

# HR & OD POLICIES

human resources and organisational development



## Learning and Development Policy

## 1. POLICY STATEMENT

Aberdeenshire Council is committed to supporting and pursuing the aims of the Council through the development of its employees.

## 2. SCOPE

This policy applies equally to all employees of Aberdeenshire Council and will support the Equality and Travel and Subsistence Policies.

This policy seeks to outline how Aberdeenshire Council will support and supplement the terms and conditions outlined in Section 3 of the National Agreement on Pay and Conditions of Service (The Red Book). These state that:

- All training and development provision should be planned, delivered and monitored on the basis of equality of access for all, including part-timers.
- Resources for training and development should be shared equitably across all categories of employee and occupational groups.
- Employees attending or undertaking approved training and/or development are entitled to payment of normal earnings, all prescribed fees and other relevant expenses arising.

It is acknowledged that significant changes for teachers and associated professionals and social work employees are governed by National agreements and regulations.

For further advice and guidance on any of the above please contact [HR&OD](#).

# Learning and Development

## Index of Documents

### Policy

<b>Revision Date</b>	<b>Previous Revision Date</b>	<b>Summary of Changes</b>
01-10-2001	-	Creation of all Documents
31-07-2012	01-10-2001	Revision for Audit purposes - highlight of Supported Training or Approved Training and general update.
08-07-2015	31-07-2012	Format update