**TRAINING PLAN**

**Name of Council GROVESEND AND WAUNGRON COMMUNITY COUNCIL**

**TRAINING PLAN**

**Date approved by Council 14 November 2022**

**Date of First Planned Review 6 November 2023**

**Date of Review 11 November 2024**

**Date of Review 10 November 2025**

*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.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **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 LH | Code of Conduct onlineCouncil as an EmployerDiversity and Inclusion onlineNew Councillor Induction online – completed 18/05/22Planning – In houseCyber Awareness – Welsh Government – completed 06/03/23 | Local Government Finance onlineHealth and Safety online | Understanding the Law onlineBiodiversity Part 1 – Module 25 – completed 27/07/24 | To be reviewed | To be reviewed |
| VICE-CHAIR PC | Code of Conduct onlineDiversity and Inclusion onlineUnderstanding the Law onlinePlanning – In house | Local Government Finance onlineHealth and Safety online |  | To be reviewed | To be reviewed |
| COUN CK - resigned | Code of conduct onlineCouncil as an EmployerInduction onlinePlanning – In house | Diversity and Inclusion online | Local Government Finance onlineHealth and Safety onlineUnderstanding the Law online | To be reviewed | To be reviewed |
| COUN WE |  |  |  | To be reviewed | To be reviewed |
| COUN JJ - resigned | Code of Conduct onlineCouncil as an EmployerPlanning – In houseInduction online | Diversity and Inclusion onlineMOD 2 The Councillor | Local Government Finance onlineHealth and Safety onlineUnderstanding the Law online | To be reviewed | To be reviewed |
| COUN IL | Code of Conduct onlineCouncil as an EmployerPlanning – In houseInduction onlineCyber Awareness – Welsh Government – completed 06/03/23 | Diversity and Inclusion online – completed May 2023MOD 2 The Councillor | Local Government Finance onlineHealth and Safety onlineUnderstanding the Law online | To be reviewed | To be reviewed |
| COUN MJ | Code of Conduct onlineDiversity and Inclusion onlineHealth and Safety onlinePlanning – In houseCyber Awareness – Welsh Government – completed 08/03/23 | Local Government Finance onlineMOD 12 Creating a Community Plan | Understanding the Law onlineMOD 17 Making Effective Grant Applications | To be reviewed | To be reviewed |
| COUN AH | Code of Conduct onlineDiversity and Inclusion onlineHealth and Safety onlinePlanning – In house | Local Government Finance online | Understanding the Law online | To be reviewed | To be reviewed |
| COUN SM | Code of Conduct onlineDiversity and Inclusion onlinePlanning – In houseCyber Awareness – Welsh Government – completed 22/02/23 | Local Government Finance onlineHealth and Safety onlineUnderstanding the Law online |  | To be reviewed | To be reviewed |
| COUN TH | Code of Conduct onlineCouncil as an Employer – completed May 2023Planning – In houseInduction onlineCyber Awareness – Welsh Government – completed 06/03/23 | Diversity and Inclusion online – Local Government Finance online | Health and Safety onlineUnderstanding the Law online | To be reviewed | To be reviewed |
| COUN HT | Health and Safety online Induction onlineCode of conduct onlineLocal Government Finance onlineMOD 4 Understanding the LawDiversity and Inclusion onlinePlanning – In house | MOD 17 Making Effective Grant ApplicationsMOD 20 Wellbeing of Future Generations Act 2015 / SustainabilityUnderstanding the Law onlineIntroduction to Community engagement – module 8 – completed on 23/03/22 | MOD 6 Local Government Finance | To be reviewed | To be reviewed |
| COUN MO |  |  | Councillor Induction – completed 05/09/24Code of conduct – Module 9 – completed on 11/09/24 | To be reviewed | To be reviewed |
|  |  |  |  |  |  |
| CLERK | Code of Conduct onlineDiversity and Inclusion onlineLocal Government Finance onlineMOD 6Local Government FinanceMOD 17 Making Effective Grant ApplicationsPlanning – In house | MOD 21 Understanding Local Government Finance AdvancedHealth and Safety onlineUnderstanding the Law onlineUse of IT, websites and Social Media – Module 16 – completed on 14/06/23 |  | To be reviewed | To be reviewed |

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

*Additional multiple CPD sessions will be undertaken by all Community Council as part of their professions.*

*Skills to be developed during community Council meetings.*

*Online training and attending One Voice Wales training.*

**ESTIMATED COSTS OF THE TRAINING IN EACH COUNCIL YEAR** (To be included in the annual budget for each of the next five years):

|  |  |  |
| --- | --- | --- |
| **Financial Year** | **Amount to be included in the budget at 2022 Prices (£)** | **Comments** |
| 2023/24 | £38 |  |
| 2024/25 | £120 |  |
| 2025/26 | £500 |  |
| 2026/27 | To be reviewed |  |
| 2027/28 | To be reviewed |  |