

Engagement Mechanism	Purpose	Suggested Trigger Criteria	Suggested role of Councillor	What you can expect
Cambridge Conversations	Universal, light-touch community listening and relationship-building	<ul style="list-style-type: none"> - No engagement in the ward in last 12 months - Recent high-profile issue raised by public (e.g. petition, protest, multiple casework) - New councillor elected 	<ul style="list-style-type: none"> - Chair / advocate role Attendance and co-design of event with officers	<ul style="list-style-type: none"> - Officer-led drop-in event within 8 weeks - Pre-event pack with local data - Post-event feedback loop
Shaping Neighbourhoods	In-depth engagement for areas undergoing major change, growth, or investment	<ul style="list-style-type: none"> - New development over X units - Major infrastructure project- Displacement or regeneration risk - Designated focus in a strategy (e.g. North Cambridge Framework) 	<ul style="list-style-type: none"> - Councillor co-chair or community advocate role 	<p>Embedded timeline and governance structure-</p> <p>Officer engagement and planning meeting</p> <p>Post-event feedback</p>
Seldom Heard Engagement	Targeted engagement with communities of	<ul style="list-style-type: none"> - Demographic under-representation in consultation 	<ul style="list-style-type: none"> - Invitation to join sessions / events 	<ul style="list-style-type: none"> - Report on barriers and enablers

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	identity or experience	<p>responses</p> <ul style="list-style-type: none"> - Poor outcomes shown in JSNA or equalities impact reviews- Councillor, VCS, or officer request via form 	<p>Role as champion / advocate based on experience/skills or interest</p>	
Participatory Budgeting	Enable residents to directly influence small budgets at a neighbourhood level	<ul style="list-style-type: none"> - Budget available (e.g. ward pot or grant programme) - Local group(s) express interest in co-producing ideas and supported by 2 x ward councillors 	<p>Support outreach and selection of awarded projects</p> <p>Decision panel</p>	<ul style="list-style-type: none"> - Clear timeline and rules for process- <p>Evaluation and community feedback shared</p>
Section 106 & Public Art Planning <i>*Subject to changes post-transformation</i>	Ensure local voices shape infrastructure investment	<ul style="list-style-type: none"> - Triggered by planning decision or s106 agreement 	<ul style="list-style-type: none"> - Supported local engagement process (drop-in, youth input, etc.) 	Notification of fund available

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Ward / Issue-Based Forums (e.g. Local Listen)	Ward-level dialogue, relationship building, promoting engagement routes	<ul style="list-style-type: none"> - No recent (6–12 month) councillor led open session- Notable increase in local ASB, complaints or social media interest - Known planning or policy issue upcoming 	<ul style="list-style-type: none"> - opportunity to co-design 	<ul style="list-style-type: none"> Light-touch drop-in with officer support- - Follow-up summary to all attendees and ward members