

3.0 How to identify stakeholders

To identify the community and other stakeholders that may be impacted by or interested in a project, you should consider the following questions:

- What is the nature of the project and the extent of its potential environmental, economic and social impacts?
- Who is directly affected by the project or might think they are affected by the project and in what way?
- Who might be interested in the outcomes of the project?
- Who may have information that could be of value to the project i.e. through previous involvement?
- Who is likely to be upset if they are not informed or invited to participate?
- Who might be a person that others will look to for their opinions?

Impacted or interested community and other stakeholders might include:

- residents and landowners directly affected by the proposed location and associated infrastructure
- peak bodies, community and environment organisations and advocacy groups
- groups with an interest in the type of project
- Aboriginal people/s and groups and in particular those with cultural or heritage interest in the proposed location
- businesses and local Chambers of Commerce
- local councils and regional organisations of councils
- regional residents and landowners affected by the potential broader impacts
- elected members including local councillors, State and Commonwealth Members of Parliament
- NSW government departments, consent authorities, public authorities, utility companies and regulatory agencies
- media commentators.

When identifying affected stakeholders, it might also be useful to consider:

- proximity of owned or occupied properties to the proposed location/s of impact

3.0 How to identify stakeholders



Worksheet

- potential for impacts beyond the immediate locality, such as by noise or visual impacts
- known or possible interest in this or similar projects
- history of stakeholder interaction with this or similar projects.

Attention should be paid to removing any barriers to participation for impacted and interested people when they are part of or represent a potentially vulnerable group such as:

- Aboriginal and Torres Strait Islander people/s
- young and old people
- people with disabilities
- people from culturally and linguistically diverse communities.

You should have appropriate protocols in place to manage any culturally sensitive information that is received from registered Aboriginal parties or Aboriginal knowledge holders. Proponents should refer to guidelines including the Office of Environment and Heritage's Aboriginal Cultural Heritage consultation requirements for proponents (2010) and the Burra Charter and Practice Notes (2013) published by the Australia International Council on Monuments and Sites.