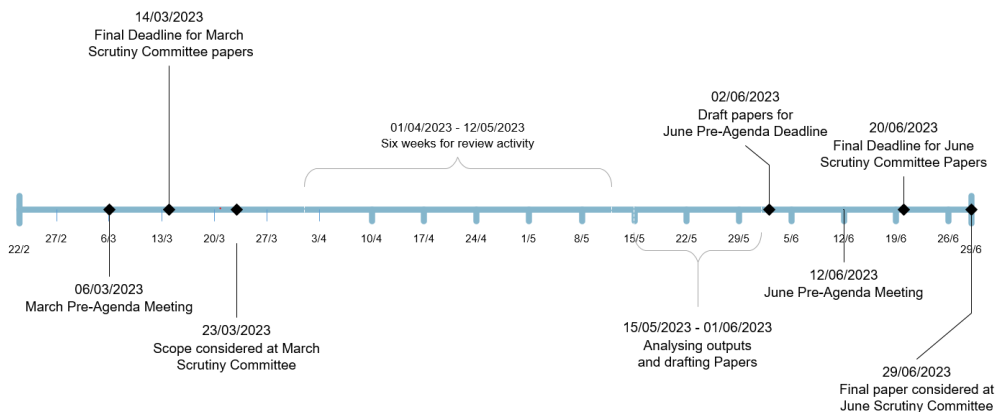


## **Review of the Resident Consultation: Scope**

<b>Purpose of the review</b>	<p>To examine and gain an understanding of the Council's current approach to formal resident consultation, within the context of ongoing wider resident engagement and co-production.</p> <p>To examine what the Council's approach to formal resident consultation could look like in the future, across the Council, to encourage wider resident participation to ensure the most effective services and outcomes for Nottinghamshire residents.</p> <p>A specific area of focus for the review will be the budget consultation process and other whole-council consultation activity. For example, any future consultation on the development of the Nottinghamshire Plan.</p>
<b>Anticipated outcome(s)</b>	<p>Increased awareness and understanding of legal requirements and good practice in relation to consultation, and how Nottinghamshire County Council currently consults with people and communities on a formal basis.</p> <p>To make recommendations on how formal consultation more widely, and how the annual budget consultation specifically, could be improved in terms of its effectiveness and impact for the benefit of both residents and the Council.</p>
<b>Background</b> <p>Formal Council consultation with residents is an area of interest for members, with a request for this to form part of the committee's work programming received during summer 2022. This was subsequently included in the work programme.</p> <p>At the December 2022 meeting of the Overview Committee, following a detailed discussion on the consultation process surrounding the 2023/24 budget it was agreed: <i>"That a task and finish review takes place on the budget consultation process, giving regard to the budget consultations carried out by other local authorities."</i></p> <p>The review does not include the statutory consultations that the Council is required to carry out and that carry legally defined rules of how they must be conducted. It also does not include consultation on employment matters which are governed by agreed policies and procedures.</p>	
<b>Key lines of enquiry</b>	<ul style="list-style-type: none"><li>• When the Council is required to engage and consult with people and communities.</li><li>• To gain an understanding of how the Council currently consults with people and communities on a formal basis.</li><li>• To identify and explore what constitutes good practice in relation to resident consultation and learning from other authorities.</li><li>• Are there opportunities to integrate our resident consultation and engagement activity across the Council and wider partnership?</li><li>• To consider the most recent budget consultation process to identify any potential improvements in relation to how and when the Council consulted and how this was advertised in order to improve resident response and participation.</li></ul>

	<ul style="list-style-type: none"> <li>To consider how the information gathered through consultation is used to inform the Council's budget and wider service development and delivery.</li> </ul>
<b>Specific areas for consideration</b>	<p><b>Budget Consultation</b></p> <ul style="list-style-type: none"> <li>How is the budget consultation process run and managed? Are there any areas of the process that can be improved? What are the potential ways this could be achieved?</li> <li>What is the response rate like to consultations and the budget consultation specifically? How does this compare to the response to consultations seen by other Councils? How does the number of responses received impact on the quality of the information received?</li> <li>How is the information gathered through budget consultation activity being used?</li> <li>How are the results of budget consultation activity communicated with stakeholders and contributors?</li> </ul>
<b>Links to the council's corporate plan</b>	A forward looking and resilient Council (Ambition 10)
<b>Methodology</b>	<p>Desktop research</p> <p>Information briefings from relevant Service Directors and senior officers</p> <p>Interviews with relevant Cabinet Members</p> <p>Benchmarking activity on the processes and response rate to consultations and budget consultations at other similar Councils.</p>  <p>The timeline diagram illustrates the schedule for the budget consultation process. It begins in February 2023 with a 'March Pre-Agenda Meeting' on 06/03/2023. Key milestones include the 'Final Deadline for March Scrutiny Committee papers' on 14/03/2023, followed by a 'Scope considered at March Scrutiny Committee' on 23/03/2023. A six-week review period runs from 01/04/2023 to 12/05/2023. Further milestones include 'Draft papers for June Pre-Agenda Deadline' on 02/06/2023, a 'June Pre-Agenda Meeting' on 12/06/2023, and the 'Final Deadline for June Scrutiny Committee Papers' on 20/06/2023. The process concludes with the 'Final paper considered at June Scrutiny Committee' on 29/06/2023. Other dates marked on the timeline include 22/2, 27/2, 13/3, 20/3, 27/3, 3/4, 10/4, 17/4, 24/4, 1/5, 8/5, 15/5, 22/5, 29/5, 5/6, 12/6, 19/6, and 26/6.</p>
<b>Key background papers</b>	
<b>Evidence to be provided by</b>	<p>Relevant Cabinet Members</p> <p>Service Director for Finance, Infrastructure &amp; Improvement</p> <p>Service Director Transformation and Change</p>
<b>Timetable</b>	TBC
<b>Reporting mechanism</b>	Report to be presented to the Overview Committee in advance of the findings of the review to be considered by Cabinet.

