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Community Participation Plan

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Contents

1.	<i>Community participation in the planning system</i>	4
1.1	What is community participation and why is it important?	4
1.2	What is the purpose of our Community Participation Plan?	4
1.3	Who does this Community Participation Plan apply to?	4
1.4	Our approach to community participation	4
2.	<i>The role of exhibitions in the planning system</i>	5
2.1	Exhibitions.....	5
2.2	Exhibition timeframes.....	5
2.3	Making a Submission.....	6
2.4	Key points to note about public exhibitions	7
3.	Document History	7

1. Community participation in the planning system

1.1 What is community participation and why is it important?

Community participation is an overarching term covering how we engage the community in our work under the EP&A Act, including legislative reform, plan making and making decisions on proposed development. The level and extent of community participation will vary depending on the community, the scope of the proposal under consideration and the potential impact of the decision. The community includes anyone who is affected by the planning system and includes individuals, community groups, Aboriginal communities, peak bodies representing a range of interests, businesses, local government, and State and Commonwealth government agencies.

The community participation plan aims to:

- build community confidence in the planning system
- create a shared sense of purpose, direction and understanding of the need to manage growth and change, while preserving local character
- provide access to community knowledge, ideas and expertise

1.2 What is the purpose of our Community Participation Plan?

Our community Participation Plan (CPP) is designed to make participation in planning clearer for the Federation Council community. It does this by setting out in one place how and when you can participate in the planning system, our functions and different types of proposals. This CPP also establishes our community participation objectives which we use to guide our approach to community engagement.

1.3 Who does this Community Participation Plan apply to?

Our CPP is a requirement of the EP&A Act (see division 2.6 and Schedule 1 of the EP&A Act) and applies to the exercise of planning functions by the General Manager (and their delegates and nominees), when exercising consent authority functions on behalf of the Independent Planning Commission under section 4.6 of the EP&A Act as well as the planning functions undertaken by Council. Our CPP will be reviewed on a periodic basis. Our CPP does not apply to other NSW planning authorities. NSW planning authorities will prepare a CPP as per the requirements of the EP&A Act.

1.4 Our approach to community participation

Council encourages open, inclusive, easy, relevant, timely and meaningful opportunities for community participation in the planning system, our planning functions and individual proposals. To achieve this, we design our engagement approach so that even where there may not be community wide consensus on the decision or outcomes, there can be acknowledgment that the process was fair with proper and genuine consideration given to community views and concerns.

2. The role of exhibitions in the planning system

2.1 Exhibitions

A key technique we use to encourage community participation is formal exhibitions. During an exhibition we make available relevant documents that may include a proposed development that we are seeking community input on. In reaching decisions on proposals that have been exhibited, the Council balance's a wide range of factors to ensure that decisions are in the public interest. This includes considering the objects of the EP&A Act, the strategic priorities of the Government, the community's input, the land use priorities identified in strategic plans and applicable policies and guidelines.

2.2 Exhibition timeframes

Mandatory minimum exhibition timeframes

Draft community participation plan	28 days
Draft regional strategic plans	45 days
Draft Local Strategic Planning Statements	28 Days
Planning proposals for local environmental plans subject to a gateway determination	28 days or as specified by the gateway determination which may find, due to the minor nature of the proposal, that no public exhibition is required
Draft development control plans	28 days
Draft contribution plans	28 days
Application for development consent in the following instances: <ul style="list-style-type: none"> Where a variation to a development standard is proposed in accordance with Clause 4.6 of the Local Environmental Plan Where a variation is proposed to a prescribed standard in the Development Control Plan or Council Policy. Where the development is defined as hazardous or offensive in accordance with State Environmental Planning Policy No. 33 – Hazardous and Offensive Development. Where the development is proposed by Council or on land in the care and control of Council. Where after preliminary evaluation in accordance with section 4.15 of the Environmental Planning and Assessment Act 1979 exhibition is required to determine compliance with subsection (e) the public interest. 	14 days

Application for development consent for: <ul style="list-style-type: none"> designated development integrated development 	28 days
Applications where the provisions of Murray Regional Environmental Plan No. 2 – Riverine Land Apply	28 days

Non-mandatory exhibition timeframes

Draft Legislation, regulation, policies and guidelines	28 days based on the urgency, scale and nature of the proposal
Regionally Significant Development	28 Days
Application for modification of development consent that is required to be publicly exhibited by the regulations	Up to 14 days based on scale and nature of the proposal
Plans for urban renewal areas	42 days
State Environmental Planning Policies (SEPPs)	Discretionary based on the urgency, scale and nature of the proposal

2.3 Making a Submission

During the notification period, any person may write a submission to council in respect to a development application. For a submission to be considered, the following must be provided:

- Be submitted in writing and addressed to the General Manager
- Be received by council before closing date of the notification period
- The name, address, and if possible the email address, of the person making the submission
- The relevant development application number
- The address of the property that the submission is targeted towards
- Details of the submission where the objection must set out the grounds to which the objection is based against

All submissions made to council must be provided to council before 5 pm (17:00) on the last day of the notification period. An acknowledgment response via email or letter will be provided within 5 days of submission.

Council must consider all matters which have been raised within any submission before making a decision regarding a development application. You may request that your name and address not be disclosed, however, it is important to note that confidentiality cannot be guaranteed as the Government Information (Public Access) Act 2009, Local Government Act 1993 and Environmental Planning and Assessment Act 1979 all provide measures for possible access to certain documents by the applicant and members of the public.

2.4 Key points to note about public exhibitions

- A public authority is not required to make available for public inspection any part of an environmental impact statement whose publication would, in the opinion of the public authority, be contrary to the public interest because of its confidential nature or for any other reason.
- Timeframes are in calendar days and include weekends.
- If the exhibition period is due to close on a weekend or a public holiday, we may extend the exhibition to finish on the first available work day.
- The period between 20 December and 10 January (inclusive) is excluded from the calculation of a period of public exhibition

3. Document History

Version	Date	Changes / Amendments
1	2 July 2019	
2	1 October 2019	Inclusion 2.3 Making a Submission 28 Day Notification for Regionally Significant Development

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