



# Ross-on-Wye Town Council

## Training Statement of Intent

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Ross-on-Wye Town Council aspires to be a first class Council and in order to achieve and then maintain this level of performance, an appropriate training strategy is needed in order to give staff and members the means to develop and enhance their skills and abilities.

Our commitment to appropriate and relevant training extends to both staff and members (Councillors). This is important to ensure that all involved in the work of the Council co-operate to achieve the best possible management and administration of Council business.

Training needs will be identified by way of formal staff appraisals, an annual questionnaire to members and informal discussions which should be a continuous process during the year.

The costs of training will be met out of the Council's resources. The amount to be set aside each year will be kept under regular review by the Finance Committee.

The impact and efficacy of training will be regularly monitored by way of formal feedback in respect of training courses taken and informal comment. An annual review will be undertaken of the effectiveness of training by the Management Committee.

*March 2009, revisited June 2011*