



# Public Document Pack

## MEMBER DEVELOPMENT STEERING GROUP AGENDA

**WEDNESDAY 3 OCTOBER 2018 AT 7.30 PM**  
**CONFERENCE ROOM 2 - THE FORUM**

The Councillors listed below are requested to attend the above meeting, on the day and at the time and place stated, to consider the business set out in this agenda.

Councillors G Adshead, Banks, Douris, Hicks, Howard and Taylor (Chairman)

### **AGENDA**

- 1. MINUTES**
- 2. APOLOGIES FOR ABSENCE**
- 3. MEMBER DEVELOPMENT PROGRAMME**
- 4. QUARTERLY BUDGET REPORT** (Page 2)
- 5. EVALUATION FEEDBACK FROM PREVIOUS DEVELOPMENT SESSIONS** (Pages 3 - 6)
- 6. REVISED FORMAT FOR EVALUATION FORMS** (Pages 7 - 8)

For members to decide whether the feedback forms for member development should be changed and if so, for members to suggest any other questions they would like to see on the form.
- 7. INDUCTION 2019**

To discuss plans for the 2019 Induction.
- 8. WORK PROGRAMME**

# Agenda Item 4

[illegible]

## OVERALL

**TOTALS: £ 9,190.00**

**£ 1,676.66    £ 7,733.34**

## Pending

Women in Local Government - Cllr Julie Banks	295
Scrutinising Council Performance - Cllr Julie Banks	195
Negotiating and Influencing - Wiz Training and Development	385
Ward Advocacy and Social Media - David McGrath	2265.68
	<b>3140.68</b>

## FEEDBACK ON TRAINING & DEVELOPMENT

Attended: 9 Returned Feedback forms: 9

The purpose of this briefing is to give members an overview of the Homeless Reduction Act, Dacorum's implementation and monitoring of the Act and its partnership approach and protocols.

### STRENGTHS

- Interaction between staff and councillors clarified matters and worked well.
- New process very good
- Very informative
- Easy to understand, brilliant performance and congratulations on gold standards.
- Unfortunately, I was late but what I heard was clear and informative.
- Knowledge
- Very well researched
- Knowledge, in depth understanding and ease of answering questions. Congrats on the gold standard achieved in the implementation of this new process of dealing with an old problem.
- Very knowledgeable presenters and perfect pace

### WEAKNESSES

- Did not get slides in advance
- Budget to be looked at
- Everyone chipping in with their personal stories – takes time away from the presenters.

### OPPORTUNITIES

- Powerpoint prior to meeting

### TRAINING SCORE

Poor	
Adequate	
Good	
Very good	4
Excellent	5

## **FEEDBACK ON TRAINING & DEVELOPMENT**

Attended: 16 Returned Feedback forms: 16

### **Aims and Objectives:**

As the title suggests, Nick will describe how he and his team answer consultations by DBC on planning applications as well as advising on the discharge of planning conditions, monitoring S106 funds and managing construction on site where new roads are involved. He will explain how the impact of development is predicted and how that is assessed by HCC in terms of its impact on safety and congestion.

### **STRENGTHS**

- In depth knowledge of what was presented. Well-handled especially with some demanding questions.
- These are the people who make the recommendations.
- Statement that development can only be prevented/refused on transport grounds where the residual cumulative impact is severe. Question and answer session.
- Clarity of explanation and yes we should like the actual figures.
- Govt debate on the issues.
- Clear, concise, informed
- Knowledgeable and comprehensive
- Clear delineation of what the HCC is responsible for and what they aren't. Good readable slides. Clear informative presentation
- Clear introduction. Improved understanding of what highways authority can and cannot do.
- Post meeting to questions from members was useful. Having Highways engineers present was useful.
- Good exchange of views.
- Learn some basic instructions about development planning.
- Informative but 'dry'
- Good pace to the meeting. Good that questions were kept to the end of the presentation. Very good presenters with excellent knowledge.
- Lots of information

### **WEAKNESSES**

- Questions being outside the subject
- We are a bit critical because we see the rules as weak. This is not a weakness of the presenters but a weakness of the rules.
- The starting time. 7.30pm would have been better than 7pm.
- A lot of 'high theory' and very little focus on 'reality'
- Room too small
- Acronyms.
- Idealistic at times. Any practical measures?
- Too technical. Not sufficient 'real life' examples. Copy of slides would help at the meeting to make notes on.
- Still lots of stuff not clear for me.
- A larger room would have been better.

### **OPPORTUNITIES**

- Examples of cases

- Make obvious immediate decisions. E.g parking bay sizes should be declared as a minimum size of 5.25m x 3m.
- Give examples
- Keeping questions to the point.
- Examples
- Links to website could have been provided for further info.
- Gained knowledge. Can be used in relevant places.
- To understand the methodology behind it.

**TRAINING SCORE**

Poor	
Adequate	
Good	5
Very good	6
Excellent	5

## FEEDBACK ON TRAINING & DEVELOPMENT

Attended: 6    Returned Feedback forms: 6

The aim of this workshop is to equip members with a range of new tools that will allow them to influence with integrity. The negotiation element breaks down the process of negotiation and allows members to practice the skills involved in the situations they may face. Increasingly there is pressure on politicians to exercise these skills with integrity and to work with a wide range of stakeholders in their area of influence.

At the end of the session those attending will:

- Have developed a tool kit of influential behaviours
- Be able to negotiate fair and effective agreements using principled negotiation

### STRENGTHS

- Practical in role as councillors. Importance of preparation. In bargaining – decide
- decide on realistic/ intended outcome.
- Comprehensive input from fellow members, very useful
- Interesting delivery and putting into context the true skills of negotiation
- Very helpful in affirming experience
- Got to know influential negotiating skills and soon
- Keith presented another to his skilled persons, Steering and controlling us well teaching us new skills.

### WEAKNESSES

- Too few attendees

### OPPORTUNITIES

- More practical exercise
- No once again more councillors should attend
- These are when needed to do negotiation, will help this training and knowledge.
- The people who should have joined this presentation were noticeably absent.
- Thank you Keith for a super evening
- Keith will email the presentation to us.

### TRAINING SCORE

Poor	
Adequate	
Good	
Very good	4
Excellent	2



## FEEDBACK ON TRAINING & DEVELOPMENT

*In order to help us continuously improve, please provide your comments below.*

Objectives:

Q1) The objectives of the session were met

1	2	3	4	5	6	7	8	9	10
Disagree									Agree

Q2) The presenters were engaging

1	2	3	4	5	6	7	8	9	10
Disagree									Agree

Q3) The presentation materials were relevant

1	2	3	4	5	6	7	8	9	10
Disagree									Agree

Q4) The content of the course was organised and easy to follow

1	2	3	4	5	6	7	8	9	10
Disagree									Agree

Q5) The presenters were well prepared and able to answer questions

1	2	3	4	5	6	7	8	9	10
Disagree									Agree

Q6) I can apply this information in my duties as a councillor

1	2	3	4	5	6	7	8	9	10
Disagree									Agree

Q7) The pace of the meeting reasonable

1	2	3	4	5	6	7	8	9	10
Disagree									Agree

Q8) I found the facilities suitable for the session

1	2	3	4	5	6	7	8	9	10
<b>Disagree</b>					<b>Agree</b>				

Q9) There was a good use of examples

1	2	3	4	5	6	7	8	9	10
<b>Disagree</b>					<b>Agree</b>				

Q10) Would you recommend this course to colleagues?

1	2	3	4	5	6	7	8	9	10
<b>Disagree</b>					<b>Agree</b>				

Any other comments:

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### Member Development Steering Group Work Programme 2018/19

Meeting Date	Item
<b>Wednesday 5 December 2018</b>	<ol style="list-style-type: none"><li>1. Member Development Programme</li><li>2. Quarterly Budget Update</li><li>3. Evaluation feedback from previous development sessions</li><li>4. MDSG work programme</li><li>5. Induction 2019</li></ol>
<b>Wednesday 13 March 2019</b>	<ol style="list-style-type: none"><li>1. Member Development Programme</li><li>2. Quarterly Budget Update</li><li>3. Evaluation feedback from previous development sessions</li><li>4. MDSG work programme</li><li>5. Induction 2019</li></ol>