

Community Engagement Policy



Responsible Division	Office of the CEO
Responsible Business Unit/s	Community Engagement
Responsible Officer	Community Engagement Advisor
Affected Business Unit/s	All
Document Ref	4048368

Purpose

This Community Engagement Policy outlines the City of Bayswater's commitment to appropriate, effective and inclusive community engagement. The policy will guide the delivery of community and stakeholder engagement across the organisation to inform decision-making, build relationships and strengthen community outcomes.

The objectives of the policy are to:

- Provide the public with a clear understanding of Council's commitment to community and stakeholder engagement;
- Achieve good governance by facilitating open, honest and timely engagement with stakeholders and the community on programs, projects and initiatives that may impact their lives or livelihood;
- Raise awareness of Council decisions and community aspirations surrounding programs, projects and initiatives; and
- Allow for informed decision-making to collectively achieve an improved quality of life in the City of Bayswater.

Policy Statement

This policy outlines our promise to the community to undertake best practice community engagement. The policy should be applied at the scoping phase of any project that may require community engagement and is the responsibility of all City staff and contractors.

Community engagement is the responsibility of everyone at the City of Bayswater. To ensure the effective application of community engagement across the City, community engagement guidelines, tools and templates have been developed to provide guidance for City employees.

Council's Community Engagement Policy is built upon a set of six principles that guide the planning, implementation, decision making, reporting and evaluation of community engagement processes

undertaken by Council. These principles were developed in response to feedback from our community and are aligned with the International Association for Public Participation (IAP2) core values.

Integrity – we will be transparent and open about the process and the decision to be made.

Inclusivity – we will identify who the relevant stakeholders are and provide opportunities for a diverse range of perspectives to be heard.

Informed – we will provide well timed information, that you need in order to participate.

Accountability – we will consider your input and tell you how it influenced the outcome.

Excellence – we will evaluate our practice and apply our learnings to drive continuous improvement.

Innovation - we will develop and apply new ideas that improve the way we engage.

Good governance is based on a belief that those impacted by, or interested in a decision may have important contributions to make in a decision-making process. In planning a community engagement process, the City will determine at which levels they will engage and what corresponding commitment they will make to the community and/or stakeholders. This will determine the nature and methods of engagement.

Council decision-making processes are influenced by several factors such as financial and resource considerations, political directives and environmental and social concerns. As such if a difference occurs between the engagement outcomes and Council's final decision, the reasons will be clearly stated.

How do we engage?

The level of engagement selected for a process will reflect several considerations, including any constraints, the role of the public in the engagement process and the decision to be made.

There is no 'one-size fits all' approach to community engagement activities. A variety of methods will be required to cater for the different purposes of engagement as well as the broad range of groups and individuals in the community.

Definitions

IAP2

The International Association for Public Participation is an international organisation advancing the practice of public participation. IAP2 supports people who implement or participate in public decision-making processes.

Community engagement

Community engagement is a planned process with the specific purpose of working across organisations, stakeholders and communities to shape the decisions or actions of the members of the community, stakeholders or organisation in relation to a problem, opportunity or outcome. (IAP2 Australasia)

Community

Includes individuals or groups who live, work, play, study, visit or invest in the City of Bayswater local government area.

Stakeholder

Groups or individuals with a specific stake in the outcome of a decision, or impact of a project.

Good governance

Effective processes for making and implementing decisions.

Related Legislation

Local Government Act 1995 (WA)

Related Documentation

Community Engagement Strategy 2021 - 2025

Relevant Delegations	Nil
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Risk Evaluation	
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Council Adoption	6 August 2016
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Review/Modified	9 April 2019
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Review/Modified	24 August 2021
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Review/Modified	Insert Date
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