



Councillor Development Review

Name:	
Group Whip/Leader:	
Date of review:	

Corporate Values:	Put the customer at the heart of everything we do.
	Listen, Learn and make a positive difference.
	Build and maintain strong partnerships to meet the needs of the district.
	Be ambitious, creative and resourceful
	To embed net zero ambitions in everything we do

Section A
Review of Casework over the last 12 months – <i>Consider the type and frequency, did you get an effective resolution? What went well, how did you overcome challenges (if any), what tools were effective in helping you? E.g., Toolkit, website, officers. Consider how you have met the corporate values.</i>
Whip/Leader Comments:

Section B

Understanding how Council works – *how well do you feel that you understand Council and Committee processes and procedures? What are the gaps in your knowledge, if any?*

Whip/Leader Comments:

Section B

Your Skills – *Consider your current roles at the Council against the skills and knowledge identified in the Roles and Responsibilities document - Where do you think you need further support?*

Whip/Leader comments:

Section C

Ambitions – *do you have a specific interest in a particular subject or aspirations towards a particular role?*

- Chair of a committee ☐
- Chair of a working group ☐
- Chair a task and finish group ☐
- Chair of the Council ☐
- Cabinet Executive/Portfolio Holder ☐
- Member Champion ☐
- Scrutiny ☐
- Audit and Corporate Governance ☐
- Finance ☐
- Planning ☐
- Regulatory (e.g., environmental health, environmental services) ☐
- Other:

Group Whip/Leader comments:

Section D

Training and Development – *In what areas do you feel you require further development?*
Please tick all that apply below:

1. Affordable Housing ☐
2. Audit ☐
3. Benefits and Support available to residents ☐
4. Climate Change ☐
5. Code of Conduct ☐
6. Complaints procedures ☐
7. Community Engagement ☐
8. Community Leadership ☐
9. Communication Skills ☐
10. Chairing Skills ☐
11. Cyber Security ☐
12. Data Protection and GDPR ☐
13. Effective Surgeries and Casework ☐
14. Emergency Planning/Resilience ☐
15. Equalities, Diversity, and Inclusion ☐

- 16. Fraud Awareness ☐
- 17. How the Council Works ☐
- 18. I.T Training (state below – e.g., Word, Email etc) ☐
- 19. Licensing ☐
- 20. Local Government Finance (Basic) ☐
- 21. Local Government Finance (Advanced) ☐
- 22. Managing Conflict ☐
- 23. Modern Slavery ☐
- 24. Presentation Skills ☐
- 25. Planning Masterclasses (state below if you have a particular subject in mind) ☐
- 26. Public Speaking Skills ☐
- 27. Questioning Skills ☐
- 28. Safeguarding ☐
- 29. Scrutiny ☐
- 30. Social Media ☐
- 31. Understanding Council's Strategic Priorities ☐
- 32. Understanding Council Partnerships ☐
- 33. Understanding Council's Corporate Measures ☐
- 34. Whistleblowing ☐
- 35. Other:

Group Whip/Leader comments:

Section E – Advanced Section

This section is for those Members where the Group Whip/Leader has identified potential Leadership development.

Example for illustrative purposes only:

1. Being an effective Cabinet Member: Leadership Essentials ☐
2. Communication and Media: Political Leadership Masterclass ☐
3. Digitalisation: Leadership Essentials ☐
4. Finance: Leadership Essentials ☐
5. Finance for Non-Finance Cabinet Members: Leadership Essentials ☐
6. Financial Governance: Leadership Essentials ☐
7. Getting your message across: Leadership Essentials ☐

Group Whip/Leader comments:

The Councillor Development Review is completely private and confidential.

Signed by Councillor:	Date:
Signed by Group Whip:	
Signed by Group Leader:	