

Community Groups Policy

Responsible Directorate:	Community and Place
Responsible Service Unit:	Community Development
Contact Person:	Manager Community Development
Date of Approval:	07 April 2025
Policy Review Committee Item No:	5.5

1. POLICY STATEMENT

The City of Wanneroo (**City**) recognises the value of **Community Groups** to create connected, inclusive and sustainable communities, and is committed to supporting and empowering Community Groups.

2. OBJECTIVE AND PURPOSE**Objective**

The objective of this policy is to describe how the City may support the establishment and ongoing success of Community Groups within the City of Wanneroo, recognising the value of empowering the community to achieve local benefits.

Purpose

The purpose of this policy is to:

- Outline the principles of supporting Community Groups in a fair and transparent manner that aligns with the City's priorities; and
- Provide a clear approach to supporting empowerment and sustainability of Community Groups.

3. KEY DEFINITIONS

Community Group: a group operating within the City of Wanneroo, that works for public benefit, is self-governed and not-for-profit. This does not include sporting clubs and not-for-profit service organisations, recognising that the City offers specific support through other policies for these bodies.

Incorporation: incorporated association means an association that is, or is taken to be, incorporated under this Act (Associations Incorporation Act 2015)

4. SCOPE

This policy applies to the support available to Community Groups, and is not intended to replace or over-ride the provisions of City policies specific to particular services or activities e.g. community funding, public community events. It should be noted that Community Groups are required to be incorporated to receive certain benefits or to enter into legal agreements with the City, as outlined in the relevant policy e.g. Leasing Policy.

5. IMPLICATIONS

This Policy aligns with the *Strategic Community Plan 2021-2031*, as follows:

- 1.1 Value the contribution of all people
- 1.4 Bringing people together
- 6.4 Understanding our stakeholders and their needs
- 7.5 Customer focused information and services

This Policy also aligns with the Community Development Plan 2021/22-2025/26, and other informing strategies and plans.

6. IMPLEMENTATION

The following statements guide how the City will support Community Groups, and are aligned to focus areas outlined in the *Community Development Plan 2021/22–2025/26*:

Connection and Inclusion

The City will:

- facilitate connections within the City and community;
- provide equitable access to appropriate resources for eligible Community Groups;
- coordinate and simplify access to City services;
- provide advice and encouragement for Community Groups to create inclusive, accessible and safe environments;
- advocate on behalf of Community Groups.

Engagement and Empowerment

The City will:

- provide guidance on the establishment and governance of sustainable Community Groups;

- provide and support opportunities for local Community Groups to continually learn and build capacity to meet their goals;
- support and encourage community-led initiatives;
- provide access to relevant resources and information;
- provide opportunities to engage, connect and inform the City.

7. AUTHORITIES AND ACCOUNTABILITIES

Nil

8. ROLES AND RESPONSIBILITIES

The role of the City is:

- to provide links to peak bodies, but not to duplicate services or information offered by them;
- to adopt and maintain appropriate policies, information and guidelines, which may be accessed by Community Groups;
- to provide the support articulated in the Implementation section of this policy in relation to Connection and Inclusion, and Engagement and Empowerment;
- to provide funding to Community Groups within the provisions and guidelines described in activity-specific policies, e.g. Community Funding Policy¹;
- not to be a guarantor on any financial loan or be a party to any commercial lease contracts

The role of Community Groups is to:

- build connections with other community groups and agencies to collaborate, support and share information;
- sustainably manage their operations and finances;
- demonstrate good governance practices including safeguarding of members;
- self-fund (or secure external funds) to pay for hiring fees, leasing and/or construction of premises and ongoing operational costs; and
- abide by all relevant City policies and local laws, and applicable legislation.

The Community Development Service Unit is responsible for implementation of this Policy including offering clarification where required.

9. DISPUTE RESOLUTION (if applicable)

All disputes in regard to this policy will be referred to the Director Community & Place in the first instance. In the event that an agreement cannot be reached, the matter will be submitted to the Chief Executive Officer for a ruling.

10. EVALUATION AND REVIEW

This policy shall be reviewed every three years to evaluate its effectiveness, including measurement against strategic and service and service plans.

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11. RELATED DOCUMENTS

The City publishes various policies, information and guidelines related to support available to Community Groups and the wider community, including:

- Community Funding Policy
- Community Transport Service Policy
- Donations Policy
- Facility Hire and Use Policy
- Leasing Policy
- Sponsorship Policy
- Volunteering Policy

12. REFERENCES

City of Wanneroo Strategic Community Plan 2021-2031

City of Wanneroo Community Development Plan 2021/22-2025/26

13. RESPONSIBILITY FOR IMPLEMENTATION

Manager Community Development

REVISION HISTORY

Version	Next Review	Record No.
August 2022 CP01-09/22	August 2025	22/280949
April 2025 Policy Review Committee	August 2028	22/280949(v2)