**COMMUNITY ENGAGEMENT OUTCOMES REPORT**

*[Insert name of project]*

**Community Engagement Process:**

*[Summarise the community engagement activities that were undertaken. For example:*

* *When and where the activities were undertaken*
* *How the engagement activities were publicised*
* *How many people participated*
* *What was the relative level of participation across stakeholder groups? I.e. specific interest groups vs. general community members; sectors (government, private sector, non-government); different industry sectors; geographic areas.*
* *How much the engagement activities cost.]*

**Community Engagement Results:**

*[Summarise the outcomes of the community engagement activities. For example:*

* *The views were expressed by community residents and groups*
* *The differences in views between stakeholder groups*
* *The level of consensus or disagreement/tension about the issue being considered.]*

**Recommendations:**

*[Based on the outcomes of the community engagement process, what are the recommendations about the direction council should take?]*

**Evaluation of Community Engagement Process:**

|  |  |  |
| --- | --- | --- |
| **Community engagement activity** | **What council did well** | **What council could do better** |
|  |  |  |
|  |  |  |
| **Overall assessment of the community engagement process:** |

**Communicating the Outcomes:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Stakeholder group** | **What will be communicated?** | **How will it be communicated?** | **By when?** |
|  |  |  |  |
|  |  |  |  |

**Attachments:**

*[Include:*

* *Details of all engagement activities, including copies of advertisements, leaflets, survey tools etc.*
* *More detailed data from the community engagement where useful, provided that confidentiality of participants can be maintained.]*