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| **Crai Community Council Training Plan** |  |
| **Module No** | **Module** | **Timescale** | **Requirement** |  |
| 0 | New Councillor Induction | Once within first 3 months | Mandatory |  |
| 1 | The Council |   | Non mandatory |  |
| 2 | The Councillor |   | Non mandatory |  |
| 3 | The Council as an Employer |   | Non mandatory |  |
| 4 | Understanding the Law |   | Non mandatory |  |
| 5 | The Council Meeting |   | Non mandatory |  |
| 6 | Local Government Finance | Once within first 6 months | Mandatory |  |
| 7 | Health & Safety | Within first 3 months and every 3 years | Mandatory for Chair, Clerk and HS rep |  |
| 8 | Introduction to Community Engagement |   | Non mandatory |  |
| 9 | Code of Conduct | Within first 3 months and every 3 years | Mandatory |  |
| 10 | Chairing Skills | Once within first 3 months | Mandatory for new Chair |  |
| 11 | Left intentionally blank |   |   |  |
| 12 | Creating a Community Place Plan |   | Non mandatory |  |
| 13 | Community Engagement Part ll |   | Non mandatory |  |
| 14 | Equality & Diversity |   | Non mandatory |  |
| 15 | Information Management | Within first 3 months and every 3 years | Mandatory for Clerk |  |
| 16 | Use of IT, Websites and Social Media | Once within first year | Mandatory |  |
| 17 | Making Effective Grant Applications |   | Non mandatory |  |
| 18 | Effective Staff Management |   | Non mandatory |  |
| 19 | Devolution of Services / CAT |   | Non mandatory |  |
| 20 | Sustainability/Well Being of Future Generations Act |   | Non mandatory |  |
| 21 | Advanced Local Government Finance | Within first 3 months and every 3 years | Mandatory for Clerk |  |
| 22 | Left intentionally blank |   |   |  |
| 23 | Community Asset Transfer |   | Non mandatory |  |
| 24 | Finance and Government Toolkit | Once within first year | Mandatory |  |
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