



COMMUNITY ENGAGEMENT POLICY

PREAMBLE

It is understood that: The Community Engagement Policy Statement and Guidelines provide tools for Chief and Council, and Department Managers to direct We Wai Kai First Nation's community engagement activities and assist in reaching We Wai Kai First Nation's goals.

It is understood that: Community engagement is never-ending and involves listening to and speaking with community members, which will better inform everyone about plans, policies, projects and programs. Community engagement is also an opportunity for community members to inform and influence Chief & Council. A good community engagement policy will result in better decisions that are more sensitive and responsive to community member concerns and values.

It is understood that: The Policy Statement outlines the agreement by Chief & Council to listen to and speak with community members when developing or changing policy, plans, projects, and programs; and when doing so Chief & Council will make sure that community engagement activities will be transparent, accessible, accountable, supported by factual information, and open to all community members.

It is understood that: Chief & Council will engage community members when community member ideas and solutions will make the greatest contribution to We Wai Kai policies, plans, projects, and programs. Everyone has a role and responsibility to make the Community Engagement Policy work. Chief and Council decides which new, or changing plans, policies, projects or programs that need to be discussed with community members. Chief and Council is also responsible for actually using the Community Engagement Policy.

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Brought signed copies
down to Beth Wells
for SED to sign?
then she'll send us a
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POLICY STATEMENT

The Chief & Council agrees to involve We Wai Kai community members in the development, design, change and evaluation of We Wai Kai policies, plans, programs, projects, legislation, and services when it makes sense to do so.

The Chief & Council agrees to have community engagement processes that are transparent, accessible, accountable, inclusive, and supported by factual information. The Chief & Council also agrees to report back to community members on how their views have been considered in the decision-making process.

The Chief & Council agrees to provide resources adequate for effective and efficient community engagement activities, and allow Department Managers and staff to learn more about community engagement, community engagement techniques, and technologies.

POLICY SCOPE

Community engagement activities will happen only when community member involvement and input will help develop and amend We Wai Kai policies; plans; projects; and programs.

When community engagement happens the We Wai Kai First Nation will make sure that these community engagement activities are open, meaningful, timely, and properly resourced.

The Chief and Council and Department Managers will decide which plans, policies, projects, and programs being created, or amended will require community engagement activities.

POLICY AUTHORITY

The authority of the We Wai Kai Nation to govern its land and resources flows from the Creator to the people of the Nation, and from the people to their Chief and Council, according to the culture, traditions, customs and laws of our Nation.

This Policy is issued and applied under the authority of the We Wai Kai First Nation Chief and Council.

POLICY APPLICATION

The Policy Statement and guidelines apply to all We Wai Kai First Nation Departments and should be followed in all community engagement activities (from providing information to community members, seeking community member comments, creating solutions with community members, to getting community support through a Band Member ratification vote).

The Policy Statement recognizes that Chief and Council act as representatives of We Wai Kai First Nation community members.

APPROVAL FOR POLICY IMPLEMENTATION AND PLANNING

1. All community engagement activities shall require the approval of Chief and Council and/or the relevant Department Manager;
2. If We Wai Kai Nation is going to create, or change policy, plans, programs or projects, there has to be a work plan identifying what community engagement activities, if any, will be carried out; and
3. Community engagement activity plans shall be submitted to and approved by Chief and Council and/or the relevant Department Manager

COMMUNITY ENGAGEMENT PROCEDURES ("Rules")

1. Engage both on and off-reserve community members;
2. Make use of on-reserve community facilities when possible;
3. Make child care services available at community meetings and workshops when appropriate;
4. Make use of community member owned catering businesses when possible;
5. Provide a minimum of two (2) weeks notice prior to the community engagement event;
6. Community engagement notices shall be posted in the Band Newsletter and at both Band Offices;
7. BC Ferry tickets (Quadra Island Ferry only) will be made available to those community members who travel from one community to another to participate in community engagement (e.g. Cape Mudge and Quinsam);
8. Healthy snack foods and beverages will be provided for any community engagement meeting/workshop/forum of more than one (1) hour duration; and
9. Lunch or dinner will be provided at any community engagement meeting/workshop/forum of more than three (3) hours duration.

GUIDELINES FOR COMMUNITY ENGAGEMENT POLICY

Costs:

When deciding to listen to and talk with community members, Chief & Council understands that some community members may have to pay for BC Ferry tickets, child care, or babysitting costs, when taking part in community engagement activities.

Chief & Council will keep community member costs (as noted above) in mind when deciding how to listen to and talk to community members. If community member costs may mean fewer community members taking part, then Chief & Council may pay for some or all of the costs, as long as paying those costs is allowed by other We Wai Kai First Nation policies and guidelines.

Time:

In planning community engagement activities such as newsletters, flyers, open houses, community meetings, and ratification votes for example; Chief & Council will make sure that community members are given advance notice and time to think about the issue, discuss with family and neighbours and then return to talk with Chief & Council, keeping in mind Chief and Council's schedules & timelines to achieve an objective, or goal, quickly, and the need for community members to be involved in a meaningful way.

Information:

Chief & Council agree to provide up to date information to community members taking part in community engagement activities. Chief & Council will not assume everyone knows everything.

COMMUNITY ENGAGEMENT POLICY PRINCIPLES

("Truths")

1. Make sure that community engagement activities are not secret and that everyone knows what is going on.
2. Listen as often as talk, work together on problem solving and coming to agreement.
3. Make sure the methods of community engagement activities are working for community members and community members are taking part.
4. Show how community member ideas and solutions were considered by Chief & Council. Without this community members may decide not to take part in the next community engagement activities.
6. Successful community engagement activities are those that are easy for community members to take part in.
7. Community engagement activities can also teach youth about leadership and decision-making.
8. Being able to get questions answered by calling the Band Office helps in getting community members to take part in community engagement activities
9. Community engagement is an important part of the recipe for successful self-government and comprehensive community planning.
10. Self-government begins with the individual, extends to the family, to the community, and finally to the Nation. True self-government can only take place if community members learn and try out their talents and skills, and use their talents and skills for the betterment of their families, their community and their Nation.
11. Problems and change is seen as opportunities and challenges.
12. Win-win situations that contribute to the well-being of the entire community are better than win-lose situations.
13. Be clear about peoples' roles and responsibilities, what the community members can expect from Chief & Council, and that Chief & Council makes the final decision.
14. Things important to establish trust in community engagement activities include honesty, shared information, transparency of process, consistency, and avoiding surprises.
15. Successful community engagement activities need listening and understanding, and well-understood ground rules.
16. The staff who set up and run community engagement activities need to know the community, need to know not all community members' needs are the same and the staff should use a variety of community engagement techniques.

Schedule A

COMMUNITY ENGAGEMENT POLICY

BACKGROUND INFORMATION

Community Engagement Spectrum (Range of Activities)

Community Engagement processes include information exchange, public consultation, public engagement, shared decisions, and shared jurisdiction. These processes are arranged in a spectrum based on the extent of the involvement and role in the decision-making process; from information exchange (least) to shared jurisdiction (most). The processes are not separated by definitive boundaries; they flow into and build upon each other.

INFORMATION EXCHANGE: Information in – information out

CONSULTATION: I listen and speak – you listen and speak

ENGAGEMENT DIALOGUE: We talk and understand each other

SHARED DECISIONS: We decide

SHARED JURISDICTION: We are responsible and accountable

In order to choose the right type of community engagement activities we must understand the reason for wanting, or needing, to involve the community. Each area of the community engagement spectrum can be implemented by using a variety of techniques, or methods.

Schedule A (continued)

INFORMATION EXCHANGE:

Purpose: creating awareness; education; exchange of views; encouraging responsible behaviours; and promotion of informed decision-making.

Techniques: open houses, public/community meetings, newsletter, surveys, discussion papers, forums, publications and informal discussion.

COMMUNITY CONSULTATION:

Purpose: two-way communication; getting community input, advice and feedback; discussion of trade-offs and priorities; and becoming better informed.

Techniques: advisory boards, community meetings, task groups, focus groups, workshops, public hearings, and a call for briefs.

ENGAGEMENT/DIALOGUE:

Purpose: in-depth exploration of views, perceptions, and interests, with emphasis on listening and achieving mutual understanding; exploration of values; and in some situations, working toward consensus.

Techniques: advisory boards, community meetings, task groups, focus groups, workshops, public hearings, and a call for briefs.

SHARED DECISIONS:

Purpose: share responsibility, decentralize decision-making to the community level, achieve integration, resolve conflicts, allocate scarce resources, and manage programs in a manner that respects and reflects community values.

Techniques: delegation; legislated authority; responsibility and accountability; and local boards.

SHARED JURISDICTIONS:

Purpose: recognize constitutional assignment of powers, recognize, respect and reflect community values in governance decisions, make difficult allocation choices in a decentralized political context.

Techniques: co-management; partnerships; collaborative processes; and formal agreements.

COMMUNITY ENGAGEMENT SPECTRUM
 Increasing level of Community Member Participation

Schedule B

Inform	Consult	Involve	Collaborate
<p>Objective:</p> <p>To provide community members with balanced and objective information to assist them in understanding the problem, alternatives, and/or solutions</p> <p>Promise to the Community:</p> <p>We will keep you informed</p> <p>Example Tools:</p> <ul style="list-style-type: none"> • Fact sheets • Website • Open houses 	<p>Objective:</p> <p>To obtain community feedback on analysis, options, alternatives, and/or decisions</p> <p>Promise to the Community:</p> <p>We will keep you informed, consider what you have to say, and provide feedback on how community member input influenced the decision</p> <p>Example Tools:</p> <ul style="list-style-type: none"> • Public comment • Focus Groups • Surveys • Meetings • Forums 	<p>Objective:</p> <p>To work directly with the community throughout the process to ensure that community issues and concerns are consistently understood and considered</p> <p>Promise to the Public:</p> <p>We will work with you to ensure that your concerns and issues are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision</p> <p>Example Tools:</p> <ul style="list-style-type: none"> • Workshops • Deliberative polling 	<p>Objective:</p> <p>To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution</p> <p>Promise to the Public:</p> <p>We will look to you to direct advice and innovation in formulating solutions and incorporate your advice and recommendations into the maximum extent possible</p> <p>Example Tools:</p> <ul style="list-style-type: none"> • Citizen Advisory Committee • Consensus building • Participatory Decision-making