

MINUTES

Extraordinary Meeting of Council



We're With **YOU**

Wednesday 10 May, 2023

Council Chambers, Wingecarribee Shire Council Civic Centre,
68 Elizabeth Street, Moss Vale

THE MEETING COMMENCED AT 3.30PM

**MINUTES OF THE EXTRAORDINARY MEETING OF COUNCIL
WEDNESDAY 10 MAY 2023**

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**MINUTES OF THE EXTRAORDINARY MEETING OF COUNCIL
WEDNESDAY 10 MAY 2023**

**MINUTES OF THE EXTRAORDINARY ORDINARY MEETING OF WINGECARRIBEE SHIRE
COUNCIL HELD IN COUNCIL CHAMBERS, CIVIC CENTRE, ELIZABETH STREET, MOSS VALE ON
WEDNESDAY 10 MAY 2023 COMMENCING AT 3.30PM**

Present:	Administrator	Mr Viv May
In Attendance:		
	General Manager	Ms Lisa Miscamble
	Director Corporate Strategy and Resourcing	Ms Carmel Foster
	Director Communities and Place	Mr Adan Davis
	Director Service and Project Delivery	Ms Karin Targa
	Executive Manager Strategic Outcomes	Mr Michael Park
	Executive Manager People and Culture	Ms Sally Sammut
	Executive Manager Business Transformation	Mr Pav Kuzmanovski
	Chief Financial Officer	Mr Carl Conrad
	Manager Governance and Corporate Performance	Ms Danielle Lidgard
	Manager Business and Property	Mr Salomon Kloppers
	Manager Development Assessment and Compliance	Mr John McFadden
	Network and Systems Administrator	Mr Jon Campbell
	Governance Officer	Ms Paige Zelunzuk

1 OPENING OF THE MEETING

The Administrator, Mr Viv May PSM, opened the meeting and welcomed members of the public and the press.

2 ACKNOWLEDGEMENT OF COUNTRY

The Administrator, Mr Viv May PSM acknowledged country:

“Wingecarribee Shire Council acknowledge the Gundungurra and Tharawal people as the traditional custodians of this land we now call the Wingecarribee Shire. I pay my respect to Elders both past, present and emerging. I would also like to extend that respect to all Aboriginal and Torres Strait Islanders present here or watching today.”

3 STATEMENT OF ETHICAL OBLIGATIONS

“As Administrator I will undertake the duties of the Office of Administrator in the best interests of the people of the Wingecarribee Shire Council area and to act faithfully and

impartially carry out the functions, powers, authorities and discretions vested in me under the Local Government Act 1993 or any other Act to the best of my ability and judgement.

I am committed to the declaration of conflicts of interest in relation to items listed for consideration on the Agenda or which are considered at this meeting, in accordance with the Code of Conduct and Code of Meeting Practice.”

4 APOLOGIES

Nil.

5 DECLARATIONS OF INTEREST

Nil.

6 GENERAL MANAGER

7 REPORTS

7.1 Draft Resourcing Strategy 2023-2033, Delivery Program 2023-25, Operational Plan 2023/24 and Budget for Public Exhibition

Report Author: Coordinator Strategy & Business Improvement

Authoriser: Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT:

- 1. Council endorse the draft Resourcing Strategy 2023 – 2033, draft Delivery Program 2023-2025, draft Operational Plan 2023/24, including Budget, Revenue Policy and Fees and Charges to be placed on public exhibition for 28 days from 12 May 2023 to 9 June 2023.**
- 2. Council note a further report will be presented at a Council meeting in June 2023 to consider submissions received during the public exhibition period and to adopt the Resourcing Strategy 2023 – 2033, Delivery Program 2023-2025, Operational Plan 2023/24, including Budget, Revenue Policy and Fees and Charges.**
- 3. Council endorse the Shire Priorities 2023 document.**

The General Manager introduced the item and addressed the meeting to provide a broad overview and context to the draft documents that are to go on public exhibition.

The General Manager explained that Council prepares these documents because it needs to as part of the State Government Integrated Planning and Reporting framework and, more importantly, to ensure that our Shire is a place that is healthy, respectful, provides for a productive community, learning and living in harmony, is proud of its heritage and nurtures its environment. Council is the custodian of community assets and that, on behalf of the community, it puts in place actions supported by the resources that it has available: the money it has through budgets for its long-term Financial Plan, the assets through its Asset Management Plan, its people through its workforce, and its IT strategic digital plan. These four plans are contained within the Resourcing Strategy presented today.

Council uses land rates that property owners contribute to direct towards this outcome, the vision for our community, and make positive impacts locally. The draft documents tabled represent a significant and complex piece of work. They represent the outcome of professional officers' consideration of community feedback and sentiment that has been gathered over the last 12 plus months through a range of consultations that have been held, as well as the community survey undertaken in late 2022. It represents an analysis of trends and data, market comparison - locally, regionally and within the state, external impacts such as rate peg and legislative changes at the State and Federal levels. It represents consideration of our short term needs with the longer term goals as set out in our Community Strategic Plan and also the principles of sustainability in the broader sense in terms of social, environment, economic sustainability and the financial sustainability of the organisation as a Council.

The organisation is moving through Horizon 1 of the Roadmap focused around a back to basics approach and the three Rs between 2022 and 2025 – Refocusing on our future and getting our strategic direction and strategies in place, Reinvigorating our workplace in terms of culture and physical change and Rebuilding trust between the Council and the community and Council and its broader stakeholder group. There are significant changes proposed in the draft Operational Plan and Budget in the IT space as part of service reviews and a continued focus on rebuilding of the organisation to be a leader in the community and in the broader local government industry. We have already come a long way but we still have a long way to go, bedding down and streamlining our processes. The General Manager stated that, as anyone who has led and managed a complex organisation will know and understand, change, in particular cultural change, that is sustainable and meaningful takes a minimum of 3 to 5 years. The draft Operational Plan and the supporting Budget have been set in this context to ensure that a sound basis to move forward.

The draft Operational Plan and supporting Budget has also been framed to support community needs, wants and aspirations in the context and constraints of our long-term financial plan. Council, like all other organisations or businesses, has pressures on its revenues and expenditures and needs to make decisions to ensure sustainability taking into account the operating environment, impacting and influencing factors, as well as the needs of its community and customers. Council also needs to make responsible decisions today not only for our community of today but also future communities. However, unlike other organisations or businesses, Council's ability to raise revenue is constrained and limited. Its largest source of revenue, land rates, which all property owners in the Shire pay, with the exception of State Government owned land, is set by the IPART (the Independent Pricing and Regulatory Tribunal). The IPART have set the rate peg for Wingecarribee at 4.1% for the 2023/24 financial year.

The General Manager advised that the Chief Financial Officer would talk in more detail about the context Council is currently operating in but that, in summary, the 4.1% rate peg contrasts against inflation or CPI, which is running around 7% at the moment, consistently increasing costs associated with petrol, diesel, utilities, insurances, building and material costs and costs associated with emergency levies and services levies, which all councils across the State collect through the rates to return back to the State to contribute to emergency services such as RFS, SES and fire and rescue.

Rates make up approximately 70% of Council's total revenue. The balance of revenue comes from fees and charges and grants. Some grants are ongoing, such as the Commonwealth Financial Assistance grants, however most are contested grants. There is also revenue from interest from cash investments, as well as developer contributions. How these are all dealt with are set out in the draft Revenue Policy which forms part of the draft documents tabled today and is reflected in the draft Fees and Charges document.

In relation to the fees and charges, some are statutory, that is, they are set by other agencies, mostly State Government. The balance of fees and charges are set by the Council. When setting these fees, professional officers take into account the cost of services provided and whether the cost should be partially covered, recovered or fully recovered through those fees. They benchmark against other organisations and councils, consider capacity to pay where we have disadvantaged communities, and the type of service that its being provided: is it a service that provides greater good, that is a not for profit for community-based organisation with profits directly rolling back into the community, or is a profit-generating operation?

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Property owners' rates contribute to all services, programs and projects that Council deliver on behalf of the community and those are outlined in the draft Operational Plan. They contribute to roads and drainage, environmental programs such as Bushcare rehabilitation and to the provision of facilities to local SES and RFS including the sheds and buildings across our Shire, and to grants to local cultural, sporting and community organisations who, in turn, provide services to the community. These include Ngununggula, our regional gallery, the Southern Highlands Botanic Gardens, preschools and childcare centres, who use council facilities at heavily subsidised rates and sporting clubs, library services including mobile libraries to our villages, and a range of community development activities such as NAIDOC Week, Seniors' Week, the Village Liaison Officer, our Road Safety program, as well as advocacy for our Shire in securing the support of other agencies. All of these programs, projects and services are set out in the draft Operational Plan to share with the community how their rates contribute to making our Shire the special place it is.

The General Manager introduced the Manager Governance and Corporate Performance to discuss the draft Operational Plan.

The Manager Governance and Corporate Performance addressed the meeting.

The Manager Governance and Corporate Performance advised the report presents Council's draft Resourcing Strategy, Delivery Program and Operational Plan which includes the Budget, Revenue Policy, Fees and Charges and recommends they are placed on public exhibition for 28 days.

The Manager Governance and Corporate Performance advised that, in the year following an ordinary election of councillors, all New South Wales' councils are required to review their Integrated Reporting documents. As Council did not have a local government election in December 2021, a review and refresh of Council's IP&R documents have now been undertaken. In April, Council adopted its refreshed Community Engagement Strategy and endorsed the refreshed Community Strategic Plan for Wingecarribee 2041. The draft Delivery Program and Operational Plan has been prepared in response to the Community Strategic Plan and in consideration of Council's Resourcing Strategy. The documents outline the services and projects Council deliver to work towards achieving the goals of the Community Strategic Plan.

The structure of the Delivery Program and Operational Plan have been reviewed and presented in a new format. This is to provide greater transparency to the community and promote accountability across each service area. It is intended that this will assist in providing the community with an overview of the breadth of services provided by Council, the context in which each service operates, as well as the resource implications.

The Manager Governance and Corporate Performance advised the reports recommends that the draft documents be placed on public exhibition for 28 days from 12 May through to 9 June and noted that, since publishing the documents with the Agenda, the exhibition documents have been reformatted to enhance readability.

It was stated that during the exhibition period, drop-in sessions will be held in Robertson, Bundanoon, Colo Vale and Moss Vale to provide an opportunity for residents to find out more and ask questions of council officers in relation to the documents.

The Manager Governance and Corporate Performance introduced the Chief Financial Officer.

The Chief Financial Officer addressed the meeting to make the attached presentation regarding the Operational Plan and Budget.

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<https://www.wsc.nsw.gov.au/files/assets/public/council/meeting-minutes/2023/extraordinary-10052023/operational-plan-and-budget-presentation-extraordinary-meeting-10-may-2023.pdf>

The Administrator addressed the meeting.

The Executive Manager Strategic Planning addressed the meeting.

The General Manager addressed the meeting to make a concluding statement.

The General Manager stated that the suite of documents the professional officers have presented are complex and interrelated and that to assist our community and stakeholders to provide informed feedback on the draft documents, during the exhibition period Council will hold information sessions as outlined by the Manager Governance and Corporate Performance. These sessions are to explain the process of how the draft documents were developed and how they relate to the Community Strategic Plan and move us towards the community's desired future so that people putting in submissions are well informed.

The General Manager encouraged the community to attend these sessions and welcomed their feedback and suggestions.

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MOTION moved by the Administrator

THAT:

1. ***All associated with the preparation and content of the documents be congratulated.***
2. ***That the draft Operational Plan and Budget be updated prior to exhibition to include:***
 - a. ***a consolidated Profit and Loss, by service and fund, to be included in the public exhibition of the draft 2023/24 Operational Plan and Budget.***
 - b. ***the following action outlined in 2(a) noting the financial implications be incorporated into the adopted 2023/24 Operational Plan "An efficiency of \$270K be generated from Salaries and Wages and these funds be allocated to a proposed Emergency Operations Centre, as outlined in the Shire Priorities document, to be delivered during the 2023/24 financial year".***
 - c. ***Operational Plan Fleet Priority Action "Explore new technologies to fleet with the future procurement of Hybrid and Electric Vehicles or alternate fuel vehicles" include a report on impact on the 10 year financial plan.***
 - d. ***a clear timeline on the preparation of reports for Council's consideration on land use planning including the preparation of a new Local Environmental Plan (LEP).***
3. ***Council endorse the draft Resourcing Strategy 2023 – 2033, draft Delivery Program 2023-2025, draft Operational Plan 2023/24, including Budget, Revenue Policy and Fees and Charges to be placed on public exhibition for 28 days from 12 May 2023 to 9 June 2023.***
4. ***Council note a further report will be presented at a Council meeting in June 2023 to consider submissions received during the public exhibition period and to adopt the Resourcing***

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Strategy 2023 – 2033, Delivery Program 2023-2025, Operational Plan 2023/24, including Budget, Revenue Policy and Fees and Charges.

5. *During the exhibition period the General Manager provide further information on any charge or fee listed recommended for increase above CPI (above 7%) with comparison to adjoining LGA and market place rates generally.*
6. *Council endorse the Shire Priorities 2023 document.*
7. *From 1 January 2024 that all income, expenditure and full time equivalent details be presented to Council to level 4 (Coordinator) responsibility areas as a part of the December 2023 Quarterly Review.*
8. *A press release be organised in relation to updated land revaluations and subsequent calculation of rates for 2023/2024.*
9. *Upon completion of the 'Road and Footpath Condition Assessment Report' a detailed capital works program be updated and published on Council's website listing the draft individual roads and other assets across the four-year period.*
10. *A report be presented to Council on the status of its insurance portfolio having regard to the decision of Council on 12 May 2021 that " As part of the 2021/22 Operational Plan, Council undertake a review of its insurance pool membership and coverage, with an options report to be brought back to Council during the first year of the new Council term."*

DECLARED CARRIED BY THE ADMINISTRATOR

8 MEETING CLOSURE

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 4.25pm.