

FACT SHEET for Council Staff

Are you affected by a council merger?

On 12 May 2016, the NSW Government formed 19 new councils in NSW by merging 42 council areas in different combinations. New councils are effective immediately.

The Proclamations made on 12 May 2016 outline that each new council has an Administrator, an Interim General Manager and, in most cases, one or two Deputy General Managers.

These interim arrangements will remain in place “until elections are held for mayors and councillors on 9 September 2017”.

Role of staff

During this time of change, the ongoing professionalism and skill of council staff will be crucial in helping to ensure local communities continue to receive their usual high level of service. It is likely that some staff already are, or will be, assigned to project teams across the new organisation to plan and implement a successful transition.

Where to start

The [LGNSW Amalgamation Toolkit](#) details steps and resources to help staff across all functional areas plan changes to councils’ operations. Keep in mind that merger tasks for different functional areas will occur at different speeds, depending on complexity. See [Day 1: Commencement Day Checklist \(PDF, 255KB\)](#) for guidance on tasks that should be completed immediately.

Will my job and salary change?

Council staff continue to be employed under their existing arrangements.

The NSW Government’s Stronger Councils website states that: “All council staff other than executive level will retain their jobs and carry out their day-to-day roles.”

The *Local Government Act* establishes a framework for ongoing roles and terms of employment. Specifically, the *Local Government Act* provides for a range of protections and continuity for staff.

The *Local Government Act* states that jobs will be protected for a period of three years. In towns with fewer than 5000 people, the entire council workforce will be retained. There are also provisions relating to conditions.

It is best practice to keep staff informed during change processes through internal information sharing and consultative committees. Clear communication should address any changes to internal systems, processes and roles that may occur as a result of the merger. This may include consideration of new structures (including any processes for a new salary system), as well as information about the amalgamation implementation process, what the *Local Government Act* says about employment security and how vacancies may be managed during the implementation phases.

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More information is available in LGNSW's [Workplace Reform Kit: Managing Workplace Change \(PDF, 1.4MB\)](#) and in the Government's [Preparing for Change: Guidance for Councils \(PDF, 312KB\)](#) document.

LGNSW Learning Solutions can deliver a range of workplace change sessions including:

- Building well-being and resilience
- Constructive workplace communication
- Making consultative committees more effective
- Managing the stages of change.

If council staff have specific questions or concerns, they should discuss them with their manager and via any particular mechanism their council has put in place (eg special email addresses for inquiries, information sessions etc).

For further information contact: LGNSW Member Services on 9242 4142