

**ELECTED MEMBER TRAINING AND DEVELOPMENT  
SUMMARY 1 APRIL 2012 – 31 MARCH 2013**

<b>MEMBER'S NAME</b>	<b>EVENT</b>	<b>DATE(S) ATTENDED</b>
<b>T Buchanan</b>	<b>Training &amp; Development</b>	
	Improvement Service Elected Members Updates	Various
	East Renfrewshire Council Members Induction Pack (including "How It Works Guide" & Cosla/Improvement Service National Induction Notebooks)	4 May 2012
	Guidance on Claiming Expenses	4 May 2012
	Elected Member Induction – Session 1 - Leadership and Decision Making	17 May 2012
	Data Protection - Briefing	23 May 2012
	Introductory Briefing Paper on Improvement Service	June 2012
	Improvement Service – Scottish Public Services Ombudsman Guide for Councillors – Distribution of Guide	20 June 2012
	Work of Community Planning Partnership Incorporating Recommendations of Recent Christie Commission on the Future Delivery of Public Services - Presentation	27 June 2012
	Police Reform – The Scottish Government - Briefing	28 June 2012
	Accounts Commission – Introductory Briefing and Related Material	5 September 2012
	Information & Consultation Session – Welfare Reform	12 September 2012
	Strathclyde Passenger for Transport – On Board Training	20 September 2012
	Strathclyde Passenger for Transport – Visit to My Bus Contact Centre	12 October 2012
	Overview of Youth Services - Briefing	29 November 2012
	Improvement Service – National Planning Framework 3 – Briefing Note	5 December 2012
	Improvement Service – Welfare Reform – Briefing Note	27 March 2013
	Welfare Reform - Presentation	27 March 2013
	18 <sup>th</sup> Citizens Panel Key Messages - Presentation	28 March 2013
	<b>Conferences/Seminars</b>	
	COSLA & Improvement Service Annual Conference 2013	7/8 March 2013

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<b>MEMBER'S NAME</b>	<b>EVENT</b>	<b>DATE(S) ATTENDED</b>	
<b>A Carmichael</b>	<b>Training &amp; Development</b>		
	Improvement Service Elected Members Updates	Various	
	East Renfrewshire Council Members Induction Pack (including "How It Works Guide" and Cosla/Improvement Service National Induction Notebooks)	4 May 2012	
	Guidance on Claiming Expenses	4 May 2012	
	Data Protection briefing note	23 May 2012	
	Introductory Briefing Paper on Improvement Service	June 2012	
	Improvement Service – Scottish Public Services Ombudsman Guide for Councillors – Distribution of Guide	20 June 2012	
	Work of Community Planning Partnership Incorporating Recommendations of Recent Christie Commission on the Future Delivery of Public Services - Presentation	27 June 2012	
	Police Reform – The Scottish Government - Briefing	28 June 2012	
	Accounts Commission – Introductory Briefing and Related Material	5 September 2012	
	Information and Consultation Session – Welfare Reform	12 September 2012	
	Visiting Committee for HM Prison Low Moss – Induction and Personal Protection Training	23 October 2012	
	Improvement Service – National Planning Framework 3 – Briefing Note	5 December 2012	
	Data Protection Awareness	12 December 2012	
	Councillors' Code of Conduct – Training & Information Event	18 February 2013	
	Visiting Committee for HM Prison Low Moss – Self Defence Training	18 February 2013	
	Improvement Service – Welfare Reform – Briefing Note	27 March 2013	
	Welfare Reform - Presentation	27 March 2013	
		<b>Conferences/Seminars</b>	

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<b>B Cunningham</b>	<b>Training &amp; Development</b>	
	Improvement Service Elected Members Updates	Various
	East Renfrewshire Council Members Induction Pack (including "How it Works Guide" and Cosla/Improvement Service National Induction Notebooks	4 May 2012
	Guidance on Claiming Expenses	4 May 2012
	Data Protection - Briefing	23 May 2012
	Training Scotland Limited – Scottish Certificate for Licensing Board Members – Issued with the British Institute of Innkeeping Awarding Body (BIIAB) Handbook	29 May 2012
	Introductory Briefing Paper on Improvement Service	June 2012
	Improvement Service – Scottish Public Services Ombudsman Guide for Councillors – Distribution of Guide	20 June 2012
	Police Reform – The Scottish Government - Briefing	28 June 2012
	Accounts Commission – Introductory Briefing and Related Material	5 September 2012
	Servewise – Scottish Certificate for Licensing Board Members – Issued with Alcohol Focus Licensing Board Members Guidebook	11 September 2012
	Information & Consultation Session – Welfare Reform	12 September 2012
	Improvement Service – National Planning Framework 3 – Briefing Note	5 December 2012
	Improvement Service – Welfare Reform – Briefing Note	27 March 2013
	Welfare Reform - Presentation	27 March 2013
	<b>Conferences/Seminars</b>	

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<b>D Devlin</b>	<b>Training &amp; Development</b>	
	Improvement Service Elected Members Updates	Various
	East Renfrewshire Council Members Induction Pack (including "How It works Guide" and Cosla/Improvement Service National Induction Notebooks)	4 May 2012
	Guidance on Claiming Expenses	4 May 2012
	Data Protection - Briefing	23 May 2012
	Introductory Briefing Paper on Improvement Service	June 2012
	Improvement Service – Scottish Public Services Ombudsman Guide for Councillors – Distribution of Guide	20 June 2012
	Work of Community Planning Partnership Incorporating Recommendations of Recent Christie Commission on the Future Delivery of Public Services – Presentation	27 June 2012
	Police Reform – The Scottish Government – Briefing	28 June 2012
	Accounts Commission – Introductory Briefing and Related Material	5 September 2012
	Information & Consultation Session – Welfare Reform	12 September 2012
	Improvement Service – National Planning Framework 3 – Briefing Note	5 December 2012
	East Renfrewshire Citizens Advice Bureau – Impact of Welfare Reform - Presentation	22 January 2013
	Improvement Service – Welfare Reform – Briefing Note	27 March 2013
	Welfare Reform - Presentation	27 March 2013
	<b>Conferences/Seminars</b>	

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<b>MEMBER'S NAME</b>	<b>EVENT</b>	<b>DATE(S) ATTENDED</b>
<b>J Fletcher</b>	<b>Training &amp; Development</b>	
	Improvement Service Elected Members Updates	Various
	East Renfrewshire Council Members Induction Pack (including "How it Works Guide" and Cosla/Improvement Service National Induction Notebooks)	4 May 2012
	Guidance on Claiming Expenses	4 May 2012
	Data Protection - Briefing	23 May 2012
	Introductory Briefing Paper on Improvement Service	June 2012
	Improvement Service – Scottish Public Services Ombudsman Guide for Councillors – Distribution of Guide	20 June 2012
	Work of Community Planning Partnership Incorporating Recommendations of Recent Christie Commission on the Future Delivery of Public Services – Presentation	27 June 2012
	Police Reform – The Scottish Government – Briefing	28 June 2012
	Pension - Briefing	28 June 2012
	Health & Social Care Integration Response – Presentation	16 August 2012
	Accounts Commission – Introductory Briefing and Related Material	5 September 2012
	Information & Consultation Session – Welfare Reform	12 September 2012
	Benchmarking & Improvement – Briefing	24 October 2012
	Improvement Service – National Planning Framework 3 – Briefing Note	5 December 2012
	Councillors' Code of Conduct – Training & Information Event	18 February 2013
	Improvement Service – Welfare Reform – Briefing Note	27 March 2013
	Welfare Reform - Presentation	27 March 2013
	18 <sup>th</sup> Citizens Panel Key Messages – Presentation	28 March 2013
	<b>Conferences/Seminars</b>	
	COSLA and Improvement Service Annual Conference 2013	7/8 March 2013

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<b>MEMBER'S NAME</b>	<b>EVENT</b>	<b>DATE(S) ATTENDED</b>	
<b>C Gilbert</b>	<b>Training &amp; Development</b>		
	Improvement Service Elected Members Updates	Various	
	East Renfrewshire Council Members Induction Pack (including "How It Works Guide" and Cosla/Improvement Service National Induction Notebooks)	4 May 2012	
	Guide on Claiming Expenses	4 May 2012	
	Data Protection - Briefing	23 May 2012	
	Training Scotland Limited – Scottish Certificate for Licensing Board Members – Issued with the British Institute of Innkeeping Awarding Body (BIAB) Handbook	29 May 2012	
	Introductory Briefing Paper on Improvement Service	June 2012	
	Improvement Service – Scottish Public Services Ombudsman Guide for Councillors – Distribution of Guide	20 June 2012	
	Dams to Darnley Country Park – Park Related Issues - Briefing	22 June 2012	
	Signing Duties – Training	25 June 2012	
	Police Reform – The Scottish Government – Briefing	28 June 2012	
	Accounts Commission – Introductory Briefing and Related Material	5 September 2012	
	Servewise – Scottish Certificate for Licensing Board Members – Issued with Alcohol Focus Licensing Board Members Guidebook	11 September 2012	
	Information & Consultation Session – Welfare Reform	12 September 2012	
	Role of the External Auditor - Briefing	27 September 2012	
	Strathclyde Partnership for Transport – Visit to My Bus Contact Centre	12 October 2012	
	Overview of Youth Services - Briefing	29 November 2012	
	Improvement Service – National Planning Framework 3 – Briefing Note	5 December 2012	
	Improvement Service – Welfare Reform – Briefing Note	27 March 2013	
	Welfare Reform - Presentation	27 March 2013	
	18th Citizens Panel Key Messages – Presentation	28 March 2013	
	<b>Conferences/Seminars</b>		

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<b>MEMBER'S NAME</b>	<b>EVENT</b>	<b>DATE(S) ATTENDED</b>
<b>B Grant</b>	<b>Training &amp; Development</b>	
	Improvement Service Elected Members Updates	Various
	East Renfrewshire Council Members Induction Pack (including "How It Works Guide" and Cosla/Improvement Service National Induction Notebooks)	4 May 2012
	Guidance on Claiming Expenses	4 May 2012
	Data Protection - Briefing	23 May 2012
	Introductory Briefing Paper on Improvement Service	June 2012
	Elected Member Induction – The Planning System & Local Review Bodies	6 June 2012
	Strathclyde Police Authority – Member Induction Training (Day 1) and Issue of Authority's Induction Handbook	14 June 2012
	Improvement Service – Scottish Public Services Ombudsman Guide for Councillors – Distribution of Guide	20 June 2012
	Strathclyde Police Authority – Member Induction Training (Day 2) and Issue of Authority's Induction Handbook	26 June 2012
	Work of Community Planning Partnership Incorporating Recommendations of Recent Christie Commission on the Future Delivery of Public Services – Presentation	27 June 2012
	Police Reform – The Scottish Government – Briefing	28 June 2012
	Strathclyde Police Authority – Capital Programming – Presentation/Training	21 August 2012
	Strathclyde Police Authority – Olympic Games 2012 – Presentation/Training	23 August 2012
	Strathclyde Police Authority – Audit, Control and Risk – Presentation/Training	5 September 2012
	Accounts Commission – Introductory Briefing and Related Material	5 September 2012
	Information & Consultation Session – Welfare Reform	12 September 2012
	Strathclyde Police Authority – Partnership Working – Presentation/Training	25 October 2012
	Improvement Service – National Planning Framework 3 – Briefing Note	5 December 2012
	Data Protection Awareness	12 December 2012
	Improvement Service – Welfare Reform – Briefing Note	27 March 2013
	Welfare Reform - Presentation	27 March 2013
	<b>Conferences/Seminars</b>	
	COSLA and Improvement Service Annual Conference 2013	7/8 March 2013

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<b>E Green</b>	<b>Training &amp; Development</b>	
	Improvement Service Elected Member update	Various
	East Renfrewshire Council Members Induction Pack (including "How It Works Guide" and Cosla/Improvement Service National Induction Notebooks)	4 May 2012
	Guidance on Claiming Expenses	4 May 2012
	Data Protection - Briefing	23 May 2012
	Introductory Briefing Paper on Improvement Service	June 2012
	Improvement Service – Scottish Public Services Ombudsman Guide for Councillors – Distribution of Guide	20 June 2012
	Work of Community Planning Partnership Incorporating Recommendations of Recent Christie Commission on the Future Delivery of Public Services - Presentation	27 June 2012
	Police Reform – The Scottish Government - Briefing	28 June 2012
	Accounts Commission - Introductory Briefing and Related Material	5 September 2012
	Information & Consultation Session – Welfare Reform	12 September 2012
	Delivering a Curriculum for Excellence; Workforce for Learning - Briefing	13 November 2012
	Overview of Youth Services - Briefing	29 November 2012
	Improvement Service – National Planning Framework 3 – Briefing Note	5 December 2012
	Improvement Service – Welfare Reform – Briefing Note	27 March 2013
	<b>Conferences/Seminars</b>	
Scottish Women's Aid Annual Conference – Domestic Abuse STOPS	5 February 2013	



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<b>K Hay</b>	<b>Training &amp; Development</b>	
	Improvement Service Elected Members Updates	Various
	East Renfrewshire Council Members Induction Pack (including "How It Works Guide" and Cosla/Improvement Service National Induction Notebooks)	4 May 2012
	Guidance on Claiming Expenses	4 May 2012
	Elected Members Signing Duties – Scottish Government Guidance Manual	4 May 2012
	Standards Commission for Scotland Code of Conduct for Elected Members and Related Guidance	4 May 2012
	Members Services Open Sessions	8-31 May 2012
	Elected Member Induction – Session 1 - Leadership and Decision Making	17 May 2012
	Data Protection - Briefing	23 May 2012
	Training Scotland Limited - Scottish Certificate for Licensing Board Members – Issued with the British Institute of Innkeeping Awarding Body (BIIAB) Handbook	29 May 2012
	Elected Member Induction - Session 2 - Standards in Public Life and Councillors' Role	31 May 2012
	Introductory Briefing Paper on Improvement Service	June 2012
	Elected Member Induction – The Planning System & Local Review Bodies	6 June 2012
	Elected Member Induction – Session 3 - Budget, Finance and Funding	7 June 2012
	Elected Member Induction – Session 4 - External Contacts and How the Council Relates to Them	13 June 2012
	Improvement Service – Scottish Public Services Ombudsman Guide for Councillors – Distribution of Guide	20 June 2012
	Signing Duties – Training	25 June 2012
	Work of Community Planning Partnership Incorporating Recommendations of Recent Christie Commission on the Future Delivery of Public Services - Presentation	27 June 2012
	Police Reform – The Scottish Government - Briefing	28 June 2012
	Health & Social Care Integration Response – Presentation	16 August 2012
	Accounts Commission – Introductory Briefing and Related Material	5 September 2012
	Servewise – Scottish Certificate for Licensing Board Members – Issued with Alcohol Focus Licensing Board Members Guidebook	11 September 2012
	Information & Consultation Session – Welfare Reform	12 September 2012

<b>K Hay Contd/.....</b>	Overview of Youth Services - Briefing	29 November 2012
	Improvement Service – National Planning Framework 3 – Briefing Note	5 December 2012
	Improvement Service – Welfare Reform – Briefing Note	27 March 2013
	Welfare Reform - Presentation	27 March 2013
	<b>Conferences/Seminars</b>	
	Alcohol Focus Scotland National Licensing Conference 2012 – Promoting Licensing Action in the Public Interest	12 September 2012
	Planning Conference	4/5 October 2012

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<b>A Lafferty</b>	<b>Training &amp; Development</b>	
	Improvement Service Elected Members Updates	Various
	East Renfrewshire Council Members Induction Pack (including "How It Works Guide" and Cosla/Improvement Service National Induction Notebooks)	4 May 2012
	Guidance on Claiming Expenses	4 May 2012
	Data Protection - Briefing	23 May 2012
	Introductory Briefing Paper on Improvement Service	June 2012
	Improvement Service – Scottish Public Services Ombudsman Guide for Councillors – Distribution of Guide	20 June 2012
	Work of Community Planning Partnership Incorporating Recommendations of Recent Christie Commission on the Future Delivery of Public Services - Presentation	27 June 2012
	Police Reform – The Scottish Government - Briefing	28 June 2012
	Health & Social Care Integration Response – Presentation	16 August 2012
	Co-op Scotland - Presentation	30 August 2012
	Accounts Commission – Introductory Briefing and Related Material	5 September 2012
	Information & Consultation Session – Welfare Reform	12 September 2012
	North Strathclyde Community Justice Authority - Members Induction Event	18 October 2012
	Overview of Youth Services - Briefing	29 November 2012
	Improvement Service – National Planning Framework 3 – Briefing Note	5 December 2012
	Data Protection Awareness	12 December 2012
	Co-op Scotland - Presentation	13 December 2012
	Clyde Valley Learning & Development Project Joint Committee - Sexual Health and Relationship Police - Training	22 January 2013
	Clyde Valley Learning & Development Project Joint Committee - Therapeutic Crisis Intervention (TCI) - Induction	25 February 2013
	North Strathclyde Community Justice Authority - Prolific Male Short Term Prisoners PSP - Presentation	8 March 2013
	North Strathclyde Community Justice Authority – Women's Mentoring PSP - Presentation	8 March 2013
	Improvement Service – Welfare Reform – Briefing Note	27 March 2013
Welfare Reform - Presentation	27 March 2013	
Co-op Scotland - Presentation	28 March 2013	
18 <sup>th</sup> Citizens Panel Key Messages - Presentation	28 March 2013	

<b>A Lafferty Contd/.</b>		
	<b>Conferences/Seminars</b>	
	Association of Directors of Social Work (ADSW) Annual Conference	20/21 June 2012

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<b>I McAlpine</b>	<b>Training &amp; Development</b>		
	Improvement Service Elected Members Updates	Various	
	East Renfrewshire Council Members Induction Pack (including "How It Works Guide" and Cosla/Improvement Service National Induction Notebooks)	4 May 2012	
	Guidance on Claiming Expenses	4 May 2012	
	Data Protection - Briefing	23 May 2012	
	Introductory Briefing Paper on Improvement Service	June 2012	
	Visit to Customer First Service and Contact Centre, Barrhead and Related Written Briefing	12 June 2012	
	Improvement Service – Scottish Public Services Ombudsman Guide for Councillors – Distribution of Guide	20 June 2012	
	Signing Duties - Training	25 June 2012	
	Work of Community Planning Partnership Incorporating Recommendations of Recent Christie Commission on The Future Delivery of Public Services – Presentation	27 June 2012	
	Pension - Briefing	28 June 2012	
	Police Reform – The Scottish Government - Briefing	28 June 2012	
	Health & Social Care Integration Response - Presentation	16 August 2012	
	Co-op Scotland - Presentation	30 August 2012	
	Accounts Commission – Introductory Briefing and Related Material	5 September 2012	
	Information & Consultation Session – Welfare Reform	12 September 2012	
	North Strathclyde Community Justice Authority - Members Induction Event	18 October 2012	
	Strathclyde Fire & Rescue - Induction Training	12 November 2012	
	Improvement Service – National Planning Framework 3 – Briefing Note	5 December 2012	
	Data Protection Awareness	12 December 2012	
	Co-op Scotland – Presentation	13 December 2012	
	North Strathclyde Community Justice Authority – Whole Systems Approach – Presentation	14 December 2012	
	Councillors' Code of Conduct – Training & Information Event	18 February 2013	
	COSLA (Masterclass) – Welfare Reform – The Impacts and Consequences	11 March 2013	
	Improvement Service – Welfare Reform – Briefing Note	27 March 2013	
	Welfare Reform – Presentation	27 March 2013	
	Co-op Scotland – Presentation	28 March 2013	
	18 <sup>th</sup> Citizens Panel Key Messages - Presentation	28 March 2013	
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<b>G McCaskill</b>	<b>Training &amp; Development</b>	
	Improvement Service Elected Members Updates	Various
	East Renfrewshire Council Members Induction Pack (including "How It works Guide" and Cosla/Improvement Service National Induction Notebooks)	4 May 2012
	Guidance on Claiming Expenses	4 May 2012
	Lowlands Reserve Forces' & Cadets' Association – Briefing Sessions	Various dates
	Data Protection – Briefing	23 May 2012
	Introductory Briefing Paper on Improvement Service	June 2012
	Elected Member Induction - Appeals Committee – Training	15 June 2012
	Improvement Service – Scottish Public Services Ombudsman Guide for Councillors – Distribution of Guide	20 June 2012
	Work of Community Planning Partnership Incorporating Recommendations of Recent Christie Commission on The Future Delivery of Public Services	27 June 2012
	Police Reform – The Scottish Government – Briefing	28 June 2012
	Accounts Commission – Introductory Briefing and Related Material	5 September 2012
	Information & Consultation Session – Welfare Reform	12 September 2012
	Role of the External Auditor - Briefing	27 September 2012
	Improvement Service – National Planning Framework 3 – Briefing Note	5 December 2012
	Data Protection Awareness	12 December 2012
	Improvement Service – Welfare Reform – Briefing Note	27 March 2013
	Welfare Reform - Presentation	27 March 2013
	18 <sup>th</sup> Citizens Panel Key Messages - Presentation	28 March 2013
	<b>Conferences/Seminars</b>	

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<b>S Miller</b>	<b>Training &amp; Development</b>	
	Improvement Service Elected Members Updates	Various
	East Renfrewshire Council Members Induction Pack (including "How It works Guide" and Cosla/Improvement Service National Induction Notebooks)	4 May 2012
	Guidance on Claiming Expenses	4 May 2012
	Data Protection - Briefing	23 May 2012
	Training Scotland Limited - Scottish Certificate for Licensing Board Members – Issued with the British Institute of Innkeeping Awarding Body (BIAB) Handbook	29 May 2012
	Introductory Briefing Paper on Improvement Service	June 2012
	Improvement Service – Scottish Public Services Ombudsman Guide for Councillors – Distribution of Guide	20 June 2012
	Police Reform – The Scottish Government - Briefing	28 June 2012
	Accounts Commission – Introductory Briefing and Related Material	5 September 2012
	Servewise – Scottish Certificate for Licensing Board Members – Issued with Alcohol Focus Licensing Board Members Guidebook	11 September 2012
	Improvement Service – National Planning Framework 3 – Briefing Note	5 December 2012
	West of Scotland Archaeological Service Joint Committee – Implementation of Archaeological Mitigation Excavations by CFA Archaeology Limited – Briefing	24 January 2013
	Improvement Service – Welfare Reform – Briefing Note	27 March 2013
	Welfare Reform - Presentation	27 March 2013
	<b>Conferences/Seminars</b>	



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<b>M Montague</b>	<b>Training &amp; Development</b>	
	Improvement Service Elected Members Updates	Various
	East Renfrewshire Council Members Induction Pack (including "How It works Guide" and Cosla/Improvement Service National Induction Notebooks)	4 May 2012
	Guidance on Claiming Expenses	4 May 2012
	Data Protection - Briefing	23 May 2012
	Introductory Briefing Paper on Improvement Service	June 2012
	Improvement Service – Scottish Public Services Ombudsman Guide for Councillors – Distribution of Guide	20 June 2012
	Strathclyde Police Authority – Member Induction Training (Day 2) and Issue of Authority's Induction Handbook	26 June 2012
	Work of Community Planning Partnership Incorporating Recommendations of Recent Christie Commission on the Future Delivery of Public Services – Presentation	27 June 2012
	Police Reform – The Scottish Government - Briefing	28 June 2012
	Strathclyde Police Authority – Olympic Games 2012 – Presentation/Training	23 August 2012
	Co-op Scotland - Presentation	30 August 2012
	Accounts Commission – Introductory Briefing and Related Material	5 September 2012
	Information & Consultation Session – Welfare Reform	12 September 2012
	Strathclyde Police Authority – Police Board Equality Impact Assessment - Training	4 October 2012
	Strathclyde Police Authority – Partnership Working – Presentation/Training	25 October 2012
	Overview of Youth Services - Briefing	29 November 2012
	Improvement Service – National Planning Framework 3 – Briefing Note	5 December 2012
	Data Protection Awareness	12 December 2012
	Co-op Scotland - Presentation	13 December 2012
	Improvement Service – Welfare Reform – Briefing Note	27 March 2013
	Welfare Reform - Presentation	27 March 2013
	Co-op Scotland - Presentation	28 March 2013
	18 <sup>th</sup> Citizens Panel Key Messages - Presentation	28 March 2013
	<b>Conferences/Seminars</b>	

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<b>P O'Kane</b>	<b>Training &amp; Development</b>	
	Improvement Service Elected Members Updates	Various
	East Renfrewshire Council Members Induction Pack (including "How It works Guide" and Cosla/Improvement Service National Induction Notebooks)	4 May 2012
	Guidance on Claiming Expenses	4 May 2012
	Elected Members Signing Duties – Scottish Government Guidance Manual	4 May 2012
	Standards Commission for Scotland Code of Conduct for Elected Members and Related Guidance	4 May 2012
	Members Services Open Sessions	8-31 May 2012
	Data Protection - Briefing	23 May 2012
	Elected Member Induction - Session 2 - Standards in Public Life and Councillors' Role	31 May 2012
	Introductory Briefing Paper on Improvement Service	June 2012
	Elected Member Induction – The Planning System and Local Review Bodies	6 June 2012
	Elected Member Induction – Session 3 - Budget, Finance and Funding	7 June 2012
	Elected Member Induction – Session 4 - External Contacts and How the Council Relates to Them	13 June 2012
	Elected Member Induction - Appeals Committee Training	15 June 2012
	Improvement Service – Scottish Public Services Ombudsman Guide for Councillors – Distribution of Guide	20 June 2012
	Dams to Darnley Country Park – Park Related Issues - Briefing	22 June 2012
	Work of Community Planning Partnership Incorporating Recommendations of Recent Christie Commission on The Future Delivery of Public Services - Presentation	27 June 2012
	Police Reform – The Scottish Government – Briefing	28 June 2012
	Co-op Scotland - Presentation	30 August 2012
	Accounts Commission – Introductory Briefing and Related Material	5 September 2012
	Information & Consultation Session – Welfare Reform	12 September 2012
	Role of the External Auditor - Briefing	27 September 2012
	Renfrewshire Educational Trust – Briefing Session for Governors	21 November 2012
	Overview of Youth Services - Briefing	29 November 2012
	Improvement Service – National Planning Framework 3 – Briefing Note	5 December 2012

<b>P O'Kane Contd/.</b>	Co-op Scotland - Presentation	13 December 2012
	Improvement Service – Welfare Reform – Briefing Note	27 March 2013
	Welfare Reform - Presentation	27 March 2013
	Co-op Scotland - Presentation	28 March 2013
	<b>Conferences/Seminars</b>	

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<b>T Reilly</b>	<b>Training &amp; Development</b>	
	Improvement Service Elected Members Updates	Various
	East Renfrewshire Council Members Induction Pack (including "How It works Guide" and Cosla/Improvement Service National Induction Notebooks)	4 May 2012
	Guidance on Claiming Expenses	4 May 2012
	Elected Members Signing Duties – Scottish Government Guidance Manual	4 May 2012
	Standards Commission for Scotland Code of Conduct for Elected Members and Related Guidance	4 May 2012
	Members Services Open Sessions	8-31 May 2012
	Elected Member Induction – Session 1 - Leadership and Decision Making	17 May 2012
	Data Protection - Briefing	23 May 2012
	Elected Member Induction - Introduction to Licensing	25 May 2012
	Training Scotland Limited - Scottish Certificate for Licensing Board Members – Issued with the British Institute of Innkeeping Awarding Body (BIIAB) Handbook	29 May 2012
	Elected Member Induction - Session 2 - Standards in Public Life and the Councillors Role	31 May 2012

<b>T Reilly Contd/..</b>	Introductory Briefing Paper on Improvement Service	June 2012
	Elected Member Induction – Session 3 - Budget, Finance and Funding	7 June 2012
	Elected Member Induction – Session 4 - External Contacts and How the Council Relates to Them	13 June 2012
	Elected Member Induction - Appeals Committee Training	15 June 2012
	Improvement Service – Scottish Public Services Ombudsman Guide for Councillors – Distribution of Guide	20 June 2012
	Work of Community Planning Partnership Incorporating Recommendations of Recent Christie Commission on The Future Delivery of Public Services - Presentation	27 June 2012
	Police Reform – The Scottish Government - Briefing	28 June 2012
	Barrhead Housing Association – Training Needs Analysis and Skills Audit – Training	9 August 2012
	Barrhead Housing Association – Social Housing Charter; Right to Buy Changes; and Scottish Housing Regulator’s New Powers – Briefings	25 August 2012
	Accounts Commission – Introductory Briefing and Related Material	5 September 2012
	Servewise – Scottish Certificate for Licensing Board Members – Issued with Alcohol Focus Licensing Board Members Guidebook	11 September 2012
	Information & Consultation Session – Welfare Reform	12 September 2012
	Licensing Board Member Training	12 September 2012
	Barrhead Housing Association – Welfare Reform – Presentation	20 September 2012
	Role of the External Auditor - Briefing	27 September 2012
	Barrhead Housing Association – Financial Planning – Budgets and Accounts – Briefings	25 October 2012
	Barrhead Housing Association – Risk Awareness – Training	25 October 2012
	Glasgow City Licensing Board - Observation	7 November 2012
	Strathclyde Fire & Rescue - Induction Training	12 November 2012
	Overview of Youth Services – Briefing	29 November 2012
	Improvement Service – National Planning Framework 3 – Briefing Note	5 December 2012
	Barrhead Housing Association – Business Planning & Strategy Review	5 & 12 December 2012
	Co-op Scotland – Presentation	13 December 2012
	Barrhead Housing Association – Community Regeneration/Youth Employment Project	24 January 2013
	Councillors’ Code of Conduct – Training & Information Event	18 February 2013
	Improvement Service – Welfare Reform – Briefing Note	27 March 2013
	Welfare Reform – Presentation	27 March 2013
	<b>Conferences/Seminars</b>	

**ELECTED MEMBER TRAINING AND DEVELOPMENT  
SUMMARY 1 APRIL 2012 – 31 MARCH 2013**

<b>MEMBER'S NAME</b>	<b>EVENT</b>	<b>DATE(S) ATTENDED</b>
<b>R Robertson</b>	<b>Training &amp; Development</b>	
	Improvement Service Elected Members Updates	Various
	East Renfrewshire Council Members Induction Pack (including "How It works Guide" and Cosla/Improvement Service National Induction Notebooks)	4 May 2012
	Guidance on Claiming Expenses	4 May 2012
	Data Protection - Briefing	23 May 2012
	Introductory Briefing Paper on Improvement Service	June 2012
	Improvement Service – Scottish Public Services Ombudsman Guide for Councillors – Distribution of Guide	20 June 2012
	Work of Community Planning Partnership Incorporating Recommendations of Recent Christie Commission on The Future Delivery of Public Services - Presentation	27 June 2012
	Police Reform – The Scottish Government - Briefing	28 June 2012
	Strathclyde Fire & Rescue – Induction Training	9 August 2012
	Health & Social Care Integration Response – Presentation	16 August 2012
	Accounts Commission – Introductory Briefing and Related Material	5 September 2012
	Information & Consultation Session – Welfare Reform	12 September 2012
	Visit to Customer First Service & Contact Centre and Related Written Briefing, Barrhead	19 September 2012
	Role of the External Auditor - Briefing	27 September 2012
	Improvement Service – National Planning Framework 3 – Briefing Note	5 December 2012
	Data Protection Awareness	12 December 2012
	Improvement Service – Welfare Reform – Briefing Note	27 March 2013
	Welfare Reform - Presentation	27 March 2013
	<b>Conferences/Seminars</b>	

**ELECTED MEMBER TRAINING AND DEVELOPMENT  
SUMMARY 1 APRIL 2012 – 31 MARCH 2013**

<b>MEMBER'S NAME</b>	<b>EVENT</b>	<b>DATE(S) ATTENDED</b>
<b>J Swift</b>	<b>Training &amp; Development</b>	
	Improvement Service Elected Members Updates	Various
	East Renfrewshire Council Members Induction Pack (including "How It works Guide" and Cosla/Improvement Service National Induction Notebooks)	4 May 2012
	Guidance on Claiming Expenses	4 May 2012
	Data Protection - Briefing	23 May 2012
	Elected Member Induction - Session 2 - Standards in Public Life and the Councillors' Role	31 May 2012
	Introductory Briefing Paper on Improvement Service	June 2012
	Improvement Service – Scottish Public Services Ombudsman Guide for Councillors –Distribution of Guide	20 June 2012
	Work of Community Planning Partnership Incorporating Recommendations of Recent Christie Commission on the Future Delivery of Public Services – Presentation	27 June 2012
	Police Reform – The Scottish Government - Briefing	28 June 2012
	Health & Social Care Integration Response – Presentation	16 August 2012
	Accounts Commission – Introductory Briefing and Related Material	5 September 2012
	Improvement Service – National Planning Framework 3 – Briefing Note	5 December 2012
	Community Health & Care Partnership Committee Seminar	21 February 2013
	Improvement Service – Welfare Reform – Briefing Note	27 March 2013
	Welfare Reform - Presentation	27 March 2013
	<b>Conferences/Seminars</b>	

**ELECTED MEMBER TRAINING AND DEVELOPMENT  
SUMMARY 1 APRIL 2012 – 31 MARCH 2013**

<b>MEMBER'S NAME</b>	<b>EVENT</b>	<b>DATE(S) ATTENDED</b>
<b>G Wallace</b>	<b>Training &amp; Development</b>	
	Improvement Service Elected Members Updates	Various
	East Renfrewshire Council Members Induction Pack (including "How It works Guide" and Cosla/Improvement Service National Induction Notebooks)	4 May 2012
	Guidance on Claiming Expenses	4 May 2012
	Elected Member Induction – Session 1 - Leadership and Decision Making	17 May 2012
	Data Protection - Briefing	23 May 2012
	Introductory Briefing Paper on Improvement Service	June 2012
	Elected Member Induction – Session 3 - Budget, Finance and Funding	7 June 2012
	Improvement Service – Scottish Public Services Ombudsman Guide for Councillors – Distribution of Guide	20 June 2012
	Work of Community Planning Partnership Incorporating Recommendations of Recent Christie Commission on The Future Delivery of Public Services – Presentation	27 June 2012
	Pension – Briefing	28 June 2012
	Police Reform – The Scottish Government - Briefing	28 June 2012
	Scotland Excel Joint Committee – Briefings on Various Issues	August 2012
	Accounts Commission – Introductory Briefing and Related Material	5 September 2012
	Information & Consultation Session – Welfare Reform	12 September 2012
	Visit to Customer First Service & Contact Centre and Related Written Briefing, Barrhead	19 September 2012
	Role of the External Auditor - Briefing	27 September 2012
	Risk Management - Training	15 November 2012
	Improvement Service – National Planning Framework 3 – Briefing Note	5 December 2012
	Improvement Service – Welfare Reform – Briefing Note	27 March 2013
	Welfare Reform - Presentation	27 March 2013
	18 <sup>th</sup> Citizens Panel Key Messages - Presentation	28 March 2013
<b>Conferences/Seminars</b>		



**ELECTED MEMBER TRAINING AND DEVELOPMENT  
SUMMARY 1 APRIL 2012 – 31 MARCH 2013**

<b>MEMBER'S NAME</b>	<b>EVENT</b>	<b>DATE(S) ATTENDED</b>
<b>V Waters</b>	Improvement Service Elected Members Updates	Various
	East Renfrewshire Council Members Induction Pack (including "How It works Guide" and Cosla/Improvement Service National Induction Notebooks)	4 May 2012
	Guidance on Claiming Expenses	4 May 2012
	Elected Members Signing Duties – Scottish Government Guidance Manual	4 May 2012
	Standards Commission for Scotland Code of Conduct for Elected Members and Related Guidance	4 May 2012
	Members Services Open Sessions	8-31 May 2012
	Elected Member Induction – Session 1 - Leadership and Decision Making	17 May 2012
	Data Protection - Briefing	23 May 2012
	Elected Member Induction - Session 2 - Standards in Public Life and the Councillors' Role	31 May 2012
	Introductory Briefing Paper on Improvement Service	June 2012
	Elected Member Induction – The Planning System and Local Review Bodies	6 June 2012
	Elected Member Induction – Session 3 - Budget, Finance and Funding	7 June 2012
	Elected Member Induction – Session 4 - External Contacts and How the Council Relates to Them	13 June 2012
	Elected Member Induction - Appeals Committee – Training	15 June 2012
	Improvement Service – Scottish Public Services Ombudsman Guide for Councillors – Distribution of Guide	20 June 2012
	Signing Duties - Training	25 June 2012
	Work of Community Planning Partnership Incorporating Recommendations of Recent Christie Commission on The Future Delivery of Public Services - Presentation	27 June 2012
	Police Reform – The Scottish Government – Briefing	28 June 2012
	Health & Social Care Integration Response – Presentation	16 August 2012
	Accounts Commission – Introductory Briefing and Related Material	5 September 2012
	Information & Consultation Session – Welfare Reform	12 September 2012
	Improvement Service – National Planning Framework 3 – Briefing Note	5 December 2012
	Data Protection Awareness	12 December 2012
	COSLA (Masterclass) – New Ways of Working – Making the Best Use of People and Assets	18 January 2013
	Improvement Service – Welfare Reform – Briefing Note	27 March 2013

<b>V Waters Contd/..</b>	Welfare Reform - Presentation	27 March 2013
	18 <sup>th</sup> Citizens Panel Key Messages - Presentation	28 March 2013
	<b>Conferences/Seminars</b>	
	Energy Action Scotland's Annual Conference 2012 – Spotlight on Fuel Poverty	8/9 November 2012