



Bland Shire Council
Business Paper
Extraordinary Council Meeting
11 January 2022



OUR VISION, MISSION AND VALUES



Affirmation of Office

I solemnly and sincerely declare and affirm that I will undertake the duties of the office of councillor in the best interests of the people of Bland Shire and the Bland Shire Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the Local Government Act 1993 or any other Act to the best of my ability and judgment.

ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST
A guiding checklist for Councillors, Officers and Advisory Committees

Ethical Decision Making

- Is the decision or conduct legal?
- Is it consistent with Government policy, Council's objectives and Code of Conduct?
- What will the outcome be for you, your colleagues, the Council, anyone else?
- Does it raise a conflict of interest?
- Could your possible conflict of interest lead to private gain or loss at public expense?
- Can the decision be justified in terms of public interest?
- Would it withstand public scrutiny?

Conflict of Interest

- A conflict of interest is a clash between private interest and public duty. There are two types of conflict: Pecuniary – regulated by the Local Government Act and Office of Local Government and, Non-pecuniary – regulated by Codes of Conduct and policy. ICAC, Ombudsman, Office of Local Government (advice only).

The test for conflict of interest

- Is it likely I could be influenced by personal interest in carrying out my public duty?
- Would a fair and reasonable person believe I could be so influenced?
- Conflict of interest is closely tied to the layperson's definition of "corruption" – using public office for private gain.
- Important to consider public perceptions of whether you have a conflict of interest

Identifying Problems

1st - Do I have private interest affected by a matter I am officially involved in?

2nd - Is my official role one of influence or perceived influence over the matter?

3rd - Do my private interests conflict with my official role?

Whilst seeking advice is generally useful, the ultimate decision rests with the person concerned.

Agency Advice

Officers of the following agencies are available during office hours to discuss the obligations placed on Councillors, Officers and Advisory Committee members by various pieces of legislation, regulation and Codes.

Contact	Phone	Email	Website
Bland Shire Council	6972 2266	council@blandshire.nsw.gov.au	www.blandshire.nsw.gov.au
ICAC	8281 5999 Toll Free: 1800 463 909	icac@icac.nsw.gov.au	www.icac.nsw.gov.au
Office of Local Government	4428 4100	olg@olg.nsw.gov.au	www.olg.nsw.gov.au
NSW Ombudsman	9286 1000 Toll Free: 1800 451 524	nswombo@ombo.nsw.gov.au	www.ombo.nsw.gov.au

11 January 2022

commencing at 6:30PM

Council advises that an audio recording of the proceedings of this meeting will be taken and made publicly available on the website.

1.0 OPENING MEETING AND ACKNOWLEDGEMENT OF COUNTRY

Let us acknowledge the Wiradjuri people, their elders past and present, traditional custodians of the land we now share.

Let us be inspired by the resilience, innovation and perseverance of past generations.

Let us honour those who protect this great land,

may you draw strength from your God or Faith

so that we may, here today, on behalf of our community, - build a vibrant future together.

("Pause for Reflection").

2.0 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

2.1 Attendance

Councillors

Cr Bruce Baker

Cr Monica Clark

Cr Rodney Crowe

Cr Jill Funnell

Cr Kerry Keatley

Cr Tony Lord

Cr Liz McGlynn

Mayor Brian Monaghan

Cr Roger Moore

Staff

General Manager – Ray Smith PSM

Director Technical Services – Will Marsh

Director Corporate & Community Services – Alison Balind

Executive Assistant – Julie Sharpe

2.2 Apologies

2.3 Applications for a leave of absence by Councillors

3.0 CONFIRMATION OF MINUTES

3.1 Ordinary Meeting held on 16 November 2021

- Corrections
- Business Arising
- Confirmation

4.0 DISCLOSURES OF INTERESTS

Councillor/ Officer	Item	Nature of Interest	How Managed
		<input type="radio"/> Non-Pecuniary <input type="radio"/> Pecuniary	<input type="radio"/> Verbal Disclosure <input type="radio"/> Written Disclosure <input type="radio"/> Left meeting

5.0 PRESENTATION(S) AND PUBLIC FORUM

6.0 REPORTS TO COUNCIL

Section 1 - Office of the General Manager

6.1	Election of Mayor – January 2022	1
6.2	Election of Deputy Mayor – January 2022	6
6.3	Appointment to Various Council and External Committees	8
6.4	Countbacks to Fill Casual Vacancies	30
6.5	Electoral Funding Obligations	31

Section 2 – Corporate & Community Services

6.6	Adoption of Community Engagement Strategy	38
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7.0 NOTICES OF MOTIONS / QUESTIONS WITH NOTICE

Nil

8.0 CONFIDENTIAL MATTERS

Closure of the meeting to discuss confidential business under the provisions of Section 10A(2) of the Local Government Act

8.1 Consideration of Nominations for 2021 Australia Day Awards 51

Local Government Act 1993 (section 10A (1)

A Council, or a committee of the council of which all the members are councilors, may close to the public so much of its meeting as comprises:

(b) the receipt or discussion of any of the information so listed

Resumption of the meeting and consideration of recommendations of the Closed section of the meeting

9.0 CONCLUSION OF THE MEETING

REPORTS TO COUNCIL

Section 1 - Office of the General Manager

6.1 Election of Mayor – January 2022



Our Leadership - A well run Council acting as the voice of the community

DP10.1 Ensure Councillors are provided with appropriate support and resources to carry out their civic duty

Author: Executive Assistant

Introduction

Councillors are required by the Local Government Act 1993 (S.230 (1)) to elect one of their number to be the Mayor of the Council.

Within three weeks of the LG election results being announced, Council must elect a Mayor for the duration of the Mayoral Term. The Mayoral Term is usually two years, with mayoral elections mandated in September of the corresponding year. Due to the postponement of the 2020 election, the Council Term will see two shortened Mayoral Terms. The first will commence in January 2022, and end in September 2023; the second will then last 12 months from September 2023 until the LG elections in September 2024.

The purpose of this report is to inform Councillors of the requirement to hold the election in accordance with the Local Government Act 1993 and Regulations.

290 When is an election of a mayor by the councillors to be held?

- (1) *The election of the mayor by the councillors is to be held:*
 - (a) *if it is the first election after an ordinary election of councillors—within 3 weeks after the ordinary election, or*
 - (b) *if it is not that first election or an election to fill a casual vacancy—during the month of September, or*
 - (c) *if it is the first election after the constitution of an area—within 14 days after the appointment of a provisional council or the first election of the council if a provisional council is not appointed, or*
 - (d) *if the relevant council is a non-functioning council, or a council of which all civic offices have been declared vacant, and the election is the first to be held after the appointment or election of the councillors—within 14 days after the appointment or election of the councillors.*
- (2) *If the councillors fail to elect a mayor as required by this section, the Governor may appoint one of the councillors as the mayor.*

Note. The filling of a casual vacancy in the office of a mayor elected by the councillors is dealt with in section 295.

230 For what period is the mayor elected?

- (1) A mayor elected by the councillors holds the office of mayor for 2 years, subject to this Act.
- (2) A mayor elected by the electors holds the office of mayor for 4 years, subject to this Act.
- (3) The office of mayor:
 - (a) commences on the day the person elected to the office is declared to be so elected, and
 - (b) becomes vacant when the person's successor is declared to be elected to the office, or on the occurrence of a casual vacancy in the office.
- (4) A person elected to fill a casual vacancy in the office of mayor holds the office for the balance of the predecessor's term.

231 Deputy Mayor

- (1) The councillors **may** elect a person from among their number to be the deputy mayor.
- (2) The person **may** be elected for the **mayoral term or a shorter term**.
- (3) The deputy mayor may exercise any function of the mayor at the request of the mayor or if the mayor is prevented by illness, absence or otherwise from exercising the function or if there is a casual vacancy in the office of mayor.
- (4) The councillors may elect a person from among their number to act as deputy mayor if the deputy mayor is prevented by illness, absence or otherwise from exercising a function under this section, or if no deputy mayor has been elected.

Schedule 7 Election of mayor by councillors (Clause 394)

Part 1 Preliminary

1 Returning officer

The general manager (or a person appointed by the general manager) is the returning officer.

2 Nomination

- (1) A councillor may be nominated without notice for election as mayor or deputy mayor.
- (2) The nomination is to be made in writing by 2 or more councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.
- (3) The nomination is to be delivered or sent to the returning officer.
- (4) The returning officer is to announce the names of the nominees at the council meeting at which the election is to be held.

3 Election

- (1) If only one councillor is nominated, that councillor is elected.
- (2) If more than one councillor is nominated, the council is to resolve whether the election is to proceed by **preferential ballot, by ordinary ballot or by open voting**.
- (3) The election is to be held at the council meeting at which the council resolves on the method of voting.
- (4) In this clause:

ballot has its normal meaning of secret ballot.

open voting means voting by a show of hands or similar means.

Part 2 Ordinary ballot or open voting

4 Application of Part

This Part applies if the election proceeds by ordinary ballot or by open voting.

5 Marking of ballot-papers

- (1) *If the election proceeds by ordinary ballot, the returning officer is to decide the manner in which votes are to be marked on the ballot-papers.*
- (2) *The formality of a ballot-paper under this Part must be determined in accordance with clause 345 (1) (b) and (c) and (6) of this Regulation as if it were a ballot-paper referred to in that clause.*
- (3) *An informal ballot-paper must be rejected at the count.*

6 Count—2 candidates

- (1) *If there are only 2 candidates, the candidate with the higher number of votes is elected.*
- (2) *If there are only 2 candidates and they are tied, the one elected is to be chosen by lot.*

7 Count—3 or more candidates

- (1) *If there are 3 or more candidates, the one with the lowest number of votes is to be excluded.*
- (2) *If 3 or more candidates then remain, a further vote is to be taken of those candidates and the one with the lowest number of votes from that further vote is to be excluded.*
- (3) *If, after that, 3 or more candidates still remain, the procedure set out in subclause (2) is to be repeated until only 2 candidates remain.*
- (4) *A further vote is to be taken of the 2 remaining candidates.*
- (5) *Clause 6 of this Schedule then applies to the determination of the election as if the 2 remaining candidates had been the only candidates.*
- (6) *If at any stage during a count under subclause (1) or (2), 2 or more candidates are tied on the lowest number of votes, the one excluded is to be chosen by lot.*

Part 3 Preferential ballot

8 Application of Part

This Part applies if the election proceeds by preferential ballot.

9 Ballot-papers and voting

- (1) *The ballot-papers are to contain the names of all the candidates. The councillors are to mark their votes by placing the numbers “1”, “2” and so on against the various names so as to indicate the order of their preference for all the candidates.*
- (2) *The formality of a ballot-paper under this Part is to be determined in accordance with clause 345 (1) (b) and (c) and (5) of this Regulation as if it were a ballot-paper referred to in that clause.*
- (3) *An informal ballot-paper must be rejected at the count.*

10 Count

- (1) *If a candidate has an absolute majority of first preference votes, that candidate is elected.*

- (2) *If not, the candidate with the lowest number of first preference votes is excluded and the votes on the unexhausted ballot-papers counted to him or her are transferred to the candidates with second preferences on those ballot-papers.*
- (3) *A candidate who then has an absolute majority of votes is elected, but, if no candidate then has an absolute majority of votes, the process of excluding the candidate who has the lowest number of votes and counting each of his or her unexhausted ballot-papers to the candidates remaining in the election next in order of the voter's preference is repeated until one candidate has received an absolute majority of votes. The latter is elected.*
- (4) *In this clause, absolute majority, in relation to votes, means a number that is more than one-half of the number of unexhausted formal ballot-papers.*

11 Tied candidates

- (1) *If, on any count of votes, there are 2 candidates in, or remaining in, the election and the numbers of votes cast for the 2 candidates are equal—the candidate whose name is first chosen by lot is taken to have received an absolute majority of votes and is therefore taken to be elected.*
- (2) *If, on any count of votes, there are 3 or more candidates in, or remaining in, the election and the numbers of votes cast for 2 or more candidates are equal and those candidates are the ones with the lowest number of votes on the count of the votes—the candidate whose name is first chosen by lot is taken to have the lowest number of votes and is therefore excluded.*

Part 4 General

12 Choosing by lot

To choose a candidate by lot, the names of the candidates who have equal numbers of votes are written on similar slips of paper by the returning officer, the slips are folded by the returning officer so as to prevent the names being seen, the slips are mixed and one is drawn at random by the returning officer and the candidate whose name is on the drawn slip is chosen.

13 Result

The result of the election (including the name of the candidate elected as mayor or deputy mayor) is:

- (a) *to be declared to the councillors at the council meeting at which the election is held by the returning officer, and*
- (b) *to be delivered or sent to the Director-General and to the Secretary of the Local Government and Shires Associations of New South Wales.*

Financial Implications

Nil to this report

Summary

Councillors are now required by the Local Government Act to elect bi-annually one of their number to be the Mayor of the Council for the ensuing 24 months. On this occasion it will be a shortened Mayoral Term commencing in January 2022, and end in September 2023.

Nomination forms for the election of Mayor have been provided. It would help the process if Councillors wishing to nominate a candidate for the office of Mayor completed the form prior to the meeting. However it is still open to Councillors, if they so wish, to nominate a candidate at the meeting provided the formalities concerning signature and written consent are observed.

Those completing the forms before the meeting should bring the completed forms with them to the meeting or hand them to the Returning Officer prior to the meeting.

Recommendation:

- i) That the Council note the report on the procedure for the election of Mayor.**
- ii) That the election of Mayor be held at this meeting.**
- iii) That in the event of a contested election that the Council determine whether voting is to be Open Voting, Ordinary Ballot or Preferential Ballot.**
- iv) That the General Manager be appointed Returning Officer for the purpose of this election.**
- v) That at the conclusion of the election any ballot papers be destroyed.**

6.2 Election of Deputy Mayor – January 2022



Our Leadership - A well run Council acting as the voice of the community

DP10.1 Ensure Councillors are provided with appropriate support and resources to carry out their civic duty

Author: Executive Assistant

Introduction

The Councillors **may** elect one of their number to be the Deputy Mayor. The person may be elected for the Mayoral term or a shorter term. It would make sense however, to ensure a teamwork approach to council activities, that the Deputy Mayor is elected for the Mayoral term.

Within three weeks of the LG election results being announced, Council must elect a Mayor for the duration of the Mayoral Term. The Mayoral Term is usually two years, with mayoral elections mandated in September of the corresponding year. Due to the postponement of the 2020 election, the Council Term will see two shortened Mayoral Terms. The first will commence in January 2022, and end in September 2023; the second will then last 12 months from September 2023 until the LG elections in September 2024.

The Deputy Mayor's role is to exercise any function of the Mayor:-

- i) At the request of the Mayor; or
- ii) If the Mayor is prevented by illness, absence or otherwise from exercising the function;
or
- iii) if there is a casual vacancy in the Office of Mayor.

If no Deputy Mayor is elected or if the Deputy Mayor is unable to Act, the Councillors may elect one of their number to act as Deputy Mayor. This Council has in the past always elected a Deputy Mayor. The procedure for the election of the Deputy Mayor is the same as the procedure for the election of Mayor.

Separate forms to enable Councillors to nominate candidates for election as Deputy Mayor have been provided.

Financial Implications

Nil to this report

Summary

The election of a Deputy Mayor for the same term as the Mayor has widespread benefits in terms of continuity and development of an effective team.

Recommendation:

- i) That a Deputy Mayor be elected at this meeting.**
- ii) That the Deputy Mayor be elected for the Mayoral term.**
- iii) That in the event of a contested election that the Council determine whether voting is to be Open Voting, Ordinary Ballot or Preferential Ballot.**
- iii) That the General Manager be appointed Returning Officer for the purpose of this election.**
- iv) That at the conclusion of the election any ballot papers be destroyed.**

6.3 Appointment to Various Council and External Committees



Our Leadership - A well run Council acting as the voice of the community

DP10.3 Ensure the General Manager takes a high level role in implementing the Community Strategic Plan and other Council documents

Author: General Manager

Introduction

Included with this report is a list of the internal and external committees and organisations that Bland Shire Council is a member of and which require the appointment of councillor delegates. The term of appointment in each case is for the council term from this meeting until September 2024.

Conclusion

It is important that council is well represented on the various committees and organisations that council deals with on a regular basis. It is also equally important to ensure that the best use of councillor and staff time is both effective and rewarding.

The recent amendments to the Local Government Act has seen a purposeful shift in focus from actively 'encouraging and assisting' community participation to more passively 'facilitating' community engagement and providing for a system of local government that is 'accountable' to the community.

Financial Implications

Nil to this report.

Recommendation:

That the Council make the appointments of delegates and representatives to the committees and organisations as detailed in the attached table for the ensuing Council term.

Bland Shire Committees				
Committee	Description	Representatives	Meeting Cycle/Dates	Location
Audit, Risk & Improvement Committee	<p>The Audit, Risk and Improvement Committee is to provide independent assurance and assistance to Bland Shire Council on risk management, control, governance, and external accountability responsibilities as well as for the purposes of quality assurance and continuous improvement. The Committee helps Council accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes.</p>	<ul style="list-style-type: none"> • 1 Councillor • General Manager • Director Corporate and Community Services • Manager Financial Services • Risk Management & Insurance Officer 	Quarterly	Regional
Australia Day Awards Committee of the Whole	<p>The Australia Day Awards Committee meet in late November/early December to consider and recommend to Council the successful nominees in the annual Australia Day Awards.</p> <p>Membership currently comprises –</p> <ul style="list-style-type: none"> • Councillors • General Manager • Bland Shire Community Ambassadors • Lions Youth of the Year (current) • Showgirl – West Wyalong, Barmedman, Weethalle, Ungarie (current) • High School Captains - West Wyalong and Ungarie (current) • Bland Shire Citizen of the Year (current) • Bland Shire Young Citizen of the Year (current) • Bland Shire Contribution to Sport winner (current) 	<ul style="list-style-type: none"> • Whole Council • General Manager • Council Staff 	November/December	Council Chambers
Bland Rural Fire District Zone Liaison Committee	<p>The Bland Rural Fire District Zone Liaison Committee keeps all parties and Councils in the district up to date on Rural Fire Services issues</p>	<ul style="list-style-type: none"> • 1 Councillor • General Manager 	Bi-Annually	Temora/ West Wyalong
Bland – Temora RFS Zone Bushfire Management Committee	<p>A Bush Fire Management Committee (BFMC) provides a forum for cooperative and coordinated bushfire management in a local area. It also provides for community involvement in the Bush Fire Risk Management process and assists the Bush Fire Coordinating Committee to consider issues relevant to the protection of life, property and the environment from bushfires. BFMCs are responsible for preparing, coordinating, reviewing and monitoring the Plan of Operations and Bush Fire Risk Management Plan for their area. They assist in the coordination of bush fire detection, mitigation, control and suppression. A range of stakeholders sit on BFMCs in order to ensure the whole community has a say on bush fire management activities. They include landholders, land managers, fire authorities and community organisations.</p>	<ul style="list-style-type: none"> • 1 Councillor • Director Engineering Services 	Bi-Annually	Temora/ West Wyalong

<p>Community Reference Group</p>	<p>The Community Reference Group was established in 2017 to seek direct input from the community into the decision making process. The reference group replaced the former Advisory Committees and covers a wide range of topics across all areas of Council from heritage to culture and tourism. The reference group is open to all interested members of the community. The forums are chaired by the Mayor and agenda items generated from members of the public, Councillors and Council staff. Any recommendations arising from the forums will be submitted to Council for formal consideration.</p>	<ul style="list-style-type: none"> • Whole Council • General Manager • Community Relations Officer 	<p>Bi-Monthly</p>	<p>Council Chambers</p>
<p>Country Mayors Association of NSW</p>	<p>The CMA represents almost 70 rural and coastal councils across NSW, the equivalent of about three quarters of the state in land mass, proving to be a formidable force in advocating for local government and issues that affect their communities.</p>	<ul style="list-style-type: none"> • Mayor • General Manager 	<p>Quarterly</p>	<p>Sydney</p>
<p>Cowal Gold Project Community Environmental Monitoring & Consultative Committee (CEMCC)</p>	<p>The CEMCC is the oldest community consultative committee in NSW, operating originally under its own charter with strict environmental monitoring requirements. The CEMCC resolved to operate under the Department of Planning, Industry & Environment's Community Consultative Committee Guidelines for State Significant Developments, when they were introduced in November 2018. The project is located within three local government areas, and therefore has a large membership, comprising of:</p> <ul style="list-style-type: none"> • Four local community representatives (including a representative from the Lake Cowal Land Owners group) • One Bland Shire Council delegate • One Parkes Shire Council delegate • One Forbes Shire Council delegate (and alternate) • An Independent Scientist • Stakeholder Group – Wiradjuri Condobolin Corporation • Three company representatives; and • One Independent Chairperson. <p>Attendees receive a comprehensive presentation from the proponent, which includes updates on the modification applications, proposed expansion project (underground) and exploration decline. Topics of discussion during the reporting period included: Environmental Monitoring Results (air quality, blasting, surface water, lake water, ground water, operational noise, fauna & flora), Environmental Management Plan updates, Fauna Incidents (deaths, etc.), Lake Cowal levels, Rehabilitation, Reportable Incidents, Complaints Report, Bush Fire Management, Sponsorship and donations; and Community Engagement.</p>	<ul style="list-style-type: none"> • Mayor 	<p>Quarterly</p>	<p>Regional</p>

<p>Goldenfields Water County Council Board</p>	<p>Goldenfields Water is a single-purpose country council that has been responsible for providing water supply services to many communities in the South West Slopes and Riverina Regions of NSW. The county council is made up of seven constituent councils that each depend on it to deliver essential drinking water to communities.</p> <ul style="list-style-type: none"> • Bland Shire Council • Coolamon Shire Council • Cootamundra-Gundagai Regional Council • Hilltops Council • Junee Shire Council • Narrandera Shire Council • Temora Shire Council 	<ul style="list-style-type: none"> • 1 Councillor • 1 Alternative Councillor 	<p>Bi-Monthly</p>	<p>Temora</p>
<p>Local Traffic Advisory Committee</p>	<p>The Local Traffic Advisory Committee exercise the advisory delegations as per Transport for NSW. The Committee is managed by the Director Technical Services.</p>	<ul style="list-style-type: none"> • 1 Councillor • Police Representatives • Transport for NSW representatives • NSW Local Member representative 	<p>As Required</p>	<p>Electronically usually</p>
<p>Murrumbidgee Primary Health Network Board</p>	<p>Murrumbidgee Primary Health Network (MPHN) is a not-for-profit organisation servicing more than 242,000 thousand people, living across 514 communities on a land mass of 124,413 sq kms. It is one of 31 local and independent PHNs established nationally to support the primary healthcare sector and improve health outcomes, particularly for those at-risk populations. MPHN achieves this by understanding the region's health needs to inform:</p> <ul style="list-style-type: none"> • funding services to meet population health needs; • integrating local services and systems and improve coordination of care; and • supporting the development of a local sustainable health care workforce through quality improvement and professional development. <p>PHNs have seven key priority areas guiding their work including:</p> <ul style="list-style-type: none"> • mental health; • Aboriginal and Torres Strait Islander health; • population health; • health workforce; • digital health; • aged care; and • alcohol and other drugs. 	<ul style="list-style-type: none"> • 1 Councillor 	<p>Bi-Monthly</p>	<p>Wagga Wagga</p>

<p>Newell Highway Taskforce</p>	<p>The Newell Highway is managed and maintained by Transport for NSW with funding for major infrastructure and maintenance provided by the Federal and State Governments through various programs. At 1,060kms long and passes through two TfNSW Regions, with 68% (720km) in Western Region and 32% (340km) in South West Region. The Newell Highway Corridor forms the economic backbone of regional NSW. It works as a National Highway link to domestic and export markets for agricultural products. The highway also carries freight, tourism operators, caravanners and holidaymakers, emergency services, government, media and business owners. The Newell Highway Taskforce consists of Council representatives along the Highway that meet to discuss current works, updates, concerns and upcoming projects as well as promoting the Newell and the destinations along the Newell Highway.</p>	<ul style="list-style-type: none"> • 1 Councillor 	<p>Bi-Monthly</p>	<p>Various Locations</p>
<p>NSW Association of Mining & Energy Related Councils (MERC)</p>	<p>The peak body in NSW empowering, resourcing and advocating on behalf of local councils impacted by mining and energy production. The Association of Mining and Energy Related Councils represents mining and energy related councils and their communities throughout NSW.</p>	<ul style="list-style-type: none"> • 1 Councillor • 1 Alternative Councillor 	<p>Quarterly</p>	<p>Various Locations</p>
<p>NSW Public Libraries Association</p>	<p>NSWPLA is the peak body for public libraries in NSW that:</p> <ul style="list-style-type: none"> - advocate effectively - initiate partnerships - champion the public library cause - build trust and support - provide relevant information - foster cooperation and collaboration - strengthen the public library network 	<ul style="list-style-type: none"> • 1 Councillor • Director Corporate & Community Services 	<p>Quarterly</p>	<p>Various Locations</p>
<p>Riverina Eastern Regional Organisation of Councils (REROC)</p>	<p>REROC is a voluntary association of seven General Purpose Councils and one water county councils located in the eastern Riverina region of NSW. The members of REROC are the councils of: Bland, Coolamon, Cootamundra-Gundagai, Greater Hume, Junee, Lockhart, Temora and Goldenfields Water. REROC covers an area in excess of 42,200 sq. kms and a population of approximately 125,500. The voluntary aspect of the Organisation encompasses every project that it undertakes. Members only participate in a REROC project if they believe that it will generate positive outcomes for their council. Local governance is never sacrificed to achieve efficiencies, member councils are not pressured to participate in a project, it is never a case of "one in - all in". The members are committed to this stance and believe it is one of the reasons that the Organisation has been so successful over a long period of time. REROC members are committed to supporting the voluntary nature of the Organisation and believe that it is one of its greatest strengths.</p>	<ul style="list-style-type: none"> • Mayor • General Manager 	<p>Bi-Monthly</p>	<p>Wagga Wagga</p>

<p>Riverina Joint Organisation</p>	<p>The Riverina Joint Organisation (RIVJO) brings together seven General Purpose councils and two Water County Councils located in the eastern Riverina of NSW. Joint Organisations are a new type of local government-based collaborative organisation. Joint Organisations operate only in regional NSW and will increase opportunities for local government and the State to work more closely together to bring about better outcomes for the communities the JO's Member Councils represent. The Riverina JO is one of 13 Joint Organisations that were proclaimed in 2018.</p> <p>The Riverina JO's Member Councils are:</p> <ul style="list-style-type: none"> ➢ Bland Shire, ➢ Coolamon Shire, ➢ Cootamundra-Gundagai Regional Council, ➢ Greater Hume Council, ➢ Junee Council, ➢ Lockhart Shire, ➢ Temora Shire, ➢ Wagga Wagga Council ➢ Goldenfields Water and ➢ Riverina Water County Councils. <p>The principal functions of the Riverina JO are to:</p> <ul style="list-style-type: none"> ➢ Establish regional strategic priorities and develop strategies and plans to deliver those priorities; ➢ Promote regional leadership and be an advocate for our regional strategic priorities; and ➢ Identify and take up opportunities for intergovernmental co-operation on matters relating to the Joint Organisation area. <p>The Riverina JO held its inaugural Board meeting on 19 October 2018. The Riverina JO works hand-in-hand with the Riverina Eastern Regional Organisation of Councils Inc. (REROC) collaborating on operational and service delivery activities for the Member Councils.</p>	<p>Wagga Wagga</p>
<p>• Mayor • General Manager</p>	<p>Bi-Monthly</p>	<p>Wagga Wagga</p>

<p>Riverina Regional Library Advisory Committee</p>	<p>The Riverina Regional Library (RRL) is the largest regional library service in NSW in terms of participating member Councils, and the second largest in terms of population served. It provides library services to 140,313 constituents of 10 local government areas, those being the Councils of Bland, Coolamon, Cootamundra-Gundagai, Federation, Greater Hume, Junee, Lockhart, Snowy Valleys, Temora and the City of Wagga Wagga. The service consists of 19 stationary library branches, as well as a mobile library serving 27 communities. RRL was established in 1978, and has grown from its initial membership through the admission of additional Councils throughout its history. Bland Shire Council is the most recent LGA to join RRL, commencing on 1 January 2015. RRL has for some years been considered a leader amongst regional libraries. Staff from across the organisations participate in a number of statewide projects, provide representation on various State Library of NSW committees, contribute to the development of policy and other documentation at the State level, and demonstrate leadership in a range of service and technology innovations. RRL has also taken a lead role regionally, and has instigated a number of collaborative initiatives with other libraries in the South-West Zone as well as willingly sharing its capacity with libraries across the Zone.</p>	<ul style="list-style-type: none"> • 1 Councillor • Director Corporate & Community Services 	<p>Quarterly</p>	<p>Various Locations</p>
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Getting to know Goldenfields Water

An information guide to help councillors understand the role of Goldenfields Water and its Board Members

Who is Goldenfields Water?

Goldenfields Water is a single-purpose county council that has been responsible for providing water supply services to many communities in the South West Slopes and Riverina regions of NSW since 1997.

As a county council Goldenfields Water is a unique organisation given it is made up of seven constituent councils that each depend on it to deliver essential drinking water for their communities.

Goldenfields Water's seven constituent councils are:

- Hilltops Council
- Narrandera Shire Council
- Temora Shire Council
- Coolamon Shire Council
- Junee Shire Council
- Cootamundra-Gundagai Regional Council
- Bland Shire Council

Who is Goldenfields Water's governing body?

The Goldenfields Water Board is the governing body responsible for managing the affairs of Goldenfields Water County Council.

Goldenfields Water's constituent councils elect the board members from amongst their councillors, who hold the position for the term of council. The Board currently comprises of eight members - one elective representative from six of the constituent councils and two representatives from Hilltops Council (this is due to the merger of the former Harden and Young councils, which were previously constituent councils of Goldenfields Water).

Key stats



46,000 customers
11,645 water connections



Covering 22,500km²



Over 2370 km of water mains (longest network in regional NSW)



Over 60 staff members



Head office & workshop located in Temora



2020 Customer Survey
89% satisfied with service delivery



2020 Customer Survey
74% satisfied with water quality



Over \$16.1 million invested into capital works for 2020/21



Voted best workplace in 2020 by Voice Project



Produced 7,648ML of water in 20/21



GWCC board members and management on a site inspection at the Rosehill Project

What water supply services does Goldenfields Water deliver?

Currently Goldenfields Water supplies drinking water directly to all rural, residential, commercial and other properties in the LGA of Bland, Coolamon, Temora, Junee and parts of Narrandera Shire.

Goldenfields Water supplies water in bulk to Cootamundra-Gundagai and Hilltops Councils, which then distribute water directly to their residents.

Goldenfields also provides non-potable water directly to 250 properties as well as water in bulk to Riverina Water County Council.



What is the role of a GWCC Councillor?

As a Board Member, it is required that you will provide:

- Leadership in guiding and governing the development of the Integrated Planning and Reporting framework
- Play a key role in the creation and review of Council's plans and policies
- Review the performance of Council's delivery and services
- Represent your community and make decisions that are in the best interest of Goldenfields Water overall
- Attend Council's meetings - currently held six times a year (on the fourth Thursday of every second month)
- The Chairperson and Deputy Chair will be required to speak to the media on behalf of Council when required

Key considerations

- The Board elects a chairperson and deputy chairperson from amongst its members and they hold office for one year.
- All Goldenfields Water board members are remunerated. These annual fees are determined by the Local Government Remuneration Tribunal.
Rates for 2021/22 are:
- Chairperson - \$16, 571.40
- Councillor - \$10, 089
- Given the scheme's extensive network, travel will be required well beyond Board member's own local government areas.
- Goldenfields Water will reimburse Board members for all reasonable travel expenses related to defined county council business.

From our current Chairperson...

"Holding the position of Goldenfields Water's Chairperson since 2017 and working alongside my fellow seven Board members to responsibly manage the community's precious water resources has been a privilege and I'd encourage every councillor to consider representing their local government area."

A young woman with long brown hair and black-rimmed glasses is sitting cross-legged on a wooden floor in a library. She is holding a large, open red book in front of her face, with only her eyes visible through the top edge of the pages. She is wearing a grey and white plaid shirt and blue jeans. The background shows white bookshelves filled with books.

NSW Public Libraries
Association

**NSW PUBLIC
LIBRARIES
ASSOCIATION
2021**

**The peak body
for public
libraries across
NSW providing
Advocacy,
Network
Opportunities,
Professional
Development,
Collaboration
and
Recognition**

About NSWPLA

NSWPLA is the only state based library association in Australia that was formed by councillors, includes councillors in its executive committee, and has a membership exclusively of councils. 100% of NSW councils are currently members of NSWPLA.

This point of difference provides NSWPLA with a broader political focus, including a strong relationship with Local Government NSW.

The Association depends on councillors for its ongoing prosperity, and strongly encourages the engagement of councils and councillors to support the betterment of the 362 libraries across the state.

The Renew Our Libraries funding campaign in 2018/19 resulted in an additional \$60m funding for NSW libraries over the 4-year period 2019/20–2022/23, the largest single increase in funding for NSW libraries since the introduction of the NSW Library Act in 1939.

Identity

Strengthen the NSWPLA identity so that it projects one voice to our members, stakeholders and communities raising the profile of public libraries across New South Wales.

Advocacy

Our public libraries offer vibrant spaces in which all community members can meet, learn and play. They provide essential community learning and social services to every community in NSW

Connections

Create and facilitate opportunities for our members and stakeholders to collaborate, cooperate, and share experiences, knowledge, and ideas to ensure that NSW libraries have the capacity to meet the future needs of our members and our communities.

NSW Statistics

2019-20



3.1 Million
Library Members



5.4 Million
WiFi Sessions



34.8
Million
Loans



73,000
Programs



1.5 Million
Attending
Programs



5.6 Million
Questions
Answered



2.6 Million
Internet
Sessions



Contact

New South Wales Public Libraries Association
Executive Officer
Adele Casey
a.casey@nswpla.org.au

For more information go to:
[**NSWPLA.ORG.AU**](http://NSWPLA.ORG.AU)

NSW Public Libraries
Association

SOUTH-WEST ZONE

Welcome and Information Kit



Welcome to the South-West Zone

Welcome to the South-West Zone of the NSW Public Libraries Association (NSWPLA). The South-West Zone is one of 8 geographic Zones across the state that form NSWPLA. Our Zone covers a geographic area of 171,000 sq km and has a population of 300,000 people across 23 local government areas. There are 10 library services and a total of 45 libraries across the South-West Zone.

Four South-West Zone meetings are held each year:

- Two Librarians' meetings in March and September
- Two full Zone meetings in May and November

A councillor is elected periodically as Zone Chairperson and a Library Manager is elected as Zone Secretary. The South-West Zone is known for its high level of engagement with councillors, which significantly contributes to the political strength and overall relevance of the Zone in the broader local government context. An equal number of councillors and library staff regularly attend full Zone meetings, an occurrence not experienced in most other zones.

The South-West Zone was the first Zone to develop its own strategic plan. Based on the key strategies of the broader NSWPLA strategic plan, the document aims to aggregate strategies to ensure that zone councils and libraries remain connected to the NSWPLA and each other, with the overall objective of supporting the continued provision of well-resourced libraries across the South-West Zone.

New South Wales Public Libraries Association (NSWPLA)

History

NSWPLA was formed in July 2014 when the former New South Wales Metropolitan Public Libraries Association (NSWMPLA) and the country association, Public Libraries New South Wales (PLNSW), amalgamated. The amalgamation was undertaken to strengthen the voice for public libraries in New South Wales.

PLNSW and NSWMPLA were based on two very different philosophies. The former was a political association that was established in 1989 (as the NSW Country Public Libraries Association – CPLA) when councillors voted to form an association to lobby the state government for a more equitable funding model for country libraries. NSWMPLA emerged from the Metropolitan Chief Librarians' Committee that had previously been the Sydney Chief Librarians' Committee. It was an association that provided professional support to the network through its working parties and publications.

NSWPLA was based largely on the constitution of PLNSW, as one of the main reasons for the amalgamation was to engage metropolitan councillors to add strength to the political voice for lobbying and advocacy – at that time a funding campaign prior to the 2015 NSW election.

NSWPLA is the only Australian state based library association that includes councillors in the structure of its Executive. Other state associations are professional organisations with a membership of library services rather than councils, reflecting the unique genesis of NSWPLA (through the formation of the CPLA). This point of difference provides NSWPLA with a closer affiliation with the 128 councils across NSW, and the advantage of the associated local government lobbying capacity to support political campaigns.

The Role of NSWPLA

NSWPLA is the peak body for public libraries across NSW. The role of the Association is to:

- Advocate and lobby for the NSW public library network
- Initiate strategic partnerships
- Champion the public library cause
- Build trust and support
- Provide relevant information
- Foster cooperation and collaboration
- Strengthen the public library network

Membership

Full membership to the Association is open to all Local Government Councils in NSW that have adopted the NSW Library Act 1939. Whilst libraries and their services are a key focus of NSWPLA, it is Councils that are the members of the association. Councils provide the vast majority of funding for the provision of library services, and campaigning for better funding is a key role of NSWPLA. The Association currently enjoys 100% membership of NSW Councils, which provides a clear imprimatur for NSWPLA to represent the interests of NSW libraries as their recognised peak body.

Membership Representation

There are three levels of NSWPLA representation:

- Elected representatives: Councillors, who can lobby government and make political comment to strengthen advocacy campaigns. They are also a key to strengthening the partnership of the Association with Local Government New South Wales (LGNSW).
- Council Management representatives, who provide the link from the Association into Council and can inform council of the work of the Association.
- Library Managers, who provide the professional advice that forms the basis for the work of the Association.

The membership is key to the success of the Association.

Associate Membership

Associate Membership is open to any individual or organisation with an interest in the public library sector and community development.

Executive Structure

As outlined in the [NSWPLA Constitution](#) Part 3 Clause 15, the Executive comprises of:

- President
- Two Vice Presidents
- Two Library Managers
- Secretary/Treasurer

The Executive is elected from the member representatives in accordance with Clause 15(1) of the constitution. All Executive members represent NSWPLA on the [NSW Public Libraries Consultative Committee](#), a sub-committee of the Library Council of NSW.

Executive Priorities

Executive continues to focus on the strategic growth and development of the Association. Key areas of attention are:

- Fostering higher levels of engagement and participation by metropolitan councillors who had little involvement in the previous Metropolitan Public Libraries Association, which was primarily a professional organisation for library managers until its merger with the NSW Country Public Libraries Association in 2014 to form NSWPLA.
- Maintaining the current 100% membership of the Association by NSW councils through representation of the Executive at all meetings of the 8 NSWPLA Zones.

- Strengthening the strategic alliance between NSWPLA and Local Government NSW to further political capacity of the Association.
- Activating the key strategies of the NSWPLA Strategic Plan 2021-2025, Identity, Advocacy and Connections:
 - Identity – Strengthen the NSWPLA identity so that it projects one voice to members, stakeholders and communities raising the profile of public libraries across NSW.
 - Advocacy – Public libraries offer vibrant spaces in which all community members can meet, learn and play. They provide essential community learning and social services to every community in NSW.
 - Connections – Create and facilitate opportunities for members and stakeholders to collaborate, cooperate, and share experiences, knowledge, and ideas to ensure that NSW libraries have the capacity to meet the future needs of members and communities.
- Better articulating the Association’s value proposition to its membership under the key headings of Professional Development, Advocacy and Strategic Partnerships by including opportunities for our member councils and their staff:

Professional Development

- Annual SWITCH Conference
- Colin Mills Scholarship (biennial)
- Kath Knowles Emerging Leaders Award (biennial)
- Multicultural Excellence Awards (annual)
- Innovation and Outreach Services Awards (annual)
- Life Membership awards (annual)
- Recognition of retiring Library Managers (annual)
- The Reading Hour
- Summer Reading Club
- Provision of the Inclusion Resources Program for NSWPLA members
- Provision of the Basecamp electronic communications program to support more effective and inclusive interactions within NSWPLA Zones
- Provision of professional development support to staff of NSWPLA member councils to attend SLNSW offsite training opportunities

Advocacy

- Establishment and maintenance of a strong network of 8 geographic zones
- An Executive Committee that provides scope to include both elected and library manager representatives from across the state
- An Executive Officer who is employed to undertake a range of administrative, strategic, and support activities on behalf of the Executive Committee and broader membership
- Various campaigns as required including the Renew Our Libraries funding campaign

Strategic Partnerships

- Alliance with Local Government NSW
- State Library of NSW via representation on Public Libraries Consultative Committee
- Representation on the Australian Public Library Alliance (Sub Committee of Australian Library and Information Association)
- Membership of the Australian Libraries Copyright Council
- Membership of the Australian Library Suppliers Association

Executive Officer

NSWPLA contracts an Executive Officer to undertake the administration of the Association, including convening the annual SWITCH Conference. The Executive Officer role provides support to the Executive Committee and is a conduit between the Association and its members. There is an increasing focus on member services, acknowledging that NSWPLA members are the strength of the Association.

NSWPLA Zones

The Association comprises eight (8) zones across the state:

- Central East Zone
- Central West Zone
- North East Zone
- South East Zone
- South West Zone
- Sydney North Zone
- Sydney South Zone
- Sydney West Zone

Each zone consists of member Councils as follows:

Member Councils of NSWPLA Zones			
<p>CENTRAL EAST ZONE Central Coast Council Cessnock City Council Dungog Shire Council Lake Macquarie City Council Maitland City Council Muswellbrook Shire Council Newcastle City Council Port Stephens Council Singleton Shire Council Upper Hunter Shire Council</p> <p>CENTRAL WEST ZONE Bathurst Regional Council Blayney Shire Council Bogan Shire Council Bourke Shire Council Brewarrina Shire Council Broken Hill City Council Cabonne Shire Council Central Darling Shire Council Cobar Shire Council Cooamble Shire Council Cowra Shire Council Dubbo Regional Council Forbes Shire Council Gilgandra Shire Council Gwydir Shire Council Lachlan Shire Council City of Lithgow Council Mid Western Regional Council Moree Plains Shire Council Narromine Shire Council Oberon Council Orange City Council Parkes Shire Council Walgett Shire Council Warren Shire Council Warrumbungle Shire Council Weddin Shire Council</p>	<p>NORTH EAST ZONE Armidale Regional Council Ballina Shire Council Bellingen Shire Council Byron Shire Council Clarence Valley Council Coffs Harbour City Council Glen Innes Severn Council Gunnedah Shire Council Inverell Shire Council Kempsey Shire Council Kyogle Council Lismore City Council Liverpool Plains Shire Council Mid-Coast Council Nambucca Shire Council Narrabri Shire Council Port Macquarie – Hastings Council Richmond Valley Council Tamworth Regional Council Tenterfield Shire Council Tweed Shire Council Uralla Shire Council Walcha Council</p> <p>SOUTH EAST ZONE Bega Valley Shire Council Eurobodalla Shire Council Goulburn Mulwaree Council Kiama Municipal Council Queanbeyan – Palerang Regional Council Shellharbour City Council Shoalhaven City Council Snowy Monaro Regional Council Upper Lachlan Shire Council Wingecarribee Shire Council Wollondilly Shire Council Wollongong City Council Yass Valley Council</p>	<p>SOUTH WEST ZONE Albury City Council Balranald Shire Council Berrigan Shire Council Bland Shire Council Carrathool Shire Council Coolamon Shire Council Cootamundra – Gundagai Regional Council Edward River Council Federation Council Greater Hume Shire Council Griffith City Council Hay Shire Council Hilltops Council Junee Shire Council Leeton Shire Council Lockhart Shire Council Murray River Council Murrumbidgee Council Narrandera Shire Council Snowy Valleys Council Temora Shire Council Wagga Wagga City Council Wentworth Shire Council</p>	<p>SYDNEY NORTHERN ZONE Hornsby Shire Council Hunters Hill Council Ku-ring-gai Council Land Cove Municipal Council Mosman Municipal Council North Sydney Council Northern Beaches Council of the City of Ryde Willoughby City Council</p> <p>SYDNEY SOUTHERN ZONE Bayside Council Burwood Council City of Canada Bay Canterbury-Bankstown Council Georges River Council Inner West Council Randwick City Council Strathfield Municipal Council Sutherland Shire Council Council of the City of Sydney Waverley Council Woollahra Municipal Council</p> <p>SYDNEY WESTERN ZONE Blacktown City Council Blue Mountains City Council Camden Council Campbelltown City Council City of Parramatta Cumberland Council Fairfield City Council Hawkesbury City Council The Hills Shire Council Liverpool City Council Penrith City Council</p>

NSWPLA Zone Contacts		
<p>CENTRAL EAST ZONE Keryl Collard Central East Zone Secretary Maitland City Library kerylc@maitland.nsw.gov.au</p>	<p>SOUTH EAST ZONE Mark Norman South East Zone Secretary Wollongong City Library mnorman@wollongong.nsw.gov.au</p>	<p>SYDNEY NORTHERN ZONE Melanie Gurney Sydney North Zone Secretary Northern Beaches Library melanie.gurney@northernbeaches.nsw.gov.au</p>
<p>CENTRAL WEST ZONE Michelle Maunder Central West Zone Secretary Mid-Western Regional Council Library michelle.maunder@midwestern.nsw.gov.au</p>	<p>SOUTH WEST ZONE Robert Knight South West Zone Secretary Riverina Regional Library knight.robert@wagga.nsw.gov.au</p>	<p>SYDNEY SOUTHERN ZONE Debbie Best Sutherland Shire Libraries Sydney Southern Zone Secretary dbest@ssc.nsw.gov.au</p>
<p>NORTH EAST ZONE Jo Carmody North East Zone Secretary Richmond Tweed regional Library jcarmody@rtrl.nsw.gov.au</p>		<p>SYDNEY WESTERN ZONE Vicki Edmunds Blue Mountains City Library Sydney Western Zone Secretary vedmunds@bmcc.nsw.gov.au</p>

Each Zone has a Chairperson and Secretary. The roles of the Chair and Secretary are pivotal to the success of the organisation and duties of the positions vary across the state depending on the zone requirements. In general, the Chair is the spokesperson for the Zone; is a strong advocate for libraries at local and state levels; works with the NSWPLA Executive on matters that require the input of the wider Association; and is a positive ambassador for the Zone, NSWPLA and libraries in general. The Secretary facilitates Zone meetings; acts as a contact and liaison point between the NSWPLA Executive and the Zone; provides information and support to the NSWPLA executive as required; represents libraries at the Zone level; and is also a strong advocate for the NSW public library network.

It is imperative that Zone Presidents and Zone Secretaries are positive ambassadors for libraries within their electorates and zones, and across the wider library network supporting the purpose and values of NSWPLA.

Legislative Framework

NSW public libraries are managed by local authorities (Councils) that have adopted the Library Act 1939. The State Library provides a range of services to public libraries including support and consultancy, as well as being the conduit between the NSW public library network and the state government through the NSW Public Library Consultative Committee.

If the local authority has adopted the Act, and operates its library service in accordance with the requirement of the Act, it is eligible for a subsidy administered by the Library Council of New South Wales. By observing the principles the legislation embodies, local authorities may also be eligible for other financial assistance from the State Government's funding programs. Local Libraries receive State subsidies and Library Infrastructure grants approved by the Minister on the recommendation of the Library Council.

Amendments to the Library Act 1939, Section 10

The Library Amendment Act 1992 amended section 10 of the Library Act 1939. This section deals with the provisions in relation to public libraries. These amendments were introduced "to make further provisions with respect to the services to be provided free of charge by local libraries; and for related purposes". The amendments ensure that core educational and information services remain free of charge.

Public Library Funding

NSW Councils receive funds from the State Government to support the provision of library services across the state in accordance with the Library Act 1939 (NSW), however funding gradually declined over the 38 year period 1980 - 2018. In 1980, state funding met 23.6% of the total cost of operating the 373 public libraries across NSW. By 2016/17 the state contribution had reduced to meet just 7.04% of library operating costs. This was the lowest per-capita contribution of all states in Australia. The level of State Government funding for NSW public libraries reached crisis point in 2017 because the ongoing attrition of state funding for libraries had been ignored by successive NSW governments, leaving local government to bear an ever increasing funding burden.

NSWPLA launched its Renew Our Libraries Campaign in early August 2018 in partnership with Local Government NSW, NSW councils, their libraries and communities. NSW Labor had already committed to a \$50m increase in state funding at its election campaign launch in March 2018. The Liberal Party pledged a \$60m pledge by the end of August 2018, to be rolled out over the next term of government (2019-20 to 2022-23). Renew Our Libraries continued until the state election in May 2019 and relaunched in August 2019 with phase two of the campaign, focusing on the future sustainability of library funding through cost of living indexation and protection via inclusion of the new funding arrangements in library legislation.

As a result of the Renew Our Libraries funding campaign, the NSW Library Act 1939 legislates that \$2.85 per capita will be provided (by 2022/23) to each NSW Council to support its library services. Although this part of the funding formula is not indexed to population growth or the consumer price index (CPI), lobbying is currently underway to index and protect the funding (as discussed above).

Significantly, libraries have become a recognised default access point for online state, federal and often private enterprise services for communities across the state. With a 373-strong network of libraries across the state that all provide internet access, it is not surprising that libraries have assumed this role. In effect, public libraries are subsidising access and support to online services for a broad range of government and non-government enterprises in the absence of any financial contribution for staffing or infrastructure. Accordingly, the problem for NSW communities is that as online services grow and the capacity of libraries to meet the demand for online support diminishes, people who are socially, financially and/or digitally disadvantaged find themselves further isolated from online services.

It is hoped that the significant 2018 funding boost will be supported by indexation and legislation to ensure the future viability and sustainability of the NSW public library network. Supported by a well-funded and ongoing infrastructure grants program, such a funding model would deliver huge benefits not only to communities across the state, but also to the NSW government.

6.4 Countbacks to Fill Casual Vacancies



Our Leadership - A well run Council acting as the voice of the community

DP10.1 Ensure Councillors are provided with appropriate support and resources to carry out their civic duty

Author: Executive Assistant

Introduction

For the first time, Council has the option of using a countback of votes cast at the recent ordinary election to fill casual vacancies occurring in the offices of Councillors in the first 18 months after the election.

This will allow Council to use a countback to fill vacancies at a lower cost than the cost of holding a by-election.

To exercise the option of using a countback to fill casual vacancies occurring in the first 18 months following the election, Council must resolve, at the first meeting after the election, to use a countback to fill casual vacancies.

If Council does not resolve this at the first meeting after the election, it will be required to fill casual vacancies through a by-election.

Conclusion

The Council should determine if it wishes to avail itself of this regulatory provision.

Recommendation:

That pursuant to section 291A(1)(b) of the Local Government Act 1993 (the Act) Bland Shire Council declares that casual vacancies occurring in the office of a Councillor within 18 months after the last ordinary election of Councillors for the Council on 4 December 2021 are to be filled by a countback of votes cast at that election for the office in accordance with section 291A of the Act and directs the General Manager to notify the NSW Electoral Commission of the Council's decision within seven days of the decision.

6.5 Electoral Funding Obligations



Our Leadership - A well run Council acting as the voice of the community

DP10.1 Ensure Councillors are provided with appropriate support and resources to carry out their civic duty

Author: Executive Assistant

Introduction

The NSW Electoral Commission have provided information for provision to elected members outlining their reporting obligations during the term of office.

Councillors and mayors elected at the local government elections on 4 December 2021 must submit political donation and electoral expenditure disclosures to the NSW Electoral Commission periodically for their term in office. The first disclosures must be submitted by 25 February 2022. The following fact sheet provides general information on the disclosures due 25 February 2022.

Disclosures of political donations and electoral expenditure

Elected members must submit political donation and electoral expenditure disclosures to the NSW Electoral Commission for the remainder of their term.

There are 3 types of disclosures to submit each year as an elected member: two half-yearly disclosures of political donations made and received and an annual disclosure of electoral expenditure incurred.

In relation to the 2021/22 financial year, an elected member must also submit disclosures in their capacity as a candidate. These being two half-yearly disclosures of political donations made and received and an annual disclosure of electoral expenditure incurred.

The relevant periods each disclosure covers and the lodgement periods for disclosures for 2021/2022 are:

Disclosure type	Disclosure period	Disclosure lodgement period	Disclosure due
1 st half-yearly political donations disclosure	1 July 2021 to 31 December 2021	1 January 2022 to 25 February 2022	25 February 2022
2 nd half-yearly political donations disclosure	1 January 2022 to 30 June 2022	1 July 2022 to 28 July 2022	28 July 2022
Annual electoral expenditure disclosure	1 July 2021 to 30 June 2022	1 July 2022 to 22 September 2022	22 September 2022

If an elected member was the lead candidate of a group of candidates at the local government elections they must submit the above disclosures not only as a candidate and elected member, but also on behalf of the group.

If no political donations are made or received or no electoral expenditure is incurred, 'Nil' disclosure forms must still be submitted.

Disclosures can be made through [Funding and Disclosure Online](#), the NSW Electoral Commission's secure, accessible and convenient online portal for electoral participants.

Detailed information about disclosures is available on the NSW Electoral Commission [website](#).

Elected member contact details

Elected members who have not provided the NSW Electoral Commission with up-to-date contact details are requested to do so as soon as possible by emailing fdc@elections.nsw.gov.au.

A current email address and mobile number for each elected member is required so that the NSW Electoral Commission can send notifications about when and how to disclose political donations and electoral expenditure. Elected members who do not comply with disclosure requirements could be penalised, including a fine or prosecution.

More information

More information about electoral funding obligations of elected members can be found on the NSW Electoral Commission [website](#). The *Electoral Funding Act 2018* can be accessed on the [NSW Legislation website](#).

Conclusion

The information is provided for Councillors action as required.

Recommendation:

That Councillors note the information and their electoral funding and reporting obligations to the NSW Electoral Commission.

Fact sheet

Disclosing political donations

(Half-yearly period 1 July to 31 December 2021)

The following information applies to political parties, elected members, candidates, groups, third-party campaigners, associated entities, party agents and official agents. Information in this fact sheet is based on the provisions of the *Electoral Funding Act 2018*. Refer to the legislation for the full requirements and/or be guided by independent legal advice.

What is a half-yearly political donations disclosure?

Political parties and other electoral participants in New South Wales must disclose political donations every six months. A half-yearly political donation disclosure form includes political donations made and received.

When must a half-yearly political donations disclosure be lodged?

The due date for submitting a disclosure of political donations made and received in the half-yearly period 1 July 2021 to 31 December 2021 is **Friday, 25 February 2022**.

Who must lodge a half-yearly political donations disclosure?

All political parties and electoral participants are required to lodge a half-yearly political donations disclosure form:

- All candidates, as well as the lead candidates of groups, must disclose all political donations made and received in the half-yearly period, or lodge a "nil" disclosure form if no political donations were made or received.
- All elected members, political parties and associated entities must disclose all political donations made and received in the half-yearly period, or lodge a "nil" disclosure form if no political donations were made or received.
- Third-party campaigners must disclose all reportable political donations received during the half-yearly period that were or are intended to be used to incur electoral expenditure in the capped expenditure period for an election, or lodge a "nil" disclosure form if no reportable political donations were received.

What are political donations?

Political donations are defined on the NSW Electoral Commission's [website](#).

Political donations include:

- monetary and non-monetary gifts
- free or discounted goods or services
- an amount paid by a person to attend or participate in a fundraising venture or function
- an annual or other subscription paid to a party by a party member or affiliate
- a disposition of property from the federal branch (or a State or Territory branch) of a party to the NSW branch of the party or a disposition of property from one NSW party to another NSW party

- uncharged or insufficient interest charged on a loan
- a contribution made by a candidate to the group of which they are a member.

What must be disclosed?

Political donations must be disclosed as follows:

- small political donations made and received (does not apply to third-party campaigners)
- reportable political donations made* and received
- details of fundraising ventures and functions including the net or gross proceeds
- reportable loans received
- the total amount of annual or other subscriptions paid to a party, each subscription rate and the number of party members that paid at each rate (applies to parties only)
- political donations made to a Legislative Assembly election candidate before the candidate was selected or endorsed by a party (applies to parties only)
- payments other than political donations paid into the campaign account (applies to campaign accounts of candidates, groups and elected members only).

* If a third-party campaigner has made reportable political donations in the half-yearly period the political donations can be disclosed in a half-yearly disclosure form, otherwise they must be disclosed in an annual major political donor disclosure form following 30 June 2022.

Who is responsible for making the disclosure?

Half-yearly political donation disclosure forms must be completed, signed and submitted by the person responsible for the disclosure as set out in the table below, unless otherwise notified in writing by the NSW Electoral Commission:

Disclosure form type	Person responsible
Political Party	the party agent
Councillor or mayor	the councillor or mayor
Local government election candidate	the candidate (includes a candidate who is a member of a group)
Local government election group of candidates	the lead candidate of the local government group
Third-party campaigner or associated entity	the official agent of the third-party campaigner or associated entity
Member of Parliament (MP)	the party agent, if the MP is a member of a party that is registered for State elections or the MP, in all other cases
State election candidate	the party agent, if the candidate is a member of a party that is registered for State elections or the candidate, in all other cases
State election group of candidates	the party agent of the group's lead candidate, if group members are members of one or more parties registered for State elections or the lead candidate, in all other cases

How to submit a political donation disclosure form

Disclosure forms can be submitted online using [Funding and Disclosure Online](#):

1. [Log in](#) to Funding and Disclosure Online using your username and password, or [Request access](#) (if you don't already have access)
2. Your dashboard shows the disclosure(s) you need to submit for the half-yearly period
3. Follow these [instructions](#) to create and submit the disclosure, or these [instructions](#) to submit a 'Nil' disclosure.

When submitting a disclosure using Funding and Disclosure Online, supporting documents (e.g. copies of receipts issued to donors) can be uploaded before the disclosure is submitted electronically.

For those unable to use Funding and Disclosure Online, disclosure forms are available for download on the NSW Electoral Commission's [website](#). A disclosure form or "nil" disclosure form (if no donations were made or received) must be validly lodged with the NSW Electoral Commission by **Friday, 25 February 2022**.

A disclosure form is validly lodged if it is lodged by the due date and:

- the correct form has been used (there are separate forms for political parties and each type of electoral participant),
- it contains all pages (even if some or all pages contain no disclosures), and
- it is completed, signed and dated by the person who is responsible for making the disclosure. Note that digital signatures are no longer accepted on disclosure forms downloaded from the website. If you would like to sign with a digital signature, please use Funding and Disclosure Online to submit your disclosure.
- The disclosure form must be lodged with copies of the receipts issued to donors who made a reportable political donation.

If you are submitting a disclosure form downloaded from the website, the form and supporting documents can be lodged in paper or electronic form by email or fax but not through your own file hosting service (e.g. Dropbox). If submitting files that are too large to send by email (over 20MB), contact us at fdc@elections.nsw.gov.au to request a unique link for large file upload. These requests need to be made before 18 February 2022 and will only be attended to in business hours.

Were you a member of a group of candidates in the half-yearly period?

Disclosure forms to submit if you were a member of a group

- The person responsible for the group, usually the lead candidate, must submit **two** disclosures: the group disclosure form **and** their own individual candidate disclosure form.
- Each group member **must** submit their own individual candidate disclosure form.

Candidate disclosure forms: must include any political donations made to or for the benefit of the candidate and any political donations made by the candidate including political donations made by a candidate to the group of which they are a member, membership fees, levies, or other payments made to the political party of which the candidate is a member.

Group disclosure forms: must include any political donations made to or for the benefit of the group and any political donations made by the group. Political donations received by the group include donations made by the group's members to the group.

If a group member donates to their group, the candidate who donated to their group must disclose making the donation to the group. The lead candidate of the group must disclose, in the group's disclosure form, receiving the donation from the candidate.

Were you a councillor or mayor in the half-yearly period?

Any person who was a councillor or mayor between 1 July 2021 and 31 December 2021 must submit an elected member disclosure form. This includes:

- those who were declared “elected” at the 2021 local government elections,
- elected members who contested the 2021 local government election but were not re-elected, and
- elected members who did not recontest the 2021 local government elections.

Disclosure forms to submit if you were a councillor or mayor

- If you were elected at the 2021 local government elections, you **must** submit:
 - an elected member disclosure form,
 - a candidate disclosure form, and
 - a group disclosure form (if you were the lead candidate of a group)
- If you were an elected member prior to the 2021 local government elections and you were a candidate but were not re-elected, you **must** submit:
 - an elected member disclosure form,
 - a candidate disclosure form, and
 - a group disclosure form (if you were the lead candidate of a group)
- If you were an elected member prior to the 2021 local government elections and you were not a candidate, you **must** submit:
 - an elected member disclosure form

An elected member disclosure form is to include political donations made to or for the benefit of the person as an elected member and political donations made by the elected member during the half yearly period. Political donations made by an elected member include membership fees, levies and other payments made by the elected member to the political party of which they are a member.

Political donations disclosed by a person in their elected member disclosure form do not also need to be disclosed in the person’s candidate disclosure form, and vice versa.

Were you a candidate for a councillor election and a mayoral election?

If you were a candidate for both a councillor election and a mayoral election in the same local government area the person responsible for the candidate can submit a single candidate disclosure form.

Can a disclosure form be amended?

Yes, a disclosure form previously submitted to the NSW Electoral Commission can be amended by the person responsible for the original disclosure or their successor. “Amended disclosure” forms can be submitted using [Funding and Disclosure Online](#), or are available on request.

What happens after a disclosure is made?

Disclosure forms are kept by the NSW Electoral Commission for at least six years and are published on the NSW Electoral Commission’s [website](#).

Disclosure forms may be subject to a compliance audit by the NSW Electoral Commission. You are required to retain complete and accurate records in relation to a disclosure for at least three years.

What happens if a disclosure form is not lodged, is lodged late or is incorrect or incomplete?

Breaching the legislative requirements for disclosures may constitute a criminal offence. The NSW Electoral Commission may issue warnings, penalties or prosecute offences including:

- failure to validly lodge a disclosure form by the due date
- lodging an incomplete disclosure without a reasonable excuse
- providing or withholding information knowing it will result in a false or misleading declaration by the person responsible for the disclosure
- making a false statement in a declaration on a disclosure form.

A disclosure form is taken to be invalidly lodged if:

- the incorrect form is used or pages are missing from the form
- the form has not been signed by the person who is responsible for signing the form
- the declaration section of the form has not been properly completed including the date the declaration was signed.

More information

The *Electoral Funding Act 2018* is available in full at legislation.nsw.gov.au.

For further information, contact us on 1300 022 011 or at fdc@elections.nsw.gov.au.

Section 2 – Corporate & Community Services

6.6 Adoption of Community Engagement Strategy



Our People - A strong, healthy, connected and inclusive community

Strategy 4.3 - Actively engage with the community and promote open communication

Author: Director Corporate and Community Services

Introduction

The purpose of this report is for Councillors to adopted Community Engagement Strategy (Attachment One) as part of its statutory requirements set out in the Local Government Act 1993 and the Local Government (General) Regulation 2021. It is being presented at this meeting to assist Council in meeting its Integrated Planning and Reporting timeframes following the election of a new Council.

Financial Implications

Nil.

Summary

The Integrated Planning and Reporting (IP&R) Guidelines were first issued by the Office of Local Government (OLG) in 2010. The Guidelines have been updated to reflect legislative changes enacted through the *Local Government Amendment (Governance and Planning) Act 2016*.

With the release of the new Guidelines in September this year, Community engagement has been expanded to encompass the entire IP&R process. This reflects new requirements, extending the Community Engagement Strategy to all aspects of council engagement, not just the Community Strategic Plan. Additional requirements under the Environmental Planning and Assessment Act 1979 to prepare a Community Participation Plan can be incorporated into a council's wider Community Engagement Strategy.

As a result of this change, Bland Shire Council's Community Engagement Strategy was reviewed and updated to reflect the need for engagement to be an ongoing Council activity and not just an action undertaken as part of the IP&R process. The Draft document, which was placed on public exhibition for comment following the 16 November, 2021 Ordinary Meeting of Bland Shire Council, encompassed much of what the organisation currently undertakes. This information was presented in a manner which makes it easier for staff and the broader community to understand how and when Council should engage.

The document was placed on exhibition for a period of 28 days with a further two week period for submissions to be received. At the time of writing this report, no submissions had been received from the community. However, should submissions be received prior to Council considering this report, they will be addressed and Councillors advised ahead of a final decision on the Strategy.

Recommendation:

That Bland Shire Council adopts the Community Engagement Strategy.

Bland Shire Council Community Engagement Strategy



Acknowledgement of Country

Bland Shire Council acknowledges the Wiradjuri people as the traditional custodians of the land we now share and offer our respect to Wiradjuri Elders, past, present and emerging.



Table of Contents

Acknowledgement of Country	2
Introduction.....	4
Bland Shire Profile.....	5
Our Engagement Principles.....	6
Council’s Commitment.....	6
Roles and Responsibilities.....	6
How we will Engage	7
Inform	7
Consult	7
Involve and Collaborate	8
Empower.....	8
How we Engage	8
Level of Impact	9
MATRIX for Selecting Engagement Approaches	10



Introduction

In accordance with New South Wales Local Government requirements, Bland Shire Council must prepare and implement a Community Engagement Strategy based on social justice principles for engagement with the local community in the implementation of its Community Strategic Plan.

This Community Engagement Strategy is a formal expression of Council's commitment to engaging the Bland Shire community through the use of appropriate, effective and inclusive practices in the development, adoption and review of its Community Strategic Plan.

Bland Shire Council is committed to a process of meaningful communication, including full and transparent consideration of input and response to its community members engaged in the process.

Community engagement does not replace the decision-making functions of Council. Rather these processes are designed to ensure that Council has access to a broad range of information about community needs, opinions and options prior to decisions being made.



Bland Shire Profile

Population:



5,955

Median Age:

43



Average Motor Vehicles per Dwelling:



2

Average People per Household:

2.4



Data Source: ABS, 2016 Census

The Local Government Area of Bland is located on the northern fringes of the Riverina in New South Wales. It covers an area of 8,482 square kilometres and supports a population of 5955 residents.

The twin townships of West Wyalong and Wyalong have a joint population of 3,950 and serve the role of the major service centre for the Shire. West Wyalong is located on the junction of the Newell and Mid-Western Highways and within a 160 kilometre radius of Wagga Wagga, Griffith, Forbes, Parkes and Cowra and within 300 kilometres of Canberra, providing an authentic rural lifestyle with the convenience of the city well within reach. Other communities include Barmedman, Tallimba, Ungarie, Weethalle, Kikoira, Mirrool and Naradhan. The original occupants of the district were the Wiradjuri People. Explorer John Oxley was the first European to investigate the area in 1817, prophesising that *“From want of timber, grass and water, it would never be inhabited by civilised man”*.

Despite this, squatters began to settle in the district in 1833 recognising the area’s agricultural potential. Vast sheep and cattle runs were introduced, and the area became known as *“The Blands”* after a Sydney doctor. The area prospered after the discovery of gold in 1892, and the population grew to 10,000. The township of Wyalong was established in 1894 and not long after a major settlement developed west of Wyalong, resulting in the formation of West Wyalong which still remains as the Shire’s residential and commercial hub.

From its early mining origins, West Wyalong was built along a crooked main street taking its unusual shape from the bullock track that curved around tree stumps and gold diggings.

Today the Shire is a blossoming rural economy built around sheep, cattle, wheat and other crop varieties. In recent times, West Wyalong has also experienced significant developments away from agriculture.

Evolution Mining purchased the Cowal Gold Project in 2015. The operation is an open pit mining operation with production from a number of different faces within the single pit.

Pace Farm was established near West Wyalong in 2007. The egg production farm is the largest hen-housing facility in the southern hemisphere. The complex incorporates laying, collection and grading of eggs for grocery markets throughout Australia.



Our Engagement Principles

Bland Shire Council is committed to ongoing community engagement and supports the spectrum of engagement activities as advocated by the International association for Public Participation (IAP2), which includes five (5) levels of engagement being:

- Inform
- Consult
- Involve
- Collaborate
- Empower

IAP2's Public Participation Spectrum is designed to assist with the selection of the level of participation that defines the public's role in any community engagement program. The Spectrum shows that differing levels of participation are legitimate depending on the goals, time frames, resources and levels of concern in the decision to be made.

Council's Commitment

Bland Shire Council's community engagement will seek to ensure that stakeholders:

- are informed on issues and decisions that could significantly impact them
- are given opportunities to have their say on Council issues, in a way and at a time that suits them, and
- can be certain their views and advice have been genuinely considered before decisions are made.

Council is committed to ensuring that its decision making process is open, trustworthy and accountable. Council business papers, minutes and audio recordings of meetings will be available both online through Council's website and in hard copy format at Council offices at 6 Shire Street, West Wyalong.

Roles and Responsibilities

The Your Vision Our Future Community Engagement Strategy reflects the various requirements for community consultation and engagement set out in the Local Government Act.

The Act defines the following roles and responsibilities:

- **Councillors** represent the collective interests of residents, ratepayers and the local community; and facilitate communication with the community.
- The **Council as a whole** consults regularly with community organisations and other key stakeholders, and keeps them informed of its decisions.
- **The Mayor**, as a leader of the Council and as a community leader, promotes partnerships with key stakeholders; and together with the **General Manager**, ensures adequate opportunities and mechanisms for engagement between the Council and the local community.
- The **General Manager** advises **the Mayor** and Council on appropriate forms of community engagement in different situations, and prepares a Community Strategic Strategy.



How we will Engage

Incorporating the International Association for Public Participation's (IAP's) five levels of engagement, Council's Community Engagement Strategy can be divided into four broad categories:

- Inform
- Consult
- Involved and Collaborate
- Empower

While the strategy aims at developing a consistent approach to community engagement across Council, some engagement and consultation activities may be the result of statutory requirements that specify the manner in which Council is to give notice, consult or engage with the community.

There are many reasons why people don't get involved with Council engagement activities. Consideration should be given to the types of engagement activities being planned to ensure they are inclusive and maximise the potential for participation.

Inform

Council is committed to providing the community with accurate and timely information about Council activities, opportunities and initiatives that may impact or interest them.

Council initiatives to inform its community during the development, implementation and review of the Community Strategic Plan will include:

- Council's website at: www.blandshire.nsw.gov.au
- The Council notices published in the West Wyalong Advocate
- Relevant information published in village newsletters
- Social media including Council's Facebook and Instagram accounts and relevant community pages
- Media releases
- Mail-outs
- Signage.

Consult

Council will actively seek the views of its community and facilitate the exchange of ideas and information.

Council provides a number of opportunities for the community to directly participate in community consultation and information received through this ongoing process will be assessed and considered by Council during the development, implementation and most importantly the ongoing review of the Community Strategic Plan.

Consult initiatives may include:

- The placement of Council plans, policies and relevant proposals on public exhibition for a minimum of 28 days.
- The receipt of written submissions and online submissions for a period of 42 days from being placed on public exhibition.
- The Bland Shire Community Satisfaction Survey (every four years).
- The opportunity for members of the public to address the public forum at the beginning of the monthly Council meeting.
- Surveys and opinion polls.



Involve and Collaborate

When dealing with a controversial issue or matter which has significant impact on identified groups, Council has the opportunity to bring other stakeholders into the decision making process.

Council may seek direct input from Council committees, working groups, community committees or other groups and seek recommendations.

Initiatives include:

- Community Forums
- Community Reference Group
- Section 355 Committees
- Council elections.

Empower

To empower the community is to place the final decision in its hands. This basically means Council will implement what the community decides.

Examples of empowerment in engagement include:

- Council elections.
- Referendums
- Deliberative processes to understand community attitudes and issues to a broad scale issue or project and may consider trade off scenarios.

How we Engage

Council acknowledges the growing preference for online information and engagement while also being aware that for some within the Bland Shire community, more traditional methods are required.

Online engagement and social media offer the potential to reach many more people quickly and efficiently while allowing people to engage with Council in a way and at a time most convenient to them.

Council will continue to investigate new techniques and opportunities for online engagement.

Council also acknowledges that large sections of the community still prefer written communication, printed documents and face to face engagement will continue to provide these engagement options.



Level of Impact

Identifying the level of impact on the community that any project will have is critical to choosing the most appropriate approaches for the engagement process.

It is important to note that the levels of impact do not indicate that a particular issue is necessary or less significance to a community. More importantly the levels of impact are intended to guide the development of the most appropriate approach for that issue within a particular section or whole community.

It will be necessary to determine the community group/s and stakeholders that are affected by the project, issue, service or action. A range of Council staff should be involved early in this process.

At any time during a project, issue or action, it may be necessary to reassess the Level of Impact and vary the engagement approach accordingly, due to a change in the situation or recognition of implications.

Level of Impact	Criteria (one or more)	Possible Examples
<p>Level 3</p> <p>There is a high level of impact or risk (perceived or real) on the community as a whole, or a section of the community.</p> <p>There is potential for any decision to create controversy and/or have varying levels of acceptance within the community.</p>	<ul style="list-style-type: none"> • Significant impact on attributes that are considered to be of high value to the community (e.g. lifestyle or physical environment) • Likely to have a high level of interest and/or be the source of controversy or conflict across Bland Council or local area. • High levels of complexity in the issue being considered. • Likely to impact on vulnerable sections of the community. • There is a loss or significant change to any service or facility provided by Council. 	<ul style="list-style-type: none"> • Council’s Community Strategic Plan. • Closure of Council service or facility. • Proposals from other tiers of government that significantly impact the community. • Local Environmental Plan. • Significant operational changes to a Council service or facility. • Significant natural event outside Council’s control. • Capital infrastructure projects over \$2 million.
<p>Level 2</p> <p>There is a medium level of impact or risk (perceived or real) on the community as a whole, or a section of the community.</p> <p>It is likely that the decision will be accepted by the majority of the community impacted, however the decision may be an inconvenience for some sections of the community.</p>	<ul style="list-style-type: none"> • There may be some impact on attributes that are considered to be of high value to the community or a section of the community (e.g. lifestyle or physical environment). • Some sections of the community concerned are likely to have a high level of interest. • Potential for some controversy or conflict across Bland Shire Council or individual communities within the Council area. • There is a medium to low level of complexity in the issue being considered. • There is some loss or change to any service or facility provided by Council. 	<ul style="list-style-type: none"> • Redevelopment of a facility such as sporting, recreational or leisure venues. • Redevelopment of a local playground. • Capital infrastructure projects over \$250,000. • Operational changes to a Council service or facility. • Combined Delivery and Operational Plan and Revenue Policy. • Flood/Environmental Studies. • Major local road closures (category 1&2).
<p>Level 1</p> <p>There is a low level of impact or risk (perceived or real) on the community as a whole, or a section of the community.</p> <p>It is likely that the decision will be widely accepted by the community and seen as having positive outcomes or being required.</p>	<ul style="list-style-type: none"> • No negative impact on attributes that are considered to be of high value to the community (e.g. lifestyle or physical environment). • Low level of interest across and/or low to no risk of controversy or conflict across Bland Shire Council or local areas. • Only a small change, or enhancement to any service or facility provided by Council. 	<ul style="list-style-type: none"> • Upgrade of local playground or park – such as new equipment or landscaping. • Extension of operating hours for a service. • Local street or street scaping upgrades. • Introduction or changes to a local program. • Local road closures.



MATRIX for Selecting Engagement Approaches

This step ensures that appropriate methods and tools are used to engage the community. Use the Matrix below to decide the specific types of engagement that are appropriate for the chosen 'Impact Level' and for the desired level of community participation.

	Method	Level 3 High	Level 2 Medium	Level 1 Low
Inform	Personal telephone contact			
	In person meeting			
	Written correspondence, mail-out			
	Fact sheets, brochure, community newsletter			
	Note or advertisement in paper			n/a
	Media release			n/a
	Information sessions/briefings			
	Social media			
	Email – community contacts			
	Website – information/updates			
	Banners/posters/signs			
Consult	Telephone survey			
	Written survey (paper based or online)			
	Written submission			
	Public exhibition			n/a
	Community Reference Group			
	Public meetings			n/a
	Feedback form			
	Social media			
Involve	Meetings with key stakeholders/users			
	Meeting with target community groups e.g. parents, youth, aged, disabled, CALD groups			
	Workshop sessions			n/a
	Site tour/meeting			n/a
	Community forums			n/a
	Community Reference Group			n/a
	Section 355 Committees			n/a
Collaborate	Expert/Advisory groups		n/a	n/a
	Section 355 Committees			n/a
	Community Reference Group			n/a
	Joint Advisory Committees			n/a
Empower	Ballot			n/a

 Strongly desirable

 Desirable

 May be appropriate

This list includes the main tools and techniques that Council uses for community engagement. There are many other tools and techniques that can also be considered.



Bland Shire Council Community Engagement Strategy 2021

Endorsed: xxxx



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