

Appendix 2

Member Induction Programme 2017 Market Place and Key Issues Talks w/c Monday, 29 May, 2017

Time	Officer	Subject	Venue
10.00am	Chief Executive	Introduction and Overview of NPTCBC	Chamber, Port Talbot
10.30am	Director of Finance	Budget and Forward Financial Plan	Chamber, Port Talbot
11.00am	Directors of Social Service, Education and Environment	Service Priorities and Pressures	Chamber Port Talbot.
3.00pm	Chief Executive	Introduction and Overview of NPTCBC	Chamber, Port Talbot
3.30pm	Director of Finance	Budget and Forward Financial Plan	Chamber, Port Talbot
4.00pm	Directors of Social Service, Education and Environment	Service Priorities and Pressures	Chamber Port Talbot.

6.00pm	Chief Executive	Introduction and Overview of NPTCBC	Chamber, Port Talbot
6.30pm	Director of Finance	Budget and Forward Financial Plan	Chamber, Port Talbot
7.00pm	Directors of Social Service, Education and Environment	Service Priorities and Pressures	Chamber Port Talbot.

Market Place – Princess Royal Theatre

9am – 5.30pm

Area	Comment
Fly tipping	The officer who will investigate reported fly tipping incidents
Pot holes	NPT Contact and SWTRA Contact (SWTRA could possibly be there in their own right also)
Waste Services	Refuse, Recycling, Trade Waste, Garden Waste, Food Waste and Litter.
Street/Gully Cleansing	
Traffic Orders/Management	

Environmental Health	Rotate staff throughout the day but all aspects to be present
Trading Standards	Rotate staff throughout the day but all aspects to be present
Dog Fouling	
Children's Social Services	Contacts from the differing areas such as Fostering, Adoption and Safeguarding for example.
Adult's Social Services	Contacts from the differing areas such as residential care, home care and Safeguarding.
Horticultural Issues	Japanese Knotweed, tree felling, hedge cutting etc.
Bus Shelters	
Council Tax	
Housing Benefits	
Disabled Facilities Grants	
Highways Maintenance	
Anti-Social Behaviour	To include aspects of Community Safety.
Customer Services	Contact Centre and One Stop Shop Staff

External Partner Organisations

It may be an idea to invite some of our partner organisations to the event to have stands so that Members can meet them at the earliest opportunity.

- NPT Homes
- Police Officers
- Natural Resources Wales
- Mid and West Wales Fire
- NPT Council for Voluntary Services (NPTCVS)
- Abertawe Bro Morgannwg Health Board (ABMU)

General Contacts

In relation to general contact details for Members it is suggested that the following information is provided at the event.

- Police Officers names and numbers for specific wards
- Community Centre telephone numbers from across the County Borough area
- Head Teachers for all schools by wards with contact details
- MPs, AMs and MEP contact details
- Out of Hours Contact Numbers
- Liaison Officers from Directorates

Any information will then be stored on the Members hub located on the corporate Intranet.

Throughout the day IT staff will be present in Committee Rooms One, Two and Three with the IT equipment that is available for elected Members.