



# Mumbles

## Community Council

TRAINING PLAN

KERRY LEIGH

Date adopted 10<sup>th</sup> October 2023

Review date 10<sup>th</sup> October 2023

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 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 to this training plan will assist the council in enhancing its approach to delivering 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.

<b>Courses Identified as Needed (Title)</b>	<b>The role they relate too</b>	<b>2023/24 Estimated Cost and Number of Attendees</b>	<b>2024/25 Estimated Cost and Number of Attendees</b>	<b>2025/26 Estimated Cost and Number of Attendees</b>	<b>2025/26 Estimated Cost and Number of Attendees</b>	<b>Comments</b>
Code of conduct	Councillors x 18	£684.00		£684.00		Refresh Every Two Years
Role of the Councillor	Councillors x 3	£114.00 + £200	£200	£200	£200	Contingency of £200 per year to cover co-opted Cllrs and others who wish to join
Council as an employer	Chair, Plus Personnel Committee Members x 9	£342.00	£342.00	£342.00	£342.00	
Legal basis for delivery	Councillors x 18	£684.00				To be Refreshed after every election
Local Government Finance	Members of the Finance Committee x 10	£380.00	£380.00	£380.00	£380.00	
Health & Safety	Marketing & Events Officer	£38.00				
Equality & Diversity	Councillors x 18	£684.00		£684.00		To be Refreshed every two years
Introduction to Community Engagement	Members of the Community & Social Development Committee x 9	£342.00	£342.00	£342.00	£342.00	
Chairing Skills	Chair & Vice Chair of Council & Committees x 10	£380.00	£380.00	£380.00	£380.00	
Understanding the Law	Councillors x 18	£684.00		£684.00		To be Refreshed every two years
The Council Meeting	Councillors x 3	£114.00 + £200				Contingency of £200 per year to cover co-opted Cllrs and others who wish to join

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Creating a Community Plan	Members of Community & Social Development Committee x 9	£342.00	£342.00	£342.00	£342.00	
Community Engagement Part 2	Members of Community & Social Development Committee x 9	£342.00	£342.00	£342.00	£342.00	
Making Effective Grant Applications	Clerk	£38.00				
Managing Your Staff	Clerk & Members of Personnel Committee x 8	£304.00	£266	£266	£266	
Well-being Future Generations Act	Councillors x 18	Free – In house	Free – In house	Free – In house	Free – In house	Cllr H Nelson to provide training
Understanding Local Government Finance – Advanced	Members of Finance Committee x 9	£342.00	£342.00	£342.00	£342.00	
Understanding Mediation	Clerk & Members of Personnel Committee x 8	£304.00	£266.00	£266.00	£266.00	
ILCA	Staff x 4	£500.00				
CILCA	Clerk	£1000.00				
FILCA	RFO	£120.00				
Microsoft Teams Training	All Cllrs and Staff					Cllr E Cox – October half term 23
Contingency for additional courses identified in the year.	All Cllrs and Staff	£800.00	£800.00	£800.00	£800.00	

Total cost per year		£8,818.00	£4002.00	£6054.00	£4002.00	
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