



Council Policy Manual

COMMUNITY SERVICES POLICY

Policy, procedure protocol	Policy
Document version	2
Policy number	COM1/2
Keyword classification	Community Services
Adoption date	30 April 2019
Approving authority	
Resolution	61/19
Consultation period	
Review due date	March 2022
Review adoption date	
Date revoked	
Documents superseded	54/15 4/2008 133/08
Related Documents	
Relevant delegations	
Responsible officer	



Council Policy Manual

PURPOSE	3
POLICY STATEMENT	3
SCOPE of the POLICY	3
COMMUNITY DEVELOPMENT	4
COMMUNITY DEVELOPMENT OBJECTIVES	4
STRATEGIES for COMMUNITY DEVELOPMENT	4
a) Community Participation and Decision-Making	4
b) Accessible and Equitable Services and Facilities.....	5
c) Recognise and Value Diversity	5
d) Working in Partnership	5
e) Integration	5
SOCIAL PLANNING	6
SOCIAL PLANNING OBJECTIVES.....	6
STRATEGIES for SOCIAL PLANNING	6
a) Meeting Legislative Requirements	6
b) Community Strategic Plan (CSP).....	6
c) Promoting Partnerships	7
d) Principles of Social Justice	7
e) Community Participation and Decision-Making.....	7



Council Policy Manual

PURPOSE of the POLICY

Local Government has the dual responsibilities of legal duty and accountability, and maintenance of an open society.

Social planning and community development are key responsibilities of Council and are integrally linked, both activities informing and supporting each other through the linkage of local issues and broader planning. This policy addresses the inclusion of both Social Planning and Community Development as included in Council's Community Strategic Plan.

POLICY STATEMENT

Maintenance of an open society requires concern for inclusion, tolerance, nurturance of a Democratic culture and advocacy for the concerns and needs of the local community. As a result, Council has identified its most practical role as one of Community Development and the provision of social services; it will act as the Agent delivering services on behalf of State and Federal Government Departments.

The vision of Brewarrina Shire Council is to serve the Community towards:

- Seizing opportunities to build economic and social capital
- Improving the sustainability of our community
- Managing infrastructure to serve the community
- Preserving our heritage of our children and theirs
- Leading advocacy on behalf of the community
- Ensuring a continuing focus on customer service

Social planning aims to ensure that our local communities are resilient and self – sustaining as is possible with the limited resources available to the council. It does this by identifying priority social needs and responding to them through community development processes.

Community development is about working with communities, social service providers and government agencies to encourage communities to become self sustaining. It is about developing the skills and resources of the community to empower the community to respond to identified needs wherever possible.

SCOPE of the POLICY

This Policy applies to all people who live, work, study or visit the towns and rural areas of the Local Government Area. The groups most targeted by programs under this policy are those who in some way are disadvantaged within this community.



Council Policy Manual

COMMUNITY DEVELOPMENT

Community Development aims to increase and strengthen

- 1) Community relationships, structures and leadership
- 2) A partnership approach in meeting local needs
- 3) The health and well being of the community

It also allows for community participation in planning activities, programs and services to meet community needs.

COMMUNITY DEVELOPMENT OBJECTIVES of this POLICY

- 1) To provide opportunities for and encourage the community to participate in and influence decisions related to Council's program development and service delivery
- 2) To plan and deliver services and facilities that is accessible and equitable to meet the needs of the whole community
- 3) To recognise and value the diversity of the community
- 4) To work in partnership with other spheres of government, councils, private, community groups and citizens to develop and implement programs that address local needs
- 5) To manage directly funded services and facilities, to auspice externally funded programs and to seek and attract external funding options
- 6) To integrate community development activities with all of Council business.

STRATEGIES for COMMUNITY DEVELOPMENT

To achieve these Community Development objectives Council will implement the following strategies

a) Community Participation and Decision-Making

- Provide consultation processes that allow the community to participate in discussion on issues and in decision making, taking into account social and cultural considerations.
- Ensure that relevant information is available to the community to allow meaningful access and participation, through minutes, documents, discussion papers, policies, directories etc.
- Ensure that all community development activities are implemented in a social justice framework.
- Provide support for community consultative and action groups as appropriate.



Council Policy Manual

-
- Educate and promote to the whole community the principles of social justice and community issues.

b) Accessible and Equitable Services and Facilities

- Plan for all districts of the Local Government Area to have access to an affordable community facility.
- Plan for accessible, appropriate, and adequate levels of services and facilities for the whole community.
- Manage, resource and maintain Council owned facilities effectively.
- Ensure that Council funded or auspice services are provided efficiently and appropriately.
- Advocate on behalf of community groups/members
- Act to coordinate and evaluate service provision to ensure access and equity for the whole community

c) Recognise and Value Diversity

- Provide community services programs and facilities that encourage, recognise and value the diversity of the community and an understanding of difference.
- Foster and broaden community understanding of the value of diversity.

d) Working in Partnership

- Recognise that communities need to work collaboratively across all sectors to optimise the effective provision of services and facilities.
- Promote, develop and support a network of partnerships both within and external to Council for the provision of community services and facilities.
- Engage community partnerships for the delivery of community services and facilities.

e) Integration

- Build a communication process that feeds local community issues to broader planning.
- Encourage the incorporation of the principles of social justice into all Council business.
- Promote community development in all of Council business.



Council Policy Manual

SOCIAL PLANNING

Social Planning aims to promote the well being of the community by investigating and responding to the needs and aspirations of all the people who live and work in it, through

- 1) Investigation and identification of the community's demographic composition
- 2) Analysis of issues and needs
- 3) Planning and responding to meet identified community need.

SOCIAL PLANNING OBJECTIVES of this POLICY

- 1) To ensure that Council meets its requirements under the legislation to be responsive to community need and diversity
- 2) To manage the development, implementation, monitoring and evaluation of Council's ***Social and Community Plan***
- 3) To promote a partnership approach between all levels of government, non-government agencies and the community in the social planning process
- 4) To uphold and promote the principles of social justice, access and equity in Council business and the wider community
- 5) To improve opportunities for the community for genuine participation and consultation in planning processes and decision making.

STRATEGIES for SOCIAL PLANNING

a) Meeting Legislative Requirements

- Ensure that Access and Equity activities are included in Council's Integrated Planning and Reporting responsibilities
- Ensure Council's policy framework enshrines the principles of social justice
- Promote the principles of access and equity and multiculturalism to personnel within Council
- Promote the principles of democracy by encouraging consultation processes that provide genuine opportunities for participation in decision making

b) Community Strategic Plan (CSP)

- Facilitate the implementation of Council's current ***Community Strategic Plan***
- Monitor, on an annual basis, the demographic composition of the community, with consideration for community needs



Council Policy Manual

- Monitor, evaluate and report on the progress of implementation of the Community Strategic Plan to the Office of Local Government, Council, and the community.
- Ensure the update of Councils **Community Strategic Plan** on a 4 year cycle; describing the local community, summarising the key issues facing the community, recommending strategies to address identified needs.

c) Promoting Partnerships

- Foster and develop integrated planning processes through interagency forums both within and external to Council
- Promote, develop and support networks of partnerships within and external to Council for information sharing
- Ensure that community consultation processes allow community participation at all stages, particularly at the initial and formative stages

d) Principles of Social Justice

- Promote fairness in the distribution of resources in Council projects and services
- Promote the rights of all members of the community to have their needs met and to participate in the democratic process, regardless of race, age, gender, religion or disability
- Ensure that all members of the community have equal opportunity to benefit from access to the resources and services they need
- Encourage open processes within Council to improve the accountability of decision makers
- Foster and broaden community understanding of the value of diversity

e) Community Participation and Decision-Making

- Promote the principles of democratic participation in Council business
- Promote consultation processes that allow the community genuine opportunities to participate in discussion and decision making, on issues affecting their lives
- Ensure that relevant information is available to the community to allow meaningful participation and access
- Provide support for community consultative and action groups as appropriate