



STAFF APPRAISAL POLICY

COUNCIL'S AIM

Siston Parish Council have implemented a policy for staff appraisals to enable them to operate and maintain a high level of performance. The council is committed to providing employees and members with a safe environment to review their performance, to highlight excellent behaviours and consider areas which could be enhanced.

The development of skills and abilities of staff will result in the delivery of high-quality services, the efficient management of those services and the compliance with and utilisation of legislative powers.

The council values the time given by its members to their community and can maximise the benefits from the contribution by strengthening their community role.

COUNCIL'S COMMITMENT

Siston Parish Council make the following commitments:

- Ensure SMART objectives are known by employees
- That are reviewed at least annually or more often at the request of the employees or by the Members.
- To develop employees and members to achieve the objectives of the Council
- To create an open and honest dialogue
- To ensure benefits reflect performance
- To document discussions, that are mutually agreed

TRAINING NEEDS

This policy is to be used alongside the Training and Development Policy

Approved 16th May 2024

Review date May 2025