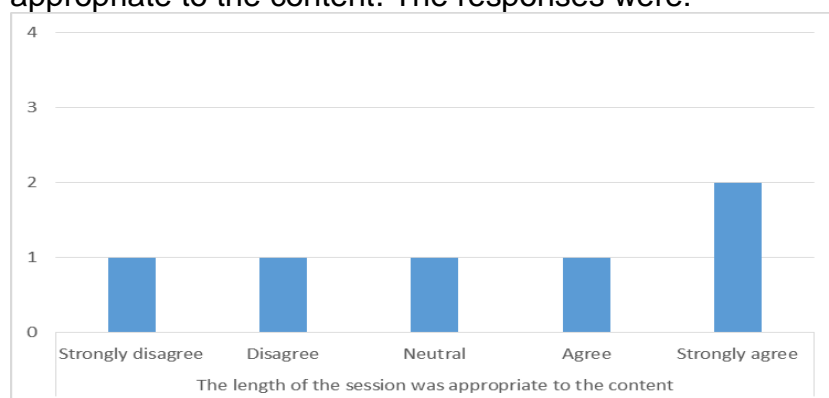


The training session evaluation forms have been introduced following the decision to adopt them by the Member Development Advisory Group. The responses from the sessions held at which they have been handed out have been collated and are set out below for consideration.

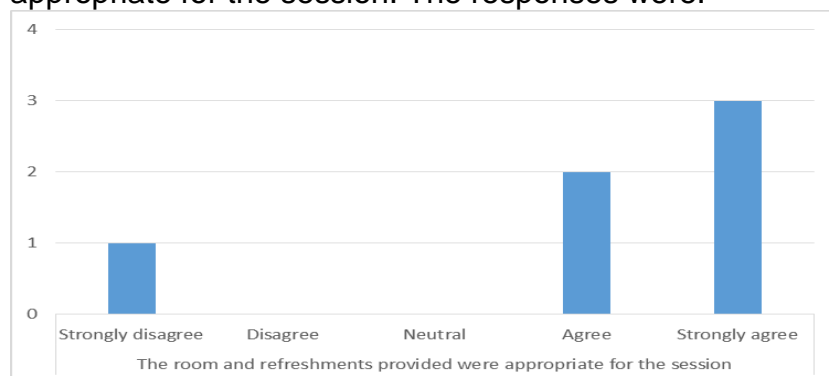
## ***Induction for new members of the Licensing Committee – 22 May 2017***

This session was attended by 7 Borough Councillors and 6 feedback forms were received.

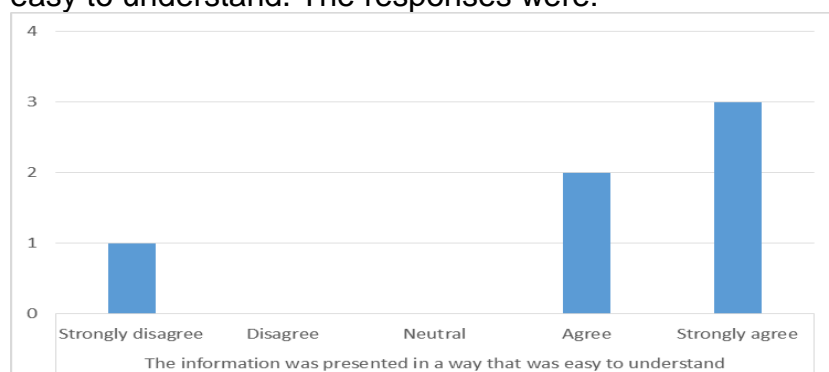
The councillors were asked their thoughts on the arrangements for the training session. First of all they were asked if they felt the length of the session was appropriate to the content. The responses were:



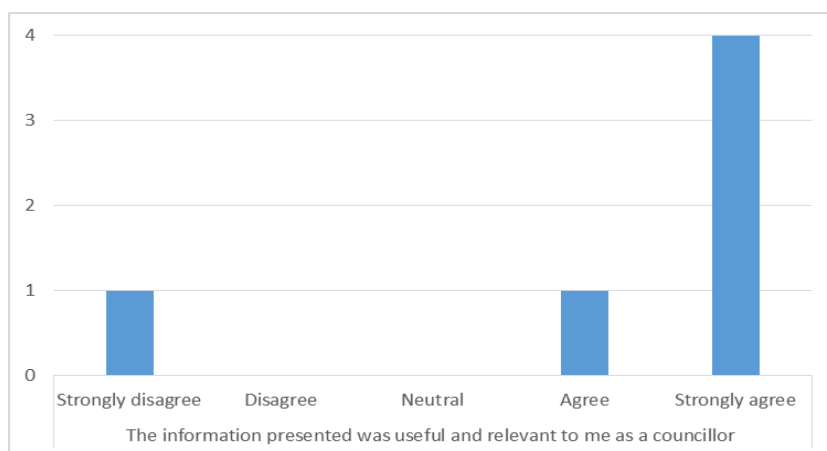
They were then asked if they felt the room and refreshments provided were appropriate for the session. The responses were:



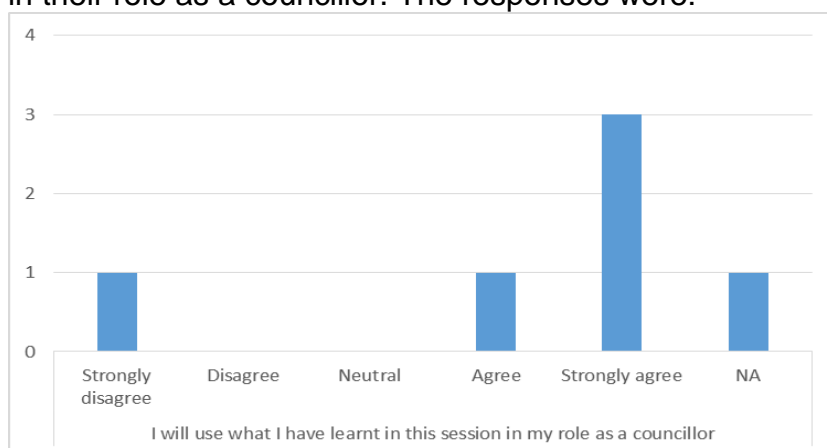
The councillors were then asked their thoughts on the content of the training session itself. They were first asked if the information had been presented in a way that was easy to understand. The responses were:



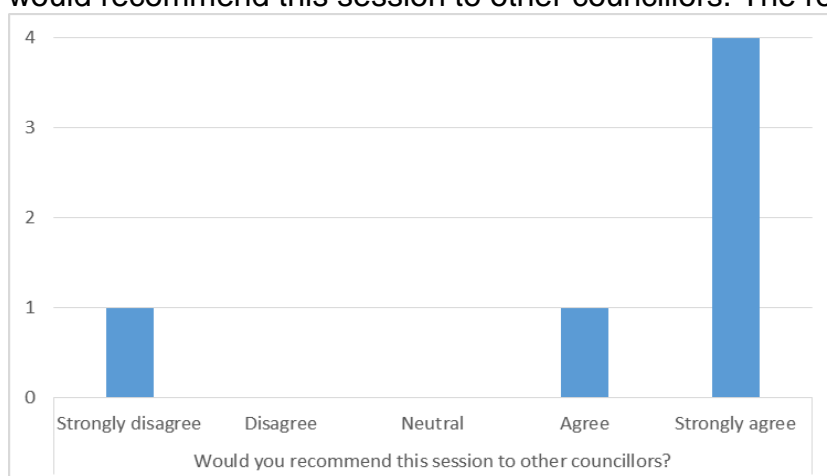
They were then asked if the information presented was useful and will be relevant to them as a councillor. The responses were:



The councillors were then asked if they will use what they have learnt in this session in their role as a councillor. The responses were:



Finally, the councillors were asked to rate the session overall in terms of if they would recommend this session to other councillors. The responses were:



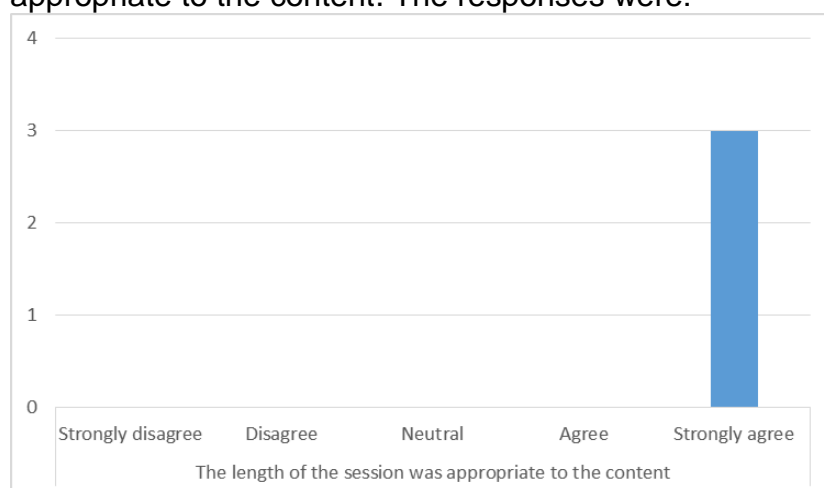
The councillors were also offered the opportunity to provide some additional comments on any thoughts they had on how the training offer could be improved. Their responses were as follows:

- I think 6 monthly refresher courses would be helpful, particularly if legislation is due to be changed or policies reviewed.
- The session overran.

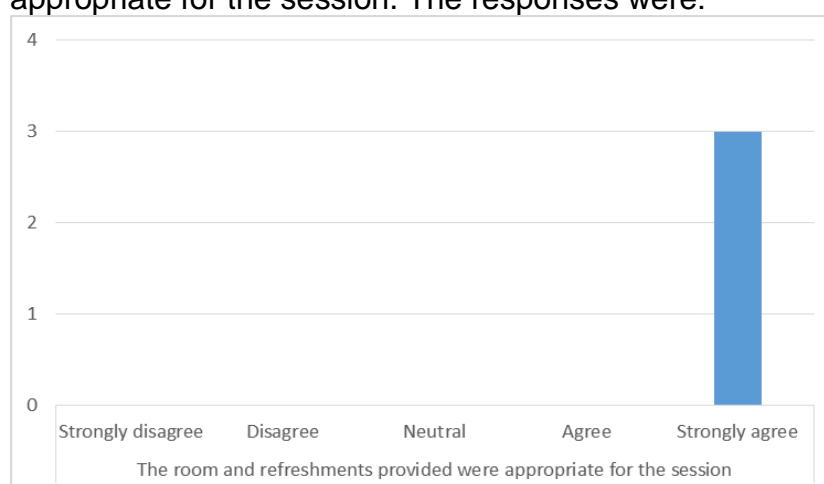
## ***Induction for new members of the Planning Committee – 24 May 2017***

This session was attended by 5 Borough Councillors and 3 feedback forms were received. Unfortunately, one respondent did not fully complete the form and so there is some missing data.

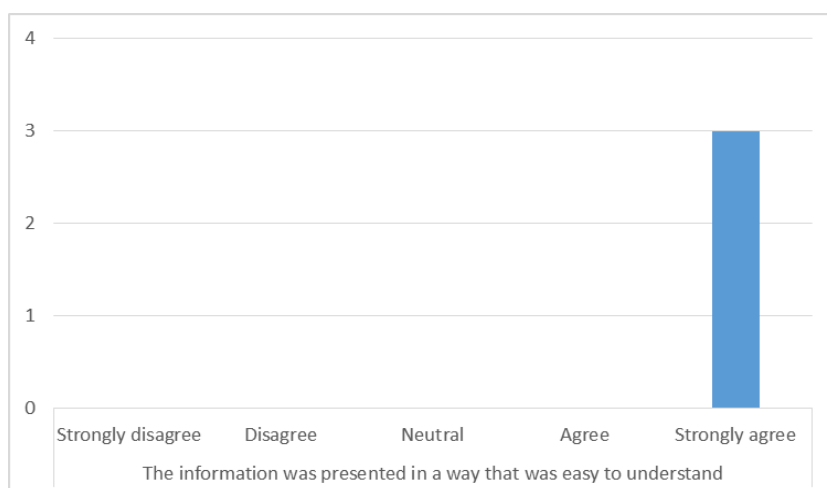
The councillors were asked their thoughts on the arrangements for the training session. First of all they were asked if they felt the length of the session was appropriate to the content. The responses were:



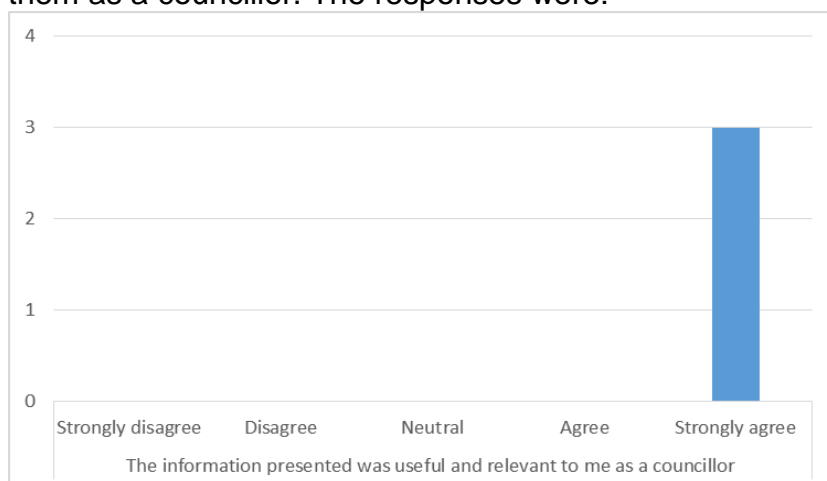
They were then asked if they felt the room and refreshments provided were appropriate for the session. The responses were:



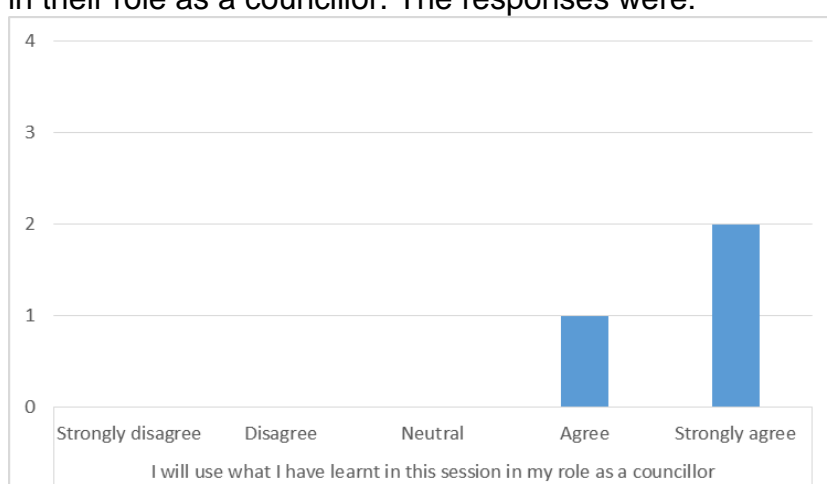
The councillors were then asked their thoughts on the content of the training session itself. They were first asked if the information had been presented in a way that was easy to understand. The responses were:



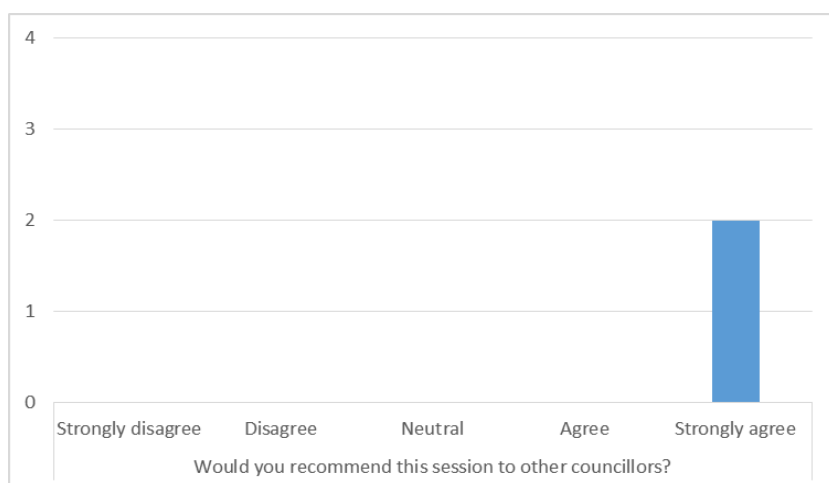
They were then asked if the information presented was useful and will be relevant to them as a councillor. The responses were:



The councillors were then asked if they will use what they have learnt in this session in their role as a councillor. The responses were:



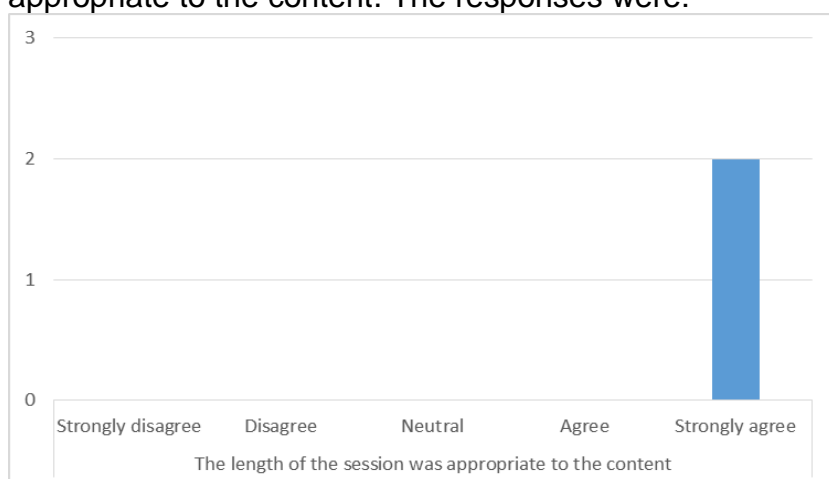
Finally, the councillors were asked to rate the session overall in terms of if they would recommend this session to other councillors. The responses were:



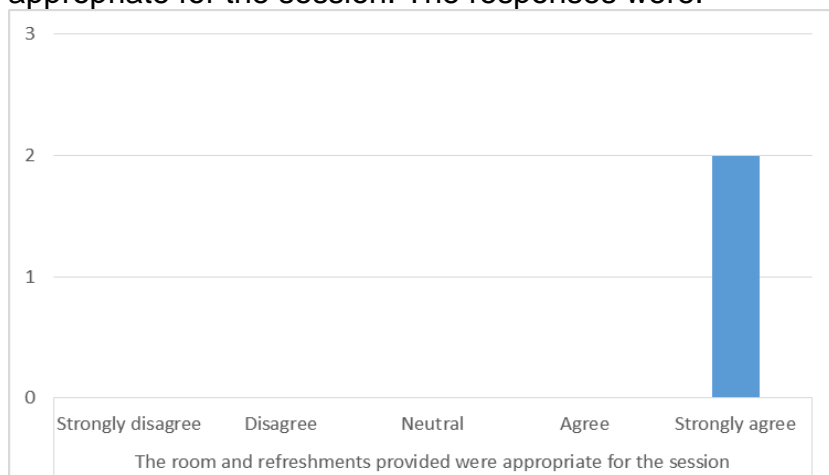
## ***Education Transport Appeals Sub-Committee – 25 May 2017***

This session was attended by 2 Borough Councillors, both of whom provided feedback forms.

The councillors were asked their thoughts on the arrangements for the training session. First of all they were asked if they felt the length of the session was appropriate to the content. The responses were:



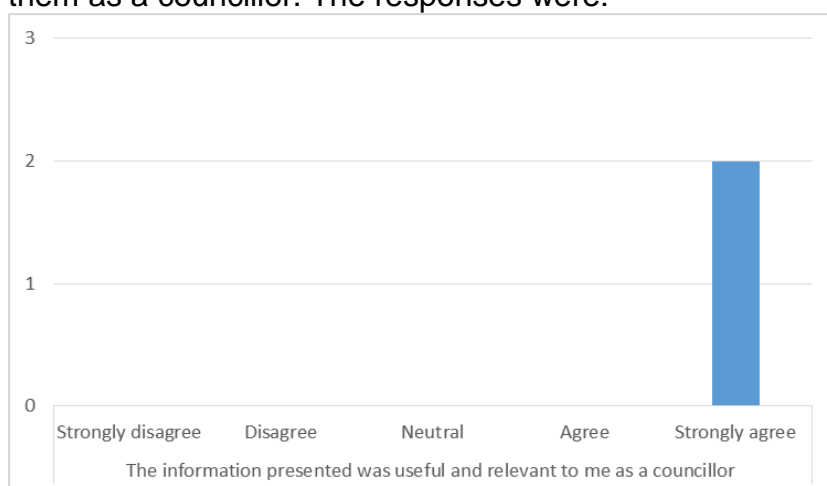
They were then asked if they felt the room and refreshments provided were appropriate for the session. The responses were:



The councillors were then asked their thoughts on the content of the training session itself. They were first asked if the information had been presented in a way that was easy to understand. The responses were:



They were then asked if the information presented was useful and will be relevant to them as a councillor. The responses were:



The councillors were then asked if they will use what they have learnt in this session in their role as a councillor. The responses were:



Finally, the councillors were asked to rate the session overall in terms of if they would recommend this session to other councillors. The responses were:



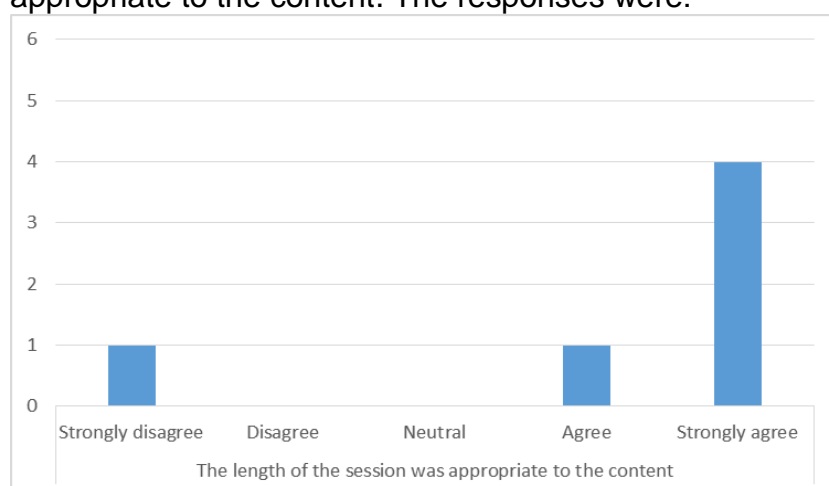
The councillors were also offered the opportunity to provide some additional comments on any thoughts they had on how the training offer could be improved. Their responses were as follows:

- Really good session, very useful to discuss particular situations and how they should be dealt with (would rather discuss at training than adjourn an appeal meeting!)
- The training session was very good and well presented.

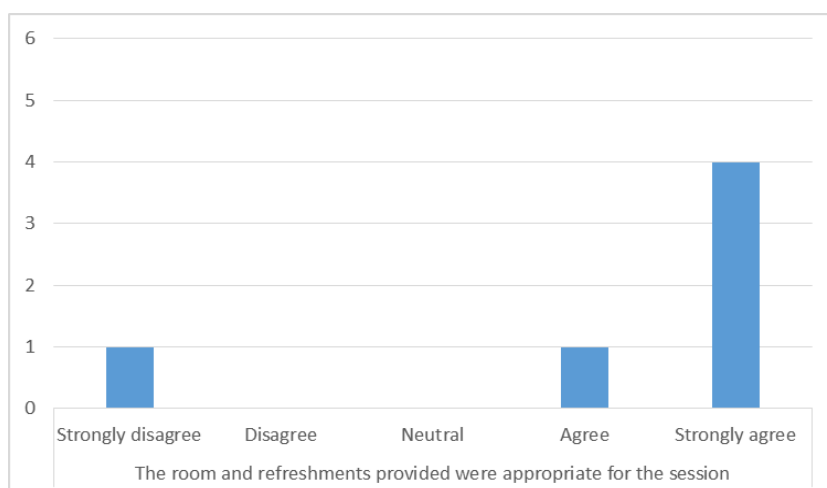
### ***Chairing Skills – 26 June 2017***

This session was attended by 6 Parish Councillors and no Borough Councillors, and all of them completed feedback forms.

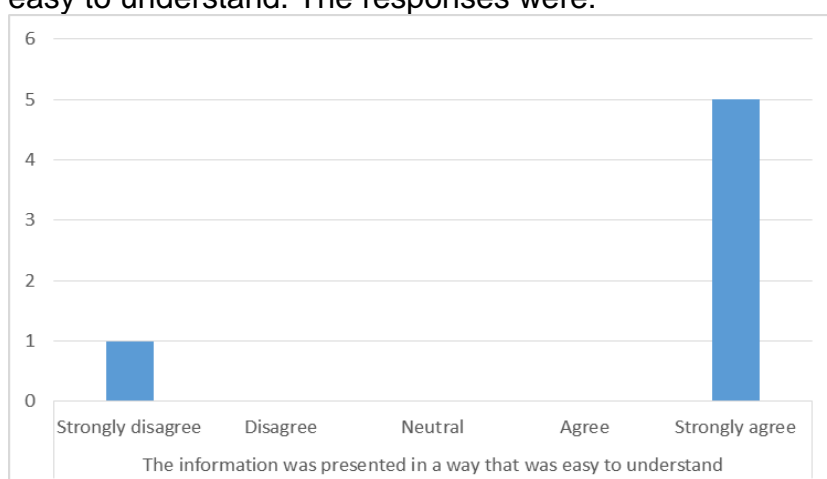
The councillors were asked their thoughts on the arrangements for the training session. First of all they were asked if they felt the length of the session was appropriate to the content. The responses were:



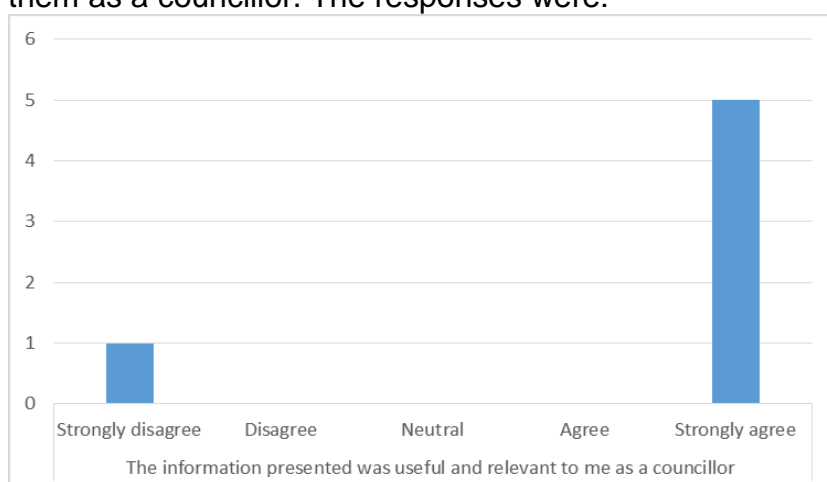
They were then asked if they felt the room and refreshments provided were appropriate for the session. The responses were:



The councillors were then asked their thoughts on the content of the training session itself. They were first asked if the information had been presented in a way that was easy to understand. The responses were:

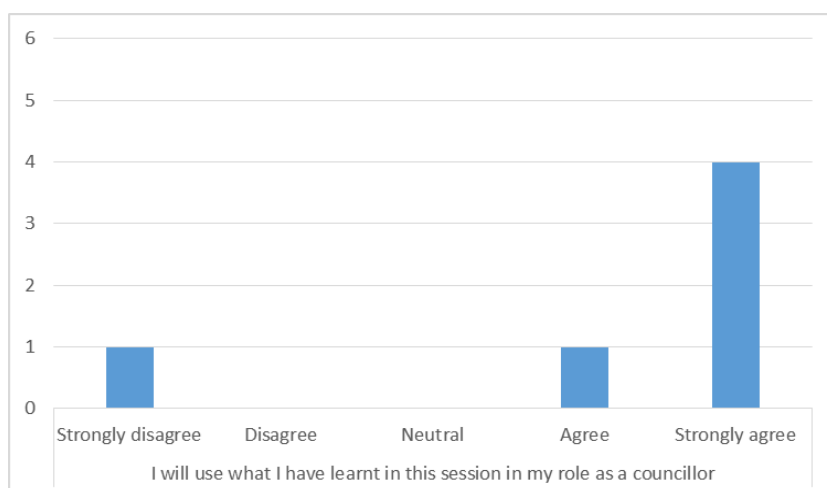


They were then asked if the information presented was useful and will be relevant to them as a councillor. The responses were:

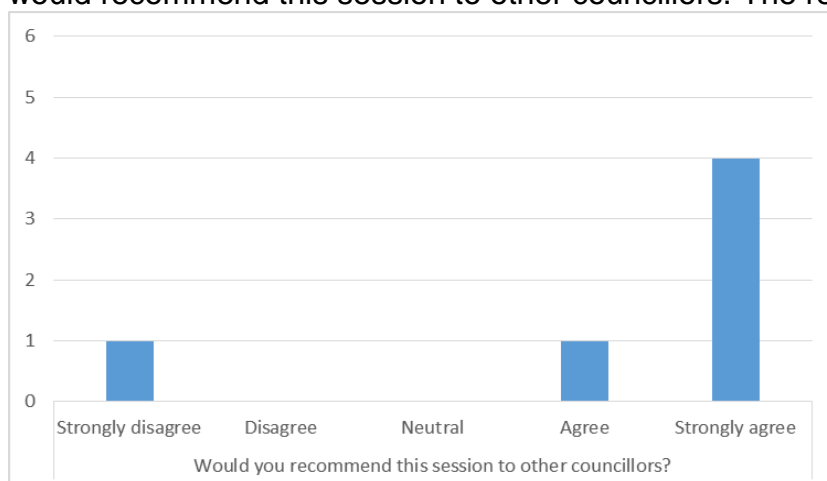


The councillors were then asked if they will use what they have learnt in this session in their role as a councillor. The responses were:





Finally, the councillors were asked to rate the session overall in terms of if they would recommend this session to other councillors. The responses were:



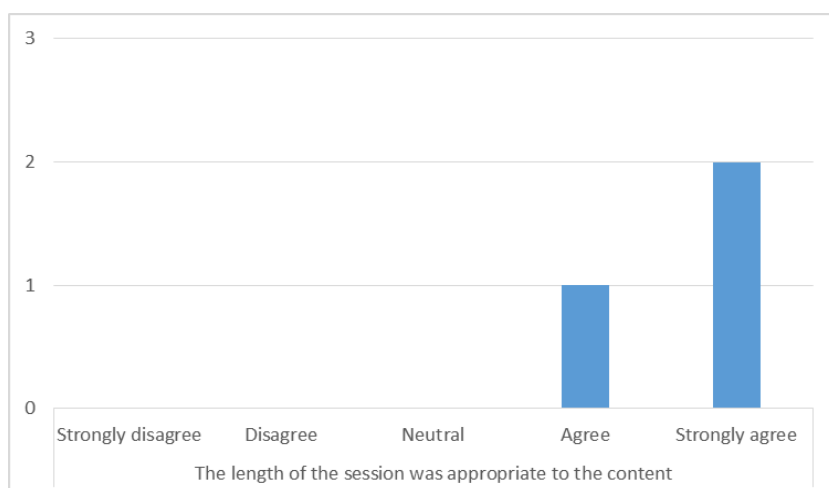
The councillors were also offered the opportunity to provide some additional comments on any thoughts they had on how the training offer could be improved. There was one response as follows:

- Nothing to advise - perfect for me. Had some points I needed answers to and they were included in the training material.

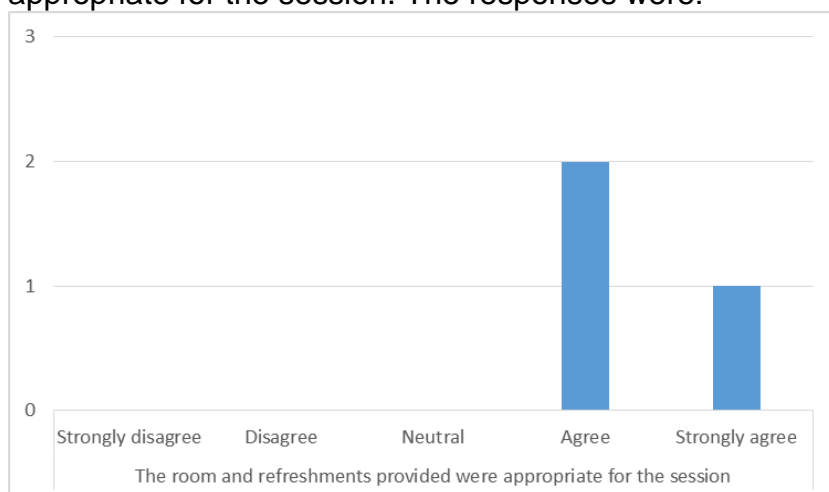
### ***Training for Directors of Council owned companies – 7 July 2017***

This session was attended by 3 Borough Councillors, all of whom completed feedback forms.

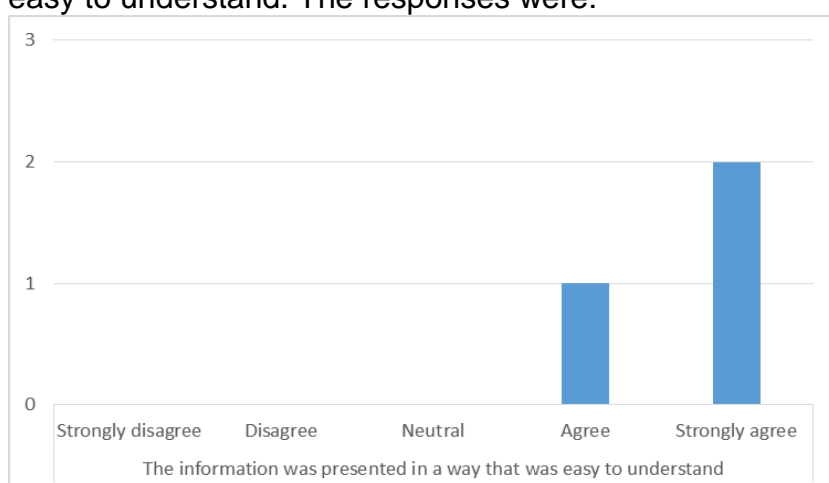
The councillors were asked their thoughts on the arrangements for the training session. First of all they were asked if they felt the length of the session was appropriate to the content. The responses were:



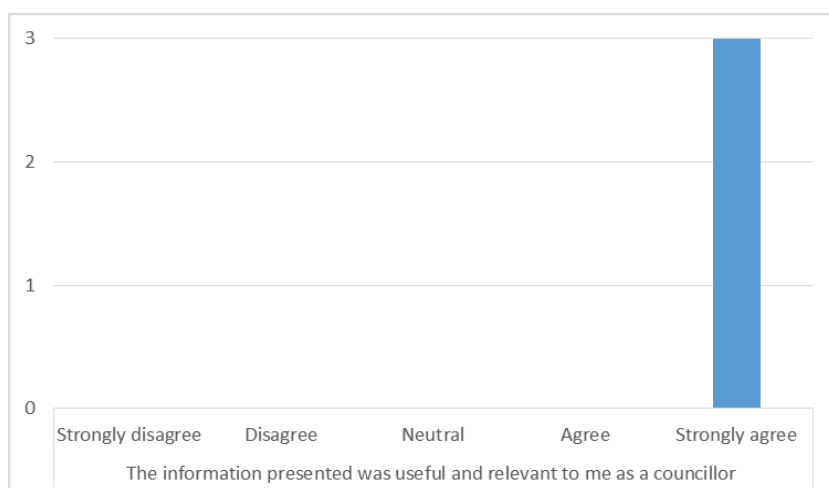
They were then asked if they felt the room and refreshments provided were appropriate for the session. The responses were:



The councillors were then asked their thoughts on the content of the training session itself. They were first asked if the information had been presented in a way that was easy to understand. The responses were:



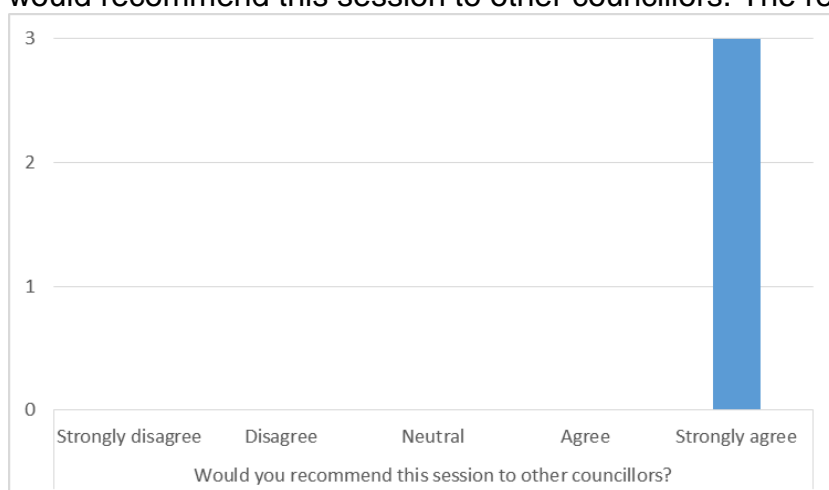
They were then asked if the information presented was useful and will be relevant to them as a councillor. The responses were:



The councillors were then asked if they will use what they have learnt in this session in their role as a councillor. The responses were:



Finally, the councillors were asked to rate the session overall in terms of if they would recommend this session to other councillors. The responses were:



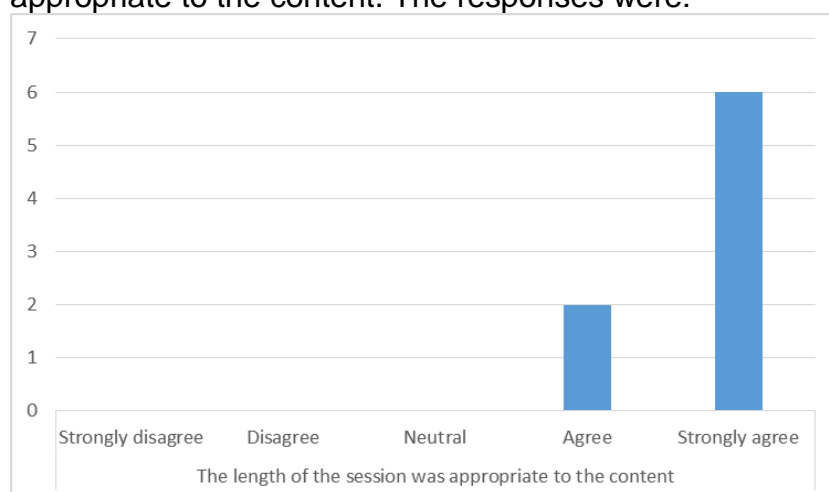
The councillors were also offered the opportunity to provide some additional comments on any thoughts they had on how the training offer could be improved. The responses were as follows:

- Should be mandatory for every councillor who represents the council as a Director, and attend as relevant to anyone who is a director of their own company, or is a Trustee of a charity.
- All councillors should attend.

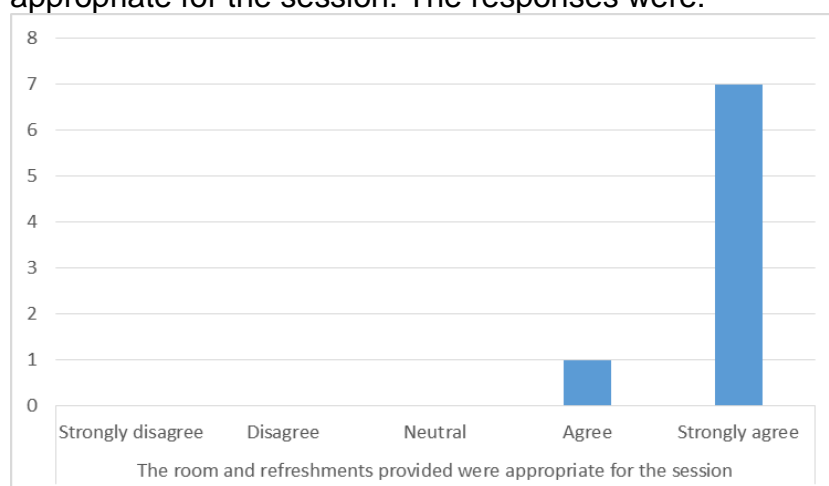
**Code of Conduct – 18 September 2017**

This session was primarily aimed at Parish Councillors, 9 of whom attended. 8 of them have submitted feedback forms.

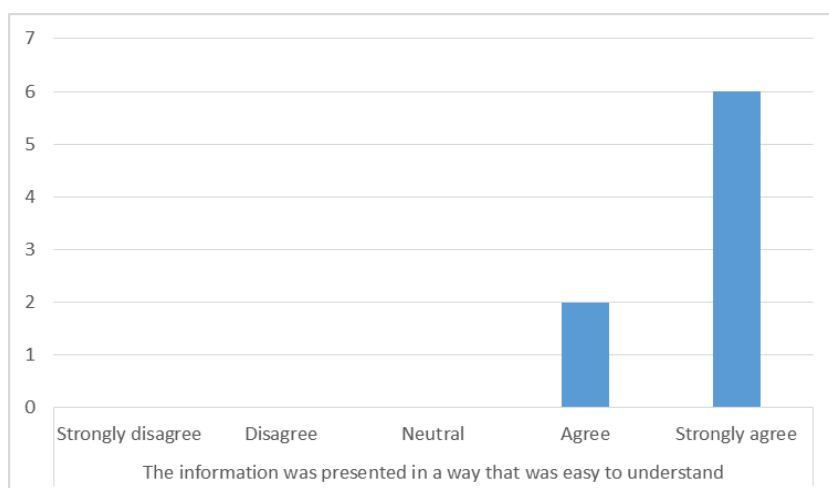
The councillors were asked their thoughts on the arrangements for the training session. First of all they were asked if they felt the length of the session was appropriate to the content. The responses were:



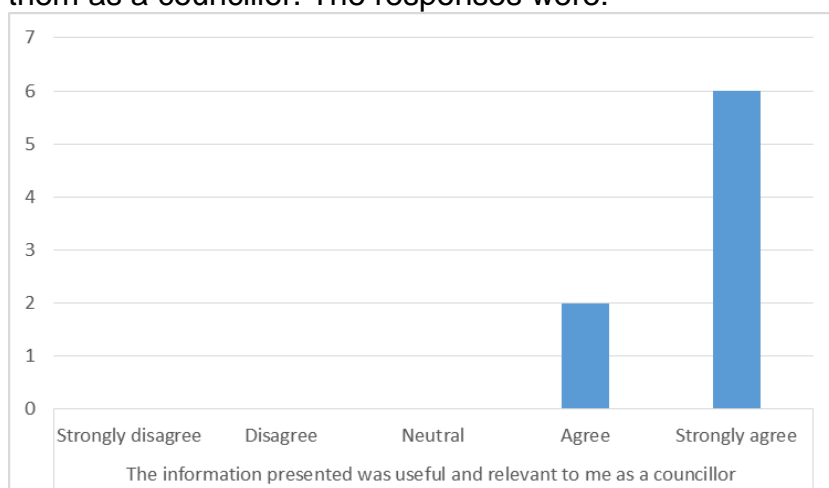
They were then asked if they felt the room and refreshments provided were appropriate for the session. The responses were:



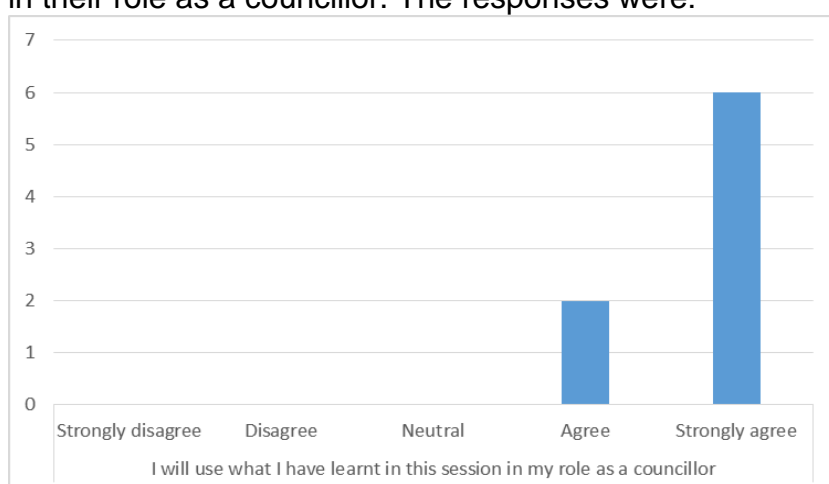
The councillors were then asked their thoughts on the content of the training session itself. They were first asked if the information had been presented in a way that was easy to understand. The responses were:



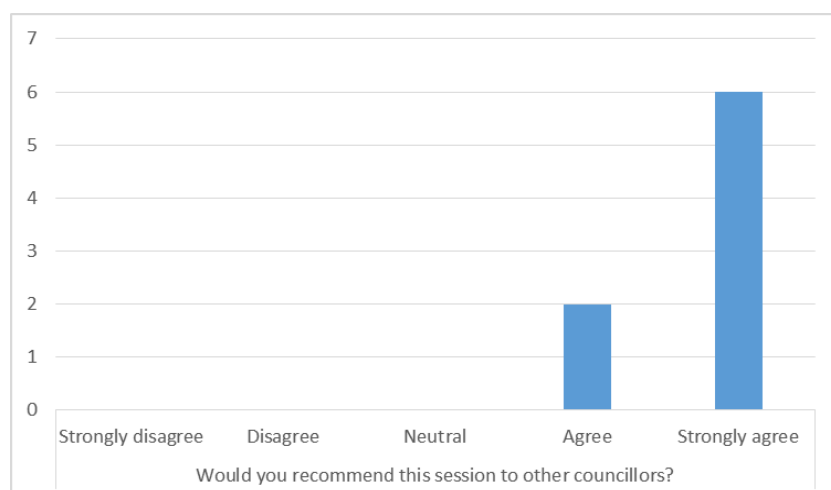
They were then asked if the information presented was useful and will be relevant to them as a councillor. The responses were:



The councillors were then asked if they will use what they have learnt in this session in their role as a councillor. The responses were:



Finally, the councillors were asked to rate the session overall in terms of if they would recommend this session to other councillors. The responses were:



The councillors were also offered the opportunity to provide some additional comments on any thoughts they had on how the training offer could be improved. The responses were as follows:

- The session was presented in a mildly entertaining way which kept attention.
- Good session – thank you.
- Very good presentation from Stephen.

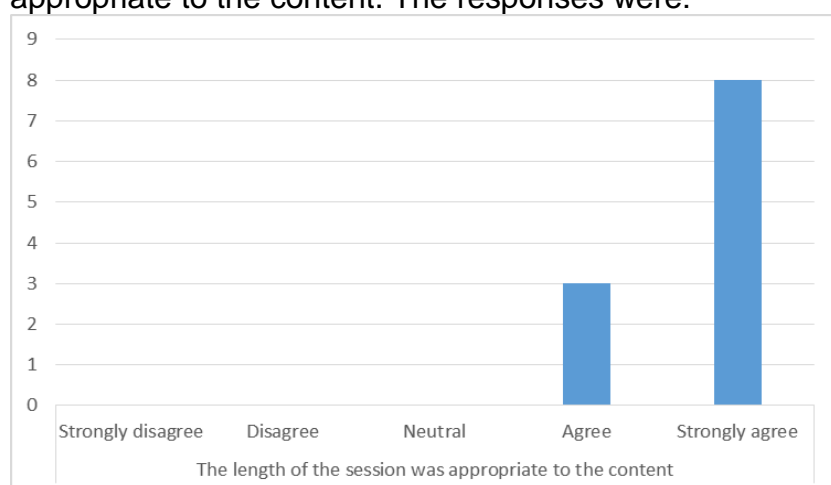
### ***Chairing Skills – 27 September 2017***

This session was primarily aimed at Parish Councillors, 2 of whom attended. Only one of the two attendees completed a feedback form so it has not been possible to undertake an evaluation.

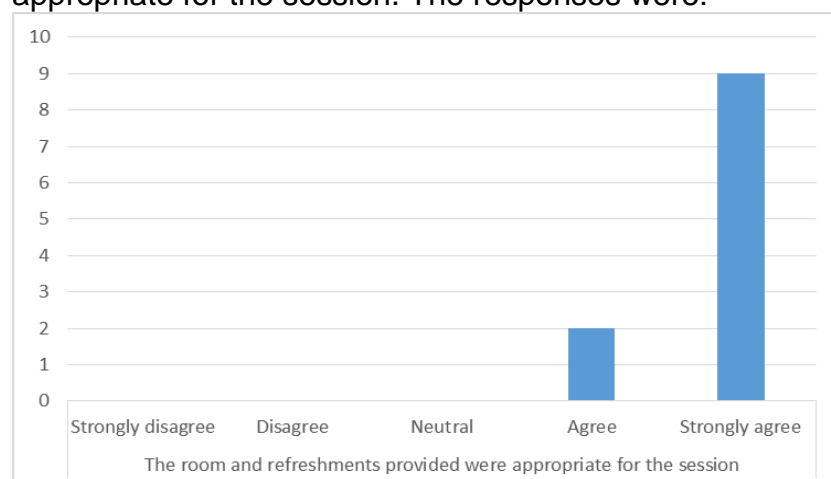
### ***Media Skills – 16 October 2017***

This session was aimed at both Borough and Parish Councillors. 3 Borough Councillors attended along with 9 Parish Councillors. 11 of them have submitted feedback forms.

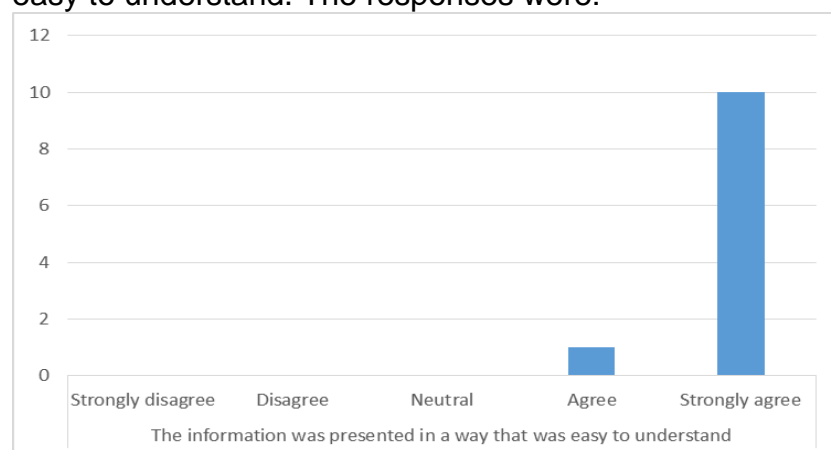
The councillors were asked their thoughts on the arrangements for the training session. First of all they were asked if they felt the length of the session was appropriate to the content. The responses were:



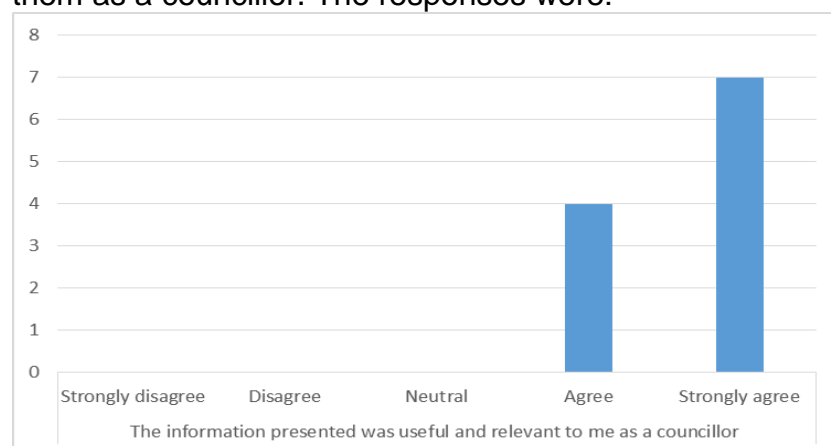
They were then asked if they felt the room and refreshments provided were appropriate for the session. The responses were:



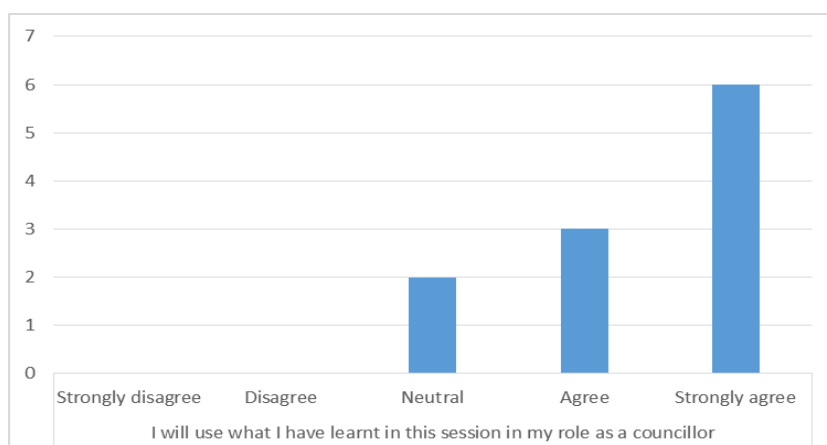
The councillors were then asked their thoughts on the content of the training session itself. They were first asked if the information had been presented in a way that was easy to understand. The responses were:



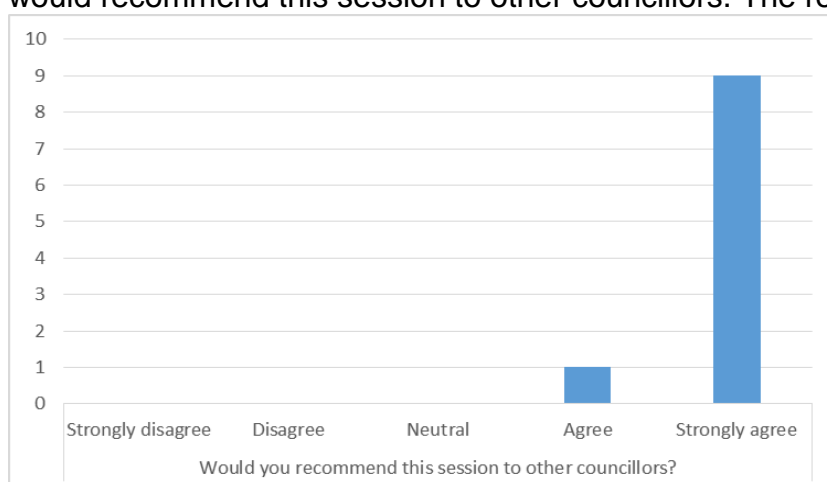
They were then asked if the information presented was useful and will be relevant to them as a councillor. The responses were:



The councillors were then asked if they will use what they have learnt in this session in their role as a councillor. The responses were:



Finally, the councillors were asked to rate the session overall in terms of if they would recommend this session to other councillors. The responses were:



The councillors were also offered the opportunity to provide some additional comments on any thoughts they had on how the training offer could be improved. The responses were as follows:

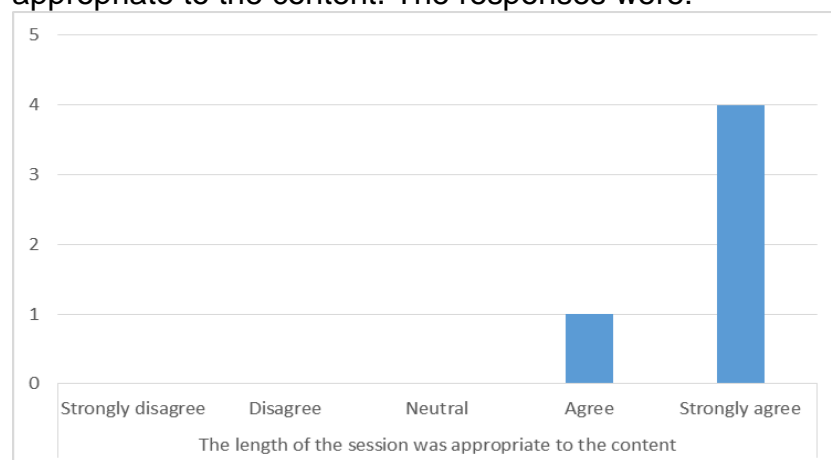
- An intro by attendees would have been good. Nice to know who we are sitting with.
- Great trainer - thank you for organising.
- Excellent session, highly practical, relevant and entertaining. Great teacher.
- Possibly an opportunity for a five minute surgery (which would probably last much longer!) for your own Parish Council particular difficulties and issues.
- Apart from the handouts, could the complete meeting notes be put on a memory stick? For future reference.
- Would be handy to be able to have access to powerpoint presentation afterwards.

### ***Decision-making – 8 November 2017***

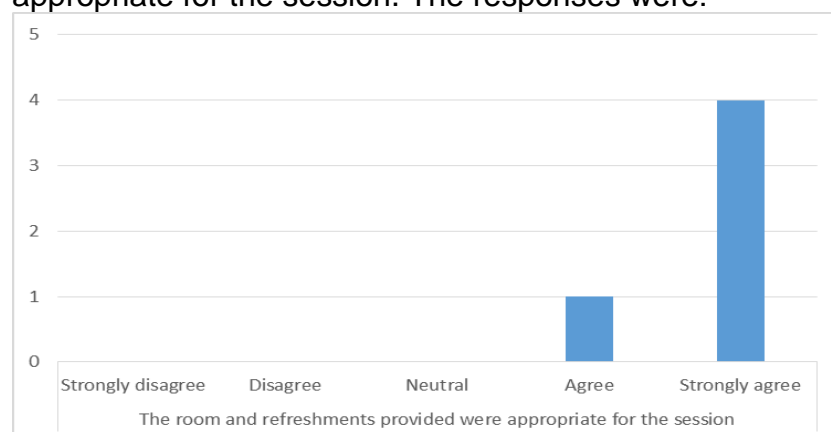
This session was primarily aimed at Parish Councillors, 5 of whom attended. All of them have submitted feedback forms.



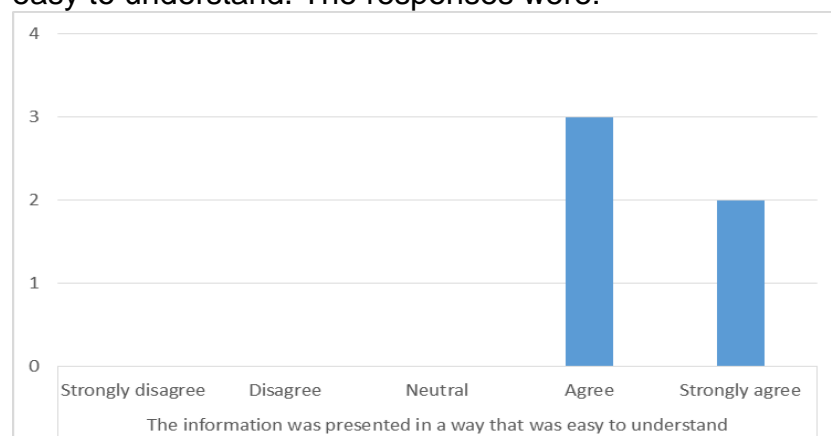
The councillors were asked their thoughts on the arrangements for the training session. First of all they were asked if they felt the length of the session was appropriate to the content. The responses were:



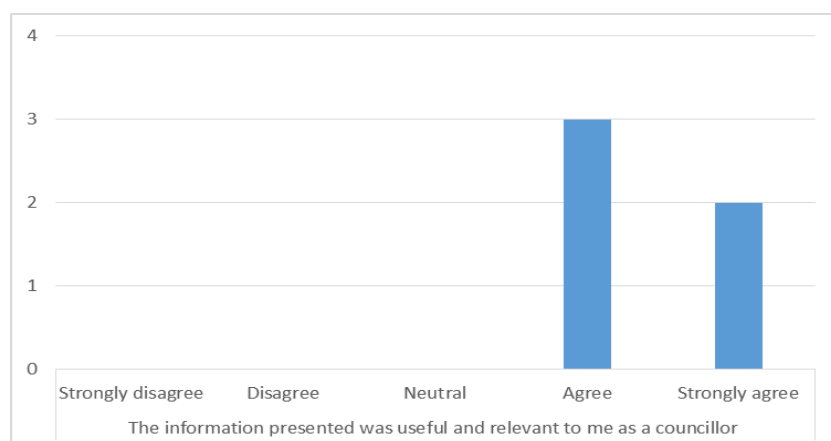
They were then asked if they felt the room and refreshments provided were appropriate for the session. The responses were:



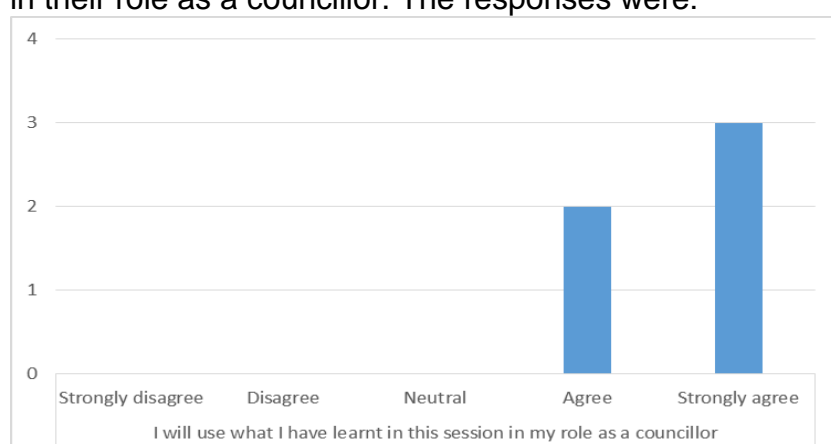
The councillors were then asked their thoughts on the content of the training session itself. They were first asked if the information had been presented in a way that was easy to understand. The responses were:



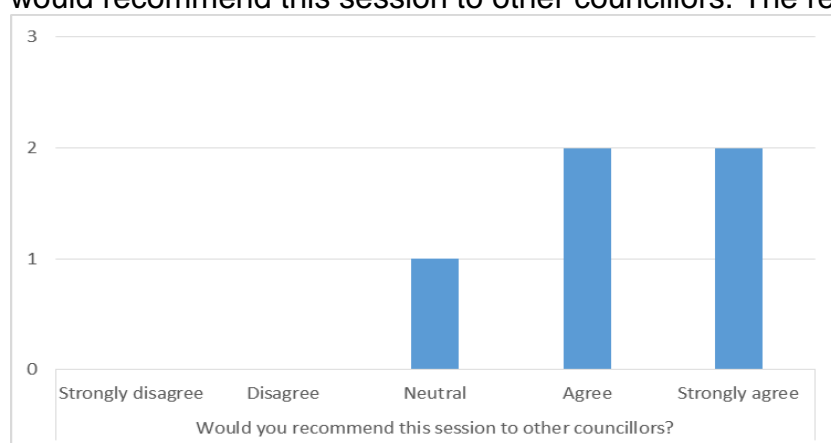
They were then asked if the information presented was useful and will be relevant to them as a councillor. The responses were:



The councillors were then asked if they will use what they have learnt in this session in their role as a councillor. The responses were:



Finally, the councillors were asked to rate the session overall in terms of if they would recommend this session to other councillors. The responses were:



The councillors were also offered the opportunity to provide some additional comments on any thoughts they had on how the training offer could be improved. The responses were as follows:

- I would have been happy with a longer session.
- Perhaps a hand out or website link to any particular Act or law mentioned. Maybe more on FOI procedures?
- Briefing notes before meeting so can prepare.