



Community Participation Plan (CPP)

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1. Community participation in the planning system

1.1 What is our community participation plan?

Community participation is an overarching term covering how we engage the community in our work under the Environmental Planning & Assessment Act 1979 (EP&A Act), including legislative reform, plan making and making decisions on proposed development. Our CPP is designed to make it clearer for the community to understand how to participate in planning matters within Murrumbidgee Council.

The level and extent of community participation will vary depending on the community, the nature of the proposal under consideration and potential impacts of the decision. The community includes anyone who is affected by planning in Murrumbidgee Council.

This CPP also establishes our community participation objectives which we use to guide our approach to community engagement.

Table 1: What functions does the community participation plan apply to?	
Plan making and strategic planning	Including amendments to or the creation of strategic planning statements or strategies, planning proposals to amend the local environmental plan, updates to the development control plan or contribution plan.
Development Applications – assessing plans for individual sites.	When making decisions on a proposed development or planning enquiry/proposal, consideration is given to whether proposals are in accordance with plans, applicable policies and guidelines developed by Murrumbidgee Council or the Department of Planning, Industry & Environment (DPIE).

1.2 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 undertaken by Murrumbidgee Council.

2. How can the community participate in the planning system?

2.1 Our community participation objectives are to:

- (a) ensure our communities are able to input into planning decisions that affect them;
- (b) promote awareness in the community about planning matters including development proposals;
- (c) promote transparency and accountability to ensure planning decisions are based on best practice, are defensible and are in accordance with statutory requirements; and to
- (d) ensure that Council in making planning and development decisions are open, transparent, equitable and inclusive.

3. What is the role of exhibitions in the planning system?

Opportunities to participate in the planning and assessment process will respond to the nature, scale and likely impact of the proposal or project being considered or assessed. A regular and valuable way for the communities to participate in the planning system is by making a submission on a proposal during the formal exhibition period. Submissions can highlight positive aspects of a plan to be encouraged or raise areas of concern that may require further attention. You can also provide us with feedback at any time.

3.1 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.

3.2 When and how to make a submission

The following table outlines the types of plans or development applications that submissions are open for and how to go about making a submission.

Public exhibition - for plan making, ie a strategy or planning proposal As a minimum, exhibition material will be provided on Murrumbidgee Council's "Documents on Exhibition" webpage, and at the Coleambally, Darlington Point and Jerilderie Offices. Written notice will also be provided to key landowners and affected neighbours in accordance with Council Policy or Development Control Plan.	How to make a submission Submissions can be made in writing or emailed to mail@murrumbidgee.nsw.gov.au by 5pm on the nominated closing date for submissions. Details will be made available on the notification material. All submissions will be made public.
Public exhibition – for development applications Depending on the type of development and likely impacts, notification may include: <ul style="list-style-type: none">• An email or letter to affected neighbours• Advertisement in the local newspaper• Exhibition material provided on Murrumbidgee Council's "Documents on Exhibition" webpage and at the Coleambally, Darlington Point and Jerilderie Offices	How to make a submission After viewing the information provided on Murrumbidgee Council's website (see development Applications on Exhibition) or viewing at one of our offices. If you have an interest in or think you may be affected by the development, you can make a submission to Council. Submissions should be sent to mail@murrumbidgee.nsw.gov.au by 5pm on the nominated closing date for submissions. Persons wishing to obtain more information about any application can contact Council by emailing mail@murrumbidgee.nsw.gov.au or by phoning 1300 676243 during business hours. Any objection must clearly specify the grounds of objection and the reasons. Council will consider the

	<p>merits of an objection in accordance with statutory requirements.</p> <p>Submissions must be in writing either by email or letter and submitted within the exhibition period. The submission must clearly identify the subject property and also include the name and contact details of the author.</p> <p>All submissions will be made public unless a specific request for confidentiality is made where names and addresses will be redacted.</p>
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Types of advertised development applications include:

- Removal, demolition or alteration of a heritage item or properties within a heritage conservation area
- Integrated development
- Designated development

Some of the issues that can be considered relate to the following matters:

- Overshadowing
- Privacy
- Traffic and access
- Public interest
- Visual impacts
- Noise, odour or other pollution
- Stormwater and drainage issues

3.3 Exhibition timeframes

Mandatory minimum exhibition timeframes	
Draft Community Participation Plan	28 days
Draft Local Strategic Planning Statements	28 days
Draft Regional Strategic Plans	45 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. <p>Any other occasion where Council feels that the public interest might be compromised or where impacts of a proposal warrant public notification.</p>	14 days
Application for development consent for: <ul style="list-style-type: none"> designated development integrated 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
Environmental impact statement obtained under Division 5.1	28 days

Non-mandatory exhibition timeframes	
Draft Legislation, regulation, policies and guidelines	28 days based on the urgency, scale and nature of the proposal
State Environmental Planning Policies (SEPPs)	Discretionary based on the urgency, scale and nature of the proposal

3.4 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.
- Any material submitted with a development proposal shall be treated as a public document and not intellectual property.

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