



MEMBER TRAINING

PROGRAMME

2002/2003

SUBJECT	DATE	VENUE
Overview & Scrutiny	18 September 2.30pm & 7.30pm	Freight House
Ethical Framework	25 September 2.30pm & 7.30pm	Civic Suite
Chairmanship Skills	30 October 7.30pm	Civic Suite
Planning Protocol and Member/Officer Relations Protocol	31 October 2.30pm & 7.30pm	Freight House
Highways	6 November 2.30pm & 7.30pm	Civic Suite
Strategic Plans e.g. Corporate & District Plans	13 November 2.30pm & 7.30pm	Freight House
Emergency Planning	20 November 2.30pm & 7.30pm	Civic Suite
Chairmanship Skills	27 November 2.30pm	Civic Suite
Leisure Services	28 November 2.30pm & 7.30pm	Freight House
Partnership Arrangements	18 December 2.30pm & 7.30pm	Civic Suite
Website (practical demonstration)	8 January 2003 2.30pm	Training Room Rochford
Media Skills/ Communications	15 January 2003 2.30pm & 7.30pm	Civic Suite
Speed Reading	5 March 2003 2.30pm & 7.30pm	Civic Suite

- A light buffet will be provided prior to each session at 2pm and 7pm.
- Sessions on Contract Standing Orders/Financial Regulations and Best Value/Comprehensive Performance Assessment To be arranged.

Please detach and return by 12 September to:
Committee Section

I wish to attend the following sessions (please tick as appropriate)

SUBJECT	DATE	TIME	
Overview & Scrutiny	18 September	2.30pm 7.30pm	<input type="checkbox"/> <input type="checkbox"/>
Ethical Framework	25 September	2.30pm 7.30pm	<input type="checkbox"/> <input type="checkbox"/>
Chairmanship Skills	30 October	7.30pm	<input type="checkbox"/>
Planning Protocol - Member/Officer Relations Protocol	31 October	2.30pm 7.30pm	<input type="checkbox"/> <input type="checkbox"/>
Highways	6 November	2.30pm 7.30pm	<input type="checkbox"/> <input type="checkbox"/>
Strategic Context	13 November	2.30pm 7.30pm	<input type="checkbox"/> <input type="checkbox"/>
Emergency Planning	20 November	2.30pm 7.30pm	<input type="checkbox"/> <input type="checkbox"/>
Chairmanship Skills	27 November	2.30pm	<input type="checkbox"/>
Leisure Services	28 November	2.30pm 7.30pm	<input type="checkbox"/> <input type="checkbox"/>
Partnership Arrangements	18 December	2.30pm 7.30pm	<input type="checkbox"/> <input type="checkbox"/>
Website (practical demonstration)	8 January 2003	2.30pm	<input type="checkbox"/>
Media Skills/ Communications	15 January 2003 (To be confirmed)	2.30pm 7.30pm	<input type="checkbox"/> <input type="checkbox"/>
Speed Reading	5 March 2003	2.30pm 7.30pm	<input type="checkbox"/> <input type="checkbox"/>

Name: _____