

## **SSALC Programme Topics:**

### **General**

- *How councillor numbers are set*
- *Casual vacancies*
- *Elections*

### **Co-option**

- *The process leading up to co-option*
- *Advertising the vacancy*
- *Inviting expressions of interest*
- *Consideration by the Council*
- *Appointment of new councillor by co-option*
- *Register of interests*

### **Elections**

- *The four year term*
- *Briefing for prospective candidates*
- *Nomination papers*
- *Canvassing*
- *Council premises*
- *Role of the Returning Officer*
- *Election expenses*

### **Induction**

- *Information pack for new councillors provided by the Council*
- *Briefing & awareness sessions organised by SSALC*

**To book on any of the following briefing sessions please visit the SSALC website at: [http://www.ssalc.co.uk/Other\\_21262.aspx](http://www.ssalc.co.uk/Other_21262.aspx)**

**Please note that these session are open to Clerks and Deputy/Assistant Clerks only**

**ALC**

**Thursday 14<sup>th</sup> February** – Wilfrid Noyce Community Centre, Crown Court Carpark, Godalming GU7 1DY – 1000 to 1200

**The cost per delegate for this event is £40 + VAT**