

## Appendix 1 – Member Training and Development 2026/27

<b>New Member Induction Compulsory</b>		
<b>Topic</b>	<b>Details</b>	<b>Lead Officer</b>
Introduction to the Authority	Meeting with Chief Executive and Chair of the Authority	Chief Executive
Getting started as a Member	Role of Authority, Code of Conduct, duty of care, constitution and information governance  Introduction to Committee procedures, protocols and processes  Introduction to IT systems and equipment	Authority Solicitor  Business Centre Manager and Senior Business Centre Adviser  Business Centre Manager, Senior Business Centre Adviser and IT Support Officer
Introduction to key Authority policy and strategy	Local Plan, National Park Management Plan, Authority Plan and Landscape Strategy	Planning Policy Manager and Strategy and Performance Manager
Finance and audit introduction	Introduction to Authority finance, budgets and internal and external audit	Finance Manager
Equality and diversity	Undertake ELMS E-Learning for National Parks module Equality Act 2010	ELMS E-Learning for National Parks
Planning training for Planning Committee Members* (Any Members can request)	Introduction to planning policy and planning decision making	Head of Planning and Conservation and Authority Solicitor
<b>New Member Induction Advisory</b>		
National Parks UK New Members Induction	An annual two day event hosted by different National Park Authorities	Business Centre Manager and Senior Business Centre Adviser

Notes: Members will not be able to participate at Committee, including voting, until all compulsory training has been completed. Meetings can be viewed before then. The relevant Chair of Committees will be notified before meetings of any Member that is unable to participate in meetings.

\* This is compulsory to any Member that is newly appointed to Planning Committee too. Until this training is complete, Members will not be able to participate at Planning Committee. The Chair of Planning Committee will be notified before meetings of any Member that is unable to participate in meetings.

<b>All Members - Compulsory Training and Development</b>		
<b>Topic</b>	<b>Details</b>	<b>Lead Officer</b>
Planning training for Planning Committee Members. (Any other Member can attend)	Briefings on updates/changes to planning policy and planning decisions	Head of Planning and Conservation and Authority Solicitor
Annual Members Tour	A day to see highlights of delivery in the National Park and explore current issues and opportunities	Business Centre Manager and Senior Business Centre Adviser
IT Security Training	Periodic emails sent from provider TrustLayer	IT Manager

All learning above this line is annual, so remains static, unless updates are needed. This is reviewed annually for best practice and learning points / feedback.

## Appendix 1 – Member Training and Development 2026/27

All Members - Advisory Training and Development		
Topic	Details	Lead Officer
IT – Modern.gov and I pads	To help Members use the system and equipment. Available on any Committee day or by prior arrangement	Business Centre Manager, Senior Business Centre Adviser and IT Support Officer
Natural/cultural capital, public goods, ecosystem services, public funding (Environmental Land Management) and emerging private funding opportunities	To develop Members knowledge of these concepts and funding opportunities, including what they mean for the National Park 18 September 2026	Head of Planning and Conservation, Landscape and Conservation Manager, and Senior Farm Adviser
Good governance and constitutional matters	Conflicts and declarations of interest, Ethics and Integrity Commission, committee procedure rules, decision making, Code of Conduct, Member/Officer relations, AI 20 November 2026	Monitoring Officer

### Notes:

Short training modules on our online learning platform, ELMS E-Learning for National Parks, are available at any time for Members. There are modules on personal development, wellbeing, equity, health and safety, information management, management development and National Park induction. Modules that may be of interest to Members are facilitation skills, local government introduction, meeting skills, questioning techniques, Equality Act and climate change. If needed, please ask the Business Centre Manager or Senior Business Centre Adviser for information on how to access ELMS E-Learning for National Parks.

Briefings and information sharing is an element of regular Member Forum meetings, so Members are briefed on topics / items that it is likely Members will be asked to approve or make a decision in a future Committee.

In addition to more formal training, Members can request a briefing on any topic of interest or area they would like to know more about at any time. Please contact the relevant Head of Service and they will coordinate the briefing. Previously requested topics have been climate change, local plan, transport, Moors for the Future, managing our assets, land management and nature recovery, cultural heritage, diverse audiences, affordable housing, access and rights of way, communities, finance and volunteering.