**TRAINING PLAN**

**Name of Council St Ishmael Community Council**

**TRAINING PLAN**

**Date approved by Council 4th October, 2022**

**Date of First Planned Review July, 2023**

**Reviewed July, 2024 / May, 2025**

**Next Planned Review May 2026**

*This training plan has been prepared in accordance with Section 67 of the 2021 Local Government and Elections (Wales) Act*

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.

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| --- | --- | --- | --- | --- | --- |
| **Role** | **Training to be arranged in 2022/23** | **Training to be arranged in 2023/24** | **Training to be  arranged in 2024/25** | **Training to be arranged in 2025/26** | **Training to be arranged in 2026/27** |
| Chair (Bank signatory PS) | Code of Conduct |  |  | Financial Management and Governance |  |
| Vice – Chair (JH) | Basic Induction for Councillors  Code of Conduct | Financial Management and Governance  Planning from Start to Finish | Chairing skills |  |  |
| Councillor  (Bank signatory JB) | Code of Conduct |  |  | Financial Management and Governance  Health & Safety |  |
| Councillor (PT) | Code of Conduct |  |  |  |  |
| Councillor (HG) | Code of Conduct |  |  |  | Financial Management and Governance |
| Councillor (DK) |  | Code of Conduct  Basic Induction for Councillors |  |  |  |
| Councillor (AD) | Code of Conduct  Chairing Skills |  |  |  |  |
| Councillor (SW) | Basic Induction for Councillors  Code of Conduct |  |  |  |  |
| Councillor (LS) | X | X | Basic Induction for Councillors  Code of Conduct |  |  |
| Councillor (PG) | X | X |  | Basic Induction for Councillors  Code of Conduct |  |
| Councillor (KH) | X | X | X | Basic Induction for Councillors  Code of Conduct |  |
| Councillor (EB) | Basic Induction for Councillors  Code of conduct  (not attended) | Left the Council X | X | X | X |
| Councillor (Bank signatory MJ) | Code of Conduct  Financial Management and Governance |  | Left the Council X | X | X |
| Clerk | CiLCA |  |  | Code of Conduct |  |

X Not on the Council during these years / Left the Council

Include below any specific comments about how the training will be arranged or how other development needs will be addressed through

other methods e.g., attendance at conferences of events

Basic Induction for Councillors = One Voice Wales (OVW) Training Course

Code of Conduct = Carmarthenshire County Council (CCC) / One Voice Wales (OVW)

Financial Management and Governance = One Voice Wales (OVW)

Planning: From Start to Finish = Planning Aid Wales

GDPR = Society of Local Council Clerks (SLCC)

CiLCA = Society of Local Council Clerks (SLCC)

**PROGRAMMING AND ESTIMATED COST OF TRAINING**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Courses Identified as Needed (Title)** | **Role to which they relate** | **2022/23**  **Est Cost and No. of Courses** | **2023/24**  **Est Cost**  **and No. of Courses** | **2024/25**  **Est Cost**  **and No. of courses** | **2025/26**  **Est Cost**  **and No. of courses** | **2026/27**  **Est Cost**  **and No. of courses** | **Comments** |
| Basic Induction for Councillors | Councillor | £70.00 | £38:00 | £40.00 | £82:00 |  | Actual cost for 2022/23, 23/24 and 24/25 |
| Code of Conduct | Councillor | Free (CCC) | Free place | Free places | Free places |  | Actual cost for 2022/23, 23/24 and 24/25 |
| Chairing Skills | Councillor | £35.00 |  | £40:00 |  |  | Actual cost for 2022/23, 23/24 and 24/25 |
| Financial Management and Governance | Councillor | Free place with OVW |  |  | Free places | Free places | Actual cost for 2022/23, 23/24 and 24/25 |
| CiLCA | Clerk | Bursary |  |  |  |  | Actual cost for 2022/23, 23/24 and 24/25 |
| Planning | Councillor |  | £38.50 |  |  |  | Actual cost for 2022/23, 23/24 and 24/25 |
| Health & Safety | Councillor |  |  |  | £42.00 |  |  |
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