

18. TRAINING

- 18.1. Mepal Parish Council is an organisation which recognises the value of learning. 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 all will be given encouragement and support to achieve their full potential. This will allow them to provide a proper level of service to the residents of Mepal.
- 18.2. 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 Mepal Parish Council.
 - An understanding of the direction and objectives of the council.
 - An understanding of the contribution that is expected of them.
- 18.3. Staff are entitled to:
- Clear and measurable objectives for their performance at work.
 - An annual review of their performance, role and training needs.
 - 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.
- 18.4. Member are entitled to:
- New Councillors will be given a “New Councillor’s Pack” when joining the Council.
 - New Councillors will be encouraged to undertake the New Councillor Training course provided by CPALC.
 - Specialist training according to need and role in the council will be reviewed annually.
 - If the whole Council requires training on a particular subject the clerk will source the appropriate provision.
- 18.5. 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.
- 18.6. The main training provider are Cambridgeshire & Peterborough Association of Local Councils, Society of Local Council Clerks, National Association of Local Councils, Cambridgeshire County Training Partnership, and East Cambridgeshire District Council.
- 18.7. The Council is supported by Cambridgeshire & Peterborough Association of Local Councils and is also a member of Cambridgeshire ACRE, the Local Council Advisory Service and Cambridgeshire Playing Fields Association. Specific training

on legislative changes is provided by East Cambridgeshire District Council. The Clerk is a member of the Society of Local Council Clerks.

Document History – TRAINING		
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