

Policy Type	<u>COUNCIL</u>	Process Owner: Business Improvement Manager
Business Function	Community Relations	Effective Date:

POLICY NO: 01-005

COMMUNITY ENGAGEMENT

POLICY PURPOSE

To build a two-way consultation process that ensures communities are offered the opportunity to provide feedback on projects and issues which impact on their amenity and enable the best possible outcomes for the community.

POLICY OBJECTIVES

Community involvement is integral to the overall success of major projects and services. Communication with the public must be sought as early as possible on every major project to be undertaken by the City of Melville.

Consultations enable the active participation of residents in decision-making, as well as the creation of partnerships between community, business and government. Participation through consultation can improve residents' sense of inclusion, and access to, decisions affecting their lives.

A coordinated set of guidelines, tools and definitions is available as a supporting procedure.

- Council is the elected body charged with the responsibility for making decisions on behalf of the community. In some circumstances the Council has delegated decision-making authority to the Chief Executive Officer;
- Consultation complements, but does not replace, the decision-making role of the Council;
- Where the community or stakeholder opinion is divided, or overwhelmingly in the one direction, it still rests with the Council to make the decision;
- These views need to be balanced with other influences such as budget constraints and the strategic direction;
- Elected Members have a responsibility to make decisions that are in the best interests of the whole community and not just particular interest groups



- Every effort is to be made to schedule public meetings to ensure Ward Members are able to attend.
- Various Acts may require statutory public submissions to be sought.
- Managers must use their discretion supported by the advice and tools in the supporting procedure to determine when community participation and or/comment should be sought.
- Care must be taken to ensure that individuals or groups understand that they do not have the power of veto.
- This policy may only be varied in special circumstances with the approval of the Director in consultation with the Chief Executive Officer.

Supporting documents

Community consultation procedure and guidelines

Other References Applicable to this Policy

Delegated Authority No:

Procedure No:

ORIGIN/AUTHORITY

Administration & Community Services Committee

5 / 10 / 99

ITEM NO.

A99/1014

REVIEWS

Corporate & Community Services Committee

05 / 02 / 02

C02/1002

Community & Technical Services Committee

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G04/5006

Management Procedures

Section 23

Community & Technical Services Committee

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