

COMMUNITY ENGAGEMENT STRATEGY 2024

Incorporating Community Participation Plan

Adopted 10 December 2024





ACKNOWLEDGEMENT OF COUNTRY

We acknowledge the traditional custodians of the land and pay respect to the elders, past, present and future, for they hold the memories, traditions and culture of the land.



INTRODUCTION

Narromine Shire Council acknowledges the importance of local government in building strong relationships with the community by operating in a transparent accountable way.

Section 402(A) of the Local Government Act 1993 states:

A council must establish and implement a strategy (its community engagement strategy) for engagement with the local community when developing its plans, policies and programs and for the purpose of determining its activities (other than routine administrative matters).

This Engagement Strategy sits within Council's suite of engagement documents:



WHAT IS A COMMUNITY ENGAGEMENT STRATEGY?

'Community engagement' in a Local Government context describes all the ways in which the Council will inform, consult, involve, collaborate and empower the community. Our community includes ratepayers, residents, service providers, business owners, employees and visitors

Community engagement is not a substitute for decision making. It is part of the democratic process which informs the community of Council's decision making and vice versa.

PURPOSE

This strategy outlines how Council will involve the community in Council decision-making and ensure the community can have their say.

The strategy will be used by Council officers when determining specific engagement activities, planning for these activities and evaluating their effectiveness.

DEFINITIONS

COMMUNITY ENGAGEMENT: A planned process for working with the community to shape the decisions or actions of Council in relation to a problem, opportunity or outcome.

ENGAGEMENT: All activities undertaken to get community feedback on Council projects, initiatives, and services for decision-making purposes.

COMMUNITY: All stakeholders, audiences, community groups, businesses.

STAKEHOLDER: Anyone with an interest in or who is impacted by a project.



WHY ENGAGE?

Community Engagement provides a valuable link between Councillors, the Council organisation and the community they serve by:

- Enabling Council to gain a better understanding of local needs
- Enabling the community to be better informed
- Reducing the level of misconception or misinformation
- Ensuring commitment and greater ownership of the final decision by the community
- Encouraging the community to put forward ideas
- To make decisions with the well-being of the whole community in mind
- Helping to identify issues which may not otherwise have been considered – others outside of Council may well be the experts
- Acknowledging the basic human need for people to be involved in decisions that impact them
- Enabling Council to make sustainable decisions.

“Community engagement is at the heart of local government and the Integrated Planning and Reporting Process.

It helps communities to shape their own futures and informs the vision and direction of Council

Councils have a vital role to play in opening opportunities for community members to be involved in the strategic planning process”

Integrated Planning and Reporting,
Handbook for Local Government September
2021



OUR COMMUNITY

The Narromine Shire is located 40 kilometres west of Dubbo, in the Orana region of New South Wales, Australia. Covering 5224 square kilometres, the area includes the major rural centre of Narromine, as well as Trangie and Tomingley.

Narromine Shire has nearly 6,500 residents, the Narromine Shire has a proud heritage, history and towns that is shared with its residents, businesses and visitors. The residents choose to live in the Narromine Shire Council area because of its location with access to a regional centre, its picturesque setting and the close community connections.

The Wiradjuri people are the original inhabitants of this area and the traditional owners of this land. Today Narromine Shire has an indigenous population of over one thousand residents (20.5%).

The agricultural sector has long been the mainstay and the Narromine region is well known for its sheep, cattle and wool, cotton production as well as broadacre cereal crops. Alkane Resources Limited provide significant employment opportunities at Tomingley Gold Operations.

Narromine Shire Council provides a range of services for the community. Narromine Shire Council's assets are valued at \$445 million and include roads, water and sewer infrastructure, footpaths, community amenities such as libraries, parks and playgrounds and sporting and recreation facilities.

It is the Council's intention to continue to focus on improving the community for residents, businesses and visitors to the Shire.



6360

TOTAL
POPULATION

2468

EMPLOYED

\$528M

GRP (2023)

AGRICULTURE
30.7% of workforce



COMMUNITY ENGAGEMENT BEST PRACTICE

The **Community Engagement Strategy** is a document which is based on social justice principles and outlines the plan for engagement with the local community in developing plans, policies and programs including Council's Community Strategic Plan (CSP). The social justice principles are equity, access, participation and rights.

The CSP forms the basis of all Council's programs, projects and strategies for its term of office. This includes the four year Delivery Program, one year Operational Plan and resourcing strategies including Long Term Financial Plan, Asset Management Strategy and Plan and Workforce Management Strategy.

Strong engagement with the community will mean that Council can be confident the outcomes reached not only meet the needs of the community but that Council has broad community support.

Council's approach to community engagement is broadly informed by the internationally recognised **Public Participation Spectrum** developed by the International Association for Public Participation which outlines five levels of public participation.



INCREASING IMPACT ON THE DECISION

PUBLIC PARTICIPATION GOALS	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
Commitment to the Community	We will keep you informed.	We will listen to and acknowledge your concerns and aspirations and provide feedback on how your input influenced the decisions.	We will work with you to ensure what we've heard is directly reflected in the alternatives developed and provide feedback on how your input influenced the decision.	We will work together in formulating solutions and incorporate your advice and recommendations into the decisions.	We will work alongside you to realise your decisions and aspirations.

IAP2 Public Participation Spectrum.

FOR NOTE:

- For public exhibition, notification and advertising requirements as they apply to Council's planning instruments such as Development Applications (DAs) and Planning Proposals please refer to Council's Community Participation Plan (from page 14).
- The IAP2 outlines Council's intention for engagement. If a planned communications avenue is not available staff will endeavor to find alternate avenues to reach out to stakeholders.

METHODS OF COMMUNITY ENGAGEMENT

Community engagement is the ongoing process of fostering purposeful relationships between Council and the community. Engagement is delivered through a range of activities providing the opportunity for the community to participate in the future direction of Narromine Shire Council

The following list are methods that provide a range of opportunities for participation by the community and stakeholders. Activities will be formulated and assessed against applied measures (but not limited to these activities).

INFORM



- Training – Councillors
- Website
- Posters/flyers
- Media releases and advertising
- Emails
- Social networking (Facebook and Twitter)
- Staff networks
- Local committees
- Pop-up shops
- Community noticeboards
- Target stakeholder letters
- Direct mail

CONSULT



- Suggestion boxes
- Focus groups/workshops/public meetings
- Surveys
- Pop-up shops
- Face-to face
- Social networking
- Direct mail
- Public submissions
- Business conversations.

INVOLVE & COLLABORATE



- Open meetings
- Forums
- Public participation
- Networks and community group co-ordination
- Partnerships
- Delegated decisions through committees and groups
- Launch event.

EMPOWER



- Involve community in final decision making
- Use the community's ideas and solutions.



METHODS OF COMMUNITY ENGAGEMENT (CONTINUED)

Matters which require community consultation vary in size and impact. Many activities will have very little impact on the community and are small in scale while other activities may have an impact on everyone in the community. For this reason, the engagement levels are split into higher impact and lower impact.

Definition of higher impact

Matters that have a higher impact across the entire Narromine Shire local government area or on a particular community group, or that have the potential for high level of interest or controversy, will be considered 'higher impact'. The consultation will be more substantial. Examples of higher impact activities may include special rate variations, annual budgets, long term planning policies.

Definition of lower impact

Matters that involve smaller changes or improvements at a local level, which are deemed low risk and likely to have limited controversy, will be considered 'lower impact'. The council will employ an appropriate level of consultation to communicate this lower impact. Examples may include an upgrade to a local park, streetscape changes and local traffic matters.

It is also worth noting that there will be circumstances where Council may not consult with the community, these circumstances may include:

- The proposal does not require exhibition or notification according to legislation
- The community has already had input through a prior engagement
- The replacement item is like for like, in the same location and needs to be replaced quickly
- Council is responding to an emergency and immediate action is required.
- Where the issue is considered to be an operational matter where public input is not able to influence an activity or where the Council is legally or contractually obligated to take certain actions.

COMMUNITY ENGAGEMENT MATRIX

The following tables outline the suggested engagement activities for more common plan and strategy updates and project.

Council Plans and Strategies

Project type	Impact	Suggested engagement level	Min. engagement period	Suggested communication	Suggested engagement activities
Council plans and strategies This includes non-legislated plans, external policies, strategies such as plans of management, studies and informing strategies	Higher impact	Consult Involve Collaborate	28 days	Online engagement Written notice Site notice Notification of impacted stakeholders Exhibition of documents	Written submissions Online survey Workshops Pop up stalls Drop in sessions Webinar Q and A
	Lower impact	Inform Consult	14 days 28 days	Online engagement Notification of impacted stakeholders Exhibition of documents	Written submissions Oline surveys Social media

Infrastructure Projects

Project type	Impact	Suggested engagement level	Min. engagement period	Suggested communication	Suggested engagement activities
Infrastructure projects This includes Council construction or renewal of community facilities, parks and playgrounds	Higher impact	Consult Involve Collaborate	28 days	Online engagement Site notice Notification of impacted stakeholders	Written submissions Online survey Workshops Pop up stalls Drop in sessions Specific precinct presentation
	Lower impact	Inform	7 days	Online engagement Notification of impacted stakeholders	Social media Council column

Legislation plans and other matters

Project type	Impact	Suggested engagement level	Min. engagement period	Suggested communication	Suggested engagement activities
Legislated plans and other matters For example: community engagement strategy, Integrated Planning and Reporting documents, legislated Council policies, Community land, Plans of Management.	Higher impact (new documents)	Consult Involve Collaborate	As legislated generally 28 days	Online engagement Written notice	Written submissions Online survey Workshops Drop in session Pop up stalls Specific precinct presentation
	Lower impact (review and amendments to existing documents)	Inform Consult	28 days	Online engagement Notification of impacted stakeholders	Written submission

Community Services

Project type	Impact	Suggested engagement level	Min. engagement period	Suggested communication	Suggested engagement activities
Community services This includes Council projects relating to Council service levels, change of use of a location or introduction or modification to a Council supplied community service. For example, a change to waste collection times or a satisfaction survey.	Higher impact	Consult Involve Collaborate	28 days	Online engagement Notification of impacted stakeholders	Written submissions Online survey Workshops Pop up stalls Specific precinct presentation
	Lower impact	Inform	14 days	Online engagement Notification of impacted stakeholders Exhibition of documents in Council venues	Precinct presentation Social media Council column

TARGET AUDIENCE & STAKEHOLDERS

While ‘the local community’ is the Council’s key audience group, it has many different dimensions, and these must be considered when planning communication and engagement. There is no ‘one size fits all’ approach to communicating with the Narromine Shire population.

The Narromine Shire area comprises the townships of Narromine, Trangie and Tomingley, and rural area surrounding these centres. Other factors that segment the community include general interests, sporting associations, socio-economic groups and education.

Whilst the community are the most important audience for Council, there are other audiences that need to be considered for different messages. These include:

- Non-residential ratepayers – they have an interest in how Council decisions affect the value of their assets.
- Businesses – have an interest in economic development and business growth opportunities.
- Visitors – attracted to Narromine Shire for events and general tourism.
- Future staff – opportunities to promote Narromine Shire as an employer of choice.
- Government agencies / Members of Parliament – stakeholders in Council decision making and services provision.
- Suppliers – interest in any information that may affect their business with the Council or offer new opportunities.

Within the target audience there may be stakeholders identified where communication may be specifically directed. For example sporting clubs in regard to changes to sporting fields or shop owners in regard to main street improvements. Various stakeholder groups are identified for each project type below.

Project type examples

Council plans and strategies	Infrastructure projects	Community services	Legislated plans and other matters
355 Committees	355 Committees	Service users	User groups
Precinct user groups	Precinct user groups	Neighbors	Interest groups
Local business	Neighbours	Interest groups	
	Interest groups	Community groups	

COMMUNITY PARTICIPATION PLANNING

Council's responsibility is to deliver the objectives of the *Environmental Planning & Assessment Act 1979* (EP&A Act) including the promotion of the orderly and economic use of the land, facilitating ecologically sustainable development and promoting social and economic wellbeing.

The NSW Government requires Council to prepare a Community Participation Plan (CPP), to set out how and when we will engage with our community on the planning functions that Council performs under the EP&A Act.

Community Participation, concerning this CPP, is an overarching term covering how we engage the community in our work under the EP&A Act, including legislative reform, plan making and decision making on proposed developments.

NARROMINE SHIRE COUNCIL'S COMMUNITY PARTICIPATION PLAN

Community participation is a crucial part of good planning and seeks to gather local knowledge, ideas and expertise to create better urban environments while protecting our natural environment and preserving local character.

Community participation is an overarching term, covering how we engage the community in our work under the Environmental Planning and Assessment Act 1979, including plan making and making decisions on proposed developments.

The level and extent of community participation will vary depending on the community, the scale of the proposal under consideration and the potential impacts of the decision.

Our Participation plan is designed to make participation in planning clearer for the community. It does by setting out, in one place, how and when the community can participate in the planning system, our functions and different types of proposals.

This plan does not outline engagement strategies for the delivery of other Council services, functions or infrastructure. Community engagement of these activities is developed considering the requirements of Council's Community Engagement Strategy.

Narromine Shire Council's Community Participation Plan now forms part of the Community Engagement Strategy as per best practice outlined by the Office of Local Government.

PRINCIPLES OF THE COMMUNITY PARTICIPATION PLAN

The EP&A Act guides Council to ensure that it will be clearer and easier for the community to understand how it can participate in planning decisions. The EP&A Act outlines the principles that underpin Council's Community Participation Plan. These principles are:

- The community has a right to be informed about planning matters that affect it.
- Council will encourage effective and ongoing partnerships with the community to provide meaningful opportunities for community participation in planning.
- Planning information will be in plain language, easily accessible and in a form that facilitates community participation in planning.
- The community will be given opportunities to participate in strategic planning as early as possible to enable community views to be genuinely considered.
- Community participation will be inclusive, and Council will actively seek views that are representative of the community.
- Members of the community who are affected by proposed major development will be consulted by the proponent before an application for planning approval is made.
- Planning decisions will be made in an open and transparent way and the community will be provided with reasons for those decisions, including how community views have been considered.
- Community participation methods and the reasons given for planning decisions will be appropriate, having regard to the significance of likely impact of the proposed development.

OUR COMMUNITY PARTICIPATION OBJECTIVES

The table below illustrates the types of activity we will undertake to deliver our community participation objectives. These objectives have been developed having regard to the community participation objectives set out in Section 2.23(2) of the EP&A Act. These objectives will be supported by measurable actions that we will use to develop, implement and evaluate community engagement.

- We ensure engagement accurately captures the relevant views of the community
- We communicate matters in plain English and make it as concise as practicable
- To meet the statutory notification, exhibition and decisions of Council on relevant planning materials.
- To ensure engagement accurately captures the relevant views of the community
- To build community confidence in the planning system.
- We provide access to community knowledge, ideas and expertise.

HOW WE WILL SEEK COMMUNITY PARTICIPATION

Project Type	Impact	Suggested engagement level	Min. engagement period	Suggested communication	Engagement activity
Development Application	Lower impact	Inform	0-14 days	Website notice Written notice	Newspaper notification, Council website
Local and regional development applications, modifications	Higher impact	Consult			Planning portal
Application for designated development	Higher impact	Inform Consult	28 days	Website notice Written notice	Newspaper notification, Council website, Planning portal
Application for Nominated Integrated development or threatened species development	Higher impact	Inform Consult	28 days	Website notice Written notice	Newspaper notification, Council website, Planning portal
Category one remediation work. State Environmental Planning Policy (Resilience and Hazards)	Higher impact	Inform Consult	28 days	Website notice Written notice	Newspaper notification, Council website, Planning portal
Council related development	Higher impact	Inform Consult	28 days	Website notice Written notice	Newspaper notification, Council website, Planning portal
Environmental Impact Statement Division 5.1	Higher impact	Inform Consult	28 days	Website notice Written notice	Newspaper notification, Council website, Planning portal
Re exhibition of any amended application or matter referred to above required by or under this Schedule	Lower impact Higher impact	Inform Consult	The period (if any) determined by the person or body responsible for publicly exhibiting the application or matter.	Website notice Written notice	Newspaper notification, Council website, Planning portal

Note and clarifications on the matrix:

- Timeframes are in calendar days and include weekends
- Where an act or regulation mandates a longer minimum exhibition period than listed in this policy, then the Act or Regulation will take precedence.
- Council will consider all submissions received within the exhibition period. Late submissions will only be considered in extenuating circumstances, and at the discretion of the Council officer assessing the proposal.

- Exempt and complying development is separately defined under the Act and does not currently provide for community input. Neighbours may be required to be notified of certain complying developments under Clause 134 of the EP & A Regulation 2021.

EXHIBITION IN THE PLANNING SYSTEM

Opportunities to participate in the planning system will respond to the nature, scale and likely impact of the proposal being considered or assessed. A regular or valuable way for communities to participate in the planning system is by making a submission on a proposal during the exhibition period.

A key technique used by Council to encourage community participation is formal exhibitions. During an exhibition period, we make available relevant documents that may include a draft policy, plan or proposed development that we are seeking feedback on.

In reaching a decision on proposals that have been exhibited, Council balances a wide range of factors to ensure that decisions are in the public interest. This includes considering the objectives of the EP&A Act, the strategic priorities of Council, community input, land use priorities identified in our strategic plan and applicable policies and guidelines.

EXHIBITION TIMEFRAMES

Section 2.21(2) of the EP&A Act details the types of proposals that must be considered in the Community Participation Plan and Schedule 1 sets out a minimum exhibition timeframe for most of these proposals. We will always exhibit a proposal for the minimum timeframe (except where the participation plan specifies a different period) and will consider extended timeframes for an exhibition based on the scale and nature of the proposal.

PLAN MAKING

Plan Types	Minimum Community Participation Requirements	The minimum community participation
Draft Community Participation Plan	28 days	
Draft Development Control Plan (DCP)	28 days	
Draft Contribution Plans	28 days	
Draft Local Strategic Planning Statements (LSPS)	28 days	
Planning Proposals for Local Environmental Plans (LEPs)	28 days for exhibition or as specified by the gateway determination	

requirements for *plan making* are shown in the table below:

DEVELOPMENT APPLICATIONS

The minimum community participation requirements for *development applications* are shown in the table below:

Development Application Types	Minimum Community Participation Requirements
Advertised development	14 days
Neighbour notified development	14 days
Designated development	28 days
Nominated integrated development	28 days
Threatened species development	28 days
Modification of Development Application, made under s4.55(2) or s4.56 of the EP&A Act	As long as the original development application was exhibited for
Re-exhibition of any of the above, which is required due to substantial changes being put forward in revised plans/documents received during the assessment phase	14 days

Key points to note about public exhibition

- Time frames are in calendar days and include weekends.
- Development Applications may be notified for longer than the minimum days if deemed necessary.
- If the exhibition is due to close on a weekend or a public holiday, we may extend the exhibition to finish on the first available workday.
- The period between 20 December and 10 January (inclusive) is excluded from the calculation of a public exhibition period. A public exhibition period will not commence during these dates.
- Council is not required to make available for public inspection, any part of an EIS whose publication would, in the opinion of Council, be contrary to the public interest because of its confidential nature or for any other reasons i.e. for commercial reasons.

NOTIFICATION AND EXHIBITION OF DEVELOPMENT APPLICATIONS

The notification and public exhibition provisions in this Plan will apply to all development applications lodged in relation to land that is located within the Narromine Shire LGA where Council is of the opinion that the enjoyment or use of the land may be detrimentally affected by the development proposal.

Neighbour Notification: where Council writes to owners of properties identified as requiring notification, advising of the proposed development. Notification is for a minimum period of 14 days unless otherwise specified.

Advertising: in addition to writing to owners of properties identified as requiring notification, a newspaper notice is placed in the local newspaper advising of the proposed development. Advertising is for a minimum period of 14 days unless otherwise specified.

Persons to be Notified – Neighbour Notification

For Development Applications requiring neighbour notification under this Plan, written notification of the proposed development will be provided to:

- The owner(s) of land immediately adjoining the side and rear boundaries of the subject land.
- The owner(s) of any other land adjacent to the subject land including land that is separated by a road, pathway, driveway, railway or similar thoroughfare.
- The owner(s) of any other land, which may, in the opinion of Council or its delegated officers be affected by the proposed development.

Development that will be neighbor notified is listed below:

- Dual occupancy
- Remedial works for contamination
- Innominate use
- Pub
- Recreation area
- Major alterations or additions
- Service Station
- Intensive plant agriculture
- Multi dwelling housing
- Major commercial and industrial works
- Temporary use of land, if the use would ordinarily be prohibited on the land
- Other Integrated development
- Other than nominated integrated development or threatened species development

ADVERTISED DEVELOPMENT

Advertised Development is development that is also subject to neighbour notification requirements of this Plan. If a Development Application is lodged for a land use listed below, an advertisement is required to be placed in the local newspaper.

The following development is advertised development for the purposes of this Plan:

- Caravan Parks
- Correctional Centres
- Demolition of a heritage item
- Extractive industries
- Freight or Transport Facilities
- Hazardous or offensive industries
- Heavy industrial storage establishments
- Highway service centres

Note: Other types of development applications could be neighbour notified or advertised, depending on the assessing officer's initial view as to the potential impacts of the development.

Information to be publicly exhibited

During the public exhibition period, Council must make available, upon request extracts of the Development Application to any interested persons. The information shall include:

- Details of the applicant and the land to which the Development Application relates
- Plans of the development proposal
- Where relevant, a copy of the Statement of Environmental Effects accompanying the Development Application
- Where relevant, a copy of the Environmental Impact Statement (EIS) accompanying the Development Application.



DEVELOPMENT APPLICATIONS WHERE NOTIFICATION IS NOT REQUIRED

Some minor development is of a scale and nature that does not require formal notification of neighbouring properties. Provided the proposal complies with all applicable development controls (LEP, DCP & other relevant policies) and is considered unlikely to detrimentally impact neighbouring properties, no formal notification period applies. This applies to development such as:

- Landscaping
- Minor alterations and additions
- Residential dwellings
- Residential sheds and garages, fences, pools and other minor ancillary development
- Rural buildings
- Modifications made under S4.55(1), S4.55 (1A)
- Strata subdivisions of existing developments.

Submissions

The submission process is outlined as follows:

- Submission is made to Council and assigned to corresponding DA
- Submission is formally acknowledged by Council
- Submission is considered in the assessment of the DA
- Submitter is formally notified of the outcome

Making a submission

Development Applications will be exhibited on the NSW Planning Portal. The exhibition period is also the submissions period for a proposal. Any submissions received before or after this period may not necessarily be considered in the making of a decision. If early/late submissions are considered, they may not be explicitly mentioned in an assessment report. Submissions can be addressed to:

Postal address
PO Box 115
Narromine NSW 2821

Emailed
mail@narromine.nsw.gov.au

Delivered
118 Dandaloo Street
Narromine NSW 2821

Submissions are able to be received via the NSW Planning Portal online.

WHAT DOES MY SUBMISSION NEED TO INCLUDE?

To qualify as a submission, the submission must:

1. Be in writing by email or letter and addressed to the General Manager or other Council officers as nominated.
2. Be submitted within the nominated exhibition period.
3. Clearly identify the matter to which the submission relates; and
4. Include appropriate contact details.

CONSIDERATION OF SUBMISSIONS

Where a submission is received concerning a Development Application that has been notified or advertised under this Plan and the submission has been received in the time period allowed for making submissions, Council or its delegated officer must consider that submission prior to the Development Application being determined.

Nothing in this Plan prevents Council or its delegated officers from considering a submission that is received outside of the period allowed for making submissions under this Plan provided that the development application has not already been determined by Council.

All submissions will be reviewed on merit. When submissions raise legitimate town planning considerations, the development application may be reported to Council for determination, as decided by Council staff.

DISCLOSURE OF SUBMISSIONS

Submissions may be accessed by the public by way of a request to Council under the Government Information (Public Access) Act. Also, if the proposal is reported to a Council meeting the issues raised in that submission will be summarised in the Council report and the redacted submission may be attached to the report. The council's notification correspondence will indicate that all submissions are public documents unless privacy is specifically requested by the submitter.

NOTIFICATION OF PLANNING DECISIONS

Provide a written notice to submitters within 14 days of a planning decision where a written submission has been provided.

WHAT ARE NOT PLANNING MATTERS

- Speculation on devaluation of property or private market fluctuations
- Character assessments of the developer, future neighbours, or anyone else
- Heresay as to what other neighbours would or would not be concerned about
- Assumed bad faith or non-compliance with road rules or other laws
- Commercial competition

WHAT ARE PLANNING MATTERS

- Air odour impacts
- Biodiversity/ ecological impacts
- Infrastructure impacts
- Land/ soil impacts
- Noise and vibration impacts
- Solar access impacts
- Traffic impacts
- Visual amenity/ streetscape impacts
- Waste impacts
- Water (surface and Groundwater) impacts



GLOSSARY

Contribution plans. Plans developed by councils for the purpose of gaining financial contributions from new development towards the cost of new and upgraded public amenities and/or services required to accommodate the new development.

Designated development. A proposed development that due to its scale, nature, or likely impacts – will require a higher standard of reporting to be undertaken by a proponent, in accordance with Secretarial requirements of the NSW Department of Planning, Industry & Environment (see 'Environmental Impact Statement' below).

Development Application. When a land-use or development requires consent under the Act (and its associated environmental planning instruments), one way to obtain this consent is through lodging a Development Application. The Development Application is assessed on its merits and considered against any statutory assessment requirements.

Development control plans ('DCP'). These are plans that provide detailed planning and design guidelines to support the planning controls and objectives in a Local Environmental Plan.

Environmental Impact Statement. A statement prepared for a proposal where the statement must meet Secretarial requirements of the NSW Department of Planning, Industry & Environment.

Environmental Planning and Assessment Act 1979. The principal piece of legislation within which all planning functions exist. Referred to as 'the Act' throughout this Plan.

Gateway determination. A gateway determination is issued by the Department of Planning, Industry and Environment following an assessment of the strategic merit of a proposal to amend or create an LEP and allows for the proposal to proceed to public exhibition.

Local Environmental Plan ('LEP'). An environmental planning instrument developed by the Department, that relates to planning matters that are state significant or are applicable across the state.

THE ROLES OF COUNCILLORS AND COUNCIL STAFF IN COMMUNITY ENGAGEMENT

Community engagement is about ensuring that the community has an opportunity to participate in the decisions made by Council.

A Councillor's role in community engagement is to participate as an elected member, listen to the views of the community and consider these views when making decisions at Council. Community engagement provides valuable opportunities for Councillors to hear and understand the voice of the community and ensure that this voice is properly represented when Council meet and make resolutions which impact the future of our community.

A Council staff member's role in community engagement is to organise and facilitate the discussion, record, provide feedback, evaluate the engagement and consider the community's views when making recommendations to Council.

Both Councillors and Council staff are encouraged not to dominate or direct community discussions, nor are to dismiss the community input. Instead, Councillors and Staff should allow discussions to move forward in an open, respectful and inclusive way.

The role of the community, business, government and other stakeholders is to support the engagement process by seeking information, actively participating in engagement activities, putting forward ideas and promoting consultation opportunities to other stakeholders.

KEY OBJECTIVES

Council's communications objectives are:

- Share and celebrate our cultural and social diversity through local events, programs and projects and create greater awareness of activities and projects Council is undertaking.
- Promote the benefits of living and working in our Shire while promoting a safe, active and health community.
- Enhance open and interactive communication between Council and the Community and ensure the community is well informed of Council's role and services.
- Facilitate a positive and professional image for the Narromine Shire Community and Council.
- Maintain up-to-date information about the Shire on both Council and Tourism webpages and promote both websites as a key source of information for residents and visitors alike. The effective implementation of these objectives requires a commitment to communication by both elected members and staff at all levels and across all departments. Managers and Directors in particular hold a high degree of responsibility to communicate openly and actively, and to guide their teams in developing an effective communication culture. The above objectives can be met through utilising the methods listed in community engagement whilst always understanding the target audience and ensuring the message is distributed in a timely and appropriate manner

THE ROLES OF COUNCILLORS AND COUNCIL STAFF IN COMMUNITY ENGAGEMENT (CONTINUED)

ONGOING OPPORTUNITIES TO 'HAVE YOUR SAY'

Community engagement is a continuous ongoing process, and it is important that Council has an ongoing dialogue with its community.

Whilst Council will provide specific engagement opportunities for specific projects, the community is always welcome to 'have your say' and provide feedback about Council services or make a suggestion:

TELEPHONING COUNCIL:

(02) 6889 9999

FAXING COUNCIL:

(02) 6889 9998

EMAILING COUNCIL:

mail@narromine.nsw.gov.au

WRITING TO COUNCIL:

The General
Manager
Narromine Shire
Council PO Box
115
NARROMINE NSW 2821

VISITING COUNCIL'S WEBSITE:

www.narromine.nsw.gov.au

Submit comments by selecting "Have your say" under the Contact Us option.

EVALUATING COUNCIL'S COMMUNITY ENGAGEMENT ACTIVITIES

The main outcome of the Community Engagement Strategy is to:

Enhance open and interactive communication between Council and the community guided by a Community Engagement Strategy which is monitored and reviewed.

This to be achieved through:

- Gathering feedback regarding community engagement strategies
- Promote the positive aspects of Narromine Shire Council.
- Provide important information to the community.
- Prepare council columns and media releases for local media.
- Information available on Council's website.
- Prepare a Communications Strategy.

ACKNOWLEDGEMENTS

International Association for Public Participations 'Foundations of Public Participation'

Integrated Planning and Reporting, Guidelines for Local Government in NSW 2021

Local Government Act 1993 – section 402(A), Chapter 3 section 8B & 8C

PRIVACY DURING CONSULTATION

All written submissions to the Council must contain your name and address and are subject to a request for access to information under the Government Information (Public Access) Act 2009. Due to the nature of the community consultation, it is likely that personal information may be collected during the course of any community engagement. Council's Privacy Management Plan can be found at the link below.

www.narromine.nsw.gov.au/council/plans



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