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| <b>Subject:</b>           | <b>Update on the Arrangements for dealing with Consultation Responses</b> |
| <b>Date:</b>              | 18th February, 2022   |
| <b>Reporting Officer:</b> | John Tully, Director of City and Organisational Strategy                  |
| <b>Contact Officer:</b>   | Claire Sullivan, Strategic Planning and Policy Officer                    |

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| <b>Restricted Reports</b>                                |   |
| <b>Is this report restricted?</b>                        | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |
| <b>If Yes, when will the report become unrestricted?</b> |   |
| <b>After Committee Decision</b>                          | <input type="checkbox"/>  |
| <b>After Council Decision</b>                            | <input type="checkbox"/>  |
| <b>Sometime in the future</b>                            | <input type="checkbox"/>  |
| <b>Never</b>   | <input type="checkbox"/>  |

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| <b>Call-in</b>                               |   |
| <b>Is the decision eligible for Call-in?</b> | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |

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| <b>1.0</b> | <b>Purpose of Report/Summary of Main Issues</b>  |
| 1.1        | The purpose of this report is to update Members on the process for considering and responding to consultations.  |
| <b>2.0</b> | <b>Recommendations</b>   |
| 2.1        | The Committee is asked to note the update provided and agree the process for notifying Members of open consultations, as outlined in this report.  |
| <b>3.0</b> | <b>Main Report</b>   |
|            | <u>Key Issues</u>  |
| 3.1        | The Committee, at its meeting on 17th December, agreed that a report be submitted to a future meeting setting out the current arrangements for dealing with consultations, in the context of an issue which had been raised by a Member around the need to ensure that |

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|     | <p>Members were afforded the opportunity to view consultations and contribute to responses at an earlier stage in the process.</p>  |
| 3.2 | <p>Members are advised that the Strategy, Policy and Partnership (SPP) Team currently maintains a central record of all consultations, with these being identified in a number of ways:</p> <ul style="list-style-type: none"> <li>• The consulting organisation sends a notification to the Chief Executive inviting the Council to make a response</li> <li>• The consulting organisation sends a notification to specific officer(s) inviting the Council to make a response</li> <li>• Officers within the Council search Government websites and identify consultations that it would be appropriate for the Council to respond to.</li> </ul> |
| 3.3 | <p>Members are advised that there is a growing trend for Central Government departments to not send notifications to the Council advising them of consultations.</p>  |
| 3.4 | <p>Officers from the SPP Team provide CMT with a weekly list of currently open consultations. This list identifies where responses are required and the Department which will take the lead in making the response. It should be noted that a process has been in place for a number of years whereby this list is uploaded to the Members' Portal on a weekly basis. These lists will also be collated on a monthly basis and brought to this Committee as a standing item.</p>  |
| 3.5 | <p>Members are advised also that the majority of Central Government consultations have a response period of 8 weeks. This results in a short time scale for drafting the response and seeking Members' comments and approval through the Committee system. Due to the tight timescales, Members are advised that should they seek to discuss an open consultation, they should check the current list on the Members' Portal and contact the nominated Lead Officer.</p>  |
| 3.6 | <p>Draft responses to consultations will continue to be brought to the relevant Committee when appropriate for consideration and approval as per the current practice.</p>  |
|     | <p><b><u>Financial and Resource Implications</u></b></p>  |
| 3.7 | <p>There are no implications associated with this report.</p>   |

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| 3.8        | <b><u>Equality or Good Relations Implications/Rural Needs Assessment</u></b><br>There are no implications associated with this report. |
| <b>4.0</b> | <b>Documents Attached</b>  |
|            | None   |