

Snowy Valleys Council



SNOWY VALLEYS EXTRAORDINARY COUNCIL MEETING

BUSINESS PAPER

10 MAY 2018

THE MEETING WILL BE HELD AT 4.00PM
IN THE SNOWY VALLEYS COUNCIL CHAMBERS, 76 CAPPER STREET, TUMUT

Disclosure of Pecuniary Interests at meetings

- Item from Bluet Local Government Handbook

[14.125] A Councillor or a Council Committee member who has a pecuniary interest in any matter with which the council is concerned, and who is present at a meeting of the council or committee at which the matter is being considered, must disclose the nature of the interest to the meeting as soon as practicable. The person must not be present at, or in the sight of, the meeting either at any time during which the matter is being considered or discussed or at any time during which a vote is being taken on any question relating to the matter (s 451). A Councillor who has declared a pecuniary interest in a matter before the council but has withdrawn from the meeting because of that declaration is not counted in considering whether the meeting is quorate for that matter.

Disclosure of Political Donations and Gifts

The Environmental Planning and Assessment Act 1979 places obligations on Councillors, staff, applicants and any person who makes a public submission, to disclose information relating to political donations and gifts during the environmental plan making or development assessment process.

Furthermore, for each planning decision made at a Council or Committee Meeting, the names of Councillors who supported the decision and those that oppose the decision must be recorded.

The fact that political donations or gifts have been made by applicants / proponents of a planning application should not affect whether an application is approved or refused. Political donations or gifts should not be relevant in making a determination. The matter should be determined on its merits. Nor do they provide grounds for challenging the determination of any applications.

For further information, visit www.planning.nsw.gov.au/donations

Public Recording of Meetings prohibited without Council authority

A person may use any recording device, including audio and visual recording and any device capable of recording speech, to record the proceedings of a meeting of a council or a committee of a council only by the resolution of the council or committee.

A person may, be expelled from a meeting of a council or a committee of a council or using or having used a tape recorder without consent.

Photography

Flash photography is not permitted at a meeting of the Council or a Committee of the council without the consent of the General Manager.

Public Forum (extract from the Code of Meeting Practice)

a) All prospective public forum speakers must advise the General Manager of their wish to address Council by the Monday prior to a Council meeting.

They must also provide a verbal or written précis of the subject matter at that time.

b) The public forum section shall only operate for a period of thirty (30) minutes immediately after apologies have been formally received.

c) Preference shall be given to addressees who wish to speak to any item before Council at that particular meeting.

d) The maximum time allowed for each speaker will be 5 minutes.

e) Not more than two members of a group may speak.

f) All persons addressing the meeting shall speak to the Chair.

g) The Chairperson may curtail the public participation where the information being presented is considered repetitive or irrelevant.

h) Councillors may ask questions of the person/s addressing Council only if so approved by the Chair.

i) Councillors will not enter into general debate with the speakers.

j) The Mayor is to approve of variations to this procedure in urgent / compelling circumstances.

k) All people / organisations who wish to address Council be made aware of the above condition.



Thursday 10 May 2018
Snowy Valleys Council Chambers
76 Capper Street, Tumut
4.00pm

EXTRAORDINARY AGENDA

1. OPENING OF MEETING

2. APOLOGIES AND LEAVE OF ABSENCE

3. DECLARATIONS OF PECUNIARY INTEREST

Pursuant to Section 451 of the Local Government Act (1993), Councillors are required to declare any direct or indirect pecuniary interest in any matters being considered by Council.

4. ADMISSION OF LATE REPORTS

5. GOVERNANCE AND FINANCIAL REPORTS

5.1 ENDORSEMENT OF THE DRAFT INTEGRATED PLANNING AND REPORTING SUITE
FOR PUBLIC EXHIBITION 2

6. CONFIDENTIAL

7. MEETING CLOSURE

5. GOVERNANCE AND FINANCIAL REPORTS

5.1 ENDORSEMENT OF THE DRAFT INTEGRATED PLANNING AND REPORTING SUITE FOR PUBLIC EXHIBITION

Author: MATTHEW HYDE

Responsible Manager: MATTHEW HYDE

Purpose of Report:

In 2009 the Local Government Act 1993 was amended to introduce Integrated Planning and Reporting, which places an obligation on all NSW Councils to develop a suite of long term planning documents based on comprehensive community engagement.

This report presents *Snowy Valleys 2028*, the first draft Community Strategic Plan and the engagement findings that are its foundation.

The draft Delivery Program (2018-21) for Snowy Valleys Council outlines the principle activities that Council is committed to undertaking in order to contribute to the achievement of the community priorities identified in *Snowy Valleys 2028*.

The draft annual Operational Plan and Fees and Charges Schedule (2018-2019) along with the draft Long Term Financial Plan (2018-2028), the draft Strategic Asset Management Plan (2018-2028) and the draft Workforce Management Plan (2018-2022) are also presented in this report.

RECOMMENDATION:

That Council endorses the following Integrated Planning and Reporting strategies and plans, and place on public exhibition for a period of 28 days, with submissions closing Friday 8 June 2018:

- 1) Draft *Snowy Valleys 2028* Community Strategic Plan;**
- 2) Draft Delivery Program 2018-2021;**
- 3) Draft 2018-2019 Operational Plan and Fees and Charges;**
- 4) Draft Resourcing Strategy documents including the draft Long Term Financial Plan 2018-2028 (incorporating the 2018-2019 Operating Budget), draft Strategic Asset Management Plan 2018-2028 and the draft Workforce Management Plan.**

Report:

The Integrated Planning and Reporting legislation requires all NSW Councils to have:

- A ten year Community Strategic Plan
- A four year Delivery Program
- An annual Operational Plan
- A Resourcing Strategy including an asset management plan, a long term financial plan and a workforce management plan.

The development of a new suite of Integrated Planning and Reporting documents has been a unique and positive opportunity for a fresh approach to how Council best plans for and reports on its operations.

Council's approach to Integrated Planning has focused on the utilisation of a comprehensive community engagement program and a clear set of community goals and priorities as identified in the CSP.

Snowy Valleys 2028: The Community Strategic Plan

During November and December 2017 Council undertook a comprehensive community engagement campaign to listen to and understand the priorities and aspirations that the community has for the future.

This engagement campaign consisted of:

- Ten community based workshops
- An online and hardcopy survey
- A series of interactive pop ups in towns and villages
- A 'big ideas' storyboard
- A staff survey
- Focus group meetings
- Targeted youth workshops
- A dedicated email address for submissions and feedback
- A dedicated web page
- Dedicated branding for the project
- The development, distribution and promotion of an Engagement Outcomes report as the first community 'check in' phase
- The development, distribution and promotion of the Community Strategic Plan Discussion Paper as the second community 'check in' phase

By the end of the campaign Council had engaged with over 1,092 residents, community groups, businesses and other stakeholders representing 7.3% of the population. This was a robust process that examined high level visions for the future as well as specific priorities and ideas on how Council can contribute to the community's priorities.

From the engagement data, five themes were developed to capture the overarching priorities of the community. These themes, along with the draft community vision statement, were created based on the feedback received during the community engagement activities.

The five themes which will help us achieve our community vision are:

Theme 1: Our towns and villages

We celebrate and nurture the unique character of our towns and villages

Theme 2: Growth through innovation

We have economic development activities which provide community longevity, vibrancy and a sustainable future

Theme 3: Our natural environment

We care and protect for the beauty of our natural environment

Theme 4: Communication and engagement

We have engaged communities that actively participates in local decision making

Theme 5: Our infrastructure

We strive to continually improve our local infrastructure

In some cases, Council will be directly responsible for delivering services and infrastructure to meet the objectives in these themes, while in other cases it is Council's role to lobby or partner with other governments or agencies to ensure community aspirations are fulfilled.

These themes have been used to detail how Council will work towards achieving what the community desires in our draft Delivery Program and Resourcing Strategy documents.

At the end of the first political term of Council, an End of Term Report will measure and report our progress towards our shared community vision. Although this is a 10 year plan, it will be reviewed and endorsed at each ordinary election of Council.

Once this draft plan has been on exhibition for a minimum 28 days, community input will be assessed for inclusion in the final plan that will be presented to Council in June 2018 for adoption.

Draft Delivery Program 2018-2021

The Draft Delivery Program 2018-21 provides the Snowy Valleys communities with a clear commitment by Council of those key activities that will be undertaken over the elected term (the next 3 years). These activities have been informed by the priorities in the Community Strategic Plan and will be reported on regularly and with accountability and transparency.

Reporting on the status of the Delivery Program is required at least half yearly, and will include an update on our progress in implementing our budget, capital works program and key projects for each operational year.

Draft Operational Plan 2018-2019

The draft Operational Plan 2018-2019 represents the first year of Council's commitment to implementing the draft Delivery Program 2018-2021, and in doing so,

turning the community aspirations for the future (as captured in the *Snowy Valleys 2028 Community Strategic Plan*) into activities and outcomes.

The draft Operational Plan 2018-2019 supports the draft Delivery Program 2018-2021 and specifies the detailed undertakings of Council's key functional areas, including projects and activities that will be conducted in the coming year.

The progress of our work across the year will be reported to the community in Council's Annual Report.

Draft Fees and Charges 2018-2019

The draft Fees and Charges 2018-2019 schedule sets out the fees that Council can charge for all services and programs.

The draft Fees and Charges 2018-2019 Schedule has been prepared using a 2.5% CPI increase.

During preparation of this year's Fees and Charges a number of changes have been made to the Childcare areas:

- Childcare Fees for Carcoola and Tumboosh being set at \$12 per hour with a minimum of 6 hours per day for Carcoola and Vacation Care.

A full business review of Domestic Waste, Water and Waste Water operations is to occur in the 2018-2019 year, with further harmonisation of Fees and Charges to occur for the 2019-2020 financial year.

Draft Long Term Financial Plan 2018-2028

Council's draft Long Term Financial Plan 2018-2028 is a decision making tool that spans a 10 year period and provides an opportunity to identify financial issues at an early stage and to gauge the effects over the long term.

The LTFP is reviewed annually in line with Council strategies and goals and is based on the operational budget for 2018-2019.

The planned scenario aims to deliver Councils goals as set out in the Integrated Planning and Reporting documents. In this scenario, Council will endeavour to maintain existing service levels, hold a strong cash position and maintain sufficient reserves. It is the financial scenario that is assumed to be the most likely at this point in time, and is built upon historical data and underlying assumptions. The planned scenario budget for 2018-2019 becomes the operational budget for 2018-2019.

With a continued focus on the successful delivery of Councils capital works projects including the \$8M Stronger Communities Infrastructure projects, \$1.7M Stronger Country Communities projects and \$4.9M Tumberumba Rail Trail over the next two years, private works for 2018-2019 have been added in at a conservative level of \$6.9M as compared to \$14.8M in the 2017-2018 operational budget.

Provision for the gradual increase of private works estimates has been made over future years to provide a higher level of profit to help fund Council growth.

The operating budget indicates that Snowy Valleys Council will have an operating deficit after capital grants of \$3.5M of which \$1M will be incurred due to amalgamation expenditure.

The grants received from the State Government for the amalgamation received in the 2016/17 financial year are held in a restricted reserve to cover the expected expenditure in 2018/19.

Draft Workforce Management Plan 2018-2022

Council's Workforce Planning is a continual process designed to ensure that the community's strategic goals, as set out in the *Snowy Valleys 2028* Community Strategic Plan, are able to be met now and in the future.

This draft plan aims to ensure that Council employs people with the best capabilities to inform and achieve its strategic direction, develop new and innovative approaches to Council issues within the workplace and deliver Council services effectively and efficiently.

The draft Workforce Management Plan 2018-2022 enables Council to predict and plan its future workforce needs and describes the high level framework required to guide and inform people management strategies over the next four years.

The draft Workforce Management Plan includes a review of the composition and status of the current workforce and an investigation into our future needs.

Consideration is also given to industry related matters, labour market supply and demand issues, skill shortages, ageing workforce, Council demographics, attracting and retaining a diverse workforce, improving productivity and creating a contemporary workplace.

The Workforce Plan has been developed to include appropriate strategies and actions to address these challenges and opportunities.

One of the most significant challenges is for Council is to minimise our employment costs whilst still ensuring we have the required current and future resources to deliver on the community's priorities and operational objectives.

Draft Strategic Asset Management Plan 2018-2028

Council owns and maintains a large portfolio of assets, enabling our community to access and enjoy all the services and facilities that Snowy Valleys Council has to offer. The current replacement cost of these assets is more than \$786 million.

The efficient management of these assets is vital to maintain safe, reliable and efficient services that help achieve the strategic priorities of the community as outlined in the *Snowy Valleys 2028* Community Strategic Plan.

The draft Strategic Asset Management Plan 2018-2028 forms part of Council's commitment to contemporary and best practice Asset Management.

The draft Strategic Asset Management Plan 2018-2028 highlights all of Council's assets and is the foundation for the long term planning of their maintenance and replacement. The draft Plan provides an overview of the key drivers, constraints and potential opportunities for the development of Council assets into the future.

Options

1. Council endorses the plans as presented and places on public exhibition
2. Council may opt to amend the plans and place on public exhibition
3. Council may opt not to endorse any of the plans presented at this time, being aware that Councils are mandated to have the full suite of Integrated Planning and Reporting documents adopted by 30 June 2018.

Budget Implications:

The adoption of these plans will incur associated expenses and resource implications for their successful implementation; however these needs have been addressed through the draft Resourcing Strategy documents.

Legal/Statutory Implications:

Nil

Risk Management - Business Risk:

Council is required to adopt a full suite of Integrated Planning and Reporting documents before 30 June 2018.

Risk Management - WHS and Public Risk:

Nil

Council Seal:

No

Attachments

- 1 Draft Snowy Valleys 2028 Community Strategic Plan; (under separate cover) ⇨
- 2 Draft Delivery Program 2018-2021; (under separate cover) ⇨
- 3 Draft Operational Plan 2018-2019; (under separate cover) ⇨
- 4 Draft Fees & Charges Schedule 2018-2019; (under separate cover) ⇨
- 5 Draft Long Term Financial Plan 2018-2028 (incorporating the 2018-2019 Operating Budget); (under separate cover) ⇨
- 6 Draft Strategic Asset Management Plan 2018-2028; (under separate cover) ⇨
- 7 Draft Workforce Management Plan 2018-2028 (under separate cover) ⇨