



THURSDAY 9th SEPTEMBER 2010

Mayor's Room

4.00 pm – 5.00 pm

**INDUCTION PROGRAMME FOR NEW
COUNCILLORS**

Introduction to West Lancs Borough Council

- West Lancs B.C.
- Current major issues

Getting to grips with the new role

- Divisional structure and roles
- Representing your Community

Political Management Structure and Standards

- Leader and Cabinet Model
- Introduction to the Code of Conduct
- Role of the Standards Committee and Standards for England

Financial Framework

- Local Government Finance
- The Council's Budget

Performance and Improvement

- National Framework
- Local Framework and Performance
- The role of partnerships

Coffee and biscuits – discussion with Council Secretary and Solicitor and Assistant Member Services Manager of support and arrangements – short tour of Civic rooms, Council Chamber, reception etc.

This Induction Training is intended to give you a brief introduction to the work of the Council and what is expected of you as a Councillor. It is complemented by the Regional Induction Programme offered by North West Employers, please see overleaf.

***Induction Module for New Councillors** at North West Employers, Manchester, please contact Cathryn Jackson in Member Services on 01695 585016 to book your place.

***Elected Member Calendar of Events**

***Idea Councillor's Guide**

* Details attached

The Chief Executive will be meeting with you individually.

Please feel free to contact Member Services if you need any assistance

Either

by phoning Gill Rowe, 585004 – Council Secretary and Solicitor
Gary Martin, 585065 – Member Services Manager
Jacky Denning, 585384 – Assistant Member Services Manager
Sue Griffiths, 585017 – Principal Member Services Officer
Cathryn Jackson, 585016 – Principal Overview & Scrutiny

Officer

Jill Jones, 585017 – Member Services Officer
Julia Brown, 585024 – Member Services Officer

or

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