

Agenda

PUBLIC ENGAGEMENT & CONSULTATION TASK AND FINISH GROUP

Date: Friday 17 September 2010

Time: 10.00 am

Venue: Mezzanine Room 3, County Hall, Aylesbury

Agenda Item	Time	Page No
1 APOLOGIES FOR ABSENCE / CHANGES IN MEMBERSHIP	10am	
2 DECLARATIONS OF INTEREST		
3 INTRODUCTION OF THE REVIEW Contributor Avril Davies, Chairman of the Public Engagement & Consultation Task and Finish Group Purpose The Chairman of the Task and Finish Group will outline the reasons for the review. Papers <ul style="list-style-type: none">Draft Public Engagement and Consultation Scoping Document	10:10am	1 - 2
4 GROUP DISCUSSION Contributors All members of the Task and Finish Group Purpose This is an opportunity for members of the Task and Finish Group to discuss the draft scoping document, the witnesses that they would like to question to supplement the desk based research, and the potential lines of questioning.	10:20am	



INVESTOR IN PEOPLE



Papers

- None

5 CLOSE OF MEETING

12pm

If you would like to attend a meeting, but need extra help to do so, for example because of a disability, please contact us as early as possible, so that we can try to put the right support in place.

*For further information please contact: Helen Wailling on 01296 383614
Fax No 01296 382538, email: hwailing@buckscc.gov.uk*

Members

Mr B Allen
Mr D Anson MBE
Mrs M Baldwin
Mr H Cadd
Mr P Cartwright

Mrs A Davies
Mrs B Jennings
Mr R Reed
Mr P Rogerson
Ms R Vigor-Hedderly

Overview and Scrutiny Scoping Paper

Subject of the Review	Public Engagement and Consultation
Chairman	Avril Davies
Review members, including co-optees	Bruce Allen, Doug Anson, Hedley Cadd, Peter Cartwright, Brenda Jennings, Roger Reed, Paul Rogerson and Ruth Vigor-Hedderly, Mary Baldwin, Mike Appleyard
Officer contact	Michael Chard (x7728)
Purpose of the Review (Reasons for undertaking the review, including where the ideas have come from)	At a time when local authorities are feeling a squeeze on their budgets it is important that the right people are consulted at the right time. Residents are vital to shaping the services the County Council provides and at a time when difficult decisions will have to be made to change the way services are delivered it is vital that residents can influence these policy decisions. The review will seek to examine how the County Council, across all services, goes about consulting with residents and other stakeholders (such as Councillors), identify good practice, benchmark against other authorities and recommend areas of improvement to Cabinet.
Anticipated outcome(s)	<ul style="list-style-type: none"> • To provide a consistent approach to public engagement and consultation across the County Council • To improve opportunities for residents to influence decision making at the County Council • To improve the transparency of decision making across the Council • To improve the reporting of consultation results and how residents input has influenced the final decision
What is the potential impact of the review on <ul style="list-style-type: none"> • Residents • Equality issues, e.g. access to services, vulnerable groups • Health inequalities • Adding value to the organization • Partners 	<ul style="list-style-type: none"> • To improve opportunities for residents to influence decisions of the Council • To ensure that any decisions made by the Council are informed by residents and the needs they possess • To make the results of all consultations available to residents and partners • To highlight how resident and partner consultation responses alter decisions made by the Council
Link to Council Corporate Plan priority	Tailor Services to Meet Local Need
Consideration of Local Area Agreement targets	NI004- % of people who feel they can influence a decision in their locality
Link to Sustainable Community Strategies outcomes	None

Overview and Scrutiny Scoping Paper

Key Issues for the review to address	<ul style="list-style-type: none"> • How does BCC currently consult? • Is there a consistent approach to consultation across each service within BCC? • How do the results of consultations influence decision making at BCC? • How does BCC report the results of consultations and the changes that have been made as a consequence of consultations? • How can the current BCC approach be improved? • What expectations do the public have when BCC engages/consults with them? • Are all consultations appropriate? If there are no options to consult upon, then engaging with the public about service changes should be considered • The involvement of local members in consultation and decision making
Methodology	<ul style="list-style-type: none"> • Desk based research- including analysis of consultations over the previous 12 months • Benchmarking with other local authorities, public sector bodies and the private sector, e.g. Oxfordshire rural bus route consultation • Evidence gathering meetings
Press & Publicity	<ul style="list-style-type: none"> • Press release advertising the start of the review • Press release highlighting the outcomes and recommendations from the review
Key background papers	Corporate Consultation Guidelines- BCC
Use of demographics/ needs data	
Written evidence to be provided by:	TBC
Oral evidence to be provided by:	Kim Parfitt- Corporate Consultation Officer- BCC
Potential partners	None
Resources required	Policy Officer Democratic Services Officer Support
Timetable	September- December 2010 Evidence gathering meetings to be held on 17 th and 24 th September
Reporting mechanism	Overview and Scrutiny Commissioning Committee- December 2010 (provisional) Cabinet- January 2011 (provisional)