

Engagement in policy & development

Commitments for the voluntary and community sector

Date of audit:

Completed by:

Please give a rating of between 1 and 5 for each of the questions:

- 1 = Poor (currently, this doesn't happen at all)
- 2 = Fair (this has occurred in the past)
- 3 = Good (there are some examples of this happening within my organisation)
- 4 = Very Good (this frequently happens)
- 5 = Excellent (no room for improvement, just carry on the good work!)

4 Effective involvement		
Ref	Commitment	Rating
4.1	Involve service users, beneficiaries, the people that they work with, members, volunteers and trustees when preparing responses to consultations	
4.2	Give feedback on what information is presented to the public sector and what the outcome is to everyone involved in responding to the consultation	
4.3	Be clear about whose views are being represented and what those views are. This includes explaining whether views have been gathered directly (and from what audience), or whether the response is based on the organisation's knowledge and experience of the issues	
4.4	Make sure all research and information that is presented to the public sector is accurate and credible. Explain where the information comes from and if there is conflicting evidence	
4.5	Be aware of the consulting organisation's obligations under the Freedom of Information Act 2000. Where appropriate, respect the confidentiality of information that has been supplied by the public sector for the consultation	
4.6	Promote public sector consultations across the voluntary and community sector (including the Cumbria Third Sector Network) where appropriate	
4.7	Accept that, in rare cases, consultations may need to take place in shorter time-frames than 12 weeks	
4.8	Identify where there are costs to voluntary and community sector organisations as a result of partnership work with the public sector and identify support requirements on a clear and consistent basis. This should be negotiated at the outset of any work	

Areas identified for further action

Ref	Actions to be taken
4.1	
4.2	
4.3	
4.4	
4.5	
4.6	
4.7	
4.8	