

# Induction Session

**Lancaster Town Hall  
Tuesday 10<sup>th</sup> May 2011  
5:00 – 7:45pm**

<b>5:00</b>	<b>Service Stalls and Sandwiches</b>  Members are encouraged to visit a number of stalls which have been set up to give information on how services are being delivered, and how Councillors can get involved.  Senior officers from each Service will be on hand to meet you and provide information on their work.  Sandwiches will be served.	
<b>5:55</b>	<b>Welcome and Introductions</b>	<b>Mark Cullinan, Chief Executive</b>
<b>6:00</b>	<b>Political Management Structure and Council Priorities 2011/12</b>  The Chief Executive will give a short presentation on the Council's decision-making structure and priorities for the year ahead.	<b>Mark Cullinan, Chief Executive</b>
<b>6:20</b>	<b>Training and Support for Members</b>  The Democratic Services Manager will set out the support available for Councillors, including Personal Development Plans, training opportunities, and support.	<b>Debbie Chambers, Democratic Services Manager</b>
<b>6:30</b>	<b>My Experience as a New Councillor</b>  An as yet undetermined Councillor will share his / her experiences following election to the Council in 2007.	<b>Councillor TBC</b>

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<b>6:40</b>	<b>Meetings Protocol and Constitution Matters</b>  The Head of Governance will discuss the Council's meetings protocol, Code of Conduct, and important points of the Constitution.	<b>Sarah Taylor, Head of Governance</b>
<b>6:55</b>	<b>BREAK FOR REFRESHMENTS</b>	
<b>7:00</b>	<b>Committee Tasters</b>  A brief overview will be given of the following Committees which Members may wish to consider joining:  i. Overview and Scrutiny Committee; ii. Planning Regulatory Committee; iii. Licensing Regulatory Committee; iv. Licensing Act Committee	<b>Stephen Metcalfe Andrew Dobson Sarah Taylor Sarah Taylor</b>
<b>7:45</b>	<b>End</b>	