

TITLE:	Community Consultation Policy		
DIVISION:			
ADOPTED BY:	Council		
DATE OF ADOPTION:	21 August 2014	DATE OF REVIEW:	1 August 2018
MOTION NUMBER:	159/14		
POLICY NUMBER:	CP000004		
AUTHORISED:	Chief Executive Officer		

THIS POLICY APPLIES TO:

All employees, contractors and Elected Members

PREAMBLE

The aim of all policy is for Councillors to provide strategic input into the effective operational framework of the organisation under S.11 of the Local Government Act

SUMMARY

This Policy identifies a framework for community consultation and engagement and establishes principles by which the Council will undertake community consultation.

OBJECTIVES

This Policy will provide the community with a clear understanding of:

- Council's commitment to community consultation
- When consultation will occur
- What level of consultation will occur
- How the consultation process will be managed.

BACKGROUND

Community consultation and engagement is a way of including the views of the community in the Council's planning and decision making processes. The Council engages with its community to identify, understand and develop strategies to address and respond to community needs and concerns.

Engaging with the community is part of the Barkly Regional Council's undertaking to operate with high standards of communication, transparency and openness. This means that Council will be open and accountable to the community and provide ample opportunity for feedback. Community consultation allows Council access to wider sources of information, points of view and potential solutions. It gives the community a better understanding of the issues behind the decision making process and the related constraints or opportunities that exist.

Council acknowledges that by involving a cross section of the community in a consultative process, it can make better decisions.

POLICY STATEMENT

This Policy is based on the International Association for Public Participation (IAP2) model

IAP2 SPECTRUM OF PUBLIC PARTICIPATION¹

Increasing The Level Of Public Impact → → → →

Inform	Consult	Involve	Collaborate	Empower
<p><u>Public Participation Goal:</u> To provide balanced and objective information to assist understanding of topic, alternatives, opportunities and/or solutions.</p>	<p><u>Public Participation Goal:</u> To obtain public feedback on analysis, alternatives and/or decisions.</p>	<p><u>Public Participation Goal:</u> To work with the public throughout the process to ensure that concerns and aspirations are consistently understood and considered.</p>	<p><u>Public Participation Goal:</u> To partner with the public in each aspect of the decision including development of alternatives and identification of preferred solution.</p>	<p><u>Public Participation Goal:</u> To place final decision making in the hands of the public.</p>
<p><u>Promise to the Public:</u> We will keep you informed.</p>	<p><u>Promise to the Public:</u> We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how input influenced the decision.</p>	<p><u>Promise to the Public:</u> We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how input influenced the decision.</p>	<p><u>Promise to the Public:</u> We will look to you for direct advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.</p>	<p><u>Promise to the Public:</u> We will implement what you decide.</p>
<p><u>Example techniques</u></p> <ul style="list-style-type: none"> ▪ Fact Sheets ▪ Web sites ▪ Open Days 	<p><u>Example techniques</u></p> <ul style="list-style-type: none"> ▪ Public comment ▪ Focus Groups ▪ Surveys 	<p><u>Example techniques</u></p> <ul style="list-style-type: none"> ▪ Workshop ▪ Deliberate polling 	<p><u>Example techniques</u></p> <ul style="list-style-type: none"> ▪ Citizen Advisory Committees ▪ Consensus building ▪ Participatory decision-making 	<p><u>Example techniques</u></p> <ul style="list-style-type: none"> ▪ Citizen juries ▪ Ballots ▪ Delegated decisions

¹ IAP2 – refer website: <http://www.iap2.org.au/spectrum.pdf>

Throughout the process of community engagement, there is likely to be movement back and forth along the Spectrum as the plan is implemented and/or before Council makes a final decision.

THE PRINCIPLES

The Council will apply the following principles

- The community will be involved in and informed about key decisions that may affect them
- Consultation will be structured to maintain a focus on the issue/s being addressed
- The Council will identify potential stakeholders in each specific circumstance
- Where an issue involves a specific community and it is both practical and appropriate to do so, the Council will consult with the Local Authority of that community prior to making a decision
- The Council will ensure information is easily understood and accessible
- A range of appropriate opportunities will be provided for people to access information and to be involved, taking account of barriers due to language, disability or cultural issues
- The Council will listen to community views
- The best interests of the community will prevail over the individual or vested interests
- The Council will seek to balance community views and interests with other influences such as budgetary constraints.

Reports to Council on matters requiring community input will recommend a consultation and engagement strategy and outline the actions and resources proposed for engagement with the public.

LEGISLATION, TERMINOLOGY AND REFERENCES

In a number of areas the Council is required to comply with specific legislative requirements such as providing minimum periods for public comment and giving public notice by advertising in a newspaper. Consultation processes identified in this Policy should be seen as complementing any prescribed statutory requirements.

IMPLEMENTATION AND DELEGATION

The Chief Executive Officer will be responsible for implementation of the Policy.

EVALUATION AND REVIEW

This Policy is to be reviewed every four (4) years, and may be reviewed at other times at the discretion of Chief Executive Officer.