Publication Guide

1. Introduction

This publication guide has been prepared in accordance with Section 20 of the *Government Information (Public Access) Act 2009 (GIPA Act)*. RDA Central West will review this guide and adopt a revised guide annually. www.oic.nsw.gov.au

2. About RDA Central West

RDA Central West is part of a network of 55 Committees across Australia (14 in New South Wales) which were formed on 1 July 2009. Regional Development Australia 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 www.rda.gov.au.

The Central West region of NSW covers an area of 63,000 sq km which starts at the temperate, elevated Central Tablelands on the western side of the Blue Mountains and extends almost 500 km to the semi arid Central West plains. Approximately 177,000 people live in the region, which comprises the 12 local government areas of Lithgow, Oberon, Bathurst, Blayney, Orange, Cabonne, Cowra, Parkes, Forbes, Weddin, Bland and Lachlan.region. Bathurst and Orange are the major cities of the region, accounting for approximately 44% of the region's population. Agriculture and forestry is the primary land use and employment sector in the region. Other major employment sectors are healthcare, education, mining, manufacturing, retail trade and tourism related industries. Mining has a significant presence in the region, with major mining operations near Orange (Cadia gold/copper mine), Parkes (Nth Parkes copper/gold mine), West Wyalong (Lake Cowal gold mine) and Lithgow (various coal mines).

What we do:

RDACW activities are guided by the RDA Charter which is available at www.rda.gov.au

Our 5 key roles:

*   Development of the three to five year Regional Plan
*   Inform government on Critical Issues affecting our Region
*   Advise government on Priority Activities that will drive economic development
*   Assist local community stakeholders to develop Project Proposals
*   Promote Australian Government Programmes

RDACW has prepared a Regional Plan to identify priorities for economic growth and job creation in the region for the period 2010-2015.The Regional Plan articulates the RDACW committee's economic, environmental and social vision for the region and underpins the work and priorities of the committee. The Regional Plan supports the strategic framework of the committee over the next 5 years and confirms priorities with regional stakeholders. The regional plan will be a key reference document for RDACW. To view the RDACW Regional Plan visit www.rdacentralwest.org.au

3. Organisational Structure

RDA Central West has twelve members, appointed jointly by the Federal and State Ministers responsible for Regional Development www.rdacentralwest.org.au "Board Members". Members have a diverse range of skills and are drawn from across the Central West region.

The Committee employs an Executive Officer, Project Officers and administrative staff.

4. How our activities impact on the public

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

RDACW regularly consults with members of the public including representatives from business and industry across the Central West region on the impact of Government policy and programs on regional Australia providing feedback to Government as and when required.

RDACW also hosts a range of events open to the public including information seminars on Government programs and initiatives. A number of events aimed at strengthening the Central West economy through education and information dissemination are held annually. Events such as the annual Agribusiness Today Forum and ad hoc seminars for business and industry are all open to the public.

RDACW promotes the opportunity for public participation in consultations and events through a monthly E-Blast, regular media releases and advertisements in the local media. Opportunities for public participation in consultations and calls for submissions to Government inquiries are also promoted on the RDACW website at www.rdacentralwest.org.au.
The public can register to receive monthly E-Blast by subscribing through the RDA website as detailed above.

5. How the public can access information held by us

In accordance with the GIPA Act, RDACW aims to release as much government information to the public as possible. There are four ways that government information may be made available these are:
- Open access information
- Proactive release of information
- Informal release of information
- Formal access applications

RDA's policy is to be transparent and to provide open access to information to the public. 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 the website, if not in total, in summary or lists. If you would like to access information which is not available on the website, please phone our office on (02) 6369 1600 or email info@rdacentralwest.org.au

RDACW endeavours through its E-Blasts and day-to day dealings with the public to provide ready access to information about Government policies and initiatives and to ensure through its well established regional networks the widest dissemination of information possible.

As a last resort to access information that cannot be accessed any other way, a formal access application can be made. An application fee of $30 will apply. The access application form is available at www.rdacentralwest.org.au

Access application forms can be lodged by mail, email or fax to:

Peter McMillan
Executive Officer
Regional Development Australia- Central West
PO Box 172
Orange NSW 2800

Email: peter@rdacentralwest.org.au
Fax: (02) 6369 1611

6. Information held

Publications

Regional Plan - http://www.rdacentralwest.org.au/our-region-2/regional-plan/

Annual Report – to access free of charge contact peter@rdacentralwest.org.au

eNewsletter – to subscribe free of charge visit www.rdacentralwest.org.au

Fact and Government Program Information sheets-
http://www.rdacentralwest.org.au/site/index.cfm?display=239235
http://www.rdacentralwest.org.au/site/index.cfm?display=165342

Visa Certification information http://www.rdacentralwest.org.au/newsite/visas/

State and Federal media releases http://www.rdacentralwest.org.au/site/index.cfm?display=239235

Government (State and Federal) funding
http://www.rdacentralwest.org.au/site/index.cfm?display=236187

Internal policy documents

Code of conduct
Constitution
Funding contract with Commonwealth Government
Funding contract with New South Wales Government
Policy and Procedures Manual
Staff employment contracts
Project Contracts
Other documents

Where direct links to documents are not provided, access to this information is freely available by contacting RDA Central West directly by phone (02) 6369 1600 or by emailing info@rdacentralwest.org.au

Contracts over $150,000

In accordance with Part 3, Division 5 of GIPA, RDACW is required to provide access to details of contracts with private sector providers with a value greater than $150,000. Currently RDACW does not have any such contracts. In the case that RDACW enters into contracts with the private sector over $150,000, this information will be made available on the RDACW website in line with the organisation's open access policy free of charge.

For more information contact:

Peter McMillan
Executive Officer
Regional Development Australia- Central West
Suite 4/59 Hill St
(PO Box 172)
Orange NSW 2800

Phone: (02) 6369 1600
Fax: (02) 6369 1611
Email: peter@rdacentralwest.org.au
Website: www.rdacentralwest.org.au
Facebook: https://www.facebook.com/RegionalDevelopmentAustraliaCentralWest
Twitter: https://twitter.com/rdacentralwest

For information about the Government Information (Public Access) Act 2009 contact:

Office of the Information Commissioner (NSW)
Level 11, 1 Castlereagh Street
Sydney NSW 2000
GPO Box 7011, Sydney NSW 2001
Ph: (02) 8071 7018 Fax: (02) 8114 3765
Email: Justine.mcharg@oic.nsw.gov.au
Free call: 1800 INFOCOM (1800 463 626) website: www.oic.nsw.gov.au