



Extraordinary Meeting of Council

AGENDA

15 June 2016

Commencing at 5.30pm

**Council Chambers
253 Crawford St, Queanbeyan**

1	APOLOGIES	
2	PRESENTATION / DEPUTATIONS / PETITIONS	
3	DECLARATION OF CONFLICTS/PECUNIARY INTERESTS.....	1
4	GENERAL MANAGER’S REPORTS	
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4.2	Appointment of Advisory Committee – Consideration of EDE Determination – <i>Supplementary Report will be available prior to meeting</i>	
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	Nil	

LIST OF ATTACHMENTS –
(Copies available from General Manager’s Office on request)

Open Attachments

Item 4.1 Draft Operational Plan 2016-17

Attachment 1 QPRC Combined Operational Plan (Under Separate Cover)

Attachment 2 Palerang Council report on draft Operational Plan (Under Separate Cover)

Attachment 3 Queanbeyan City Council report on draft Operational Plan (Under Separate Cover)

Closed Attachments

Nil

ITEM 3 DECLARATION OF CONFLICTS/PECUNIARY INTERESTS

The provisions of Chapter 14 of the Local Government Act, 1993 regulate the way in which Councillors and nominated staff of Council conduct themselves to ensure that there is no conflict between their private interests and their public trust.

The Act prescribes that where a member of Council (or a Committee of Council) has a direct or indirect financial (pecuniary) interest in a matter to be considered at a meeting of the Council (or Committee), that interest must be disclosed as soon as practicable after the start of the meeting and the reasons for declaring such interest.

As members are aware, the provisions of the Local Government Act restrict any member who has declared a pecuniary interest in any matter from participating in the discussions, voting on that matter, and require that member to vacate the Chamber.

Council's Code of Conduct provides that if members have a non-pecuniary conflict of interest, the nature of the conflict must be disclosed. The Code also provides for a number of ways in which a member may manage non pecuniary conflicts of interest

Recommendation

That Councillors disclose any interests and reasons for declaring such interest in the matters under consideration by Council at this meeting.

GENERAL MANAGER'S REPORTS

4.1 Draft Operational Plan 2016-17 (Ref: C1683437; Author: Bascomb/Tozer)

Summary

The draft Operational Plans, including Fees and Charges and Revenue Policy, from the former Queanbeyan City Council and Palerang Council have been combined into one document for the purpose of seeking public input on the contents of the document.

Recommendation**That Council**

- 1. note the review of the Delivery Program 2013-17 for the former Queanbeyan City and Palerang councils.**
- 2. place the draft Operational Plan 2016-17, including Fees and Charges and Revenue Policy on exhibition and seek the community's comments on the contents of the documents.**
- 3. consider submissions made on the draft plans at the Council meeting on 27 July.**
- 4. Staff investigate and report back to Council based on prior discussions with the Rates and Charges Committee regarding a transition mechanisms to assist non-residential customers significantly affected by the proposed changes to water and sewer charges.**

Background

On 12 May 2016, the NSW Government announced the creation of Queanbeyan-Palerang Regional Council. The announcement immediately dissolved both the former Queanbeyan City and Palerang Councils.

At the time of the announcement, the draft Operational Plans, including Fees and Charges and Revenue Policy, for both predecessor councils were on public exhibition. As per the NSW Government's instructions, the former councils prepared these draft documents based on business as usual.

Following the merger announcement, the NSW Government has advised that newly-merged councils were to develop a combined Operational Plan for the 2016-17 financial year. Due to the tight timeframe, councils are not required to fully integrate the plans for 2016-17 and are able to simply combine the documents and seek public feedback.

The draft documents that were on public exhibition represented the final year of the elected council's four-year Delivery Program and included a number of commitments made by the previous councils.

**4.1 Draft Operational Plan 2016-17 (Ref: C1683437; Author: Bascomb/Tozer)
(Continued)**

In combining the plans for exhibition, the majority of the content in the plans was not altered.

Council has advised any person or community group who made a submission on the draft plans that were exhibited by the former council that their submission will be carried forward and considered by the Administrator in adopting the final Operational Plan for 2016-17.

The NSW Government's Department of Premier and Cabinet's Managing Changing guidelines states:

Each new council must have an operational plan 2016-17 in place by 1 August 2016, rather than by 30 June 2016 as is currently required under the Act.

At a minimum, new councils must prepare a document in the name of the new council which:

- *physically combines the draft operational plans 2016-17 of the former councils, including budget and fees and charges, but does not integrate the content*
- *includes a short statement which:*
 - *describes the context for the preparation of the operational plan*
 - *provides a commitment to continue the services and service levels of the former councils for 2016-17*
 - *describes the structure of the document and location of key information.*

The operational plan 2016-17 and associated budget, revenue policy and fees and charges should be based primarily on the direction provided in the delivery programs and long term financial plans of the former councils. New councils must prepare fully integrated operational plans 2017-18, within the usual timeframes.

The Council reports that were presented to the former Queanbeyan City and Palerang Councils prior to the documents being placed on public exhibition have been attached.

Implications

Consultation

The draft Operational Plan 2016-17 for Queanbeyan-Palerang Regional Council will be placed on public exhibition for 28 days from Thursday 16 June 2016 until Thursday 14 July 2016.

The document will be available for download from Council's website at www.qprc.nsw.gov.au and hard copies will be made available at the Braidwood, Bungendore and Queanbeyan customer service centres and the Braidwood, Bungendore and Queanbeyan libraries.

**4.1 Draft Operational Plan 2016-17 (Ref: C1683437; Author: Bascomb/Tozer)
(Continued)**

As mentioned above, all submissions made during the exhibition period that was commenced prior to the merger will be carried forward for consideration prior to the adoption of the Operational Plan 2016-17.

Integrated Plan

The contents of the combined Operational Plan 2016-17 are based largely on the adopted Delivery Program 2013-17 of both the Queanbeyan City and Palerang councils.

Conclusion

The draft Operational Plan 2016-17 will be placed on public exhibition for 28 days from Thursday 16 June 2016 until Thursday 14 July 2016. Following the exhibition period, all submissions will be presented to the Administrator at the Council meeting on 27 July 2016 for adoption.

Attachments

- Attachment 1 QPRC Combined Operational Plan (*Under Separate Cover*)
- Attachment 2 Palerang Council report on draft Operational Plan (*Under Separate Cover*)
- Attachment 3 Queanbeyan City Council report on draft Operational Plan (*Under Separate Cover*)

5.1 Interim Organisational Structure (Ref: C1686452); Author: Tegart/Bascomb

Report

Queanbeyan-Palerang Regional Council was established by Proclamation on 12 May 2016. Bringing the two predecessor organisations together and the consequential change management program will be a complex and time consuming process.

One of the more challenging processes is the creation of a new, interim organisational structure. The issues that need to be considered when the new structure include:

- The ongoing delivery of services with as little disruption as possible
- The increased workload that any change process creates until the changes are bedded down
- Staff skills and experience
- The geographical of QPRC
- Council's obligations under relevant legislation and awards.

It was originally anticipated that a draft interim structure would be available for Council's approval at its Extraordinary Meeting scheduled for 15 June. Unfortunately the interim structure has not been finalised.

Presentation of the interim organisational structure has been postponed to ensure:

- Adequate time for the GM & DGM to discuss and determine the most suitable structure to ensure optimum delivery of service provisions for the new entity, challenging due to leave provisions determined prior to proclamation. Still yet to be finalised.
- Compliance with Clause 39. Workplace Change and Redundancy of the Local Government State Award (2014) in terms of designing and implementing an appropriate and reasonable consultation mechanism for all affected employees, relevant unions and Workplace Consultative Committee
- Compliance with all relevant sections of the *Local Government Act* 1993 pertaining to staff appointments, staff selection & maintenance of staff numbers in rural areas in terms of designing and implementing an interim process for handling these matters and ensuring equitable access to all opportunities (S348-354I inclusive & 218CA)

The finalisation of the draft structure should proceed quickly following the return of the General Manager on Tuesday 14 June.

Recommendation

That the report be received for information.

Attachments

Nil

6 NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED SESSION

It is necessary for the Council to adopt a resolution to formalise its intention to deal with certain matters in Confidential Session. The reports are incorporated in the “confidential” business paper which has been circulated to Councillors.

The Local Government Act, 1993 requires the General Manager to identify those matters listed on the business paper which may be categorised as confidential in terms of Section 10A of the Local Government Act, 1993.

NIL.