

DATES FOR MEMBER INDUCTION & TRAINING/BRIEFING SESSIONS MAY – DECEMBER 2019

APPENDIX A

KEY: Dates highlighted in **yellow** are Induction Sessions that all Members are encouraged to attend.

May	7, 8 & 9 Initial Induction Sessions	16 East Suffolk Council: A New Beginning Induction Workshop	20 myHR Training	24 myHR Training			
June	3 An Overview of Planning at East Suffolk Council	5 An Understanding of Planning (for Planning Committee Members and nominated Substitutes only)	6 General Licensing Overview Determining Applications as a Member of a Licensing Sub- Committee	13 How to be an Effective Audit & Governance Committee Chairman/Vice- Chairman How to be an Effective Audit & Governance Committee Member	21 Speaking in a Webcast Meeting Environment	24 Seminar for Licensees & Licensing Committee Members	27 Introduction to Health & Safety Seminar for Licensees & Licensing Committee Members
July	3 Anti-Fraud Culture	4 Introduction to Communications	11 Order, Order, Order!!! - How to Conduct a Debate!	18 Social Media	22 Working with East Suffolk Communities Induction Workshop		
August							
September	12 Elected Member Corporate Responsibilities: Equality and Diversity, Safeguarding & PREVENT	19 Introduction to Housing Services within East Suffolk Council					
October	3 Introduction to East Suffolk Council's Finances	10 Contracts and Partnerships	14 Growing the East Suffolk Economy Induction Workshop	24 Emergency Preparedness			
November							
December							