

The Derbyshire Challenge – Consultation Guidance

What is the Derbyshire Challenge?

The Derbyshire Challenge is all about how we will deal with huge budget cuts and turn around the county's fortunes.

We're facing massive budget pressures like never before. By 2018, we need to save £157m due to reductions in Government grants, inflation and greater demands on areas of the budget for adult social care and vulnerable children.

You can read the list of proposed cuts agreed by Cabinet for the year ahead on our website http://www.derbyshire.gov.uk/council/news_events/news_updates/2014/january/budget_cuts_considered_for_year_ahead.asp

We want to discuss proposed changes to services with Derbyshire residents to get their views but we're also legally required to hold a public consultation for many of the cuts we're proposing. Even though we'll be holding many individual consultations we're taking a 'one council' approach. There is already an agreed set of messages, templates and formats for your consultations.

Will I need to consult with service users about proposed cuts to my service?

If you're unsure whether or not you will need to consult, please contact legal services for advice by calling Simon Hobbs on 01629 538306 or Becky Roberts on 01629 538350

Consultation check-list

A consultation carried out badly could cause your service a lot of difficulty.

If the Council receives a legal challenge from someone who believes our consultation process is flawed it could be an expensive and lengthy process to defend. This could mean your proposals are put on hold along with any potential savings which they aim to make.

But don't worry, help is at hand. If you're starting to think about holding a consultation for your service you don't have to go it alone. There are support services here to help you.

Here are the first three steps you need to take:

- **Talk to legal** – to find out whether you need to consult and other guidance on the legal requirements for your consultation, including what you should be asking residents and service users. They can also advise about how to structure your Cabinet reports including the outcome of equality analyses.
- **Talk to policy** – to identify who you need to consult with, the type of consultation needed, the number of weeks you need to consult for, advice about lead-in times and help developing your questions. They can also advise whether you will need to carry out equality analysis.
- **Talk to communications** – to draw-up a communications plan and for advice on putting your consultation online, producing leaflets, posters and other communications materials, help writing and producing literature and to check your consultation is easy to understand.

Accessing support – How do I find out more?

We're holding a number of sessions to help staff who will be leading consultations in the future.

Each session will be a round-table discussion offering practical support on how to consult and engage with the public. We'll share examples of good practice from within the county council and partner organisations, offer you handy hints and tips, and provide support to help you complete the **consultation template** which all staff leading a consultation must complete before their consultation starts.

Four round table discussions are planned:

- Tuesday 24th June 11.30 – 1.00 pm
- Tuesday 24th June 2.00 – 4.00 pm
- Wednesday 23rd July 10.30 – 12.30 pm
- Monday 18th August 10.00 – 12.00

Places are limited to give people plenty of opportunity to ask questions and take part in joint discussions, so please book as soon as possible. Colleagues from policy, legal and communications will be on hand to provide advice and guidance.

To book a place please contact Jinter Thraves on 01629 538256.

Get in touch

You can contact the following services for help and advice:

Legal:

- Simon Hobbs – 01629 538306
- Becky Roberts – 01629 538350

Policy:

- Jude Wildgoose - 01629 538439
- Barbara Ackrill - 01629 538253

Communications:

Adult Social Care, Cultural and Community Services and Health and Communities

- Mandy Cann - 01629 538232
- Liz Tomes - 01629 01629 38231

Children and Younger Adults

- Alison Jesney - 01629 539310
- Catriona Cummings - 01629 538471
- Fiona Waring – 01629 538204

Economy, Transport and Environment and Corporate Resources

- Jennie Hodgkinson – 01629 538234
- Jaimi Simpson – 01629 538230

Version Control

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1.0	Communications Division	18/06/2014	Jaimi Simpson, 01629 538230 jaimi.simpson@derbyshire.gov.uk