KENT ASSOCIATION OF LOCAL COUNCILS

OBJECTIVES

Local councils operate in a dynamic environment, and training programs help them stay abreast of emerging trends, new legislation, and evolving community needs. By continuously improving their knowledge and skills, council members and staff can better respond to the changing demands of their roles and serve their communities effectively.

Training programs organised by KALC provide opportunities for council members and staff from different local councils to come together, share experiences, and build networks. This fosters collaboration and the exchange of ideas, enabling local councils to learn from each other and implement innovative practices in their respective areas.

Please let us know if there is a topic that is not covered in this brochure that you would like to see.

1. Keep up with evolving needs

Stay abreast of emerging trends, new legislation and evolving community needs.

2. Effective governance and community service

The training offered by the Kent Association of Local Councils serves to empower local council members and staff with the knowledge, skills, and support necessary for effective governance and community service.

3. Capacity Building

Local councils often have elected members and staff with varying levels of expertise and experience. Training programs can help build their capacity and equip them with the knowledge and skills necessary to carry out their roles effectively.

KALC Founded in 1947
Serving Parish & Town Councils in Kent

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KALC LEARNING EVENTS 2023/4

AUGUST 2023

- **24 August Dynamic Councillor (online) 6:30-9:30pm**
- **31 August Introduction to Planning (online) 6:30-9:30pm**

SEPTEMBER 2023

- **5 September Finance for Councillors (online) 10-11:40am**
- **6 September Managing Difficult People and Conversations (online) 10:00am-12:00pm**
- **9 September Dynamic Councillor (venue event at Hythe) 9:30am-1pm**
- **12 September Procurement (online) 10-11:40am**
- **12 September Finance for Councillors (online) 6:30-8:10pm**
- **13 September Introduction to Planning (online) 2pm-5pm**
- **14 September Budgeting for Clerks and Finance Staff (online) 10-11:40am**
- **15 September Unlocking the Future: Harnessing AI for your Parish Council (online) 10-10:30am**
- **19 September Councillors: Chairing meetings effectively (online) 6:00-8:00pm**
- **20 September KALC Annual Councillors' Conference 2023 (venue event at Appledore Village Hall) 9:30am-2:30pm**
- **26 September Finance for Councillors (online) 10-11:30am**
- **27 September Clerks' Conference (venue event at Ditton Community Centre) 9.30am - 2.30pm**

OCTOBER 2023

- **4 October Finance Conference (venue event at Ditton Community Centre) 9.30 am-2.30 pm**
- **4 October Councillors: Data Protection Training (online) 6:00-8:00pm**
- **5 October Dynamic Councillor (online) 6:30-9:30pm**
- **10 October Data Protection and GDPR for Clerks and Officers Part 1: Foundations and Theory (online) 2:00-4:00pm**
- **12 October Introduction to Planning (venue event at Beechen Hall, Boxley), 2pm - 5pm**
- **14 October Dynamic Councillor (venue event at Burham Village Hall), 9:30am-1:00pm**
- **17 October Chairmanship Conference (venue event at Orchards, West Malling) 9:30am - 4:00pm**

NOVEMBER 2023

- **1 November Data Protection and GDPR for Clerks and Officers Part 2: Accountability and Lawfulness (online) 10am-12pm**
- **9 November Crisis Communications for Local Councils (online) 2:00-4:00pm**

DECEMBER 2023

- **5 December Data Protection and GDPR for Clerks and Officers Part 3: Rights and Information Security (online) 10am-12pm**
- **7 December Burial Law and Management (venue event at East Peckham Village Hall) 10am-1pm**
- **13 December Communicating with your Community Part 1: Creating a Communications Strategy (online) 10am-12pm**

JANUARY 2024

- **16 January Communicating with your Community Part 2: Implementing Effective Community Engagement and Building Sustainable Conversations (online) 2:00-4:00pm**
- **18 January Allotments Law and Management for Local Councils (venue event at East Peckham Village Hall) 10am-1pm**
- **31 January Councillors: Chairing Meetings Effectively (online) 6:00-8:00pm**

FEBRUARY 2024

- **13 February Creating accessible council documents and content across different media (online) 10:00am-12:00pm**
- **21 February Crisis communications for Local Councils (online) 6:00-8:00pm**

MARCH 2024

- **5 March Data Protection and GDPR for Clerks and Officers Part 1: Foundations and Theory (online) 10:00am-12:00pm**
- **12 March Planning Conference (venue event at East Peckham Village Hall), 9:30am - 4:30pm**
- **14 March Councillors: Data Protection Training (online) 6:00-8:00pm**

APRIL 2024

- **16 April Data Protection and GDPR for Clerks and Officers Part 2: Accountability and Lawfulness (online) 2:00-4:00pm**
- **24 April Dealing with Local and Regional Media (online) 10am-12pm**

MAY 2024

- **9 May Equality, Diversity and Inclusion for Councils (online) 6:00-8:00pm**
- **21 May Data Protection and GDPR for Clerks and Officers Part 3: Rights and Information Security (online) 2:00-4:00pm**

JUNE 2024

- **12 June Freedom of Information (online) 10:00am-12:00pm**
- **27 June How Councils can engage more effectively with Young People (online) 6:00-8:00pm**

JULY 2024

- **9 July Improving Internal Council Communication (online) 6:00-8:00pm**
- **24 July Managing Difficult People and Conversations (online) 2:00-4:00pm**

AUGUST 2024

- 8 August Recruiting and Retaining a more diverse pool of Councillors (online) 6:00-8:00pm
- 20 August Social Media for Councils: Getting Started (online) 10:00am-12:00pm

SEPTEMBER 2024

- 3 September Social Media for Councils: Advanced Strategies (online) 2:00-4:00pm
- 18 September Communicating with your Community Part 1: Creating a Communications Strategy (online) 6:00-8:00 pm

OCTOBER 2024

- 3 October Communicating with your Community Part 2: Implementing Effective Community Engagement and Building Sustainable Conversations (online) 6:00-8:00pm
- 15 October Councillors: Chairing Meetings Effectively (online) 6:00-8:00pm

NOVEMBER 2024

- 6 November Councillors: Data Protection Training (online) 6:00-8:00pm
- 21 November Creating Accessible Council Documents and Content across Different Media (online) 10:00am-12:00pm

DECEMBER 2024

- 3 December Councillors: Social Media Skills (online) 6:00-8:00pm
- 11 December Crisis Communications for Local Councils (online) 2:00-4:00pm