Date: 29<sup>th</sup> May 2012 Course Title: Regional Training (Leeds): Managing Your Casework Number of attendees: 0 Number of Evaluation Forms Returned: 0 % Councillors attending: 0%

### Session 2

Date: 30<sup>th</sup> May 2012 Course Title: Regional Training (Leeds): Speaking in the Chamber Number of attendees: 0 Number of Evaluation Forms Returned: 0 % Councillors attending: 0%

## Session 3

Date: 30<sup>th</sup> May 2012 (with Mop-Up Session on 12<sup>th</sup> June for those unable to attend on 30<sup>th</sup> May) Course Title: Licensing Act Training Number of attendees: 15 (Compulsory for the 15 Members of the Gambling, Licensing and Regulatory Committee) Number of Evaluation Forms Returned: 13 % Councillors attending: 100%

|  | Not<br>Stated | Unsatisfactory | Poor | Satisfactory | Good | Excellent |
|--|---------------|----------------|------|--------------|------|-----------|
| How Would you rate the following:                                |               |                |      |              |      |           |
| Venue (Room 2) & Mop up  |               |                | 1    | 1            | 8    | 2         |
| Session in George Hudson Street (GH)                             |               |                | (GH) |              |      | 1 (GH)    |
| Facilities   | 1             |                |      | 3            | 8    | 1         |
| Visual Aids  | 2             |                | 1    | 2            | 7    | 1         |
| Handouts   | 1             |                | 1    | 5            | 5    | 1         |
| Facilitator  | 3             |                |      | 1            | 7    | 2         |
| How would you rate the session in meeting its objectives?        |               |                |      |              | 10   | 3         |
| I think that the training provided will improve my effectiveness |               |                |      | 1            | 10   | 2         |
| How did you rate the delivery of the session?                    |               |                |      | 4            | 6    | 3         |
| Overall how would you rate the standard of the session           |               |                |      | 1            | 8    | 4         |

|                              | Too advanced/too long | Just right | Too basic/too short |
|------------------------------|-----------------------|------------|---------------------|
| Was the level of the session |                       | 12         |                     |

| Was the length of the course 1  |  | 10 | 1 |  |  |
|---|--|----|---|--|--|
| Comments  |  | 1  |   |  |  |
| What did you learn and how do you expect to use it?                                 | <ul> <li>More about licensing</li> <li>Information to use at future licensing hearings</li> <li>Needed a refresher as I had had a year off from licensing</li> <li>To consider applications for licensed premises</li> <li>In Committee and generally</li> <li>Updates to legislation</li> <li>Aspects of licensing law</li> <li>Changes to Licensing rules</li> </ul> |    |   |  |  |
| Is the training session enough for your requirements? Do you need further training? | 6  |    |   |  |  |
| Other comments  | <ul> <li>Some type on the handouts too small</li> <li>Contents of the handouts read out</li> <li>Refresh on Variations to licences</li> <li>Probably too long a session to concentrate however it had a lo content so was a bit rushed trying to fit it all in. Maybe need le more frequently</li> <li>Gave a good overview of what is required</li> </ul>             |    |   |  |  |

| <ul> <li>Handouts a waste of paper – print size far too small and not useful</li> </ul> |
|---|
| to anyone. The second powerpoint much more accessible than the                          |
| first   |

Date: 11<sup>th</sup> June 2012 Course Title: IT Drop In Session Number of attendees:0 Number of Evaluation Forms Returned: 0 % Councillors attending: 0

## Session 5

Date: 12th June 2012 Course Title: Corporate Appeals Training Number of attendees: 3 Number of Evaluation Forms Returned: 3 % Councillors attending: 50% (a percentage of the 6 Members invited to attend)

|                                   | Not<br>Stated | Unsatisfactory | Poor | Satisfactory | Good | Excellent |
|-----------------------------------|---------------|----------------|------|--------------|------|-----------|
| How Would you rate the following: |               |                |      |              |      |           |
| Venue (Room 4)                    |               |                |      | 1            | 2    |           |
| Facilities                        |               |                |      | 1            | 2    |           |
| Visual Aids                       | 1             |                |      |              | 1    | 1         |

| Handouts  | 2 | 1 |
|---|---|---|
| Facilitator   | 1 | 2 |
| How would you rate the session in meeting its objectives?           | 3 |   |
| I think that the training provided<br>will improve my effectiveness | 3 |   |
| How did you rate the delivery of the session?                       | 1 | 2 |
| Overall how would you rate the standard of the session              | 2 | 1 |

|                              | Too advanced/too long | Just right | Too basic/too short |
|------------------------------|-----------------------|------------|---------------------|
| Was the level of the session |                       | 3          |                     |
| Was the length of the course |                       | 3          |                     |

#### <u>Comments</u>

| What did you learn and how do you expect to use it?               | <ul> <li>As a Member of the Corporate Appeals Panel</li> <li>Strengthened previous knowledge and brought up new information</li> <li>Employment law and its interpretation</li> </ul> |
|---|---|
| Is the training session enough for your requirements? Do you need | Adequate  |

| further training? |      |
|-------------------|------|
| Other comments    | None |

Date: 13<sup>th</sup> June 2012 Course Title: Regional Event (Skipton) – Overview and Scrutiny Delivering Direct Local Benefits Number of attendees: 0 Number of Evaluation Forms Returned: 0 % Councillors attending: 0

# Session 7

Date: 14<sup>th</sup> June 2012 Course Title: Regional Training (Leeds): Managing your Casework Number of attendees: 1 registered to attend but course cancelled Number of Evaluation Forms Returned: 0 % Councillors attending: 0

# Session 8

Date: 14<sup>th</sup> June 2012 Course Title: Themed Planning Training – Green Belt and Listed Buildings Number of attendees: 11

## Number of Evaluation Forms Returned: 4 % Councillors attending: 23.4%

|  | Not<br>Stated | Unsatisfactory | Poor | Satisfactory | Good | Excellent |
|--|---------------|----------------|------|--------------|------|-----------|
| How Would you rate the following:                                |               |                |      |              |      |           |
| Venue (Room 2)   |               |                |      |              | 2    | 2         |
| Facilities   | 1             |                |      |              | 2    | 1         |
| Visual Aids  | 3             |                |      |              |      | 1         |
| Handouts   | 4             |                |      |              |      |           |
| Facilitator  | 1             |                |      |              | 1    | 2         |
| How would you rate the session in meeting its objectives?        |               |                |      |              | 2    | 2         |
| I think that the training provided will improve my effectiveness | 1             |                |      |              | 2    | 1         |
| How did you rate the delivery of the session?                    |               |                |      |              | 2    | 2         |
| Overall how would you rate the standard of the session           |               |                |      |              | 2    | 2         |

|                              | Too advanced/too long | Just right | Too basic/too short |
|------------------------------|-----------------------|------------|---------------------|
| Was the level of the session |                       | 4          |                     |

| Was the length of the course | 1 | 1 | 2 |
|------------------------------|---|---|---|
|                              |   |   |   |

| <u>Comments</u>                    |   |
|------------------------------------|---|
| What did you learn and how do you  | <ul> <li>About listed building protection. I can use this in my role on West</li> </ul> |
| expect to use it?                  | and City of York Council Centre planning  |
|                                    | <ul> <li>Better understanding of this part of the planning process</li> </ul>           |
| Is the training session enough for | Very original topic   |
| your requirements? Do you need     | <ul> <li>Yes, this was enough</li> </ul>  |
| further training?                  | <ul> <li>Need further information on this</li> </ul>                                    |
|                                    | <ul> <li>Need further training and updates</li> </ul>                                   |
| Other comments                     | Very informative  |
|                                    | <ul> <li>Reminds me not to buy a listed building</li> </ul>                             |
|                                    | Thank you   |

Date: 18<sup>th</sup> June 2012 Course Title: Regional Training (Wakefield): Chairing Skills Master Class Number of attendees: 1 Number of Evaluation Forms Returned: 0 (none handed out) % Councillors attending: 2.13%

Date: Various (21<sup>th</sup>, 25<sup>th</sup> & 26<sup>th</sup> June 2012) Course Title: Visit to York Contact Centre Number of attendees: 3 Number of Evaluation Forms Returned: 0 (2 e-mailed after event) % Councillors attending: 6.38%

### Session 10

Date: 18th June 2012 Course Title: IT Drop-In Session Number of attendees: 0 Number of Evaluation Forms Returned: 0 % Councillors attending: 0%

# Session 11

Date: 25<sup>th</sup> June 2012 Course Title: IT Drop-In Session Number of attendees: 2 Number of Evaluation Forms Returned: 0 (None sent out) % Councillors attending: 4.25%

Date: 25<sup>th</sup> June 2012 Course Title: Regional Training (Skipton): Localism Number of attendees: 0 Number of Evaluation Forms Returned: 0 % Councillors attending: 0%

# Session 13

Date: 27<sup>th</sup> June 2012 Course Title: Public Speaking/Speaking with Confidence Number of attendees: 6 (+ 1 external attendee) Number of Evaluation Forms Returned: 7 % Councillors attending: 12.77%

|                                   | Not    | Unsatisfactory | Poor | Satisfactory | Good | Excellent |
|-----------------------------------|--------|----------------|------|--------------|------|-----------|
|                                   | Stated |                |      |              |      |           |
| How Would you rate the following: |        |                |      |              |      |           |
| Venue (Room 1)                    | 1      |                |      | 1            | 4    | 1         |
| Facilities                        | 1      |                |      | 2            | 3    | 1         |
| Visual Aids                       | 3      |                |      | 1            | 3    |           |
| Handouts                          | 1      |                |      | 1            | 3    | 2         |
| Facilitator                       | 1      |                |      |              | 3    | 3         |
| How would you rate the session in | 1      |                |      |              | 3    | 3         |

| meeting its objectives?            |   |  |   |   |
|------------------------------------|---|--|---|---|
| I think that the training provided | 1 |  | 4 | 1 |
| will improve my effectiveness      |   |  |   |   |
| How did you rate the delivery of   | 1 |  | 5 | 1 |
| the session?                       |   |  |   |   |
| Overall how would you rate the     | 2 |  | 5 |   |
| standard of the session            |   |  |   |   |

|                                | Too advanced/too long |   | Just right            | Too basic/too short    |  |  |  |
|--------------------------------|-----------------------|---|-----------------------|------------------------|--|--|--|
| Was the level of the session   |                       |   | 6                     |                        |  |  |  |
| Was the length of the course   |                       |   | 6                     |                        |  |  |  |
| <u>Comments</u>                |                       |   | 1                     |                        |  |  |  |
| What did you learn and how d   | lo you                | Worthwhile  | 2 hours               |                        |  |  |  |
| expect to use it?              |                       | <ul> <li>How best to</li> </ul>                           | o deliver speeches    |                        |  |  |  |
|                                |                       | Better prese  | entations             |                        |  |  |  |
|                                |                       | Tips and we   | ebsites               |                        |  |  |  |
|                                |                       | • Liked the w   | ord pictures on the ' | I have a dream' speech |  |  |  |
| Is the training session enough | n for                 | Would like a  | another session       |                        |  |  |  |
| your requirements? Do you ne   | eed                   | eas   |                       |                        |  |  |  |
|                                |                       | <ul> <li>Maybe having had time to try this out</li> </ul> |                       |                        |  |  |  |

| further training? |   |
|-------------------|---|
| Other comments    | <ul> <li>Very good – well worth attending – I learned a lot</li> <li>Very good presenter</li> <li>Very useful points that will be of some use</li> <li>Very good training – should make everyone do it</li> <li>Excellent, a worthwhile session</li> <li>Good</li> <li>Please be more ecological and make your handouts double sided, then I have less paper to store.</li> </ul> |

Date: 28<sup>th</sup> June 2012 Course Title: Regional Event (Bradford) – Chairing Skills One to One Coaching Number of attendees: 0 Number of Evaluation Forms Returned: 0 % Councillors attending: 0%

# Session 15

Date: 3<sup>rd</sup>, 5<sup>th</sup> and 11<sup>th</sup> July 2012 Course Title: Full Council Procedures Drop In Session Number of attendees: 2 Number of Evaluation Forms Returned: 0 (None sent out) % Councillors attending: 4.25%

### Session 16

Date: 5<sup>th</sup> July 2012 Course Title: Themed Planning Training (Additional) – (set up as the session on 14<sup>th</sup> June overran) Number of attendees: 15 Number of Evaluation Forms Returned: 11 % Councillors attending: 31.91%

|  | Not<br>Stated | Unsatisfactory | Poor | Satisfactory | Good | Excellent |
|--|---------------|----------------|------|--------------|------|-----------|
| How Would you rate the following:                                |               |                |      |              |      |           |
| Venue (Room 2)   | 1             |                |      | 4            | 3    | 3         |
| Facilities   | 1             |                |      | 4            | 4    | 2         |
| Visual Aids  |               |                |      | 5            | 1    | 5         |
| Handouts   | 11            |                |      |              |      |           |
| Facilitator  |               |                |      | 1            | 4    | 6         |
| How would you rate the session in meeting its objectives?        |               |                |      |              | 4    | 7         |
| I think that the training provided will improve my effectiveness |               |                |      |              | 4    | 7         |
| How did you rate the delivery of the session?                    | 3             |                |      | 1            | 4    | 3         |

| Overall how would you rate the | 3 |  | 5 | 3 |
|--------------------------------|---|--|---|---|
| standard of the session        |   |  |   |   |

|                              | Too advanced/too long | Just right | Too basic/too short |
|------------------------------|-----------------------|------------|---------------------|
| Was the level of the session |                       | 8          |                     |
| Was the length of the course |                       | 7          | 1                   |

# <u>Comments</u>

| What did you learn and how do you  | At future planning meetings   |
|------------------------------------|---|
| expect to use it?                  | The legislative updates   |
|                                    | <ul> <li>Will use at Planning Committee</li> </ul>                                    |
| Is the training session enough for | <ul> <li>Yes, this session is enough</li> </ul>                                       |
| your requirements? Do you need     | <ul> <li>Need a list of the very special circumstances (re building in the</li> </ul> |
| further training?                  | Green Belt) mentioned by the presenter  |
| Other comments                     | Very useful when considering applications   |
|                                    | <ul> <li>Fulfilled its objective. Some revision and some new information</li> </ul>   |
|                                    | <ul> <li>Reminds me of the legislation I work to</li> </ul>                           |
|                                    | <ul> <li>Useful overview of the past/present arrangements</li> </ul>                  |
|                                    | <ul> <li>Excellent Overview and very useful</li> </ul>                                |

| Training will improve my effectiveness |
|--|
|  |

Date: 12<sup>th</sup> July 2012 Course Title: Pre-Council Briefing: Police Commissioners Number of attendees: 19 Number of Evaluation Forms Returned: 10 % Councillors attending: 40.42%

|  | Not<br>Stated | Unsatisfactory | Poor | Satisfactory | Good | Excellent |
|--|---------------|----------------|------|--------------|------|-----------|
| How Would you rate the following:                                |               |                |      |              |      |           |
| Venue (Council Chamber)  |               |                | 1    | 3            | 2    | 4         |
| Facilities   |               |                | 1    | 4            | 2    | 3         |
| Visual Aids  | 6             | 1              | 1    | 2            |      |           |
| Handouts   | 1             |                | 1    |              | 4    | 4         |
| Facilitator  | 1             |                | 1    | 3            | 2    | 3         |
| How would you rate the session in meeting its objectives?        | 1             |                | 1    |              | 5    | 3         |
| I think that the training provided will improve my effectiveness | 2             |                | 1    | 1            | 4    | 1         |
| How did you rate the delivery of the session?                    | 1             |                | 1    |              | 5    | 3         |

| Overall how would you rate the | 1 | 2 | 5 | 2 |
|--------------------------------|---|---|---|---|
| standard of the session        |   |   |   |   |

|                              | Too advanced/too long | Just right | Too basic/too short |
|------------------------------|-----------------------|------------|---------------------|
| Was the level of the session |                       | 9          |                     |
| Was the length of the course |                       | 9          |                     |

| <u>Comments</u>   |  |
|---|--|
| What did you learn and how do you expect to use it?                                       | <ul> <li>A bit about the process and a brief discussion of issues and concerns. Will use it to inform the public and ask questions of candidates</li> <li>Understand the new structure and process better. Dealing with crime issues as a Ward Councillor</li> <li>More about process</li> </ul> |
| Is the training session enough for<br>your requirements? Do you need<br>further training? | <ul> <li>Fine as is</li> </ul>   |
| Other comments  | <ul><li>A good briefing, very informative</li><li>Not directly related to my Council work but everyone cares about</li></ul>   |

crime

## Session 18

Date: 19<sup>th</sup> July 2012 Course Title: Policy Café 1 – Delivering Growth through the Planning System Number of attendees: 7 registered (postponed until 16<sup>th</sup> October 2012) Number of Evaluation Forms Returned: 0 % Councillors attending: 0

## Session 19

Date: 20<sup>th</sup>, 24<sup>th</sup> and 25<sup>th</sup> July 2012 Course Title: Social Media Drop In Sessions Number of attendees: 3 Number of Evaluation Forms Returned: 2 % Councillors attending: 6.38%

|                                   | Not    | Unsatisfactory | Poor | Satisfactory | Good | Excellent |
|-----------------------------------|--------|----------------|------|--------------|------|-----------|
|                                   | Stated |                |      |              |      |           |
| How Would you rate the following: |        |                |      |              |      |           |
| Venue (Communications and         |        |                |      |              |      | 2         |
| Media Office)                     |        |                |      |              |      |           |
| Facilities                        | 1      |                |      |              |      | 1         |
| Visual Aids                       | 1      |                |      |              |      | 1         |

| Handouts   | 2 |  |   |
|--|---|--|---|
| Facilitator  | 1 |  | 1 |
| How would you rate the session in meeting its objectives?        | 1 |  | 1 |
| I think that the training provided will improve my effectiveness | 1 |  | 1 |
| How did you rate the delivery of the session?                    | 1 |  | 1 |
| Overall how would you rate the standard of the session           | 1 |  | 1 |

|                              | Too advanced/too long | Just right | Too basic/too short |
|------------------------------|-----------------------|------------|---------------------|
| Was the level of the session |                       | 2          |                     |
| Was the length of the course |                       | 2          |                     |

## <u>Comments</u>

| What did you learn and how do you expect to use it?                  | Got me on to Twitter and deleted an old account I hadn't used                     |
|--|---|
| Is the training session enough for<br>your requirements? Do you need | <ul> <li>Yes, maybe extra training on integrating Twitter and Facebook</li> </ul> |

| further training? |                            |
|-------------------|----------------------------|
| Other comments    | Great, thanks, very useful |
|                   | It gave me confidence      |