



FCC Training Plan October 2022 to March 2023

Notes

1. FCC has no budget line for training in 2022/23.
2. A note has been added to the 2023/24 document to address the budget.
3. A training needs assessment has not been carried out. This process should start after the November FCC meeting to develop the full 2023/24 plan according to the guidelines.
4. Bursaries of 50% per course to a maximum of £100 per year available of OVW courses subject to availability.
5. The training plan includes items concerning the Freystrop Village Hall Charity of which FCC is a Trustee. It follows therefore that it should be recognised that an FCC Councillor may also be a Named Trustee of the Charity. The requirements and responsibilities of a Named Trustee go much deeper than being a Council Trustee. Councillors or Members of the public who become Named Trustees would also be required to follow the enhanced training.
6. Published guidance suggests training plans are reviewed following elections but the suggested approval document states annually. An annual review to add/remove items according to the plans/Councillor needs for the coming year, reviews of completed training and budget is suggested.
7. The training plan was worked on prior to guidelines being published. More courses will have to become mandatory to fulfil competency requirements in the future.



Training Plan

FCC Code of Conduct	FCC	Mandatory	Free	ALL	Prior to signing Acceptance of Office
Good Councillor's Guide	OVW	Highly Recommended	Free	ALL	Within 3 months of taking office
Introduction to Planning	PAW	Optional			Requested by Councillors
New Councillor Induction	OVW	Highly Recommended		ALL	Within 3 months of taking office
Local Government Finance	OVW	Optional		Clerk Chair ALL	As soon as is practical
Chairing Skills	OVW	Highly Recommended		Chair Vice Chair	Within 1 month of taking position
Council's Role as Charity Trustee	CC	Mandatory	Free	ALL	Within 6 months of taking office
'5 Minute Guides' for Charity Trustees (6 in total)	CC	Mandatory	Free	Named Trustees of FVH	Before accepting position of trustee

TRAINING PLAN

Date approved by Council October 2022

Date of First Planned Review February 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 will be assessed by reference to a set of core competencies for each role on its first review. These assessments will enable 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