

INDUCTION TIMETABLE 2023

	MONDAY 1 MAY	TUESDAY 2 MAY	WEDNESDAY 3 MAY	THURSDAY 4 MAY	FRIDAY 5 MAY
All Day	BANK HOLIDAY			ELECTION	ELECTION COUNT

WEEK 1	8 MAY	9 MAY	10 MAY	11 MAY	12 MAY
12:30pm – 2:00pm	CORONATION BANK HOLIDAY	Welcome to the Council Services Fayre 9:30am – 6:30pm ¹	Welcome to the Council Services Fayre 10:00am – 4:00pm ²	How the Council Makes Decisions	Your Role in the Local Community
2:30pm – 4:00pm				Overview of Committees	Enforcement & ASB
4:30pm – 6:00pm				How the Council Makes Decisions	
6:30pm – 8:00pm				Overview of Committees	

WEEK 2	15 MAY	16 MAY	17 MAY	18 MAY	19 MAY
9:30am – 11:30am	Bookable Slots for IT Induction	Bookable Slots for IT Induction	Bookable Slots for IT Induction	Bookable Slots for IT Induction	Bookable Slots for IT Induction
12:30pm – 2:00pm	Risks, Protection & Policies			Safeguarding	Info Session – Corporate Plan & MTFP ^a
2:30pm – 4:00pm	Data Protection, Freedom of Information & Information Governance	Use of Chamber Equipment	Member / Officer Relations & Communications	Standing Orders	Info Session – WLDC External Companies ^a
4:30pm – 6:00pm		Introduction to Planning		Safeguarding	
6:30pm – 8:00pm	Enforcement & ASB	Your Role in the Local Community	Member / Officer Relations & Communications	Standing Orders	

WEEK 3	22 MAY	23 MAY	24 MAY	25 MAY	26 MAY
12:30pm – 2:00pm	Introduction to Planning	Paul Hoey – Code of Conduct	Planning Training External Provider All Day Session Mandatory: Planning Cttee Members ³	Richard Quirk – Webcasting Etiquette TBC	Info Session – Levelling Up Fund ^a
2:30pm – 4:00pm	Use of Chamber Equipment	Paul Hoey – Declarable Interests		Info Session – Central Lincolnshire Local Plan & Neighbourhood Plans ^a	Info Session – Environment & Sustainability Strategy ^a
4:30pm – 6:00pm	Demo Support Available pre Annual Council	Paul Hoey – Code of Conduct		JSCC 4:00pm / Richard Quirk – Webcasting Etiquette TBC	
6:30pm – 8:00pm	Annual Council 7:00pm	Paul Hoey – Declarable Interests		Data Protection, Freedom of Information & Information Governance	

INDUCTION TIMETABLE 2023

WEEK 4	29 MAY	30 MAY	31 MAY	1 JUNE	2 JUNE
12:30pm – 2:00pm	BANK HOLIDAY	Info Session – UK Shared Prosperity Fund ^a		Licensing & Regulatory Training External Provider All Day Session Mandatory: L&R Cttee Members ⁴	
2:30pm – 4:00pm		Info Session – Progress & Delivery: WLDC Performance Management ^a			
4:30pm – 6:00pm					
6:30pm – 8:00pm		Prosperous Communities Committee 6:30pm	Planning Committee 6:30pm		

WEEK 5	5 JUNE	6 JUNE	7 JUNE	8 JUNE	9 JUNE
12:30pm – 2:00pm		Work of the G&A Cttee & the Role of Auditors With External Providers Mandatory: G&A Cttee Members ⁵			
2:30pm – 4:00pm	Emergency Planning & Flooding				
4:30pm – 6:00pm					
6:30pm – 8:00pm	Emergency Planning & Flooding	Overview & Scrutiny Training External Provider Evening Session Mandatory: O&S Cttee Members ⁶	Risks, Protection & Policies	Corporate Policy & Resources Committee 6:30pm	

COLOUR CODE	In Person Only	Hybrid – In Person & Remote	Fully Remote (MS Teams)	TBC – DISCUSS HYBRID???	
-------------	----------------	-----------------------------	-------------------------	-------------------------	--

¹ last bookable slot for signing Acceptance of Office on Tuesday 9 May = 6:00pm

² no slots for signing Acceptance of Office

³ First meeting of the Planning Committee takes place 31 May

⁴ First meetings of the L&R Cttees take place 15 June

⁵ First meeting of the Governance & Audit Committee takes place 13 June

⁶ First meeting of the Overview & Scrutiny Committee takes place 27 June

^a Info sessions will be run once during the induction programme but offered as hybrid sessions – taking place face-to-face with Cllrs being able to join virtually should they wish. Sessions will be recorded and available to all. Should there be sufficient interest as to repeat a session, this will be arranged to take place mid-June onwards.