

Member development survey

1. Introduction

0%

Dear Councillor,

Please invest 15 minutes of your time to complete this questionnaire. This is your opportunity to tell us about your interests and your greatest strengths, and to explore any skills or areas of knowledge that you would like to develop to help you to carry out your important role as a councillor. We will use your feedback to make sure our Member Development Programme is providing the right support and training.

As well as telling us specifically what we might be able to do to help you as a councillor it will help us to pick up the most common development needs, and that will form the basis of future training & development sessions. It will also provide an ongoing record of skills and strengths so that we can work better together to support and share expertise with each other.

Please complete each section with as much detail as you can.

2. About you

17%

1. Please tell us:

Your full name

Your ward

2. How long have you been a councillor?

- Less than a year
- 1-4 years
- More than 4 years

3. What is your current work time commitment? (You can select more than one option)

- Full-time work
- Part-time set hours
- Part-time flexible hours
- Self-employed
- Retired (not working)
- Carer/other

4. Outside of your role as a councillor, can you briefly describe your vocation and/or main activities and interests? (Max. 12 words)

3. Your skills and qualifications

33%

6. Do you hold any qualifications relevant to your councillor role? Please list them below.

7. Please list and describe any experiences, achievements and skills you have gained from outside the council that are relevant to your role as councillor. (Eg: membership of other organisations and partnerships, or community work).

4. Your development and learning

50%

8. What time of day is best for you to undertake learning and development activities. (You can tick more than one box)

- Morning

- Afternoon up to 5pm
- Evening after 5pm
- Don't mind

9. If courses or events were available online and could be completed at a time that is most convenient to you, would you be interested in taking them?

- Yes
- No
- Possibly

10. In order of preference (with 1 being your top choice), what would be your preferred format for training?

- Face-to-face
- Virtual (Eg: with a course instructor via MS Teams or Zoom)
- E-learning (Eg: self-learning by completing an online training module)

5. Your strengths and sharing knowledge

67%

Please complete the following questions (12-14) by selecting any areas where you would like some support and development, and any skills or knowledge that you already have that you would be willing and able to share with other councillors.

11. Foundation skills

Please answer the following (please tick as appropriate)

I would welcome support/development

I could contribute to helping other
councillors

Being an effective ward councillor

(Find out more about **being an effective councillor** on the LGA website - link opens new window)

Handling casework and helping residents

(Find out more about **handling casework** on the LGA website - link opens new window)

Time management

(Find out more about **effective time management** on the LGA website - link opens new window)

The Council's Corporate Plan

(Read more about **Breckland's Corporate Plan** on our website - link opens new window)

Understanding how the Council works

(Read more about **how the Council works** on our website - link opens new window)

I would welcome support/development

I could contribute to helping other
councillors

Community engagement/knowing your community

(Read more about **community engagement** on the LGA website - link opens new window)



Council finance, budget and auditing

(Read more about **Council finance and budgeting** on the LGA website - link opens new window)



Meeting procedures and the Council's constitution

(Read more about **Breckland Council's Constitution** on our website - link opens new window)



Code of conduct, standards and ethics

(Read more about Breckland's **Code of Conduct** on our website - link opens new window)



Equality and diversity

(Find out more about **equality and diversity** on our website - link opens new window)



The Planning process

(Find out more about the **Planning process** on the LGA website - link opens new window)



I would welcome support/development

I could contribute to helping other councillors

The Licensing process

(Find out more about the **Licensing process** on the LGA website - link opens new window)

ICT skills

Safeguarding

(Read our **safeguarding policy** on our website - link opens new window)

Overview and Scrutiny and its relationship to the Executive

(Read more about the Council's **scrutiny function** on our website - link opens new window)

Please tell us if you have any other comments:

12. Policy and government, and practical skills

Please answer the following (tick as appropriate):

I would welcome support/development

I could contribute to helping other councillors

Planning policy	<input type="checkbox"/> _____	<input type="checkbox"/> _____
Health & wellbeing	<input type="checkbox"/> _____	<input type="checkbox"/> _____
Economic development	<input type="checkbox"/> _____	<input type="checkbox"/> _____
Housing issues	<input type="checkbox"/> _____	<input type="checkbox"/> _____
Green & environmental issues	<input type="checkbox"/> _____	<input type="checkbox"/> _____
Chairing skills & participating in meetings	<input type="checkbox"/> _____	<input type="checkbox"/> _____
Speed reading	<input type="checkbox"/> _____	<input type="checkbox"/> _____
Dealing with the press & other media	<input type="checkbox"/> _____	<input type="checkbox"/> _____

I would welcome support/development

I could contribute to helping other councillors

Public speaking & presentation skills

 _____ _____

Please tell us if you have any other comments:



13. Connecting with people and reflective skills

Please answer the following (tick as appropriate):

I would welcome support/development

I could contribute to helping other councillors

Partnership working

 _____ _____

Influencing

 _____ _____

Negotiating

 _____ _____

Coaching and mentoring

 _____ _____

I would welcome support/development

I could contribute to helping other councillors

Social media	<input type="checkbox"/> _____	<input type="checkbox"/> _____
Dealing with conflict	<input type="checkbox"/> _____	<input type="checkbox"/> _____
Emotional intelligence	<input type="checkbox"/> _____	<input type="checkbox"/> _____
Identifying and managing stress	<input type="checkbox"/> _____	<input type="checkbox"/> _____

Please tell us if you have any other comments:

6. Any other feedback

83%

14. Additional information or comments

Please use this space to provide any additional information or comments, or let us know about any other training topics that would help you in your role as councillor.

Thank you for completing this survey