

Town Clerk

From: Governance NEDDC <Governance@ne-derbyshire.gov.uk>
Sent: 21 November 2023 12:25
Subject: Conference for Parish and Town Councillors - Friday, 23rd February 2024

Sent on behalf of Lee Hickin, Managing Director of North East Derbyshire District Council.

Dear Colleagues,

As part of the Council's commitment to work with our District's Parish and Town Councils, we would like to invite you and your Members to what will be the first annual Conference for Parish and Town Councillors. This will be held in our new Council Chamber at the District Council Offices in Wingerworth on **Friday 23 February 2024**. The start time for the Conference will be **10am**, with a mid-afternoon finish.

A light buffet lunch will be served.

The purpose of the Conference will be to:

- (a) Identify and carry out training to meet the needs of Parish / Town Councillors,
- (b) Understand better the ways in which the different levels of local government in the District can work together and, crucially,
- (c) Agree how the District Council can help the Parish and Town Councils and how they can work with NEDDC. For example, by identifying and delivering specific initiatives that would help achieve the overall aims of the new Council Plan.

Following on from the Conference we would hope to put in place quarterly liaison meetings between the District Council's Senior Management Team and the Parish and Town Clerks to help ensure good communications and address any inter-council problems.

The draft programme for the Conference is set out below. This will be finalised as we get closer to the event.

I would be grateful if you could consult your Members on this and let me know by **Friday 22 December 2023** who from your Council will be attending. Please email: Governance@ne-derbyshire.gov.uk

Best Regards

Lee Hickin
Managing Director
North East Derbyshire District Council

Conference for Parish and Town Councillors – Draft Programme

10am – Welcome by the Leader of NED Council

10.10am – The purpose of the day – Managing Director NED Council

10.20am – Setting the legal framework. The role and responsibilities of the different layers of local government. Where do they complement and where do they clash. Presentation by the Assistant Director of Governance and Monitoring Officer NED Council / representative of DALC

10.40am – Setting the policy framework. The 2023-27 Council Plan – Managing Director NED Council. What the new Administration is seeking to achieve and the key role of the Parish and Town Councils in helping to shape and deliver these goals and objectives.

11.00 – Setting the financial framework – Director of Finance and Resources and Section 151 Officer. The financial pressures that will be faced over the next five years and the strategy to address them.

11.20am - Break

11.40am – Working Together for our communities – Lessons from the UK Shared Prosperity Fund – Director of Growth and Assets NED Council, to be followed by a facilitated discussion about what joint working on projects has gone well from the Parish / Town Councils' point of view and what are the key lessons to be learned from these successes.

12.40pm to 1.30pm Buffet lunch

1.30pm – Working together to meet the needs of District and Parish / Town Councils. Putting together a joint training programme – Portfolio for Holder for Council Services and Assistant Director of Governance and Monitoring Officer NED Council.

2.15pm – Future Liaison Arrangements – Managing Director of NED Council Presentation of specific proposals ongoing liaison arrangements between the Parish / Town and the District Councils [e.g. a quarterly liaison meeting between the District Council's Senior Management Team and Parish / Town Clerks to ensure good communications and address any inter-council problems.]

3pm – Closing remarks. Leader of NED Council, Chair of a Parish or Town Council.