



LYDNEY TOWN COUNCIL

Statement of Intent as to Community Engagement

1. Aims and Objectives

Lydney Town Council aims to build on the way it engages and consults on important issues by ensuring that it:

- Represents and promote the interests of Lydney and all its people
- Works more closely with residents, businesses and community groups, to understand their concerns and effectively use those views as an integral part of the decision-making process
- Engages with as many people as possible who want to participate in decision-making, monitoring services and planning for the future
- Ensures that residents have the opportunities to be heard
- Promotes equality of opportunity and opposes discrimination
- Is open and accountable in all it does (total transparency)
- Supports development which is environmentally, socially and economically sustainable.

This strategy is part of the council's commitment to creating and maintaining effective working relationships with all sectors of the community, based on trust, openness and constructive challenge. The outcomes the Council hopes to achieve include:

- Improved communication with the local community, predominantly through the Lydney Neighbourhood Plan which will 'feed' the Lydney Area Action Plan, the Lydney Area in Partnership (Docks Partnership) and FODDCs Allocation Documents
- A better understanding within the community of the role of the Town Council and of its Councillors
- Local people feeling that they are involved in decision making
- Improved satisfaction with local public services/ and the inclusive discussion as to what additional services the council should look to implement.

2. Defining the Community

The Council considers the community of Lydney to consist of:

- All residents of the town, including residents of care or residential homes
- All users of the Town Council's services
- All those who work within the town
- All those who own businesses within the town
- All young people who live and/or go to school within the town
- All local voluntary organisations, clubs and societies
- Any group or organisation that represents some, or any, of the above cross sections of the community.

Additionally, the Council recognises that there are certain bodies that are crucial to the quality of life in Lydney and aims to maintain excellent working relationships with these bodies, including: the Police, the Local Traders Association, the NHS & Friends of Lydney Hospital, various voluntary care organisations, other tiers of local government, and neighbouring town and parish councils.

3. Provision of information to the community and opportunities for community involvement

- Information is provided by the Town Council and the Neighbourhood Steering Group to the community in a number of ways, including via: The Town Council offices; Council Chambers, Claremont House, High Street, Lydney GL15 5DX, open Monday to Friday, providing a wide range of information both on Council services and other Lydney activities and issues
- Councillor Surgeries; arranged on a 'rolling' bi-monthly basis, invitation also extended to the Police with whom the surgeries are jointly held.
- The Town Council's website www.lydneytowncouncil.co.uk which provides comprehensive information both on the work of the Town Council and on other services, local events, local groups and organisations.
- Various notice boards around the town which are used to display agendas for Council meetings and contact details for local councillors as well as other information of interest to the local community. *(Additionally, the Council has provided a town centre community notice board which can be used by local events organisers or groups).*
- The Town Council's Newsletter, published approximately quarterly and available from the Town Council offices, the local library, the Town Hall and online.
- The Annual Report, produced in April each year and available at the Annual Town meeting or from the Town Council/District Council offices, or the website.
- Meetings of the Town Council and its committees and sub-committees which are open to the public and a period of up to 15 minutes is set aside each meeting for public questions/public engagement.
- Public meetings, called to gauge public opinion concerning important issues affecting the town such as major planning applications, implementation of car parking charges etc
- Questionnaires, sometimes used to ask local people's opinions about specific matters; these are distributed to local residents, for example through the Newsletter or at public meetings.

4. Opportunities for Formal Representations to the Council

Formal representations to the Council may be made at any time in writing to the Town Clerk.

- Or at a Councillor Surgery / Or at a Town Council/Committee Meeting

5. Involvement in Partnerships

The Town Council often works in partnership with other organisations such as Forest of Dean District Council, Gloucestershire County Council, the Police, the Environmental Agency, the NHS & Friends of Lydney Hospital, The Vibe Café (Youth provision) the local schools and many voluntary and charitable sectors.

The Town Council is also actively involved in with the following local organisations:

- Lydney Town Hall Trust Management Committee
- Friends of Bathurst Park Trust
- Lydney Recreational Grounds Trust
- Bathurst Park Trust
- British Royal Legion/War Memorial Trust
- Road Safety Liaison Committee
- Twinning Committee
- Citizens Advice Bureau
- Nuclear Electric
- Crime Prevention Panel Lydney & South Forest/Gloucestershire Constabulary
- Forest Commission Advisory Committee

Community Engagement Policy

- GAPTC
- Gloucestershire Chartered Parish Group
- Lydney Air Quality Management Committee
- Lydney Area in Partnership (LAIP) *in partnership with the Environment Agency*
- *Lydney Neighbourhood Development Plan (NDP)*

6. Role of Council Members and Officers

Council Members (Councillors) are the elected decision makers of the Town Council.

Their contact details are available from the Town Council Offices and on the Town Council Website.

Members of the public are welcome to contact Councillors to raise any issues.

The Council's Officers are employed by the Council to carry out the day-to-day functions of the Council, making sure the council effectively and efficiently service the local community.

The Town Clerk is the Proper Officer of the Council and is responsible for ensuring procedural/financial protocol is correct and has overall responsibility for managing the council's affairs on a daily basis and its employees.

This policy will be kept up to date as the size and nature of the Council changes or new legislation is introduced. Otherwise, date of next review - May 2027.