

**Portsmouth: Local
Revising the City's Neighbourhood Fora
Recommendations Paper**

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Portsmouth City Council
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“The aims and objectives of these forums have been to bring together local people to discuss local issues, and to provide the City Council with a sounding board on matters of topical concern”

- **Article 10, PCC Constitution**

Context

Portsmouth City Council established neighbourhood forums in 1992 as a way to ensure local input, consult on Council services and provide opportunities for people to have their say.

The council has a strong track record on community engagement, third sector development and volunteering as a national empowering authority, and most recently as one of 18 national take part pathfinders.

The current economic climate presents opportunities to re-examine and improve existing engagement mechanisms to ensure that we have a greater understanding of our audience, their needs and expectations, as well as the impact of future service change.

Furthermore, the national coalition government's commitment to the “Big Society” agenda demands that councils more effectively reflect the aspirations of neighbourhoods and community groups. These themes are expected to be further reinforced by the forthcoming localism bill.

Principles

This paper seeks to support the aims of the council's forthcoming Community Engagement Framework and the following principles that underline it.

Relevance

Ensure that activity is relevant to the increasingly busy lives of our citizens and the growing diversity of our local population.

Accessibility

To take consultation activity to where people are, by using a variety of venues and methods within local neighbourhoods.

An action orientated approach

Develop a robust process for capturing issues and feeding back with considered responses within realistic timescales.

Purpose of this paper

- To build on the ideas presented in the Outline Paper (March 2010)
- To provide a summary of feedback from recent consultation activity
- To identify key improvement areas and recommend options for change

1. Process

This paper was presented to Strategic Directors Board on **Wednesday 29th September 2010**.

It was considered by **Constitutional Working Group** on **Tuesday 19th October 2010**.

Following feedback and amendment it has been forwarded to **Standards Committee (1st November)** and will proceed to **Full Council on the 23rd November 2010** following approval.

A summary of its proposals will also be taken to an **All Neighbourhood Fora** meeting on **October 26th 2010**.

It is anticipated that the suggested recommendations be **enacted by January 2011**.

Options

| Option | Key Benefit | Key Risk |
|--------------------------------------------------------------|---------------------------------------------------|----------------------------------------------------------------------------------|
| 1. Maintain current neighbourhood forums structure | 2. Continuity in established process | 3. Declining attendance and identified issues unresolved |
| 4. Evolve forums in relation to the recommendations outlined | 5. Refresh process and broaden consultation reach | 6. Fear of change associated with new formats and loss of established volunteers |
| 7. Abolish neighbourhood forums 8. | 9. Potential cost saving | 10. Residents loose established platform to "have their say" |

The recommendations outlined in this proposals paper support Option (2).

(2) Powers of neighbourhood forums

There is a key distinction between **representative vs. consultative** function. Neighbourhood forums currently have no delegated powers or budgets and as such are consultative in nature.

They are given no formal voting remit by the city council and they cannot ratify or veto any of its decisions. Whilst the focus of forum activity is predominately consultative there is a public perception that forums can make formal decisions.

There is, therefore, a need for greater clarity in the remit of forums to ensure that there is a clearer interface with the council's decision-making structure. Furthermore, as developed channels of community opinion, forums could more effectively support and inform the ward role of Councillors.

Options in relation to delegated or devolved powers:

(A) Area Committees

That the council devolves decision-making to areas of the city and creates committees comprising of local councillors, clustered by ward. These committees take representations from local residents.

Area committee structures have allocated resources and devolved budgets (either for local projects or directly for services across an area). They are supported by dedicated officers and democratic services.

Area committees are also politically balanced to reflect the party make-up of elected representatives within the given area.

(B) Parish Councils

That the council provides for the creation of parishes or community councils. An indicative list of potential parish council powers and duties can be found in appendix (b) Parishes are by their nature very localised and would require a redesign of the 14 active and 9 inactive neighbourhood forums in relation to existing city electoral wards. Parishes would elect councillors to determine the execution of any devolved powers.

However, a recent precedent demonstrates opposition to creating such a further tier in the city. Full Council voted on the 23rd March 2010 to abolish Southsea Town Council following a Governance review. This decision was in part based on opposition to the additional costs associated with the maintenance of the town council, its local levy, its potential to confuse accountability lines with the city council, a reduced functional remit and issues relating to its performance.

(C) Neighbourhood Management

The Local Strategic Partnership previously established a neighbourhood empowerment steering group to articulate its aim "to provide an infrastructure for local people to have a say in the standard of service delivery, and to support a more joined up approach to service delivery so that it is much more responsive to community needs".

In response the City Council created a neighbourhood co-ordination team to implement

national funding in partnership with local communities. Heartlands Community Voice was formed to work with local agencies to identify priorities find efficiencies and support service delivery, building on the legacy of previous SRB funding (Single Regeneration Budget).

On the 8th March 2010 the council decided:

"that the Cabinet supports future activity aimed at coordinating services at a neighbourhood level and engage with local people in order to derive the most benefit from its own and partners investment in high need locations across the city";

and

"that the neighbourhood co-ordination manager continues to seek contributions to this work either in cost or in kind - from other agencies e.g.. police, fire service, health etc."

Whilst further development of this model in the city would require an injection of further local or national funding, the learning from the pilot is useful in informing the future of neighbourhood forums, particularly in light of the national "big society" agenda.

The community boards established in relation to this programme have been consulted in the process of this review.

A list of examples of area delegation and neighbourhood management can be found in appendix (c).

Further considerations

(D) Delegated budgets

Neighbourhood forums could receive delegated budgets to allocate to identified and prioritised projects. The process of allocation would have to be both accountable and audited through the city council, rather than directly transferred.

(E) Overview & Scrutiny

A more structured approach to neighbourhood forum activity could help to support the research element of the council's scrutiny work, as well as help to link community intelligence more closely to the challenge of decisions and improvement of local services. Neighbourhood level scrutiny activities could help to check delivery and design in "real" time.

(F) Petitions

The council's new petitions scheme provides for a clearer process by which local residents can call decision to account or ask for particular issues to be considered. Neighbourhood forums can play a role in championing the use of this tool as an effective way of campaigning.

(G) Planning

Changes to planning legislation are expected within the next twelve months. It is likely that these changes will reflect the principles of the Conservatives "Open source planning" policy, which are referenced in the national coalition agreement. Its aims to create:

“...a system that means that local people in each neighbourhood- a term used to include villages, towns, estates, wards or other relevant local areas- will be able to specify what kind of development and use of land they want to see in their area”ⁱ.

Recommendation (1):

That the purpose, function and powers of forums are outlined in an amendment to the Council's constitution (under Article 10).

Draft text appendix (A)

Recommendation (2):

Any future delegation or devolution of powers and responsibilities to forums (or their successors), from the city council, is considered in relation to their effectiveness as consultative mechanisms and in relation to any potential changes to the council committee structure.

The following section makes further recommendations in relation to issues identified in the previous outline paper (March 2010):

(3) Accessibility & Attendance issues

- Evening meetings
- Low attendance
- A need to more effectively reflect the demographic make-up of the city's neighbourhoods.
- Venues used- potentially exclusive to some groups.

In response to these, the following alternative activity formats were suggested:

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| Neighbourhood Themes Meeting | <p>An open public meeting to:</p> <ul style="list-style-type: none"> • Discuss themes and issues across the neighbourhood. • Identify community needs and priorities. • Develop plan of activity for 6-12month period. |
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| Walkabout | <p>A ward focused consultation activity that invites residents and businesses to:</p> <ul style="list-style-type: none"> • Consider their surrounding area via a “walking meeting” along an agreed route. • Identify “snagging” and street scene issues. • Build community confidence and awareness through sociable activity. • Work in alliance with Police Community Tasking Groups. • Identified issues will be captured in an “action sheet” which will contribute to the Neighbourhood Plan and feedback to attendees. |
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| Newstand | <ul style="list-style-type: none"> • An opportunity to obtain wider views of the local community as well as promote a particular Council service or project. These activities will involve setting up a “stall” in some of the following suggested venues: <ul style="list-style-type: none"> • Supermarket/Shopping Centre • Pub • Church • University Union |
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| | |
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| Q&A Session | <ul style="list-style-type: none">• A public meeting to allow residents to ask questions around particular issues or planned projects, held in a variety of venues and locations. These would allow:• Council Officer Presentations• Councillor feedback on issues and activities• Service consultations |
|------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Recommendation (3)

That forums adopt a more flexible approach to consultation by holding a range of activities that allow for a broader cross-section of opinion about the local area to be captured.

(4) Membership and Appointment

- Individual neighbourhood forum constitutions and varied codes of practice.
- No formal link to council constitution or decision-making process.
- Forum AGMs appoint key personnel from those present at that particular meeting, often in isolation of the wider community and elected city councillors.

Recommendation (4)

That a common “neighbourhood” or “ward” charter is created outlining the role of the forum in relation to the council and asserting its right to voice and reflect the needs of the local area independently.

(5) Ward & Neighbourhood boundaries issues

- Neighbourhood forums boundaries are not coterminous with the Council’s fourteen electoral wards.
- A disconnect between the Councillors’ ward role, resident identification and the wider area. High demands of multiple attendance for Councillors.
- Alignment with partner agencies- a need to ensure that activities are more joined up and delivered across singularly identified boundaries.

Recommendation (5)

That neighbourhood forums move to a ward focus, allowing for provision across each area of the city.

Consultation activities are based on natural communities and use of space within wards (such as shopping areas, residential clusters, public buildings) and that they link to existing groups/panels at the sub-ward level.

(6) Response and Support issues

- Current “Link Officers” undertake duties in addition to their full-time post and have limited capacity to move beyond the logistics of individual meetings.
- A need to make clearer links to the corporate centre and generate greater buy-in from heads of service and directors in supporting the neighbourhood dimension of Council services.
- A clearer “journey of engagement” needs to be developed to ensure that residents raising an issue at a forum are responded to and that requests are effectively tracked.
- Better signposting of Council services would avert an over concentration on individual case matters in public forum and free-up discussion time.

Recommendation (6)

That the Link Officers are disbanded in their current form and replaced by dedicated support within the community engagement team of CCDS (within current budget allocation).

Recommendation (7)

That heads of service within the council are allocated a ward on a trail basis (initially in 5 wards) to work with the community engagement team and members in progressing neighbourhood issues within the organisation.

Recommendation (8)

That actions identified through ward consultation activity are responded to in accordance with the Council's customer service standard and progress checked regularly.

(7) Running costs and resources

Neighbourhood forums are currently supported through the community engagement team of customer, community & democratic services.

Principal cost areas:

- Link Officers (14 casual)
- 0.5 FTE Support officer
- Printing and distribution
- Venue hire & catering

The 2010/11 budget for forums stands at £71,400 and reduces to £57,000 in 2011/12.

The recommendations in this paper aim to ensure future activity is in line with predicted budget reductions (pending the October CSR). An improved process for the forums will deliver both practical efficiencies and serve to align consultation spending across the authority in the longer-term.

Going forward it is the intention of this review to build capacity within the forums rather than dependency. To compliment national government thinking, therefore, it is hoped that the independence of neighbourhood forums can further asserted through their increased take-up of community based activities and services.

A revised communications plan is being expanded to ensure better use of:

- Flagship and existing council publications
- PCC website
- Social media applications (such as Facebook and Linked-In)
- Targeted marketing through local outlets (such as Southern Co-operative)

It is also suggested that the name “neighbourhood forum” is reviewed to remove confusion around its role and that of other organisations (such as neighbourhood watch and neighbourhood management). The new structure is also an opportunity to re-brand activity and to encourage greater involvement through more relevant messaging.

Recommendation (9)

That service areas within the council support the proposed new format by linking existing consultation activities, where appropriate, to forum activity.

(8) Consultation and feedback

Since our initial outline paper in March 2010 we have conducting a range of interviews, meetings and consultation events to gauge opinion about neighbourhood forums in the city and to discuss options for change openly.

We have spoken directly to **11 neighbourhood forum committees**.

We have spoken to Heartlands Community Voice, Portsea Action Group and the Neighbourhood Management Steering Group.

We have spoken to **31 City Councillors** across all 14 wards.

We have had a strong response from internal departments following an “email-out” and conducted **5 public consultation drop-in sessions** with 106 people responding to a focused questionnaire.

Summary of recommendations

Recommendation (1):

That the purpose, function and powers of forums are outlined in an amendment to the Council's constitution (under Article 10).

Draft text appendix (a)

Recommendation (2):

Any future delegation or devolution of powers and responsibilities to forums (or their successors), from the city council, be considered in relation to their effectiveness as consultative mechanisms and in relation to any potential changes to the "strong leader" model of committee structure.

Recommendation (3)

That forums adopt a more flexible approach to consultation by holding a range of activities that allow for a broader cross-section of opinion about the local area to be captured.

Recommendation (4)

That a common "neighbourhood" or "ward" charter is created outlining the role of the forum in relation to the council and asserting its right to voice and reflect the needs of the local area independently.

Recommendation (5)

That neighbourhood forums move to a ward focus, allowing for provision across each area of the city.

Consultation activities are based on natural communities and use of space within wards (such as shopping areas, residential clusters, public buildings) and that they link to existing groups/panels at the sub-ward level.

Recommendation (6)

That the Link Officers are disbanded in their current form and replaced by dedicated support within the Community Engagement Team (within current budget allocation).

Recommendation (7)

That heads of service within the council are allocated a ward on a trial basis (initially in 5 wards) to work with the community engagement team and members in progressing neighbourhood issues within the organisation.

Recommendation (8)

That actions identified through ward consultation activity are responded to in accordance with the Council's customer service standard and progress checked regularly .

Recommendation (9)

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Appendix (A)- Draft Amendment to the Council's constitution (outline)

Purpose of Neighbourhood Forum

- A key platform for consultation within the city.
- Enable open discussion on issues of concern to the local neighbourhood.
- Independently led by local volunteers to provide good community intelligence.
- Provide a contact point for a wider circle of community groups and associations within the location.
- Help to improve the design and delivery of local services.
- Link to council decision-making process and support the ward role of city councillors.
- Enhance the consultation activities of partner agencies across the city.
- Support the city council's duty to involve.

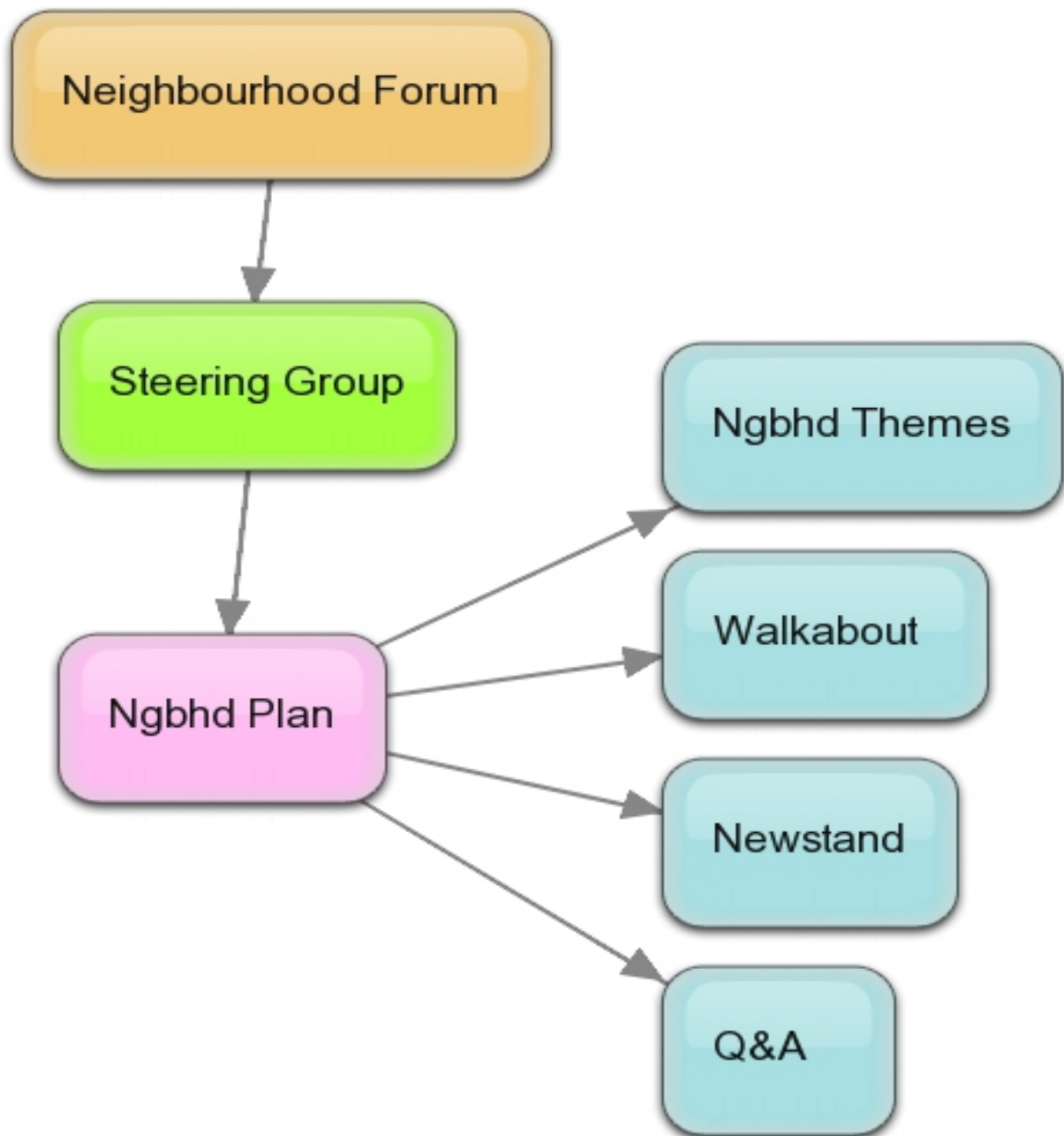
Function of Neighbourhood Forum

- Plan a range of activities that provide for people in the local area to have their say.
- Develop an annual plan highlighting opportunities for consultation and identifying key issues.
- Acknowledge communities of identity, geography and interest.
- Make use of public space at times convenient to residents.
- Make a positive statement of intent and outline expectations through a neighbourhood charter

Neighbourhood forums will:

- Be facilitated and supported by the Council in a way that is appropriate to their individual needs.
- Have dedicated support from the Council in choosing and planning a range of activities.

Appendix (B)- Suggested New Structure for Forums



Appendix (C) Examples of area delegation and neighbourhood management

Manchester City Council -Ward Co-ordination

Each ward has a Ward Co-ordinator and Ward Support Officer, whose role it is to improve Council and other public services for the benefit of local people.

Ward Co-ordinators are people who already work for the Council:

- They make sure that a Ward Plan and Ward Newsletters are produced for each ward
- They make sure that local people are consulted about what is important to them
- They respond to local people's concerns about Council and other public services
- They work closely with local ward councillors
- They hold Ward Co-ordination Group meetings to look at local priorities and how local services can work together better

Example:

Ancoats & Clayton Ward Plan Summary

Welcome to the Ancoats & Clayton Ward Plan summary, which provides an outline of what is contained in the three-year ward plan for 2007 to 2010. The Plan details the main issues and priorities for the area and how we are going about tackling them.

Area description

The Ancoats and Clayton Ward is adjacent to the western boundary of the City Centre and runs approximately two miles east to the boundary with Tameside. The ward has a population of 12,042 and consists of the neighbourhoods of Ancoats, Clayton and part of Miles Platting. It is diverse in character, with the Northern Quarter, Ancoats Urban Village and New Islington. There are a number of parks and green spaces; Philips Park - opened in 1846; Clayton Park - home to Clayton Hall; Clayton Vale which has Nature Reserve status, St Michaels Flags & Angel Meadow; and the River Medlock that runs from Great Ancoats Street through Sportcity and Philips Park to Clayton Bridge. The ward also benefits from Sportcity facilities and the National Cycling Centre.

Recent achievements

- Three primary schools have made KS2 SAT improvements in Maths, English and Science
- Off Licence Forum established with 59 per cent membership of Off Licences in the A5 Police Division
- Substantial reduction in ASB in Youth Nuisance during summer 2006 as a result of GMP's Operation AXEL

- Successful multi-agency Respect Action Week held in 2007, promoting the Safer Neighbourhoods initiative
- A further two Safer Routes to Schools schemes introduced, resulting in 100 per cent reduction in accidents
- Clayton Library increased its opening hours, services and membership at the Wells Centre
- Philips Park and St Michael's Flags & Angela Meadow retained Green Flag Status in 2007
- Street Environment enforcement action resulting in 54 per cent reduction in dog fouling
- New state-of-the-art medical centre opened its doors to the public in Ancoats offering a range of health services and new premises for GPs

Priorities for 2008-2010

- Continue to extend the range of activities delivered from Clayton and Miles Platting Children's Centres
- Continue to improve pupil attainment and meet specific learning needs of individual children
- Reduce overall crime by 25 per cent
- Develop family learning courses that support older people returning to work or training
- Continue to increase library membership, develop a one-stop shop for Council services, creating a local hub
- Extend community sports development and ensure completion of improvements programme to parks
- Implement local road safety schemes in high collision hotspot areas
- Improve the environment, reduce levels of waste sent to landfill sites and increase recycling participation

Community Engagement priorities

Engagement will be done in partnership, within the context of the revised New East Manchester Strategic Regeneration Framework and Manchester's Community Engagement Strategy. The needs of harder to reach, more vulnerable and excluded communities will be paramount, along with the needs of the diverse and rapidly growing community in the ward.

Themed Ward Service Co-ordination Meetings will continue as well as regular mail-outs of appropriate information, including Ward Co-ordination Meeting minutes, community activities and training and funding opportunities, which include supporting new groups with Cash Grant applications.

Regular contact with ward Councillors will be maintained as well as partner organisations to build relationships and take forward issues raised.

Manchester City Council Constitution, June 2009

Article 10- Area Committees

10.1 Area Committees

The Council may appoint Area Committees as it sees fit, if it is satisfied that to do so will ensure improved service delivery in the context of best value and more efficient, transparent and accountable decision making.

10.2 Form, composition and function

The Council will appoint the Area Committee(s)

Wythenshawe Area Councillors representing the following wards:
Baguley, Brooklands, Northenden, Sharston,
Woodhouse Park

(b) Terms of Reference and Delegations

The terms of reference of, and the delegations to, the Area Committee(s) are set out in Part 3 of this Constitution

10.3 Conflicts of interest - membership of Area Committees and Overview and Scrutiny Committees

(a) Conflict of interest

If an overview and scrutiny committee is scrutinising specific decisions or proposals in relation to the business of the area committee of which the Councillor concerned is a member, then the Councillor may not speak or vote at the overview and scrutiny committee meeting unless a dispensation to do so is given by the Standards Committee, when permitted under the Local Government Act 2000.

(b) General policy reviews

Where an overview and scrutiny committee is reviewing policy generally the member must declare his/her interest before the relevant agenda item is reached, but need not withdraw.

10.4 Area Committees - access to information

Area committees will comply with the Access to Information Rules in Part 4 of this Constitution.

Agendas and notices for area committee meetings, which deal with both functions of the Executive and functions which are not the responsibility of the Executive will state clearly which items are which.

10.5 Executive members on area committees

A member of the Executive may serve on an area committee if otherwise eligible to do so as a councillor.

Newcastle City Council

The main role of Ward Co-ordination is to:

- Provide a means through Ward Committees for local people to have their say about services and policies that affect them and their community
- Develop structures to support the Ward Committee involving older people and involving younger people
- Work closely with the councillors elected in your ward to ensure that local issues and priorities are considered
- Develop joint working with residents, key groups and organisations and other people who are interested in the ward to resolve any issues of local relevance
- Support local groups and organisations to apply for funding
- Coordinate Safer Neighbourhoods Action and Problem Solving Meetings (SNAPS) in the ward and ensure that results are used to develop Ward Priority Plans and inform the Ward Committee. You can find more information about this in the Where You Live section of our website
- Ensure that all residents living in the ward have an equal opportunity to access and have a say about the services which affect them

ARTICLE 10 – AREA FORUMS (WARD COMMITTEES)

10.01 Area Forums

The Council may appoint area committees as it thinks fit to discharge its functions. By Section 18 Local Government Act 2000, executive functions may also be discharged by an area committee, provided (a) it is established to discharge functions in respect of part of the Council's area (b) its members are members elected for the wards within that area and (c) the area covered by it does not exceed two fifths of the City's total area or has a population which does not exceed two fifths of the City's total population.

The collective term used by the Council in its Charter to describe its area committees is "area forum".

10.02 Form, composition and function

Until 2006, the Council had two types of area forum: 6 Area Committees, each comprising all members from a number of wards and 26 Ward Sub-Committees, each comprising the three ward members.

Following a review during 2005/06 the 6 Area Committees were discontinued on 31 March 2006 and the Ward Sub-Committees were renamed Ward Committees and given an expanded role.

Each Ward Committee comprises the three councillors for the relevant ward.

Details of the delegations to Ward Committees by the Council and the Executive are set out in Part 3.7 of the Constitution.

10.03 Neighbourhood Committee

Neighbourhood Committee, a committee of the Executive, is responsible for monitoring and regulating the ward committee structure. The full functions of the

Neighbourhood Committee, which include preparation and implementation of the Council's neighbourhood engagement and management strategy, are set out in

10.04 Conflicts of interest – membership of area forums and scrutiny committees
Conflict of interest. If a scrutiny committee is considering decisions or action taken by an area forum of which the councillor concerned was a member and was present when the decision or action was taken, then the member must comply with the Council's code of conduct and only participate where permitted under the code (e.g. where attending for the purpose of answering questions or otherwise giving evidence relating to that decision or action.)

10.05 Area forums – access to information

(i) Area forums will comply with the Access to Information Procedure Rules in Part 4B of this Constitution.

(ii) Agendas for area forums which deal with both executive and non-executive functions will state which items are which.

Art 10 – Area Forums *Page 63*

The Newcastle Charter 2009

10.06 Executive members on area forums

A member of the Executive may serve on an area forum if otherwise eligible to do so as a councillor.

Wolverhampton City Council

Local Area and Neighbourhood Arrangements (LANA) profiles

Working through the Wolverhampton Partnership, 15 Geographical areas have been identified across the City as Local Area and Neighbourhood Arrangements (LANA). Local Area and Neighbourhood Arrangements areas will provide the means for local communities to work with service providers and service commissioners in the design, planning and delivery of public services that respond to the changing needs of the locality. Each LANA area has established a Local Neighbourhood Partnership to bring together local residents, community and voluntary groups, local councillors and public sector organisations.

The Local Neighbourhood Partnership has produced an action plan for their area highlighting key priorities and actions, which feed local views into the City's Community Plan. In addition, they have agreed set targets specific to each LANA for the next 3 years.

Appendix (D)- Basis of Charter/Roles (link to Appendix A)

| Body | Role |
|---------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Neighbourhood Forum | <p>Open public meeting to:</p> <p>Discuss themes and issues across the neighbourhood. Identify community needs. Outline aspirations for area.</p> <p>These meetings will be facilitated by local volunteers and supported by the Neighbourhood Officer and Head of Service. They are open to all. Feedback and actions will be progressed by the Neighbourhood Officer.</p> |
| Steering Group | <p>Comprises:</p> <ul style="list-style-type: none"> • Local volunteers • Councillors • Members of other local groups and associations. • Police Community Task Group representative. <p>A small focused group to consider the main themes of activity and agree the Neighbourhood Plan.</p> |
| Neighbourhood Plan | <p>The plan will be a short document that:</p> <p>Maps out a baseline of 4 consultation activities per year (one a quarter). Captures the main issues of interest for the area. Identifies partner agencies and personnel relevant to the neighbourhood.</p> |
| Walkabout | <p>A ward focused consultation activity that invites residents and businesses to:</p> <ul style="list-style-type: none"> • Consider their surrounding area via a “walking meeting” along an agreed route. • Identify “snagging” and street scene issues. • Build community confidence and awareness through sociable activity. • Work in alliance with Safer Portsmouth Partnership Community Tasking Groups. <p>Identified issues will be captured in an “action sheet” which will contribute to the Nghbhd Plan and feedback to attendees.</p> |
| Newstand | An opportunity to obtain wider views of the local community as well |

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| | <p>as promote a particular Council service or project. These activities will involve 2 personnel (e.g. one officer and a volunteer) setting up a “stall” in some of the following suggested venues:</p> <ul style="list-style-type: none"> • Supermarket/Shopping Centre • Pub • Church • University Union |
| Q&A | <p>A public meeting to allow residents to ask questions around particular issues or planned projects. These would allow:</p> <p>Council Officer Presentations Councillor feedback on issues and activities Service consultations</p> <p>These sessions could be chaired by volunteers from the steering groups or by invited guests (e.g. Members of the Youth Parliament). Q&A sessions could be held in a variety of venues and don't have to be fixed to traditional meeting locations.</p> |

Attachments:

- i. Neighbourhood Forums Public Consultation August 2010**
- ii. Forums & Wards (interactive pdf)**

i "Open Source Planning Green Paper", Conservatives, 2010.