

Shire of Mundaring

POLICY

COMMUNITY ENGAGEMENT

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Statute Ref:	<i>Planning and Development Act 2005</i> <i>Local Planning Scheme No. 4</i> <i>Planning and Development (Local Planning Schemes) Regulations 2015 – Deemed Provisions</i>		
Other Ref:	Community Engagement Framework Community Engagement Guidelines		
Procedure Ref:	Community Engagement Organisational Practice Admin-50		

PURPOSE

To set out the principles that guide the Shire's approach to community engagement.

1. Definitions

Community Engagement means any process that involves the community and stakeholders in problem solving or decision-making and uses this input to inform decisions.

IAP2 is the International Association for Public Participation Australasia. IAP2 is the peak body for the community and stakeholder engagement sector, advocating for all communities to be authentically engaged in decisions that affect them through education and increasing awareness of authentic engagement and all its benefits.

Stakeholder means individuals, a group of individuals, organisations or a political entity with a specific stake in the outcome of a decision and the impact of a policy, project or proposition.

2. Scope

Shire of Mundaring's approach to community engagement is underpinned by IAP2, and aims to ensure that community engagement is carried out for matters that affect the community, including but not limited to:

- projects and programs;
- development, review or improvement of facilities, infrastructure and services;
- introduction of a new service;
- strategic planning;

- legislative requirement;
- urban development/redevelopment; and
- emergency preparedness and recovery.

This policy does not apply to circumstances where community engagement is not feasible. Unless there is a reason why the community may be impacted or should be informed, circumstances such as the existence of a duty of care or where immediate action is required, may mean the Shire is unable to undertake engagement activities with the community.

3. Principles

- Community engagement within the shire is underpinned by the IAP2.
- Community engagement activities will be undertaken in line with the scope of the project, program or activity.
- Community engagement activities are an organisation-wide responsibility and are undertaken across all Shire service areas.
- Community engagement within the shire will inform, consult, involve, collaborate and/or empower the community.
- The Shire considers the needs of the community and its demographic, and will undertake engagement activities appropriate to specific population groups.
- Due consideration be given to timing of public comment periods with an exclusion period extending from 20 December to 5 January in any calendar year.
- The Shire will support the formation of strengthened relationships between the Shire, the Council and the community.

4. Core Values

This policy and any engagement is guided by the IAP2 core values*:

- Public participation is based on the belief that those who are affected by a decision have a right to be involved in the decision-making process.
- Public participation includes the promise that the public's contribution will influence the decision.
- Public participation promotes sustainable decisions by recognising and communicating the needs and interests of all participants, including decision makers.
- Public participation seeks out and facilitates the involvement of those potentially affected by or interested in a decision.
- Public participation seeks input from participants in designing how they participate.
- Public participation provides participants with the information they need to participate in a meaningful way.
- Public participation communicates to participants how their input affected the decision.

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5. Roles and Responsibilities of Engagement

Various stakeholders have a role to play in community engagement and in the successful implementation of this policy. The key roles and responsibilities are described below:

Community

- Actively participate in community engagement opportunities in the interest of positively influencing decision-making processes.

Council

- Council is familiar with this policy and the supporting community engagement Framework.
- Councillors maintain a visible presence in the community to support effective community engagement.
- Councillors be informed of, and invited to attend, community engagement activities that fall within the 'consult' realm of the IAP2 Spectrum of Public Participation and above.

Local government administration

- Senior Management (Leadership Team) understand, communicate and apply the policy and the supporting Community Engagement Framework.
- Shire staff apply the policy when delivering day to day operations and services.