

PROPOSED DATE	OUTLINE OF TRAINING	Training Provider
3rd March	Pre Candidate Session - to give an overview of the role of a Councillor	In House - Chief Executive
7th May 2008	Induction Pack - to be circulated to all new elected members	In House - Democratic Services
Wed 7 th May 2008	<p>INDUCTION</p> <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 	<p>In House - Executive Team</p> <p>Democratic Services</p>
After 1st May	Group Leaders to consider buddying/mentoring arrangements within Groups to support new members	To be identified within Groups
After 16th May and before end August	One to One Personal Development Plans with Democratic Services for newly elected members and any PDPs that are over two years old (approximately 30 members). PDPs to be linked to the Improvement and Development Agency (IDeA) skills framework	In House - Democratic Services
Mon 19 th May 2008	Licensing Training - Mandatory training for Licensing Committee Members. Includes information on the Licensing Laws (including Gambling Act) and to provide clarity on the Officers and Members' role in dealing with such matters.	<p>External Training</p> <p>Further Updates to be included as Operational Items on the Agenda.</p>
Tues 20 th May 2008	Planning and Development Control - Mandatory training for Development Control Committee Members on the planning system and to provide clarity on the Officers and Members' role in dealing with such matters.	<p>External Training</p> <p>Further Updates to be included as Operational Items on the Agenda.</p>
Wed 21 st May 2008	6.00pm Chairs of Committees Training - Mandatory training for all chairs and vice chairs	In House - Executive Director of Regulatory Services and Committee and Member Services Manager
Thurs 22 nd May 2008	Overview and Scrutiny Training. Outline of O&S and how to conduct an enquiry	External - North West Employers
5th June 2008	Audit Training including Risk Management (prior to Audit Committee)	In House - Head of Finance

10th June 2008	Strategic Housing Market Assessment - consultation session	In House - Acting Head of Regeneration
12th June	The Rossendale Profile	External Training
17th June	Standards Committee (members role on the Committee and case study) (prior to the meeting)	In House - Monitoring Officer
23rd June	Training Scenario before Licensing Committee	In House - Licensing Section
2nd July	Health and Partnerships - joint session with Lancashire County Council and the Local Strategic Partnership, Rossendale Leisure Trust on overview of partners and working together to improve health in Rossendale	In house - Principal Partnerships Officer
5th August 2008	Public Speaking	External - North West Employers
13th August	Community Cohesion	In House - Chief Executive and Principal Partnerships Officer
TBC	Bus tour of services/facilities provided by RBC/LCC	Lancashire County Council
July/August	Risk Management - one to ones with Chair of Audit Committee and Portfolio Holder	In House - Head of Finance
5th August 2008	Public Speaking	External - North West Employers
16th September 2008	Community Leadership and Engagement	External - North West Employers
9th October 2008	Equalities – Mandatory training for all newly Elected Members	In House - Head of People and Organisational Development
23rd October 2008	Priority Setting Session. An opportunity for Members to consider priorities for 2009/10.	In House - Executive Management Team
10th November 2008	Local Area Agreements	In House - Head of Policy and Performance
Weds 25 th November 2008	Financial Management Workshop in preparation for the 2009/10 budget. Filling the financial black hole.	In House - Head of Finance
Mon 23 rd February 2009	Governance and Ethics	Audit Commission as part of Ethical Governance

Ongoing	Portfolio Holder and Shadow Portfolio Holder Briefings. Executive Management Team and Heads of Service to undertake one to ones with both the Portfolio Holder and Shadow Portfolio Holder to brief on their service area including an overview of the business plan and key issues for the service	In House - Executive Management Team and Senior Management Team
Ongoing training	IT Training – various levels. Questionnaire to be sent to members to identify level.	In-house and possibly Learndirect
Ongoing throughout the year	North West Employers Organisation Seminars circulated on the Quarterly Member Development Programme. This includes individual requests by members for training	Seminars based on 07/08 requests
Ongoing throughout the year	Service Open Days - will help gain a valuable insight into the work of front-line delivery staff and the services through direct observations of a 'normal working day'.	In House - various departments
Ongoing throughout the year	Joint working with the Lancashire Scrutiny Partners Forum.	Joint work with Lancashire County Council and Districts
Ongoing throughout the year	Joint working with the North West Scrutiny Chairs Network Meeting.	Joint work with Authorities in North West
Ongoing throughout the year	Ward Walks	In House - Executive Management Team
Ongoing throughout the year	Policy Briefings as required	In House
Ongoing throughout the year	E-Learning through North West Employers Member Development Gateway and the Modern Councillor websites	External - North West Employers
Ongoing throughout the year	Toolkits - circulate details of Toolkits such as political skills framework, ethical governance,	Democratic Services
Ongoing throughout the year	IDEA - circulate the Councillor magazine to all elected members via email	Democratic Services
Ongoing throughout the year	IDEA - publish Frontline Radio podcasts to all elected members	Democratic Services
Ongoing throughout the year	IDEA - promoting the website Member Development Community of Practice to exchange information and learning	Democratic Services
Ongoing throughout the year	Ashridge Virtual Learning Resource Centre - promote the use of this site which contains learning guides and pocket books	Democratic Services