



Draft Volunteering Policy

Volunteering Policy

Date policy was adopted:	
Resolution number:	
Next Policy review date:	
Reference number:	
Strategic Pillar	
Responsible Branch	

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1 OUTCOMES

- 1.1 QPRC acknowledges the significant contribution volunteers make to our region. Some of Council's services, and those provided by community agencies, rely on the commitment and goodwill of volunteers.
- 1.2 QPRC welcomes the involvement of the community through volunteering and aims to provide and/or support accessible volunteering opportunities that are meaningful and rewarding for our diverse communities.
- 1.3 Volunteers contribute to the economic, environmental and social well-being of the community by:
 - strengthening community cohesion, intergenerational exchange, social wellbeing, [connection](#) and trust;
 - expanding the capacity to respond to the needs of residents through a range of services and activities;
 - engaging the community in protecting local resources, improving the physical environment and support for environmental issues;
 - encouraging understanding and acceptance of, culture diversity and difference; and
 - providing people with the opportunity to contribute and knowledge share.
- 1.4 Strong evidence exists that people enjoy considerable health and social benefits from volunteering.

2 POLICY

- 2.1 ~~The purpose of this Policy is to provide guidance to Councillors, Managers and staff in the development, management and review of volunteering opportunities throughout the Local Government Area. The purpose of this policy is to guide Councillors, Managers, staff, and volunteers in the consistent development, support, and review of meaningful volunteering opportunities across the Local Government Area.~~

3 SCOPE OF THE POLICY

- 3.1 This Policy applies to:
 - ~~all areas of Council that engage volunteers, including vocational placements, to deliver work on behalf of Council; Council departments and services that engage volunteers, including vocational placements.~~
 - individuals who apply or are invited to apply to volunteer with Council; and
 - all individuals volunteering within services and/or programs that are funded and/or managed by Council.
 - ~~Section 355 committee members, Members of Section 355 Committees and similar advisory or community-based groups.~~
 - Community organisations or partners that coordinate volunteers in collaboration with Council.

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4 DEFINITIONS

- 4.1 ~~Volunteering is time willingly given for the common good and without financial gain (Volunteering Australia).~~
- 4.1 Volunteering - Time willingly given for the common good and without financial gain (Volunteering Australia).
- 4.2 Council Volunteer - An individual who offers their time willingly to perform roles or functions under the direction of Council staff or committees, without remuneration, and in alignment with Council's values and policies.

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5 LEGISLATIVE OBLIGATIONS AND/OR RELEVANT STANDARDS

- Work Health and Safety Act 2011
- Work Health and Safety Regulations 2011
- Local Government Act 1993
- Anti-Discrimination Act 1977
- ~~QPRC Volunteer Directive~~ Privacy and Personal Information Protection Act 1998 (NSW).
- Child Protection Act (Working with Children) 2012

6 ~~CONTENT~~ COUNCIL COMMITMENTS TO VOLUNTEERING

Queanbeyan-Palerang Regional Council commits to developing and supporting volunteer opportunities in an inclusive workplace ~~by through:~~

- ~~• continuing to recognise and value the substantial and ongoing contribution made by volunteers and voluntary groups to the social and economic amenity of the region;~~
- ~~• supporting Council volunteers in accordance with Council procedures and other relevant national and state guidelines;~~
- ~~• supporting Council's S355 and other Community Committees in their delegated functions;~~
- ~~• identifying and responding to current trends and challenges in volunteerism;~~
- ~~• working with the community to build capacity, enhance service delivery and encourage participation through volunteering; and~~
- working in partnership with community groups, the business sector and relevant stakeholders to develop volunteering opportunities, promote volunteering, raise the profile of volunteers and facilitate access to information about volunteering opportunities.

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Recognition and Value

- [Continue to recognise and value the substantial and ongoing contributions made by volunteers and voluntary groups to the region's social and economic amenity.](#)

Support and Governance

- [Support Council volunteers in accordance with Council procedures, relevant legislation, and best-practice guidelines.](#)
- [Support Council's Section 355 and other community committees in their delegated functions.](#)

Community Engagement

- [Work with the community to build capacity, enhance service delivery, and encourage broader participation through volunteering.](#)

Strategic Development

- [Identify and respond to current trends and challenges in volunteerism.](#)
- [Partner with community groups, the business sector, and other stakeholders to:](#)
 - o [Develop diverse and inclusive volunteering opportunities;](#)
 - o [Promote the value and benefits of volunteering;](#)
 - o [Raise the profile of volunteers; and](#)
 - o [Facilitate easy access to volunteering information and pathways.](#)

7 REVIEW

- 7.1 This policy will be reviewed every four years or earlier as necessary if:
- a) legislation requires it, or
 - b) Council's functions, structure or activities change