

## **(L) Procedure for dealing with Government Consultation Documents**

When any public consultation document issued by the Isle of Man Government is received by the Council it will be dealt with as follows:

1. The Chief Executive will scrutinise the document to ascertain whether it merits consideration because the subject matter could affect the Council, its services, or the City of Douglas, and will

EITHER,

- (a) (in case the document is not relevant), circulate Members of the Council to notify them that it has been received and where it may be read, and that it is intended not to offer any comment on behalf of the Council;

OR,

- (b) if the document does have relevance, advise Members of the Council that it has been received and where it may be read, and invite them to submit any comments for consideration by the Executive Committee in formulating a response;

AND,

- (c) in either case, if any Member puts forward any comments they will be collated and attached to a report by the appropriate Officer to the Executive Committee.

2. Where a matter being consulted on is specific to a Committee of the Council, the relevant Committee be tasked with reviewing the document and formulating a response. In such case the response shall only be sent after consideration by the Executive Committee. If, however, the matter is more relevant to the Council as a whole, then the Working Group on Consultations should review the matter; the Working Group comprising the Vice-Chair or another Member from each of the Executive Committee, the Housing and Property Committee, the Regeneration and Community Committee, and the Environmental Services Committee; with the Vice-Chair of the Executive Committee being appointed to chair meetings of the Group.
3. This procedure shall apply to public consultation documents only and not to cases where the Council or all local authorities are consulted specifically on any issue by the Government.