

# City of Lincoln Council

## Induction for newly elected Councillors

Wednesday 8 May and Thursday 9 May 2024

### WEDNESDAY 8 MAY 2024

- 9:00      **Meet the Chief Executive and Directors** (*Angela Andrews/CMT*)  
*To provide an opportunity to meet with the Council's Chief Executive and Directors for introductions, who will provide a brief overview of Vision 2025 and the service priorities within their respective Directorates*
- 10:00      **Induction Pack and Tour** (*Cheryl Evans*)  
*To include issue of induction pack and overview of the Council's decision-making/committee structure*
- 10:30      **Break**
- 10:45      **Formalities** (*Cheryl Evans*)  
*To include:*
- *Issuing of City Hall access cards*
  - *Taking of photographs for the Council's website and publicity materials*
  - *Completion of necessary paperwork*
- 11:30      **Meet the Officers Session**
- 11:30 - Neighbourhood Working*  
*11:50 - Licensing and Anti-Social Behaviour*  
*12:10 - Leisure Services and Provision*
- 12:10      **Lunch**
- 13:00      **Meet the Officers Session**
- 13:00 - Customer Services*  
*13:20 - Revenues and Benefits*  
*13:40 - Local Government Finance*
- 14:00      **IT provision**  
*To arrange IT access, set up email accounts and issue new members with tablets*
- 15:00      **Induction close**

## **THURSDAY 9 MAY 2024**

**10:00          Member Code of Conduct and Meeting Procedure Rules**

**11:00          Break**

**11:15          Meet the Officers Session**

*11:15 - Environmental Services*

*11:35 - Food Health and Safety*

*11:55 - Planning*

**12:15          Lunch**

**13:00          Meet the Officers Session**

*13:00 – Housing Strategy*

*13:20 - Housing Estates*

*13:40 - Housing Repairs and Maintenance*

*14:00 - Housing Allocations*

*14:20 - Private Housing*

**14:40          Break**

**14:50          Meet the Officers Session**

*14:50 – Data Protection*

*15:10 - Civic Engagements*

*15:30 - Communications*

*15:50 – Equality and Diversity*

**16:10          Induction Close and Feedback Session (Cheryl Evans)**  
*To provide members with an opportunity to offer any feedback and raise any issues or concerns*