

5.2 C-5CE02 – Community Engagement

PART A - Policy

Objective

The objective of this Policy is to set out how the Shire of Dandaragan (Shire) will undertake community engagement and consultation and seek to involve the community.

Policy Statement

The Council and Shire recognise that community engagement, consultation and participation processes are a vital part of local democracy. It helps strengthen the relationship Council and the Shire have with the community and is critical to good governance.

For this reason both Council and Shire Staff are committed to engaging with the Shire of Dandaragan Community.

Community consultation does not necessarily mean achieving consensus. It does involve seeking broad informed agreement and the best possible solutions for Council, the Shire and the community.

Community Engagement Plan

The Shire of Dandaragan has established a *Community Engagement Plan*, which allows all relevant parties to develop strong relationships, communicate effectively and obtain the best possible results for the Shire and the community

The purpose of the *Community Engagement Plan* is to:

- Establish standard procedures for community consultation;
- Ensure that the procedures are implemented by Shire staff and external consultants, or contractors employed by the Shire;
- Promote inclusive and efficient consultation and engagement being undertaken at all times;
- Ensure that community members are provided with opportunities to be involved in development processes;
- Ensure that the community is kept informed of decisions relevant to their involvement; and
- Provide Council the opportunity to consider input from a broad spectrum of community members.

Following the principles of the International Association for Public Participation Australasia (IAP2) Public Participation Spectrum the Plan contains five key strategies:

1. Inform.
2. Consult.
3. Involve.
4. Collaborate
5. Empower

Each Strategy has a specific goal, a commitment to the community and a set of methodologies.

Strategy	Goal	Commitment to the Community
1 Inform	To provide the community with appropriate information regarding Shire events, plans, projects, issues and services in order to provide feedback on the potential problems, alternatives, opportunities and solutions.	The Shire will keep the community informed with information that is accessible, relevant to the topic and easy to understand.
2 Consult	To capture community input on strategic plans, directions, issues, priorities and projects.	The Shire will listen to the community, consider ideas and keep the community informed about the input received, the consideration of this input and the final decision(s) made.
3 Involve	To work on an ongoing basis to ensure the community ideas, concerns and aspirations are listened to and understood and that the community is harnessed for the benefit of all.	To work on an ongoing basis to ensure the community ideas, concerns and aspirations are considered. Feedback on shire decisions will be provided.
4 Collaborate	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	We will work together with you to formulate solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.
5 Empower	To place final decision making in the hands of the public.	We will implement what you decide.

PART B – Management Procedures

Definitions

Nil.

Detail

Implementation of the Policy will primarily be undertaken in accordance with the Strategies and processes contained within the ***Shire of Dandaragan Community Engagement Plan***.

The following additional community engagement strategies are also to be undertaken:

1. Distribution of agendas and minutes to local associations

Interested persons and organisations may obtain copies of the Council's Ordinary Meeting agendas and minutes for twelve (12) months, by paying the annual fee as set by Council at its Council Meeting to set fees and charges.

A set of both agendas and minutes are displayed in the four (4) Council operated libraries.

Agendas and minutes are available free of charge on the Shire's website (www.dandaragan.wa.gov.au).

2. Locality Inspections and Public Forums

Each year Council holds an Ordinary Council meeting in each location and conducts an inspection prior to the Council meeting. Prior to any inspection, Council staff will write to the various community organisations in the area to be inspected and request to establish a list of preferred sites for Council to inspect prior to the meeting.

The inspections will target any particular issues in relation to development, planning, building, works, etc in the area.

3. Publicity

Where considered by the Chief Executive Officer to be of relevance, media releases will be prepared and distributed to:

- "The West Australian" and other papers with Statewide circulation.
- Australian Broadcasting Corporation – radio.
- Local organisations that publish periodicals.
- Official newspapers circulated within the district.
- The Shire Website and Social Media sites.

4. Citizenship ceremonies

Arrangements for the presentation of Citizenship certificates shall be at the discretion of the President, and that the Shire provide the recipients with a small suitable presentation within the budget allocation.

5. Newsletter

A monthly information bulletin will be prepared to promote and advertise the Shire's activities. The bulletin will be distributed to the four local newspapers for advertising.

6. New residents' kit

Council will distribute a copy of the new residents' kit to person(s) who have purchased property within the Shire and person(s) who have built a new residence and occupied the dwelling.

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