

# Councillor Induction Programme

May 2024

# Councillor Induction Programme 2024

## Welcome

We are very pleased to welcome you to the City of Wolverhampton Council and congratulate you on your success in the elections.

The City of Wolverhampton is a place which is proud of its history, celebrates its diversity and is ambitious for the future. Our vision is that Wolverhampton will be a place where people come from far and wide to work, shop, study and enjoy our vibrant city. It will be transformed while still retaining all those attributes that give our city its unique identity. A healthy, thriving, and sustainable international 'smart city' - renowned for its booming economy and skilled workforce, rich diversity and a commitment to fairness and equality that ensures everyone has the chance to benefit from success.

Your induction programme will help you to fulfil your role as a Councillor and will guide you through the things that we believe will be of most assistance to you.

## Councillor Induction Programme 2024

This induction programme is designed for new and returning Councillors. Over the last few years there have been many changes to the way the council operates. It is therefore important to provide a programme of training and development that ensures you are equipped to best deliver your role and provides the necessary information and support that you need to fulfil your duties as a Councillor.

The programme is scheduled over 7 weeks. Building on the experiences and feedback of previous councillors and driven by data from our Councillor Enquiries Unit, it is designed to make it easier for you to attend and access all the training you need. The programme is developed by Councillors for Councillors and is supported by Officers to ensure it is delivered. We highly recommend that you attend each facilitated session and we have included optional drop-in sessions to support you further. Most sessions offer the choice of either a daytime or evening slot, making it easier for Councillors to be able to attend.

The Induction is split into two sections. The first section contains essential sessions that must be attended by all newly elected Councillors. The second section is made up of optional sessions, but they will still provide you with important information that may affect your residents and support you in your role as a Councillor, all new and returning Councillors are welcome to attend.

Please see below a high-level calendar overview of the programme for 2024. The following pages in the pack will give you a brief overview of what each session will contain, key contacts and the support you can expect to receive.

***Note that if you have been designated as a member of Licensing committee, you are required to attend training before taking part in any licensing committee meetings.***

Monday	Tuesday	Wednesday	Thursday	Friday
<b>New Councillor Essential Sessions</b>				
<b>6 May</b> Bank Holiday	<b>7 May</b> No Scheduled Training	<b>8 May</b> Meet and Greet the Directors 5:30pm	<b>9 May</b> No Scheduled Training	<b>10 May</b> No Scheduled Training
<b>13 May</b> Councillor: Code of conduct 11:30am or 5:30pm	<b>14 May</b> Health and Safety 10am or 5pm	<b>15 May</b> Council – Annual General Meeting at 5:45pm	<b>16 May</b> Councillor Support and Mayoral Support 10am or 5pm	<b>17 May</b> Safeguarding Adults and Children 10am or 4pm
<b>20 May</b> Democratic Services 10am or 5pm  Scrutiny 11am or 6pm	<b>21 May</b> City Planning 9.45am or 5pm  Information Governance: Using Data in a Safe Way 11am or 6pm	<b>22 May</b> Finance Directorate Overview 10am or 5.30pm	<b>23 May</b> Ward Funds & Ward Profile 9.30am or 5pm	<b>24 May</b> Equalities, Diversity, and Inclusion 11am or 4pm
<b>New and Existing Councillor Beneficial Sessions</b>				
<b>27 May</b> Bank Holiday	<b>28 May</b> Environmental Services 10am or 5pm  Transport Services 11.30am or 6:30pm	<b>29 May</b> Communications & Social Media 10am or 5pm  Customer Services 11am or 6pm	<b>30 May</b> Welfare Rights - Benefits Information 10am or 5pm  Anti-Social Behaviour 11am or 6pm	<b>31 May</b> Working with Health in Wolverhampton 10am or 4pm
<b>3 June</b> City Housing & Housing Managing Agents 10am or 5pm	<b>4 June</b> Emergency Planning & Resilience 10am or 5pm	<b>5 June</b> Licensing (external provider) 10:30am (TBC)	<b>6 June</b> Corporate Parenting - Children in Care 10am or 5pm	<b>7 June</b> No training
<b>10 June</b> How to access your payslips 5pm	<b>11 June</b> Prevent Training 10am or 5pm	<b>12 June</b> School Admissions and Appeals Process 10am or 5pm	<b>13 June</b> Organisational Development 11 am or 5.30 pm	<b>14 June</b> Key Sights Tour –Walk 12noon – 2pm
<b>17 June</b> West	<b>18 June</b> No Scheduled	<b>19 June</b> WMCA &	<b>20 June</b> No Scheduled	<b>21 June</b> No Scheduled

Midlands Police 10am & 4.30pm	Training	Regional Understanding 11am or 6pm	Training	Training
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### **IT Equipment Collection**

Your IT equipment (laptop and mobile phone) will be setup and configured after the close of the election results. You will be asked to choose a collection slot on the day of the election results by the IT team.

Slots will be available from Wednesday 8 May 2023 until Friday 10 May 2024 – please contact [councillors.support@wolverhampton.gov.uk](mailto:councillors.support@wolverhampton.gov.uk)

# Essential Sessions for All New Councillors

All morning sessions are available as hybrid sessions.

## Meet and Greet the Directors

Wednesday 8 May 2024

5:30pm

City Suite, 3<sup>rd</sup> Floor, Civic Centre

1 Hour

**Attendees:** Chief Executive and Directors

This session with the Chief Executive and Directors. This is intended to be an informal session to build relationships.

- Tim Johnson, Chief Executive
- Mark Taylor, Deputy Chief Executive
- David Pattison, Chief Operating Officer
- Charlotte Johns, Strategic Director of Economy

## The Role of a Councillor: Code of Conduct

Monday 13 May 2024

Session 1: 11:30am - Committee Room 4, 3<sup>rd</sup> Floor, Civic Centre – Hybrid

Session 2: 5:30pm - Online via Teams

1.5 Hour

Committee Room 3, 3<sup>rd</sup> Floor, Civic Centre

Officers Attending

David Pattison – Chief Operating Officer (Monitoring Officer)

Michelle Rowe – Locum Solicitor (Deputy Monitoring Officer)

Tracey Christie – Head of Legal Services

This will assist you in understanding your role as a Councillor, looking closely at the Code of Conduct and key areas of the constitution.

Decision Making:

- Code of Conduct/social media
- Constitution/Rules of Debate
- Councillor Code of Conduct
- Gifts and hospitality
- Registration and disclosure of interests
- Bias and predetermination
- Councillor complaints

## Health and Safety

Tuesday 14 May 2024

Session 1: 10.00am - Committee Room 4, 3<sup>rd</sup> Floor, Civic Centre – Hybrid

Session 2: 5.30pm - Online via Teams

1.5 Hours

Officers Attending

Tim Munro, Head of Health and Safety

Tim Munro the Head of Health and Safety will discuss elements around health and safety and wellbeing that you need to know when representing the Council in and out of the office.

This will cover:

- How health & safety impacts the community
- Overview of health & safety system
- Roles and responsibilities
- Personal safety and available support
- Alertcom overview

## **Councillor Support Team and Mayoral Support Team**

Thursday 16 May 2024

Session 1: 10am - Committee Room 4, 3rd Floor, Civic Centre – Hybrid

Session 2: 5pm - Online over Teams

45 minutes

### **Officers Attending**

Lukhvinder Sanger - Councillor Support Manager

Tim Clark – Mayoral Support Manager

This session will provide information about the Mayoral and Councillor Support Teams who will show you how the services can support you in your role as a Councillor. You will also be offered one to one support to understand the system outside the session to assist you in obtaining information.

- Councillor Support Team
- Councillor Portal
- Councillor Handbook
- Dashboard Overview
- Mayoral Support Team

Please note Lukhvinder Sanger will contact you directly to go over the Councillor Casework Dashboard once you have logged cases, so you can see fully how the dashboard operates and supports you to access your data.

## **Safeguarding Adults and Children**

Friday 17 May 2024

Session 1: 10am - Committee Room 3, 3<sup>rd</sup> Floor, Civic Centre – Hybrid

Session 2: 4pm - Online over Teams

1.5 Hours

### **Officers Attending**

Victoria Bowles – Wolverhampton Safeguarding Children Board Manager

Sarah Ashton-Jones – Head of Adult Services

This very important session explains the role of the council in safeguarding children, young people and vulnerable adults. Safeguarding is everyone's business, and you will need to fully understand the council's safeguarding responsibilities and what is expected from you.

The session will cover:

- What is safeguarding
- Facts & figures
- Number of child protection plans by ward
- What lies behind the statistics
- The number of alerts and the numbers referred and/or investigated
- Who is at risk
- Scenarios
- Referral process

## **Democratic Services**

Monday 20 May 2024

Session 1: 10am - Committee Room 4, 3<sup>rd</sup> Floor, Civic Centre – Hybrid

Session 2: 5pm - Online over Teams

1 Hour

### **Officer Attending**

Jaswinder Kaur – Democratic Services and Systems Manager

The Democratic Services Team, led by Jaswinder Kaur, Democratic Services, and Systems Manager, will guide you through what they do as a service, how this impacts you and give you a better understanding of your role as a Councillor.

- Councillor role as a committee member
- Council and committees
- Key Decisions Forward Plan and accessing webcasts from previous meetings.

## **Scrutiny**

Monday 20 May 2024

Session 1: 11am - Committee Room 4, 3<sup>rd</sup> Floor, Civic Centre – Hybrid

Session 2: 6pm - Online over Teams

1 Hour

### **Officers Attending**

Martin Stevens – Scrutiny Team Leader

This session helps you understand the role of scrutiny and how you can get involved in the big issues that are important to you and your community.

The session will include:

- Purpose of scrutiny
- Effective scrutiny
- Understanding your role as a member of scrutiny
- Scrutiny Work Programme from 2022-2023, and accessing webcasts from previous meetings

## **City Planning**

Tuesday 21 May 2024

Session 1: 9:45am - Committee Room 4, 3rd Floor, Civic Centre – Hybrid

Session 2: 5pm - Online over Teams

1 hour

### **Officer Attending**

Stephen Alexander – Head of City Planning

After an introduction from Stephen Alexander, the Head of Planning, the session will guide you through and help you understand the planning process, including:

- Understanding the planning process
- How to use Planning Online
- Accessing planning applications

## **Information Governance: Using Data in a Safe Way**

Tuesday 21 May 2024

Session 1: 11am - Committee Room 4, 3<sup>rd</sup> Floor, Civic Centre – Hybrid

Session 2: 6pm - Online over Teams

1 Hour

### **Officer Attending**

Anna Zollino-Biscotti – Information Governance Manager

The information governance manager, will look at information governance, laws around GDPR and data and handling of records.

The session will cover:

- Information Laws
- What is information
- Consent and information sharing
- Record handling

## **Finance Directorate Overview**

Wednesday 22 May 2024

Session 1: 10am - Committee Room 4, 3<sup>rd</sup> Floor, Civic Centre – Hybrid

Session 2: 5:30pm - Online over Teams

1.5 Hours

### **Officers Attending**

Alison Shannon – Deputy Director of Finance

Darren Herries – Head of The Hub

John Thompson – Head of Procurement

Tracey Richards – Head of Revenues and Benefits

Parvinder Uppal – Head of Commercial

Ian Cotterill – Head of Audit

The finance directorate is an important function in the council. Various heads of service will talk to you about how the finances of the council work.

The session will cover:

- The council budget – where our funding comes from and what we spend it on
- Council Tax, Business Rates and Benefits
- An Introduction to the finance teams



## **Equalities, Diversity and Inclusion**

Friday 24 May 2024

Session 1: 11am - Committee Room 4, 3<sup>rd</sup> Floor, Civic Centre – Hybrid

Session 2: 4pm - Online over Teams

1 Hour

### **Officer Attending**

Jin Takhar – Head of Equality, Diversity and Inclusion

This session will look at the important role that equality, diversity and inclusion plays as part of your Councillor role.

Topics included will cover:

- EDI Strategy
- The role of the Council
- The Public Sector Equality Duty.

## **Director Ward Champions**

There are five Director Ward Champions who work with four wards each across the city. The role has a number of functions including supporting and enhancing the representation of communities in discussions, providing a regular and direct link between Councillors and Director Ward Champions and informing place-based activity in communities by using data and evidence to help inform conversations and co-produce activity in communities to maximise allocation of ward funds, building community capacity and resilience.

David Pattison – Chief Operating Officer

Tettenhall Wightwick, Tettenhall Regis, Merry Hill, Penn

Ian Fegan - Director of Communications and External Relations

Bushbury South and Low Hill, East Park, Wednesfield South, Wednesfield North

John Roseblade - Director of Resident Services

Bushbury North, Oxley, Fallings Park, Blakenhall

Richard Lawrence - Director of Regeneration

Bilston North, Ettingshall North, Ettingshall South and Springvale

John Denley - Director of Public Health

Heath Town, Park, St Peter's, Graiseley

Ward Walk introductions will be booked with Ward Directors around your own flexibility. Executive Assistants who support Directors will contact you directly to arrange this.

## **Ward Funds and Ward Profile**

Thursday 23 May 2024

Session 1: 9:30am - Committee Room 4, 3<sup>rd</sup> Floor, Civic Centre – Hybrid

Session 2: 5pm - Online over Teams

1 Hour

Officers Attending

Debbie Thompson – Stakeholder Engagement Manager

Adrian Barlow – Analyst (Insight & Performance Team)

### **Ward Funds**

Every council ward has been allocated a pot of funding for Councillors to determine how it can best be spent to make improvements and help residents. The session will explain what ward funds are for, how you can apply for funding and what is suitable and appropriate to receive ward funds.

### **Ward Profile**

This session will show you how the ward profiles dashboard works (navigation) and the topic pages with key information about your ward, giving you access to essential data.

The topics on the dashboard include:

- Diversity and demographic
- Housing and health
- Skills and qualifications
- Employment and unemployment
- House prices
- Deprivation

# Beneficial Sessions for New and Existing Councillors

## Environmental Services

Tuesday 28 May 2024

Session 1: 10am - Committee Room 4, 3rd Floor, Civic Centre – Hybrid

Session 2: 5pm - Online over Teams

1 hour

### Officers Attending

Claire Walters – Environmental Based Service Manager

Paul Hodgetts - Services Performance and Intelligent Service Lead

David Millington - Green Spaces and Bereavement Manager

Emma Caddick - Service Manager

You will have a session with Officers from both environmental and transport services, covering some of key areas below:

- Trees and Arbor front line
- Bins and Fly tipping/ pest control
- Environmental Crime
- Parks. green spaces/ bereavement
- Commercial, regulation, private sector housing, licensing

## Transport Services

Tuesday 28 May 2024

Session 1: 11am - Committee Room 4, 3rd Floor, Civic Centre – Hybrid

Session 2: 6pm - Online over Teams

1 Hour

### Officers Attending

John Roseblade - Director of Resident Services

John Charles - Head of Strategic Transport

This session covers the transport services section and will inform you on what this covers, best practices and types of enquiries that your residents would raise:

The session will look at:

- Road maintenance
- Road repairs
- Traffic light and street sign repair and maintenance
- Traffic control
- Parking
- Traffic and road safety

## Communication and Social Media

Wednesday 29 May 2024

Session 1: 10am - Committee Room 4, 3<sup>rd</sup> Floor, Civic Centre – Hybrid

Session 2: 5pm - Online over Teams

45 minutes

Officers Attending

Richard Wyatt – Head of Communications

This is a light touch session which will demonstrate how communications are managed in the council. It will help you understand the different channels used and available and how good communications benefits the council.

The session will cover:

- Role of corporate communications
- Communications services and channels
- Impact of communications
- Social media
- Support for Councillors

## **Customer Services**

Wednesday 29 May 2024

Session 1: 11am - Committee Room 4, 3<sup>rd</sup> Floor, Civic Centre

Session 2: 6pm - Online over Teams

30 minutes

Officer(s) Attending

Lisa Powell – Contact Centre Manager

Customer Services is the main point of contact for the residents of Wolverhampton to address their questions and enquiries. It's based at the Civic Centre and offers a comprehensive service by phone or face to face and offers IT access for residents to access their online accounts.

This session includes:

- Customer Services structure
- Functions of Customer Services
- Love Your Streets app
- Overview of our Teams and how we support City of Wolverhampton Council services
- You will be offered the opportunity to visit customer services at a later date to listen to calls and understand the service better.

## **Welfare Rights: Benefits Information**

Thursday 30 May 2024

Session 1: 10am - Committee Room 4, 3<sup>rd</sup> Floor, Civic Centre

Session 2: 5pm - Online over Teams

1 Hour

Officers Attending

Marc Perlic – Welfare Rights Service Manager

The programme will continue with a session from Marc Perlic, Welfare Rights Service Manager about Benefit information and how the team can help your residents.

Topics Covered:

- What we do: benefits information and advice, casework and appeals
- Making a difference
- Macmillan, working with the university and stakeholders
- Advice and Information Directory

- Training for local groups and organisations

## **Anti-Social Behaviour**

Thursday 30 May 2024

Session 1: 11am - Committee Room 4, 3<sup>rd</sup> Floor, Civic Centre – Hybrid

Session 2: 6pm - Online over Teams

30 minutes

### **Officers Attending**

Lynsey Kelly – Head of Communities

Hannah Pawley – Community Safety Manager

Safer Wolverhampton Partnership (SWP) is Wolverhampton's statutory Community Safety Partnership. It is formed of a range of partners committed to working together to tackle issues of crime and community safety in a coordinated way to deliver a collective response.

The session will cover:

- Safer Wolverhampton Partnership and its functions
- Crime and anti-social behaviour
- How to report concerns
- Community Engagement

## **Working with Health in Wolverhampton**

Friday 31 May 2024

Session 1: 10am - Committee Room 4, 3<sup>rd</sup> Floor, Civic Centre – Hybrid

Session 2: 4pm - Online over Teams

45 minutes

### **Officers Attending**

John Denley – Director of Governance

Madeleine Freewood – Public Health Partnership & Governance Lead

The role and relationship of the Council in the new NHS system

The session will cover:

- The general picture of health in Wolverhampton
- An introduction to key health stakeholders
- The council's role in health
- The remit of the Integrated Care Board

## **City Housing and Housing Managing Agents**

Monday 3 June 2024

Session 1: 10am - Committee Room 4, 3<sup>rd</sup> Floor, Civic Centre – Hybrid

Session 2: 5pm - Online over Teams

1.5 hours

### **Officers Attending**

Jenny Lewington – Deputy Director of City Housing

Michelle Garbett – Service Lead Housing Strategy

Andrew Finch – Customer Experience Manager (Wolves Homes)  
Jon Cooper – Head of Housing Solutions (Wolves Homes)  
Anthony Walker – Head of Homelessness and Migration  
William Humphries – Service Manager, Private Sector Housing

This session is run jointly with Wolverhampton City Council Housing Department and Wolverhampton Homes. City Housing is responsible for housing strategy and policy, housing development and landlord services. The City Council owns almost 22,000 homes, which are managed on the Council's behalf by housing managing agents. This includes Wolverhampton Homes, an arm's length management organisation (ALMO) and three Tenant Management Organisations (TMOs).

Wolverhampton Homes manages the majority of the Council's housing stock, but the responsibility for ensuring tenants receive an excellent service and that homes are safe and maintained, remains the responsibility of the Council. Working closely together, City Housing and the housing managing agents ensure we provide good quality homes and customer service for the tenants and leaseholders of the City.

The session will cover

- City Housing – responsibilities and structure
- Housing policy and new homes
- Wolverhampton Homes and TMOs
- CWC and our role with the housing managing agents
- Homes in the City and the Housing Allocations Policy
- Housing Options and Homelessness
- Private Sector Housing, landlords and private tenant enquiries
- Councillor enquiries

## **Emergency Planning and Resilience**

Tuesday 4 June 2024

Session 1: 10am - Committee Room 4, 3<sup>rd</sup> Floor, Civic Centre – Hybrid

Session 2: 5pm - Online over Teams

45 minutes

Officer Attending

Chelsea Sibley – Resilience Manager

A session around your role when it comes to emergency planning and resilience.

This session will cover:

- What's your role as a Councillor and where you fit in
- Why the council must respond
- How we activate our emergency procedures
- What the Council can provide

## **Licensing Training – (Essential for Committee members)**

Wednesday 5 June 2024 TBC

10:30am

1.5 Hour

Committee Room 4, 3<sup>rd</sup> Floor, Civic Centre

External Provider

This is an externally provided session which will help you make the most of council licensing meeting sessions. This is open to all councilors but is mandatory for members of the licensing committee.

## **Corporate Parenting: Children in Care**

Thursday 6 June 2024

Session 1: 10am - Committee Room 4, 3<sup>rd</sup> Floor, Civic Centre – Hybrid

Session 2: 5pm - Online over Teams

45 minutes

Officer Attending

Hannah Finch – Corporate Parenting Officer

A corporate parenting officer from the service will give a brief overview of what this is and what it means to you.

This session includes:

- What is Corporate Parenting
- What are your responsibilities as a Councillor.

## **How to Access Your Payslips**

Monday 10 June 2023

Session 1: 5pm - Online over Teams

30 Minutes

Online Session via Teams

Officers Attending

Lukhvinder Sanger – Councillor Enquiries Manager

Agresso is a key IT system used by the council and it holds HR information as well as all your payroll and allowance information, digital p60s and pay slips. This session will teach you how to use Agresso.

## **Prevent Training**

Tuesday 11 June 2024

Session 1: 10am - Committee Room 4, 3<sup>rd</sup> Floor, Civic Centre – Hybrid

Session 2: 5pm - Online over Teams

45 Minutes

**Officer Attending**

Deborah Smith – Prevent and Cohesion Coordinator

This session involves an introduction to Deborah Smith who is the Prevent and Cohesion Co Ordinator, who will talk through the Prevent Duty and the Counter Terrorism Local Profile for Wolverhampton

The session will cover the below

- The Prevent Duty
- The thematic threat assessment for Wolverhampton ISL, ERWT, LASI
- Different forms of extremism and terrorism and common signs and symbols seen across the different ideologies.
- How to make a Prevent referral and the interventions and support available

## **School Admissions and Appeals Process Overview**

Wednesday 12 June 2024

Session 1: 10am - Committee Room 4, 3<sup>rd</sup> Floor, Civic Centre – Hybrid

Session 2: 5pm - Online over Teams

45 Minutes

### **Officer Attending**

Bill Hauge – Head of School Business and Support

David Kirby – Service Manager – School Organisation and Support

Jaswinder Kaur – Democratic and Systems Manager (incl. Appeals)

This session will cover the Council's admission policy and the appeals process.

## **Organisational Development Team**

13 June 2024

Session 1: 11am - Committee Room 4, 3<sup>rd</sup> Floor, Civic Centre – Hybrid

Session 2: 5:30pm Online over Teams

1 Hour

### **Officers Attending**

Jo Grocott- Head of People Development and Experience

Chloe Elwell- Organisational Development Advisor

Sarah Preston-Loader- Organisational Development Advisor

This session will help you to understand the role of the Organisational Development Team and provide an overview of the upcoming development opportunities for 2024-25 to support you in your role as a Councillor.

The session will include:

- Role of the Organisational Development Team
- Councillor Development Programme 2024-25
- Conference and course booking process
- Accessing the Our People Portal and completing Mandatory Training
- Wellbeing support available to Councillors

## **Wolverhampton Neighbourhood Policing Unit, West Midlands Police Session**

Monday 17 June 2024 (TBC)

Session 1: 10am - Committee Room 4, 3<sup>rd</sup> Floor, Civic Centre – Hybrid

Session 2: 4.30pm - Online over Teams

45 Minutes

### **Officer Attending**

Richard Fisher – Chief Superintendent

This session will provide information around West Midlands Police and how they work with Wolverhampton City Council:

The session will cover.

- Overview of policing and crime related matters in the borough
  - How we are structured
  - Roles and responsibilities
- Strategic responsibilities and governance
  - Community Safety Partnership (SWP)
  - Safeguarding (WST)



- Health and Well-being
- Contest- Protect, Prepare and Prevent boards
- Community engagement and partnership working
  - PACT
  - Love your community
- How we can help and how best to engage with us to maximise effectiveness and support engagement with communities.

## **WMCA and Regional Understanding**

**Wednesday 19 June 2024**

Session 1: 11am - Committee Room 4, 3<sup>rd</sup> Floor Civic Centre – Hybrid

Session 2: 6pm - Online over Teams

45 Minutes

### **Officer Attending**

Charlotte Johns – Strategic Director of Economy

This session will cover:

- The role and function of the West Midlands Combined Authority
- How the council works with the WMCA
- The city's role in the wider region
- Partnership working with other local authorities and organisations.
- Find out more about the unique 3 Cities collaboration between Wolverhampton, Birmingham and Coventry

## **Key City Sites Tour Walking (2 hours max)**

**Friday 14 June 2024 12 noon – 2pm**

As new Councillors, this tour will give you the chance to see sites around the city that have been developed or are due to be developed, as well as areas of key significance for Wolverhampton.

## **Feedback**

Feedback from Councillors is extremely valuable and helps to design the programme for future years. At the end of each week, electronic feedback forms will be shared, as well as an overall feedback form at the end of the programme.

## **Mandatory E-Learning and Additional Training for Councillors**

The Council are committed the training and development of Councillors. Below you will see other courses provided by the Local Government Association (LGA) and Local Government Information Unit (LGiU), many of these courses you can complete at your own leisure.

There is also information about the mandatory e-learning courses that the Council asks that you complete, these are done via the online Learning Zone.

If you need help or assistance booking any of these, please contact:  
 Organisational Development via email [OD.Team@wolverhampton.gov.uk](mailto:OD.Team@wolverhampton.gov.uk)  
 Civic Support Team on 01902 554090 or email

Additional Mandatory Council E-Learning – Mandatory Online Modules			
Flexible	Approx. 30 minutes	Child Sexual Exploitation	Learning Zone
		Corporate Parenting	Learning Zone
		Dementia Awareness	Learning Zone
		PREVENT Training	Learning Zone
		Political Awareness	Learning Zone
		Climate Change Toolkit	Learning Zone
		An introduction to Equality & Diversity	Learning Zone
		Safeguarding Awareness	Learning Zone
		Using Restorative Practice	Learning Zone
		Health & Safety	Learning Zone
		Protecting Information – (Information Governance, GDPR etc.)	Learning Zone

## LGA New Councillor Hub

[Councillor hub | Local Government Association](#)

The New Councillor hub provides newly elected members with all the essential information and amongst other things, covers: the councillor’s role; how local government is organised; the model code of conduct and standards; and decision making. It includes information on the offers and services offered by the LGA with links to the political groups at the LGA; regional teams; information on our support and development offers; and a host of other information essential for newly elected members.

LGA Councillor workbooks on a variety of topics – <https://www.local.gov.uk/councillor-workbooks>

[LGA e-learning platform](#) (modules on Equality, Diversity and Inclusion, holding council meetings online, Facilitation and conflict resolution, Effective ward Councillor, Scrutiny, influencing skills, Local government finance, and supporting mentally healthier communities)

LG Inform brings together in one accessible place a range of key performance data for authorities, alongside contextual and financial information, in an online too. LG Inform – <https://www.local.gov.uk/benchmarking-data-lg-inform>

Available Additional Sessions from the LGA and LGiU					
Date: TBC	Start: 5:30pm  Duration: 2 hours	Zoom	LGA National Events: Welcome to newly elected councillors This will be a great opportunity for new councillors to: <ul style="list-style-type: none"> <li>• Explore what their role means</li> <li>• Learn about challenges facing councils</li> </ul>	Delivered Virtually	LGA

			<ul style="list-style-type: none"><li>• Meet colleagues from other councils</li></ul> <p>The session will cover a range of national and regional issues of interest, along with an opportunity to meet experienced councillors and hear more about the LGA's support for members</p>		
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