

**From:** Tracy Gilmartin-ward [mailto:tracy.gilmartin-ward@onevoicewales.org.uk]

**Sent:** 10 January 2017 09:03

**To:** Tracy Gilmartin-ward

**Cc:** Paul Egan; Lyn Cadwallader

**Subject:** Training Opportunites from One Voice Wales / Cyfleoedd Hyfforddiant gan Un Llais Cymru

Dear Chair/Clerk,

Please bring this to the attention of your council

## **TRAINING OPPORTUNITIES FROM ONE VOICE WALES**

As you will be aware, One Voice Wales provides a wide range of training opportunities for Councillors throughout Wales and in 2017 we are anticipating a major increase in demand for our courses primarily due to the May 2017 elections but also for you to help you prepare for the next audit round which will continue to focus on a range of themed elements requiring Councils to have a full understanding of the financial and governance requirements expected of them.

Accompanying this letter is the current schedule of training courses that we provide and the Clerk to the Council will have already received the programme of courses scheduled for the period January to March, 2017. We do try to offer courses in most parts of Wales but if you find that there is not a course that you require offered in your area this presents no barrier whatsoever as we can provide what we call 'bespoke courses' at any venue subject to one Council acting as the 'host' and agreeing to pay a set fee which can be shared amongst any other Councils who can be invited to participate. Many Councils have taken up this option and have found it to be a satisfactory way of securing much needed training.

We are aware that some Councils in Wales have experienced issues relating to the requirements of the new audit regime and Module 21 (Advanced Finance) seeks to address this matter and provide an in-depth examination of the financial and governance requirements expected of Councils. Many Clerks and Councillors have already attended this course and found it to be very useful in clarifying matters and helping them to advise their respective Councils on actions that need to be taken.

After the elections in May, we are expecting the demand for the Induction course and Code of Conduct modules as well as most other courses to be in much demand and as a result we are taking steps to increase our trainer numbers so that we are ready to meet your specific needs. Back in 2012, we experienced a major increase in demand including Councils grouping together to request programmes of bespoke courses for their members which involved both evening and Saturday morning training sessions. We are more than happy to meet such demand and it would be helpful if Councils could contact Paul Egan ([paul.egan@onevoicewales.org.uk](mailto:paul.egan@onevoicewales.org.uk)) at the earliest opportunity so that programmes of bespoke training can be planned in advance.

Finally, I feel certain that you will both agree that well trained Clerks and Councillors bode well for any Council that aspires to providing excellent and value for money services for their electors. Furthermore, that the cost of such investment is more than outweighed by the savings that can be secured by avoiding the costly mistakes that can occur if things go badly wrong.

I would personally encourage you to include my letter on the agenda for the next meeting of your Council so that Councillors can agree an approach to securing their training needs in this election year.

Yours faithfully,  
Lyn Cadwallader  
Chief Executive