



## **TRAINING POLICY**

### **Councillors**

Lickey and Blackwell Parish Council believe that the position of Parish Councillor brings with it roles and responsibilities. We expect members to attend council meetings and be prepared, having read all papers. They should attend training as a commitment of office.

It is a requirement that new Councillors, elected or co-opted, attend a training session, either group or individual, with a member of Worcs CALC training department (or equivalent) within 3 months of taking office.

Further training should be attended as appropriate and will always be funded by the Parish Council.

### **Executive Officer**

Lickey and Blackwell Parish Council expect the Executive Officer to maintain up to date knowledge of their function and duties. As per the Contract of Employment the Council will expect and support necessary and agreed training and development, and meet all course and examination expenses and any travel and subsistence incurred on the scale set down as paid working hours.

In addition, reasonable agreed time for study in paid working hours will be given.