

Training opportunities

10 January 2023

OVERVIEW

The internal auditor has recommended that training for councillors and the clerk is a standard item on the meeting agenda.

Councillors need to determine what training is required for council to operate effectively, achieve its aims, objectives and priorities, and ensure it keeps up to date with all new legislation.

Leaffield Parish Council has a Training and Development Policy which outlines the council's policy, and training and development available to councillors and the Clerk.

OALC TRAINING 2023

• So you want to be a councillor	24/01/23	£0	Zoom
• So you want to be a councillor	13/02/23	£0	Zoom
• Training opportunities	23/02/23	£0	Zoom
• Year-end & Audit (over £25,000)	08/03/23	£30	Zoom
• So you want to be a councillor	15/03/23	£0	Zoom
• How to make your council more sustainable	24/03/23	£110	Cholsey
• Cemetery management and compliance	25 & 26/04/23	£110	Zoom
• Routine inspection of play areas	27/04/23	£120	tbc
• Property law for town and parish councils	18/05/23	£40	Zoom
• Essentials of employing people	23/05/23	£30	Zoom
• Councillor fundamentals	06/06/23	£50	Zoom
• Chairmanship	22/06/23	£110	Didcot
• Oxfordshire County Council Day	27/06/23	£0	Oxford
• Councillor fundamentals	13/07/23	£50	Zoom
• Precept and budget setting	07/09/23	£30	Zoom
• Finance for councillors	07/09/23	£30	Zoom
• Managing employee performance	18/09/23	£30	Zoom
• Accurate agendas and effective minutes	20/10/23	£60	Zoom
• Councillor fundamentals	20/11/23	£50	Zoom

BREAKTHROUGH COMMUNICATIONS TRAINING 2023

- £30 per course, 2 hours via Zoom
- Communicating with your community part 1: creating a communications strategy
- Communicating with your community part 2: creating a communications strategy
- How to recruit and retain more diverse pool of local councillors
- How councils can more effectively engage with young people in their communities
- Dealing with local and regional media
- Crisis communications for local councils

- Social media for councils: getting started using Facebook, creating an effective social media strategy and getting the fundamentals right
- Social media for councils: advanced strategies and tactics across multiple platforms
- Councillors: social media skills
- Data protection for councils part 1: foundations and theory
- Data protection for councils part 2: accountability and lawfulness
- Data protection for councils part 3: dealing with data subject rights and information security
- Freedom of information for councils
- Councillors: data protection training
- Dealing with difficult people and conversations
- Councillors: chairing meetings effectively

BUDGET

Training budget for 2022-23	£500.00
Budget used to date	£231.21
Budget remaining (10/01/23)	£268.79

Training budget for 2023-24	£500.00
Budget used to date	£0.00
Budget remaining (10/01/23)	£500.00