

## DAPTC DISCUSSION PAPER

Date & Time:	22 July 2022
Meeting:	Executive Committee
Topic:	CiLCA Bursary
Presenter:	Neil Wedge
Sensitivity:	Open / Controlled / Confidential

### Agenda Item: CiLCA Bursary

#### Objective:

Incentive to re-launch CiLCA qualification mentoring within Dorset and specifically to assist small parish councils and their clerks wishing to gain accreditation. This member councils struggle the most to fund development of clerks.

#### Background:

In recent years DAPTC has outsourced mentoring for the Society of Local Council Clerks Certificate in Council Administration qualification. This has been undertaken by Somerset ALC on our behalf. All revenue was retained by Somerset for this provision.

Recently Dorset has been criticised as we are one of a very small number of counties that doesn't mentor within county. Furthermore, a small number of Clerks have asked whether we would reconsider and host within county.

As a result DAPTC have engaged Gloucestershire APTC's trainer to lead a pilot cohort from 16<sup>th</sup> November 2022 to June 2023. I will shadow the trainer and provide one to one support outside of the 4 x 6hour modules. [Read about Jules Own FSLCC \(FdCG\).](#)

We are keen to ensure that we have a good intake of Clerks or Assistant Clerks signing up for the qualification. To do this and to coincide with our Clerks' Conference on 14<sup>th</sup> September 2022; we would like to support 3 qualifications by part funding their enrolment. This would equate to 3 x £235 with the parish council covering the cost of the SLCC enrolment which is £410.00.

There may be an option to retain an annual bursary subject to the success and feedback of this pilot.

#### Items for consideration/decision by Executive Committee for 3b:

No.	Requiring a decision and guidance from Executive Committee	Meeting Date
1	Executive Committee approval to support with 3 bursaries for the pilot launch of CiLCA Mentoring in Dorset by DAPTC	22 July 2022
2		

#### Actions to be agreed:

No.	Action	Date
1		
2		

Scroll down for financial breakdown of course costs assuming 10 delegates:

**CiLCA Mentoring Support - DAPTC (from November 2022)**

Cost/Income Analysis

Not finalised - Draft for Discussion

**Cost to member councils:**

		<b>Cost (£)</b>
Councils with a gross income up to £25,000 / delegate	>>	235.00
Councils with gross income over £25,000 / delegate	>>	395.00
Cost to councils on SLCC CiLCA Registration	>>	410.00

**2022/23 CiLCA Launch Bursary**

	<b>No.</b>		<b>Cost (£)</b>
Councils with gross income up to £25k (DAPTC)	3	>>	705.00
Councils with gross income over £25k (Dorset SLCC)	1	>>	395.00

**Income**

CiLCA Pilot - maximum 10 delegates (example based on 66% < £25k)

	<b>No.</b>	<b>Cost (£)</b>
Councils with a gross income up to £25,000 / delegate	7	1,645.00
Councils with gross income over £25,000 / delegate	3	1,185.00
<b>Total Income</b>		<u>2,830.00</u>

**Cost**

With on costs the approximate hourly rate for the CiLCA Trainer is £40.00

CiLCA Pilot will include the following costs:

	<b>No.</b>	<b>Hrs</b>	<b>Modules</b>	<b>Cost (£)</b>
CiLCA Trainer ( over 8 months)		6	4	960.00
Marketing				250.00
DAPTC Bursary	3			705.00
				<u>1,915.00</u>
<b>Income less costs</b>			>>	<b>915.00</b>