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**ABER VALLEY COMMUNITY COUNCIL**  
**CYNGOR CYMUNED CWMABER**

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**TRAINING PLAN 2022/23**

The purpose of the training plan is to set out the requirements for the provision of training so it can be carried out in an organised way, taking into account, activities undertaken by the Council, the current expertise of Councillors and Clerks and the type of training and significance of any training needs required.

The first training plan must be completed and published by 5<sup>th</sup> November 2022. A new plan needs to be completed after a full election and should be reviewed regularly.

There are some areas which all councils should ensure are covered in their training plan, to ensure that they have sufficient skills and understanding of these areas:

- Basic induction for Councillors
- The Code of Conduct for Councillors
- Financial Management and Governance

In addition to these areas, the Council may recognise new challenges and opportunities they wish to pursue, and may decide there are new skills for Councillors and the Clerk to attain.

The training plan should include information on:

- Type of training
- Participating Councillors/Clerk
- Expected timeframe for training to be completed
- Total cost of the training

Training requirements:

- Induction Pack
- Standing Orders familiarisation
- Financial Regulations familiarisation
- Code of Conduct Training
- Chairing Skills

The budget for Councillor/Clerk training is £1,300 for 2022/23.

Types of training available can include face to face courses, online courses, webinars, attendance at conferences and training days, in-house training, and the provision of relevant books and training materials.

Training completed by Councillors/Clerk as shown below:

<b>COUNCILLOR</b>	<b>INDUCTION PACK</b>	<b>STANDING ORDERS FAMILIARISATION</b>	<b>FINANCIAL REGULATIONS FAMILIARISATION</b>	<b>CODE OF CONDUCT TRAINING</b>	<b>CHAIRING SKILLS</b>
Cllr. D. Berry	16.05.22				
Cllr. C. Bishop	16.05.22				
Cllr. D. Bishop	16.05.22				
Cllr. P. Cole	16.05.22				
Cllr. D. Daniels	16.05.22				
Cllr. R. Gater	16.05.22				
Cllr. C. Page	16.05.22				
Cllr. E. P. Prendergast	16.05.22				
Cllr. J. Roberts	16.05.22				
Cllr. M. Stretch	16.05.22				
Cllr. J. Taylor	16.05.22				