

31 January 2018**Agenda Item: 8****REPORT OF THE CORPORATE DIRECTOR OF RESOURCES****NEGOTIATION SKILLS FOR COUNCILLORS – EAST MIDLANDS COUNCILS
WORKSHOP - 7 FEBRUARY 2018****Purpose of the Report**

1. The purpose of this report is to seek approval for the Chairman of the Committee to attend a half day workshop on Negotiation Skills for Councillors which is being offered by East Midlands Councils (EMC) at their headquarters on the Pera Business Park, Melton Mowbray on 7 February 2018 – 1.00 – 4.00 pm.

Information

2. This Committee's terms of reference includes approving councillors' attendance at conferences for which fees are payable. Councillor Neil Clarke has expressed an interest in attending this workshop which was advertised independently by EMC to local Councillors.
3. The workshop will cover:-
 - knowing the difference between negotiation, persuasion and influence and when to use each;
 - the different types of negotiation and choosing the right one;
 - getting the fundamentals right, such as processes and variables, trading concessions and money matters;
 - preparation;
 - tools and techniques for a successful negotiation;
 - getting the relationship right – building rapport and managing one's own behaviour.

Reason/s for Recommendation/s

4. This course will support the Chairman in his role.
5. Committee approval for attendance at this training course, in line with the requirements of the Constitution.

Statutory and Policy Implications

6. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty,

safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Financial Implications

As the Council is a member of EMC, the cost of attending the workshop is £95 for a Nottinghamshire County Councillor, which will be met from existing budgetary provision.

The only further costs will be the return travel to Melton Mowbray.

RECOMMENDATION

- 1) That approval is given for the Chairman of Personnel Committee to attend East Midlands Councils' Negotiation Skills Workshop on 7 February 2018 – 1.00-4.00pm at Pera Business Park, Melton Mowbray.

JAYNE FRANCIS-WARD
CORPORATE DIRECTOR OF RESOURCES

For any enquiries about this report please contact: Keith Ford, Team Manager, Democratic Services, Tel 0115 9772590

Constitutional Comments (SLB – 19/1/18)

9. Personnel Committee is the appropriate body to consider the content of this report.

Financial Comments (SES – 19/1/18)

10. The financial implications are set out in the report.

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- Email about the workshop from East Midlands Councils dated 3 January 2017.

Electoral Division(s) and Member(s) Affected

All