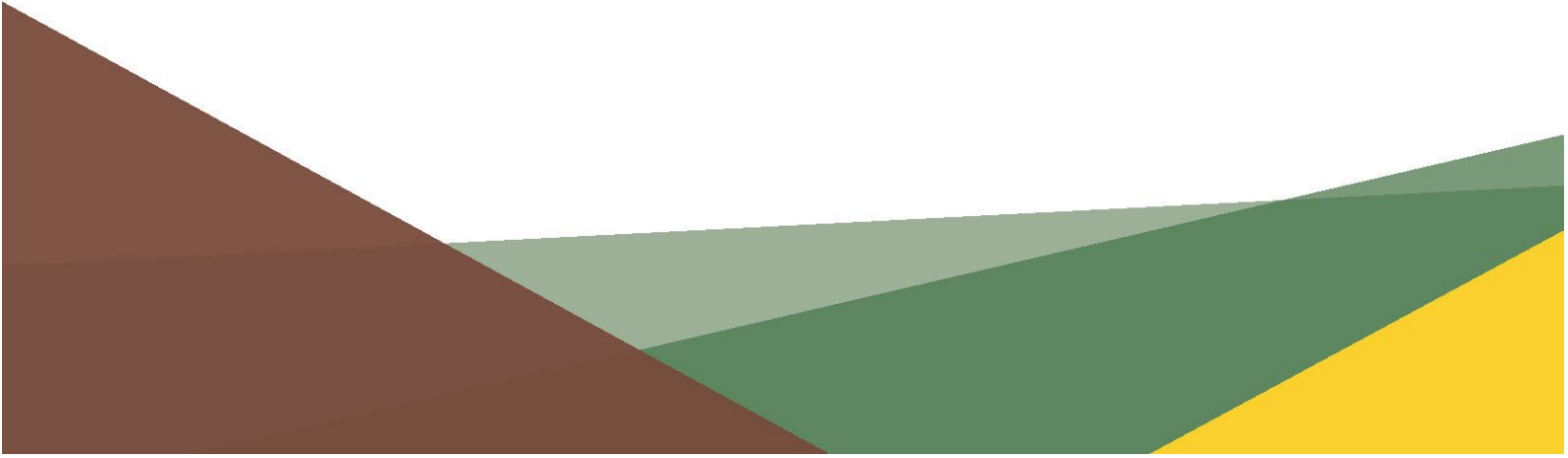
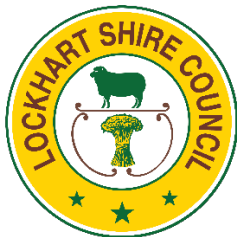


Community Engagement Strategy & Participation Plan 2025





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Adopted:

Acknowledgment of Country

Lockhart Shire Council acknowledges the traditional custodians of the land, the Wiradjuri people, and pays respect to elders past, present and future, and extends the respect to all First Nations peoples.



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Mayor's Welcome

Welcome to Lockhart Shire Council's Community Engagement Strategy

Lockhart Shire Council is dedicated to fostering meaningful engagement with our community. As a vibrant rural community with diverse needs and aspirations, we strive to provide every resident with the opportunity to actively participate in decision-making processes that shape our Shire's future.

This strategy has been developed to ensure you have a clear understanding of how you can get involved. Community engagement is the ongoing conversation between you and the Council—a conversation that includes sharing information, seeking your input, and working together to create outcomes that reflect the needs and values of our community.

Engagement can take many forms: staying informed through Council updates, providing feedback through surveys, participating in discussions on local projects, or attending community workshops. Whether it's learning about Council initiatives or having your say on matters that affect your life, we encourage you to get involved.

We value the unique experiences, skills, and knowledge of our residents and want to ensure your input helps inform fair and inclusive decision-making. Your participation plays a vital role in building a thriving and connected community.

Lockhart Shire Councillors also play an essential role in community engagement. As your elected representatives, we are here to listen and work with you to shape the future of our Shire. We invite you to reach out to us to share your thoughts and ideas. Contact details are available through Council's website or by calling the Council office.

We are confident that this strategy will enhance communication and foster stronger relationships between the Council and our community. It is with pride that we present the Community Engagement Strategy 2025 and invite your contributions. Together, we can build a stronger Lockhart Shire.

Councillor Peter Sharp
Mayor of Lockhart Shire Council



Purpose and Benefits

The Community Engagement Strategy serves as a foundation for fostering a strong and meaningful relationship between Lockhart Shire Council and its community. It focuses on creating opportunities for all stakeholders—ratepayers, residents, service providers, business owners, workers, and visitors—to actively participate in shaping the future of the Shire.

By incorporating community aspirations, concerns, needs, and values at every level of policy development, planning, decision-making, service delivery, and assessment, the strategy ensures that the community's voice is at the heart of council processes. It transforms engagement into a two-way process that not only shares information but also invites input, facilitates collaboration, and empowers community members to take an active role in local governance.

Key benefits of this strategy include:



This strategy also equips councillors and council officers with clear principles and adaptable tools to plan, implement, and evaluate community engagement initiatives effectively. While meeting legislative requirements, the emphasis is on cultivating a culture of engagement that values collaboration and empowers the community to contribute meaningfully to the democratic process.

Legislative Requirements

The Lockhart Shire Community Engagement Strategy is underpinned by legislative requirements set out in the Local Government Act 1993 and the Environmental Planning and Assessment Act 1979, including:

- **Local Government Act 1993:**
 - Section 8A (3): Councils must actively engage with their communities through integrated planning and reporting frameworks.
 - Section 402: Councils are required to develop and implement a community engagement strategy based on social justice principles to support the creation of a Community Strategic Plan.
 - Section 705: Public notices must ensure information is accessible to the community in a manner that brings attention to the widest possible audience.
- **Environmental Planning and Assessment Act 1979:**
 - Section 2.22: Establishes mandatory requirements for public participation, including minimum public exhibition periods, notifications, and transparency in decision-making.
 - Section 2.23: Requires councils to prepare a Community Participation Plan outlining how and when community engagement will occur in relation to planning functions.

These requirements ensure that engagement is consistent, transparent, and inclusive, providing a foundation for fair and informed decision-making.

This Community Engagement Strategy aligns with and reinforces key strategies and actions outlined in the Council's Community Strategic Plan and Delivery Program, including:

E1

- Promote the increased participation of local people in local government and the community.
- Meet all governance and regulatory requirements in the conduct of Council operations.

E2

- Provide effective community engagement practices with the community.
- Increase opportunities and provide support for people with disabilities to exercise their rights for civic participation.
- Ensure the community is informed by improving access to information.

Objectives

The Lockhart Shire Community Engagement Strategy is driven by objectives that promote effective communication, inclusivity, and collaboration. These objectives are:

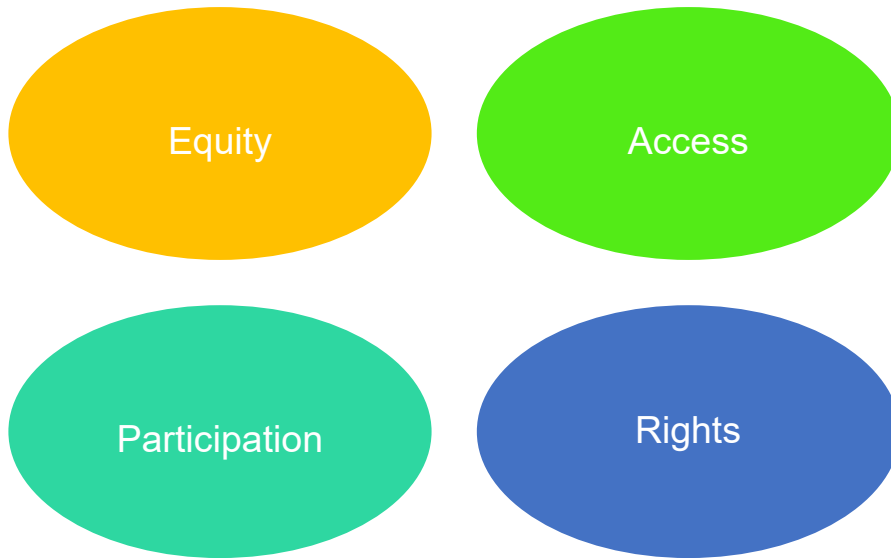
1. **Compliance:** Meet legislative obligations, including the integrated planning and reporting requirements of the Local Government Act 1993 and the community participation mandates of the Environmental Planning and Assessment Act 1979.
2. **Guiding Principles:** Establish and implement good engagement principles to ensure consistency and effectiveness across Council activities.
3. **Inclusivity:** Offer opportunities for all community members to contribute in an open and transparent process, representing diverse voices and perspectives.
4. **Feedback:** Facilitate feedback from a representative cross-section of the community and ensure the Council receives high-quality, timely, and relevant input.
5. **Understanding Community Needs:** Strengthen the Council's understanding of community needs and priorities to guide planning and decision-making.
6. **Empowering Council Officers:** Provide resources and guidance for Council officers to plan and implement effective engagement practices.
7. **Community Expertise:** Leverage community knowledge and ideas to enhance decision-making and ensure consistent communication.
8. **Building Relationships:** Strengthen partnerships between the Council and the community to promote trust and collaboration.
9. **Confidence in Decision-Making:** Build community confidence in Council's decision-making processes and the broader planning system.
10. **Shared Vision:** Create a sense of shared purpose and direction, managing growth and change while preserving the unique character of Lockhart Shire.

By aligning with these objectives, the Lockhart Shire Community Engagement Strategy ensures that all community members have a voice and can contribute meaningfully to shaping the Shire's future.



Principles

Our Community Engagement Strategy is based on social justice principles:



Lockhart Shire Council is also committed to the following principles, which guide how we engage with the community. By applying these principles, the Council aims to ensure that the community's perspectives are recognised, respected, and acted upon.

Transparency

Inclusiveness

Active listening

Accessibility

Interaction

Genuine

Outcomes

Process

Response

Corporate Values

Lockhart Shire Council Corporate Values also play an important part in our engagement process which are:



Community Engagement into Practice

The International Association of Public Participation (IAP2) has developed the Public Participation Spectrum, which outlines five recognised levels of engagement strategies: "Inform," "Consult," "Involve," "Collaborate," and "Empower." IAP2 is a globally acknowledged non-profit organisation dedicated to advancing and enhancing public participation practices.

The Public Participation Spectrum serves as a valuable tool for determining the appropriate level of public involvement in a given process. It emphasises that different levels of participation and approaches are valid, depending on factors such as objectives, timelines, available resources, and the significance of the decision at hand. Additionally, the Spectrum clarifies the commitment being made to the public at each level of engagement.

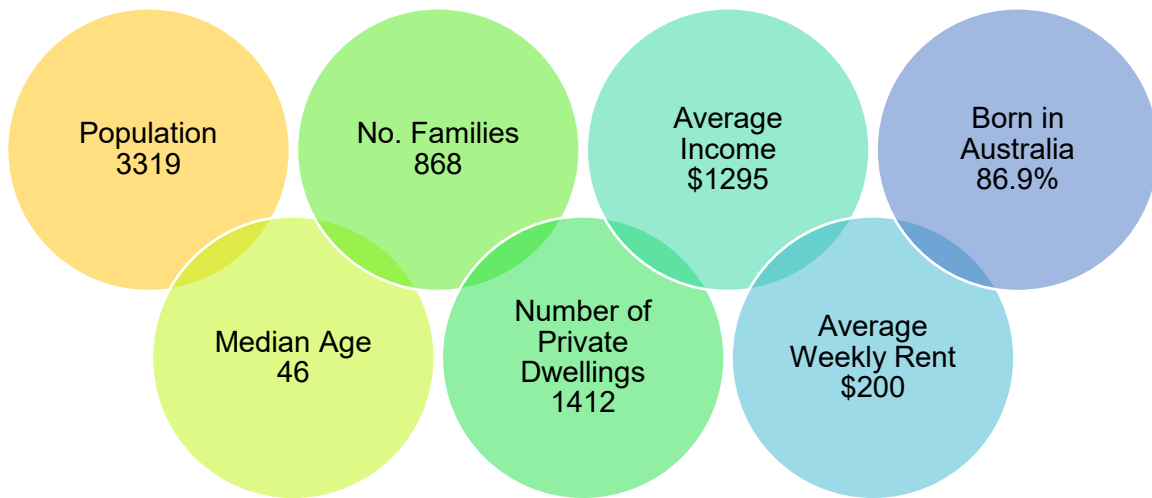
To learn more about IAP2 and its importance please visit: iap2.org.au

A broad framework for community engagement in Lockhart Shire has been developed based on the IAP2 Public Participation Spectrum and is detailed in **Schedule A**.

In order to satisfy the requirements of the Environmental Planning and Assessment Act 1979 and achieve the benefits of community participation in the planning system, Council's approach to community participation for its land use planning functions is detailed in **Schedule B**.

To assist Council in meeting its obligations and comply with the minimum requirements for consultation, public exhibition of documents and the like, specific legislative requirements with respect to community consultation are detailed in **Schedule C**.

Our Community



**Volunteer
Rate 29.3%
(Highest in
NSW)**

Source: Australian Bureau of Statistics (ABS)

Stakeholders

For community engagement, stakeholders are defined as:

Wiradjuri and First Nations people

People from culturally and linguistically diverse backgrounds (CALD)

People of all abilities

Children, young people, and adults who live in the Lockhart Shire local government area including resident ratepayers and non-rate paying residents.

Non-resident ratepayers

Sporting clubs and recreational organisations

Other community and volunteer-based organisations

Emergency services organisations

Local businesses

Individuals who work in Lockhart Shire

Individuals who visit Lockhart Shire

Government agencies which have an interest in Lockhart Shire.

Councillors

Council employees



Reporting to the Community

We are dedicated to ensuring that when you participate in community engagement activities, your contributions are valued and play a meaningful role in the process. Lockhart Shire Council is committed to:

Reporting back to the community on the information collected during consultations, providing details on the feedback and opinions shared.

We aim to provide clear and transparent updates on:

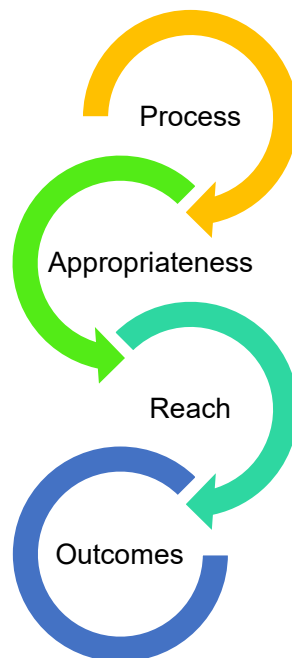
- The consultation activities conducted.
- The number of participants, including individuals and organisations
- Feedback received from the community.
- Online engagement statistics, such as visitor numbers, interactions (e.g., documents downloaded, submissions made), video views, and comments.
- Social media engagement and reach

Formal reports to Council will include a statement on how the community was engaged as part of the decision-making process.

We also share engagement results and updates through our website lockhart.nsw.gov.au

Evaluating

To assess the success of engagement activities, Council staff evaluate who was engaged, how, and whether messages were effectively communicated and feedback accurately recorded. This self-evaluation is crucial for any engagement activity. Staff will review:



- Process: Was the engagement designed and implemented well?
- Appropriateness: Was the approach suitable for the audience and desired outcome?
- Reach: Did the engagement reach those affected by the decision?
- Outcomes: Were the intended goals achieved?

Council staff are also encouraged to gather participant feedback through surveys or questionnaires, helping improve future communication and engagement efforts. All feedback will be considered constructively.

Council will review its Community Engagement Strategy at least every four years, using the Customer Satisfaction Survey as one evaluation tool.



Schedule A

The broad framework for community engagement in Lockhart Shire set out in the table below has been developed based on the IAP2 Public Participation Spectrum. The framework should be used as a guide bearing in mind that the applications shown below are examples only. It is recognised that other applications requiring a level of community engagement and not specifically referred to in the table will emerge from time to time.

Where the application relates to an environmental planning matter e.g. development application, rezoning proposal or review of an environmental planning instrument, specific attention should be given to the Community Participation Plan and engagement strategies outlined in Schedule B.

STRATEGY	APPLICATION (Examples)	GOAL	COMMITMENT	METHODOLOGIES
INFORM	<ul style="list-style-type: none"> – FAQs – Customer Service enquiries – Rates & charges 	<p>To provide stakeholders with appropriate information on Council, its decision making, services, events, projects, and any associated issues.</p> <p>This is the primary form of community engagement and builds knowledge and skills in the community.</p> <p>For a number of people, depending on the nature of the issue, this may be the only form of community engagement they want.</p>	<p>We will keep you informed.</p>	<ul style="list-style-type: none"> – Media releases – Monthly Council newsletters – Online: website, email, and social media – Distribution of in-house documents and publications – Notification letters – Public notices – Letter box drops – Internal communication/consultation – Official openings/launch – Paid advertising
CONSULT	<p>Council Policies Development Applications</p>	<p>Actively seeks stakeholder's views and input into policy, plans, and decisions.</p>	<p>We will listen to you, consider your ideas and concerns, and keep you informed.</p>	<ul style="list-style-type: none"> – Media releases – Monthly Council newsletters – Paid advertising

STRATEGY	APPLICATION (Examples)	GOAL	COMMITMENT	METHODOLOGIES
	Planning Proposals	Council retains overall decision-making responsibility.	Planning decisions should be made in an open and transparent way, and the community should be provided with reasons for those decisions, including how community views have been taken into account.	<ul style="list-style-type: none"> – Online: website, email, social media – Distribution of in-house documents and publications – Notification letters – Community meetings – Public exhibition – Letter box drops – Internal communication/consultation – Official opening/launch – Pre-application consultation re major development applications
INVOLVE	<ul style="list-style-type: none"> – Delivery Program – Operational Plan 	<p>To work directly with stakeholders to ensure that ideas, concerns, and aspirations are understood and considered.</p> <p>Involving a two-way exchange of information that encourages discussion and provides an opportunity to influence the outcome.</p> <p>While ‘involve’ assumes a greater level of participation by stakeholders as they work through issues and alternatives to assist in the decision-making process, Council retains overall</p>	<p>We will work with you to ensure that your ideas, concerns, and aspirations are considered and provide feedback.</p> <p>Planning decisions should be made in an open and transparent way, and the community should be provided with reasons for those decisions, including how community views have been taken into account.</p>	<ul style="list-style-type: none"> – Media releases – Monthly Council newsletters – Paid advertising – Online: website, email, social media, and online surveys – Distribution of in-house documents and publications – Notification letters – Community meetings – Surveys and questionnaires – Public exhibition – Letter box drops – Internal communication/consultation – Official opening/launch

STRATEGY	APPLICATION (Examples)	GOAL	COMMITMENT	METHODOLOGIES
		decision-making responsibility.		
COLLABORATE	<ul style="list-style-type: none"> - Community Strategic Plan (CSP) - Major projects e.g. swimming pool upgrades/ master planning) 	<p>To work in partnership with stakeholders, incorporating their input and advice, jointly formulating solutions, and/or options, and sharing agenda setting and deliberation of issues.</p> <p>Occurs when ownership of an issue is shared between Council and community stakeholders.</p> <p>May be some level of delegated decision making to community stakeholders, but Council retains overall decision-making responsibility.</p>	We will work together in seeking the best outcomes for Lockhart Shire.	<ul style="list-style-type: none"> - Media releases - Monthly Council newsletters - Paid advertising - Online: website, email, social media, and online surveys - Distribution of in-house documents and publications - Notification letters - Community meetings - Surveys and questionnaires - Focus groups - Steering Committees - Forums and Workshops - Public exhibition - Letter box drops - Internal communication/consultation - Official opening/launch
EMPOWER	<ul style="list-style-type: none"> - Very specific community projects where Council have the ability to delegate decision making authority. 	<p>To place final decision making in the hands of stakeholders.</p> <p>Empowered communities share responsibility for making decisions and accountability for the</p>	We will ensure the collective position of the community is an integral part of the decision-making process.	<ul style="list-style-type: none"> - By ensuring that transparency, inclusion, access, and the other core principles of good community engagement referred to in this Strategy are apparent in all community engagement. - Constitutional referendum

STRATEGY	APPLICATION (Examples)	GOAL	COMMITMENT	METHODOLOGIES
	<ul style="list-style-type: none"> Changes the Council's constitutional arrangements e.g. ward boundaries, method of electing the mayor, number of councillors on the council. 	<p>outcomes of those decisions.</p> <p>Legislative and policy frameworks may give power to communities to make decisions. The community may have the power to make a limited range of decisions.</p>		

Schedule B

Council's Community Participation Plan is a requirement of the Environmental Planning and Assessment Act 1979 (Division 2.6 and Schedule 1 of the EP&A Act) and applies to the exercise of planning functions by the Council (and their delegates and nominees).

This Community Participation Plan is designed to make participation in planning clearer for the community. It does this by setting out how and when interested persons can participate in the planning system, Council's functions, and different types of proposals.

The Community Participation Plan applies to the following functions:

Plan making - Strategic planning is an essential aspect of our work where we set the strategic direction, vision, and context for the planning system in the Lockhart Shire Local Government Area. It involves planning for communities, which integrates social, environmental, and economic factors with the area's special attributes and their future realisation within the planning system. Examples of this work include the creation of planning proposals for the local environmental plan subject to a gateway determination, standard instrument orders, development control plans and contribution plans.

Assessments - The Council and some Council officers make planning decisions on a range of developments. When making decisions on these developments, consideration is given to whether land use proposals are in accordance with the strategic priorities of the Council, the NSW Government, public interest and applicable policies and guidelines. Proposals that are assessed may include residential developments as well as commercial and industrial developments. In these proposals, the planning phase is just one aspect of the overall lifecycle and at other phases

engagement may be undertaken by either the proponent, NSW Government agencies or Council. In some instances, Council will require ongoing engagement as a condition of approval.

Council's approach to community participation is outlined in the table below.

What	When	How
Level 1: Inform		
We notify the community of proposals, provide accurate and relevant information on the context of the proposal and update information as proposals progress through the planning system.	During the early scoping of a proposal we inform you of the intent and seek feedback to shape the project's design. We then update you on the progress of a proposal as it makes its way through the planning system.	Media releases, letter mail outs, website, social media announcements, emails, newsletters, public notices and advertisements, information sessions, technical reports, and discussion papers.
Level 2: Consult		
We consult with the community and invite them to provide their views and concerns on a proposal.	Once a proposal is designed, we release a draft on public exhibition to seek your views and concerns. We welcome feedback as a submission in a formal exhibition, or at any other time.	Public exhibition, open days, drop in sessions, walking tours, one-on-one engagement with planners via the phone, email or letter.
Level 3: Engage		
We respond to the community's views by conducting targeted engagement to seek specific input reflecting the scale, nature, and likely impact of the proposal.	Through submissions and feedback, we identify your key issues and concerns and conduct targeted engagement activities to find solutions to determine the way forward.	Public meetings and hearings, community reference groups, people's panels, feedback sessions, workshops, and engagement with NSW government agencies.
Level 4: Determination		
We notify the community of decisions on proposals and detail how their views were considered in reaching the decision.	In reaching a decision we consider your views and concerns, notify you of the reasons for the decision and how community views were considered.	Updates to websites, publication of submissions reports, public exhibition reports and notice of decisions.

Public Exhibitions

A key technique Council uses to encourage community participation is formal public exhibitions. During a public exhibition, we make available relevant documents that may include a draft of a policy, plan, or proposed development that we are seeking community input on. In conducting an exhibition, we receive submissions in accordance with our development control plan and we adhere to our Privacy Policy and defamation and discrimination laws.

In reaching decisions on proposals that have been exhibited, the Council balance a wide range of factors to ensure that decisions are in the public interest. This includes considering the objects of the Environmental Planning and Assessment Act, the strategic priorities of the Council, the Government, the community's input, the land use priorities identified in strategic plans and applicable policies and guidelines.

It should be noted that submissions may be made available to the applicant and the public – this may include publication on Council's website, in accordance with Schedule 1 Clause 3 of the GIPA Regulations 2009. Including both the grounds of the submission and the identity of the submitter.

Interested persons can be involved in the public exhibition process in the following ways:

- Make a formal submission on an exhibition by emailing Council or by writing to the General Manager of Lockhart Shire Council.
- Visit Council and staff will help you access public exhibition documents. Council staff will also answer any questions that you have or connect you to an appropriate officer who can help you.
- Connect directly with Council staff working on a proposal, policy, plan, or project.

Public exhibition timeframes vary in length. Some timeframes are prescribed in legislation, and others are at Council's discretion. Section 2.21(2) of the Environmental Planning and Assessment Act details the types of proposals that must be considered in the CPP and Schedule 1 sets a minimum exhibition timeframe for most of these proposals. Council will always exhibit a proposal for this minimum timeframe and will consider an extended timeframe for exhibition based on the scale and nature of the proposal. The only requirements in this plan that are mandatory are those set out in the table below:

Plan making – mandatory public exhibition periods

Plan	Mandatory Timeframe
Draft community participation plan	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
Draft development control plans	28 days
Draft contribution plans (including growth centres and planned precincts)	28 days

Development assessment - mandatory public exhibition periods

Application	Mandatory Timeframe
Application for development consent (other than for designated development or for State significant development)	<p>In accordance with Section C of the Lockhart Shire Development Control Plan 2016, “Notification of Development Applications” (page 64) Council will give notice of an application to affected persons where, in its opinion, the enjoyment of land may be detrimentally affected by or in relation to:</p> <ul style="list-style-type: none"> – The views to and the view from the land – Overshadowing – Privacy – Noise or odour – The visual quality of the development in relation to the streetscape – The scale or bulk of the proposed development – The siting of the proposed development in relation to site boundaries – The proposed hours of use for the development – Light spillage or reflection

	<ul style="list-style-type: none"> - Means of access to or provision of parking on the proposed development site - The amount of traffic likely to be generated by the proposed development - Drainage and - The social and economic impacts of the proposal. <p>Any Development Application required to be notified will be done so for a period of at least 14 days.</p> <p>Notification will not be made of a Development Application if it is:</p> <ul style="list-style-type: none"> - Exempt Development; or - Complying Development. <p>Development Applications which do not require notification include:</p> <ul style="list-style-type: none"> - Strata subdivisions - Subdivision only involving adjustments to existing property boundaries - Change of use of buildings, except at Council's discretion and - Single rural dwelling on large properties.
Application for development consent for designated development	28 days
Application for development consent for State significant development	28 days
Environmental impact statement obtained under Division 5.1	28 days
Environmental impact statement for State significant infrastructure under Division 5.2	28 days

Schedule C

The emphasis of this Community Engagement Strategy is not only on detailing Council's legislative obligations but also upon encouraging a culture of good engagement across the organisation as outlined in Schedule A.

Notwithstanding the broader aims of the Strategy, meeting Council's legislative obligations remains one of the objectives of the Strategy, particularly with respect to the integrated planning and reporting provisions of the Local Government Act 1993 and the mandatory community participation requirements of the Environmental Planning and Assessment Act 1979.

Whereas the community participation requirements of the Environmental Planning and Assessment Act 1979 are predominantly addressed in Schedule B of the Strategy, the minimum requirements of the Local Government Act regarding community engagement and consultation, public exhibition of documents and the like, are summarised below.

Action or Decision by Council	Local Govt. Act Reference	Minimum Requirement
Classification or reclassification of public land.	Section 34	Public notice of the proposed council resolution specifying a period of not less than 28 days during which submissions may be made to the council.
Draft plan of management of community land.	Section 38	Public exhibition of the draft plan of management for a period of not less than 28 days and a public notice specifying a period of not less than 42 days after the date on which the draft plan is placed on public exhibition during which submissions may be made to the council.
Granting of leases and licences on community land.	Section 47 and 47A	Public notice of the proposal specifying a period of not less than 28 days during which submissions may be made to the council.
Draft local approvals policy and draft local orders policy	Section 160	Public exhibition of the draft local policy for a period of not less than 28 days and a public notice specifying a period of not less than 42 days after the date on which the draft policy is placed on public exhibition during which submissions may be made to the council.
Adoption or revocation of a local approvals policy or local orders policy	Section 166	Public notice in a manner prescribed by the regulations or, if not prescribed, in a manner determined by the council.
Intention to adopt or amend a policy for the payment of expenses or provision of facilities to councillors.	Section 253	Public exhibition of the draft or amended policy specifying a period of not less than 28 days during which submissions may be made to the council.

Action or Decision by Council	Local Govt. Act Reference	Minimum Requirement
Draft code of meeting practice.	Section 361	Public exhibition of the draft code for a period of not less than 28 days and a public notice specifying a period of not less than 42 days after the date on which the draft plan is placed on public exhibition during which submissions may be made to the council.
Draft community strategic plan or amendment of a community strategic plan.	Section 402	Public exhibition of the draft or amended community strategic plan for a period of not less than 28 days during which submissions may be made to the council.
Draft delivery program.	Section 404	Public exhibition of the draft delivery program for a period of not less than 28 days during which submissions may be made to the council.
Draft operational plan	Section 405	Public exhibition of the draft operational plan for a period of not less than 28 days during which submissions may be made to the council.
Presentation of financial reports	Section 418	Public notice of the date fixed by the council for the meeting at which it proposes to present its audited financial reports and auditor's reports to the public specifying that any person may make submissions to the council with respect to the council's audited financial reports or with respect to the auditor's reports within 7 days after the date on which those reports are presented to the public.
Proposal to establish an alcohol-free zone.	Section 644A	Notice published in a manner that the council is satisfied is likely to bring the notice to the attention of members of the public in the area as a whole or in a part of the area that includes the zone concerned.
Establishment of alcohol-free zone.	Section 644B	Notice published in a manner that the council is satisfied is likely to bring the notice to the attention of members of the public in the area as a whole or in a part of the area that includes the zone concerned.
Suspension or cancellation of alcohol-free zone.	Section 645	Notice published in a manner that the council is satisfied is likely to bring the notice to the attention of members of the public in the area as a whole or in a part of the area that includes the zone concerned.



Glossary

Term	Definition
Community engagement	A process by which the aspirations, concerns, needs and values of citizens and communities are incorporated at all levels and in all sectors in policy development, planning, decision-making, service delivery and assessment; and by which governments and other business and civil society organisations involve citizens, clients, communities and other stakeholders in these processes.
Community engagement strategy	A strategy to assist Council in determining specific engagement activities, planning for these activities, and evaluating their effectiveness.
Community participation plan	A plan to make participation in planning clearer for the community by setting out how and when interested persons can participate in the planning system, Council's functions, and different types of planning proposals (published pursuant to Division 2.6 of the EP&A Act.
Community strategic plan (CSP)	A plan that identifies the main priorities and aspirations for the future of the Lockhart Shire covering a period of at least 10 years from when the plan is endorsed.
Constitutional referendum	A constitutional referendum is a poll initiated by a council in order to seek approval to: - (a) divide its area into wards or abolish all wards in its area, (b) change the basis on which the mayor attains office (that is, by election by the councillors or by election by the electors), (c) increase or decrease the number of councillors in accordance with the limits under section 224, (d) change the method of ordinary election of councillors for an area divided into wards.
Contribution plans	A plan developed by councils for the purpose of gaining financial contributions from new development towards the cost of new and upgraded public amenities and/or services required to accommodate the new development

Term	Definition
Delivery program	A program detailing the principal activities to be undertaken by the Council over a four-year term to implement the strategies established by the community strategic plan.
Designated development	Designated Development refers to developments that are high-impact developments (e.g. likely to generate pollution) or are located in or near an environmentally sensitive area (e.g. a coastal wetland)
Development application	An application for consent under Part 4 of the EP&A Act to carry out development but does not include an application for a complying development certificate.
Development control plans	A plan that provides detailed planning and design guidelines to support the planning controls in a LEP
Gateway determination	A gateway determination is issued following an assessment of the strategic merit of a proposal to amend or create an LEP and allows for the proposal to proceed to public exhibition
Local environmental plan (LEP)	An environmental planning instrument developed by a local planning authority, generally a council. An LEP sets the planning framework for a Local Government Area
Operational plan	A plan detailing the activities to be engaged in by Council during a particular year as part of a delivery program covering that year.
State Environmental Planning Policy (SEPP)	An environmental planning instrument developed by the Department, that relates to planning matters that are state significant or are applicable across the state
State significant development (SSD)	Some types of development are deemed to have State significance due to the size, economic value, or potential impacts that a development may have. Examples of possible SSD include new educational establishments, hospitals and energy generating facilities
State significant infrastructure (SSI)	SSI includes major transport and services development that have a wider significance and impact than on just the local area. Examples of possible SSI include rail infrastructure, road infrastructure and water storage and treatment plants