

## REPORT CM/7.1/16.04



**Subject:** Draft Operational Plan 2016-17, Proposed Pricing Policy, Fees and Charges 2016-17 and Six Monthly Progress Report 2015-16

**TRIM No.:** A15/0199

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### RECOMMENDATION:

That Council:

1. Adopts the draft Operational Plan 2016-17 as in attachment 1 and proposed Pricing Policy, Fees and Charges 2016-17 as in attachment 2 for public exhibition with submissions closing on 22 May 2016.
2. Receives and notes the six monthly progress report for the period 1 July 2015 to 31 December 2015 with respect to the deliverables detailed in the Delivery Program 2013-17 as in attachment 3.

### 1. Executive Summary

This report is seeking Council approval to place the *draft Operational Plan 2016-17 and proposed Pricing Policy, Fees and Charges 2016-17* on public exhibition for the period 25 April 2016 to 22 May 2016. A further report will be presented to the Council at its meeting in June 2016 which reports on any public responses received and sets out any proposed changes in response to these submissions, prior to the final adoption of the Plan.

This report also provides a summary of progress with the activities from Operational Plan 2015 – 2016 as they reflect progress with the deliverables identified in the Delivery Program 2013-17.

Progress can be summarised as follows:

Deliverables for:	Percent of Deliverables meeting target and on track to meet target
Sustainable Community	89%
Sustainable Living	84%
Sustainable Environment	81%
Sustainable Governance	84%

### 2. Introduction/Background

#### Operational Plan and Pricing Policy, Fees and Charges

The Integrated Planning and Reporting (IP&R) Framework consists of an inter-related hierarchy of plans which aims to ensure a more sustainable local government sector. Waverley Council has in place a

hierarchy of integrated plans consisting of a Community Strategic Plan (*Waverley Together 3*), a Delivery Program (*Delivery Program 2013-17*) and an Operational Plan.

Council is required to adopt an Operational Plan on an annual basis which sets out the specific activities it will be undertaking within the financial year. The Operational Plan must include the council's annual budget and the Statement of Council's Revenue Policy which includes the proposed rates, fees and charges and must be placed on public exhibition to seek community comment on what is proposed.

### **Progress Report on Delivery Program**

Section 404(5) of the Local Government Act 1993 requires that the General Manager ensure regular reports are provided to the Council on progress with respect to the principal activities detailed in its Delivery Program. Progress reports must be provided every six months.

The Delivery Program is Council's commitment, during its four year term of office, on what it is going to deliver to the community to assist them to achieve the directions set out in the Community Strategic Plan. The one year Operational Plan, which is a sub-plan of the Delivery Program sets out the activities (projects and activities) being undertaken by Waverley Council in the financial year.

The approach to using the Operational Plan actions for reporting on the Delivery Program is in line with the *Integrated Planning and Reporting Manual for Local Government in NSW (March 2013)*, which states (at page 119) that the "the Operational Plan is a sub set of the Delivery Program – not a separate entity so the Delivery Program and the Operational Plan need to be wholly complementary".

### **3. Relevant Council Resolution**

Nil

### **4. Discussion**

#### **Draft Operational Plan 2016-17 and Proposed Pricing Policy, Fees and Charges 2016-17**

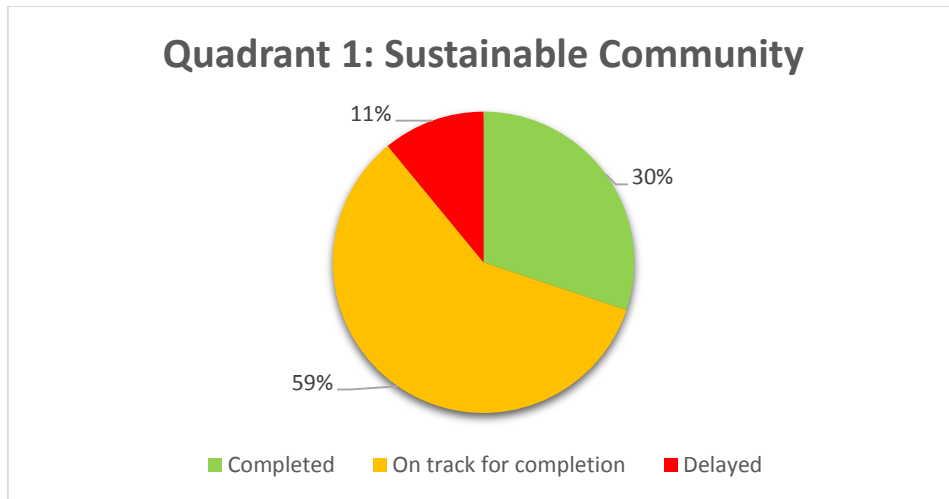
The draft *Operational Plan 2016-2017* sets out the deliverables, projects, actions, budgets and performance measures Waverley Council will employ during the financial year 2016-2017.

This year the format and presentation of the Operational Plan has been revised in order to improve clarity and focus. The new design will provide the community with clearer outcomes, aligning the program based structure with the deliverables and directions we set out to achieve in the Delivery Program 2013-2017 and the Community Strategic Plan (*Waverley Together 3*). The Pricing Policy, Fees and Charges 2016-17 is streamlined to improve clarity on fee categories and structures.

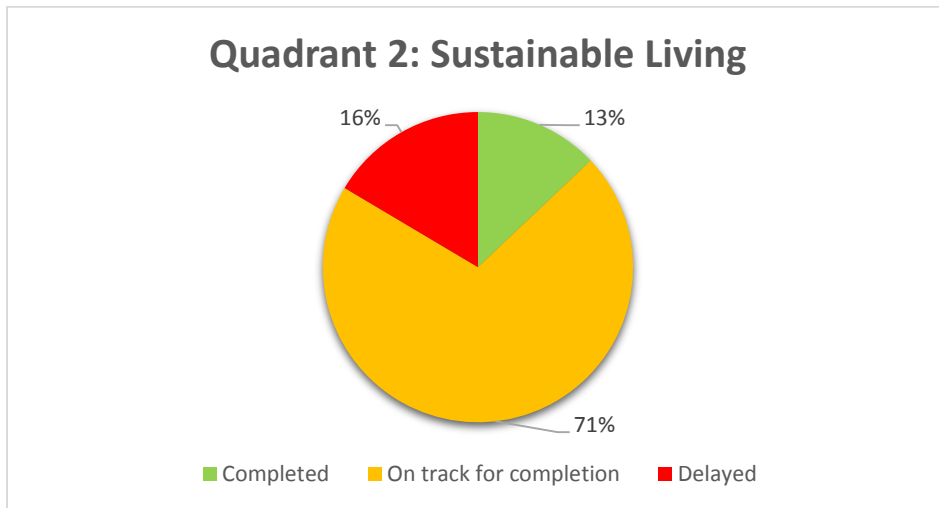
#### **Six monthly Progress Report on Delivery program**

Waverley's Community Strategic Plan, *Waverley Together 3*, is built around four quadrants. They are Sustainable Community, Sustainable Living, Sustainable Environment and Sustainable Governance. The Delivery Program and Operational Plan are also based on these quadrants.

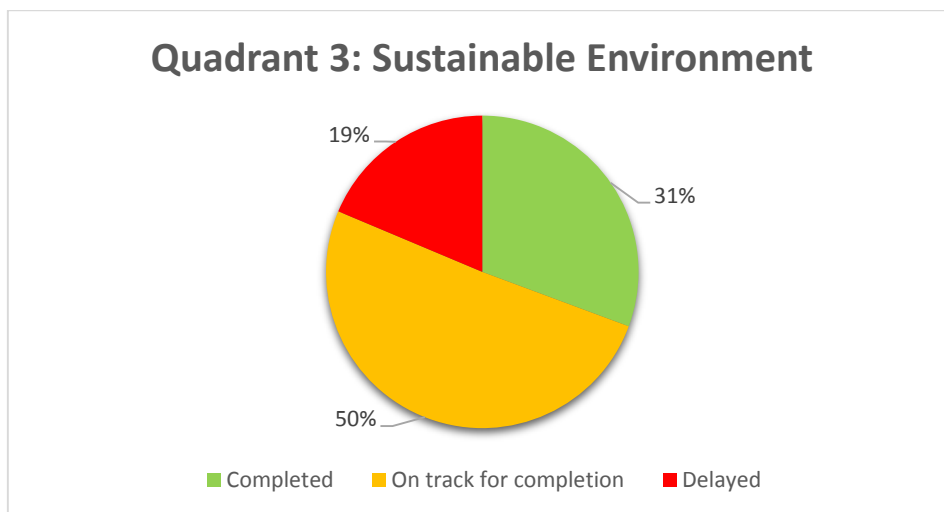
The charts below demonstrates that of deliverables in the Operational Plan are on track for completion.



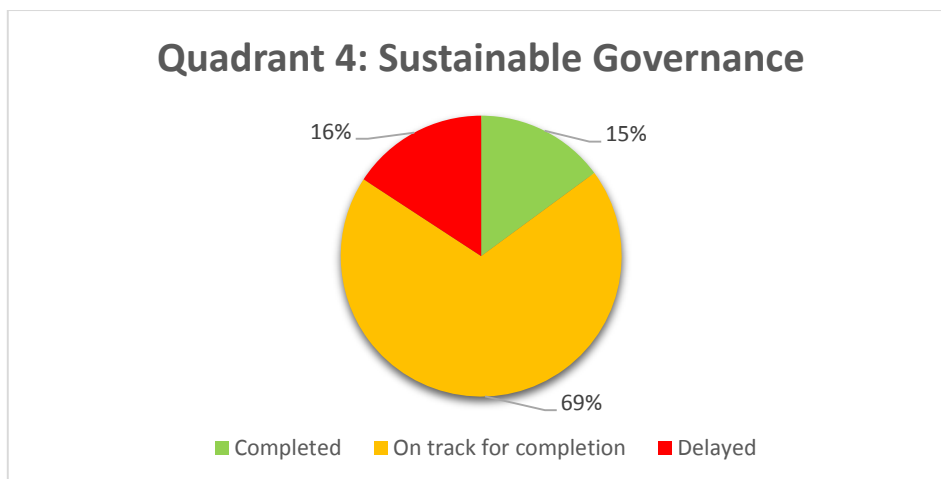
**Sustainable Community:** 59 per cent of the overall actions in the Sustainable Community quadrant are on track for completion while 30 per cent were completed and 11 per cent were delayed.



**Sustainable Living:** 71 per cent of the overall actions in the Sustainable Living quadrant are on track for completion while 13 per cent were completed and 16 per cent were delayed.



**Sustainable Environment:** 50 per cent of the overall actions in the Sustainable Environment quadrant are on track for completion while 31 per cent were completed and 19 per cent were delayed.



**Sustainable Governance:** 69 per cent of the overall actions in the Sustainable Governance quadrant are on track for completion while 15 per cent were completed and 16 per cent were delayed.

## 5. Relationship to Waverley Together 3 & Delivery Program 2013-17

The relationship to *Waverley Together 3* and *Delivery Program 2013-17* is as follows:

- Direction: G1 Inspiring community leadership is achieved through decision making processes that are open, transparent, corruption resistant and based on sound integrated planning..
- Strategy: G1a Develop and maintain a framework of plans and policies that ensures open and transparent operations that facilitate equitable benefit sharing and progress towards sustainability.
- Deliverable: A suite of integrated corporate plans that meet legislative requirements developed and maintained.
- Direction: G8 Community information assets are well secured and managed in an accessible way.
- Strategy: G8b Promote and advocate the provision of statutory, financial and management information and reporting on time and with a high degree of accuracy.
- Deliverable: All reports required by legislation or requested by Government departments and agencies provided.

## 6. Financial impact statement/Timeframe/Consultation

The budget required to fund the Operational Plan 2016-2017 are included in the Statement of Revenue Policy and Budget 2016/17. Funding to implement the Delivery Program over its term is based on the Long Term Financial Plan that supports the Delivery Program.

## 7. Conclusion

The requirements under Integrated Planning and Reporting manual is to set in place a new Operational Plan including the council's detailed annual budget and the Statement of Council's Revenue Policy which includes the proposed rates, fees and charges for 2016/17. Before adopting this Operational Plan, Council must place this information on public exhibition for a statutory period of 28 days. This report is seeking Council approval to place the draft Operational Plan 2016 – 2017 and draft Pricing Policy, Fees and Charges on public exhibition. The submission period is likely to close on 22 May 2015. Once the submission date is closed a further report will be presented to the Council incorporating any public comment at its meeting in June 2016 where Council will be required to adopt the final plans. These documents will become effective on 1 July 2015.

The six monthly Progress report on the Delivery Program 2013-17 provides progress against the deliverables detailed in the Delivery Program 2013-17 as on 31 December. The next progress report on the Delivery program will be reported to the Council in November 2016.

**8. Attachments:**

1. Attachment 1\_Draft Operational Plan 2016\_17
2. Attachment 2\_Proposed Pricing Policy Fees and Charges 2016\_17
3. Attachment 3\_Six Monthly Progress Report 1 July 2015-31 December 2015