

LAF National Conference – Workshop Feedback Form

Name of workshop: Huddle interactive workshop and positive case studies

Led by: Clare Griffin (Peak District LAF)

Facilitated by: Fiona Groves (East Midlands Regional Coordinator)

Notes taken by: Rob Leek



Presentation main points:

- What is Huddle? – overview
- What does Huddle do? – various facilities that the Huddle system offers to LAFs
- Huddle in detail:
 - Dashboard
 - Workspace Overview
 - Whiteboards – with examples of recent topics
 - Discussions – plus examples
 - Other features – Tasks, files and people
 - Huddle in practice – Peak District LAF experience in using the system
 - Huddle the future – more members, activity, sharing, ideas and local LAF specific forums
- Live demonstration of Huddle with discussion
- Links and resources

Key issues or concerns raised by the group:

- Who do potential LAF Huddle users contact to access the system?
- Do Huddle members speak as an individual or for their LAF?
- RSS (Rich Site Summary) – what is it and how is it used?
- Still some uncertainty on how many members each LAF can have on Huddle
- It would be useful to sort discussions in a similar way that folders can be sorted
- Can LAFs set up their own area within the Huddle workspace?

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Learning points/conclusions:

- Any LAF member who would like to join Huddle should speak to their LAF about it first and then contact either their Regional Coordinator, Natural England local contact or Rob Leek to arrange for them to be given access to the system.
- From the Huddle User Guide: To help distinguish between official LAF postings and those of individuals assume ALL postings are from an individual unless it is specifically signed 'on behalf of [LAF name]...'
- RSS (Rich Site Summary) can be used in Huddle to receive updates ('feeds') which can be emailed to users and then sorted as required
- LAFs can currently have as many Huddle licences as they need - Please note: The licence agreement with Huddle is negotiated annually so arrangements and licence numbers available for LAFs may change year on year.
- The role of the Huddle Champion is still very important – to disseminate information from Huddle and feedback to LAFs at meetings
- Julie Main (N Somerset LAF) mentioned she produced an overview of Huddle document for her LAF members
- Search facility on Huddle is very good but doesn't yet search member's profiles – because of this a spreadsheet has been put in the files section for members to log their skills and interests – this can then be searched on
- Huddle membership is also open to councillors and LA officers who attend LAF meetings but the role of Huddle Champion should ideally be filled by a volunteer LAF member
- Not really possible or appropriate for LAFs to have their own area within the LAF Huddle workspace but Fiona mentioned free alternative systems that LAFs could use which could link to Huddle
- Although useful, Huddle is not a substitute for real meetings

Actions to take away (including who/when etc):

- Rob to forward link to Huddle User guide:
<https://defra.huddle.net/huddleworkspace/resolvetarget.ashx?objectid=18679467>
- Julie to forward Huddle overview doc to Rob to include with post-conference materials
- Rob to provide link to info on RSS feeds:
<https://defra.huddle.net/huddleworkspace/resolvetarget.ashx?objectid=17854371>
- Rob to link to details about licences on Huddle:
<https://defra.huddle.net/huddleworkspace/ResolveTarget.ashx?objectID=18479642>
- Rob to feedback to Huddle that it would be useful to sort discussions if possible
- Rob to send link to members knowledge and interests spreadsheet on Huddle:
<https://defra.huddle.net/huddleworkspace/resolvetarget.ashx?objectid=19301272>
- Rob to circulate link to possible free Huddle alternative for LAFs to use: West Midlands LAFs have been using Yammer (www.yammer.com)