

Evaluation Summary – Overview and Scrutiny 8th June 2007

My personal objectives were:

Exceeded	Met	Partially Met	Not Met	No answer
7	6			

I would have like time to do the taster sessions on all five skills.
Could have done with more time and more case discussions.

The time allocated for the event was:

Too much	Sufficient	Too little
	12	1

I feel the subject is so vast that we were unable to go in-depth into it. Over 2 days would be better.
Make it in two parts (i.e. 2 days)
Some aspects could be used for a further training course.
This course has been an introduction. As with any interesting subject, more depth needs more time.
The course was interesting without loosing concentration.
Not really.

Please rate the following:

	Excellent	Good	Average	Poor
Effectiveness of the speaker	10	3		
Relevance of the event	8	5		
Pace	7	6		
Supporting Documentation (if any)	7	3	2	
Visual Aids (if any)	7	4	1	
Administration (joining instructions etc)	7	4	1	

Which part of the event did you find most useful? Why? Could it have been improved?

Project management was fantastic.
Meeting Councillors from different regions.
All.
The interactive sessions.
The workshops – as they were specific.
All of the course.
Explanation of function of Committee.
Role of Overview and Scrutiny.
Recognition of differences for fourth option authorities.
Methodology of setting up project management. With more time, perhaps, a few case studies could have been exhibited.
General introduction into Overview and Scrutiny. I felt I came away with greater understanding.
More info would be of been heavy to take in without having been on the Committee.

Which part of the course did you find least useful? Why?

Found it all useful.
Predominance of references to Cabinet system (Could not have been eliminated).
None.
The second slide show (powerpoint) could have been eliminated and the time spent on more “power – workshops”

What, if anything, would you like added to the event content?

Would you have preferred a different ratio of teaching methods?

Yes	No	No answer
	9	4

More taster sessions.
One feedback time was too long (before lunch).
No because 'teachers' short circuit discussions which can consume time.

What impact do you think the training will have on your ability to act as an effective representative of the local community?

I will have the ability to recognise and act on important issues that impact on the community.
I have learnt a lot this should support my role.
Much clearer view of what the O+S role is about.
Unknown.
Gives me an insight as to how O+S should be operated.
Help it.
This has given me confidence to represent the community by working with the overview and scrutiny committee and officers over the next year.
Exceeded my objectives at start of course.
More effective member of overview and scrutiny.
Take part on the overview and scrutiny committee when required.
Make me more effective.

Please make any additional comments you may have about the event in the space below.

I have done O+S training before and Frances Taylor has made it come alive. I now feel I understand what O+S really means.
A useful means f putting scrutiny in context and demonstrating its possibilities.
Well worthwhile.
When is part 2? "Enhancing the Scrutiny Role"

Evaluation Summary - Introduction to becoming an effective Member: Blackpool Council

My personal objectives were:

Exceeded	Met	Partially Met	Not Met	No answer
	1			

The time allocated for the event was:

Too much	Sufficient	Too little
	1	

Sufficient for time but follow up required.

Please rate the following:

	Excellent	Good	Average	Poor
Effectiveness of the speaker	1			
Relevance of the event	1			
Pace		1		
Supporting Documentation (if any)	1			
Visual Aids (if any)		1		

Which part of the event did you find most useful? Why? Could it have been improved?

Handbook – very useful for future reference.

Which part of the course did you find least useful? Why?

Nothing stands out

What, if anything, would you like added to the event content?

Adding more would detract from the value of what's already there.

Would you have preferred a different ratio of teaching methods?

Yes	No	No answer
	1	

What impact do you think the training will have on your ability to act as an effective representative of the local community?

It will make contact between myself and those that I represent more effective.

Evaluation Form

Title of Event	Equality & Diversity Training
Organisation	Pro Focus
Venue	Lancaster Town Hall
Date	24/5/07

We always seek to improve the quality and practical application of the learning activities we organise. For the benefit of future participants or activities similar to this we would appreciate your answers to the following questions. Please put a tick on the scales provided, and a brief note of the explanation where requested

Objective met Objective not met

	Questions	5	4	3	2	1	Comments
1	To what extent did the event meet its stated objectives		√				Some 'Case Studies' or similar would have been helpful
2	To what extent did the event help you meet your objectives		√				
3	To what extent were you encouraged and assisted to participate in the activities	√					Workshop style delivery encouraged participation
4	To what extent were you satisfied with the event/ facilitator in terms of						
A	Planning and administration e.g. joining instructions	√					
B	Content/ subject matter		√				
C	Facilitators skills and abilities	√					
D	Activities/ exercises		√				Please see comments below
E	Visual aids, handouts etc		√				
F	Accommodation (e.g. venue, comfort, catering)		√				Not enough water available for all who wanted
6	To what extent did the facilitator and content adhere to good practice in respect of diversity	√					

To help us ensure that the development methods used in this activity are appropriate for the intended learning outcomes please suggest

One thing that works well and should be kept	Workshop style delivery which encouraged those present to ask questions and take ownership of their own level of participation
One thing that does not work well and should be changed or removed	There wasn't enough water available for everyone!
One thing that might be added to improve the activity	'Case study/scenario' type work on when equality and diversity awareness and practice is most relevant- i.e. introduce an interactive element.
Any other comments	Very approachable facilitator

Summary of feedback from the Dealing with people event: Blackpool Council

“Good training session very “hands on” useful Advice actress challenging NO POWER POINT PRESENTATION CAN recommend. Food good too. Councillor facilities made Us covetous.”

“It was useful. The content was very specifically on how to break bad news to people, which was narrower than I had been expecting, but it was well presented, and having an actor for the role-play sessions was very helpful. The venue and the catering were both excellent.”

“The training was completely different to my expectations, it was about how to deal with people when giving bad news. I really enjoyed the course, the course tutor and assistant made the day pass very quick, and made the role play very real. Venue was easy to find and parking was next door, we were greeted with a good buffet, with fresh orange, I would of liked a drink mid way through the training. The course has helped me by focussing on preparation for meeting when I know I will have to give bad news, and how to help the person I am giving bad news too.”

“I really did enjoy that training event and found it very useful. I found the method of participation with an actor for using the skills taught to be very helpful and feel that the interaction was most appropriate for learning about communication skills. The speaker was helpful with answering any extra questions, as well. I would like it if we could sometime bring her to Lancaster for another type of training, as I really did like her style. The lunch afterward was enjoyable and well-timed. I feel that I am better prepared to work with the community when handling difficult issues.”

Evaluation Summary - Freedom of Information/Data Protection Briefing

My personal objectives were:

Exceeded	Met	Partially Met	Not Met	No answer
3	3	1		1

Please comment and provide details of your objective which were unmet.

Possibly more specific legal information.

Very good

All fine

The time allocated for the event was:

Too much	Sufficient	Too little
	8	

Please comment and provide details of how the duration of the event could be improved.

Ok

Ok

Please rate the following:

	Excellent	Good	Average	Poor
Effectiveness of the speaker	5	2	1	
Relevance of the event	4	3	1	
Pace	3	4	1	
Supporting Documentation (if any)	1	5	2	
Visual Aids (if any)	2	3	3	

Which part of the event did you find most useful? Why? Could it have been improved?

Discussion to individual points and questions.

Questions asked – any remaining ones were well answered.

Questioning to put into perspective the role of the Acts relevant to the date I come in contact with.

All very informative.

Info useful

Info on two acts

Questions and answers.

Which part of the course did you find least useful? Why?

Actually found it all useful.

N/A

None

Nil

Perhaps more precise information.

All ok

What, if anything, would you like added to the event content?

A case example of the FOI Act in use and a Data Protected document complying.

Not aware of any.

More precise legal.

ok

Would you have preferred a different ratio of teaching methods?

Yes	No	No answer
	4	4

If yes, please say what and why
PowerPoint again.
Ok. Fine

What impact do you think the training will have on your ability to act as an effective representative of the local community?

Much more aware of record keeping and how I, as a Councillor, need to keep records in order to comply.
Beneficial – better understanding of how these laws affect us and our position.
Greater understanding of whom to go to.
Fair
Info useful
Most useful
Very useful

Please make any additional comments you may have about the event in the space below.

Really useful.
Very beneficial – would recommend for all Councillors.
Ok
Well presented and questions answered.
Very worthwhile training.

Evaluation Summary - Chairing Skills

My personal objectives were:

Exceeded	Met	Partially Met	Not Met	No answer
	1			

The time allocated for the event was:

Too much	Sufficient	Too little
		1

Sufficient for time but follow up required.

Please rate the following:

	Excellent	Good	Average	Poor
Effectiveness of the speaker		1		
Relevance of the event		1		
Pace		1		
Supporting Documentation (if any)			1	
Visual Aids (if any)			1	

Which part of the event did you find most useful? Why? Could it have been improved?

Basic introduction ok.

Which part of the course did you find least useful? Why?

Useful but follow up needed to improve.

What, if anything, would you like added to the event content?

Specific handouts covering rules (basic dos and don'ts)

Would you have preferred a different ratio of teaching methods?

Yes	No	No answer
		1

OK

What impact do you think the training will have on your ability to act as an effective representative of the local community?

Not strictly relevant unless chairing.

Please make any additional comments you may have about the event in the space below.

OK. Chair 'crib sheet' would be useful.

Evaluation Summary - Budget and Performance Panel: Data quality and performance management

My personal objectives were:

Exceeded	Met	Partially Met	Not Met	No answer
1	1	1	1	

Please comment and provide details of your objective which were unmet:

I found the first presentation very boring and uninspiring.
 I went to sleep!
 The presenter didn't engage with his audience.
 Cllr Johnson asked a valid question which the presenter initially seemed to brush aside and when pushed gave a feeble response.
 When the presenter finished there was a disinterested feel in the room – not a single question or comment.
 Richard's presentation was much better – he was vibrant and engaged with the members.
 He explained where and how different aspects fitted together which gave meaning to some complicated issues.
 The training was uninspiring with poor quality information and badly presented.

The time allocated for the event was:

Too much	Sufficient	Too little
	3	

Please comment and provide details of how the duration of the event could be improved.

Duration less important than content, delivery and enthusiasm of presenters/quality of material

Please rate the following:

	Excellent	Good	Average	Poor
Effectiveness of the speaker	2			1
Relevance of the event	1	1		1
Pace	1	1	1	1
Supporting Documentation (if any)	1		1	1
Visual Aids (if any)	1		2	1

Which part of the event did you find most useful? Why? Could it have been improved?

Second presentation was useful
 All of his talk – very well presented
 Additional information given in the speakers lecture. As the speaker knew his subject he did not have to rely on visual aids.

Which part of the course did you find least useful? Why?

First presentation – see earlier comments
 None

What, if anything, would you like added to the event content?

Useful information on audit commission duties and functions.

Nothing.
Possibly more time for questions.

Would you have preferred a different ratio of teaching methods?

Yes	No	No answer
1	1	

Comments:

See above – little reaction/response from members to first presentation

What impact do you think the training will have on your ability to act as an effective representative of the local community?

It will make very little difference.
I can understand the performance management better. I have used escendency but the talk put it into perspective.
None.
All training pertinent or not increases knowledge which increases effective representation.

Please make any additional comments you may have about the event in the space below.