Regional Development Australia Far West NSW

Publication Guide

Prepared in accordance with the provisions of Section 20
of the Government Information (Public Access) Act 2009

An Australian Government Initiative

NSW GOVERNMENT
A NSW Government Initiative

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INTRODUCTION

On 1 July 2010, the Government Information (Public Access Act) 2009 came into effect, replacing the former Freedom of Information Act 1999 (NSW).

The Act creates new rights to information that are designed to meet community expectations of more open and transparent government, and encourages government agencies to proactively release government information.

Regional Development Australia – Far West NSW (RDA Far West) is committed to openness with regard to government information by providing open access to information on our website www.rdafarwestnsw.org.au or by contacting RDA Far West's Office at 55 Oxide Street, Broken Hill, NSW or by phoning during business hours on 08 80878383
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You can find out more about your right to information and ways to access NSW government information on the Office of the Information Commissioner (OIC) website at http://www.oic.nsw.gov.au/

WHAT IS REGIONAL DEVELOPMENT AUSTRALIA

Regional Development Australia (RDA) is a partnership between the Australian, state, territory and local governments to develop and strengthen the regional communities of Australia.
RDA is a national initiative based on building partnerships and ensuring that all governments and stakeholders are responsive to local priorities and needs. It is a conduit between government and local communities, and a provider of information. RDA committees will be strong advocates for their region and drivers of change. RDA will have a pivotal role in ensuring the long term sustainability of regional Australia.

WHO IS REGIONAL DEVELOPMENT AUSTRALIA FAR WEST NSW

RDA Far West is a non profit incorporated organisation which comprises of committed members of the region and represents the community, business and local government. RDA Far West has a broad and diverse skills base and demonstrated networks and alliances. RDA Far West is encouraged to work together on projects and other activities where there are common interests and common boundaries.

WHERE IS REGIONAL DEVELOPMENT AUSTRALIA FAR WEST NSW

The Far West Region of NSW is defined by the Queensland and South Australian borders to the north and west, while the eastern and southern boundaries are shared with the RDA NSW Regions of Orana, Riverina and Murray.

The Far West Region accounts for 18.4% of NSW, stretching across 147,142 square kilometres of the world-famous Australian outback. The city of Broken Hill occupies just under 179 of those square kilometres, Central Darling Shire covers 51,400 square kilometres and the remainder of the land is Unincorporated Area.

Central Darling Shire includes the towns of Wilcannia, Menindee, White Cliffs, Tilpa and Ivanhoe, while Tibooburra lies north-west of the Shire in the Unincorporated Area.

Membership of the Committee is by joint appointment of the Commonwealth and State Ministers for Regional Development.

The RDA Far West NSW Committee employs an Executive Officer, an Administrative Assistant, and, from time to time a Project Officer.

Further information on RDA Far West NSW can be found on our website here: www.rdafarwestnsw.org.au

STRUCTURE OF REGIONAL DEVELOPMENT AUSTRALIA FAR WEST NSW

Regional Development Australia Far West NSW is part of a network of 55 Committees across Australia which was formed on 1 July 2009.

Regional Development Australia Far West NSW is a partnership between the Australian, state, territory and local governments to develop and strengthen the regional communities of Australia. It has a pivotal role in ensuring the long-term sustainability of Australia's regions.

FUNCTIONS OF REGIONAL DEVELOPMENT AUSTRALIA FAR WEST NSW

Our roles and responsibilities are in the following areas:

- Consultation and engagement with the community
- Informed regional planning
- Whole of government activities
- Promotion of government programs
- Community and economic development

REGIONAL DEVELOPMENT AUSTRALIA FAR WEST NSW COMMITTEE ACTIVITIES IMPACT ON THE PUBLIC

In working for the development of our region, our Committee consults, collaborates and from time to time enters more formal partnerships with local government, agencies of the Commonwealth and New South Wales governments, industry, business, educational/training organisations, the community sector and individuals.

The RDA Far West NSW Regional Plan guides our projects and initiatives for the region. It was developed after extensive community consultation throughout the region as a living document, we welcome feedback from the public at any time. You can download a copy of our Regional Plan at: www.rdafarwestnsw.org.au

From time to time, RDA Far West NSW will consult with members of the public on key issues and we will promote opportunities on our website at: www.rdafarwestnsw.org.au

ACCESS BY THE PUBLIC TO INFORMATION HELD BY REGIONAL DEVELOPMENT AUSTRALIA FAR WEST NSW

Under the *Government Information (Public Access) Act 2009* Regional Development Australia Far West NSW must release information as long as it does not infringe privacy laws or other laws or may be detrimental to any person.

The Act establishes four ways for the public to access Regional Development Australia Far West NSW information:

1. **Mandatory Disclosure**
   Certain open access information must be published on an Agency's website, free of charge. This includes policy documents, publication guide, disclosure log and register of government contracts over $150,000.

2. **Proactive Release**
   Regional Development Australia Far West NSW will release as much government information as possible, in an appropriate manner and free of charge.

3. **Informal Request**
   Regional Development Australia Far West NSW will release information without the need for a formal application, unless there are good reasons to require one.

4. **Formal Access**
   Specific information that has not otherwise been made available can be formally requested from Regional Development Australia Far West NSW. In some circumstances access to information will require a formal access application.

HOW THE PUBLIC CAN ACCESS INFORMATION FROM REGIONAL DEVELOPMENT AUSTRALIA FAR WEST NSW

Our Committee's policy is to be transparent and accessible. The public has a right to access most of the information held by our Committee, as long as it does not infringe privacy laws or other laws or may be detrimental to any person. In most cases we publish information on our website, if not in total, in summary or lists. If you would like to access a document named in a list, you could;

- Search the RDA Far West website to see whether if it is already available or
- Contact RDA Far West and ask for the information. RDA Far West will then decide whether the information you want can be released in any of the four methods mentioned above.

If making a formal application, which must be a last resort, access to information can be obtained by making a request in writing using RDA Far West Access Request Form to the Right to Information Officer. Applications may be lodged in person, faxed or posted to the Right to Information Officer.

The Right to Information Officer may be contacted on telephone 08 8087 8383, email admin@rdafarwestnsw.org.au or by mail at PO Box 1010 BROKEN HILL NSW 2880.

Proof of identity may be required at the time the inquiry is made or the application lodged.

CONTRACTS OVER $150,000

RDA Far West is yet to engage in any contracts to the value of more than $150,000 with private sector bodies. As such contracts are established, RDA Far West will publish these in a register of government contracts.

INFORMATION HELD BY REGIONAL DEVELOPMENT AUSTRALIA FAR WEST NSW

The following documents are held by RDA Far West NSW

Publications
Regional Development Australia – Far West NSW Regional Plan 2010 – 2020
Available at www.rdafarwestnsw.org.au

Internal policy documents
Code of Conduct
Constitution
Staff Policies and Procedures Manual
Risk Management Information

Internal Policy documents are available by contacting RDA Far West NSW - telephone 08 8087 8383, email admin@rdafarwestnsw.org.au or by mail at PO Box 1010 BROKEN HILL NSW 2880. Black and white copies will be at recovery costs only. Colour copying is not available.

CHARGES

Informal application - there is no application fee for an informal application.

Formal application - Applications must be in writing, and accompanied by a $30 fee. Processing charges of $30 per hour may also be levied, depending on the type and amount of information sought. The application is invalid until this fee is paid.

All charges for applications can also be obtained from the OIC website
http://www.oic.nsw.gov.au/

If you would like further information, please contact the Office of the Commissioner on 1800 INFOCOM (1800 463 626) or visit their website: http://www.oic.nsw.gov.au/