REDDITCH MEMBER DEVELOPMENT PROGRAMME 2011-12

Category	Activities	Committees	Trainer	Contact Details	Cost	Content	Room RBC	Date RBC
New Members, optiona	Induction Meet and Greet Event: to include initial overview of ethical standards, code of conduct, role of Councillor, housekeeping	N/A	СМТ	Steve Skinner Ext 3256	In House	Various	CR3	Wednesday 18/05/2011 6.30pm
*New Member Induction *Refresher for all Returning Members	Ethical Standards, Code of Conduct Role of Ward Councillor (North Worcs County event hosted by BDC) Mock Council Meeting	N/A	Clare Flanagan & Claire Felton	Claire Felton Ext 3210	In House	As 15 minute overview of code at meet and greet session	CR3	18/05/11
			LGIU - Trainer: Alan Waters	Alan Waters - 07825 745620 alan.waters@lgiu.org.uk	£800 per evening session	Role, community leadership, new localism etc	at BDC	Tues 12/07/11 6.30 pm; NW shared trng
			Bevan Brittan - Trainer: Beth Evans	Sue Higgins - 0870 194 8993 susan.higgins@bevanbrittan.com	? To be negotiated	Simulated meeting to demonstrate processes	CC	Wed 01/06/11 6.30 pm
*Induction for New	1 hour introduction/refresher	Planning	Ailith Rutt/Ruth Bamford	Ruth Bamford ext 3219 / Ailith Rutt ext 3374	In House	Intro to/refresher on operational matters	CC	Wed 25/05/11 6.30 pm prior to committee at 7.30
		Licensing	Sue Garratt	Sue Garratt Ext 3032 0770736145	In House		CR2	Mon 04/07/11 6.30 pm prior to committee at 7.30 pm
		Audit & Governance	Jayne Pickering	Jayne Pickering - ext 1207	In House		CR2	Mon 20/06/11 6.30 pm prior to committee at 7.30 pm
		O&S	Jess Bayley & Michael Craggs	Jess Bayley & Michael Craggs ext 3268 & 3267	In House		CR2	Tues 24/05/11 6.30 pm prior to committee at 7.30 pm
		Executive Committee	Claire Felton	Claire Felton - ext 1429	In House		CR2	Tues 31/05/11 6.30 pm prior to committee
		Standards	Claire Felton	Claire Felton - ext 1429	In House		CR2	Mon 11/07/11 6.30 pm prior to Committee
Members of Committees	Detailed Induction/Refresher and mock activities	Planning	Trevor Roberts Associates - Trainer: Andrew Ashcroft	Angela Holmes - 01204 385678 angela@tra-ltd.co.uk	£1550 per evening session	Planning for Councillors	CR3	08/06/11
*Refresher Training for all Returning Members of Committees					(repeated at BDC 12 & 13/09/11 plus mock meeting on 15/09/11)	Probity and Good Practice	CR3	09/06/11
			Ruth Bamford/Ailith Rutt	Ruth Bamford ext 3219 & Ailith Rutt ext 3374	In house	Mock Meeting	CC	Thur 23/06/11 6.30 pm
		Licensing	O'Brien Licensing Services - Trainer: Michael O'Brien	Karen Fowler - 01723 588022 info@obrienlicensing.co.uk	£550 per session, plus expenses = £2000 inc	Act, hearing and process, Liquor	CC	Wed 19/10/2011 6.30 pm
					(sessions also	Taxis, gambling street trading	CC	Thur 20/10/2011 6.30 pm
					presented at BDC on 4, 5, 6/07/11)	Mock Meeting	CC	Mon 24/10/2011 6.30 pm
		Audit & Governance	Jayne Pickering	Jayne Pickering - ext 1207	In House	Financial management and accounting arrangements		
		222	Jayne Pickering Inlogov - Trainer:	Jayne Pickering - ext 1207 Philip Whiteman - 0121 414 7491	In House est £750 per evening	Risk Management		10/0/11
		O&S	Philip Whiteman	p.whiteman@bham.ac.uk	session	New Localism etc 1-1 for new portfolio		13/6/11 (prov)
		Executive Committee	Claire Felton	Claire Felton - ext 3210	In House	holders		pre 21st June 08/09/11 &/or
		Standards	Claire Felton/Clare Flanagan	Claire Felton - ext 3210	In House	1 hour including DVD	CR3	12/09/11 6.30 - 7.30 pm

*Mandatory for New Members *Mandatory Refresher for Returning Members	Health & Safety briefing	All New Members and	John Walker	John Walker ext 3468	In House	1 hour awareness briefing		
	Equality & Diversity briefing Role of Executive & the decision-making processes		Fiona Scott	Fiona Scott - ext 1719	In House	1 hour awareness briefing		
			Claire Felton	Claire Felton - ext 3210	In House	1 hour awareness briefing		
	Image and reputation, and the use of modern social media		Bevan Brittan - Trainer: Beth Evans	Sue Higgins - 0870 194 8993 susan.higgins@bevanbrittan.com	? To be negotiated	1 evening		
	Ethical Standards and Code of Conduct (same as for standards board)	Returning Members	Claire Felton/Sarah Sellers	Sarah Sellers - ext 1397	In House	1 hour including DVD		September
	Local government finance - big picture		Jayne Pickering	Jayne Pickering - ext 1207	In House	1.5 hour awareness briefing		Nov
	Data protection and FOI		Karen Jones	Karen Jones - ext 1295	In House	1 hour awareness briefing		
	Outside Bodies		Bevan Brittan - Trainer: Peter Keith Lucas	Sue Higgins - 0870 194 8993 susan.higgins@bevanbrittan.com	? To be negotiated	1 evening		
Mandatory or Chairs	Mayor	N/A	Claire Felton/Steve Skinner	Claire Felton - ext 3210	In House	1-1 coaching and support	rolling programme pre-Council for Mayor & Deputy	before AGM
	Chairs of Committees, Panels & Task & Finish Groups		LGIU - Trainer: Alan Waters	Alan Waters - 07825 745620 alan.waters@lgiu.org.uk	£800 per evening session	Chairing skills		June