



Cyngor Cymuned
Penyrheol Trecenydd Energlyn
Community Council
Training Plan 2023-24

Introduction

The Community Council has a statutory duty under section 67 of the Local Government and Elections (Wales) Act 2021 to make a plan setting out what it proposes to do to address the training needs of its councillors and staff.

The Community Council is committed to providing a good level of training for both its Councillors and staff to enable them to undertake their respective roles within the Community Council.

Training aims

The Community Council's training aims are as follows:

1. To improve the understanding of the roles of its Councillors and staff and the powers available to community councils.
2. To ensure the Community Council can operate effectively following local elections and potential changes to the Council membership.
3. To ensure the Community Council can continue to operate during times of staff unavailability (eg holidays, sickness staff turnover etc).

Training requirements

A more detailed assessment of Councillor training needs will be undertaken later in the financial year when new councillors have settled into their roles and have had time to determine their training needs.

In the meantime, there are core areas to address to ensure that Councillors have sufficient skills and understanding and these are as follows:

- Basic induction for councillors
- The Code of Conduct for members of local authorities in Wales
- Financial management and governance

Training Plan

WHO	WHAT	HOW	WHEN
New councillors	Basic induction to the Council	Informal training delivered by the current Councillors and Clerk	June 2023
All councillors	Bespoke training session on the Code of Conduct for Members	Training provided by CCBC	June 2023
All councillors	Bespoke training for specific roles	Training provided by One Voice Wales and others	Continuous and as requested by Councillors
Clerk to the Council	Continuous professional development	Attendance at sector specific courses and training seminars throughout the financial year	Continuous
All councillors	Skills audit	Councillors to complete skills audit to help them decide what further training they require	Once a year