

**Scotland Island Residents' Association Incorporated (SIRA) Committee of Management (SIRAC)
Community Engagement Communications Sub-Committee (CECS)**



The Constitution of the Scotland Island Residents' Association Incorporated (SIRA) is the key governance document of the Association. The Constitution derives its broader legal status from the NSW Associations Incorporation Act.

Article 20 of the Constitution states "*the Committee of Management may delegate to a sub-committee "the exercise of such of the functions of the committee as are specific in the instrument [of delegation]"*".

The activities of the Community Engagement Communications Sub-Committee are in alignment with Pittwater Council's Strategic Plan *Pittwater 2025*:

Key Direction 1: Supporting and Connecting Our Community

Key Direction 3: Enhancing our Working & Learning

Key Direction 4: Leading an Effective and Collaborative Council

Source: www.pittwater.nsw.gov.au/Council/Publications&Forms

Community Engagement (public participation) can be defined as "any process that involves the public in problem-solving or decision-making and uses public input to make decisions"
(International Association of Public Participation)

Communications The imparting and exchange of information, news, ideas, opinions or thoughts to develop an understanding of the differing perspectives within our community.

The SIRA Committee delegates to the Community Engagement Communications Sub-Committee the following functions:

Community Engagement

1. To support and promote the appropriate level of community engagement based on the IAP2 Spectrum.
2. To engage with the community to ensure that the decision making process is seen to be open, transparent and ethical (see also Governance Charter)
3. To engage with the community to enhance communication and awareness of SIRAC and its Sub-Committees, and to build trust in its decision-making processes
4. To prepare draft correspondence regarding Community Engagement issues to the community, other authorities or organisations for review to SIRAC.
5. To encourage and provide the opportunity for residents to become more actively involved in their community.

Communications

1. To advise SIRAC and the various Sub Committees on the most effective and efficient forms of communication with Island residents, and beyond.
2. Ensure residents are informed of key developments, activities, events and opportunities in matters concerning the Scotland Island community.
3. Provide (where practicable), SIRAC and the various Sub-Committees with the resources to communicate effectively with their chosen audience.
4. Ensure that all communication with Island residents involves the giving and receiving of information, and where appropriate, offers the chance for feedback, comment and discussion.
5. Promote vital ongoing communication with both offshore and onshore organisations, Pittwater Council and other government authorities
6. Promote the building of personal, professional and cultural network opportunities for residents.
7. Provide simple, clear and objective forums and channels for respectful discussion affecting Island residents.

iap2 public participation spectrum

developed by the international association for public participation



	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.	To obtain public feedback on analysis, alternatives and/or decision.	To work directly with the public throughout the process to ensure that public issues and concerns are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision-making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and issues are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for direct advice and innovation in formulating solutions and incorporate your advise and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.
EXAMPLE TOOLS	<ul style="list-style-type: none"> • Fact sheets • Websites • Open houses 	<ul style="list-style-type: none"> • Public comment • Focus groups • Surveys • Public meetings 	<ul style="list-style-type: none"> • Workshops • Deliberate polling 	<ul style="list-style-type: none"> • Citizen Advisory committees • Consensus-building • Participatory decision-making 	<ul style="list-style-type: none"> • Citizen juries • Ballots • Delegated decisions

become a member

IAP2 is a member driven organization that can help you to grow professionally, provide you with training opportunities and increase networking with other public participation practitioners locally, nationally, and internationally. If you would like to learn more about IAP2's activities in your area or the benefits of becoming a member, please contact:



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