

# May 2017

May 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	<b>1</b> Bank Holiday	<b>2</b>	<b>3</b>	<b>4</b> Election Day	<b>5</b>	<b>6</b>
<b>7</b>	<b>8</b>	<b>9</b> Welcome Day	<b>10</b> IT Day	<b>11</b>	<b>12</b>	<b>13</b>
<b>14</b>	<b>15</b> Reserve Welcome Day	<b>16</b> Reserve IT day	<b>17</b> 10am – Cabinet/SLT Meeting 12pm - Cabinet Briefing	<b>18</b>	<b>19</b>	<b>20</b>
<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b> 10am -Introduction to Full Council Meetings 11am - Full Council Meeting	<b>25</b> 3.45pm – Corporate Parenting Board Training (Board members only) 4.30pm – Corporate Parenting Board (Luttrell)	<b>26</b>	<b>27</b>
<b>28</b>	<b>29</b> Bank Holiday	<b>30</b>	<b>31</b>	<b>Notes:</b> <b>To add: Safeguarding – Adults &amp; Children, 1:1 sessions for new Councillors, Chairmanship (shared service?)</b>		

**Welcome Day to include:** Way the Council Works, Tour of buildings, Who's Who, Code of Conduct/Standards, Sign off Declarations forms, Democratic Processes & Decision-making, Role of/Support for the Councillor, Comms session – major campaigns e.g. fostering/PH, how you can help the Council i.e. reading emails.

**IT Day to include:** Set up equipment, basic IT Training (Portal, Website, Intranet, Outlook - emails/meeting requests/calendar), Expenses?

# June 2017

June 2017						
◀ May 2017						July 2017 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				<b>1</b> 10am – 1pm Regulation Training (Luttrell) 2pm – Regulation Committee (Luttrell Room)	<b>2</b>	<b>3</b>
<b>4</b>	<b>5</b> Overall Scrutiny training this week (5/6/8 <sup>th</sup> )	<b>6</b>	<b>7</b> 10 am Cabinet	<b>8</b>	<b>9</b> 10am - Pensions Committee Training (Luttrell Room) 1pm - Pensions Committee	<b>10</b>
<b>11</b>	<b>12</b> 1pm – HR Policy Training 2pm - HR Policy Committee (Luttrell Room)	<b>13</b> 10am - Place Scrutiny Training 11am – Place Scrutiny Committee (Luttrell Room)	<b>14</b> 2pm – Audit Committee Training	<b>15</b> 1pm – Health & Wellbeing Training (new SCC Members only) 2pm - Health & Wellbeing Workshop (Luttrell Room)	<b>16</b> 10am – C&F Scrutiny Training 11am – C & F Scrutiny Committee (Luttrell Room)	<b>17</b>
<b>18</b>	<b>19</b>	<b>20</b> 9am -1pm Corporate Parenting Training (all members, Luttrell Room)	<b>21</b> 10am - Adults & Health Scrutiny Training 11am – Adults & Health Scrutiny Committee (Luttrell Room)	<b>22</b> 10am - Audit Committee	<b>23</b>	<b>24</b>
<b>25</b>	<b>26</b>	<b>27</b> 10am – Constitution Committee (merge with Standards? – currently 7 July)	<b>28</b>	<b>29</b> 10am – 12pm Commissioning Training (Luttrell Room)	<b>30</b> 10am – Somerset Waste Board	<b>Notes:</b> <b>Scrutiny overall training, committee training sessions</b>

# July 2017

July 2017						
◀ June 2017						August 2017 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6 10am – 1pm Regulation Training 2pm – Regulation Committee (Luttrell)	7 10am – Standards Committee (merge with Constitution?)	8
9	10	11	12	13 10am – Health & Wellbeing Developmental Meeting 11am – Health & Wellbeing Board	14	15
16	17	18	19	20	21	22
23	24	25 10am – Pensions Board Training (Luttrell Room) 1pm – Pensions Board	26	27	28	29
30	31	<b>Notes:</b> Public Health responsibilities, Community engagement, Council finances, Education Services and the role of the councillor, Achieving the council's aims and objectives, Leadership Skills (targeted), Media Skills (targeted), Recruitment Training for Senior Officer Posts (targeted)				

### E-Learning – July 2017

- Corporate Health and Safety Unit - Brian Oldham
- Achieving the Council's Aims & Objectives/County Plan – Simon Clifford/Emma Plummer
- Impact Assessment Training – Tom Rutland (linked to decision making?)
- Public Health Responsibilities – Trudi Grant
- Community Engagement – Jan Stafford/Chris Phillips