**TRAINING PLAN**

**Name of Council:…Mawr Community Council**

**Date first approved by Council: October 2022…**

**Date of Next Planned Review:…January 2024**

*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** |
| Councillor | 400 | 300 | 300 | 300 | 300 |
| Councillor (Conferences) | 100 |  |  |  |  |
| Clerk/RFO (Conferences) |  | 100 | 100 | 100 | 100 |
| Grants Officer |  |  |  |  |  |
| Biodiversity Project Co-ordinator |  |  |  |  |  |
| Clerk/RFO |  | 100 | 100 | 100 | 100 |
| Hall Supervisors |  |  |  |  |  |
| **TOTAL** | **500** | **500** | **500** | **500** | **500** |

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:

The training will be arranged through OVW and will cover most of their modules, further training will be addressed through the attendance at conferences and seminars relevant to the Councillor’s roles at the time. Training needs will be addressed at a specific working group meeting of the Finance Employment and Policy Committee each December/January where the plan will be reviewed and recommended to Full Council for inclusion in the budget.

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

(This table to include the amount in the previous year budgets)

|  |  |  |
| --- | --- | --- |
| **Financial Year** | **Amount to be included in the budget at 2022 Prices (£)** | **Comments** |
| 2022/23 | 500 | Councillor training and conference attendance |
| 2023/24 | 500 | Councillor and Clerk/RFO training and conference attendance |
| 2024/25 | 500 | Councillor and Clerk/RFO training and conference attendance |
| 2025/26 | 500 | Councillor and Clerk/RFO training and conference attendance |
| 2026/27 | 500 | Councillor and Clerk/RFO training and conference attendance |