

## Appendix 3

### Elected Member Survey Review of the role of Councillors

The council decided that a review of the role of Councillors should be undertaken with the results to be used to determine whether the Local Government Boundary Commission for England should be invited to undertake a full review of the District's democratic arrangements.

As part of that work we are asking you to take a few minutes to complete this survey which asks about the jobs you do, the time you spend on council business, how your ward work in particular might change and whether the Council is providing you with the support that you need.

Your privacy will be respected and all your responses will be treated confidentially and combined with those of the other people who reply.

Q1 How long have you been a Councillor?

- ☐ Less than 1 year
- ☐ 1-2 years
- ☐ 3-5 years
- ☐ 6-10 years
- ☐ More than 10 years

Q2 Which of the following internal positions within the Council do you hold?  
(Tick all that apply)

- ☐ Executive Member
- ☐ Executive Assistant
- ☐ Opposition Leader / Deputy Leader / Opposition Shadow Executive Member
- ☐ Scrutiny Chair or Deputy Chair
- ☐ Area Committee Chair or Deputy Chair
- ☐ Other Committee Chair or other Deputy Chair
- ☐ I don't hold any of the above positions

Q3 Do you hold any internal positions not listed above?

- ☐ Yes
- ☐ No

Other internal positions held:

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Q4 Do you represent the Council on any external bodies?

- ☐ Yes
- ☐ No

Q5 In a typical week how many hours do you spend on Council activities and Duties? *(please include all activity, ward business, internal Council business and external business)*

- ☐ Up to 5 hours
- ☐ 6-10 hours
- ☐ 11-15 hours
- ☐ 16-20 hours
- ☐ Over 20 hours

Q6 During a typical week how much time do you spend on the following Council activities and duties? Please express this as a percentage of your total time (example below)

**Example (no % sign necessary - digits only):**

Constituency business	50
Internal Council business	25
External business	25
Total	100

Constituency business

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Internal Council business (overseeing management of the Council)

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External business (representing the Council on external bodies and partnerships)

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**Total %** *(answers must add up to 100%)*

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Q7 During a typical calendar month how much time do you spend on the following Ward business? Please express this as a percentage of your total time?

Dealing with individual constituents' case work	<input type="text"/>
Meetings / telephone contact with constituents	<input type="text"/>
Dealing with local groups and organisations	<input type="text"/>
Attending public meetings	<input type="text"/>
Travelling to and from meetings	<input type="text"/>
Other business	<input type="text"/>
<b>Total %</b> ( <i>answers must total 100%</i> )	<input type="text"/>

Q8 Over the next two years do you expect your ward work to involve you doing less or more or about the same of the following activities?

	Less	Stay about the same as it is now	More
Dealing with individual constituents' case work	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Helping people to bid for funding for specific projects	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Work with groups of local people to help find solutions to local issues	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Getting people involved in volunteering in the local community	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Challenging people in their local communities to change their behaviour	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Dealing with planning issues	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Consulting local people before decisions are made that affect the area	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please specify which activities and if you expect to do less, about the same or more for each additional activity:

Q9 To what extent do you agree or disagree with the following statement?

	<b>Disagree Strongly</b>	<b>Disagree</b>	<b>Agree</b>	<b>Agree Strongly</b>
I expect my overall Council workload to increase over the next two years	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Q10 Over the next two years do you expect the following skills to become less or more important to the work of ward Councillors?

	<b>Less important</b>	<b>Neither less nor more important</b>	<b>More important</b>
Negotiating / persuading	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Social media eg Facebook, Twitter	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Influencing decision makers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Developing local partnerships	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Chairing meetings	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please give details of any skills not listed and if you expect them to become less or more important:

Q11 How do you envisage the role of ward councillors changing over the next two years?

Q12 Over the next two years do you think that you will need more or less support from the Council to perform your role as a ward Councillor effectively?

- ☐ I will need less Council support
- ☐ I will need about the same level of Council support
- ☐ I will need more Council support
- ☐ Unsure

Q13 Please briefly explain your reasons for your answer to the previous question:

Thank you for completing this survey.