

Meeting: Council

Date: 11 May 2016

Wards Affected: All Wards

Report Title: Communication, Consultation and Engagement 2016 – 2020

Is the decision a key decision? Yes – Policy Framework

When does the decision need to be implemented? May 2016

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1. Proposal and Introduction

- 1.1 The Council's existing Communication, Consultation and Engagement Strategy is out of date and has been reviewed and updated. Given the level of change to Council services, it is crucial the council sets out a set of principles within which it will carry out all engagement activity.
- 1.2 Setting out a clear strategy and principles within which we will communicate, consult and engage means that the Council approach to this activity should be more consistent and our communities know what they can expect from the Council.
- 1.3 The draft strategy has been subject to a six week consultation and was considered by the Council's Overview and Scrutiny Board. The Board's report to the Mayor is available on the Council's website at www.torbay.gov.uk/scrutiny. In accordance with Standing Order F4.4, the feedback and recommendations of the Board have been taken into account by the Mayor and an action plan has been developed to support the strategy which includes the points raised by the Board.
- 1.4 All consultation responses have been considered and the strategy has been amended in places to reflect the feedback received.

2. Reason for Proposal

- 2.1 Torbay Council's Communication, Consultation and Engagement Strategy is now out of date and needs to be updated.

3. Recommendation(s) / Proposed Decision

- 3.1 That the Communication, Consultation and Engagement Strategy 2016 – 2020 set out in Appendix 2 to the submitted be approved.
- 3.2 That a Communication, Consultation and Engagement Working Party be established comprising five Members politically balanced with the following terms of reference:
 - To develop the approach for improving Members and officers working together to ensure that Members are aware of all engagement activity;
 - To develop approaches to ensure Members are equipped to promote and be involved in engagement activity; and
 - To develop a set of key performance indicators against which this strategy and the action plan can be measured.

Appendices

Appendix 1: Supporting Information and Impact Assessment

Appendix 2: Communication, Consultation and Engagement Strategy 2016 - 2020