

North Hertfordshire District Council
Overview and Scrutiny Committee Task and Finish Group

Consultation and Engagement

DRAFT SCOPE (v0.1)

Terms of reference

To review the effectiveness of the Council's public consultation and engagement arrangements

To suggest improvements where necessary

Timeframe

3-4 meetings over 3/4 months beginning August/September 2017

Report to Overview and Scrutiny Committee January/March 2018

Link with Council Objectives

Responsive and Efficient

Key Questions

What are the key elements of the Council's Consultation Strategy?

What do stakeholders want from consultation and engagement?

Which tools does the Council use to consult and engage; and how effective are they?

How does the Council incorporate feedback from stakeholders into its policies?

How satisfied are stakeholders with the Council's approach?

What can NHDC learn from best practice in other councils?

Key Topics

Overall approach

District-Wide Survey

Citizens Panel

Consultation formats and demographics

Individual Case Studies

Review of the Green Space Strategy

Grants and MoU Review

The Local Plan

Potential Witnesses and Community Engagement

Executive Members and Lead Officers for each project

Community meetings and visits

Other participants to be confirmed

Green Issues

Nothing specific

Briefing arrangements and Key Documents

Consultation Strategy 2016-20

District Wide Survey 2015

Other briefing arrangements to be decided

Membership

To be confirmed

Executive Members

Cllr Lynda Needham – Leader of the Council

Cllr Tony Hunter – Community Engagement & Rural Affairs

Cllr Ray Shakespeare-Smith – Policy, Transport & Green Issues

Scrutiny Officer - Brendan Sullivan

Lead Officer – Sarah Kingsley