Parish Council is committed to providing the necessary training and development opportunities to ensure the council can fulfil its duties and responsibilities. Its aim is to provide the appropriate skills to deliver a high level of service to its residents along with management skills to manage and plan those services.
2. The council is committed to the training and development of both its officers and members to enable them to carry out their roles effectively and professionally. Training will focus on areas pertinent to local government but will also cover personal development where necessary. Types of training will include:
 - Formal training courses.
 - Distance learning.
 - Briefings (both in-house and external) and seminars.
 - Conferences such as NALC (regional and national) and SLCC.
3. The requirement for training will be identified following:
 - Changes in legislation and other circumstances.
 - New working methods or equipment.
 - Health and safety reasons.

Training requirements for the council's officer(s) will be formally reviewed through an annual appraisal. Following the election of a new chairman he/she, together with the clerk, will review any necessary training required to fulfil the role of chairman.

Induction training and an Induction Pack for new members will be provided by the clerk. Members are encouraged to be proactive in identifying their own training and development needs. The clerk will advise members of pertinent training and all training will be arranged by the clerk.

The clerk will maintain a training record for members and staff.

4. An adequate budget for training and development will be included in each year's budget. The council subscribes to SALC and SLCC in order to receive regular updates on relevant matters and to have access to the courses and training materials that are available.
5. All members and staff who attend training are expected to report back to council meetings either verbally or by distributing relevant material or both. The report should include an assessment of the relevance and effectiveness for future reference.
6. The eventual impact of appropriate and relevant training will be measured through the standard of the council's service delivery.

Statement adopted: 25 August 2015

Last reviewed: 29 October 2019

Next review date: October 2021