

## **Extract from draft minutes of Place and Resources Overview Committee on 9 February 2023**

### **Consultation and Engagement Policy and Protocol**

The committee considered a report of the Business Partner – Communities and Partnerships, which presented a new Consultation and Engagement Policy and Protocol for Dorset Council, to outline and embed consistent standards across the organisation. The committee had the opportunity to provide comments and recommend the adoption of the policy to Cabinet.

The committee considered the issues covered by the report and the new policy and protocol and points were noted in the following areas:

- A request was made for the wording around the collection of evidence and data to be firmed up within the draft documents
- Resources available within the council to ensure that the policy and protocol would be kept at the heart of the organisation and be consistently applied throughout the council
- Links to the new Data and Business Intelligence Strategy and work being undertaken with the Data and Business Intelligence Team to create a central depository of corporate documents to improve access across the council and promote the ability for self-service across all council areas
- Encouraging engagement with under-represented groups and how this could be measured, and work being undertaken in the equality and inclusion part of the team
- Consideration should be given to the potential creation of a database of community groups and individuals that were frequently in contact with hard-to-reach groups, in order to promote consultation and engagement
- The Equality Impact Assessment would be appended to the report to Cabinet
- The policy and protocol aimed to ensure that all consultation across the council were conducted to a baseline standard, but provided for options for response by residents
- It was suggested that the policy and protocol should be reviewed by the Place and Resources Scrutiny Committee, 18 months after implementation.

It was proposed by S Jespersen seconded by V Potheary

### **Recommendation to Cabinet (28 February 2023)**

1. That the Consultation and Engagement Policy be approved
2. That the Consultation and Engagement Protocol be adopted as a baseline standard for all consultations and engagement activity delivered to Dorset Council residents, with any minor adjustments to be authorised by the Portfolio Holder for Corporate Development and Transformation
3. That consideration be given to the potential creation of a database of community groups and individuals that are frequently in contact with hard-to-

## Appendix B

reach groups, in order to promote consultation and engagement

4. That the Place and Resources Scrutiny Committee be asked to undertake a review of the effectiveness of the Consultation and Engagement Policy and Protocol, after 18 months of implementation.