

**Memo to: Liaison Officer for the Council LEAD Project**

The Council LEAD Project aims to help Councils ensure that theirs is a lead-safe community. By providing resources and support, we seek to make this easy for your Council. This quick questionnaire will help us communicate with your Council and later evaluate how effective we are in helping you.

- Please complete and e-mail / fax / post back.
- Do it now; get it over with; don't let this clutter your desk. It won't take a minute.

**Please provide us with this contact information**

Name of your Council: .....

Liaison Officer: ..... Position: ..... Department: .....

Phone: ..... fax: ..... e-mail: .....

Postal Address: .....

**Please provide this baseline information**

**In which of the following ways is your Council active in lead safety?**

- (tick each that applies)
- Council has adopted a lead-safety Policy Statement *If "yes", can you send us a copy?*
- Council has discussed lead in a State of Environment Report *If "yes", can you send us a copy?*
- Council has Lead Management Plans or guidelines for council owned or operated properties? *If "yes", can you send us a copy?*
- Council has a designated officer to monitor lead issues
- Council has a planning policy or document dealing with lead *If "yes", can you send us a copy?*
- Council has organised community awareness activities on lead (eg. public displays, leaflets)?
- Council has an officer who attended the regional workshop on Lead Management held by the NSW Lead Reference Centre in 1999?
- Council has issued clean up or prevention orders under the POEO Act 1997  
 *If "yes", how many were issued in the six months 1 July to 30 Dec. 2000?..... (\_\_\_\_\_)*
- Council has a Council website with lead information or links?  
 *If so, is there a link to The LEAD Group's website (www.lead.org.au)? ..... Yes / No*
- other (please specify)

**Are any of these constraints on your activity?**

- (tick each that applies)
- Lack of funding / resources
- Lack of expertise or skills in council staff
- Lack of support from Councillors
- Other priorities seen as more important
- Other (please specify)

**Which of the following types of support would suit Council?**

Score each: 1= highly preferred 2 = preferred 3 = not preferred

- |                          |   |
|--------------------------|---|
| <input type="checkbox"/> | Networking / liaison with experienced Councils        |
| <input type="checkbox"/> | A "How To" kit  |
| <input type="checkbox"/> | Sample materials (eg policies, educational materials) |
| <input type="checkbox"/> | Telephone / e-mail support during office hours        |
| <input type="checkbox"/> | Web based resource materials                          |
| <input type="checkbox"/> | Face to face regional workshops                       |
| <input type="checkbox"/> | In-House training for a whole-of council approach     |
| <input type="checkbox"/> | Electronic networks / email discussion groups         |
| <input type="checkbox"/> | 24-hour "hot-line" support for lead inquiries         |
| <input type="checkbox"/> | Video materials                                       |
| <input type="checkbox"/> | Other (specify) .....                                 |

Thank you for completing this questionnaire. If you have any questions, please call Elizabeth O'Brien or Patricia Parkinson on (02) 9716 0014.