WYE VALLEY COMMUNITY COUNCIL

TRAINING PLAN

Members of Wye Valley Community Council elected or co-opted from May 2022 will be expected to undertake relevant training modules to assist with their work and participation in council matters. Training is crucial to ensure that all members are aware of the correct procedures.

The Local Government & Elections Act 2021, Section 67, requires community councils to make and publish a plan about training provision for its members. The first training plan is to be published by the 5th November 2022.

The following module plan has been set in place for all members to participate in. If a member has undertaken any module within the past 12 months they may be precluded from that particular module.

Some training will be delivered by One Voice Wales on a remote basis via Star Leaf and on a whole-council basis.

Clerk Training will mainly be delivered by the Society of Local Council Clerks (SLCC) as sector specific training. Other training providers may be identified.

Training Needs Analysis

Scale 1 (Desirable) – 5 (Crucial)

Councillors

	Importance	Need	Overall	Estimated Delivery Date
Basic Cllr Induction	5	5	25	Sept. 2022
Code of Conduct	5	5	25	Sept. 2022
Financial Management	4	4	16	Sept. 2022
Employment Law	3	3	9	Intermittent
Planning	3	3	9	Intermittent

In-House Clerk's Sessions	4	4	16	Intermittent
One Voice Wales Modules	3	3	9	Intermittent

Clerk/Responsible Financial Officer (RFO):-

	Importance	Need	Overall	Date
National Conference	4	4	16	Oct 2022
Practitioners Conference	3	3	9	Feb 2023
Regional Training Seminar	4	4	16	Oct 2022
Themed Webinars	3	3	9	Intermittent

Members may also approach the Clerk about other training opportunities which may be considered by the Community Council.

The Clerk will keep an up to date Training Record for all members and staff.

Members are asked to inform the Clerk of any training accessed for inclusion within the training record.

Elizabeth Greatorex-Davies
Clerk

Adopted - 25/07/2022
Reviewed & adopted 30/09/2024