

Babraham Parish Council

Community Engagement Policy

History

		Signed (Chair)	Signed (Clerk)	Minute
Adopted	February 2018			
Reviewed	Annually			
Review	<i>February 2019</i>	<i>Not reviewed</i>		
Review	November 2019			
Review	June 2020			

Babraham Parish Council: Community Engagement Policy

1. Introduction

Babraham Parish Council has developed a community engagement policy with the aim of constructing a standard for engagement with its residents and partners.

It recognises that the services it provides must reflect the needs of its residents and the locality.

Babraham Parish Council strongly believes that its residents should be involved in decisions affecting them and their neighbourhood and in shaping the future of their village.

2. Aims

The aim of the policy is to improve the way in which the Council engages and consults its residents and partners on important issues by:

- Informing, consulting and involving.
- Being inclusive and engaging with all its residents and partners.
- Ensuring views are listened to and used to develop, enhance and improve services, the environment and the quality of life for residents.

3. Objectives

- To improve, plan and shape the future of the village according to local needs and priorities.
- To improve the quality and delivery of services.
- To use engagement to inform decision making, ensuring decisions are fit for purpose and meet the needs of the village.
- To enhance the well-being of the village.
- To be a stronger, more active and cohesive village.

4. How will this be achieved?

Community engagement will be achieved by Babraham Parish Council communicating, consulting, supporting and working together with residents.

- *Communication*

Communication with members of the village will be achieved in many ways to ensure all sections of the community are reached.

A newsletter will be published, updates will be displayed on the village website www.babraham-village.net, and displayed on notice boards in the village informing residents on current issues.

The Parish Council's website www.babraham-village.net has a wealth of local information and is updated regularly; users can register for updates by filling out the contact us form. All agendas are advertised as required under the Local Government Act 1972, including on the website, the minutes of the meeting are included as required by the Transparency Code for Smaller Authorities 2014.

Information leaflets are available from the village noticeboard for those new to the village and will be updated as necessary.

Meetings of the Council are open to the public and each meeting includes an opportunity for members of the town to engage with Councillors.

Councillors are a rich and important source of two-way communications between the Council, its residents and higher-tier authorities. Members of the Council will continue to inform the residents of the Council's vision, priorities and aspirations. In turn these members will be receiving valuable feedback from the residents that will assist in shaping the vision and priorities.

- *Consultation*

Consulting all residents on important issues will be key to the policy. It will ensure those most affected are able to put forward an opinion and given an opportunity to make a difference.

Ensuring consultations include all members of the village by identifying the hard to reach groups such as youths, the elderly, the housebound, the disabled, ethnic minorities etc, may require the establishment of different engagement channels. Where necessary any higher-tier authority consultation will be carried out.

- *Support*

Supporting local organisations and engaging with them will assist them in meeting their own aims and objectives.

In order to fulfil the Council's responsibilities participation in local events will raise the awareness of the Council and its aims and objectives.

Supporting members of the village in shaping the future of their town will bring about a more cohesive community.

- *Acting Together*

Acting together with residents and partners in finding solutions to local problems will ensure they will be accepted and fit for purpose.

Acting together in decision making, policy drafting and action plans where appropriate will ensure they have a voice and can make a difference.

5. Measuring Success

Success will be measured by predefined targets, including annual reviews of consultation processes.

6. Policy Reviews

Annual reviews of the consultation processes and results will be used as a continual improvement process for changes or amendments to the policy.

7. Action plan

- *Raise awareness of consultation processes – promote consultations through the council website.*
- *Work with the Police and partner authorities (such as SCDC) – strengthen existing partnerships and develop new ones.*
- *Identify minority/hard to reach groups – identifying them will ensure they are included in the consultation process.*