



QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE

ADDENDUM ITEMS FOR ORDINARY COUNCIL MEETING WEDNESDAY, 18 APRIL 2018

Notice is hereby given pursuant to Clause 2.3 of Council's Code of Meeting Practice that an **Ordinary Council Meeting** will be held in the Tenterfield Shire Council Chamber, on **Wednesday, 18 April 2018** commencing at **9.30 am**.

Terry Dodds
Chief Executive

AGENDA

7. URGENT, LATE & SUPPLEMENTARY ITEMS OF BUSINESS

(ITEM GOV37/18) OPERATIONAL PLAN 2018/20192

Department:	Office of the Chief Operating Officer
Submitted by:	Manager Customer Service, Governance & Records
Reference:	ITEM GOV37/18
Subject:	Operational Plan 2018/2019

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Leadership - LEAD 12 - We are a well engaged community that is actively involved in decision making processes and informed about services and activities.
CSP Strategy:	Maintain strong relationships with all levels of Government and proactively seek involvement in decision making impacting our Shire and the New England Northwest Region.
Delivery Plan Action:	Provide sound and inclusive decisions using the Community Engagement Strategy to guide our interactions.
Operational Plan Action:	Comply with the regulatory and legislative requirements of Councils as outlined by the Office of Local Government and other bodies.

SUMMARY

The purpose of this report is to present to Council the draft Tenterfield Shire Council Operational Plan for 2018/2019 (circulated under separate cover), for inclusion with the current Tenterfield Shire Council Delivery Program 2017/2021.

OFFICER'S RECOMMENDATION:

- (1) That Council place the draft Tenterfield Shire Council Operational Plan 2018/2019 on public exhibition for 28 days for community review and comment; and**
- (2) That a further report be brought back to Council for adoption of the Tenterfield Shire Operational Plan 2018/2019.**

BACKGROUND

In accordance with the Local Government Act 1993, Council must prepare a number of plans that detail how Council intends to deliver services and infrastructure in the short and long term. These plans are to be based on priorities that have been identified through community engagement in the planning process, and established in a Community Strategic Plan.

Council must have a Delivery Program, detailing the principal activities it will undertake to achieve the objectives of the Community Strategic Plan. The Operational Plan identifies the individual actions and activities that will be undertaken in a specific year to achieve the commitments made in the Delivery Program.

REPORT:

Section 8C of the Local Government Act 1993 provides the following principles for Integrated Planning and Reporting that apply to Councils:

- a) Councils should identify and prioritise key local community needs and aspirations and consider regional priorities.*
- b) Councils should identify strategic goals to meet those needs and aspirations.*

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c) Councils should develop activities, and prioritise actions, to work towards the strategic goals.

d) Councils should ensure that the strategic goals and activities to work towards them may be achieved within council resources.

e) Councils should regularly review and evaluate progress towards achieving strategic goals.

f) Councils should maintain an integrated approach to planning, delivering, monitoring and reporting on strategic goals.

g) Councils should collaborate with others to maximize achievement of strategic goals.

h) Councils should manage risks to the local community or area or to the council effectively and proactively.

Council's current Delivery Program 2017/2021 incorporates the Community Strategic Plan and an annual Operational Plan that communicates to the residents of Tenterfield Shire the priorities for that year. The draft Operational Plan 2018/2019 details the actions and programs to be undertaken to support the Delivery Program and the Community Strategic Plan.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Community engagement activities were undertaken in 2016 and 2017 to establish the Community Strategic Plan, the Delivery Program 2017/2021 and the Operational Plan 2017/2018. Community engagement sessions have been undertaken in Tenterfield and Drake in December 2017.

The draft Operational Plan 2018/2019 will be placed on public exhibition for a period of 28 days, for community review and comment. The draft Operational Plan 2018/2019 will then be brought back to Council for final review, amendment and adoption.

2. Policy and Regulation

Local Government Act 1993 – Sections 8A 1(c), 8C, 405.

3. Financial (Annual Budget & LTFP)

The draft Operational Plan 2018/2019 includes Council's detailed annual budget, along with the Council's Statement of Revenue Policy, which includes the proposed rates, fees and charges for the financial year 2018/2019.

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Workforce implications for resourcing the delivery of Operational Plan activities are provided for, within the recently adopted corporate structure.

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6. Legal and Risk Management

In accordance with Sections 405(3) and 405(5) of the Local Government Act 1993, Council is required to provide the draft Operational Plan 2018/2019 for public exhibition for a period of at least 28 days, for public review and comments. Following Council's meeting of 18 April 2018, the draft Operational Plan will be exhibited from 19 April 2018 to 17 May 2018, to meet this requirement, prior to Council's next meeting of 23 May 2018.

7. Performance Measures

Nil.

8. Project Management

Nil.

Kylie Smith
Chief Corporate Officer

Prepared by staff member: Erika Bursford, Manager Customer Service,
Governance & Records

Approved/Reviewed by Manager: Kylie Smith, Chief Corporate Officer

Department: Office of the Chief Operating Officer

Attachments: **1** Attachment 6 (Booklet 5) - Delivery
Program 2017-2021 & Operational Plan
2018-2019