

LLANFAIR YN NEUBWLL COMMUNITY COUNCIL - TRAINING AND DEVELOPMENT PLAN APRIL 2019 – MARCH 2022

Action	Notes	Due Date
Clerk to prepare in-house Induction Pack for new members	To include Code of Conduct, Standing Orders, Financial regulations, Websites & Social Media, GDPR etc.	September 2019
Clerk to deliver in-house induction / awareness training for new members	Three new/ recent members	October 2019
Clerk to research / source / share appropriate training and development material.	Possible sources include: Welsh Audit office, HMRC, HSE, Planning Aid Wales, other Councils	On going
All Members to undertake One Voice Wales basic on-line training on: Code of Conduct, Council as an Employer, Diversity and Inclusion, Health and Safety, Induction, Local Government Finance, Understanding the Law	Also consider group sessions	March 2020
Clerk / Members to attend One Voice Wales Training (as they become available)	Areas of particular interest: Code of Conduct Understanding the Law Local Government Finance Making Effective Grant Applications Introduction to Community Engagement	On going
Clerk / Members to attend other appropriate training events		On going
Clerk / Members with particular knowledge and skills to cascade training as appropriate		On going
Clerk to keep up to date with all legal and financial requirements and undertake continuous learning and development.		On going

