

**Llanrhidian Higher Community Council – Training Programme
2022/23**

<u>Topic</u>	<u>Required</u>	<u>Timescale</u>
Code of Conduct	All Councillors / Clerk	Within 6 months of being elected
Understanding the Law	All Councillors	Within 1 year of being elected
Chairing Skills	All Chairs / Vice Chairs	Within 6 months of being elected
The Council Meeting	All Councillors	Within 1 year of being elected
Local Government Finance	All Finance Committee Members	Within 1 year of being elected to the Finance Committee
The Council	All Councillors	Once in the Council Term
The Councillor	All Councillors	Once in the Council Term
Effective Staff Management	All Members of Personnel Committee	Within 1 year of being elected
The Council as an Employer	All Members of Personnel Committee	Within 1 year of being elected
Advanced Local Government Finance	All Finance Committee Members / Clerk	Before the end of 2 nd Year of Council Term
Introduction to Community Engagement	Two Councillors	Once during the Council term
Community Engagement Part 2	Two Councillors	Once during the Council term
Health & Safety	Clerk / Two Councillors	Once during the Council term
Creating a Community Plan	Two Councillors	Once during the Council term
Information Management	Clerk / Two Councillors	Once during the Council term
Equality & Diversity	Two Councillors	Once during the Council term
Mediation and Conciliation	Clerk / Two Councillors	Once during the Council term
Planning	Two Councillors	Once during the Council term