

# CITYWIDE COMMUNITY ENGAGEMENT POLICY AND TOOLKIT UPDATE

Community & Economic Development Department

## Inclusiveness, Community Engagement and Governmental Processes Committee

December 7, 2022



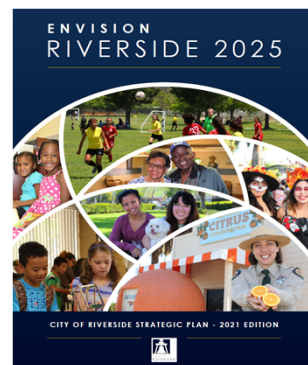
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## BACKGROUND

1. The Envision Riverside 2025 Strategic Plan, 2025 General Plan and State law (CEQA) include public participation in the decision-making process.
2. Community engagement helps preserve Public Trust and is a key cross cutting thread of the 2025 Strategic Plan.
3. The City has no formal or consistent Community Engagement Policy in place today.



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## BACKGROUND CONTINUED

4. **On August 5, 2020**, this Committee directed staff to:
  - a. Initiate a citywide community engagement framework;
  - b. Provide input on elements to consider;
  - c. Engage the community to seek input; and
  - d. Return with a draft framework for Committee input prior to finalizing a citywide policy for City Council consideration.
5. **On February 20, 2021**, after significant research and development, an initial rough framework is discussed through a “Community Engagement 101” virtual workshop



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## BACKGROUND CONTINUED

6. **Thereafter, from March 2021 through June 2021:**
  - a. Staff hosted 5 additional virtual workshops to seek input;
  - b. Workshops focused on “What, How and Why’s of Community Engagement;
  - c. Best practices were identified through discussion, research, and review of other municipal policies within the region and state; and
  - d. 23 community members and 12 City team members participated to construct a draft Community Engagement Policy (CEP) framework.
7. **In July 2021**, a revised version of the CEP was distributed and shared with internal stakeholders within the City organization for further input and refinement.



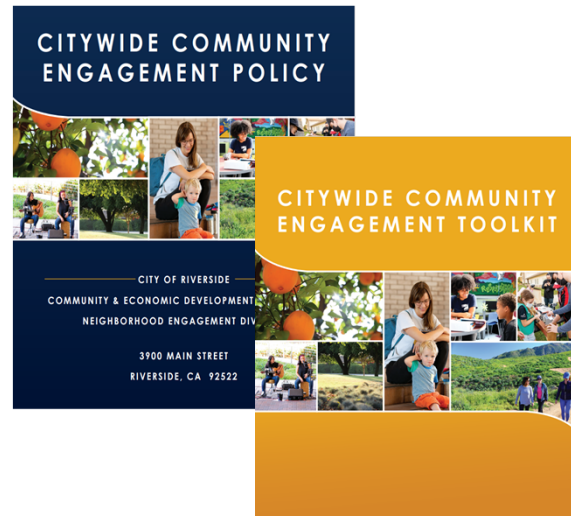
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## POLICY AND TOOLKIT

1. April 2022 - Draft CEP is finalized
2. Soft Launch Occurs- Five Internal Partners
3. Modifications to engagement approaches
4. Next Steps – Full Implementation



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## WHAT IS COMMUNITY ENGAGEMENT?

- **When the community is and feels a part of a process.**
- A **collaborative process that connects City Staff with the community** in a mutually beneficial way by the sharing of new ideas, skills, knowledge, expertise, and experience.
- **The range of opportunities for public involvement in the decision-making process, relationship building, and community strengthening.**



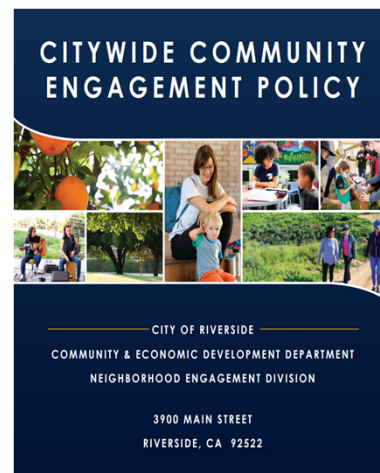
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## POLICY INGREDIENTS

### CEP Includes:

- What is Community Engagement?
- Vision and Commitment
- Why, Who, When and How we Engage
- Roles and Responsibilities
- Ties to 2025 Strategic Plan



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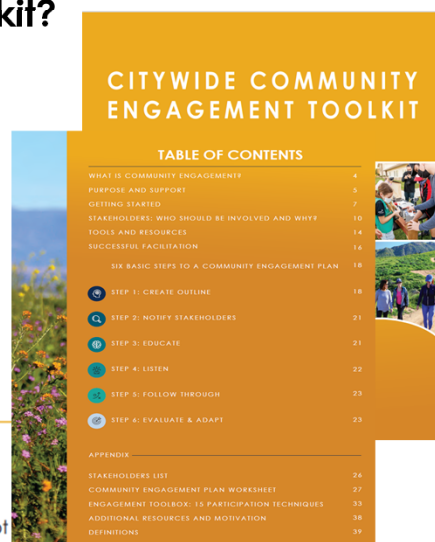
## TOOLKIT

### What is the Community Engagement Toolkit?

- Getting Started
- Stakeholders
- Tools & Resources
- Successful Facilitation
- Appendices & Worksheets

### 6 BASIC STEPS TO A COMMUNITY ENGAGEMENT PLAN

- |   |  |   |
|---|--|---|
|  1. Create Outline |  2. Notify Stakeholders |  3. Educate        |
|  4. Listen         |  5. Follow Through      |  6. Evaluate Adapt |



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## TOOLKIT CONTINUED

**The Community Engagement Toolkit** utilizes Policy framework and acts as a resource for City Departments and community members. Because these documents work together, the Citywide Community Engagement Policy should be reviewed before working through the Community Engagement Toolkit.



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## OUTREACH SOFT LAUNCH

Examples of “Soft Launch” Outreach Workshops:



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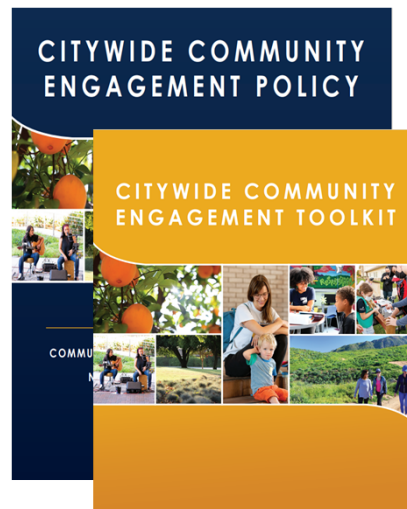
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## NEXT STEPS

### Next steps to implement the CEP and Toolkit:

- Receive feedback from this Committee;
- Update documents based on recommendations as needed; and
- Return to Committee or proceed to City Council for consideration and implementation



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## STRATEGIC PLAN ALIGNMENT



Community Trust



Innovation

**Strategic Priority 2 – Community Well-Being** (Goal 2.4 - Support programs and innovations that enhance community safety, encourage neighborhood engagement, and build public trust)

**Strategic Priority 5 – High Performing Government** (Goal 5.3 - Enhance communication and collaboration with community members to improve transparency, build public trust, and encourage shared decision-making)

### Cross-Cutting Threads



Community Trust



Fiscal Responsibility



Sustainability &amp; Resiliency



Equity



Innovation



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## RECOMMENDATION

That the Inclusiveness, Community Engagement, and Governmental Processes Committee:

1. Receive an update on the Citywide Community Engagement Policy and Toolkit; and
2. Provide direction to staff on the next step for adoption and citywide implementation.



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