



# EXTRAORDINARY MEETING

## REPORTS FROM THE GENERAL MANAGER

EXTRAORDINARY MEETING OF COUNCIL 11 May 2015

Report from the General Manager

EXTRAORDINARY MEETING OF COUNCIL  
REPORT FROM THE GENERAL MANAGER

EXTRAORDINARY MEETING OF COUNCIL  
REPORTS FROM THE GENERAL MANAGER

---

11 MAY 2015

Page No.

<b>General Managers Office .....</b>	<b>2</b>
Item 1 .....	2
Adoption of draft Integrated Planning Documents and 2015-16 Operational Plan.....	2
Attachments:.....	4
1.Draft Workforce Management Strategy .....	4
2. Draft Long Term Financial Plan .....	4
3. Draft Delivery Program .....	4
4. Draft Operational Plan 2015-16 .....	4

# EXTRAORDINARY MEETING OF COUNCIL

---

<b>Department:</b>	<b>General Managers Office</b>
<b>Submitted by:</b>	General Manager
<b>Reference:</b>	Item 1
<b>Subject:</b>	Adoption of draft Integrated Planning Documents and 2015-16 Operational Plan

---

## LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

<b>Objective:</b>	Uralla leadership is visionary, compassionate, inclusive and promotes the needs of the community
<b>Strategy:</b>	Provide access to all public documents and comply with the Integrated Planning requirements
<b>Action:</b>	Annually construct and adopt an Operational Plan including making the rates, fees and charges

---

## SUMMARY:

The purpose of this report is for Council to adopt the draft Workforce Management Strategy, draft Long Term Financial Plan, revised Delivery Program and the draft Operational Plan 2015/16 and place them on public exhibition for a period of 28 days.

## OFFICER'S RECOMMENDATION:

That Council:

1. Adopt the draft Workforce Management Strategy 2015-2019;
2. Adopt the draft Long Term Financial Plan 2015-2025;
3. Adopt the revised Delivery Program 2015-2017;
4. Adopt the draft Operational Plan 2015-2016; and
5. Place all of the documents on public exhibition for a period of 28 days.

## BACKGROUND:

In line with the NSW Local Government Integrated Planning and Reporting (IP&R) legislation, Council is required annually to adopt an Operational Plan, including a Revenue Policy which outlines the rates, fees and charges to be made and levied for the upcoming financial year.

A workshop was conducted with Councillors on the 4<sup>th</sup> of May 2015 to discuss the initial draft documents and for senior technical staff to give explanation of the approach taken with the key resourcing plans and the changes and progress that they have made from previous versions of the documents.

# REPORTS FROM THE GENERAL MANAGER

## **REPORT:**

Over the past 9 months a project has also been undertaken to rebuild all of Councils Integrated Planning and Reporting documents in order to ensure that they are integrated, compliant with the requirements of the Local Government Act and IP&R guidelines and accordingly address the rectification directions given by the Office of Local Government following their Better Practice Review of Uralla Shire Council in December 2013.

Accordingly the draft versions of all of the aforementioned plans have now been constructed for Councils consideration and adoption prior to placing them on public exhibition for a period of 28 days.

Following completion of the exhibition period the documents will be brought back to Council along with any submissions received for adoption of final documents in June.

All five documents are attached to this report.

## **COUNCIL IMPLICATIONS:**

### **1. Community Engagement/ Communication**

All of the draft documents will be placed on public exhibition for a period of 28 days and submissions will then be considered before adoption of the final documents.

### **2. Policy and Regulation**

- NSW Local Government Act (1993);
- NSW Local Government (General) Regulations 2005;
- Integrated Planning and Reporting Guidelines;
- Local Government Code of Accounting Practice and Financial Reporting.

### **3. Financial (LTFP)**

This report addresses a new draft Long Term Financial Plan.

### **4. Asset Management (AMS)**

Councils draft Asset Management Strategy is not completed at this time.

### **5. Workforce (WMS)**

This report addresses a new draft Workforce Management Strategy.

### **6. Legal and Risk Management**

All draft plans have been constructed given due consideration to Councils strategic and operational risks. Controls implemented to minimise residual risk are outlined in each of the plans.

### **7. Performance Measures**

New service delivery performance measures are contained in the Operational Plan. Revised performance measures are outlined for each resourcing strategy within the respective plans.

### **8. Project Management**

N/A

# REPORTS FROM THE GENERAL MANAGER

**Damien Connor**  
**General Manager**

Prepared by staff member: Damien Connor  
Approved/Reviewed by Manager: Damien Connor  
Department: General Managers Office  
Attachments:  

1. Draft Workforce Management Strategy
2. Draft Long Term Financial Plan
3. Draft Delivery Program
4. Draft Operational Plan 2015-16