

## **ACCESSIBLE AND INFORMED PARTICIPATION**

### **Virtual Table**

Notes:

- Similar interests meeting up
- Physical accessibility
- Transit access
- Data access and resources
- Asynchronous/offline input
- Respectful of time and schedules, work, childcare
- Maximize participation regardless of time and location
- Make info available and allow people to contribute

**Principle Statement:** *Alexandria should provide its citizens with data and the flexibility to provide our perspective and input at any time and any place.*

### **Table 1**

Notes:

- Information accessibility, what does it mean to be informed
- ‘do your homework’ – make background accessible in a timely manner
- Give and take- people want info related to them, want feedback from broader population, can’t have info overboard – have it parsed
- Information access- not everyone online, different languages

**Principle Statement:** *Promote informed participation through open, free, and readily accessible government and partners in the community.*

### **Table 9**

Notes:

- Online? Only radio
- Language accessible meetings
- Language posted where stakeholders are, use church, laundrymats
- Community members need to have more options for participation that are including online, radio, flyers in other languages and in proximity to where they live and work.

**Principle Statement:** *Community members need to have more options for becoming informed and participating in civic decisions including online, radio, in print, in many languages, and in proximity to where they live and work.*

## **CIVILITY**

### **Table 2**

Notes: N/A

**Principle Statement:** *Participants in public dialogue should demonstrate respect in words and actions regardless of differences.*

### **Table 12**

Notes:

- Thinking of others
- Listen to others
- People say their piece
- Courtesy
- Open mindedness
- No walls
- Trust in process
- How you engage

**Principle Statement:** *We value a process of engagement where every participant feels respected, comfortable expressing their opinion, is treated with courtesy, and approaches decisions with open-mindedness.*

## **EARLY INVOLVEMENT**

### **Table 3**

Notes:

- Early involvement in what?
- How do we determine priorities?
- How do we get involved in on-going activities?
- How do we inform people, how do we reach out effectively?
- How do we make the process – from selection to implementation – transparent and inclusive?
- How do we reach non-engaged citizens?
- How do we get the word out?
- How do we inform citizens enough and educate them sufficiently so they? Input option in selecting of priorities?
- And feedback on data decision frame issues in a clear way so everyone can be involved?
- How do we mobilize citizens to increase their sense of ownership and responsibility?
- Overall process needs to be uniform
- Who are the stakeholders who need to be involved
- Consistent communication
- Transparent process
- Late involvement – how do you bring people up to speed?

**Principle Statement:** *Early and informed involvement is a mutual responsibility of the City and its citizens, ground in a transparent and consistent process supported by a clear and tailored communication throughout the whole process.*

### **Table 13**

Notes:

- Identify and involve all stakeholders from the beginning
- Insure democratic process to frame issues fairly
- The framework the city presents should be seen as a starting point, not the settled end result
- Consider all input seriously
- Recognizing that tension is always a part of teamwork
- Continuous involvement and outreach
- **Principle statement:** *Identify and involve all stakeholders from the beginning, insure a democratic process to frame issues fairly and consider all input seriously.*

## **INCLUSIVENESS AND EQUITY**

### **Table 4**

Notes:

- Communication as part of ongoing dialogue
- Not everyone has same accessibility
- Evidence-based
- Inclusive/inclusion
- Opportunities
- All views equally heard
- Two –way ongoing
- One # to call for citizens’ assistance
- Engage the unengaged
- Inclusive/equity

**Principle Statement:** *All community members’ views are equally heard and should inform the outcome. Those who haven’t been engaged are informed, engaged, and empowered.*

### **Table 10**

Notes:

- Include all community involvement from the very beginning.
- A transparent pro where all share equally heard and where the impacts are equal cons.

**Principle Statement:** *Include all community involvement from the very beginning. A transparent process where all stakeholders are equally heard and where the impacts are equally considered.*

## **MEANINGFUL ENGAGEMENT**

### **Table 5**

Notes: N/A

**Principle Statement:** *Provides opportunities for all citizens to participate in an open and unbiased process on matters that have not yet been resolved.*

### **Table 14**

Notes:

- Open-loop system
- Material disseminated early
- Consulted early on, taken seriously
- Address and respond in a thoughtful way
- Reason for disagreeing
- Advertised ahead – roles
- Broadly advertise upcoming agenda – satellite city hall
- Inform citizenry for intelligent decision; convenient places to meet
- Quick response

**Principle Statement:** *The City creates an open-loop system where it effectively solicits outside input. The City acknowledges, incorporates, and effectively and meaningfully responds to citizens. Staff should effectively advertise upcoming plan early on to solicit citizen inputs.*

## **MUTUAL ACCOUNTABILITY**

### **Table 6**

Notes:

- Consensus does not always lead to best outcome
- Communication
- Closure
- Did we achieve what we expected?

**Principle Statement:** *Measureable progress and outcomes that reflect the participation of the participants with impactful follow-up and communication.*

### **Table 11**

Notes:

- establish measurements for all principles to allow for refinement of process and staff performance assessment

**Principle Statement:** *With honesty and respect, team will establish measurements for all principles to allow for refinement of process and assessment of staff performance.*

## **SUSTAINED COOPERATION**

### **Table 7**

Notes: N/A.

**Principle Statement:** *Insure ongoing, open, and respectful collaboration between citizens, community groups, City leaders and staff.*

### **Table 15**

Notes:

- Begin statements with active voice
- Second statement
- Severe lack community participation (must change)
- Simple language
- Last statement – community based
- Know and discuss options of moving forward
- Transparent
- Engagement is key
- Key stakeholder must distribute info to all community
- Few young people involved.

**Principle Statement:** *Establish a culture of community engagement starting in advance of set agendas, identifying stakeholder groups and how to effectively touch them and develop relationships that last beyond; must use all available tools and technology to communicate with the community.*

## TRANSPARENCY

### Table 8

Notes:

- Objectives
- Motives
- Purpose
- Scope
- Clearly defined issues and purpose with outlined objectives and expectations to achieve or understand decision amongst agreed upon stakeholders
- Put yourself in the position of a citizen
- Honesty
- What are the inputs on the record and off the record know the process from beginning to end
- Translated info for other sectors
- Everyone has the same information (no hidden agenda)
- All considerations
- Outcomes, what are you looking for?
- Remember, not everyone is on –line!
- Be clear up front
- Clear and explicable
- Where, how and why and explanation
- Get non-biased opinions
- Statement of objective – clearly defined
- How do you reach the objective
- Experts take for granted the info they have
- Timely manner
- Assurances it's not just lip service
- Clearly defined purpose and objectives and expectations to achieve an agreed upon objective – clear and accessible

**Principle Statement:** *Clear, accessible, trustworthy, timely, and accountable access to the information that is collected, presented and employed by all parties, from the beginning to the end of the decision-making process, and to the reasoning that lends to and supports the policy conclusion.*



## **TRANSPARENCY continued**

### **Table 16**

Notes:

- Clear, open; no hidden agendas
  - Need for community engagement in government
  - Value on input from citizens
  - A core principle of our representative city government must be transparency throughout the process and engage all the community.
  - Showing respect for people's ideas and opinions
  - Truthful, believable, honest with evidence
  - Focus on integrity
  - Frank effort to disseminate information (multiple channels)
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- **Principle Statement:** *To ensure transparency our representative City government must act with integrity in all processes to include all citizens throughout the process.*