**MEIDRIM COMMUNIUTY COUNCIL TRAINING PLAN 2023-26**

The purpose of the training plan is designed to ensure that collectively, Councillors and staff possess the knowledge and awareness required for the council to operate effectively.  It is not necessary for all Councillors and staff to receive the same training and develop the same expertise.

There are however core areas to address, to ensure the council has sufficient skills and understanding.  These are:

 Basic induction for Councillors.

 The Code of Conduct for members of local authorities in Wales.

 Financial management and governance.

All Councillors will be offered the opportunity to attend relevant training and development opportunities. One Voice Wales provides a monthly itinerary of the courses it provides which are circulated accordingly. All Councillors are issued with the most recent version of ‘The Good Councillor’s Guide’ published by Welsh Government and should familiarise themselves with its content.

All councillors must undertake Code of Conduct Training at least once during the lifetime of a council (i.e. 5 years from election to election). These courses are provided by One Voice Wales and Carmarthenshire County Council respectively.

In determining Councillors’ training priorities an initial training assessment has been made of the essential skills required and whether the council feels there is sufficient knowledge and experience amongst members to operate effectively. With regard to the council Clerk, annual performance appraisals identify individual training requirements and opportunities.

In terms of the council’s training plans these are set out as follows:

**PROGRAMMING AND ESTIMATED COST OF TRAINING FOR MEIDRIM COMMUNITY COUNCIL**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **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** |
| Conduct code | Councillors/Clerk | Free course |  |  |  |  | Chair and Clerk attended July 2022 |
| Council as an employer | Vice Chair | Free course |  |  |  |  |  |
| Chairing skills | Chair/Vice Chair | 1 @ £35 |  |  |  |  |  |
| Community involvement | Chair | 1 @ £35 |  |  |  |  |  |
| Community planning | Chair | 1 @ £35 |  |  |  |  |  |
| Council meeting | Councillors | 1 @ £35 |  |  |  |  | Clerk attended Feb 2023 |
| Induction | Councillors | 1 @ £35 |  |  |  |  |  |
| The Council | Councillors | 1 @ £35 |  |  |  |  | Clerk attended Feb 2023 |
| Planning system | Clerk | Free |  |  |  |  | Clerk attended Nov 2022 |
| Local government finance basic | Clerk | 1 @ £35 |  |  |  |  | Clerk attended March 2023 |
| Local government finance advanced | Clerk | 1 @ £35 |  |  |  |  | Clerk attended March 2023 |
| ILCA | Clerk |  | 1 @ £120 plus VAT |  |  |  |  |
| Community Speedwatch seminar | Councillor/Clerk |  | Free course |  |  |  | Cllr Gadd and Clerk 8th Feb 2024 |
| Governance toolkit | Clerk |  |  | £40 |  |  | Clerk attended Sept 2024 |
|  |  |  |  |  |  |  |  |