

**FILE NO: PSC2014-01123**

**TITLE: COMMUNITY DEVELOPMENT POLICY**

**OWNER: COMMUNICATIONS SECTION MANAGER**

## **1. PURPOSE:**

1.1 Port Stephens Council is committed to supporting activities and programs that enable and strengthen our community to meet challenges and generate solutions to issues in our community. Council works in partnership with the community to enhance wellbeing, celebrate identity and support social change in our Local Government Area (LGA).

## **2. CONTEXT/BACKGROUND:**

2.1 Local Government, as the level of government closest to the people is ideally positioned to support community development activities that engage the knowledge and skills of a community to address identified needs and enhance community wellbeing.

2.2 Support is based on the core principles of:

- a) Wellbeing of individuals and whole of community - providing the opportunity for individuals to feel connected in their community: a place where they want to live, work and play.
- b) Equity and access - providing a sustainable mix of assets and resources (economic, human, built, natural and cultural), that are accessible to all demographics and socio-economic groups within a community.
- c) Social justice - recognising the rights of individuals, organisations and businesses to voice their opinion on matters that impact on them.

## **3. SCOPE:**

3.1 Council adopts a three-tiered approach to community development:

3.2 Level 1 – Council provides an advisory role. This involves providing information, advice and referral for community partners and to business units across the organisation to assist in the delivery of a wide range of organisational actions.

3.3 Level 2 – Council provides an enabling role. This involves providing ongoing strategic partnerships with community members, organisations and business and is guided by plans, agreements and strategies to deliver on key operational

objectives. This is the core business of the community development component of the Vibrant Places unit and the four key focus areas include:

- a) Support and improve how we work with Aboriginal people and communities in partnership with the 355(c) Aboriginal Strategic Committee.
  - b) Support and promote local arts and culture, including place activation and public art, through the implementation of the Our Incredible Place Events Arts and Cultural Strategy and in partnership with the 355(c) Strategic Arts Committee.
  - c) Improve the lives of our community through the implementation of the Community Wellbeing Strategy.
  - d) Support and facilitate Community Service providers to meet NSW Government's Department of Communities and Justice targeted early intervention objectives to build a strong community in partnership with community interagencies and networks.
- 3.4 Level 3 – Council provides a lead role. This involves facilitating a response to an identified need of Council's and occurs on a less frequent basis than either Level 1 or 2 approaches.

## 4. DEFINITIONS:

4.1 An outline of the key definitions of terms included in the policy.

Community	Can be defined by place of residence, shared common interests or common identity, including cultural identity.
Community Development	The strategic building of community through partnership, and sharing of resources to achieve a common goal.
Wellbeing	Is realised when social, economic, environmental and cultural factors combine to enable individuals and communities to fulfil their potential.
Placemaking	Is working with the local community's assets, inspiration and potential, with the intention of creating public spaces that promote better social, economic and environmental outcomes.

## 5. STATEMENT:

- 5.1 This policy provides an overall approach to community development, which is to:
- a) Strengthen community with particular emphasis on supporting vulnerable populations.

- b) Provide financial assistance and other resources to community to develop projects that are based around placemaking and celebration of local identity and community strengths.
- c) Encourage stronger communication links between service providers to optimise service delivery in the community, particularly amongst community services and cultural agencies.
- d) Develop partnerships with community-based groups, non-government organisations, academic institutions and other government agencies.

## 6. RESPONSIBILITIES:

- 6.1 The Vibrant Places unit are responsible for providing advice, support and promotion of the core principles of community development.
- 6.2 This policy is implemented by all areas of Council.

## 7. RELATED DOCUMENTS:

- a) Local Government Act 1993.
- b) Port Stephens Community Strategic Plan.
- c) Port Stephens Community Wellbeing Strategy.
- d) Our Incredible Place Events Arts and Cultural Strategy.
- e) Disability Inclusion Action Plan.

## CONTROLLED DOCUMENT INFORMATION:

This is a controlled document. Hardcopies of this document may not be the latest version. Before using this document, check it is the latest version; refer to Council's website: <a href="http://www.portstephens.nsw.gov.au">www.portstephens.nsw.gov.au</a> .			
<b>EDRMS container No.</b>	PSC2014-01123	<b>EDRMS record No.</b>	25/275519
<b>Audience</b>	Councillors, staff and community		
<b>Process owner</b>	Communications Section Manager		
<b>Author</b>	Community, Economy and Place Team Leader		
<b>Review timeframe</b>	4 years	<b>Next review date</b>	23 September 2029
<b>Adoption date</b>	13 February 2018		

## VERSION HISTORY:

Version	Date	Author	Details	Minute No.
1	13 February 2018	Community Development and Engagement Coordinator	New policy-first version	010
2	12 May 2020	Community Development and Engagement Coordinator	<p>1.1 Added 'enhance wellbeing, celebrate identity and support social change' and deleted enhance and celebrate the identity, locality and different interests.</p> <p>2.2b) deleted appeal and added 'are accessible'</p> <p>3.1 deleted three and added '3' to align with Council's style guide.</p> <p>3.2 added 'advice'</p> <p>3.3d) added 'Department of Communities and Justice targeted early intervention' and deleted Family and Community Services (FACS).</p> <p>7b) added 'Community' to Port Stephens Community Strategic Plan.</p>	069
3	12 July 2022	Senior Community Development Officer	<p>Reformatted policy into the new policy template</p> <p>1.1, 3.3, 3.3c &amp; 6.1) updated titles of business units to reflect restructure to Vibrant Places.</p> <p>3.3 b &amp; 7.d) updated name of the current My Incredible Place Events Arts and Cultural Strategy</p>	174

Version	Date	Author	Details	Minute No.
4	23 September 2025	Community, Economy and Place Team Leader	<p>Policy Owner updated</p> <p>3.1 Grammar correction</p> <p>3.2 Grammar correction</p> <p>3.3 Removed 'Community Development'</p> <p>3.3 c) Removed 'children and young people through the implementation of the Youth Strategy and in partnership with the Youth Advisory Action Panel.'</p> <p>Added 'our community through the implementation of the Community Wellbeing Strategy.'</p> <p>3.3 d) Grammar correction</p> <p>3.4 Removed 'Community Development'</p> <p>7 c) Removed 'Youth Strategy'</p> <p>Added 'Community Wellbeing Strategy'</p> <p>Controlled Document Information: Process owner - removed 'Strategy and Environment' Added 'Communications' Author – removed 'Vibrant Places Coordinator' Added 'Community, Economy and Place Team Leader' Next review date – removed '12 July 2025' Added '26 August 2028'</p>	228