

YOUR SAY

COMMUNITY
ENGAGEMENT
OUTCOMES REPORT

Draft Community Engagement Policy

Consultation dates:

3 June – 1 July 2026

Report prepared July 2026 by:

Community Engagement Team

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Background

As part of the Statutes Amendment (Local Government Review) Act 2021, changes to the Local Government Act 1999 (the Act) in relation to public consultation (Section 50) included the establishment of a Community Engagement Charter. In December 2025, the State Government gazetted and published a Community Engagement Charter following public consultation on the draft Charter in June 2025.

The Charter replaces previous engagement requirements in the Act with a new framework that sets out engagement principles, categories of consultation, and the associated minimum actions required of all councils.

Its purpose is to ensure community members have reasonable, timely and meaningful opportunities to access information, participate in decision-making processes and understand how their views are considered. The Charter establishes five categories of engagement and requirements that are appropriate to each category:

- Significant – annual business plan and rating policy: decisions related to a council’s adoption of its annual business plan or proposed changes to the basis of its council rates
- Significant – decisions that a council makes that have a significant impact on most or all ratepayers and residents, or the wider community or area
- Standard – decisions that a council makes that benefit from community input across the council area
- Local – decisions that impact an identifiable smaller group of residents/ratepayers or a local area
- Inform – matters where councils provide information to a community impacted by a decision

Legislative requirements

Section 50A of the Act states that councils must prepare and adopt a policy relating to community engagement for the purposes of the Act and that the policy must be consistent with, and comply with, any requirements specified by the Charter. The Act also requires that before adopting the policy, councils must undertake public consultation on the community engagement policy. Councils must adopt a Community Engagement Policy by 11 September 2026.

Community engagement

Community engagement was undertaken to seek feedback on Council’s draft Community Engagement Policy, as well as seek suggestions to help enhance Council’s engagement activities.

At its meeting on 26 May 2026 Council endorsed community engagement to be undertaken on this proposal in accordance with section 50A of the *Local Government Act 1999* and the community engagement strategy presented to Council at this meeting.

The community engagement strategy was developed in line with the [City of Tea Tree Gully’s Community Engagement Public Consultation Policy](#) and Section 50A of the Act.

Key messages

The following strategic key messages and communication points were highlighted throughout the engagement process:

- Community engagement is the way councils involve their communities in decisions that affect them.
- Through our engagement activities we aim to share clear, accessible information and provide meaningful opportunities for our community to have their say in a variety of ways.
- Changes to the Local Government Act 1999 (the Act) in relation to public consultation included the establishment of a Community Engagement Charter, which was formalised and published in December 2025.
- The Charter replaces previous engagement requirements in the Act with a new framework that sets out engagement principles, categories of consultation, and the associated minimum actions required of all councils.
- All SA councils are required to adopt a Community Engagement Policy which aligns with the new Charter by 11 September 2026.
- Share your feedback on our draft Community Engagement Policy
- Share any suggestions and ideas that may help enhance and improve how we engage with our community.
- All feedback will be reviewed to determine whether the Community Engagement Policy may benefit from changes or additions.
- All feedback will be provided to the Council before adoption of the policy.

Overview of community engagement activities

From 3 June to 1 July 2026 the community was invited to provide feedback on the draft Community Engagement Policy.

Various marketing and communications methods were undertaken to advise the community of the opportunity to provide feedback including:

- Emails sent to registered members of our online community with an article in June's 'Your Say' e-newsletter (approx. 3,900 subscribers)
- An article included in Council's e-newsletter 'Gully Life' (approx. 34,700 subscribers) (see Appendix 3)
- A statutory notice to the public in *The Advertiser* on 3 June 2026 (see Appendix 3)
- Digital signs in the Civic Centre, Recreation Centres and Library (see Appendix 3)
- Banner on the Council website homepage (see Appendix 3)
- 'Your Say' stand in the Tea Tree Gully Library (see Appendix 3)
- Social media post via Council's Facebook account (see Appendix 3)

All communications referred people to Council's 'Your Say' website where further information could be accessed. This included:

- an information sheet and the draft policy
- an online feedback form (see feedback form questions in Appendix 4)
- a 'Q&A' form where people could ask questions about the proposal. Once answered, these questions and Council's response are publicly available.

Paper hard copy forms were available on request and from Council's Civic Centre.

The options to provide verbal feedback via phone or written feedback via post or email were also available.

Community engagement outcomes

Responses received

During the consultation period a total of **five (5) responses (submissions)** were received by Council regarding the draft policy.

Community engagement statistics

Our community engagement website collects statistics on how people engaged with the consultation [online](#). The following tables show the number of views and visits to the relevant Your Say page, as well as a breakdown of responses/submissions received and total contributor and respondent numbers.

Your Say website activity (awareness)	Number
Total page views	156
Visits (individual browsing sessions)	144
Total visitors to the page	119

Contributors and respondents	
Online	
Feedback form	2
'Questions' form	-
Email submissions	1
Offline/other feedback method	
Hard copy feedback form	1
Verbal submission (over the phone)	1
Total contributor (including Questions)	5
Total respondents/submissions	5

Views on the draft Community Engagement Policy and suggestions for enhancing engagement activities

All respondent comments have been summarised as dot points below, including feedback and suggestions in relation to enhancing Council's engagement activities.

- Felt that the draft policy is OK or 'on track'
- Bureaucracy of policy may increase costs without improving outcomes
- Importance of raising awareness of opportunities to provide feedback and 'Your Say'. Emails and letter (box drops) (where possible) considered effective methods for this
- Simplifying the Your Say log-in process as some confusion with other Council log ins
- Online forms and email considered suitable methods for providing feedback
- Feedback provided through deputations is not always acknowledged and considered at the meeting; draft policy doesn't mention how Council uses community feedback for decision making
- That a requirement to provide personal or identifying details may deter people from providing feedback, and would prefer anonymity

In order to provide full transparency in regard to responses received, all verbatim comments have been provided in Appendix 1 (feedback form respondents) and Appendix 2 (written and verbal submissions).

Other comments

One (1) feedback form respondent included an attachment which detailed their experience working with neighbours and Council staff regarding the installation of a 'little library' on their street. This feedback has been passed on to the relevant staff member.

This attachment can be viewed as part of the verbatim comments in Appendix 1.

Evaluation of community engagement strategy objectives

The key objectives/purpose of the community engagement, as tabled below, were developed as part of the community engagement strategy:

Objectives	Comment
• Provide high-level information about the new Community Engagement Charter for the <i>Local Government Act 1999</i> and the need for councils to adopt a new policy which aligns with the Charter • Seek community feedback on Council's draft Community Engagement Policy • Seek ideas/suggestions to help enhance and improve Council's engagement activities	Various marketing and communications methods were undertaken to advise the community of the opportunity to provide feedback including: • Email sent to members of our online community 'Your Say Tea Tree Gully' • An article included in Council's e-newsletter 'Gully Life' • A notice to the public in <i>The Advertiser</i> on 3 June 2026 • Digital signs in key Council facilities • Banner on the Council website • Your Say stand in the Tea Tree Gully Library • Social media post via Council's Facebook account All key messages were communicated online via the 'Your Say' project page. Various methods for providing feedback were available. Feedback was provided online via Council's 'Your Say' website. Hard copy feedback forms were available on request and at Council's Civic Centre and at the Library Your Say stand. Community feedback was provided as per the responses received. A low level of response was not unexpected given the nature of the consultation.

Next steps

All feedback will be presented at a meeting of Council for Elected Members' consideration before adopting the Community Engagement Policy.

Following this Council meeting, we will write to all those who provided feedback to advise what Council has decided and what the next steps will be.

Appendix 1: Verbatim comments

In the interests of transparency, responses have been transcribed verbatim with minimal editing. Therefore some spelling and/or grammatical errors may exist.

ID	Suburb	Do you have any feedback about the draft Community Engagement Policy?	Do you have any suggestions for how Council can improve its community engagement?	If not already mentioned above, how can we make it easier for you to share feedback and have your say?
1	Highbury	The draft looks ok. Can't see any issues. What I do see is further bureaucracy which ultimately increases cost. It's unfortunate our society has come to this and its not going to change. I like to keep the "good old days" of keep it simple stupid when people were allowed to use common sense and allowed to make mistakes. Alas not any more. I read the policy, did not enjoy reading it and I ask will it make things better. I doubt it will but you the Council must comply. It just keeps people in a job and I have to pay higher rates for this! In summary, the policy is OK.	No, Policy covers it. In the end it depends on how well a community is informed so people are made aware. There is a tenancy to rely on emails which is good. Please don't use Facebook. Important items should have a letter drop off as that is the only method to ensure people receive advice but that comes at a price	I note in answering this as I am, I did not know how to sign it as there was NO mention of what to use. I assumed it was my council login. It appeared as if some sort of new log was required. Just make it simple and unambiguous.
2	Fairview Park	yes	Whilst it is difficult to achieve I feel that council misses out on getting feedback from all members of society due to ineffective advertising of opportunities. I have spoken to a number of ratepayers who did not know that 'have your say' even existed!	This method is suitable
3	Banksia Park	I have read paperwork "Community Engagement Policy" and feel that Council is on track.	Nothing that I can think of.	"Email is good for me. (I am enclosing an attachment, involving community.) (see attachment on following page)

Attachment - [REDACTED]

We had a huge tree removed by council at the end of 2025 between our property [REDACTED] & [REDACTED].

I approached our neighbors to ask what they thought about us having a "little library" on council verge between our properties. Wonderful response. Contacted Kelly Harris at council, and for lots of seasons this won't happen. Kelly has been amazing and supportive. Gave me lots of suggestions for community activities.

So now a "Neighborhood party". E.m. I have learned lots about my neighborhood, some good, some not good. My idea, apply for a council grant, have several neighbors inviting other neighbors, have a drink, bite to eat, things for the kids, most of the people I spoke to happy to go to an event, but the organiser, walker is me. So plan B is find out criteria for grant, keep things simple, maybe hire a coffee van, TTB mens shed bbq? & have drinks etc. & ask for help. I won't go ahead with this if it's not simple & have one more neighbor to talk to (who may have held a street party) & then I will be emailing Kelly to see what's what. It's been a very interesting exercise and I've learned lots & lots. Community Engagement. PTC.

Appendix 2: Written and verbal feedback/submissions

Email submission

Feedback re: community engagement

I would like to pass on my views of providing feedback to proposals.

One of the impediments is this constant need to know who you are, and that you have to have a log in profile and identify yourself to be able to provide feedback, and that unless you do, your feedback will not be considered.

The draft community engagement policy specifically states:

For your feedback to be included, your name and contact details must be provided. Your personal details will not be made public or published in any Council reports.

I like to stay anonymous when providing feedback; this is just my preference and I feel that having to identify yourself all the time is not necessary and should not be required; you should be able to provide feedback without this impediment. This has led to me not providing feedback when I really would like to.

We are always told that our responses are not identifiable, but how can we not be, when we have given up our names, addresses, email addresses etc.

I would like to make the suggestion, that a person just identify their suburb, age, and perhaps gender, but other than that, you should not have to fully identify who you are to capture views of the community in relation to feedback.

Thank you for the opportunity to comment.

Verbal submission (staff summary)

Respondent details:

Address (resident): Cameron Court Redwood Park

Submission details:

- I've been part of the community engagement group for years, I get all the emails with opportunities to comment
- A couple of years ago there was feedback on a proposal for new dog park. It was really important to me, and I attended the Council meeting online. A gentleman turned up in person, he had statistics about big dogs and little dogs and what had worked in other council areas. He gave all this information to the Council, and they literally ignored him, totally ignored what he said. I personally don't know if he was right or wrong, but they went straight from him speaking into voting on it, didn't take his information away and consider it, they just went straight back to talking.
- In the draft it doesn't talk about how you use the feedback from people, that needs to be highlighted somewhere.

Staff statement

These details were read back to the respondent, and she confirmed that her views had been accurately reflected.

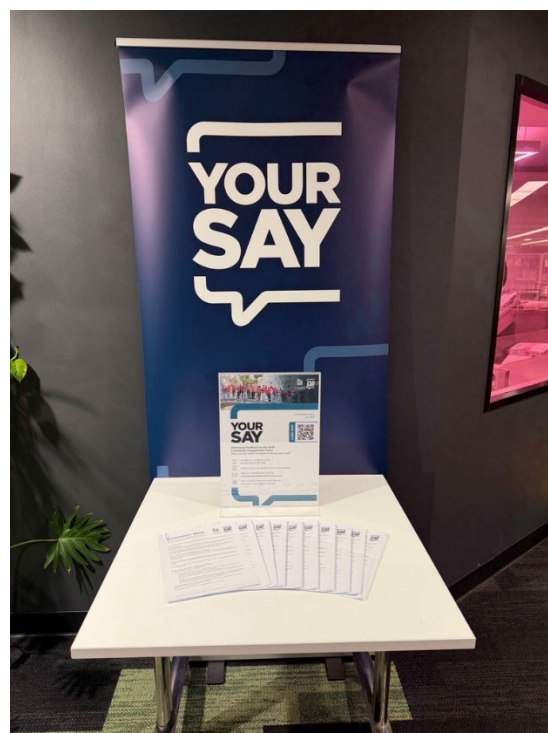
I confirm that I did not lead the respondent at all, but only asked simple prompting questions, and listened and recorded her feedback as accurately as possible.

Appendix 3: Community engagement advertising

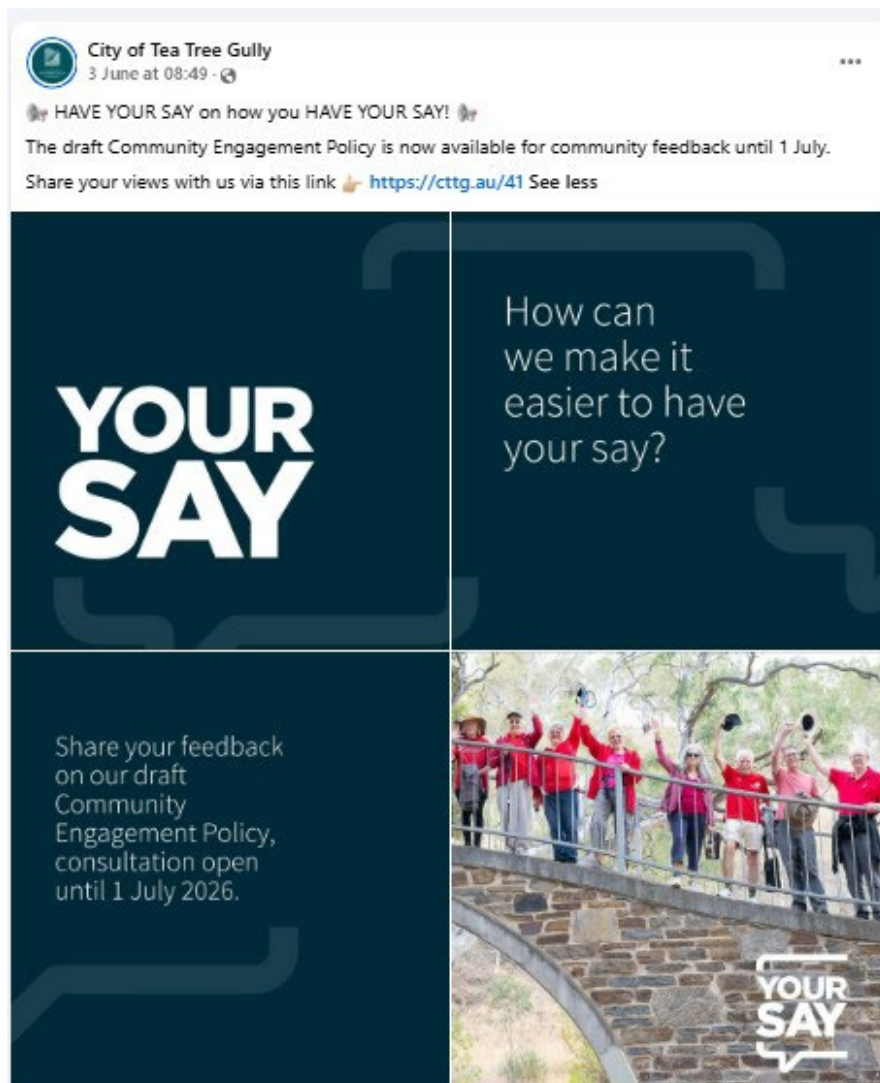
Public Notice published 3 June 2026 in *The Advertiser*



Your Say Library stand



Social Media – Facebook post – 3 June 2026



Digital screen



Your Say e-news

June 2026



Draft Community Engagement Policy

How can we make it easier to have your say?

You're invited to provide feedback on our draft Community Engagement Policy.

Community engagement is the way councils involve their communities in decisions that affect them. Through our engagement activities we aim to share clear, accessible information and provide meaningful opportunities for our community to have their say in a variety of ways.

Changes to the Local Government Act 1999 (the Act) in relation to public consultation, including the establishment of a Community Engagement Charter (the Charter), requires Council to adopt a Community Engagement Policy which aligns with the new Charter by 11 September 2026.

Find out more and have your say

Visit our [Your Say website](#) to find out more information, read the draft Community Engagement Policy, and share your feedback through our online form.

Copies of the draft policy and feedback form are also available at Council's Civic Centre (ask at reception) or at the Tea Tree Gully Library (near returns area) at 571 Montague Road, Modbury.

Other ways to provide your feedback include:

- [Emailing us](#)
- Posting to City of Tea Tree Gully, 571 Montague Road, Modbury SA 5092
- Calling us on 8397 7444 and asking to speak to Sabina from the Community Engagement Team

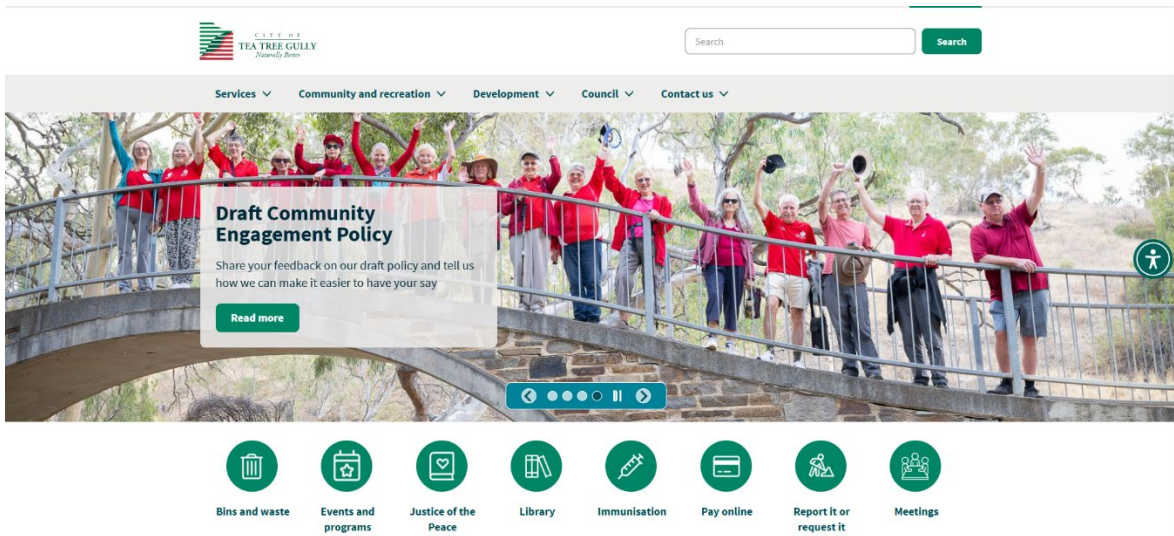
We value your comments and appreciate your feedback **by Wednesday, 1 July 2026**.

All feedback will be reviewed to determine whether the Community Engagement Policy may benefit from changes or additions, and provided to the Council before adoption of the policy.

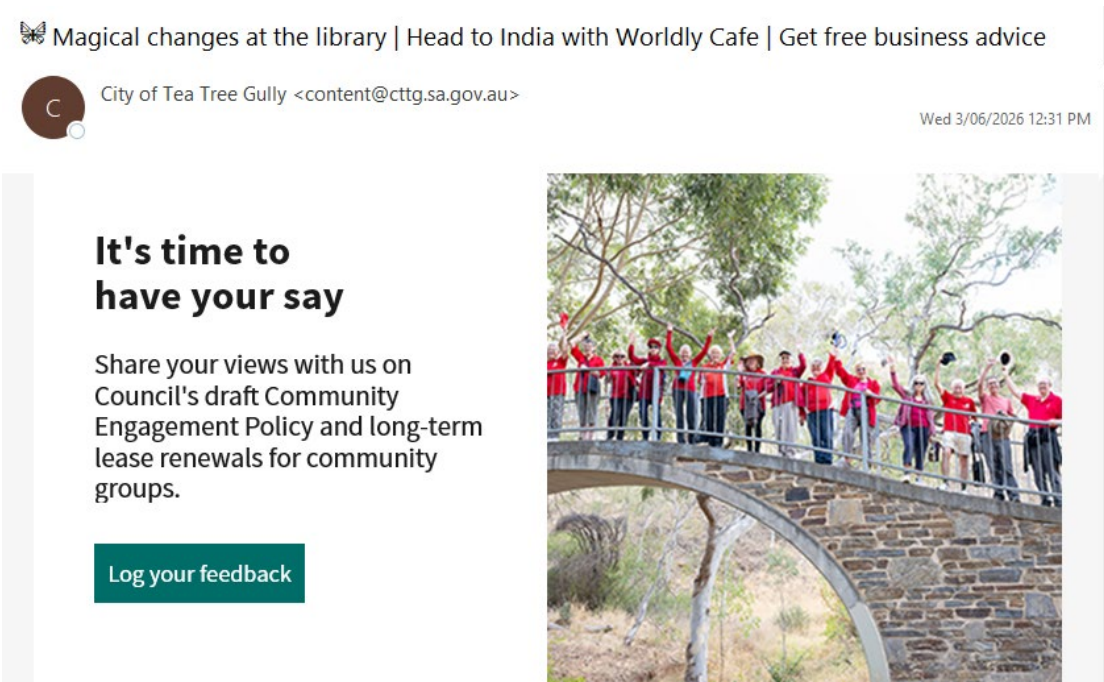
Questions?

Visit the [Your Say page](#) to use the 'Ask us a question' tool or contact the Community Engagement Team on 8397 7444.

Corporate website banner



Gully Life e-newsletter



Appendix 4: Draft Community Engagement Policy

Community Engagement Policy



1. PURPOSE

This policy outlines Council's commitment to open, accountable and responsive community engagement that enhances informed decision-making through clear, timely and meaningful communication and engagement with the community. Effective engagement supports decision-making that reflects community needs, values and priorities, while appropriately balancing legislative, strategic, financial, technical and environmental considerations.

This policy ensures the City of Tea Tree Gully meets its legislative obligations for community engagement under the *Local Government Act 1999* and the Community Engagement Charter. It provides guidance on how and when Council engages with the community in relation to Council decisions and initiatives and establishes principles for a consistent, transparent and inclusive approach to engagement that supports community participation and strengthens trust and relationships between Council and the community.

2. POLICY

This policy applies to all decisions, activities and processes undertaken by Council, a delegate of Council, or a person exercising power on behalf of Council where community engagement is required under the *Local Government Act 1999*, the Community Engagement Charter or this policy. It also applies to any additional community engagement activities Council undertakes at its discretion. References to Council in this policy include Council delegates and authorised officers.

This policy does not apply where Council is exercising powers or functions under other legislation that prescribes separate consultation requirements, such as the *Planning, Development and Infrastructure Act 2016*. In such cases, the consultation requirements of the relevant legislation take precedence.

This policy, together with the community engagement principles set out below, underpins all community engagement processes and activities undertaken by Council and provides guidance for Elected Members, Council officers, contractors and external consultants acting on Council's behalf.

For this policy, Council's community includes people who live, work, study, own property, conduct business, visit or use Council services, facilities and public spaces. Council recognises that communities may be defined by a geographic location (community of place), shared interests (community of interest) or affiliation, practice or identity (such as industry, community groups or sporting clubs).

Council may alter or substitute this policy from time to time, following public consultation where required.

2.1 Community engagement principles

Council's approach to community engagement is guided by the principles of the Community Engagement Charter and Council's organisational best practice. These are:

1. **Inclusive and meaningful participation**
Provide reasonable, timely and meaningful opportunities for community members to be informed about and participate in decisions that may affect them.
2. **Clarity of purpose**
Clearly communicate the purpose, scope and intended use of community feedback through clear and transparent information.
3. **Accessible information**
Ensure information is provided in plain language, is easy to access and well-promoted, and offers a range of accessible ways for people to have their say.
4. **Appropriate and fit-for-purpose engagement**
Design and deliver engagement appropriate to the significance and potential impact of the decision or initiative.
5. **Consideration of feedback and closing the loop**
Consider community feedback alongside other relevant factors in decision-making and where possible, report back on how the community's contribution has impacted Council's decision.

2.2 Community engagement context

Community engagement is a deliberate and structured process guided by the International Association for Public Participation (IAP2) Spectrum. This recognises that engagement may range from informing the community through to consulting, involving or collaborating with the community, depending on the nature, significance and potential impact of the matter.

Community engagement supports and enhances Council decision-making but does not replace the final decision-making authority of Council, the Chief Executive Officer or their delegate. Engagement outcomes are considered alongside legislative, strategic, financial, technical and environmental factors and contribute to better decision-making by considering diverse perspectives, sound information and a range of views and alternatives. Council seeks broad and representative input from the community and stakeholders and acknowledges engagement contributes to decision-making rather than being an outcome or solution in itself.

2.3 Categories of community engagement

The Community Engagement Charter establishes five categories of community engagement to ensure engagement requirements are appropriate to the nature and likely impact of the decision or initiative. These categories define the mandatory minimum actions Council must follow where the Act requires public consultation to be undertaken.

Category	Definition
1. Significant - annual business plan and rating policy	Decisions related to a council's adoption of its annual business plan or proposed changes to the basis of its council rates.
2. Significant	Decisions that a council makes that have a significant impact on most or all ratepayers and residents, or the wider community or area.

3. Standard	Decisions that a council makes that benefit from community input across the council area.
4. Local	Decisions that impact an identifiable smaller group of residents/ratepayers or a local area.
5. Inform	Matters where councils provide information to a community impacted by a decision.

The minimum engagement standards applicable to each category and relevant matters of the Act are summarised in Appendix 1 and reflect the requirements of the Community Engagement Charter and the Local Government Act 1999.

2.4 Engagement beyond statutory and mandatory requirements

2.4.1. Non-statutory matters

Council recognises that some decisions and initiatives, while not subject to legislative community engagement requirements, may benefit from engagement with the community, undertaking such engagement at its discretion where it considers it will enhance decision-making or community understanding.

Non-statutory engagement may include matters such as policy and strategy development, service planning and reviews, development on Council land, customer satisfaction and performance evaluations, or projects with localised or emerging community interest. Decisions to undertake engagement beyond statutory requirements will be made on a case-by-case basis, having regard to the nature of the matter, its potential impact and the availability of resources.

2.4.2. Additional community engagement activities for statutory matters

Council may, at its discretion, determine to undertake activities in addition to those required under the Local Government Act 1999 and/or the Community Engagement Charter. Council is not required to consider or determine whether to undertake additional activities in every instance.

2.5 Other considerations when undertaking community engagement processes

All materials prepared for use in community engagement processes must be reviewed and approved by the Community Engagement Team and the Chief Executive Officer or their delegate prior to publication, printing or distribution to ensure consistency, accuracy and compliance with Council requirements.

Feedback provided by decision-makers, including Council management and staff directly involved in the matter subject to engagement, will not be included in community engagement outcome reports.

To maintain confidence in the integrity of Council's community engagement processes, all respondents participating in statutory engagement must provide a method of contact. For non-statutory engagement, the requirement to provide a contact method will be determined on a case-by-case basis, having regard to the nature and purpose of the engagement.

All personal information collected through engagement activities will be managed in accordance with Council's Privacy Policy, and personal details will be excluded from

Council reports or feedback summaries unless disclosure is required by legislation or consent has been provided by the respondent.

Council will manage feedback or comments that contain offensive, inflammatory or threatening content, in a manner that maintains the integrity of the engagement process. Constructive feedback will be retained with inappropriate language removed, while feedback that is unrelated to the matter or threatening in nature may be excluded from reports and summaries.

2.6 Council approval of community engagement plans

Community engagement plans required to meet statutory engagement obligations for matters categorised as Significant - annual business plan and rating policy or Significant must be prepared and submitted to Council for approval prior to the commencement of any engagement activities, unless Council has delegated approval authority to the Chief Executive Officer under the scheme of delegations.

Approval of community engagement plans for non-statutory matters will be determined by the Chief Executive Officer or their delegate in accordance with Council's scheme of delegations, who may also determine whether Council approval is required where the proposed engagement is assessed as having a high level of risk or impact.

3. DEFINITIONS

For the purposes of this policy the following definitions apply:

CEO

Refers to the Chief Executive Officer (including their delegate) of the City of Tea Tree Gully.

Community engagement plan

Is a document that outlines the intended community engagement process; detailing objectives and purpose of the engagement, key messages, stakeholders, consultation period, activities (methods of promotion and submitting feedback) and how feedback will be used for decision-making.

Council

For the purposes of these alterations **the Council** (in addition to the elected body) includes an officer or employee of the Council acting within the scope of that person's ordinary functions and duties except in circumstances where these alterations expressly require a matter to be considered at a meeting of the Council.

Council Management

Refers to Elected Members, the Chief Executive Officer, General Managers and Managers

Stakeholder

Is a person or agency/organisation that has an interest in a decision or proposal or may be directly or indirectly affected by a decision that has been made or is being proposed.

4. LEGISLATIVE FRAMEWORK

The following legislation applies to this policy:

Local Government Act 1999

This policy fulfils Council's obligations under section 50A of the *Local Government Act 1999* and the Community Engagement Charter. Council will comply with the Charter's mandatory minimum engagement requirements for all matters where public consultation is required by legislation.

4.1 Other references

Council's document including:

- a. Privacy Policy
- b. Communications Policy
- c. Tree Management Policy

5. STRATEGIC PLAN/POLICY

5.1 Strategic Plan

The following strategic objectives in Council's Strategic Plan 2030 are the most relevant to this report:

Aspiration	Comments
Our Community	
Our programs, events and services are accessible, inclusive and adaptable to meet community needs	Each community engagement process will be accessible and inclusive, adapting where community need requires.
Our Leadership	
Our service provision is sustainable and adaptable	Community engagement processes undertaken will use best-practice techniques, with new techniques being implemented as they emerge
We have an innovative approach to customer service that provides a positive customer experience and adapts to changing needs	The use of varying tools to encourage engagement offers easy and innovative ways to engage with more community members, supporting a positive experience when having their say.
Our engagement is meaningful and we keep our community informed about Council initiatives	Community engagement processes will be meaningful, relevant and timely; providing opportunities for community members to have their say on issues that impact them.
Our planning and decision making is evidence based, consistent and focused on outcomes for the future	Using community feedback as part of the evidence used to make informed decision for future directions.

5.2 Organisation Plan

Our Strategic Plan is supported by an Organisation Plan which focuses on four key themes of customer care, trust, teamwork and growth. All themes are relevant to this policy.

6. POLICY IMPLEMENTATION

The Chief Executive Officer is responsible for the implementation and application of this policy for the purposes of section 50A of the *Local Government Act 1999*. This includes approving community engagement strategies where required, ensuring engagement is undertaken in accordance with legislative and Charter requirements, and reporting engagement outcomes to Council. The Chief Executive Officer may delegate responsibilities under this policy to officers or other authorised persons in accordance with Council's scheme of delegations.

Record number	D26/10646
Responsible Manager	Manager Community Connections
Other key internal stakeholders	General Manager Community Services General Manager Corporate Services General Manager City Operations General Manager Strategy & Finance
Last reviewed	
Adoption reference	
Resolution number	
Previous review dates	19/8/25, 17/08/22, 17/06/20, 28/4/20, 11/7/17, 15/03/14 (8/06/16 legislative changes), 08/08/11 (Previously called Public Consultation Policy), 23/1/07, 25/02/03, 13/03/01
Legal requirement	It is a requirement under section 50A of the Local Government Act to have this policy. Requires community engagement if changes are made (alteration or substitution)
Due date next review	2030

Appendix 1: Mandatory requirements as per the Local Government Act 1999 and the Community Engagement Charter and CTTG actions

	Significant Annual Business Plan (ABP) and rating policy	Significant	Standard	Local	Inform
Publish information on a Council website.	X	X	X	X	X
Publish information in a print or digital local news publication (not produced by Council).	X	X			
Consult with the whole Council area. Consider appropriate forms of notification.	X	X	X		
Invite community to make submissions.	X	X			
Explain decision making process (how community feedback will inform the Council's decision).	X	X	X	X	
Explain Council's proposal and what it seeks to achieve.	X	X	*	*	
Seek and consider feedback from community. Consider how best to invite feedback.	X	X	X	X	
Hold public meeting and invite verbal or written submissions (can be part of Council meeting or separate event).	X				
Invite people who have made a written submission to speak at a Council meeting before the decision is made.		X			
Include summary of community engagement feedback to Council ahead of the decision.	X	X	*		
Consult with local community within the area affected by the Council decision or action. Consider appropriate forms of notification.				X	
Provide information to the community (local or whole Council area) that may be directly affected by the Council decision or action.					X

X Mandatory requirement/action * City of Tea Tree Gully action (will consider where appropriate) Refer to Community Engagement Charter for more detail

Significant Annual Business Plan (ABP) and rating policy (min. 21 days consultation period)	Significant (min. 21 days consultation period)	Standard	Local	Inform
- Adopting an Annual Business Plan - section 123(3)(b) - Changes to basis of rating, declaring differential rates, imposing a separate rate, service rate or service charge, or changing the basis on which land is valued for the purpose of rating - section 151(5)(e)	- Representation reviews - section 12(7) - Development and review of Strategic Management Plans - section 122(6) - Changes to use of differential rating - section 156(4a)(b) - Revocation of classification of land as community land - sections 194(2)(b) - Community Land Management Plans - adoption - section 197(1) - Community Land Management Plans – significant amendments - section 198(3) - Alienation of community land by lease or license - section 202(2)	- Opening hours and place of principal office - substantial changes - section 45(3) - Community Engagement Policy - section 50A(6)(b) - Council behavioural support policies - section 75F(6) - Access to meetings and documents - section 92(5) - Power to make orders - section 259(2)(b)	- Proposed permit or authorisation for alteration or use of a road for business purposes when there are works and traffic impeded for more than 48 hours (with a detour in place) or where no detour will be available - section 223(1) - Proposed planting of vegetation on a road – significant impact - section 232(b)	- Opening hours and place of principal office – minor changes - section 45(3) - Proposed permit or authorisation for alteration or use of a road for business purposes when there are works and traffic impeded for less than 48 hours and the Council ensures that a detour is in place - section 223(1) - Election information - section 13A (2) of the <i>Local Government (Elections) Act 1999</i>
Activities for promoting consultation opportunities and inform that may be considered (but not limited to): - Social media platform maintained by Council - Information made available at Council offices and/or Library - Onsite signage/corflutes - Targeted letters or leaflet drops in the area affected by the action or Council decision - Council's monthly e-newsletter	Methods for providing feedback that may be considered (but not limited to): - Online form or survey available on Council's Your Say website - Written submission (email or letter posted to Council) - Workshop, forum or focus group - Verbal submission at a Council meeting or public meeting (Significant-APB & Rating Policy)			

Appendix 5: Feedback form



FEEDBACK FORM

Draft Community Engagement Policy

This feedback form can be also completed online at: yoursay.cttg.sa.gov.au/draft-CE-policy

Before providing feedback, please review the draft Community Engagement Policy (available at the web address listed above, from the Civic Centre at 571 Montague Rd Modbury, or contact us to request a hard copy).

If you have any questions about the draft policy, please call Council on 8397 7444.

Feedback forms should be returned to Council **by Wednesday, 1 July 2026**. Options for returning your feedback form are listed on the reverse of this page.

Your details (please print clearly):

Please note: For your feedback to be included, your name and contact details must be provided. Your personal details will not be made public or published in any Council reports.

Full name:

Suburb:

Email:.....

By providing your email address you are agreeing to future communication from us by email in relation to this feedback (email is our preferred method of contact). Please ensure you check your 'junk mail' folder.

Draft Community Engagement Policy

Our draft Community Engagement Policy outlines how Council will engage with the community to inform decision-making. It includes:

- the legislated areas of Council's work that require community feedback, as well as initiatives where Council will seek input beyond these requirements
- the levels and methods of engagement Council will undertake at a minimum to gather community feedback (depending on the nature, scale and impact of the initiative)
- principles guiding engagement, including transparency, inclusivity, accessibility and timeliness
- making it clear how community feedback will be considered in decision-making, and how outcomes and decisions will be communicated back to the community

Your Say Feedback Form – Draft Community Engagement Policy

1. Do you have any feedback about the draft Community Engagement Policy?

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2 Do you have any suggestions for how Council can improve its community engagement?

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3 If not already mentioned above, how can we make it easier for you to share feedback and have your say?

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4 Would you like to receive updates about the community engagement process for the draft Community Engagement Policy?

☐ Yes ☐ No

Thank you for your feedback

Feedback forms should be returned to Council by **Wednesday, 1 July 2026**.

Please hand deliver to Civic Centre reception, use the reply-paid envelope provided or post to the following address (no stamp required):

City of Tea Tree Gully

Reply Paid 571
MODBURY SA 5092

