Community Engagement Policy Review- Summary of proposed changes

Issue/concern/opportunity	Current Policy Section	Proposed amendment	Reason/justification
Audit and Risk Committee	Responsibilities	1. Include Audit and Risk Committee in responsibilities section	A requirement that all Council policies reference the Audit and Risk committee
Document contains jargon and engagement definitions not clear	Definitions	2. Include key definitions relating to engagement within the Policy itself	Increases the accessibility of the document by containing key definitions within rather than linking through to a large corporate glossary
Draft Simple version of the community engagement policy/easy English	N/A – new document	3. New document - provide a 1 page document with simplified statement and principles.	It is important that the Community Engagement Policy remains accessible
Deliberative engagement in Policy Statement	Policy Statement	4. Include IAP2 model and outline different levels of engagement and what each may be used for including the promise to community for each level.	Feedback from internal stakeholders noted that the Policy Statement including deliberative engagement first may overstate the importance of that engagement levels, and requested information including the range of different engagement levels.
Support community engagement for staff who live and work in Moonee Valley	N/A - addition	5. Encourage staff contribution to consultations who live and work in MV. Include an option on surveys 'I am a Moonee Valley City Council staff member'. Offer focussed sessions for staff to contribute to consultations.	We acknowledge that staff live in the area and want to contribute to consultations.
Equity approaches	Principles	6. Community that are identified as likely to experience significant impact from a change or decision may be offered a higher level of engagement or influence on the decision than others. Equity approaches will be included in stakeholder mapping.	Feedback from community of practice was that the equity approaches within Policy are weak.
Commitment to engaging Traditional Owners	N/A - addition	7. Council is committed to consulting with the Traditional Owners of our area, the Wurundjeri Woi Wurrung peoples. Regular consultation processes with local Elders is in place to allow project teams to consult.	Provides clear commitment to the community in relation to our engagement with our local Traditional Owners.
Alternative ways of engaging with Council processes	N/A - addition	8. The policy does not apply to public participation in meetings of Council, including public submissions, questions on notice, and petitions. The specific conditions for these types of engagement are publicly available in Council's Governance Rules.	Outlines other formal ways that community members can engage with Council.

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Should we consider a timeframe between consultation and action?	N/A - addition	9. Moonee Valley City council consults on many different types of projects. These projects vary from short projects that to longer projects that may span multiple decades. Some plans we engage on could be a Concept Plan, a Streetscape Plan, a Precinct Plan, and a Master Plan. For each Master Plan we will include the commitment of timeframe within the title. Each individual component will have engagement. When Council is implementing a plan that comprises multiple Projects, Council will engage on the Master Plan and then will engage on individual projects of that Plan that may impact community. In the case of smaller projects, we will consider if community engagement results are still valid if more than 3 years have passed between the community engagement process and the implementation of the project providing this would not cause detrimental delays to community.	Community engagement may occur at a point in time, immediately preceding the delay of a project. We should be clear with the community about when engagement results are still valid following a project delay, or during the implementation of a masterplan. Budget implications may occur if there is a requirement for multiple rounds of engagement when only one planned initially.
In what situations would remuneration for participating in community engagement be appropriate?	N/A - addition	10. Moonee Valley City Council values all feedback received in community engagement. In some cases, such as deliberative panels or other time intensive processes, Council supports remunerating participants in the form of a gift card when it can help to reduce barriers to participation.	Council does not have a streamlined approach to reimbursing community for participation in lengthy engagement processes
Engagement possibilities when Council is buying and selling property (this process can often be confidential)	N/A - addition	11. Council will inform community when acquiring property providing it does not impact confidential or commercial in confidence information. When selling or disposing of property, Council will consult with community for a minimum time frame of 28 days.	This needs to be noted within the Policy as it was recently brought over from the LG Act 1989 to the LG Act 2020.

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Community Engagement Framework	N/A	12. Update Framework to be Guideline level incorporating the Community Engagement Procedure.	Decreases amount of documentation and allows us to be more reactive to updates to operational matters
Local Government Act 1989	Related legislation and reference sources	13. Include reference to Local Government Act 1989 in related legislation and reference sources. Specifically, include reference to the processes which are still entitled to a submission under the 1989 act and the process by which community members can make a submission.	Some statutory processes have not yet been transitioned to the Local Government Act 2020. See complete list in email from Lee.
Privacy commitment	N/A - addition	14. We will accurately represent people's views. Data will be well-managed and presented including privacy.	Include commitment to ensuring privacy for those who engage in community consultations.
Community engagement and Council election periods	N/A - addition	15. Council will ensure that community engagement projects finish consultation and are reported on prior to entering caretaker period prior to Council elections.	Provide clear stance to Council on timing of community engagement in relation to Council elections.
Engagement during holidays (specifically Christmas/NY)	N/A - addition	16. When engaging throughout holiday periods, Council will extend consultation timeframes in acknowledgement that community may be busy around this time.	Provides clear stance to both the community and Council staff that engaging during holiday periods require additional time. Pending the timeline of a specific project, this may lead to some delays. However, if this change and the rationale are clearly communicated the delay can be avoided/planned for.
Document author	Document control	17. Update author to Snr Coordinator Advocacy Grants and Engagement	Organisational structure change for management of community engagement
MV2040	N/A	18. Include the link to strategic direction 4.	Strengthens the link between the policy and MV2040.
Child safety and empowerment	Related documents	19. Reference child safe documentation in related documents. Council is committed to empowering the voices of children and young people in community engagement. In addition, Council is committed to protecting Children and Young People from the risk of harm or abuse when they interact with us for engagement purposes. Engagement activities that involve young children will be developed in consultation with an age-appropriate educator.	Follows Council's commitment to providing a child safe environment. Highlight commitment to child safe standards and this is how