

Community Engagement Policy

Responsible Division	Corporate Services
Responsible Business Unit/s	Communications, Engagement and Customer Relations
Responsible Officer	Senior Advisor Community Engagement
Affected Business Unit/s	All
ECM Document Set ID	4048368

Purpose

This Community Engagement Policy outlines the City of Bayswater's commitment to appropriate, effective and inclusive community engagement.

Scope

This policy applies to:

- Elected Members
- City of Bayswater employees
- Contractors of the City

The policy should be applied at the scoping phase of any project that requires community engagement and is the responsibility of all City staff and contractors.

Definitions

For the purpose of this policy –

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

Community engagement is the intention and process of involving stakeholders and communities in public decision making.

Good governance is the effective process for making and implementing decisions.

Inclusive means ensuring diverse perspectives are heard and considered. This involves seeking out and encouraging participation from underrepresented groups.

International Association for Public Participation (IAP2) is the international organisation advancing the practice of public participation (community engagement).

Stakeholders are groups or individuals with a specific stake in the outcome of a decision or impact of a project.

Objectives

The objectives of the policy are to:

- provide 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
- ensure community and stakeholder views are considered as an input into decision making – alongside financial and resource considerations, political directives, and environmental and social concerns.

Policy Statement

This policy represents the City's commitment to community engagement. The delivery of community engagement at the City is guided by its Community Engagement Framework.

Community Engagement Framework

The framework is built upon six principles that guide the planning, implementation, decision making, reporting and evaluation of community engagement processes. 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 the relevant stakeholders and provide opportunities for a diverse range of perspectives to be heard, considering different participation needs.

Informed – we will provide information that stakeholders and community need to participate. We will apply an accessibility lens to support participation of all our community.

Accountability – we will consider all input and report how it influenced the outcome. We will make engagement outcome reports available to the public.

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

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

The framework is aligned with IAP2. It sets out how we engage at the City and specifies the roles and responsibilities of Council, staff and the community.

To ensure the effective application of community engagement across the City, a Community Engagement Guideline, templates and tools have been developed to provide guidance in delivering on the Community Engagement Framework.

Related Legislation

Local Government Act 1995 (WA)

Local Government Amendment Bill Div 5A – Community Engagement 2023 (WA)

Planning and Development Act 2005 (WA)

Related Documentation

Community Engagement Framework 2025 – 2029

Document details

Relevant delegations	Nil		
Risk evaluation	Low		
Strategic link	Council Plan 2025 – 2035 Theme: Leadership and Governance Outcome: Stakeholder Leadership Objective: Communicate and engage effectively to empower civic participation		
Council adoption	2 August 2016	Resolution	13.4
Reviewed/modified	9 April 2019	Resolution	10.5.2
Reviewed/modified	24 August 2021	Resolution	10.1.1
Reviewed/modified	9 December 2025	Resolution	10.5.1.2.2
Next review due	9 December 2029		