

## Member Induction and Development Programme 2017

Member Induction and Development Programme 2017				
MAY 2017				
Monday	Tuesday	Wednesday	Thursday	Friday
1 <b>BANK HOLIDAY</b>	2	3	4 <b>Election</b>	5 <b>Election Results</b>
8 IT Drop In/Briefing session/ipad support (10am -4pm)  The Role of County Councillor and the Council's Decision Making Structures – Victoria McNeill and Chris Walton (2pm)	9 IT Drop In/Briefing session/ipad support (10am -4pm)  ** Managing Director's Introduction – Wendy Thomson (6pm)	10 ** Repeat of Managing Director's Introduction – Wendy Thomson (10am)  ** Code of Conduct and Standards to include statutory role in Corporate Parenting and Corporate Safeguarding – Victoria McNeill (2pm)  IT Drop in/Briefing session/ipad support (evening session 6-8pm)	11 IT Drop In/Briefing session/ipad support (10am -4pm)  Repeat of The Role of County Councillor and the Council's Decision-Making Structures – Victoria McNeill and Chris Walton(2pm)  **Repeat of Code of Conduct and Standards to include statutory role in Corporate Parenting and Corporate Safeguarding – Victoria McNeill (6pm)	12 Practical Issues – Member Allowances, Support, Personal Development Planning and Health, Safety and Wellbeing – Chris Walton and colleagues from Democratic Services, Finance and HR (10am)
15 <b>FULL COUNCIL (10am)</b>  Photographs of members taken for ID cards, website and library purposes (from 9am)  ** Repeat of Code of Conduct and Standards to include statutory role in Corporate Parenting and Corporate Safeguarding – Victoria McNeill (2pm)	16	17	18	19
22	23	24	25 Introduction to Health Overview and Scrutiny Committee For HOSC members and substitutes – Chris Walton, Maureen Orr, David Johnson (10am) <b>NORFOLK HEALTH OVERVIEW AND SCRUTINY COMMITTEE (11am)</b>	26
29 <b>BANK HOLIDAY</b>	30	31		

\*\* Indicates mandatory session – Attendance to one session required by all Members.

<b>JUNE 2017</b>				
Monday	Tuesday	Wednesday	Thursday	Friday
			1	2
5	6	7	8	9
<b>12</b> <b>Children's Services Induction - Children's Services Leadership Team (10am)</b>	<b>13</b> <b>Pensions Committee – Training session for Members of Pensions Committee – Nicola Mark (10am)</b>  <b>Adult Social Care Induction – Adult Social Care Leadership Team (Sarah Rank) (2pm)</b>	<b>14</b> <b>NORFOLK PARKING PARTNERSHIP (10am)</b>  <b>Policy and Resources Committee Induction – Wendy Thomson/Fiona McDiarmid(3pm)</b>	<b>15</b> <b>Chairing Skills Training for Service Committee Chairs and Vice Chairs and the Chair and Vice Chair of the Council – Broadland Training Services (10am)</b>  <b>AUDIT COMMITTEE (2pm)</b>	<b>16</b> <b>Community and Environmental Services Induction – CES Leadership Team (Sarah Rhoden) (10am)</b>
<b>19</b> <b>ADULT SOCIAL CARE COMMITTEE (10am)</b>	<b>20</b> <b>Induction for members and substitute members of Norfolk Police and Crime Panel– Jo Martin (9am)</b>  <b>NORFOLK POLICE AND CRIME PANEL (10am)</b>  <b>ECONOMIC DEVELOPMENT SUB-COMMITTEE (2pm)</b>	<b>21</b> <b>ENVIRONMENT, DEVELOPMENT AND TRANSPORT COMMITTEE (10am)</b>	<b>22</b> <b>COMMUNITIES COMMITTEE (10am)</b>  <b>Planning Regulatory Committee Training (mandatory for Members of the Committee and Panel of Substitutes) – Nick Johnson (2pm)</b>	<b>23</b>
<b>26</b> <b>CHILDREN'S SERVICES COMMITTEE (10am)</b>  <b>Followed by - information stalls in marble map area (Children's Services Leadership Team)</b>	<b>27</b> <b>PENSIONS COMMITTEE (10am-4pm)</b>	<b>28</b> <b>Norfolk Show</b> <b>Member Development Day</b>	<b>29</b> <b>Norfolk Show</b>	<b>30</b> <b>(Induction sessions will be organised before the first meeting of these Joint Committee Meetings)</b>  <b>RECORDS COMMITTEE (10.30am) JOINT MUSEUMS COMMITTEE (2pm)</b>

\*\* Indicates mandatory session – Attendance to one session required by all Members.

<b>JULY 2017</b>				
Monday	Tuesday	Wednesday	Thursday	Friday
<b>3</b> <b>POLICY &amp; RESOURCES COMMITTEE (10am)</b>	<b>4</b> <b>IT Introductory Briefing for Members – Geoff Connell (10am)</b>	<b>5</b> <b>Resilience (emergency planning, business continuity and community resilience briefing) – Jan Davis (10am)</b>	<b>6</b> <b>Introduction to Local Government Finance inc. NORSE and Corporate Property – Simon George (2pm)</b>	<b>7</b>
<b>10</b> <b>PERSONNEL COMMITTEE (10am)</b>	<b>11</b> <b>Children’s Services Social Work - Cathy Mouser/Fiona Fitzpatrick (10am)</b>	<b>12</b> <b>HEALTH AND WELLBEING BOARD (9.30am)</b>	<b>13</b> <b>Public Health Briefing – Louise Smith (10am)</b>  <b>Children’s Services (Education) – Chris Snudden (2pm)</b>	<b>14</b> <b>PLANNING (REGULATORY) COMMITTEE (10am)</b>
<b>17</b> <b>Communications, Social Media and Information Management – John Cary (10am)</b>	<b>18</b> <b>Making it Real Group – Toni Jeary (10am)</b>	<b>19</b> <b>Children’s Services (Early Help) – Sarah Jones (10am)</b>  <b>Norfolk Safeguarding Children’s Board Briefing – David Ashcroft and Abigail McGarry (2pm)</b>	<b>20</b> <b>NORFOLK HEALTH OVERVIEW AND SCRUTINY COMMITTEE (10am)</b>	<b>21</b> <b>Looked After Children and Corporate Parenting/Care Leavers – Cathy Mouser/Fiona Fitzpatrick (10am)</b>
<b>24</b> <b>COUNTY COUNCIL (10am)</b>	<b>25</b> <b>ROAD CASUALTY REDUCTION PARTNERSHIP BOARD (10am)</b>	<b>26</b> <b>Member Development Day</b>  <b>Children’s Services – Involving Young People – Irene Kerry (10am)</b>  <b>Understanding Children’s Services Performance – Don Evans (2pm)</b>	<b>27</b>	<b>28</b>
<b>31</b>				

<b>AUGUST 2017</b>				
<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>
<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>
<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>
<b>28</b>	<b>29</b>	<b>30</b> <b>Member Development Day</b>	<b>31</b>	<b>1<sup>st</sup> September</b> <b>PLANNING (REG)</b> <b>COMMITTEE (10am)</b>

<b>SEPTEMBER 2017</b>				
Monday	Tuesday	Wednesday	Thursday	Friday
<b>4</b> <b>ADULT SOCIAL CARE COMMITTEE (10am)</b>	<b>5</b>	<b>6</b> <b>COMMUNITIES COMMITTEE (10am)</b>	<b>7</b> <b>NORFOLK HEALTH OVERVIEW AND SCRUTINY COMMITTEE (10am)</b>	<b>8</b>
<b>11</b>	<b>12</b> <b>CHILDREN'S SERVICES COMMITTEE (10am)</b>	<b>13</b>	<b>14</b> <b>PERSONNEL COMMITTEE (10am)</b>	<b>15</b> <b>EDT COMMITTEE (10am)</b>
<b>18</b>	<b>19</b> <b>PENSIONS COMMITTEE (10am)</b>	<b>20</b>	<b>21</b> <b>AUDIT COMMITTEE (2pm)</b>	<b>22</b>
<b>25</b> <b>P &amp; R COMMITTEE (10am)</b>	<b>26</b>	<b>27</b> <b>Member Development Day HEALTH AND WELLBEING BOARD (9.30am)</b>	<b>28</b> <b>NORFOLK PARKING PARTNERSHIP JOINT COMMITTEE (2pm)</b>	<b>29</b>

# Key:

COMMITTEE MEETINGS:           Labelled in CAPITALS  
Training sessions:               Labelled in lower case

All meetings/sessions are located in the Edwards Room, unless otherwise stated.

Repeat Sessions are as follows

** IT Drop In/Briefing session/ipad support	** <b>Indicates mandatory session</b> – Members should attend one of these sessions during w/c 8 May to complete Mandatory Training and receive iPad and device training. Evening session is available.
** Managing Director's Introduction	** <b>Indicates Mandatory session</b> - available to attend on Tuesday 9 May 6pm or 10am Wednesday 10 May.
** Code of Conduct and Standards	** <b>Indicates mandatory session</b> – Attendance to one session required by all Members. Members' statutory role in Corporate Parenting and Corporate Safeguarding will be included.
The Role of County Councillor and the Council's Decision Making structures	Sessions available to attend on Monday 8 May 2pm and Thursday 11 May 2pm