

Report of the Public Engagement Scrutiny Inquiry Panel

Cabinet – 21 October 2014

SCRUTINY INQUIRY INTO PUBLIC ENGAGEMENT

Purpose:	This report presents the findings, conclusions and recommendations resulting from the Panel's Inquiry into Public Engagement.
Policy Framework:	Council Constitution.
Reason for Decision:	To consider and action the recommendations made by the Scrutiny Inquiry Panel.
Consultation:	Legal, Finance
Recommendation(s):	It is recommended that: 1) Cabinet receives the report and tasks the relevant Cabinet Member to prepare a written response within three months for Cabinet decision on the scrutiny recommendations.
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Finance Officer:	Carl Billingsley
Legal Officer:	Nigel Havard
Access to Services Officer:	Phil Couch

1.0 Introduction

- 1.1 This report presents the findings, conclusions and recommendations resulting from the inquiry into public engagement. The Panel's final report, appended, requires a Cabinet decision.
- 1.2 In accordance with the Council Constitution reports from scrutiny to the Executive are presented to the first available Cabinet meeting. The convener of the Panel will present the report and accompanying recommendations.

2.0 Scrutiny Programme Committee

- 2.1 On 29 September 2014 the Scrutiny Programme Committee discussed and agreed the report for submission to Cabinet. The Committee welcomed the report and emphasised the following issues:

- The importance of detailed analysis – to ensure that the information gained from data collected and messages give an accurate picture to inform service delivery, for example use of simple percentages do not take into account polarized views - certain groups of people having different opinions on a particular issue.
- The importance of evaluation – there must be evaluation mechanisms in place so that we can reflect on the value of engagement activities, what has worked, and what lesson can be learnt, This will provide more clarity about the impact of and outcomes from public engagement.
- The need to review Swansea Voices to ensure it is an effective consultation and engagement tool e.g. panel recruitment, social demographic make-up to ensure balanced representation, impact.

3.0 Cabinet Decision

- 3.1 At this meeting the role of the Cabinet is to receive the report and task the relevant Cabinet Member to prepare a written response on behalf of Cabinet. The Cabinet Member's response report should be scheduled for a future Cabinet meeting **no later than three months** following formal receipt of the scrutiny report.
- 3.2 In their response report the Cabinet Member will recommend approval or rejection of each of the scrutiny recommendations together with an explanation. Within their report the Cabinet Member will also provide a proposed action plan to show what steps are being or will be taken to implement recommendations. Cabinet will then make a decision on the Cabinet Member's response report.

4.0 Follow Up

- 4.1 The Panel will then schedule to follow up on progress with the implementation of the action plan agreed by Cabinet and report their views to the Scrutiny Programme Committee. The panel convener and the Scrutiny Officer should ensure that a review of progress against accepted recommendations is scheduled into future work programmes and a progress report is brought to the Panel 6 months after the action plan has been agreed by Cabinet.
- 4.2 If required by the Panel a second follow up will take place before monitoring of the inquiry would be concluded (typically 12 months after Cabinet decision).

5.0 Equality and Engagement Implications

- 5.1 Equality and engagement issues were formally considered at the scoping stage of this inquiry and borne in mind by the panel throughout evidence gathering. The Cabinet Member will need to ensure that implications are considered via application of the

corporate Equality Impact Assessment process when considering the response to the recommendations.

6.0 Legal Implications

6.1 There are no specific legal implications at this stage.

7.0 Financial Implications

7.1 There are no financial implications to this report. Any potential implications will be outlined in the Cabinet response.

Background Papers: None.

Appendices: Appendix A – Final Inquiry Report.