

GO3 – Information Guide Review

GO3 Information Guide Review

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TRIM 6346

EXECUTIVE SUMMARY

- The Annual Review of Council's Information Guide has been undertaken in line with the requirements of the Government Information (Public Access) Act 2009.
- Minor amendments to reflect the current structure and functions within Council have been made.
- It is recommended that Council adopt the draft Wollondilly Shire Council - Information Guide 2017, subject to inclusion of the revised Organisational Structure.

REPORT

The Government Information (Public Access) Act 2009 (GIPAA) requires the Council to have an Information Guide, which will undergo a review each twelve (12) months.

The guide must describe the structure and functions of Council and ways those functions affect members of the public.

The guide must also show how members of the public can participate in the forming of Council's policy; how they may access information and what information is available free of charge or for a fee.

Once adopted the Information Guide will be placed on Council's website.

CONSULTATION

Consultation was undertaken with the Management Group of Council.

FINANCIAL IMPLICATIONS

This matter has no financial impact on Council's adopted budget or forward estimates.

ATTACHMENTS INCLUDED IN A SEPARATE BOOKLET

1. Summary of Changes - Draft Wollondilly Shire Council - Information Guide 2017
2. Draft Wollondilly Shire Council - Information Guide 2017

RECOMMENDATION

That the Wollondilly Shire Council Information Guide 2017 be adopted, subject to inclusion of the revised Organisational Structure.