

APPENDIX 1 List of Members' Training Courses

Ref. No.	Course Title	Date	Page
M1	New Member Welcome and Induction	7 May 2008	6
M2	IT Skills for Members (Gold)	8 May 2008	7
M3	COMS - Committee Management Systems (Platinum)	12 May 2008	8
M4	Introduction to Planning	13 May 2008	9
M5	Code of Conduct	20 May 2008	10
M6	Forward Planning	29 May 2008	11
M7	Planning Protocol	10 June 2008	12
M8	Finance and Audit and Governance Committee	12 June 2008	13
M9	Housing Appeals and Homelessness Reviews	20 June 2008	14
M10	Licensing Panel – Introduction	1 July 2008	15
M11	Planning Appeals and Current Issues	7 July 2008	16
M12	Media Skills – Front of Camera	19 September 2008	17
M13	Awareness Session: Emergency Planning – Rest and Reception	14 October 2008	18

M14	Dealing with Difficult People and Situations	20 October 2008	19
M15	S106 Agreements	27 October 2008	20
M16	Awareness Session: Environmental – Safer, Cleaner, Greener Initiative	13 November 2008	21
M17	Equalities and Diversity	25 November 2008	22
M18	Planning – Follow Up (S)	20 January 2009	23
M19	Freedom of Information and Data Protection	6 February 2009	24
M20	Chairmanship, Effective Reading, Public Speaking, Questioning and Making a Presentation (Modules)	20 February 2009	25
M21	Staff Appeals Panel	When Required	26
M22	Complaints Panel	When Required	27