

**Bishop Wilton Parish Council Member Development Policy**  
**Adopted by resolution 28/11/2022**  
**Reviewed and agreed 26.02.2024**

**1.0 Introduction**

1.1 This Council is committed to the training and development of its Members in order to assist the Council in achieving its aims, objectives, priorities and vision in accordance with the plans that have been agreed. Member development is a joint and several commitment made by both the Council and the Members and will be delivered by the sourcing of appropriate training and development opportunities and sufficient funding being made available to enable engagement by all.

**2.0 Member Development**

2.1 It is essential that Members are given equal opportunity to develop their knowledge of local government and the law relating to parish councils and to learn and develop skills to help them serve the community. Participation in Member Development should be accepted as being part of the role of being a councillor.

2.2 This Council recognises:-

- A: The need to provide appropriate training, development and learning opportunities for all Members which will be identified by various means including (but not exclusively) self assessment, recommendations from professional bodies, the Council stated aims and objectives and changes in legislation;
- B: That continued investment and commitment to training and development are essential if quality services are to be provided, maintained and continually improved;
- C: That it has a responsibility to provide equal access to training and development for all Members in accordance with equal opportunities legislation and existing policies.

2.3 This Council:-

- A: Will identify delivery agencies to provide training and development to maximise the potential of its Members;
- B: Will annually review the training needs for Members, which will form the basis of a training plan linked to the Council objectives;
- C: Encourage all Members to actively participate in the training and development;
- D: Will identify areas of training need, which arise from changes in legislation and the changing role of this Council;
- E: Identify specific needs which will include basic new Councillor Induction and other critical topics such as gaining a thorough understanding of:
  - The Planning process
  - Members' Financial Management responsibilities
  - The Code of Conduct

- Decision-making processes
- Dispute Resolution;

F: Identify accredited courses for councillors;

G: Source courses offered in topics that will be helpful to the development of members;

H: Source courses tailored to specific aims that the Council may have, such as attainment of the Local Councils Award Scheme.

I: Hold a record of Member's training on file, kept securely by the Clerk in accordance with the Data Protection Act.

2.4 Courses will be sourced for delivery only by appropriately qualified and indemnified providers.

### **3.0 Resources**

3.1 The Council will provide a training and development budget and, in particular, the Council will take into account the following factors:-

A: The identified training and development needs of Members, reviewed annually;

B: Training and development needs that are essential to improve and progress the agreed policies and strategies of the Council, which will be reviewed annually;

C: The value for money to be derived from attendance.

### **4.0 Conclusion**

4.1 This Council is determined to provide opportunities for all elected Members to further develop the necessary skills and competencies to assist Members undertake their legal obligations in terms of effective decision-making and the scrutiny of Council business.