

## Draft Strategic Consultation Unit Work Plan - 2005

Draft Consultation Strategy Strand/ Rationale	Action	Priority	Timescale	Benefits
1. Building a Consultation Community	Create stakeholders database including partnership agencies and representative community groups Ensure local access to lists Scope capacity of database members to respond to work in partnership Develop monitoring system to ensure lists are kept up-to-date	High	Mid 05	Readily available representative sample of the community/stakeholders etc. * Ability to carry out targeted consultation. * Effective use of MPS resources. * Single accurate database
1. Building a Consultation Community	Build capacity for database members / stakeholders to work in partnership. This requires a centrally-devised approach applied locally	High	Ongoing	Improved ability of stakeholders to respond effectively to 'engagement' exercises.
1. Building a Consultation Community	Setting expectations of police and stakeholders - promote what consultation is and is not.	Very High	March 05	Ability to more effectively meet stakeholder/community expectations.
1. Building a Consultation Community	Publicise regular bulletins on consultation activities / past successes. (Activity includes collating details of activity to be publicised)	Medium	April 05	Public aware of our activities. *Public incentive to engage. * Maximise participation in the 'engagement' process
2. Ensuring effective dialogue	Ensure toolkit of methods and guidelines are available to MPS personnel to enable them to undertake effective consultation activity. (Includes traditional guidelines and also ENGAGE -web based process selector)	High	Finalised by April 05	Better engagement carried out by the MPS. * Consultation activity is planned rather than ad hoc.

## Appendix 1

2. Ensuring effective dialogue	Consultation training (Policy Officers, Safer Neighbourhood Officers, B/OCU Business Managers)	Very High	By April 05 to have trained 25% of the first tranche of 400 identified	Better engagement carried out by the MPS. * Consistent standards of consultation activity. * Structured consultation processes.
4. Influencing Decisions/ 5. Giving Feedback	Implement website to share consultation feedback	High	By end Dec 04 to be available for feedback use. By mid 05 to include good practice archive, discussion forum and electronic notice boards	Better engagement carried out by the MPS. * Consistent standards of consultation activity. * Structured consultation processes. *Improved public perception.
3. Analysing Results/ 4. Influencing Decisions	Scope and implement senior level Community Engagement and Consultation Information Panel and working group as decision-making bodies for results of consultation. Ensure infrastructure is in place to support this.	Very High	End Jan 05 scope Feb 05 initial meetings June 05 group established	Better informed/ more robust decision. *Wider ownership of decisions. * Increases organisational focus on consultation. *best use of consultation results. *Credible processes.
6. Co-ordinating Activity	Forward-plan consultation activity and publish schedule	Medium	July 05	Improved public perception. *Better engagement. *Increased transparency. *Consultation activity is planned rather than ad hoc.
6. Co-ordinating Activity	Produce guidelines to explain when central co-ordination of consultation is necessary	Medium	July 05	MPS staff aware of guidelines. Best use of MPS resources.
Ensure a corporate understanding of engagement aims and objectives	Scope and implement performance management framework for formal corporate and local engagement and consultation activity	Medium	July 05	Best use of consultation results. *Auditable consultation processes. *Increased accountability
Ensure a corporate understanding of engagement aims and objectives	Undertake environmental scanning/build strategic partnerships to ensure we have the capacity/knowledge to undertake good	Very High	ongoing	*Able to accurately benchmark position against others. Able to influence national policy/guidelines. *Better consultation.

## Appendix 1

	consultation. To include scoping of Local Area Agreements			
Ensure a corporate understanding of engagement aims and objectives	Provide a focal point for consultation guidance/advice on corporate and local consultation issues.	Ongoing	Ongoing	*Co-ordinated approach to work area. *Corporate understanding of engagement activity
Ensure a corporate understanding of engagement aims and objectives	Market the services of the unit internally and externally - ensuring that local and strategic units are aware of the importance and function of consultation within the MPS	Ongoing	Ongoing	*Communication *Co-ordinated approach to work area. *Corporate understanding of engagement activity
Ensure a corporate understanding of engagement aims and objectives	Develop complimentary community engagement strategy, overarching the communication, consultation and partnership strategies	High	Feb 05 04	*Co-ordinated approach to work area. *corporate understanding of engagement activity *Strategic Direction
Ensure a corporate understanding of engagement aims and objectives	Facilitate a communication strategy (lead rests with MPS DPA)	Feb 05	Feb 05 scope mid 05 publish	*Co-ordinated approach to work area. *corporate understanding of engagement activity *Strategic Direction
Ensure a corporate understanding of engagement aims and objectives	Scope, develop and publish partnership strategy (lead rests with MPS Partnership unit)	High	Feb 05 scope mid 05 publish	*Co-ordinated approach to work area. *corporate understanding of engagement activity *Strategic Direction
Ensure a corporate understanding of engagement aims and objectives	Agree, publish and promote a consultation strategy	High	Feb 05 draft mid 05 publish	Co-ordinated approach to work area. *corporate understanding of engagement activity *Strategic Direction
MPA Liaison/ Community Engagement Committee	Facilitate a good working relationship between the MPS/MPA Community Engagement Committee Members/Officers	Ongoing	Ongoing	Co-ordinated approach to work area. *Strategic Direction

## Appendix 1

Fulfil Statutory Obligations (MPA)	Carry out Policing Plan Consultation	Annually	Annually Mar - Aug	*Strategic Direction
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