

Item 5b

REPORT TO STANDARDS COMMITTEE

7TH FEBRUARY 2008

REPORT OF SOLICITOR TO THE COUNCIL AND MONITORING OFFICER

STANDARDS TRAINING EVENTS: REGULATORY COMMITTEES - DECISION PROCESS - 29TH NOVEMBER 2007 EVALUATION QUESTIONNAIRE FEEDBACK

1. SUMMARY

- 1.1 This Report analyses the evaluation questionnaire responses from a training event, which was held on Thursday, 29th November 2007. The Deputy Monitoring Officer conducted the training session.
- 1.2 The training event was on Regulatory Committees – Decision Process, which covered the nature/procedures of Regulatory Committees, Chairman's role, rules of evidence, decision-making processes and the relevance of the Code of Conduct.

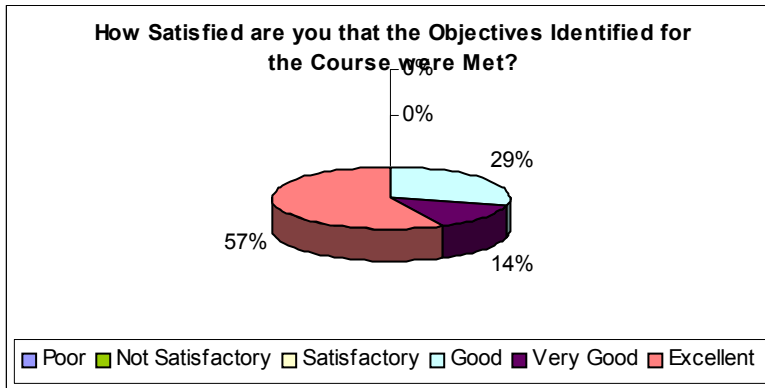
2. RECOMMENDATIONS

- 2.1 That the Standards Committee be appraised of the report.

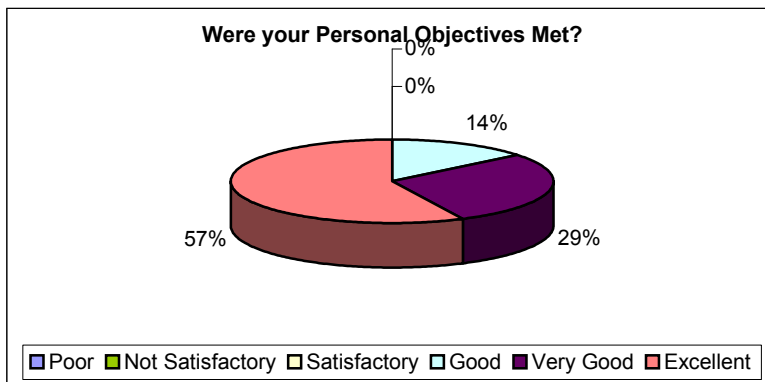
3. DETAIL

- 3.1 The training event was specifically aimed at Members of the Borough Council.
- 3.2 7 Members attended the training event, and all Councillors completed the evaluation questionnaire.
- 3.3 The questionnaire focused on three areas, which consisted of general information, a course satisfaction survey and comments.
- 3.4 **Course Satisfaction Survey:** All of the responses to the questions from the satisfaction survey have been correlated and conclusions have been drawn. The following analysis is based on the questionnaire responses from the training event.

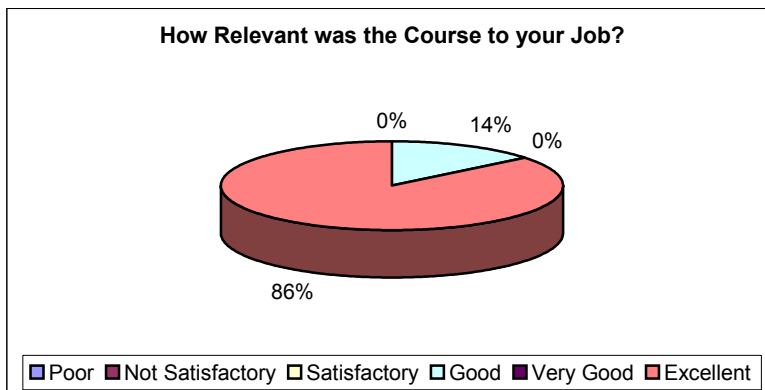
3.5 *How satisfied are you that the objectives identified for the course were met?* The responses to this question were extremely positive, 57% of the delegates were of the opinion that the objectives identified for the course were met to an excellent standard.



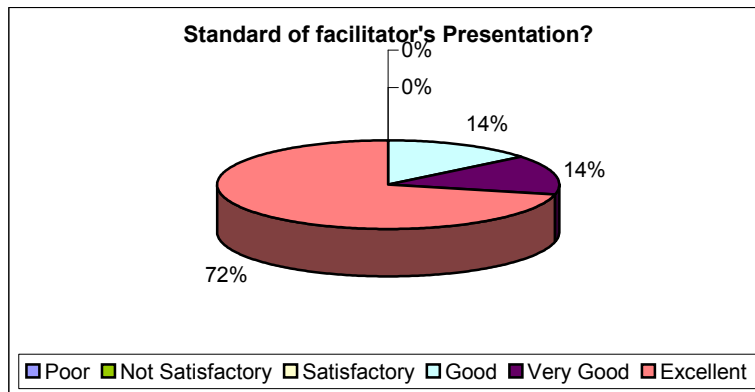
3.6 *Were your personal objectives met?* Most of the delegates thought that their personal objectives had been met, 86% to a very good or higher standard.



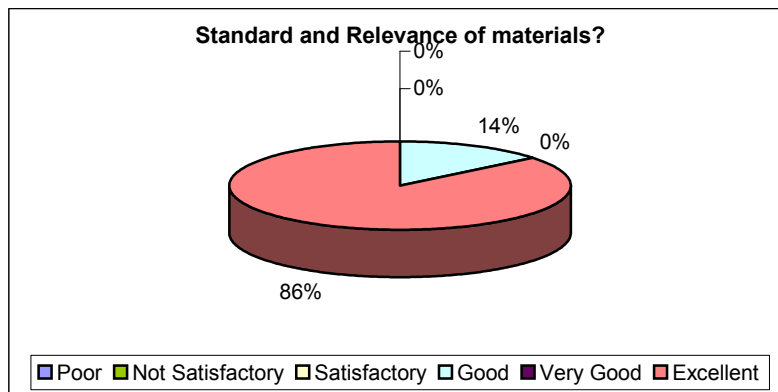
3.7 *How relevant was the course to your Job?* As expected the course was very relevant to the majority of the delegates because the course was aimed specifically at Members.



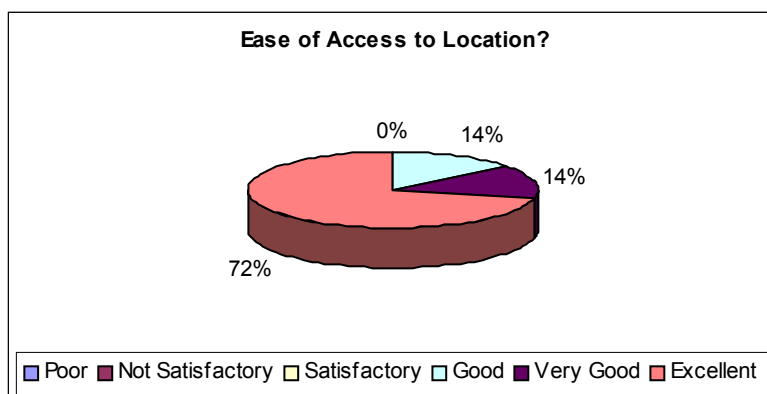
3.8 *Standard of facilitator's presentation?* 72% of the delegates thought that the standard of the facilitator's presentation was excellent.



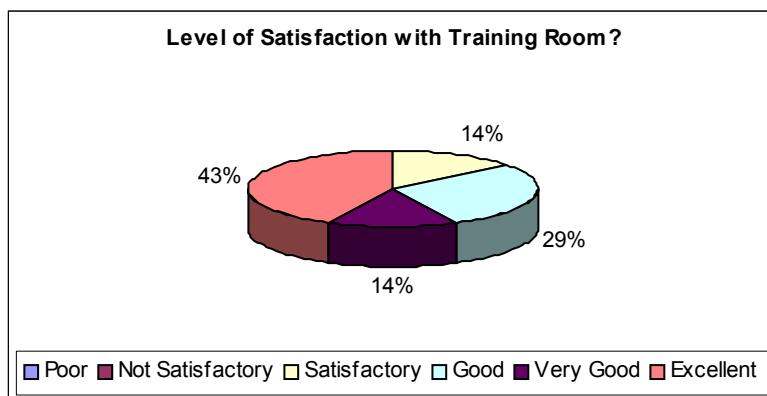
3.9 *Standard and relevance of materials?* 86% of the delegates agreed that the standard and relevance of the material was excellent. The remaining delegates were more than satisfied with the material.



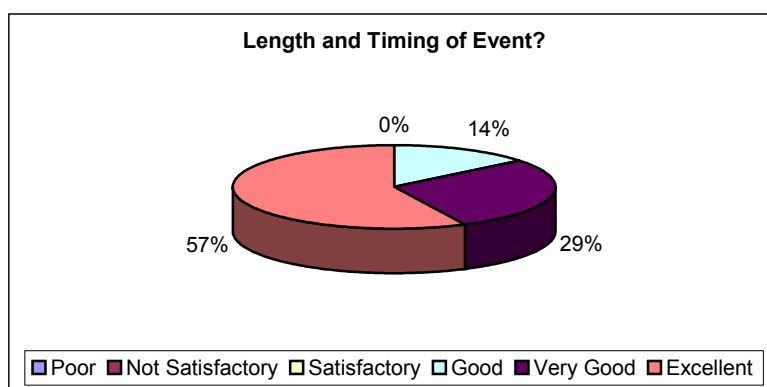
3.10 *Ease of access to location?* Most of the delegates thought that the location was excellent.



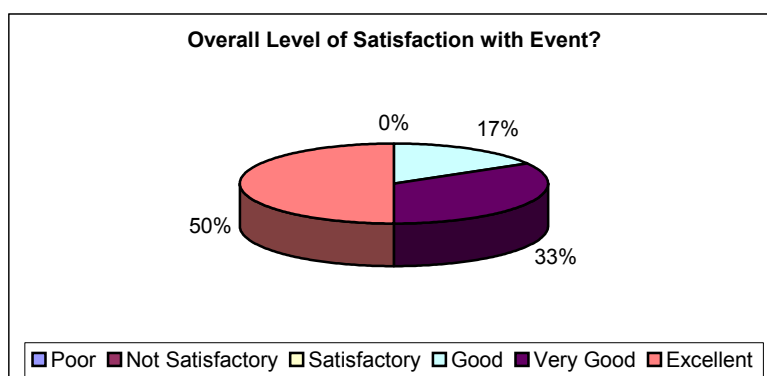
3.11 *Level of satisfaction with training room?* 57% of the delegates agreed that the training room was of a very good or higher standard.



3.12 *Length and timing of event?* 57% of the delegates agreed that the length and timing of the event was excellent.



3.13 *Overall level of satisfaction with event?* As the figures show below, the event was a huge success with 83% of delegates expressing a high level of overall satisfaction.



3.14 **Comments:** The majority of the questionnaires contained positive feedback and comments. Some of the comments included:

- All issues of value.
- All training is useful by way of knowledge – knowledge is good.
- Very good training event.

3.15 Several suggestions were made to further improve the event, including:

- Examples of cases so that members can learn from facts.
- Further reference.

4. RESOURCE IMPLICATIONS

4.1 No specific financial implications have been identified.

5. CONSULTATIONS

5.1 Council's Management Team has considered this report.

6. OTHER MATERIAL CONSIDERATIONS

6.1 All material considerations have been taken into account in the contents of this report. In particular, risks may arise unless members of the Council are fully appraised on standards matters.

7. OVERVIEW AND SCRUTINY IMPLICATIONS

7.1 None apply.

8. LIST OF APPENDICES

8.1 None apply.

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Wards: N/A

Key Decision Validation: N/A

Background Papers

Evaluation Questionnaires: 29th November 2007

Examination by Statutory Officers

	Yes	Not Applicable
1. The report has been examined by the Council's Head of the Paid Service or his representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. The content has been examined by the Council's S.151 Officer or his representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. The content has been examined by the Council's Monitoring Officer or his representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. The report has been approved by Management Team	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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