

Community Engagement Plan

PROJECT AND CONTACT DETAILS

Project contact: Nichole Johnson	Role: Coordinator Strategic Projects
Department: Planning and Community Safety	Extension:
Project Name: Local Laws Review	
APPROVALS	
Manager/Coordinator	Name and Date: Jonathan McNally
Project Sponsor	Name and Date: Rosa Zouzoulas
Community Engagement Officer	Name and Date: Bianca Caruso

ABOUT THE PROJECT

See the [Community Engagement Guidelines](#) for help in completing this plan

<p>Project objective</p> <p>Explain your project in a few sentences</p>	<p>To review the current local laws amenity and infrastructure Local Laws to:</p> <ul style="list-style-type: none">• Identify and carry forward all of the valued parts of the existing Local Laws.• Identify gaps to the existing Local Laws.• Comply with the requirements set out in the Local Government Act.• Work collaboratively with officers and Councillors throughout the review.• Engage appropriately with the community in the review of existing Local Laws.• Gain approval from Council to seek authorisation to prepare an amendment existing Local Laws by December 2021. – exhibition of local laws and endorse published in the gazette and become local law.
<p>Context</p> <p>What is the background of your project and the history of the project/issue?</p> <p>For example:</p> <ul style="list-style-type: none">• Council reports and resolutions• Previous decisions made• Media involvement• Public concern or controversy• Previous community engagement	<p>Councils use local laws to respond to issues and community needs within a municipality. These local laws complement their responsibilities and powers under both state laws. Where appropriate, Councils may introduce local laws, or by-laws to exercise these powers. Local laws are often adopted to protect public health, safety and amenity in a municipality, though councils are also required to make local laws governing the conduct of the council itself.</p> <p>Any local laws passed by Council are designed to ensure that the actions of an individual or group do not have an adverse impact on the rest of the community, and only apply within the municipality in which they are passed, though many Councils share similar laws.</p> <p>If a Council wishes to make a new local law, it must advertise this publicly and consider any submissions it receives before implementing the law. It cannot duplicate or contradict a federal or state law.</p>

	<p>The law, once passed, has a 10-year life unless it is revoked sooner or renewed to remain valid. This ensures that local laws remain current and suitable to the purpose for which they were originally made.</p> <p>The community engagement plan for the Local Laws Review project identified the stakeholders and established the level of engagement within the IAP2 community engagement framework and in accordance with the Draft Nillumbik Community Engagement Policy.</p> <p>The Local Laws Review will:</p> <ul style="list-style-type: none"> • Determine which existing Local Law provisions are still fit for purpose • Identify gaps in the existing local law • Engage with key stakeholders and the wider community • Replace existing local laws which adequately meet changing community needs • Provide good governance for Nillumbik for the next 10 years
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STEP 1: IDENTIFY THE NEED OR OPPORTUNITY FOR COMMUNITY ENGAGEMENT

If you answer *yes* to any of these questions, you most likely need to undertake community engagement as part of your project.

SHOULD WE BE ENGAGING?	Yes	No
Does legislation require Council to engage with the community about the issue? (This includes statutory exhibition periods)	Yes	
Is the issue politically sensitive? (If Council does not engage the community, is it likely that Council will receive adverse media coverage or complaints?)	Yes	
Should the community be informed about this issue?	Yes	
Will the decision being made have a significant social, environmental or economic impact on the community or other stakeholders?	Yes	

Is this a complex or difficult situation with widely differing views?	Yes	
Is the decision being made likely to have a financial impact on the community?	Yes	
Is there, or is there likely to be, strong community concern or interest in the issue?	Yes	
Is there existing or potential community outrage about the issue?		No
Has Council asked for community input on this or similar matters in the past?	Yes	
Would engagement assist Council or Councillors to better understand local values, priorities, needs or issues that relate to your project?	Yes	

STEP 2: DEFINE THE OBJECTIVE AND SCOPE OF THE ENGAGEMENT

NB: Make sure you should submit a [Communications & Marketing Brief](#) to develop a Communications & Marketing Plan for your project.

NEGOTIABLE		NON-NEGOTIABLE
<p>What aspects of the project can be influenced as part of the engagement process?</p> <ul style="list-style-type: none">• We are seeking community feedback on proposed changes on a proposed local law• Enforcement Policy		<p>What aspects of the project can't be influenced as part of the engagement process?</p> <ul style="list-style-type: none">• The review must comply with the Local Government Act 2020
<p>What do we want to find out from the community?</p>	<p>Engage with the community to test and identify gaps and issues with the existing Amenity and Infrastructure Local Laws and thus replace with a new local law. Is the old local law working for you and what do you think of these new ones</p>	

What key information will the community need or want to know?	<p>Matrix of changes will be provided to the community</p> <p>How does it affect them?</p> <p>The process we are going about in changing the local law</p>		
What messages do you want to give the community?	<ul style="list-style-type: none"> • The local Laws need to change • We are required to replace this local law pursuant to the Local Government Act • Each local laws last for 10 years and seeks to address public infrastructure and general amenity of the shire • Community needs are rapidly changing and therefore seeking input into the proposed local Law 2021-2030 • We need to hear from a diverse cross-section of the community. We will also consult with peak bodies and organisations such as Police, Vic Roads and RSPCA, Bureau of Animal Welfare . 		
What are your engagement timeframes?	April- June 2021	Is there budget available? Yes/No	Amount \$

STEP 3: IDENTIFY WHO WILL BE ENGAGED

STAKEHOLDERS	WHY ARE THEY STAKEHOLDERS? What is their interest in the project? How are they impacted? How do they impact the project?	Level of Engagement (IAP2 spectrum)
Nillumbik Residents	Information provided (Inform). Invited to participate in all aspects of the consultation (Consult).	Inform and Consult
Nillumbik Businesses and Traders Associations	Information provided (Inform). Invited to participate in all aspects of the consultation (Consult). Focus will be on business related Local Laws	Inform and Consult

Community Groups	Information provided (Inform). Invited to participate in all aspects of the consultation (Consult).	Inform and Consult
Councillors	<p>Councillors and senior executives will need to provide input to the project and make key decisions along the way. If the project is to stay on track, these inputs and decisions need to be made in a timely fashion. Required input and decisions will cover:</p> <ul style="list-style-type: none"> • The range of problems to be addressed to determine what the Local Law will cover • The measures of success of the Local Law • Risk management assessment allocating priorities to Local Law provisions • The type of regulatory approach • Fees and penalties • Conditions for permits required under the Local Law • Consultation: determining with whom, when, how extensive and how it will be conducted • Policies and guidelines to be incorporated into Local Laws • Authorisations and delegations to be made under Local Laws 	Empower
Sporting Groups/Clubs	Information provided (Inform). Invited to participate in all aspects of the consultation (Consult). Focus will be on Local Laws that govern sporting facilities and surrounding amenities	Inform and Consult
Bend of Islands community	<ul style="list-style-type: none"> • The 'Bend of Islands' is a community that includes members that are environmentally proactive. Community activism combined with the Planning Authority (MMBW at the time) identified the environmental significance of the area leading to the application of a zoning (ELZ and subsequently SUZ2) that supports environmental living outcomes. • The Environmental Living Zone (ELZ) was incorporated into the Healesville Planning Scheme in 1976 and was Gazetted in September 1982. • There are 65 properties at Bend of Islands that had a dwelling on them in 1981 (therefore existing use rights). • The Special Use Zone (SUZ) replaced ELZ and the New Format Planning Scheme was adopted by Council in August 2000. • Legal advice is to remove the restriction from the Planning Scheme and to enact a local law i.e. the Planning Scheme restriction is to be replaced with a local law. 	Inform and Consult and Involve

	<ul style="list-style-type: none"> The local law will need to allow existing domestic pets or livestock to be kept, but can otherwise prohibit any new domestic pets or livestock and/or regulate the keeping of such animals through a permit system. At some point in time Council will need to explain to the Bend of Islands residents the issues with the current restriction in the Planning Scheme. An appropriate time for this to occur may be as part of explaining to the community the details of a proposed local law to replace the Planning Scheme restriction and working with the community to devise the content of that local law. 	
Young people Work with Youth Services team to identify best opportunities to engage	Information provided (Inform). Invited to participate in all aspects of the consultation (Consult). Brings a young person's perspective to the review. Possibly could use the newly developed Youth Council?	Inform and Consult
Pet Owners Text can be sent out to all pet owners	Information provided (Inform). Invited to participate in all aspects of the consultation (Consult). Review and feedback of pet related local laws	Inform and Consult
RSPCA	Information provided (Inform). Invited to participate in all aspects of the consultation (Consult). Review and feedback of pet related local laws	Inform and Consult
Bureau of Animal Welfare	Information provided (Inform). Invited to participate in all aspects of the consultation (Consult). Review and feedback of pet related local laws	Inform and Consult
Animal groups Eg Dog walkers	Information provided (Inform). Invited to participate in all aspects of the consultation (Consult). Review and feedback of pet related local laws	Inform and Consult
Police	Authorised to enforce the Local Law and the Local Laws provide them with locally based amenity provision effecting public land	Involve
Department of Transport and Other State Government Departments such as DELWP and Parks Vic	Infrastructure and Road related activities and public open space related issues	Involve
Builders	Information provided (Inform). Invited to participate in all aspects of the consultation (Consult). Review of the Infrastructure Local Law that have impact on building sites	Inform and Consult

<p>Community Groups/ Advisory Groups of Council</p> <ul style="list-style-type: none"> • Recreation Trails Advisory Network • Environment and Sustainability Advisory Committee • Economic Development Advisory Committee • Positive Ageing Reference Group • Inclusion Advisory Committee • Arts and Cultural Advisory Committee • Health and Wellbeing Plan Advisory Committee • Municipal Emergency Management Planning Advisory Committee • Panton Hill Bushland Reserves System User Group Advisory Committee 	<p>Information provided (Inform). Invited to participate in all aspects of the consultation (Consult). Invited to be a part of stakeholder sessions. Encouraged to spread the message about the review. Key focus on particular areas of the Local Law. Group consultation and to champion the project (Involve)</p>	<p>Inform, Consult and Involve</p>
<p>Environmental Groups Friends of Groups Eltham Gateway Group Landcare Groups Other groups as identified Environment team to assist</p>	<p>Information provided (Inform). Invited to participate in all aspects of the consultation (Consult). Invited to be part of targeted stakeholder and information sessions. Group consultation and to champion the project (Involve)</p>	<p>Inform, Consult and Involve</p>

Internal Stakeholders EMT All Council teams/staff	Internal workshops have been held in inform and gather issues and gaps with Local Laws (consult). EMT will be involved/guide the approach. Project Plan and Governance has been established for the Project.	Involve
Neighboring Councils	Inform neighboring Councils that are commencing review of Local Laws.	Inform
Indigenous Groups Wurundjeri Tribe Council Nillumbik Reconciliation Group Others as identified	Relates to public land	Inform, Consult and Involve

STEP 4: CHOOSE THE RIGHT ENGAGEMENT TOOLS/METHODS

NB: Talk to the Community Engagement Officer for help with this.

TOOL / METHOD	TARGET STAKEHOLDERS	KEY QUESTIONS /INFORMATION
Discussion paper	All listed stakeholders	Disseminate new and socially progressive ideas to the community for comment. Ready the community for the process of local law review.
Mixture of targeted engagement and 1:1's	All listed stakeholders	Meetings will be established directly with key stakeholders with a focus on a particular area of the Local Laws eg pet owners and builders will have very different interests. Presentation of Matrix of changes Minutes Emails Face to Face and Virtual meetings
Information Sessions – both on site and virtual sessions will be made available	3-4 sessions at venues across the Shire (Hurstbridge, Eltham, Diamond Creek	Participate Nillumbik Council Website

	<p>and St Andrews). Additional sessions will be established if required.</p> <p>3-4 virtual session via zoom will be advertised. Additional sessions will be created if enough interest.</p> <p>Open to anyone interested in attending register via Eventbrite</p>	<p>Advertised as a Face book events</p> <p>Bookings through Eventbrite</p>
Launch Participate site and Webpage on the Website - Survey/Poll to be developed to gather feedback	All listed Stakeholders	<p>Launch Participate site - Participate site will be created prior to the next Nillumbik News edition going live. Article in next Nillumbik news so that interest in the project can be registered.</p> <p>Matrix of changes will be provided to all stakeholders and Survey/Poll will be launched to gather feedback at same time as engagement providing community with 6 weeks to provide feedback.</p>
Pop up sessions	A variety of pop up session throughout the Shire are to be held to ensure our community is aware and can spread the word about the Local Laws review and opportunity to provide feedback and attend information sessions and key stakeholder sessions	To be held at markets, Sporting facilities and ovals, Community Centres, Train stations and Playgrounds – dates and roster to be established.