

**Results of Survey of Member Training & Development Provision
2011/12**

- 1. The Member Training & Development Policy states that Members are required to attend a minimum of:**
 - **12 training/development sessions for Cabinet Members**
 - **8 training/development sessions for Non-Cabinet Members**
- i. If you have found it difficult to attain the minimum target is there anything we can do to help? I.e. hold shorter sessions, hold the sessions at a different time? Provide more e-learning resources? Give you more information as to what counts towards your target?**

- I have tried to attend those events which are of interest to me and I think I have exceeded my target
- I was surprised that I exceeded the 8 session requirement
- It can be difficult to combine work with attending Council courses
- I ask that sessions are towards the end of the working day, so that one can leave work early to attend
- Sessions reasonably well timed but lucky to be in a position to take time off work/leave work early
- There needs to be a reasonable spread but, excepting whole & half day sessions, late afternoon/early evening probably best for most Members
- Clearer message required as to what does and does not count as development session
- Time pressures of work
- Any time of day is generally acceptable if I have no competing requirements on my time
- Much prefer face to face or classroom style courses rather than e-learning
- More e-learning
- E-learning would be advantageous and shorter sessions are welcome
- Obviously can't attend all with other commitments but have still managed a lot so is probably broadly right as it is
- Generally I have found it easy to attend the sessions by juggling other commitments. A later timeslot will, however, be more suitable for me.

- An advance list of sessions (over a 3 month period) would make diary planning easier and attendance higher. One or two weeks notice is not sufficient
- I have a very complex diary and I tend to focus on the essentials. Having changed Cabinet role midstream I am adjusting to what is appropriate training. I dislike attending things just to hit a target
- 12 sessions seems too many
- Too many sessions during working hours
- Not much for longer serving Councillors
- Very basic sessions
- I have found all the sessions extremely helpful. Both the timing and length were just right
- Sessions are generally well timed and the right length
- Evening sessions are not always practical for Members who have been busy all day
- Dislike attending things just to hit a target

2. For the sessions you have attended could you please let us know the following:

i. What aspects of your role were the sessions intended to support? (i.e. Ward Councillor, Committee Member, Committee Chair, Cabinet Member, Personal Development, General Interest)

- In the main the sessions have provided me with information covering all my roles
- As an 'experienced Councillor, I now tend to only attend courses that will be of use to me as a Ward Councillor or will be of general interest. However I always look out for courses that can help my personal development
- The sessions covered all of the areas above, the least being as a Ward councillor but most of this involves casework, which would be difficult to be trained for
- Ward Councillor and personal development, general interest
- A mixture of Committee Member and general interest
- Varied, with some being compulsory like planning sessions. However little point in training if nothing new to impart – could use e-learning for some planning updates?
- Committee Member/Personal Development
- Scrutiny and planning
- Ward Councillor
- General Interest & Long Term Development
- 2 were required as a Member/sub on licensing and planning. I usually try to make the Pre Council ones
- As Cabinet Member
- I would genuinely say that the sessions that I have been to have supported me in all the areas highlighted
- More on the Ward side – who to contact for various issues/what are the Council's statutory duties

ii. Did the session(s) improve your ability to carry out the above Role(s)

- To some extent
- Provided useful general information about key issues and topics
- A little
- The licensing courses are always valuable to attend, providing vital information about legislative changes and allowing Councillors to explore our policy resources
- The developers' presentation on Monks Cross II allowed me to ask questions
- Sometimes
- Yes
- I consider the sessions did provide me with additional information/the ability to function better
- Yes in most cases but not all
- No – I still haven't summed up the courage to start a blog

iii. Have you been able to put into practice what you learned at any of the training and development sessions?

- Directly perhaps not; but if it gives better understanding of issues thus enabling one to take better informed decisions then maybe so
- I believe so, but cannot be specific
- Now have reasonable insight into the workings of the Council and some of the key issues which has enabled me to deal with certain queries from a more knowledgeable standpoint
- A little
- Yes
- Yes, I would hope that certainly issues raised in planning and scrutiny sessions have been put into practice
- Yes, planning meetings and making decisions
- In terms of general knowledge; yes
- Not really although keep meaning to explore the Business Hub more

iv. Please describe any positive impacts that any of the training/development you have undertaken this municipal year has had on the following:

- **You as an individual**
- **You as a Councillor**
- **Your role on the Council**
- **The Community/your residents**

- I found the session on Science City very enlightening and useful. This will improve my performance as an individual and a Councillor
- The sessions on 'Ageing Well' have helped me in my community role
- The sessions attended have given me a good overview of how the Council works and some of the key issues. Therefore there has been a positive impact on the first three aspects above but more limited as regards to the community/your residents. This has been picked up more by being 'involved 'on the ground' working in the ward and with Neighbourhood Services
- Not sure that I have personally benefitted at all. Business Hub training was possibly the only session I found useful.
- A lot of sessions are repeats from previous years and I lack time to cover old ground again
- Being better informed assists me greatly as a Councillor and on the Council
- I know more about the Council and the other aspects I've trained on. This raises confidence and helps me to make more rational decisions and act appropriately
- Expanded knowledge and competence
- Enables me to undertake planning & licensing Committee responsibilities and understand particular plan applications better. Widens my understanding of issues that need to be addressed as a Cabinet Member and respond to residents and others who seek my advice/response
- Better knowledge of the workings of CYC as a whole
- The realisation that all Members of the community have different needs and aspirations that need to be considered, if not addressed
- Better understanding of how Directorates interact and my position within this framework

- Education and improved understanding of different subjects
- As an individual to be a better 'leader'. Helps improve my confidence levels when making decisions in public
- Helps me understand the systems
- Made 'settling in' as a new Councillor much easier
- I always enjoy training per se just for acquiring new snippets of information. But I think I am still muddling along as I always have
- Yes, training I attend helps all areas – particularly the PDP which helps you reflect on all aspects of the role
- Safeguarding training has helped in my role as a school Governor
- Planning updates are essential
- Other training has given me a better understanding/knowledge to support residents
- I haven't yet got to grips with Facebook/Twitter etc
- As a Ward Councillor mainly

3. What training/development sessions would you like to see in future training and development programmes? Why?

- As a Member of a planning committee, updates on changes would be appreciated as and when changes occur
- I need to improve my dealing with the Press and Media. It would be useful to be educated on how to use things like 'Facebook' and 'Twitter' – also blogs
- Some of the issues need covering in more depth during the second year of the Council to keep up with what's going on nationally and how this effects our role as a Councillor – e.g. health issues
- We need to try and avoid repeating what has been done in year one
- Would like to see more cross party & single party training in collaboration with other authorities. We can share the cost and encourage thinking more broadly than the city boundaries
- Please maintain gambling and licensing courses
- Conflicts of Interest
- More about core Ward Councillor role i.e. what successes have other Councillors had in their wards. Case studies of what went well that could be emulated elsewhere
- Training on fundraising
- IT
- More detailed external short course options in areas of my cabinet responsibility
- Possibly a training session on note taking/assessment of arguments/public speaking would be beneficial
- Mentoring skills
- How to make scrutiny really work
- More emphasis on Council procedures:
 - Motions
 - Amendments
 - Speaking limits (3 minutes)
 - Applying to speak
 - Decision sessions
 - Calling in

- I see myself as a continuous learner. Every time I have a briefing from a senior officer, attend an event, read a pack of papers I learn something. I find it difficult to put my finger on what I need.
- New forms of organisational structure e.g. social enterprise & Co-op for delivery of services and how Councils can quality assure
- Developing SLA and contracts with third sector providers
- Want to be more involved in Scrutiny activities/basic principles
- Balance about right

4. Do you think there should be more sessions tailored specifically to any of the following

- **New Councillors (under 4 years service)**
- **Cabinet Members**
- **Chairs/Vice-Chairs**
- **More Experienced Councillors (over 4 years service)**
- **Sessions to help you help your residents**
- **Sessions to help you apply your corporate responsibilities (e.g. safeguarding/corporate parenting)**

If the answer to any of the above is yes, is there anything specific you would like to see in future training and development programmes relating to them?

- More sessions should be tailored both to new and experienced Councillors to help their general development and how to help residents (although it's difficult to quantify how this should be done)
- Training for Chairs & Cabinet Members; however dependent on subject matter and quality of training on offer
- The most useful sessions for me were those in the few months of being elected in 2007
- The course specific to chairing a committee was valuable
- Courses related to changing legislation, such as licensing, will always remain valuable
- Happy with what is offered on a personal basis
- For new Members perhaps the intensive training when they first came on could have been a bit more spread out
- More on how the budget process work and the timings of it – I'd like this to be earlier next year
- More on media training and dealing with the Press
- More on Councillor Call for Action
- General training in processes for new Councillors in order to increase understanding of Council business

- Teach Cabinet Members about the scrutiny process
- Sessions to help Members apply their corporate responsibilities
- New Councillors – Yes
- Cabinet Members – No
- Chairs/Vice Chair's – Yes
- More experienced Councillors – No
- Session to help residents – possibly
- Sessions – corporate responsibilities (possibly)
- Chairs and Vice Chairs (yes) – new Councillors
- Cabinet roles
- Both would be good for any Councillor who had never taken those roles
- I think the latter, safeguarding/corporate parenting is important
- More experiences Councillors
- We seem to repeat the programme for new Members and forget that this limits the ability of Members who have service longer as its the same session
- All listed in the question
- There does need to be more differentiation between training for new Members and more experienced Councillors other wise you end up not meeting anyone's needs
- Would welcome a 4 year package of training
- Decision making
- Corporate responsibilities
- Helping residents
- More sessions to help you help your residents

5. If you have any other comments in relation to any aspect of Member Training & Development then please let us know.

- Survey too long, and repetitive and may put some Members off
- Training carried out in uncomfortable conditions with an inappropriate lack of refreshments
- Training is very dry and because it is in-house it means there is a lack of feeling of free flow conversation between parties
- The failure to work outside of our city boundaries with shared training means that no new ideas of ways of working are encouraged
- All or most training provided by officers also not appropriate or helpful
- Because of the range of skills and experience of Councillors training is often not targeted to the right level of understanding for all. It needs more funding and flexibility
- Members should be fined for not turning up. Many people register for a session and then do not turn up
- If possible it would be preferable for training/development sessions to start later in the day – 6pm/7.30pm as it is difficult to attend in mid-afternoon
- Quality of visiting speakers not always up to standard - one session finished an hour early for lack of content
- Value cross party training
- As a new Councillor impressed by the training