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|  | <b>POLICY 28.01.01 – TRAINING –<br/>STAFF &amp; ELECTED MEMBERS</b> | <b>Version No:</b>  | 1.0      |
|   |   | <b>Issued:</b>      | May 2011 |
|   |   | <b>Next Review:</b> | May 2015 |

The District Council of Lower Eyre Peninsula is committed to the training of Staff and Elected Members to ensure that all persons are equipped to full-fill their roles competently and in line with relevant legislation.

Council recognise that change occurs rapidly in the Local Government Sector and that on-going training will be required to keep pace with the industry.

Council will encourage staff and elected members to attend relevant training to their positions.

The Chief Executive Officer will ensure that an annual employee training needs analysis is undertaken to ensure that training needs of staff are identified in the following areas: -

- Occupational Health Safety & Welfare; and
- Relevant training to employee's position

Elected Member training needs will be considered annually, bearing in mind training offered and provided by the Local Government Association.

The Chief Executive Officer will inform Elected Members of relevant training opportunities, and final determination of members who will attend training will generally be made by the Council.

In the event that a decision on Elected Member training needs to be taken between Council meetings, the Chief Executive Officer shall have the authority to approve attendance at such training subject to concurrence from the Mayor.

Reasonable provision for identified and relevant training for staff and elected members will be made by Council in the annual budget.

SIGNED: .....

CEO

Mayor, DCLEP

Date: 20 / 05 / 2011

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