

## **Bradenham Parish Council**

### **Community Engagement Policy**

Bradenham Parish Council aims to be responsive to the needs of the local community and to involve its parishioners in the Council's decision-making about the issues which affect them including planning, delivery of services and the future of the area. To achieve this, the Council will provide its parishioners with

- relevant information about services, policies and decisions that might affect or interest them;
- opportunities for them to have their say about decisions, services and plans through consultations, surveys and conversation;
- opportunities to get involved, over and above informing and consulting, to give them a greater influence over decisions and delivery.

In doing so, the Council will follow the principles set out below and will:

#### **Honesty and openness**

- Make clear the purpose of any engagement activity and use the right methods (proportionate to the significance of the issues) to engage the local community
- Be clear about what can be influenced
- Use honest, accurate and unbiased information

#### **Listening**

- Listen and respond to individuals and communities, enabling and empowering parishioners to play an effective role in setting priorities, designing services and influencing decisions to shape their local area.

#### **Inclusion**

- Undertake fair and impartial engagement to a high standard to ensure that all parishioners are offered equal opportunities to participate in issues that may affect them and make a difference.

#### **Working together**

- Act together when appropriate with a consistent approach to community engagement.
- Share knowledge and information openly with parishioners and partner organisations, whilst respecting confidentiality.
- Use what has been learnt from contact with local people to better understand and engage with the community, and to improve the services it delivers.

#### **Keeping in touch**

- Provide feedback and demonstrate the changes that are made as a result of engagement.

The Council will use the following tools as appropriate to:

##### a) inform

- posters, fliers and publications including Contact and the Annual Report
- Public and specific meetings including Parish Council meetings, Annual Parish Meeting
- Presentations, briefings.
- Website updates, Email, Twitter

##### b) consult

- Questionnaires and surveys
- Online surveys and e-consultation (via the internet).
- community groups.
- Discussion/focus groups/forums/e-forum.
- Written consultation through letter or email.

- Consultation events/workshops/ /exhibitions/general events
- Public, neighbourhood or specific meetings
- Documents or information available in offices, public buildings or online.
- Verbal consultation with community representative acting as a scribe.

c) involve

- Working parties
- Public or specific targeted discussion meetings with interested parties
- Public or stakeholder workshops to identify issues and shape options,
- Public visioning events, ideas competitions, interactive displays.
- Online discussion forums.
- Community led plans (e.g. parish plans/neighbourhood plans)/community action plans.
- Comments and complaints.

Reviewed: March 2024