

## **MEMBER INDUCTION**

**16th May 2011**

<b>TIME</b>	<b>VENUE</b>		
09.00	Council Chamber	Welcome & Introduction	Wes Lumley - Chief Executive Officer
09.30	Council Chamber	Training – see next schedule	Sarah Sternberg – Solicitor to the Council Alan Turner – Legal and Standards Officer Kath Whittingham – Head of Democratic Services Lorraine Johnson – Payroll Manager
11.00	Outside the Council Chamber	Group photo	Scott Chambers - Communications Officer
11.15	Outside the Council Chamber	Coffee	
11.30	Outside the Council Chamber	Individual Press photos	Scott Chambers - Communications Officer
12:00	Chief Executive's Office	Sign the declaration of acceptance and issue of Core Keys	Wes Lumley, Chief Executive Officer Sarah Sternberg – Solicitor to the Council
12.30	Downstairs Atrium/Members Room	Buffet lunch	All Members, Senior Management Team and Heads of Services