



## **CONSULTATION, COMMUNICATION AND ENGAGEMENT WORKING PARTY**

A meeting of **Consultation, Communication and Engagement Working Party**  
will be held on

**Thursday, 20 April 2017**

commencing at **2.00 pm**

The meeting will be held in the Board Room, Town Hall, Castle Circus, Torquay,  
TQ1 3DR

### **Members of the Committee**

Councillor Barnby

Councillor Excell

Councillor Mills

Councillor Robson

Councillor Sanders

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**A prosperous and healthy Torbay**

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For information relating to this meeting or to request a copy in another format or  
language please contact:

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# CONSULTATION, COMMUNICATION AND ENGAGEMENT WORKING PARTY AGENDA

1. **Apologies**  
To receive apologies for absence.
2. **Minutes of the last meeting** (Pages 3 - 4)  
To agree the minutes of the meeting held on 8 February 2017.
3. **Social Media**  
To consider the Council's use of social media as a communication tool and how Cllrs can utilise social media accounts.



## Minutes of the Consultation, Communication and Engagement Working Party

8 February 2017

-: Present :-

Councillor

Councillors Barnby, Excell, Mills and Sanders

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### 6. Apologies

Apologies for absence were received from Cllr Robson.

### 7. Minutes of the last meeting

The minutes of the meeting held on 14 December 2016 were approved.

### 8. Website and Digital Media

Nikki Massie, Web and Systems Manager and Alison Whittaker, Customer First Service Manager joined the meeting for this item.

Discussion focussed on the Council's website and how this is utilised by the public as well as how the Council communicate what is going on and getting key messages out to the public.

#### Recommendations:

- SLT should be cascading upcoming issues to communications team and web team.
- All services need to ensure that communications and the web team are informed about issues in order that messages can go out to the public, particularly on issues which have an impact on the public i.e. highways / bin collections.

#### Focus for the next meeting:

- Social media and how Cllrs can utilise.
- Nikki Massie to be invited

Chairman/woman

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