

TRAINING PLAN

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

Proportionate to the size of Llangors Community Council and in order to proactively engage in community aspirations, it is felt inappropriate to set the training needs of the council for the full five-year electoral term, in advance. Annual review of the training plan is paramount to the efficiency and effectiveness of the Council and its employees.

Training will be arranged by the Clerk in agreement with Councillors. The plan will be reviewed annually in November in advance of budget setting for the forthcoming financial year. Training topics will be based on the needs of the council at that time, dependent on employees and members collective skills assessment, policy needs and community aspirations. Where possible the most cost-effective methods of training will be utilised. This will include free training sessions on offer to the council from associated external bodies and collaborative working with other councils to share sessions for cost effectiveness.

| Role | Training undertaken in 2025/26 | Training to be arranged in 2026/27 <i>Decided in October 2025</i> |
|--|-------------------------------------|--|
| <i>Councillors & staff as required</i> | Understanding the Law | OVW Free places: dependent on individual requirements. |
| <i>Councillors & staff as required</i> | Health and Safety | The Council, The Councillor & Code of Conduct |
| <i>Councillors & staff as required</i> | Code of Conduct | Understanding Local Government Finance - Basic & Advanced |
| <i>Councillors & staff as required</i> | Community Engagement Part I & II | Understanding the Law |
| <i>Councillors & staff as required</i> | Chairing Skills | Health and Safety |
| <i>Councillors & staff as required</i> | Creating a Community Plan | Chairing Skills |
| <i>Councillors & staff as required</i> | Use of IT, Website and Social Media | Equality and Diversity |
| <i>Councillors & staff as required</i> | Finance and Governance Toolkit | Making Effective Grant Applications |
| <i>Councillors & staff as required</i> | Health and Safety | Wellbeing of future generations/Sustainability |
| <i>Councillors & staff as required</i> | Local Government Finance | Finance and Governance Toolkit |
| <i>Councillors & staff as required</i> | | Safeguarding (PAVO - as course becomes available) |
| <i>As required</i> | SLCC ILCA | Suitable courses that may become available relating to Planning matters and the planning system, burial ground management and maintenance. |

ESTIMATED COSTS OF THE TRAINING IN EACH COUNCIL YEAR (To be included in the annual budget for each year):

| Financial Year | Amount to be included in the budget at 2025 Prices | Comments |
|----------------|--|---|
| 2023/24 | £500 | Plus free places and any Welsh Government Bursary available |
| 2024/25 | £1200 | Plus free places and any Welsh Government Bursary available |
| 2025/26 | £1600 | Plus free places and any Welsh Government Bursary available |
| 2026/27 | £900 | Plus free places and any Welsh Government Bursary available |
| 2027/28 | To be set in November 2026 | Plus free places and any Welsh Government Bursary available |

The Clerk and all members of the Community Council are responsible for reviewing this plan.

Review due November 2026.

Approved at the meeting of Llangors Community Council on: _____

Signed by Chairperson: _____

Print Name: _____