



FRAMLINGHAM TOWN COUNCIL

TRAINING – STATEMENT OF INTENT

1. COMMITMENT TO TRAINING	The Town Council is committed to maintaining the standards expected from a Quality Council through identifying appropriate training needs and providing sufficient resources for its provision.
2. TRAINING NEEDS	<p>The Town Council acknowledges that it is equally important to train both its Members and staff in order to adequately carry out its service provision in an efficient and professional manner. Training will primarily focus on specific topics and areas of work pertinent to Local Government and will also encompass other relevant training such as Health and Safety training. It will benefit Members and staff and thereby improve service delivery: -</p> <p>Training will include:</p> <ul style="list-style-type: none">• Formal training courses• Briefings and seminars• Conferences such as SLCC & NALC
3. IDENTIFYING TRAINING NEEDS	<p>Should there be a need for staff training due to the introduction of new equipment or the need for specialist knowledge then appropriate training will be provided.</p> <p>New members to the Council will be expected to attend the SALC Module 1-4 training sessions.</p> <p>The Clerk will inform Members of appropriate training/briefing sessions necessary when changes in legislation have been introduced.</p>
4. RESOURCING TRAINING	Training will be resourced by making sufficient funds available in the annual budget to ensure Members and staff are suitably qualified to carry out their functions and duties expected of a Quality Council.
5. MEASURING THE IMPACT OF TRAINED MEMBERS AND STAFF	<p>The impact of training will be measured through the Councils service delivery. Well trained Members and staff will see the benefits through its successes such as:</p> <ul style="list-style-type: none">• Well Chaired Council meetings• Professional and pertinent responses to planning applications• Well documented policies and reports• Well managed projects• Well managed finances• Well informed Members and staff• The professional conduct of Members & staff• Maintaining Quality Status