

COMPETENCY TRAINING 2003/04 (Part 1)

DATE	SUBJECT	VENUE	R/O
Wed 15 October	Overview & Scrutiny (EELGC - workshop based – assess performance against “14 points of scrutiny success”)	Freight House	R
Wed 22 October	Planning (to include RPG 14/specific reasons for planning regulations/reasons for refusal/complex planning issues)	Civic Suite	R
Wed 29 October	Risk Management	Civic Suite	R
Wed 5 November	Budget Strategy (refresher prior to Budget process)	Freight House	R
Wed 12 November	Application of Rules of Procedure (Standing Orders)	Civic Suite	O
Wed 26 November	Planning Bill	Civic Suite	R
Fri 12 December	New Licensing Functions (9.30 am – 3.30 pm)	Freight House	R (essential for Members of Appeals and Licensing Committee)

Note:

- Training on chairmanship skills to be added as requested by the Standards Committee.
- Training on taxi licensing will be arranged later in the year.
- It is anticipated that one or two evening sessions will be arranged during September for some ‘hands-on’ web site induction training.

COMPETENCY TRAINING 2003/04 (Part 2)

DATE	SUBJECT	VENUE	R/O
Wed 18 February	Overview & Scrutiny (consider exact content after October session)	Freight House	R
Wed 25 February	Planning Enforcement	Civic Suite	R
Wed 3 March	Time Management (EELGC)	Civic Suite	O
Wed 10 March	Media Skills (EELGC – this will probably involve an all day or two half-day practical sessions)	Freight House	O
Wed 17 March	Highways (follow-up)	Civic Suite	O
Wed 24 March			