



Council Training Plan

Adopted 12th December 2022

This training plan has been prepared based on the guidance issued by One Voice Wales and the Society of Local Councils. Councillor roles and employee roles have been assessed by reference to a set of core competencies for each role. This assessment has enabled the Council to prioritise its resources to enable all roles within the council to be supported by a well thought approach to its training and development needs. The commitment contained in this training plan will assist the council to enhance its approach to the delivery of high-quality services to its community. The plan will be reviewed at least on an annual basis to ensure that it remains fit for purpose and accounts for the changing needs of councillors and employees as well as any turnover of councillors or employees.

A new training plan must be put in place after each ordinary election of community councillors to reflect the training needs resulting from changes to the council membership and to provide for the election of new councillors. This is the first such plan, and it will be reviewed annually at the AGM.

There are core areas to address to ensure the council has sufficient skills and understanding. Training in these areas are available through One Voice Wales and are offered to all councillors:

- * Basic induction for councillors.
- * The Code of Conduct for members of local authorities in Wales.
- * Financial management and governance

In addition to these areas, the council will consider if there are new challenges and opportunities it may wish to explore, in which case it may decide there are new skills for councillors and staff to attain going forward from the publication of this inaugural training plan.

In terms of the council's initial plans these are set out in the following table:

Offered to	What	How	When	Comments
All councillors	Basic induction training	Informally by Clerk One Voice Wales: online training session	Already offered	Induction includes a member information pack, including The Good Councillor's Guide (OVW)
All councillors	Code of Conduct training	One Voice Wales online training session	Already offered	Available at any time
Finance Committee members	Local Government Finance Training	One Voice Wales online training sessions	End April 2023	Available to all councillors should they wish
Councillors involved in large projects	Making effective grant applications	One Voice Wales online training	End April 2023	
Chair & Vice Chair	Chairing skills	One Voice Wales online training	End April 2023	Will be offered to all new Chair & Vice-Chairs going forward
The clerk	Financial Introduction to Local Council Administration (FILCA) Qualification	Society of Local Council Clerks (SLCC) online training	End July 2023	Longer course and will overlap into next council year