

Training Programme for 2009/2010

DATE	OUTLINE OF TRAINING	Training Provider
14th May 2009	5.30 Pre Candidate Session - to give an overview of the role of a Councillor (1.5 hour session)	In House - Joanne Smith
7th May 2009	Corporate Plan Development 09/12	In House - Emma Hussain
15th May 2009 27th May 2009 Ongoing	Planweb - training on the land search facility through Property Services	In House - Dominic Arnold
11th June 2009	Overview and Scrutiny Training. The role of Overview and Scrutiny and importance for Cabinet decision making, plus partnership arrangements.	IDeA
18th June 2009	New Members Induction Induction Pack <ul style="list-style-type: none"> • Welcome by the Chief Executive and outline of how the Council works and who to contact • Support offered by Democratic Services • Protocols (constitution) • Your Role as a Councillor • Informal networking with Executive Management Team 	In House
30th June 2009	Role of Internal and External Audit Training including Risk Management	Internal Auditors and Audit Commission – in-house.
13th July 2009 and ongoing	Equalities - TEAM LANCASHIRE TRAINING	Team Lancashire
31st July 2009	Diaries - to be circulated to all members	Committee and Member Services
13th August 2009	Keeping and Open Mind: the law on bias and pre-determination - workshop	In-house - Philip Devonald
25th August 2009	Update Planning and Development Control - Mandatory training for Development Control Committee Members and substitutes.	TST
21st October 2009	Priority Setting Session. An opportunity for Members to consider priorities for 2010/11.	In House - Emma Hussain / Liz Murphy / Lee Birkett
17th Nov 2009	Financial Management Workshop in preparation for the 2010/11 budget.	Phil Seddon
10th December 2009	Media Training	STI
12th January 2010	Standards: panels, hearing and assessment of local complaints	Standards DVD
25th January 2010	Overview and Scrutiny Training. The role of Overview and Scrutiny and importance for Cabinet decision making, plus partnership arrangements.	IDeA
26th January 2010	Governance / Ethics and the Constitution	Stuart Sugarman - in house
January 2010 TBC	Community Engagement	Mike Riley - in house
9th February 2010	Regeneration Awareness	Steve Jackson - in house
13th (or 15th April) 2010	Member Engagement Session - Corporate Development Plan	In House - Emma Hussain / Liz Murphy
Ongoing training	IT Training – various levels.	In-house - booked through One Stop Shop
Ongoing throughout the year	Ward Walks	Committee and Member Services
Ongoing	One to One Personal Development Plans for members with outdated PDPs plus any member wanting an update.	Committee and Member Services

Ongoing throughout the year	Policy Briefings as required	Member of Executive Management Team
Ongoing throughout the year	Training/ Conferences/ Seminars circulated in the Quarterly Member Development Programme. This includes individual requests by members for training	In-house - Committee and Member Services
Ongoing throughout the year	Joint working with the Lancashire Scrutiny Partners Forum.	Lancashire Scrutiny Partners
Ongoing throughout the year	Joint working with the North West Scrutiny Chairs Network Meeting.	North West Scrutiny Chairs Network
Ongoing throughout the year	Members Bulletins - promotion of training and briefing information to be circulated through the bulletins	In-house - Committee and Member Services
Ongoing throughout the year	E-Learning through North West Employers Member Development Gateway and the Modern Councillor websites	In-house - Committee and Member Services
Ongoing throughout the year	Toolkits - circulate details of Toolkits such as political skills framework, ethical governance, and Workbooks	In-house - Committee and Member Services
Ongoing throughout the year	IDeA - promoting the website Member Development Community of Practice to exchange information and learning	In-house - Committee and Member Services
Ongoing throughout the year	IDeA - circulate the Councillor magazine to all elected members via email	In-house - Committee and Member Services