

Solihull Metropolitan Borough Council

Induction Programme for New Councillors

Date	Topic & Host	Purpose
12 May 2021 5pm to 7.00pm	<p>Formal Welcome from the Corporate Leadership Team</p> <p><i>Chief Executive Nick Page and the Corporate Leadership Team</i></p>	Introductory meeting with the Corporate Leadership Team (CLT) and to be briefed on the Solihull Council Plan.
TBC	<p>The Council, the Code of Conduct and Declaring Interests</p> <p><i>Deborah Merry, Head of Legal and Democratic Services and Jane Game, Democratic Services and Scrutiny Manager</i></p>	To provide information about the Council's political management structure, meetings and decision making and the Code of Conduct for Councillors
TBC	<p>Setting up Communications</p> <p><i>Deborah Merry, Head of Legal and Democratic Services, Alyson Glenn (IT Services)</i></p> <p>Contact dmerry@solihull.gov.uk to book a slot for a 1:1 session on date to be confirmed</p>	To be issued with i-pads and set up your Council email account and the Modern.gov agenda app. Understanding Council policies relating to internet and email usage, social media guidance, data protection and keeping information safe
Tuesday 18 May 2021 at 7.00pm	<p>Annual Council Meeting</p>	The Annual Meeting of the Council, at which the new Mayor for 2021-2022 is elected
TBC	<p>Community Leadership and Engagement</p> <p><i>Alison McGrory, Assistant Director, Stronger Communities</i></p>	An overview of the Councillor's community advocacy role and the Council's community engagement activity that supports Councillors in that role
TBC	<p>Safeguarding</p> <p><i>Bernice Linguard, Children's Workforce Development Co-ordinator</i></p>	An overview of Adults and Childrens' Safeguarding policies and procedures and information on how to deal with safeguarding enquiries and concerns
TBC	<p>Scrutiny and Performance Management</p>	The Overview and Scrutiny process and the role of Councillors in Performance Management

	<i>Paul Rogers, Democratic Services and Scrutiny Officer and Sarah Barnes, Head of Business Intelligence</i>	
TBC	<p>Planning</p> <p><i>Kim Allen Group Manager - Development Management</i></p>	For new and existing Members to get an overview of planning procedures and guidance.
TBC	<p>Local Government Finance</p> <p><i>Paul Johnson, Director of Resources & Deputy Chief Executive and Senior Managers of the Resources Directorate</i></p>	To provide an overview of how the Council's services are funded and the management of resources
TBC	<p>Corporate Parenting</p> <p><i>Emma Lightfoot, Independent Reviewing Officer and Grace Harris, Advanced Practitioner</i></p>	The Council's and Councillors' responsibilities in respect of Corporate Parenting and supporting Looked After Children.
TBC	<p>Safeguarding (repeat of earlier session)</p> <p><i>Bernice Linguard, Children's Workforce Development Co-ordinator</i></p>	An overview of Adults and Childrens' Safeguarding policies and procedures and information on how to deal with safeguarding enquiries and concerns
TBC	<p>Solihull Community Housing (SCH)</p> <p><i>Fiona Hughes, Chief Executive, SCH and Members of the Executive Team</i></p>	Introductory session with the Council's Housing Management company, Solihull Community Housing
TBC	<p>Equality and Diversity</p> <p><i>Karen Grant, Head of Equality & Diversity</i></p>	Cultural awareness, equality and diversity