

TRAINING PROGRAMME FOR MEMBERS OF THE SOUTHEND-ON-SEA COUNCIL 2003/2004

	<u>DATE</u>	<u>MEMBER GROUP</u>	<u>TITLE</u>	<u>PROVIDED BY</u>
1	29.05.03. and 23.06.03.	Conservative and Liberal Groups (Labour Group did not take up the option)	Presentation on Homelessness	DSC and Assistant Director SC (Housing)
2	16.06.03. (twice) 2.30pm and 6.30pm	Development Control Committee and other Members	Development Control Teach In including the ethical framework, interests, etc.	DTES and Deputy Town Clerk
3	18.06.03.	All	Controlled Parking Zones	DTES and Alistair Turk (The Project Group)
4	08.07.03. and 09.07.03.	Cabinet	Away Day	Solace (Mick Lowe)
5	15.07.03.	All Members of Children & Lifelong Learning Scrutiny Committee	Presentation on the Climbie Inquiry	Meera Spillett Assistant Director Children & Young People's Services
6	22.07.03.	All Members – but particularly Scrutiny Members and Scrutiny Chairmen	Effective Scrutiny	Margaret Martin Nottinghamshire County Council
7	23.07.03.	All Members – but particularly Development Control Committee	Urban Design	CABE Mr J Stacey

8	30.09.03.	Cabinet	Away Day Follow Up	CE & TC
9	07.10.03.	Community Services Scrutiny Committee (All Members invited)	Presentation on the Disability Discrimination Act	Laura Selbekk (Consultant)
10	09.10.03.	Economic Scrutiny Committee	Discharging the Functions of an Audit Committee	Neeta Major Chief Internal Auditor
11	30.10.03.	Outdoor Visiting Panel (Social Care)	Duties of the Panel and their responsibilities towards children	Meera Spillett Assistant Director Children & Young People's Services
12	8 Dec 2003	Development Control Committee	Overview of Planning System/Determining Planning Applications	External Facilitator (Planning Delivery Grant)
13	13 Jan 2004	Development Control Committee	Planning & Compensation Bill	External Facilitator (Planning Delivery Grant)
14	March 04	All	Elections	CE & TC
15	t.b.a.	Cabinet	Media Training	CE & TC
16	t.b.a.	Standards Committee	Training on S.66 Regulations	Deputy Town Clerk (possibly with Consultant)
17	t.b.a.	Development Control Committee	Telecommunications (Update of Seminar presented by Richard Newstead of ECS Ltd. On 16 October 2002)	

18	t.b.a.	All Members – but particularly Development Control Committee Members	Affordable Housing	Consultant
18	t.b.a.	Licensing Committee	Alcohol Licensing	CE & TC
19	t.b.a.	All	Equalities & Diversity	CE & TC or Consultant
20	t.b.a.	Appeals Committees	Conducting Disciplinary Hearings	A.D/Personnel or Consultant
21	Ongoing	Members appointed to Adoption and Secure Placement Reviews	Duties of the Review Panels	DSC
22	Ongoing	All	Minute System & ICT	CE & TC/ICT/Dem Services

NOTE In addition to the above Programme:

- a) Personnel provide training courses for Members throughout the year to enhance skill levels in areas such as recruitment, appeals, appraisal training etc. (see P.31 of Corporate Training Programme 2003)
- b) Executive Councillors attend various conferences, events and site visits relating to their portfolios eg. LGA, Social Services, Education and Housing Conferences.
- c) Members of Committees, Working Panels, Panels etc. may attend other events/visits/courses related to their work.
- d) A full day was provided for non-elected Members of Statutory Appeals Panels on 22nd May 2003 (provider: Ingrid Sutherland, ACE Ltd.)

J.K. Williams
24/11/03