

## MEMBER DEVELOPMENT INDUCTION

Welcome to the Induction edition of Member Development News.

Once again we have a comprehensive programme of induction for new Members. All the sessions will take place in the Eric Manns meeting room unless shown otherwise. The programme is open to **ALL** Members who would like to attend any session as a refresher.

The Member Development Panel – a cross party group of councillors - will soon be discussing the programme to be arranged for the Autumn so please pass on any ideas you may have for other development or training events to Cath Saltis on 01709 822779 so that we can discuss them.

**Monday 9<sup>th</sup> May**  
**9.30am onwards**

Room 1 – Town Hall

### **Welcome and intro to Rotherham**

Leader of the Council & Chief Executive

Drinks on arrival

**10.00 – 12.30pm**

**1. Member Services – What we can offer to Members**  
Cath Saltis, Head of Scrutiny & Member Support

**2. What I wish I'd known when I first got elected**  
The Councillor's first year – Cllr Alan Buckley & Cllr

**3. Allowances & other financial matters**  
Marie Swallow

**4. Member Development support**  
Cath Saltis

**5. IT for Members – Equipment, advice/Support**  
Richard Copley/Jean Tracey

Lunch  
(Garden Room)

Sandwich lunch will be provided

**12.30 pm**

(Steve Wright to be on hand to take photographs of New Members for ID Badges and Internet)

**2 – 4pm**

**Bus tour of the Borough  
Looking at Regeneration projects, a Customer Care  
Centre, landmarks of the Borough**

A guided tour led by EDS & Neighbourhoods and local  
councillors  
(meet in Town Hall reception) **book bus 12/16 seater**  
Tour Guide: Andrew Nettleton

**Tuesday 10th May**

Room 3 – Town Hall

Drinks on arrival

**Getting the Most from IT: Emails to Facebook**

Using IT to help you in your role as a councillor

**Using e-casework**

The email based system designed for and by councillors to  
help you track your council casework

**4.30 – 7.30pm**

Jean Tracey & Richard Copley  
Cllr Wyatt to call in 6.00 pm

**Thursday, 12<sup>th</sup>  
May**

Room 3 – Town Hall

Drinks on arrival

**The Councillors' Code of Conduct**

Tim Mumford, Monitoring Officer

**Cllr Jane Austen will talk about how this works in practice**

**How the Council Works**

Cath Saltis, Head of Scrutiny and Member Support

**5.30 – 8pm**

**Cllr Paul Lakin & Jane Austen discuss how to make sense  
of all this.**

**Friday 13<sup>th</sup> May**

Room 3 – Town Hall

Drinks on arrival

**Introduction to Planning**

The do's and don'ts of Member involvement in the  
planning process, how to help your constituents, who  
to go to for advice, and help dispel some of the myths  
around planning decisions.

**5.30 to 8pm**

Update on Local Development Framework (LDF) and this  
summers consultation process  
Changing role of members - Impact of Localism on Planning

**Chair of Planning & Bronwen Peace, Planning Manager**

## WEEK TWO

**Tuesday 17<sup>th</sup> May**

Room 3 – Town Hall

**Drinks on Arrival**

**5.30 – 7.30 pm**

**Thursday, 19<sup>th</sup> May**

Room 3 – Town Hall

**Drinks on Arrival**

**5.30 – 7.30 pm**

**Friday, 20<sup>th</sup> May  
Room 4**

Room 3 – Town Hall

**Drinks on Arrival**

**2.00 to 4.00 pm**

**repeated**

**5.30 to 7.30 pm**

## WEEK TWO WEEK TWO WEEK TWO

### **Introduction to Licensing**

For new members and existing members (as refresh) to find out more about the council's legal duties and your own responsibilities.

Deborah Bragg & Lisa Parkin, Licensing Team together with Chair and Vice of Licensing (**Cllr Wootton and Barron**)

**Corporate Parenting - Is it good enough for your child?**  
– The councillor's key role as a corporate parent.

Gillian Ackerley and Linda Cawley (Trainers) together with Cabinet Member for Children's Services (**Cllr Lakin**)

### **Your Role as a Councillor**

- In the Ward - **Rotherham West Councillors**
- In the Town Hall – **Boston Castle Councillors**
- Surgery Safety & Casework **Cllr John Doyle**  
Cath Saltis & Neil Perry

### **Induction in your Area**

Meet with your Area Assembly Chair, find out what area based working is about. A walkabout