

Member Development Programme 2022/23

Session and content	Date and time	Delivered by
Mandatory session for all Members appointed to a Planning Committee (All Members welcome)		
The Planning Process – annual update	11 May 2022, 3.30pm 16 May 2022, 6.00pm	Planning and Legal Officers
Mandatory session for all Members appointed to the Licensing Committee (All Members welcome)		
The Licensing Process – annual update	12 May 2022, 6.30pm	Licensing and Legal Officers
Mandatory session for all Members appointed to the Appeals Panel (All Members welcome)		
Appeals – annual update		School Transport Team HR Appeals Officer Legal Services Revenues and Benefits
Essential sessions for all Members		
Equalities, Diversity and Inclusion – annual update		Leigh Hogan / Pamela Voss
Code of Conduct and Standards Issues		Sarah Clarke, Monitoring Officer
Information Security, GDPR, FOI and Complaints	Access to 'Data Protection & Security Essentials' module via Learning Time	Session for newly elected Councillors by Information Security Officer in May 2023 Annual refresher for all Members via online training module

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Safeguarding – annual update		Adult Services Children's Services Building Communities Together Team
Essential session for all Members appointed to the Overview and Scrutiny Management Commission (All Members welcome)		
The Role and Functions of the OSMC		Monitoring Officer
Essential sessions for all Members appointed to the Governance and Ethics Committee (All Members welcome)		
Governance and Ethics – annual update		Monitoring Officer / Section 151 Officer
Fraud, Corruption, Bribery and Whistleblowing		Julie Gillhespey
Non-mandatory sessions (desirable for all Members to attend)		
Case work		To be considered
The 'People' Directorate and what they do		Andy Sharp and Relevant Service Directors / Heads of Service
The 'Place' Directorate and what they do		Susan Halliwell and Relevant Service Directors / Heads of Service
The 'Resources' Directorate and what they do		Joseph Holmes and Relevant Service Directors / Heads of Service
Communications, engagement and Customer First		The Communications Team

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Climate Change/ Zero Carbon Member and Senior Officer session		Jon Winstanley / Jenny Graham
The remit of the Public Protection Partnership		Sean Murphy
Effective Scrutiny and Challenge		External provider (possibly Centre for Governance and Scrutiny)
Health Scrutiny training (NHS structures, an introduction to Health Scrutiny legislation and practice)		Internal or external provider
Digital training (how to make the best use of ICT and accessing information)		Phil Rumens and Andy Best
CIL		Bryan Lyttle
Highways and Transport – fault reporting system		Jon Winstanley
Policy & Finance Updates	Ad hoc (when required)	Nigel Lynn / Joseph Holmes and Relevant Senior Managers
The regulatory framework where the Council has direct provision (e.g. Ofsted or CQC inspections)		Andy Sharp
Risk Management Sessions (targeted to those Members on Operations Board and Governance and Ethics Committee)		Catalin Bogos
Chairing Skills	23 May 2022, 5.00pm	Mark Palmer, South East Employers
LGA Training		
Members to visit www.local.gov.uk/events to access upcoming events		