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## 6.11 PUBLIC EXHIBITION - DRAFT INTEGRATED PLANNING & REPORTING DOCUMENTS

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### SUMMARY

This report provides an overview of the draft 2022-23 Operational Plan, draft 2022-32 Long Term Financial Plan, draft 2022-26 Delivery Program, draft 2022-23 Revenue Statement, draft 2022-26 Workforce Management Plan, and 2022 Asset Management Plans to be placed on public exhibition to enable residents to provide feedback via submission to Council no later than 4.00pm on Friday 3 June 2022. The documents will then be finalised and presented to the June 2022 Council Meeting for adoption.

### RECOMMENDATION

*That:*

1. *The draft 2022-23 Operational Plan, draft 2022-32 Long Term Financial Plan, draft 2022-26 Delivery Program, draft 2022-23 Revenue Statement, draft 2022-26 Workforce Management Plan, and 2022 Asset Management Plans until 1 June 2022 be placed on public exhibition for public comment.*
2. *The application for a permanent Additional Special Rate Variation under s508(2) Local Government Act 1993 of 1.0% to the Independent Pricing & Regulatory Tribunal be approved.*

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### FINANCIAL IMPLICATIONS

The financial implications are contained with the draft 2022-23 Operational Plan and Long Term Financial Plan which are presented in this report.

### POLICY & LEGISLATION

- *Local Government Act 1993*
- *Local Government Regulations 2005*
- *Local Government Amendment (Governance & Planning) Act 2016*
- Integrated Planning and Reporting Framework

### REPORT

Staff have prepared the draft Integrated Planning & Reporting (IP&R) suite of documents in accordance with the requirements of the *Local Government Act 1993* and the IP&R Guidelines & Handbook. The Guidelines required the draft IP&R documents to be prepared and placed on public exhibition for a minimum of 28 days and submissions must be received and considered by Council prior to adoption by 30 June 2022.

During the exhibition period, Councillors and Executive Management Team will be visiting villages, community groups, and the Yass Valley Business Chamber to provide an overview of the suite of documents. At the time of writing this report, the following dates and locations have been confirmed:

- 17 May: Yass Valley Business Chamber
- 18 May: Bowning Community
- 19 May: Sutton Community
- 25 May: Gundaroo Community
- 28 May: Murrumbateman Village Market – Council stall
- 1 June: Binalong Community

#### 1. Operational Plan and Long Term Financial Plan

The Operational Plan is Council's budget for achieving the community priorities outlined in the Community Strategic Plan (CSP) and the actions in the 2022-26 Delivery Program. The 2022-23 Operational Plan directly addresses the Delivery Program and identifies the projects, programs, or actions that the Council will undertake.

The Long Term Financial Plan is used by Council to inform decision-making in relation to the Delivery Program over 10 years.

While Council is forecasting a \$550,016 deficit net operation result before grants and contributions provided for capital purposes for 2022-23 financial year, staff believe that we will be able to reduce this deficit by June 2023, with the completion of most of the Capital Grant Projects and a 1.00% Additional Special Rate Variation (ASRV).

Due to an extremely low rate peg awarded to Councils by IPART for 2022-23 financial year, Council is required to apply for a permanent Additional Special Rate Variation of 1.00%. The additional rate will raise the rate levy for Yass Valley to 2.3% (well below the current CPI), the percentage used in 2021 to forecast the Long Term Financial Plan and provide Council with approx. \$118,120 in additional income.

It is anticipated that the ASRV will be used to support economic development, increase community events/programs, and fund a Cultural Change Manager. The Cultural Change Manager will assist staff with migration to Magiq Cloud, a new Workers Health & Safety (WHS) system, as well as improved system and communications to improve staff culture.

The impact to ratepayers of this 1.00% increase in rates income to the community has been considered. This will see the average rate assessment increase from between \$7 and \$31 per annum in 2022-23. The ongoing impact to the community will be the economic benefit of increased community events/programs. This impact is considered to be reasonable.

The draft 2022-23 Operational Plan and 2022-32 Long Term Financial Plan Assumptions is provided as **Attachments A** and **B**.

## **2. 2022-2026 Delivery Program**

Annually, Council will prepare an Operational Plan and a 10 year Long Term Financial Plan, which details the actions that will be taken and how they may be funded. These plans are linked to the activities described in the Delivery Program.

The integration and clarity within these three documents enable Council to understand the long term financial requirements, particularly those that relate to the maintenance and renewal of Council's assets, and the staff required to undertake the actions and activities.

Council staff will report Council's progress against the Delivery Program on a six-monthly basis and those reports will be considered at a Council meeting. The 2022-26 Delivery Program will be reviewed by Council annually. If necessary, Council will make minor updates to the document. If significant changes are made to the document, it will be placed on exhibition and adopted by Council after considering all the submissions that are received.

The 2022-26 Delivery Program is provided as **Attachment C**.

## **3. 2022-23 Revenue Statement**

The Revenue Statement outlines Council's charging philosophy, goods and services tax (GST), ordinary rating structure, valuations, pension rebates, interest on overdue rates and charges, exemptions, annual charges (Water, Waste, Stormwater and Sewer), statement of borrowings, and fees and charges.

It is anticipated that Council will yield an estimated income of:

- \$12M from Ordinary Rates
- \$1.9M from water availability charges
- \$2.6M from water usage charges
- \$40,000 from the pension rebates
- \$2.5M from sewer charges
- \$1.8M from domestic waste management charges
- \$1M from waste management environmental charges

Council will charge a range of fees in 2022/23, as detailed within the attached Schedule of Fees and Charges. The legislative basis for these fees may be found in s608 *Local Government Act 1993* which provides that Council may charge and recover an approved fee for any service it provides, including supplying a service, product, or commodity; giving information; providing a service in connection with the exercise of the Council's regulatory functions; and receiving an application for approval, granting an approval, making an inspection, and issuing a certificate.

The 2022-23 Revenue Statement and 2022-23 Fees & Charges are included as **Attachments D** and **E**.

#### 4. **2022-26 Workforce Management Plan**

Workforce management planning is about future needs of Council's workforce in accordance with the service delivery expectations of the community. It is the ongoing and proactive process of determining and shaping the capacity and capability of Council's workforce to respond to the changing needs of the community, the organisation's goals, and objectives or simply "getting the right number of people, with the right skills, in the right job, at the right time".

The Workforce Management Plan also assists Council to develop solutions to issues such as attraction and retention of staff, skill shortages, an ageing workforce, succession planning, and managing work/life balance.

The 2022-26 Workforce Management Plan is included as **Attachment F**.

#### 5. **Asset Management Plans**

Council manages a large portfolio of community assets, on behalf of the Yass Valley Community, required to deliver a wide range of services to the community. These assets represent a large part of the Council budget and require close management to ensure they are maintained, renewed, and upgraded in an affordable manner that delivers the agreed level of service to the community.

Council's assets include roads, drains, water, sewerage, parks and recreation areas, and public buildings. Their lifecycle and condition can be difficult to determine and are subject to the impacts of adverse climatic conditions and natural disasters. The lifecycle costs of these assets can be large and difficult to determine and often the financing of works goes through peaks and troughs as grants become available.

Council's responsibility for the operation, maintenance, renewal, and upgrading of community assets places a significant burden on its budget. To ensure that Council maintains a sustainable asset base, detailed analysis and difficult decision making are required.

Funding for Council managed assets is divided between four funds: General, Waste, Water and Sewer. Asset Management Plans have been developed for Parks & Recreation; Swimming Pools & Caravan Parks; Stormwater Drainage; Transport Assets; Buildings; and Waste. Council has long term asset management planning (refer page 15 of the *Asset Management Strategy* for details on the asset management improvement process).

The attached asset management plans are in their early stage of development. The plans will be improved each review in accordance with the annual budget cycle.

The Asset Management Plans are included in **Attachments G** to **M**.

### **STRATEGIC DIRECTION**

Key Pillar	5. Our Civic Leadership
CSP Strategy	CL1 - Effect resourceful and respectful leadership and attentive representation of the community
Delivery Program Action	CL1.4 - Be compliant, more efficient and effective
Operational Plan Activity	CL1.4.6 - Conduct the Local Government elections in accordance with the relevant legislation

- ATTACHMENTS:**
- A. Draft 2022-23 OP and LTFP Assumptions (*Under Separate Cover*)
  - B. Draft Long Term Financial Plan (Attachment A2) (*Under Separate Cover*)
  - C. Delivery Program 2022-2026 (Attachment B) (*Under Separate Cover*)
  - D. Delivery Program 2022-26 (Attachment C) (*Under Separate Cover*)
  - E. Fees & Charges (Attachment D) (*Under Separate Cover*)
  - F. Workforce Management Plan 2022-26 (Attachment E) (*Under Separate Cover*)
  - G. Asset Management Strategy 2022-2036(Attachment F1) (*Under Separate Cover*)
  - H. Waste Assest Management Plan March 2022 (Attachment F2) (*Under Separate Cover*)
  - I. Stormwater Drainage Asset Management Plan (Draft) (Attachment F3) (*Under Separate Cover*)
  - J. Transport Infrastructure Asset Management Plan (Draft) (Attachment F4) (*Under Separate Cover*)
  - K. Buildings Asset Management Plan (September 2021) (Attachment F5) (*Under Separate Cover*)
  - L. Parks & Recreation Asset Management Plan September 2021 (Attachment F6) (*Under Separate Cover*)
  - M. Swimming Pool & Caravan Park Asset Management Plan September 2021 (Attachment F7) (*Under Separate Cover*)