



NATIONAL ASSOCIATION OF CIVIC OFFICERS'

Biennial Training Event and AGM



Tuesday 17 March 2020

Offices of the London Borough of Southwark
160 Tooley Street, London SE1P 5LX

THE event for all who work in Civic Office

The National Association of Civic Officers' biennial 1-day Training Event will take place at the offices of the London Borough of Southwark, 160 Tooley Street, London, SE1 5LX on Tuesday 17 March 2020.

The proven format of a keynote speaker and topical workshops will ensure that every minute spent at the event will add to delegates' knowledge. Conscious of the financial constraints that affect all in local government, the event organisers have, as always, worked hard to minimize costs and are confident that what they are offering is good value for money and compares very favourably with the costs of other similar events.

This is **the** event for all who work in civic office, many of whom will be new in post, following re-structures and re-organisations. The programme has been designed to ensure that there is something of interest and value at every level and experience, including the opportunity to network with colleagues from all levels of local authority around the UK. The value of NACO Training Events cannot be over-estimated and the Executive is always encouraged, by the number of delegates, who return each year.

The Annual General Meeting of the Association will also be held during the day.

To reserve your place, complete the online [Booking & Workshop Selection](#) Form and submit to info@naco.uk.com

Keynote Speaker

The NACO Executive is delighted that Bob Gamble, OBE, Assistant Director of Engagement at The Royal British Legion, and the RBL lead on events to mark the 75th Anniversary of VE and VJ Day (VEVJ75) will be the keynote speaker. A former Colonel in the Royal Tank Regiment, he has a wealth of experience organising large scale events.

He hopes to engage with delegates on how the national events to mark these two momentous anniversaries can be reflected and adapted to meet local circumstances.

Given the success of past presentations by the RBL, on the centenary of WWI, we are confident that this speaker will bring us invaluable information and stimulate ideas for this pressing issue.

Timetable

Tuesday 17 March 2020

0900	Registration and refreshments
1000	Welcome by the Chair of NACO, Paul Millward followed by Official Opening, The Mayor of Southwark
1015	Keynote Address: Bob Gamble OBE, Assistant Director of Engagement, The Royal British Legion – VE/VJ75
1105	Break
1130	Workshop 1
1245	Lunch and Networking
1400	AGM
1445	Workshop 2
1600	Close

The programme is subject to change

Workshop Topics

Delegates will be able to attend two workshops at the event, chosen from the four options below:

A. Update on Operation London Bridge, following the special workshops on the subject staged in November, and a first look ahead to the Platinum Jubilee and other anniversaries.
Facilitator: Jim Babbington, NACO Executive Member

B. Remembrance Day Planning in the context of scarce resources, reducing police presence, an ageing veteran contingent and continuing public demand.
Facilitators: Cheryl Ribbitt - Local Authorities Events Organisers Group (LAEOG) and Tracy Frisby, NACO Executive Member

C. Performance Management of the Civic Office – if the concept of objective setting, focussing activity on quality engagements performance indicators and point scoring are new to you, then learn about the NACO Surviving Scrutiny toolkit and get started in the 2020/21 term.
Facilitator: Phil O'Brien, NACO Executive Member

D. The Relationship between the Civic Head and the Civic Officer
Facilitators: Former Mayor of Southwark, Cllr Catherine Rose and Christine Christensen, NACO Executive Member

Training Event Fee

The fee for the training event is **£130** inclusive of attendance at your choice of workshops, lunch and refreshments.

Booking

To reserve your place, complete the online booking and workshop selection form and submit to info@naco.uk.com

Travel

160 Tooley Street is located in the north of the Borough of Southwark, at the Tower Bridge end of Tooley Street, opposite the Unicorn Theatre. It is served by excellent bus, rail and underground links. The building is within walking distance of London Bridge Station, which is served by National Rail services to South East London and Kent as well as London underground Northern and Jubilee Line services, which give easy access from all of the major London stations.

Accommodation

If an overnight stay is necessary, delegates are reminded to book early, as there are significant discounts available for advance fixed reservations. Prices will rise significantly as the date of the event approaches.

.

Event Office

For enquiries about hotels or travel to the Council Offices please contact:

Jacqui Brazil, Private Secretary to the Mayor & Civic Officer, London Borough of Southwark

 Jacqueline.brazil@southwark.gov.uk  020 7525 7303