

## APPENDIX A

### **External Audit**

Facilitated by Ernst and Young external auditors, for members of the Governance & Audit Committee  
20 November 2013 (4 attended)

### **Planning Training – Changes to HBC Constitution**

Facilitated in-house - Open to all HBC Councillors  
25 November 2013 (8 attended)

### **Code of Conduct – HBC**

All Councillors expected to attend if at all possible  
6 and 13 January 2014 (20 attended)

### **Debt Summit – Living on the Edge**

One-off request to attend conference from Cllr Ponsonby agreed by HBC Leader  
Local Government Information Unit, London  
21 January 2014

### **Chairing Skills**

Open to all Chairmen and Vice Chairmen, including Panel Chairmen  
Facilitated by Julia Wright Associates  
HBC 8 January 2014, 2.00pm (9 attended)

### **Planning Training – Appeal Decisions**

Facilitated in-house – Open to all HBC Councillors  
27 January 2014 (15 attended)

### **Councillors Strategic Leadership Skills**

Cabinet Members / O&S Chairs (max 15)  
Facilitated by Mark Palmer, South East Employers (7 attended)

### **Individual Electoral Registration Presentation**

Open to all Councillors - Facilitated by Cabinet Office  
HBC 12 March 3.00pm (13 attended)

### **Media Skills/Complaints Handling**

All members - to be facilitated inhouse by Debbie Fox/Dawn Adey/Comms Team  
HBC 27 March 2014, 10.00am - (11 attended)

### **Public Speaking Skills**

All members  
Externally facilitated by Sue Keogh, South East Employers  
HBC 17 April 2014, 10.00am (7 attended)

### **Councillor Induction**

For new Councillors following elections. Dates to be confirmed.

### **Social Media Training**

All Councillors – externally facilitated

19 June 2014 – HBC, 10am (Hollybank Room) (TBC)

### **Overview and Scrutiny**

O&S members to include scoping, research, report writing and questioning skills

Externally facilitated

HBC 15 July 2014, 10.00am - INLOGOV – John Cade - CONFIRMED

### **Future dates set aside for training to be identified:**

HBC 17 September 2014, 2.00pm

EHDC 23 September 2014, 6.00pm

HBC 28 October 2014, 10.00am

EHDC 4 November 2014, 6.00pm

HBC 3 December 2014, 10.00am

EHDC 9 December 2014, 6.00pm

HBC 28 January 2015, 10.00am

EHDC 3 February 2015, 6.00pm

EHDC 17 March 2015, 6.00pm

HBC 24 March 2015, 10.00am

LEAVE APRIL CLEAR FOR ELECTIONS