



Date	Type	Version	Revisions	Endorsed
02/10/2018	Draft document review	1.0	Document introduction	02/10/2018
03/10/2018	Document Implemented	2.0	-	03/10/2018

Abstract

This Policy outlines the guiding principles and standards within a framework by which Namoi Joint Organisation of Councils trading as Namoi Unlimited, for *Advocacy and Leadership* activities to be conducted.

Endorsed by Members of Namoi Unlimited

Approved by Namoi Joint Organisation of Councils trading as Namoi Unlimited held 2 October 2018

Policy Custodian Executive Officer

Relevant to The Executive Officer and any other staff employed by the Joint Organisation, Member Councils of the Joint Organisation when participating as a group.

Related Legislation and Guidelines

- [NSW Local Government Act 1993 \(the Act\)](#)
- [NSW Local Government \(General\) Regulation 2005 \(the Regulation\)](#)
- [NSW Local Government Amendment \(Regional Joint Organisations\) Act 2017 No 65](#)
- [GOVERNMENT INFORMATION \(PUBLIC ACCESS\) ACT 2009](#)
- Independent Commission against Corruption (ICAC)
- Any legislative framework relevant to Local Government relating to advocacy and leadership

Related Documents

ATTACHMENT 001/1	Advocacy and Leadership Policy
ATTACHMENT 001/2	Advocacy and Leadership Procedure
ATTACHMENT 001/3	Template for a proposed position of Advocacy or Leadership
ATTACHMENT 001/4	Advocacy and Leadership Report Template
ATTACHMENT 001/5	Advocacy and Leadership Register

Definitions

Advocate (1) to recommend publically; (2) one who defends, vindicates, or espouses a cause by argument, **Advocacy** (adj)¹.

Leader a guiding or directing head².

Advocacy or Leadership position is a topic resolved by the Members as a position to advocate upon.

¹ The Macquarie Dictionary, Macquarie University NSW 1986

² The Macquarie Dictionary, Macquarie University NSW 1986

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Any definitions not described can be found in the Namoi Unlimited in the Charter, the Code of Meeting Practice and any other official document of Namoi Unlimited.

COMMENCEMENT

These procedures commence on 3 October 2018.

If no date is specified the procedure will commence on the day after it is endorsed by the Members.

1. PURPOSE

This Policy and associated documents have been designed to assist and guide Member Council's of Namoi Unlimited to determine, assess and endorse positions of *Advocacy and Leadership*.

2. OBJECTIVES

Namoi Unlimited values the highest professional standards in its business dealings and the spending of Member Council funds.

The organisation's *Advocacy and Leadership* activities will be conducted through a planned, logical and clear process that complies with relevant legislation.

3. SCOPE

Official positions of *Advocacy and Leadership* must be evidenced by facts to build the understanding among members, target audiences and the community of any aspect or any issue.

Positions of *Advocacy and Leadership* can be identified under two distinct categories:

- (i) Defined under the current Namoi Unlimited Strategic Regional Priorities
- (ii) Defined under the key function of a Joint Organisation - Advocacy and Leadership

Advocacy and Leadership on and by Namoi Unlimited will only be undertaken when it has been requested, reviewed, deemed appropriate, and approved.

4. DELEGATION

This Policy applies in full to any person who undertakes or is involved in *Advocacy and Leadership* activities.

Namoi Unlimited may by resolution determine to delegate the function *Advocacy and Leadership* of an activity to a third party or to a Member Council. Any decision to undertake *Advocacy and Leadership* on behalf of Namoi Unlimited will need to reflect the reasons why such action is undertaken and the third party must agree to comply with all parts of this policy.

5. PRINCIPLES

The values of Namoi Unlimited are:

- Member Councils will actively collaborate to lead and empower each other.
- Member Councils will engage actively, honestly and ethically.
- Member Councils will be transparent and accountable to the communities they represent.

6. FAIRNESS AND EQUALITY

Namoi Unlimited will not participate in any action which may be deemed as illegal, collusion, release of 'commercial in confidence' information, a conflict of interest, or bias.

Staff and representatives are not permitted to accept nor seek out any gifts or favours and will discontinue any and all dealings with organisations who engage in unethical conduct.

Elected representatives must refer all questions in relation to *Advocacy and Leadership* to the Chairperson.

7. RESPONSIBILITIES

7.1 Chairperson or their nominee

The Chairperson or their nominee will be the public spokesperson for *Advocacy and Leadership*.

7.2 Member Councils

Member Councils will develop and adopt creditable and evidenced based positions of *Advocacy and Leadership* by way of resolution.

Official positions of advocacy are to be unanimously endorsed by the Voting Members.

Official positions of advocacy will be tabled and recorded in the minutes of a Meeting.

By way of resolution at a meeting, the Members may at any time vary the positions of an official advocacy position.

7.3 Executive Officer

The Executive Officer is responsible to preparing any documents and evidence to prepare a position of official *Advocacy and Leadership* for consideration as part of preparation of a Business Paper for a Members meeting.

The Executive Officer is responsible for executing any actions determined by the members in pursuit of advocacy.

The Executive Officer is responsible for reporting progress on an official advocacy position.

8. REVIEW, FEEDBACK, CONSULTATION AND APPROVAL

8.1 Feedback and Consultation

- (i) Members may consult, seek feedback and provide evidence to support or reject a position.
- (ii) Members will uphold any position of *Advocacy and Leadership* endorsed by resolution.
- (iii) A Member must present the Advocacy and Leadership Register at least once a year to a meeting of their Council to affirm or amend a Member Councils position.
- (iv) Consultation is to be sought from the parties involved in the matter.

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NAMOI UNLIMITED

Premier agricultural region in Australia

- (v) Where possible, any NSW Government agency involved in the matter will be consulted in the formation of an endorsed *Advocacy and Leadership* position.

8.2 Approval

- (i) Endorsement of an official position of advocacy will be by unanimous resolution of the Voting members.
- (ii) Once endorsed, any position of advocacy unless specified will be released publically on the Namoi Unlimited website.

8.3 Rescissions and Replacements

This document replaces any previous documents which were rescinded as from the date described in this document.

8.4 Review

This policy and the associated documents will be reviewed every two years.