

Neighbourhood Consultative Forums

Cost: None	There is no cost to join and meetings are held locally so travel costs should be minimal
Time: Medium	Must attend NCF meetings regularly, failure to attend 3 meetings in a row may result in the position being considered vacant
Requirements for Position: Low	Must be 18 years of age and live in Hartlepool
Training Offered: Yes	Relevant training is provided to resident representatives

What is a Neighbourhood Consultative Forum?

The Neighbourhood Consultative Forums (NCF) were developed in 2000 by Hartlepool Borough Council. The aim of the NCF is to increase resident involvement and consultation and ensure that residents' views form a vital aspect of decision making within the Council.

There are three NCF, the North, South, and Central Forums, which cover the whole of the Hartlepool area.

The **North Neighbourhood Consultative Forum** comprises the following wards: Brus, Dyke House, Hart, St Hilda, and Throston.

The **Central Neighbourhood Consultative Forum** consists of the following wards: Burn Valley, Elwick, Grange, Foggy Furze, Park, Rift House, and Stranton.

The **South Neighbourhood Consultative Forum** comprises the following wards: Fens, Greatham, Owton, Rossmere, and Seaton.

Each NCF has a Chair who is a non-executive Councillor and a Vice-Chair who is a Resident Representative. The Chair and Vice Chair sit on the Hartlepool Partnership Board representing their Neighbourhood Forum.

Each NCF is a public meeting and everyone is welcome, they are held every six weeks at a location in their area. This is a chance for all residents of the area to come along and raise issues of concern in their neighbourhood, to comment on Council policy and activities and provide feedback to the Council. The Forum meetings enable the Council to provide information about Council services and policy.

If you wish to attend a NCF meeting then please visit the [Neighbourhood](#)

[Consultative Forum](#) pages on the council's website.

What is a Resident Representative?

Resident Representatives are elected by the Forums every two years. They represent the interests of the residents that belong to their neighbourhood area at the Neighbourhood Consultative Forums, and at other meetings, such as the Community Network, and the Police and Community Safety Liaison meetings. In order to represent the interests of residents each representative must be willing to make themselves available and accessible to residents of the Forum area.

Another important role of a Resident Representative is to sit on the Scrutiny Forums within the Council. The Scrutiny function acts to review or examine any actions or decisions made within the Council. Resident Representatives contribute views and issues from their neighbourhood area and can provide information to the Scrutiny Forum about local concerns.

Resident representatives also have the responsibility to elect the Vice Chair for their Forum.

Resident Representatives should regularly attend the NCF meetings, missing three meetings in a row may result in your place being considered vacant.

What is a Vice-Chair?

In addition to the duties of Resident Representative, the Vice Chair will also represent the Forum on the Hartlepool Partnership and will attend the Hartlepool Partnership Board meetings which are

held every 6-8 weeks. The Vice Chair will also attend the Police and Community Safety Liaison meetings, and will feedback relevant information from these meetings and Community Network meetings to the NCF.

How to become a Resident Representative?

You do not need any formal qualifications to become a Resident Representative. However you must be over 18 and reside in the neighbourhood forum area. Any resident of a NCF can nominate to stand for election as a Resident Representative. However your nomination will only be valid if you have 10 supporting signatures from people within the ward area that you represent.

To find out more about becoming a Resident Representative you can contact a Neighbourhood Development Officer:

North Area – Ann Callaghan 01429 523388

Centre Area – Irene Cross - 01429 855560

South Area – Susan McBride 01429 523075