



CYNLLUN HYFFORDDIANT

TRAINING PLAN

O dan Adran 67 deddf Llywodraeth Leol ac Etholiadau (Cymru) mae gan y Cyngor Cymuned ddyletswydd i ystyried hyfforddiant ar Gyfer cynghorwyr a staff ac i gyhoeddi'r cynlluniau hyfforddiant yma.

Pwrpas y cynllun hyfforddi yw sicrhau bod Cynghorwyr a'r Clerc gyda'i gilydd yn meddu ar y wybodaeth a'r ymwybyddiaeth sydd eu hangen er mwyn i'r cyngor weithredu'n effeithiol. Nid oes angen i bob Cynghorydd a Chlerc fod wedi derbyn yr un hyfforddiant a datblygu'r un arbenigedd.

Mae meysydd craidd i fynd i'r afael â nhw er mwyn sicrhau bod gan y cyngor sgiliau a dealltwriaeth ddigonol. Rhain yw:

- Modiwl ar gyfer Cynghorwyr newydd;
- Y Cod Ymddygiad ar gyfer aelodau awdurdodau lleol yng Nghymru;
- Rheolaeth ariannol a llywodraethu.

Bydd pob Cynghorydd yn cael cynnig y cyfle i dderbyn hyfforddiant a chyfleoedd datblygu perthnasol. Mae Un Llais Cymru yn darparu gwybodaeth o'i gyrsiau, ac mae'r rhain ar gael i bob aelod o'r Cyngor Cymuned. Mae cyrsiau yn cael eu cynnig ar lein. Mae pob Cynghorydd yn cael y fersiwn diweddaraf o'r 'Canllaw Cynghorydd Da' a gyhoeddwyd gan Lywodraeth Cymru a dylent ymglyfarwyddo â'i gynnwys.

O bryd i'w gilydd, bydd y Cyngor Cymuned yn adolygu cyllid i sicrhau bod Cynghorwyr a'r Clerc yn gallu mynychu cyrsiau hyfforddi, cynadleddau a digwyddiadau yn y sector os oes angen.

Bydd y Clerc yn gyfrifol am:-

- dosbarthu unrhyw wybodaeth am gyrsiau addas i aelodau'r Cyngor ar gais

Cynllun:

- Anogaeth i bob Cynghorydd i fynychu cyrsiau priodol Un Llais Cymru

Under Section 67 of the Local Government and Elections (Wales) Act the Community Council has a duty to consider training for councillors and staff and to publish these training plans.

The purpose of the training plan is to ensure that Councillors and the Clerk together have the knowledge and awareness needed for the Council to operate effectively. Not all Councillors and Clerk need to have received the same training and developed the same expertise.

There are core areas to be addressed in order to ensure that the Council has sufficient skills and understanding. These are:

- A module for new councillors;
- The Code of Conduct for members of local authorities in Wales;
- Financial management and governance.

All Councillors will be offered the opportunity to receive training and development opportunities. One Voice Wales provides information on its courses, and these are available to all members of the Community Council. Courses are offered online. All Councillors receive the latest version of the 'Good Councillor's Guide' published by the Welsh Government and they should familiarise themselves with its contents.

From time to time, the Community Council will review funding to ensure that Councillors and the Clerk are able to attend training courses, conferences and events in the sector if required.

The Clerk will be responsible for:

- circulating any information about suitable courses to Council members on request

Plan:

- Encouragement for all Councillors to attend appropriate One Voice Wales courses

- Annog pob Cyngorydd i fynychu unrhyw gyrsiau eraill ar-lein lle bo angen
- Clerc i fynychu cynadleddau, seminarau, cyrsiau hyfforddi, digwyddiadau'r sector bob blwyddyn yn ôl yr angen a lle mae amser ar gael o fewn ei oriau contract wythnosol

- Encouragement for all Councillors to attend any other courses online where necessary
- Clerk to attend conferences, seminars, training courses, sector events every year as required and where time is available within his weekly contracted hours

