



To: Scrutiny Co-ordination Committee

Date: 22 January 2014

Subject: Effectiveness and quality of recent consultation exercises carried out by Coventry City Council - Cabinet Member (Community Safety & Equalities) Resolutions

1 Purpose of the Note

This note sets out the decisions taken by the Cabinet Member (Community Safety and Equalities) concerning the report 'Effectiveness and quality of recent consultation exercises carried out by Coventry City Council' at the Cabinet Member meeting held on 18th December.

2 Information/Background

The Cabinet Member considered a report of the Chief Executive which, following a request by the Cabinet Member, addressed the effectiveness and quality of recent consultation exercises conducted by Coventry City Council. Ensuring that those with limited access to ICT facilities are enabled and supported to take part was a particular concern. The report is also to be considered by the Scrutiny Co-ordination Committee on 22nd January 2014.

The report provided examples of consultation methods used for a sample of high profile recent consultations and demonstrated that a range of ways to take part had been offered. It emphasised that in order to maximise participation of those most interested or affected, consultations should be designed to use the engagement methods preferred by those most affected; remove barriers to participation; be meaningfully written or explained and be carefully promoted. Guidelines and good practice already exist within the Council, along with mechanisms to help officers leading consultations. It was important that these continue to be provided and promoted across the Council to ensure that future consultations were fit for purpose and offered the most appropriate consultation methods to encourage participation by those most affected.

In addition to the recommendations in the report, the Cabinet Member agreed two further resolutions and these are shown in bold and italics:

RESOLVED that the Cabinet Member (Community Safety and Equalities):

1. (i) Endorses the report.
- (ii) Requests that officers continue to ensure that future consultations are undertaken in ways that enable those who are most affected to take part.
- (iii) Consult broadly with Trade Unions, faith groups and residents groups with a view to promoting policies that will develop good consultation practices with any recommendations to be submitted to the Cabinet Member with responsibility for Legal and Democratic Services.***

2. Scrutiny Co-ordination Committee be requested to examine this issue further with particular regard to developing the role of elected members in promoting good consultation practice and make any comments or recommendations to the Cabinet Member with responsibility for Legal and Democratic Services.
3. ***A further report reflecting the broader consultations and Scrutiny Co-ordination Committee's recommendations to be submitted to a Cabinet Member meeting on or before 1st May 2014.***

Helen Shankster
Chief Executive's Directorate
024 7683 4371