

## Councillor Induction Programme 2019

MAY 2019

Monday	Tuesday	Wed	Thurs	Fri
		1	2 <b>District Election</b>	3 <b>Count</b>
6 <b>BANK HOLIDAY</b>	7 <b>BDC - Induction Day</b>  <b>9.30am-11.30am</b> Welcome to Breckland <ul style="list-style-type: none"> <li>• Welcome from the Chief Executive</li> <li>• Breckland – The Place</li> <li>• Introduction to your senior management</li> <li>• The Role of Councillors</li> <li>• Working Relationship with Officers</li> <li>• Partnerships</li> <li>• The Corporate Plan</li> <li>• Key initiatives coming up and recent achievements</li> </ul> <b>11.45am-13.00pm</b> – Tour of Elizabeth House & Lunch  <b>13.15-14.30pm</b> – Practical matters (Mop up of DPI forms & Acceptance of Office); book in for IT Sessions; followed by ID card photos	8  <b>10.00am-12.00pm</b> Governance, Code of Conduct, Committee structure  <b>12:00pm – 13:00pm</b> IT Session (x7)  <b>14:00pm – 15:00pm</b> IT Session (x7)  <i>Norfolk Room</i>	9  <b>10.00am – 11.00am</b> IT Session (x7)  <b>16.00pm – 17.00pm</b> IT Session (x7)  <b>17.30pm-19.00pm</b> – <i>(repeat)</i> Governance, Code of Conduct, Committee structure  <i>Norfolk Room</i>	10  <b>10.00am – 11.00am</b> IT Session (x7)  <b>11.30am – 12.30pm</b> IT Session (x7)  <b>13.45pm – 14.45pm</b> IT Session (x7)  <i>Norfolk Room</i>

Monday	Tuesday	Wed	Thurs	Fri
<b>13</b>  <b>10.00am -12.00pm</b> Safeguarding, Wellbeing and Lone Working <i>Anglia Room</i>  <b>17.30pm – 19.00pm</b> Dealing with the Media (incl. Social Media) <i>Anglia Room</i>	<b>14</b>  <b>10.00am -11.30am – (repeat)</b> Dealing with the Media (incl. Social Media) <i>St Georges Room</i>  <b>17.30-19.00 (repeat)</b> Safeguarding, Wellbeing and Lone working <i>Norfolk / Dereham Rooms</i>	<b>15</b>  <b>10.00am – 12.00pm</b> Introduction to Local Government Finance training session <i>Anglia Room</i>	<b>16</b>  <b>10.00 - FULL COUNCIL (AGM)</b>  <b>12.30pm – 14.30pm (repeat)</b> Introduction to Local Government Finance <i>Anglia Room</i>	<b>17</b>
<b>20</b>  <b>9.00am–17.00pm</b> Planning committee training <i>Anglia Room</i>	<b>21</b>  <b>9.30am – CABINET</b> <i>Norfolk &amp; Dereham Rooms</i>	<b>22</b>  <b>10:00am - 12.00pm</b> Overview and Scrutiny training <i>Norfolk &amp; Dereham Rooms</i>	<b>23</b>  <b>10.00am – 12.00pm</b> Licensing Training <i>Anglia Room</i>	<b>24.</b>
<b>27</b>  <b>BANK HOLIDAY</b>	<b>28</b>  <b>9.30am – PLANNING COMMITTEE</b> <i>Anglia and Dereham Rooms</i>	<b>29</b>	<b>30</b>  <b>10.00am - OVERVIEW &amp; SCRUTINY</b> <i>Anglia Room</i>	<b>31</b>

**JUNE 2019**

<b>Monday</b>	<b>Tuesday</b>	<b>Wed</b>	<b>Thur</b>	<b>Fri</b>
<b>3</b>	<b>4</b>	<b>5</b>  <b>10:00am – GOVERNANCE &amp; AUDIT</b> <i>Norfolk Room</i>	<b>6</b>	<b>7</b>
<b>10</b>	<b>11</b>  <b>10.00am – ANGLIA REVENUES &amp; BENEFITS PARTNERSHIP (THETFORD)</b> <i>Breckland House, Thetford (Level 5)</i>	<b>12</b>  <b>17.00pm – 19.00pm</b> How to be effective in meetings training <i>Anglia Room</i>	<b>13</b>  <b>10.30am – 12.30pm</b> Drop in session for IT queries <i>Dereham Room</i>	<b>14</b>
<b>17</b>  <b>10.00am – 12.00pm</b> Introduction to Housing <i>Anglia Room</i>	<b>18</b>  <b>17.00pm – 19.00pm</b> Introduction to Housing <i>Anglia Room</i>	<b>19</b>  <b>10:00am – 12:00pm</b> Emergency Planning <i>Anglia Room</i>	<b>20</b>  <b>18:00pm – 20:00pm</b> Emergency Planning <i>Anglia Room</i>	<b>21</b>
<b>24</b>  <b>9.30 – PLANNING COMMITTEE</b> <i>Anglia / Dereham Rooms</i>	<b>25</b>	<b>26</b>  ROYAL NORFOLK SHOW	<b>27</b>  ROYAL NORFOLK SHOW	<b>28</b>

**Note:** Meetings highlighted are Breckland Council Committee Meetings