



# Bogan Shire Council

## Community Engagement Strategy

## Introduction

Council is committed to improving the life of Bogan Shire Residents and is keen to engage the community in the development of policies, programs and services to assist it to achieve this commitment.

As part of its Community Strategic Plan, Council has formed this Community Engagement Strategy to enable it to facilitate the development of ground up planning and direction for the Council and the community.

Council introduced Integrated Planning and Reporting in 2012 as part of the new Local Government requirements. This included forming a Community Strategic Plan which would guide planning and development within the Bogan Shire until 2026. This plan is reviewed every four years when Council commences a new term.

Community input is a key component of this revision process and an effective Community Engagement Strategy will facilitate this process to ensure that Council not only meets the statutory requirements but also remains open and accountable to its stakeholders. It will provide opportunity for feedback and therefore enable better and more informed decision making.

It is intended this Community Engagement Strategy will give the community a clear understanding of:

- Council's commitment to community engagement
- The relevant stakeholder groups within the Bogan Shire
- What level of engagement will occur
- How the community engagement process will be managed.

## The Integrated Planning and Reporting Framework (IP&R)

The Integrated Planning and Reporting framework allows Council to draw its various plans together, understand how they interact and get the maximum leverage from its efforts by planning holistically for the future.

The major component of this framework is the Community Strategic Plan (CSP) which was adopted by Council in April 2017.

The CSP is supported by a Delivery Programs (4 year plans); Operational Plan (revised each year); Annual Reports and a Resourcing Strategy which involves long term financial planning, workforce management planning, and asset management planning.

As part of the development of this planning framework, Council is required under section 402A of the *Local Government Act 1993*, to establish and implement a strategy to engage with the community.

In December 2021 Bogan Shire Council commenced a new term and will review the CSP. This will involve a new round of community engagement.

This Community Engagement Strategy will guide that process.

## What Is Community Engagement?

Community Engagement is the processes through which the community and other interested parties are informed, invited and encouraged to contribute or participate in the decision making necessary for the development adoption and review of the Community Strategic Plan and accordingly, Council's Operations and Delivery Plans.

Community engagement can be:

- Information giving (providing information to the community)
- Information seeking (data collection/scoping – surveys, community meetings etc.)
- Information sharing

Community engagement can be in many forms, utilising communications through personal contact of attendance at meetings or forums, one-on-one contact with Council representatives, response to surveys, written submissions by letter, fax or email, telephone conversations, media or open networks such as Facebook.

Engagement is a two-way process where Council commits to fully consider any forms of engagement and respond accordingly.

The effectiveness of this Community Engagement Strategy will ultimately be measured by the degree to which it leads to better decisions, better use of resources and service provision, and ultimately to better outcomes.

## Relevant Stakeholder Groups in the Bogan Shire

To ensure all perspectives are considered, the following target groups have been identified for community engagement.

- Councillors
- Council staff
- General Public, including youth, active seniors and people with disabilities
- Aboriginal and Torres Strait Islander people
- Villages and rural communities
- People from culturally and linguistically diverse backgrounds
- Community groups
- Sporting Groups
- Business owners
- State Government Agencies

## How Will Bogan Shire Council Implement This Community Engagement Strategy

The strategy is a resource for Council to ensure its engagement process is appropriate, accessible, well planned and integrated, adequately resourced, implemented, measured and evaluated.

### **Objectives**

Provide a process for the revision of the Bogan Shire Council CSP to ensure it takes into account the community's desires and expectations

Ensure the views of a wide cross section of the community are incorporated by selecting engagement processes that are inclusive and appropriate

Enable the continued development of a community vision for the Bogan Shire to guide subsequent strategic plans and support involvement Council's decision making and strategic development.

Ensure Council meets its legislative requirements regarding community engagement

Provide staff with support to conduct effective community engagement

Improve Council's internal systems and procedures to ensure a co-ordinated and comprehensive approach to engagement.

### **Principles of engagement**

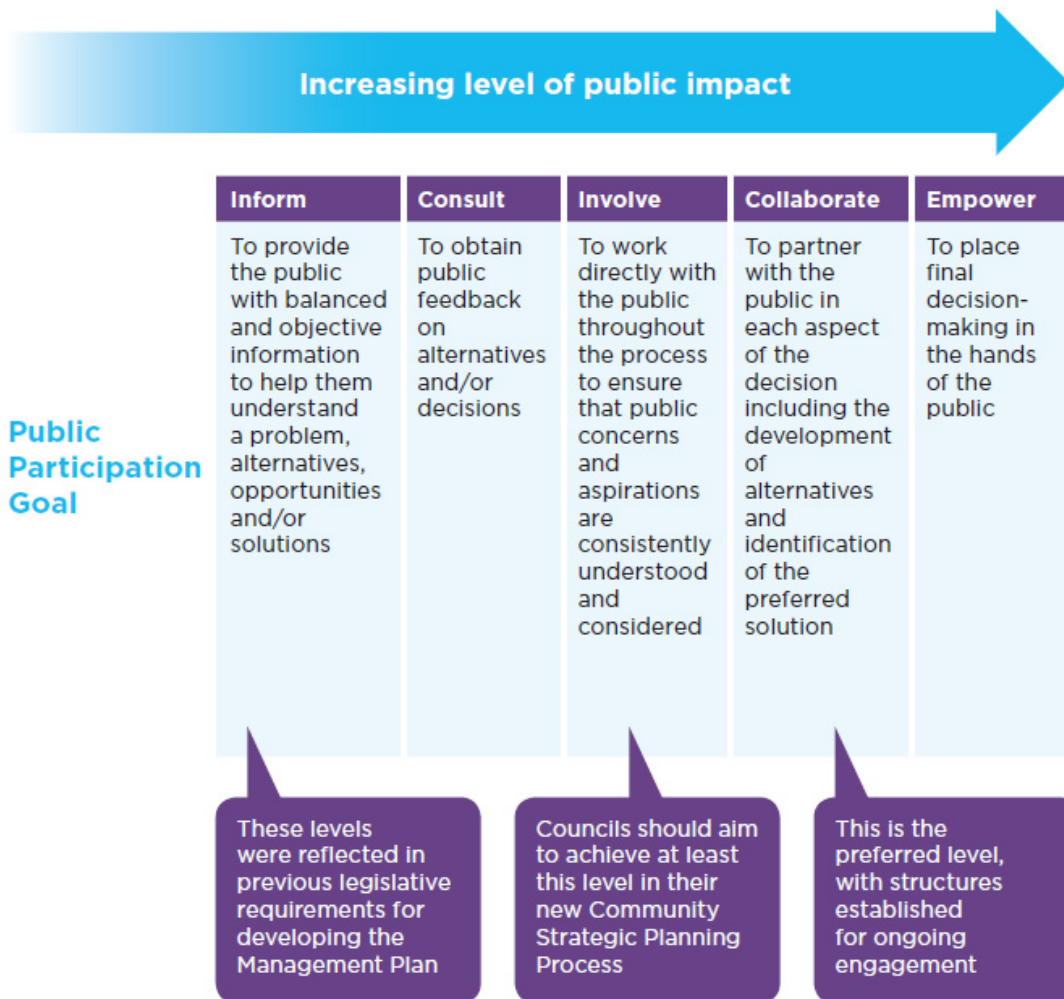
Integrity - where there is openness and honesty about the scope of engagement

Inclusion - where there is an opportunity for a diverse range of values and perspectives to be heard.

Deliberation - where there is sufficient and credible information for dialogue, choice and decisions and opportunity to weigh options, develop common understanding and appreciate roles and responsibilities.

Influence - where people have input in designing how they participate, when policies and services reflect their involvement and when their impact is apparent.

**Levels of engagement**



Bogan Shire's Community Engagement Strategy will prescribe strategies to inform, consult and involve.

**Methods of Community Engagement**

**Advertisements in the Local Newspaper**

Council will post advertisements in the Nyngan Weekly to publicise the community meeting.

**Council Column and Mayor’s Column**

Council publishes a fortnightly information column in the Nyngan Weekly which provides information to keep the community informed on Council activities. The Mayor also contributes a fortnightly column to discuss Council issues.

**Council Facebook Page**

Council maintains a Facebook Page which it will use to provide information.

**Council Website**

Council website [www.bogan.nsw.gov.au](http://www.bogan.nsw.gov.au) contains updated information on Council activities and reports, and will be utilised for disseminating information or seeking feedback on specific issues in the Community Strategic Plan.

**Engagement with Schools**

Staff will engage with school students via most appropriate methods to be determined in consultation with school staff.

**Information Posters**

These posters will be displayed at the Library, in Council offices and meeting rooms, at the Visitor Information Centre and the Early Learning Centre.

**Newsletters with Existing Mail Outs**

Council will utilise its existing mail outs (e.g. with Rates notices) to incorporate a newsletter.

**Personal Briefings**

These briefings will be held at the request of a member or members of the community to discuss a particular issue with the General Manager and/or a Councillor.

**Public Meetings**

A meeting will be used as part of the community planning process.

**Survey**

This method can be used to collect data or statistics on particular issues.

**Village Tour**

Councillors go on a tour of the Villages in the Shire (Hermidale, Girilambone and Coolabah) annually in April. They meet with community representatives to discuss issues and concerns.

**Engagement with State Agencies Represented in Nyngan**

The General Manager will attend a Regional meeting with representatives of state agencies and other General Managers in the Orana Region.

## Community Engagement Strategy

### Strategy 1: Inform

**Objective:** To keep the community informed and up to date of the review of the CSP. To provide appropriate information on Council, governance, decision making processes, community concerns, and on its services, events, projects and other issues.

**Methodology:**

How	When	Who	Evaluation
<ul style="list-style-type: none"> <li>Website</li> <li>Mail out</li> <li>Media</li> <li>Public Meetings</li> <li>Council Column</li> <li>Mayors Column</li> <li>Village Tours</li> <li>Facebook</li> </ul>	<ul style="list-style-type: none"> <li>Planning stage of strategic plan revision to facilitate engagement</li> <li>Information on decisions</li> <li>Site specific issues</li> <li>Service level changes</li> <li>Information on service level of facilities</li> <li>New projects</li> </ul>	<ul style="list-style-type: none"> <li>Entire community</li> </ul>	<ul style="list-style-type: none"> <li>Amount of positive feedback received on the processes, results from community surveys and meetings</li> <li>Visits to Council's website and Facebook Page</li> <li>Feedback to Council and Staff.</li> </ul>

### Strategy 2 – Consult

**Objective:** To obtain community input on strategic plans, directions, issues, priorities and projects, in particular:

- The Community Strategic Plan
- The planning and development of services and infrastructure including the ongoing provision, management and review of Council services and infrastructure
- Interest and ideas on various concerns and issues
- Feedback on preferences, alternatives and decisions

**Methodology:**

How	When	Who	Evaluation
<ul style="list-style-type: none"> <li>Website</li> <li>Mail out</li> <li>Survey</li> <li>Media</li> <li>Public Meetings</li> <li>Council Column</li> <li>Mayors Column</li> <li>Village Tours</li> <li>Facebook</li> </ul>	<ul style="list-style-type: none"> <li>Formulating and reviewing Community Strategic Plans</li> <li>Investigating new projects</li> <li>Formulating service plans</li> </ul>	<ul style="list-style-type: none"> <li>Stakeholders</li> <li>Committees</li> <li>User groups</li> </ul>	<ul style="list-style-type: none"> <li>Evaluation process will be to check the process against the outcomes established during the planning process using the identified indicators and targets and summarise and report those findings.</li> </ul>

## Strategy 3 – Involve

### Objective:

- To engage with the community on an ongoing basis for the duration of this planning process, to ensure that community ideas, concerns and aspirations are considered, and that community knowledge is utilised for the benefit of all.
- To involve community groups and stakeholders in planning projects and programs and to partner with the community and stakeholders in the development and management of programs and services.

How	When	Who	Evaluation
<ul style="list-style-type: none"> <li>• Consultative Groups</li> <li>• Working groups with targeted stakeholders</li> <li>• Public and face to face meetings</li> <li>• Steering and advisory groups</li> </ul>	<ul style="list-style-type: none"> <li>• Formulating and revising Community Strategic Plans</li> <li>• Policy formation and development</li> <li>• Service and infrastructure planning, delivery and development</li> <li>• Major projects</li> <li>• Issues which have a significant impact on or are a major concern to the community.</li> </ul>	<ul style="list-style-type: none"> <li>• Interested and motivated community members who attend public workshops.</li> </ul>	<ul style="list-style-type: none"> <li>• Evaluation process will be to check the process against the outcomes established during the planning process using the identified indicators and targets and summarise and report those findings.</li> </ul>



## Roles and Responsibilities

### **Mayor**

The Mayor will act as spokesperson for the Council in promoting community strategic planning process and will lead community engagement in the development and review of the Community Strategic Plan. Together with the General Manager the Mayor will ensure adequate opportunities and mechanisms for engagement between Council and the local community and promote partnerships between Council and key stakeholders.

### **Councillors**

Councillors will promote the community strategic planning process to the community, and support and participate in community engagement. Councillors will participate in the development of IP&R component documents, including the CSP and as members of the elected body, endorse the CSP on behalf of the community and approve the remaining component IP&R documents.

### **General Manager**

The General Manager will oversee preparation of the CES and IP&R component documents and endorsement by the elected Council and ensure that community members are given enough information to participate in the IP&R process in a meaningful way.

### **Director People and Community Services and other Council Staff**

Staff members, led by the Director People and Community Services, will work with and support the General Manager in the development of the strategy and plans to engage the community and implement the engagement strategy and provide timely advice to the General Manager on community views.

## Key Stakeholders, Committees and User Groups

Stakeholders	Committees	User Groups
<ul style="list-style-type: none"> <li>• Shire residents and ratepayers</li> <li>• Shire businesses</li> <li>• Local Schools and preschools:               <ul style="list-style-type: none"> <li>→ Nyngan High School</li> <li>→ Nyngan Public School</li> <li>→ St Joseph’s School</li> <li>→ Hermidale Public School</li> <li>→ Girilambone Public School</li> <li>→ Bogan Shire ELC</li> <li>→ Bogan Bush Mobile</li> <li>→ Nyngan Preschool</li> </ul> </li> <li>• Famers Associations               <ul style="list-style-type: none"> <li>→ Nyngan</li> </ul> </li> <li>• Mining Companies               <ul style="list-style-type: none"> <li>→ Aeris Tritton</li> </ul> </li> <li>• AGL Nyngan Solar Farm</li> <li>• Local CWA               <ul style="list-style-type: none"> <li>→ Nyngan</li> </ul> </li> <li>• Aboriginal and TI organisations               <ul style="list-style-type: none"> <li>→ Nyngan LALC</li> <li>→ Bogan Aboriginal Corp</li> </ul> </li> <li>• Nyngan Multipurpose Heath Service</li> <li>• Mick Glennie Hostel</li> <li>• Local Lands Services</li> <li>• TAFE Western</li> <li>• Nyngan Ambulance</li> <li>• NSW Police</li> <li>• Nyngan Rural Financial Counselling</li> <li>• Department of Health</li> <li>• Department of Primary Industries</li> <li>• Department of Aging and Disability</li> <li>• Department of State and Regional Development</li> <li>• Department of Natural Resources</li> <li>• Rural Fire service</li> <li>• Roads and Maritime services</li> <li>• Centrelink</li> <li>• Essential Energy</li> </ul>	<ul style="list-style-type: none"> <li>• Village Representatives</li> <li>• Nyngan Community Services Action Group</li> <li>• Collerreina Hall Committee</li> <li>• Nyngan Museum Committee</li> <li>• Outback Arts</li> <li>• Nyngan Men’s Shed</li> <li>• Nyngan Red Cross</li> <li>• Nyngan RSL Sub Branch</li> <li>• School P&amp;C Committees</li> <li>• School SRC Groups</li> <li>• School AECG</li> </ul>	<ul style="list-style-type: none"> <li>• Library Users</li> <li>• Bush Fire Brigades</li> <li>• Playgroups</li> <li>• Nyngan Ag Expo Committee</li> <li>• Nyngan Show Society</li> <li>• Bogan River Carp Muster Committee</li> <li>• Duck Creek Picnic Races Association</li> <li>• Nyngan Jockey Club</li> <li>• Western Studio of Performing Arts</li> <li>• Nyngan Girl Guides</li> <li>• Lodge Oxley</li> <li>• Sporting Groups and Associations:               <ul style="list-style-type: none"> <li>→ Nyngan Bowling Club</li> <li>→ Hermidale Gymkhana Committee</li> <li>→ Nyngan Bridge Club</li> <li>→ Can Assist</li> <li>→ Nyngan Rugby Union Club</li> <li>→ Nyngan Senior Rugby League Club</li> <li>→ Nyngan Junior Rugby League</li> <li>→ Nyngan Junior Soccer Club</li> <li>→ Nyngan Cricket Association</li> <li>→ Nyngan Junior Cricket Club</li> <li>→ Nyngan Little Athletics</li> <li>→ Nyngan Amateur Swimming Club</li> <li>→ Nyngan RSL Swimming Club</li> <li>→ Nyngan Tennis Club</li> <li>→ Nyngan Pony Club</li> <li>→ Mid-West Equestrian Club</li> <li>→ Nyngan Jockey Club</li> <li>→ Nyngan Golf Club</li> <li>→ Nyngan Lady Golfers</li> <li>→ Hermidale Gun Club</li> <li>→ Nyngan RSL Fishing Club</li> <li>→ Nyngan Water Skiing Club</li> <li>→ Nyngan Netball Club</li> </ul> </li> </ul>