

Skills Audit - Councillors

Councillors are required to indicate any OVW, SLCC or training provided by external bodies paid for or initiated by the Community Council from May 2021 to date, as part of an initial skills audit.

Councillors are requested to indicate courses, from the OVW list below, they would be interested in undertaking.

Councillors are requested to advise of any external training requirements which are not covered by the OVW list below.

Councillors are requested to advise of any personal skills, such as translation, copy writing, document design, handyman skills which they are willing to use on behalf of the Council.

Please indicate approximate dates if you don't recall the exact date.

One Voice Wales Training

Course	Date taken*	Wish to book	Notes
Basic requirements as per guidance to the 2021 act			
New Cllr Induction			
Code on Conduct			
Local Government Finance			
Available courses			
The Council			
The Councillor			
The Council as an Employer			
Understanding the Law			
Council Meetings			
Health & Safety			
Introduction to Community Engagement			
Chairing Skills			
Community Emergency Planning			
Community/Place Planning			
Community Engagement Part II			
Equality & Diversity			
Information Management			
Use of IT, Websites & social media			
Making Effective Grant Applications			
Managing your staff			
Devolution of Services			
Wellbeing of Future Generations Act 2016 / Sustainability			
Local Government Finance (Advanced)			
Mediation and Conciliation			

Training undertaken (other than OVW)

Course title	Provider	Date taken*	Notes

Training of Interest

Course title	Provider (including contact details)	Relevance to your office as Cllr

Skills which you are prepared to use on behalf of the Council

Please list (including, briefly, reference to any relevant formal qualifications or experience)

Training Overview

All Councillors are invited and encouraged to attend One Voice Wales training events which may benefit their knowledge of the role of the Council and Councillors. Further information on course may be found here <http://www.onevoicewales.org.uk/OVWWeb/Default-7451.aspx>

Training can also be obtained from the SLCC (see below) or an appropriate external trainer or organisation.

The Council undertakes to pay for OVW training modules as per the list below, where appropriate to the business of the Council, as a matter of policy.

Costs for training by other external suppliers should be approved by the Council prior to any costs being incurred.

Name:

Date:

Please note that this document will not be shared. It will be maintained as part of a register associated with the Training Programme. A general assessment of training to date and skills available will be made and presented to the Council.