

New Councillor Induction Programme 2015

Taunton Deane Borough Council

All sessions will be held in the John Meikle Room, The Deane House unless otherwise stated

- Tuesday, 12 May - 1.30 p.m. to 4 p.m.- **Welcome session**- Introduction to the Council by the Joint Chief Executive and the other members of the Joint Management Team (To include the background to the Sharing of Services). "If I knew then what I know now"Re- elected Councillors to share some of their experiences with newly appointed Members. Mock Council Meeting. Issue of Information Packs/Photographs for ID badges/Members IT.
- Wednesday, 13 May - 6.15 p.m. – **The Corporate Strategy of the Council and its Financial Position.**
- Friday, 15 May – 2 p.m. - **A brief introduction to the Council** – Its Committee Structure, Procedures including Scrutiny, the Mayoralty, the Constitution, the Members' Code of Conduct and reputational issues.
- Monday, 18 May- 6 p.m. - **The Role of a Councillor**- Outside facilitator to cover the roles and responsibilities of the new Councillor- The same session is being offered at West Somerset House on Tuesday, 19 May at 10.30 a.m. (both open to all new Councillors) - so if the Monday evening session is not convenient, feel free to come along to the Williton session.
- Wednesday, 20 May- 6.30 p.m.- **Annual Council Meeting** at the Somerset County Cricket Club, Priory Bridge Road, Taunton.
- Thursday, 21 May – 6.15 p.m.- **The Role of a Councillor on the Planning Committee** - *Mandatory training for all new Councillors appointed to the Planning Committee. The same session is being offered at West Somerset House at 2.30 p.m. (both open to all new Councillors appointed to one of the Planning Committees) – so if the evening session is not convenient, feel free to come along to the Williton session.
- Tuesday, 2 June- 5.30 p.m. – **Licensing Training** for Members of both Councils at The Deane House- to coincide with the scheduled meeting of the TDBC Licensing Committee. *This too is essential training for all new Councillors appointed to the Licensing Committee.

- Friday, 19 June- Essential Skills for the 21st Century Councillor - Taster Day- This event, being arranged by South West Councils, promises to be a very useful and informative day. Interest in this Taster Day will be sought after the elections, to enable a booking to be made.

- June Onwards (Dates to be agreed) :-

An introduction to Local Government Scrutiny

Audit Training -facilitated by the South West Audit Partnership

Ethical Governance -Code of Conduct; Disposable Pecuniary Interests and other Interests; Standards Committee; Freedom of Information; Data Protection; Fraud and Corruption; Whistleblowing

Risk Management; Dealing with Conflict

Equalities and Diversity; Health and Safety Briefing

Growth and Development

ICT

Service Planning

Social Media

Development of Local Plans

Safeguarding Training

Getting Things Done; Casework

Partnership Working

- The Taunton Unparished Area

Tour of the District (including a visit to West Somerset House in Williton)

Ethical Governance Training for the Parish Councils