



POLICY NO	CP GOV-3100	
POLICY	Community Engagement Policy	
RESPONSIBLE DIRECTORATE	Planning and Community Development	
RESPONSIBLE OFFICER	Senior Projects Officer	
COUNCIL ADOPTION	Date: 20/09/2011	Resolution No: 9575
REVIEWED/MODIFIED	Date: 30/08/2016	Resolution No: 11463
	Date: 14/12/2021	Resolution No: DRAFT
REVIEW DUE	Date: November 2024	
LEGISLATION	Local Government (Administration) Regulations 1996	
RELATED POLICIES	Community Development Policy	
RELATED DOCUMENTS	Community Engagement Guidelines	

PURPOSE:

This Policy will guide the delivery of community engagement across the organisation to inform decision-making, build relationships and strengthen community outcomes.

STRATEGIC CONTEXT

This Policy relates to the following sections of the Strategic Community Plan 2017-2027:

Focus Area 4: PERFORMANCE - Civic Leadership

Goal 4.2: Good decision making through engagement with the community

Strategy 4.2.1: Engage and communicate with all sections of the community to better understand needs and priorities

Strategy 4.2.2: Ensure community input informs planning and decision making

DEFINITIONS:

Stakeholder is any individual, group of individuals, or organisation with an interest or stake in the outcome of the decision.

Community includes individuals or groups who live, work, play, study, visit or invest in the local government area.

Community Engagement is any process that involves the community in problem-solving or decision-making and that uses the input to make better decisions.

IAP2 is the International Association for Public Participation is an international organisation advancing the practice of public participation.

POLICY STATEMENTS:

The Shire is committed to engaging meaningfully with the community and recognises the need to continue to integrate, in a meaningful way, the knowledge and opinions of the community into its decision-making processes. This is important in building relationships and enhancing community capacity, which in turn ensures that Council's decisions are well informed.

The Shire places high priority on undertaking best practice community engagement which provides Stakeholders and community with the opportunity to participate in decision making processes at the appropriate level. Different levels of engagement will be appropriate depending on the issue, stakeholders, and the information to be relayed or obtained.

The Shire's Engagement objectives are:

- Allow for informed decision-making to collectively achieve an improved quality of life in the Shire.
- Maintain good governance by facilitating open, honest and timely engagement with stakeholders and the community on programs, projects and initiatives that may impact them; and
- Greater awareness of Council decisions and community aspirations surrounding programs, projects and initiatives

The following principles guide the Shire in achieving its Engagement objectives:

- encourage broad stakeholder representation;
- minimise barriers to participation by considering people's different needs;
- clearly state the purpose of engagement activities and any associated limitations or constraints;
- make relevant information readily available, accurate and easy to understand;
- allow sufficient time and opportunity for stakeholders to participate;
- listen to stakeholders and provide feedback about how the information gathered is to be used to inform the outcome; and
- allocate appropriate resourcing for the development and implementation of effective and efficient engagement.

APPLICATIONS

Community engagement is the responsibility of everyone at the Shire of Wyndham East Kimberley. This Policy, therefore, applies to the whole organisation.

The level of engagement and methods selected by the Shire will be based on the IAP2 Spectrum set out in the Community Engagement Guidelines.

The Shire will maintain Guidelines as a resource to assist officers to determine appropriate community engagement levels, tools, plans and processes for their projects to ensure that community engagement and participation becomes integral to the Shire's projects, operations and activities.

EXPLANATORY NOTES:

The Shire's engagement approach reflects the principles set out in the IAP2 Code of Ethics (see Guidelines). The Shire consider this best practice in community engagement.

RISK:

Risk: Failure to undertake effective community engagement strategies which develop the Shire's understanding of the needs and aspirations of the community, grow community capacity and ensure supportable outcomes are reached with stakeholders.

Control: The Shire's best practice will ensure that the community is notified of the level of community engagement that will be required within the decision-making process and why this was chosen.