

The Council's Strategic Framework is set out below. Within the draft programme the link between this framework and each of the planned training events is identified in the column with the appropriate reference.

*Reference	Strategic Framework
V1.	Vision – for the borough For Guildford to be a town and rural borough that is the most desirable place to live, work and visit in South East England. A centre for education, healthcare, innovative cutting-edge businesses, high quality retail and wellbeing. A county town set in a vibrant rural environment, which balances the needs of urban and rural communities alike. Known for our outstanding urban planning and design, and with infrastructure that will properly cope with our needs.
<u>Five fundamental themes that support the achievement of our vision:</u>	
VI1.	Our Borough – ensuring that proportional and managed growth for future generations meets our community and economic needs.
VI2.	Our Economy – improving prosperity for all by enabling a dynamic, productive and sustainable economy that provides jobs and homes for local people.
VI3.	Our Infrastructure – working with partners to deliver the massive improvements needed in the next 20 years, including tackling congestion issues.
VI4.	Our Environment – improving sustainability and protecting our countryside, balancing this with the needs of the rural and wider economy.
VI5.	Our Society – believing that every person matters and concentrating on the needs of the less advantaged.
Your Council – working to ensure a sustainable financial future to deliver improved and innovative services.	
<u>Values for our residents</u>	
VA1.	We will strive to be the best Council.
VA2.	We will deliver quality and value for money services.
VA3.	We will help the vulnerable members of our community.
VA4.	We will be open and accountable.
VA5.	We will deliver improvements and enable change across the borough.
<u>Mission – for the Council</u>	
M1	A forward looking, efficiently run Council, working in partnership with others and providing first class services that give the community value for money, now and in the future.

Priority Scale:**High Priority 1-3**

Low Priority 4-6

This plan should

- address development priorities
- set out how, when, where and who is responsible
- take account of access to development opportunities

External	Internal
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	Training	Method	Approx Duration	Who	Priority	Potential Date	Lead Officer	Vision/ Mission/ Core Value or Strategic Priority*	Cost
Scrutiny & Challenge									
1.	Overview and Scrutiny Process	<p>A number of training sessions have been held to date with John Cade (Institute of Local Government Studies at the University of Birmingham) in relation to the Overview and Scrutiny process following the implementation of the new governance structure in January 2016. Future training sessions will be organised according to identified need.</p> <p>The Centre for Public Scrutiny (CfPS) is on the councillors section of the loop to signpost councillors to courses which might be of interest to them: http://www.cfps.org.uk/events/</p> <p>The next training session to be held is scheduled on Wednesday 11 October 2017 with John Cade on work programme development and public engagement.</p>							
Political Understanding									
2.	Local Government Information Unit	The LGiU run an extensive and popular programme of events, training and seminars. A link is provided on the councillors section of	As defined by Councillors own time commitments	All Councillors	3	N/A	Committee Services	M1 VA1 VA4	Costs: TBC

Appendix

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		the loop to signpost councillors to courses which might be of interest to them: http://www.lgiu.org.uk/events/							
3.	E-Learning Distance Resources	<p><u>Learning pool</u> Looking to use learning pool to provide an online e-learning facility whereby councillors can access a number of topics at their own pace:</p> <ol style="list-style-type: none"> 1. Chairing meetings 2. Community Leadership 3. Data Protection 4. Equality and Diversity 5. Social Media 6. Public Speaking Skills 7. Safeguarding Adults 8. Safeguarding Children and Young People 9. Working with the Media 10. Your role as a councillor 	As defined by Councillors	All Councillors	3	N/A	Committee Services	M1 VA1 VA4	£8,000 over two years

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		The LGA has produced a series of distance learning materials, covering a number of topics, in the form of workbooks and e-learning modules. Both resources are aimed at all councillors and will be particularly useful to new councillors: https://www.local.gov.uk/our-support/highlighting-political-leadership/community-leadership/councillor-workbooks							No costs
Regulating and Monitoring									
4.	Planning	Prior to every other planning meeting at 6pm, a bite-sized planning training session is organised and facilitated by planning officers or external providers.	30 minutes	Planning Committee members	2	12 July 2017 Design Training – Design South East 6 September 2017 Planning Law – Retrospective Applications – Cornerstone Barristers	Committee Services	M1 VA5 V13	12 July 2017 - £900 plus expenses Other courses – costs to be confirmed

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						4 October 2017 Planning Law Update – Cornerstone Barristers 10 October 2017 Flooding and Sequential Tests Training 29 November 2017 Retail Sequential Test Training			
5.	Code of Conduct Training	External Provider TBC	2 hours	All Councillors	2	Date: Wednesday 25 October	Committee Services	M1 VA5 V13	TBC
6.	Data Protection Updates	Ciaran Ward Information Rights Officer	2 hours	All Councillors	2	Date: TBC	Committee Services	M1 VA5 V13	Internal Resource no financial cost
7.	Licensing Act 2003 Refresher Training/Sub-Committee and Regulatory Sub-Committee	Mike Smith Licensing Team Leader	2 hours	All Councillors	2	Date: Prior to Licensing Committee 27 September 2017	Committee Services	M1 VA5 V13	TBC

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Communication									
8.	Broadcast Media Training	External Provider ACM Training Richard Uridge	2 hours	All Councillors	2	Date: TBC	Committee Services	V1 VA4 M1	TBC
9.	Chairing Meetings	External Provider LGiU	2 hours	All Councillors	1	Date: TBC	Committee Services	V1 VA4 M1	£650 plus VAT and expenses
Local Leadership									
10.	Understanding the demands of the role of councillor	Within Political Group Mentoring within Political Groups	As necessary	All Councillors	1	As and when required by Councillors	Councillors on the Councillors Development Steering Group	D1 M1	Internal Resource No financial cost
11.	Dealing with ward issues	Within Political Group Mentoring within Political Groups	As necessary	All Councillors	2	As and when required by Councillors	Councillors on the Councillors Development Steering Group	D1 M1	Internal Resource No financial cost
Knowledge of the Council									
12.	Local Government Finance (refresher)	Claire Morris Head of Financial Services	2 hours	All Councillors	2	Prior to Corporate Governance and Standards Committee 30 November 2017	Committee Services	VI2 M1 VA2	Internal Resource No financial cost
13.	Treasury Management	Claire Morris Head of Financial Services	2 hours	All Councillors	2	Prior to Corporate Governance and	Committee Services	VI2 M1	Internal Resource

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	Training	Vicky Worsfold Principal Group Accountant				Standards Committee 21 September 2017		VA2	No financial cost
14.	ICT Drop-In Sessions (I-Pads queries)	ICT Team	1 hour 45 mins	All Councillors	1	Prior to Council meetings	Committee Services	V1 VI1 VA1	Internal Resource No financial cost
15.	-Constitution -Meeting Procedures -Rules for Council Meetings	John Armstrong (Democratic Services Manager)	2 hours	All Councillors	3	Date: TBC	Committee Services	V1 VA1 M1	Internal Resource No financial cost
16.	Housing Advice (allocation, management and homelessness)	Phil O'Dwyer (Director of Community Services)	2 hours	All Councillors	2	Date: TBC	Committee Services	V1 VA1 M1	Internal Resource No financial cost
17.	Prevent Strategy	External and Internal Providers Applied Resilience – Nick Moon. Jonathon Russell, Aisling Brophy and Dawn Nicol ,Community Safety Manager , GBC	2 hours	All Councillors	2	Date: Monday 13 November 2017	Committee Services	VI1 VI5	Costs to be confirmed