Member Development Self-Assessment

Name: ....

Review of 2007/08 Training Programme

Please tick (✓) the answer to the following questions:

1. Were you able to attend any of the training and development courses in 2007/08?

    Yes ☐   No ☐

    If Yes, please go to question 2. If No, please go to question 5.

2. In general, did you find the training sessions

    Very useful   ☐

    Useful   ☐

    Could be improved   ☐

3. What did you find most useful about the training?

    Information obtained   ☐

    Ideas you could put into practice   ☐

    Opportunity to discuss issues with other Councillors ☐

    Other – please state   ☐

    ....

    ....

4. If you answered 'Could be improved' to question 2 please indicate in which areas improvements could be made

    Course content   ☐

    Course presenters   ☐

    Style of course   ☐

    Other – please state   ☐

    ....

    ....

5.   If you were not able to attend training and development courses in 2007/08 please indicate why

Work/family commitments ☐

Already attended similar courses ☐

Unsuitable course timing ☐

Unsuitable course content ☐

Other – please state ☐

....

....

6.   Please indicate which option you prefer for course venues

Hold training courses equally between venues in
Rayleigh and Rochford ☐

Hold all Member training at the Civic Suite, Rayleigh ☐

Any comments

....

7.   How would you like training courses arranged?

In the afternoon and repeated in the evening ☐

Just in the afternoon ☐

Just in the evening ☐

At weekends ☐

....

Self-Assessment of Development Needs for 2008/09

The next set of questions will help identify the opportunities that should be included in 2008/09 Member development programme. If there is not sufficient demand to run an in-house course, we will consider alternative means of meeting training needs.

8.   What type of development opportunities do you think you would benefit from in the future?

Skills Development

Chairmanship   ☐

Questioning skills   ☐

Media awareness   ☐

Public speaking   ☐

Time management   ☐

Speed reading   ☐

Dealing with difficult situations/people   ☐

IT   ☐

Core Briefing Sessions

Corporate priorities   ☐

Budget process/financial management   ☐

Procurement   ☐

Performance management   ☐

Risk management   ☐

Code of Conduct   ☐

Development Control   ☐

Key Topic Briefings

Local Development Framework   ☐

Affordable Housing and Planning   ☐

Licensing and Gambling Acts   ☐

Overview and Scrutiny   ☐

Member Decision-making Structure and Processes   ☐

Equalities and Diversity	☐
County Highways	☐
Children's/Youth Service Structure	☐
Local Area Agreements	☐
Community Safety / Anti-Social Behaviour	☐

9. What type of learning do you find most useful?

Interactive training e.g. workshops/role playing case/studies	☐
Learning from others e.g. shadowing, mentoring	☐
External conferences	☐
Visiting other authorities to learn from best practice elsewhere	☐
Other – please state	☐

10. Please add any further comments about the development opportunities that could be useful for you and the reasons why. Please consider particularly if there is any specific training you need if you are an Executive Board, Review Committee, or Area Committee Member, or if you are a Member Champion.

Thank you for taking the time to complete this questionnaire.

Please return it by **Wednesday 27 February 2008** to

Sarah Fowler
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