

<b>Training and Development Programme for Councillors 2016/2017</b>		
<b>Dates</b>	<b>Subject</b>	<b>Facilitator</b>
9 May 2016 2.00pm Function Room	Induction (1) for Newly Elected Councillors	Corporate Management Team Director of Law and Democratic Services The Mayor and Lead Members
12 May 2016 5.00pm Function Room	Induction (2) for Newly Elected Councillors	Karen McMahon, Patrick Weir, Stephen Taylor, Cllr McCracken and Cllr Howard
23 May 2016 6.00pm Ctte Room 6	Induction for New Members of the Licensing Committee – followed by a session on chairing Licensing Panels	Kathryn Ashton, Licensing Officer Phil Wirth, Legal Department
24 May 2016 6.00pm Ctte Room 6	Induction for New Members of the Planning Committee and any councillor with an interest in planning process	Richard Bell, Planning Officer Kehinde Awojobi, Legal Department
25 May 2016 6.00pm Ctte Room 6	Safeguarding Children	Karen Reeve, Head of Children, Families and Community Health
15 June 2016 10.30am Waterside Park	Visit to Waterside Recycling Centre	Lance Greenhalgh, Head of Depot Operations
27 June 2016 6.00pm Ctte Room 6	Safeguarding Adults	Doug Bale, Adult Safeguarding Manager
30 June 2016 6.00pm Ctte Room 6	Education Transport Appeals Sub-Committee	Rebecca Mathis, School Admissions Manager Victoria Nicholls, Passenger Transport
6 September 2016 6.00pm Ctte Room 6	Chairing Skills	Stephen Taylor, Director of Law and Democratic Services

## Member Training and Development Programme 2016-2017

2 November 2016 6.00pm Ctte Room 6	Briefing session – Renewable Energy Centre at the Keypoint Swindon site	David Potter
16 November 2016 6.00pm Ctte Room 2	New Members Induction – six month review	Stephen Taylor, Director of Law and Democratic Services
Training session provided at each meeting	Corporate Parenting Advisory Board	Karen Reeve, Head of Children, Families and Community Health
Ad-hoc – organised at request of member	Customer Services and the Members Hotline process	Lisa Pittard, Operations Manager

### External providers

Members are invited to apply for an external event, and attendance is approved through a Cabinet Member Briefing Note.

### Dates for member training

Potential dates earmarked for future member training (all 6pm start time):

2016	2017
17 October 2016	31 January 2017
	28 February 2017
	24 April 2017

### Potential subjects for member training – delivered by officers

- Public Health and the mandated public health responsibilities that the council now has.
- Maximising the benefits of Swindon Borough Council's property portfolio.
- The role of Swindon Borough Council in the economic development of the Borough.
- Improving skills and increasing employment.

## Member Training and Development Programme 2016-2017

- Child Protection Level 1 – on line.
- CSE – on-line
- Understanding how to make a referral to children's social care - direct training. 2 hours anytime in year.
- General awareness-raising of Adult Services.
- An introduction to housing services.

### **Learning Zone Modules**

- Data Protection.
- Freedom of Information and Information Security.
- Officer training sessions also suitable for members.