

Community Engagement Policy

INTRODUCTION

To achieve our ambitions for Aldenham, Aldenham Parish Council wants to work closely with the public- residents, communities, businesses, partners and voluntary organisations. Our aim is to engage with its residents and encourage their participation in decision making, securing better services, being engaged with local democratic process and creating a more active and informed community.

AIMS

The council strives to undertake the following:

To enable an involved, empowered and active citizenship through:

- (i) The involvement of residents in the development of the Town Plan
- (ii) Reaching out to hard to reach groups
- (iii) Seeking the views of young people

To communicate information to our community clearly, factually and appropriately through:

- (i) The website detailing all council services activities
- (ii) The preparation of a quarterly newsletter sent out to every household
- (iii) The use of plain English and no local government jargon
- (iv) The adherence to a corporate design/logo

To improve our communication with our partners and stakeholders and co-ordinate our community engagement efforts through:

- (i) Supporting the role and functioning of all strategic partners.
- (ii) Actively being involved in various networking organisations

To raise the image and reputation of the Council through:

- (i) Inviting residents to be actively involved in our meetings via the public forum
- (ii) Publicising widely the Annual Town Meeting
- (iii) Encouraging usage of the Council website
- (iv) Inviting residents/community groups to provide information for the Council Newsletter
- (v) Issuing press releases covering activities of the Council
- (vi) Encouraging the Mayor to actively represent the community

To enable every Councillor to maximise their role as elected representatives and Community Leaders through:

- (i) The preparation of a comprehensive New Members Pack
- (ii) Uploading of agendas & minutes on the council website
- (iii) Encouraging Councillors to attend meetings of community organisations and residents associations in their respective wards
- (iv) Encouraging councillors to take up places on community groups and organisations

To ensure every member of staff understands the council's priorities through:

- (i) having regular staff appraisals

- (ii) Encouraging staff to provide input into the decision making process
- (iii) Encouraging staff actively represent the interest of the Town Council at community events

TIMINGS

- a) The appraisal interviews will be conducted annually starting with the PCM in February following the setting of the precept and with all staff being completed by end of March.

This policy was adopted by Aldenham Parish Council at its meeting of 21st October 2014 and will be reviewed when required.

THIS POLICY MUST BE COMPLIED WITH AT ALL TIMES.

I have read the above policy and agree to abide by these instructions. I will discuss any concerns with the PCM.

Signed Print Name Date/...../.....