

		Training Plan	2022/23		
WHO	WHAT	HOW	WHEN	COMMENTARY	OUTCOME
New and returning Councillors	Basic Induction to the Council	Informal session held by the Clerk and OVW training courses	June / July 2022	Basic induction to provide an understanding of how the council operates. Policy pack issued.	
All councillors and staff.	Training sessions on Code of Conduct for Members	Formal training sessions held by OVW and CCC	New councillors – before 31/7/22. All councillors before 30/10/22	Annual refresher opportunities to be made available.	
All Councillors	Module training an all aspects of Council work inc Financial Management and Governance	Monthly review of courses available via OVW training programme	Ongoing		
Council Staff	Continuous Professional Development	Review of Annual Staff Appraisal	By 31 st March 2023		
Clerk to the Council	Continuous Professional Development	Attendance at specific local council conferences and training seminars throughout the financial year	By 31 st March 2023	The Clerk holds no formal specific sector qualifications	