Llandrindod Wells Town Council

Training Plan – May 2022

Members of Llandrindod Wells Town 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 and Elections Act 2021 Section 67 requires community councils to make an publish a plan about the training provision for its members. The first training plan is to be published by 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 basic via Star Leaf and on a whole-council basis.

Clerk (Staff) 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	Est Delivery Date
Basic Induction	5	5	25	May 2022
Code of Conduct	5	5	25	May 2022
Financial Management	4	4	16	July 2022
Planning Aid Wales	4	3	12	
Employment Law	3	3	9	
In-House Clerk's Sessions	4	4	16	Intermittent
Project Briefings	5	4	20	Intermittent
One Voice Wales Modules	3	3	9	Intermittent

Clerk & Responsible Financial Officer (Staff)

	Importance	Need	Overall	Date
National Conference	4	4	16	Oct 2022
Practitioners Conference	4	4	16	Feb 2023
Regional Training Seminar	5	4	20	June 2022
Themed Webinars	3	3	9	Intermittent

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

The Clerk will keep and 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.

Jane Johnston
Clerk

Adopted – 19.04.22