

SHIRE STRATEGIC VISION (SSV)

COMMUNITY LIAISON GROUP

DRAFT TERMS OF REFERENCE

If we as a community identify where we are going then it is much more likely that we will get there.

1.0 What is the Shire Strategic Vision?

The Shire Strategic Vision process identifies the Community's 20 year Strategic Vision for the Shire. The Vision will then form the intended basis for all future planning, programming and expenditure by State and Local government as well as that of the Community. The outcome will be a whole-of-Shire focus on achieving the Vision

State government has taken a lead through its November 2006 State Strategic Plan entitled "A New Direction for New South Wales". In addition, the State Department of Local Government has released options papers and held extensive consultations. These have made it clear that an integrated planning system for local government will be required in the near future. This mandatory system will be based on a long-term Strategic Vision developed by the Community that will clearly identify the Community's views as to what the Shire's society, environment and economy should be in 20 years time given achievable objectives in compliance with the State Strategic Plan.

Wyong Shire Council is seeking to work with the Community and State government to compile a 20 year Strategic Vision based on the many recent, and some proposed, Community consultations. Following the election of a new Council in September 2008, it will formulate a 4 year Delivery Program identifying how they will progress the Vision during their term of office. Council's annual Management Plans will identify progress on the Delivery Program and will be reported back to the Community through Council's Annual Report and the integrated State of the Shire Report. The Vision will also guide actions by the Community and State agencies. The Strategic vision is reviewed and extended every four years. All other parts of the process (such as the four year Delivery Program) are updated and rolled forward annually.

The documents outlined above are necessary to communicate the components of the Vision; however, it is stressed that the Shire Strategic Vision is really an ongoing process that strives to achieve the Community's Vision. Other aspects of the Strategic Vision process include regular monitoring of programs and reaffirming/renewing the Vision for future generations.

The objectives of the Shire Strategic Vision process are to:

- a Establish, in a robust and transparent fashion, the Shire's Strategic Vision, and engage and inspire the Community having consideration for:
 - ❖ Clearly understanding the Community's aspirations, lifestyle and Vision;
 - ❖ Identifying Wyong's unique attributes and setting;
 - ❖ Council's legal obligations to both State and federal governments as well as relationships with relevant visions of neighbouring councils; and
 - ❖ Optimistic, but achievable, outcomes.

- b Ensure that the Shire Strategic Vision arising from the project is integrated into all future strategic planning and decision-making by the Community, Council and State government.
- c Effectively monitor, review and update the Shire Strategic Vision in response to intelligence and feedback.
- d Work with existing systems, forms and structures to integrate them more effectively within a strategic planning and decision-support framework.

2.0 Community Liaison Group Responsibilities

The Shire Strategic Vision process is based on the Community's 20 year perspective on their aspirations, lifestyle and Vision. So, it is essential that the Shire Strategic Vision flows from conversations with the Community especially in the initial design stages of the process. Longer-term structures will also be designed to facilitate Community involvement as the process rolls forward.

As part of these conversations, Council is establishing a Shire Strategic Vision (SSV) Community Liaison Group made up of individuals active in the Community. The Group will:

- ❖ In partnership with Council drive the formulation of a Strategic Vision Statement and 20 year Shire Strategic Vision for the Community.
- ❖ Provide critical comments and timely input into activities including, but not limited to:
 - A Communication Strategy for the process,
 - A Shire Profile,
 - Council's 4 year Delivery Program and
 - The format for Management Plans and Annual Reports.
- ❖ Provide feedback to the Community on the process of developing a 20 year Shire Strategic Vision.
- ❖ Inform the public on possible future scenarios, the Shire Strategic Vision process and improvements to Community input into Council activities.
- ❖ Ensure communication with the public on the Shire Strategic Vision process.

Members of the SSV Community Liaison Group will participate in a variety of activities relating to establishment of the Shire Strategic Vision process including:

- ❖ Regular Community Liaison Committee meetings,
- ❖ Public seminars and information sessions,
- ❖ Review of draft documents and reports and
- ❖ Implementation of recommendations related to their areas of Community interest.

3.0 Membership

The SSV Community Liaison Group will consist of a maximum of 12 members representing:

- ❖ State government (1)
- ❖ Wyong Council's SSV Project Manager (1)
- ❖ The Community (10)

One alternative nonvoting member may be nominated and invited to attend all functions to replace any Community representatives resigning during the program.

The core SSV Community Liaison Group may be expanded for specific activities in order to add Community stakeholders for key steps in the process such as the proposed "Appreciation" or "Evaluation" activities.

The inaugural chairperson of the SSV Community Liaison Group will be the SSV Project Manager. The second meeting of the Group will elect a chairperson for the tenure of the Group who cannot be the Project Manager.

SSV Community Liaison Group membership is entirely voluntary with members bearing their own participation expenses.

4.0 Selection Criteria

Members of the SSV Community Liaison Group must be:

- ❖ Resident in Wyong Shire,
- ❖ Active in their community (this is defined broadly and can include economic, social or environmental association),
- ❖ Available for Group meetings (estimated 1-2 per month depending on the stage of the project). The timing of these will be set by the Group.
- ❖ Available for SSV activities such as the proposed "Speakers and Speculation" activity, briefings and relevant Council meetings (estimated to average 1 per month) and
- ❖ Not a Councillor.

In selecting SSV Community Liaison Group members, consideration will be given to the above selection criteria and an effort will be made, as far as practical, to ensure that the Group reflects cross representational coverage of the Community's:

- ❖ Age,
- ❖ Gender,
- ❖ Diverse Community associations and
- ❖ Geographical distribution.

5.0 Operating Guidelines

SSV Community Liaison Group meeting times and dates will be determined by the Group.

- ❖ Agendas will be set by the Chairperson in discussions with the SSV Project Manager.
- ❖ Members will receive agendas and any relevant reports at least seven days prior to any meeting, whenever possible.
- ❖ Members unable to attend are asked to advise the SSV Project Manager to ensure they receive relevant material and
- ❖ The Project Manager will arrange venues and administration including the taking of minutes.

6.0 Tenure

The Community Liaison Group shall be dissolved upon Council endorsement of the Shire Strategic Vision and adoption of a 4 year Delivery Program. At present this has been estimated to be in July 2009. The Group will be involved in recommendations regarding ongoing community liaison and contact concerning the Shire Strategic Vision process.

If we do not shape the future, at the very least, we will be shaped by it.