

**PROGRAMMING AND ESTIMATED COST OF TRAINING FOR STAFF**

Courses Identified as Needed	Role to which they relate	2026/27	2027/28	2028/29	2029/30	Comments
		Actual Cost to Date	Est Cost	Est Cost	Est Cost	
<b>Staff</b>						
Fire safety - yearly	All staff	£250	£550	£550	£550	Annual
Health and Safety in the Workplace	All staff	£250	£350	£350	£350	Annual
Equality & Diversity and Inclusion Awareness	All staff	£200	£200	£200	£200	Annual
First Aid Level 2	All staff (Annual refresher Requalify 3 years)	£250	£0	£0	£0	3 yearly
Level 1 Safeguarding Everyone	All staff	£150	£150	£150	£150	Annual
GDPR	All staff	£70	£70	£70	£70	Annual
Health and safety for Event management	Event Staff	£250	£300	£300	£300	Annual
Short Term Home Working	All staff	£0	£0	£0	£0	Annual
Social Media Training	All staff	£250	£0	£0	£0	Annual
Cyber Security Best Practices	Events Staff	£40	£50	£50	£50	Annual
Display Screen Equipment	All staff	£0	£0	£0	£0	Annual
Anti-bribery and corruption training	All staff	£0	£0	£0	£0	Annual
Health and Safety Level 3	Clerk/Projects Manager	£250	£0	£0	£0	
Role of Fire Marshall	All staff	£0	£0	£0	£0	Annual
Edge Precept Training	Clerk Finance Manager	£0	£0	£0	£0	
Budgeting Basics	Finance Manager	£0	£0	£0	£0	
FILCA	Finance Manager	£150	£0	£0	£0	
HR Summit - SLCC	Clerk	£0	£0	£0	£0	
Defib Awareness Session	All staff	£0	£0	£0	£0	
Mental Health Awareness	All Staff	£0	£0	£0	£0	
A Guide to Appraisal Process	SMT x 3	£120	£120	£120	£120	
Action Counters Terrorism	Event Staff	£0	£0	£0	£0	
Powers and Duties	Finance Manager	£0	£0	£0	£0	
IOSH	H& S Lead	£0	£400	£0	£0	
Joint One Voice Wales/SLCC Event	Clerk	£65	£65	£65	£65	
Getting Started with Asset Manager	Finance Manager/Finance Support Officer	£0	£0	£0	£0	
Epitaph Mail Merge Documents	Finance Manager/Finance Support Officer	£0	£0	£0	£0	
Advant Edge Finance - Precept Calculator	Finance Manager	£0	£0	£0	£0	
Advant Edge Finance - Earmarked Reserves	Finance Manager	£0	£0	£0	£0	
CILCA	Finance Manager/Finance Support Officer	£0	£0	£0	£0	

Courses Identified as Needed	Role to which they relate	2026/27	2027/28	2028/29	2029/30	Comments
		Actual Cost to Date	Est Cost	Est Cost	Est Cost	
PILCA	Finance Manager/Finance Support Officer	£0	£0	£0	£0	
Canva	Events Officer	£0	£0	£0	£0	
SLCC Committees, Sub-Committees and Working Groups Training	Clerk	£0	£0	£0	£0	
Understanding the Law - Module 4 (One Voice Wales)	Clerk	£0	£0	£0	£0	
The Council Meeting - Module 5 (One Voice Wales)	Clerk/Deputy Clerk	£0	£0	£0	£0	
Local Government Finance -Module 6 (One Voice Wales)	Finance Manager/Finance Support Officer	£0	£0	£0	£0	
Understanding of Health & Safety – Module 7 (One Voice Wales)	Events staff x 3	£0	£0	£0	£0	
Community Engagement – Module 8 (One Voice Wales)	Clerk One staff member	£42	£42	£42	£42	
Community Emergency Planning - Module 11 (One Voice Wales)	Clerk Senior Management Team x 3	£0	£0	£0	£0	
Information Management -Module 15 (One Voice Wales)	All Staff x 11	£42	£42	£42	£42	
Use of IT and websites – Module 16 (One Voice Wales)	All Staff x 11	£0	£0	£0	£0	
Managing Your Staff - Module 18 (One Voice Wales)	Clerk SMT x3	£140	£140	£140	£140	
Wellbeing of Future Generations Act 2015 – Module 20 (One Voice Wales)	Clerk SMT x 3	£42	£42	£42	£42	
Understanding Local Government Finance – Advanced - Module 21 (One Voice Wales)	Finance Manager	£42	£42	£42	£42	
Biodiversity - Module 25	Projects Officer	£0	£0	£0	£0	
Biodiversity - Module 26	Projects Officer	£0	£0	£0	£0	
Biodiversity - Module 27	Projects Officer	£0	£0	£0	£0	
<b>Total</b>		<b>£2,603</b>	<b>£2,563</b>	<b>£2,163</b>	<b>£2,163</b>	
<b>TOTAL BUDGET</b>		<b>£2,000</b>	<b>£2,000</b>	<b>£2,000</b>	<b>£2,000</b>	