

TRAINING PLAN

Name of Council – New Quay Town Council

TRAINING PLAN

Date approved by Council- 24 October 2022

Date of First Planned Review – Annual Meeting

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

This training plan has been prepared 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 its community. The plan will be reviewed at least on an annual basis to ensure that it remains fit for purpose and accounts for the changing needs of councillors and employees as well as any turnover of councillors or employees.

Role	Training to be arranged in 2022/23	Training to be arranged in 2023/24	Training to be arranged in 2024/25	Training to be arranged in 2025/26	Training to be arranged in 2026/27
1. Cllr J Evans	All training needs up to date, attended code of conduct/finance in 2022	Refresher course as deemed appropriate	Refresher on code of conduct to be requested from CCC	Refresher course as deemed appropriate	Refresher course as deemed appropriate
2. Cllr J Davies	All training needs up to date as attended code of conduct/H&S/Law in 2022	Finance	Refresher on code of conduct to be requested from CCC	Refresher course as deemed appropriate	Refresher course as deemed appropriate
3. Cllr T Davies	Code of Conduct and new Councillor training	Finance	Refresher on code of conduct to be requested from CCC	Chairing skills	Civic Leadership
4. Cllr Y Davies	Course attended via work, also code of conduct completed	Sustainable development Planning and update on LDP	Refresher on code of conduct to be requested from CCC	Refresher course as deemed appropriate	Refresher course as deemed appropriate

	Legal basis for delivery of services to be completed				
5. Cllr S Davies	Code of Conduct training completed and vast knowledge of all council work due to role as Clerk to 3 Community Councils Also attended H & S course and ILCA training and FILCA	Completing CilCA	Refresher on code of conduct to be requested from CCC	If required	If required
6. Cllr I Pearce	Attended as new councillor, The council meeting, code of conduct and Induction as	Finance	Refresher on code of conduct to be requested from CCC	Chairing skills	Civic Leadership

	new Councillor in 2022				
7. Cllr L Ryder	Code of C completed Legal basis required Understanding the planning system Finance & Governance	Sustainable development	Refresher on code of conduct to be requested from CCC	Local Leadership	Civic leadership
8. Cllr B Stones	Code of Conduct completed	Finance	Refresher on code of conduct to be requested from CCC	Local Leadership	Any courses deemed necessary
9. Cllr M Vaux	Code of conduct completed together with vast training as County Councillor Requested training on the role of clerk	Finance	Refresher on code of conduct to be requested from CCC	Civic Leadership	Refresher course if needed

	at their responsibilities				
10. Clerk	Attending Joint OVW/ SLCC event Nov 2022 – training on climate change, digitally levelling up the Council, Biodiversity, governance toolkit, training and dev plan	Finance refresher/Biodiversity training if available	Code of Conduct Refresher	Law refresher	If required refresher courses

Include below any specific comments about how the training will be arranged or how other development needs will be addressed through other methods e.g., attendance at conferences of events

- Attending Code of Conduct training provided by Ceredigion County Council
- Attending Courses with One Voice Wales and Planning Aid Wales
- Clerk attending Joint One Voice Wales/SLCC Events