



Elected Member Training Policy

1. The Council is committed to developing its elected members to assist the Council in achieving its objectives. Councillor development and training is a joint commitment between the Town Clerk and Councillors and by working in partnership, appropriate investment in relevant training and development will be identified and resourced.
2. It is essential that Councillors are given equal opportunity to develop their knowledge and learn new skills to promote partnership working and community engagement to become effective Councillors and lead a modern and progressive Town Council of the future. Member development should be recognised as an integral part of the Council's business.
3. The Council recognises:
 - a) That new Councillors will need to understand the role and develop their knowledge and skill, and that experienced Councillors need to refresh their knowledge to meet changing demands
 - b) that continued investment and commitment to training and development are essential to the Council if quality services are to be provided, maintained, and continually improved.
 - c) Any member wishing to attend any training courses or events should discuss the training with the Leader of the Council, who will inform the Town Clerk who will arrange course bookings. Additional approval from the Chair of Executive will be needed if the training will incur reimbursement of travelling and other expenses.
4. The Council will:
 - a) Provide all members with a Councillor induction pack within 1 month of taking their seat. All new members should attend a new Councillor training course.
 - b) Keep all members informed of relevant training courses especially those offered by the Association of Local Councils and Society of Local Council Clerks.
 - c) Invite all new Councillors to meet with the Facilities and Buildings Manager and visit the Council's properties to further understand the Council's assets and liabilities.

