

COUNCIL AGENDA ADDENDUM

ORDINARY COUNCIL MEETING

26 June 2024

ADDENDUM ITEMS

PAGE TAB

City Futures Reports

CFD 02	Adoption of the Draft Delivery Program 2022-2026 and Operational Plan and Budget 2024-2025, Statement of Revenue Pricing Policy (Fees and Charges) and Long-Term Financial Plan 2025-2034	864	1
--------	---	-----	---

Notices of Motion

NOM 02	Funding for Community Café Christmas Celebration 2023	1189	2
--------	---	------	---

CFD 02	Adoption of the Draft Delivery Program 2022-2026 and Operational Plan and Budget 2024-2025, Statement of Revenue Pricing Policy (Fees and Charges) and Long-Term Financial Plan 2025-2034
---------------	--

Strategic Objective	Visionary, Leading, Responsible Demonstrate a high standard of transparency and accountability through a comprehensive governance framework
File Ref	183684.2024
Report By	Hiba Soueid - Manager City Strategy and Performance Vishwa Nadan - Chief Financial Officer
Approved By	Shayne Mallard - Director City Futures Farooq Portelli – Director Corporate Support

EXECUTIVE SUMMARY

The purpose of this report is to seek Council adoption of the draft Delivery Program 2022-2026 and Operational Plan including Budget 2024-2025, Statement of Revenue Pricing Policy (Fees and Charges) and draft Long-Term Financial Plan 2025-2034. The report also includes information on the public submissions received and any associated changes to the documents.

At the Council Extraordinary meeting on 14 May 2024, it was resolved that Council:

1. Endorses to place the draft Delivery Program 2022-2026, Operational Plan and Budget 2024-2025, Statement of Revenue Pricing Policy (fees and charges) and Long-Term Financial Plan on public exhibition for 28 days from 15 May 2024 to 11 June 2024;
2. Notes the proposed amendments to the 2022-2026 draft Delivery Program; and
3. Receives a further report at the June 2024 Council meeting to review public submissions and any associated changes.

This report provides an overview of the submissions received during the public exhibition period from 15 May until 11 June 2024 and proposes to adopt the draft Delivery Program 2022-2026 and Operational Plan 2024-2025, including Statement of Revenue Pricing Policy (Fees and Charges) 2024-2025 and draft Long-Term Financial Plan 2025-2034, in accordance with Sections 403, 404, 405 and 428 of the *Local Government Act (1993)*.

RECOMMENDATION

That Council:

1. Notes submissions received during the public exhibition period;
2. Approve internal submissions including the redistribution of funding for the Building Capital Works Program as tabled in Attachment No.4 and additional funding to deliver three (3) Council initiatives as tabled in the report;
3. Authorise the amendment to the draft Statement of Revenue and Pricing Policy (Fees and Charges) as tabled for the fees chargeable under the Section 10.7 Planning Certificates and Private Certifier Registration of Certificates fees, for CPI as legislated in the Environment & Planning Regulation 2021; and
4. Adopt the Delivery Program 2022-2026 and Operational Plan 2024-2025 including Statement of Revenue Pricing Policy (Fees and Charges) and Long-Term Financial Plan 2025-2034 incorporating the amendments outlined in this report.

REPORT

At the Extraordinary Council meeting on 14 May 2024, Council resolved that the draft Delivery Program 2022-2026 and Operational Plan 2024-2025 including Statement of Revenue Pricing Policy (Fees and Charges) and draft Long-Term Financial Plan 2025-2034 be placed on public exhibition with a further report to be provided to Council following public exhibition.

Delivery Program 2022-2026 and Operational Plan 2024-2025

The Delivery Program is Council's statement of commitment to the community. It outlines Council's response to the Community Strategic Plan, its services to the community and how it will contribute to achieving its goals during its term of office.

The Operational Plan is an annual plan that provides detailed actions for each of the services Council will undertake. The plan identifies the specific projects, programs and activities that have been scheduled for the 2024-2025 financial year.

The combined document details the principal activities and services that Council has committed to delivering. It addresses the social justice principles of access, equity, participation and rights and outlines how Council will engage with the community and other stakeholders to determine service level expectations and identify appropriate measures. The document also identifies major projects and addresses ongoing improvements to the efficiency, productivity, financial management and governance of Council.

The Long-Term Financial Plan (LTFP) includes both Council's 2025-2034 budget and its financial projections for Council for the next ten years. The LTFP includes projected income, expenditure (including capital), cash position, and detailed information on the planning assumptions that were applied in its development.

The Delivery Program and Operational Plan have been developed in accordance with Sections 404 and 405 of the *Local Government Act (1993)*. Council is required to review its Delivery Program and Operational Plan, Statement of Revenue Pricing Policy (Fees and Charges) and Long-Term Financial Plan by 30 June each year.

Council will monitor the progress and delivery of actions and report on the implementation of the Delivery Program at least every six months as legislated under the *Local Government Act (1993)* through Biannual Progress Reports.

Long-Term Financial Plan (LTFP)

The LTFP is a 10-year rolling plan that informs decision-making and demonstrates how the objectives of the Community Strategic Plan and services in the Delivery Program and Operational Plan will be resourced and funded.

The LTFP includes:

- Council's 2024-2025 budget;
- Projected income and expenditure, balance sheet and cash flow statement;
- Planning assumptions and operating factors that are most likely to impact the LTFP;
- Financial modelling for different scenarios;
- Indices to monitor financial performance; and
- Major capital and operational expenditure implications.

The Statement of Revenue Pricing Policy (fees and charges) also forms part of Council's Operational Plan, including:

- Statement with respect to each ordinary rate and each special rate proposed to be levied;
- Information on each of its fees and charges proposed to be levied; and
- Council's pricing methodology for determining the prices of goods and the approved fees.

The other resourcing documents required under the Integrated Planning and Reporting framework include the Asset Management Strategy and plans and Workforce Management Strategy.

Public Exhibition

The draft Delivery Program 2022-2026 and Operational Plan 2024-2025, including draft Statement of Revenue Pricing Policy (Fees and Charges), draft Long-Term Financial Plan 2025-2034 and Ratings Map 2024-2025 were placed on public exhibition from 15 May to 11 June 2024.

Engagement methods undertaken during the exhibition period included:

- Public notices were available on Council's website, Liverpool Listens and Council's social media platforms including Facebook and Instagram;
- All documents on public exhibition were available online and accessible for download and feedback through Council's website and Liverpool Listens;
- Hardcopies were available at Council's Customer Service Centre and libraries;
- Posters and promotional material featuring a QR code to review the documents and make a submission were displayed at Community Drop-In Sessions including Middleton Grange and Bringelly;
- A survey inviting the community to provide feedback on the draft Delivery Program 2022-2026 and Operational Plan 2024-2025 was available via a link on Council's website;
- A Delivery Program and Operational Plan Community Drop-In Session was held on 22 May 2024 at Carnes Hill Community Precinct; and
- Notices featured on Council's internal communication platform '*In the Loop*'.

Community Information Session

Council hosted an exclusive Community Drop-In Session on 22 May 2024 where Council staff were available to answer questions relating to the draft documents. The community were invited to pre-register their attendance via QR code on Council's website, Liverpool Listens and social media platforms Instagram, Facebook and LinkedIn.

A total of 12 community members registered their attendance, however only four attended. This is a lower number in comparison to the attendance of 12 in 2023. To improve attendance for future information sessions, it is recommended that Council cease holding a stand-alone information session and instead attend existing events such as Community Drop-In Sessions and Family Fun Days.

Have Your Say on the Future of Liverpool – Budget Survey

Council conducted a community consultation in collaboration with Agency LeadStory to gather the community's views on the proposed budget expenditure. A video featuring the Mayor shared information on the 2024-2025 budget followed by an opportunity for the community to have their say by participating in a survey poll.

The survey was available on various social media channels from 17-23 June 2024. In addition, a link to the survey was available on Council's social media platforms Facebook, Instagram and LinkedIn to further generate awareness. The survey questions and results will be tabled at the Council meeting.

Submissions

A total of seven (7) submission were received during the period, of which four (4) were external and (3) internal. A summary of the submissions received is tabled in Attachment No.4. Formal responses to community submissions will be provided by Council Officers following the Council meeting.

Changes made to the Delivery Program and Operational Plan include minor editorial changes, financial adjustments to reflect the financial year and the incorporation of suggestions that were deemed appropriate.

FINANCIAL IMPLICATIONS

Internal submissions

A summary of internal submissions relating to 2024-2025 has been tabled below for Council's consideration. Detailed information is available in Attachment No. 4.

Item	Additional funding required
<p>1. Redistribution of funding for the Building Capital Works Program</p> <p>Request approval for the redistribution of funding for the Building Capital Works Program in Council's Delivery Program 2022-2026 and Operational Plan 2024-2025 and Long-Term Financial Plan.</p>	<p>No additional funding required. Redistribution of budget only.</p>

<p>The requested funding redistributions have resulted from recent reviews of Council's Building Capital Works Program, with respect to recent changes to priorities based on community and stakeholder feedback, opportunities for commercial revenue generation, redefinition of project scope and deliverables, and budgetary adjustments to meet compliance obligations.</p> <p>A detailed list of projects and proposed redistribution is tabled in Attachment No.4.</p>	
<p>2. Council Initiatives - Request for additional funding</p> <p>a) Ernie Smith Reserve Upgrade</p> <ul style="list-style-type: none"> - Installation of organic infill on field. - Installation of floodlighting. 	<p>\$166,000</p> <p>\$250,000</p>
<p>b) Major Events</p> <p>Based on community demand additional funding is required for the delivery of additional multi-cultural events.</p>	<p>\$500,000</p>
<p>c) Safety Enhancement (Liverpool Civic Place)</p> <p>Additional funding is required to manage safety related matters at the new Liverpool Civic Place.</p>	<p>\$500,000</p>

2024-2025 Fees and Charges - Proposed update

3. Planning Certificate	Exhibited Fee	Proposed fee
Planning Certificate – Section 10.7(2) (fee per certificate)	\$67.00	\$69.00
Planning Certificate – Section 10.7(5) (fee per certificate)	\$100.00	\$105.00
Planning Certificate – Section 10.7(2) & (5) (fee per certificate)	\$167.00	\$174.00
Rego	\$39.00	\$40.00

CONSIDERATIONS

<p>Governance</p>	<p>The Delivery Program and Operational Plan set the direction for Council’s strategic agenda, including all economic, environmental, social and civic leadership requirements.</p>
<p>Legislative</p>	<p>The Delivery Program and Operational Plan have been developed in line with Section 404 and 405 of the <i>Local Government Act 1993</i>.</p> <p>Section 404 of the <i>Local Government Act</i> states:</p> <p><i>“A council must have a program (called its “delivery program”) detailing the principal activities to be undertaken by the council to perform its functions (including implementing the strategies set out in the community strategic plan) within the resources available under the resourcing strategy”.</i></p> <p><i>“The council must establish a new delivery program after each ordinary election of Councillors to cover the principal activities of the council for the 4-year period commencing on 1 July following the election”.</i></p> <p>Essential Element 4.13 of the Integrated Planning and Reporting Guidelines for Local Government NSW states:</p> <p><i>“Where an amendment to the Delivery Program is proposed, it must be included in a Council business paper which outlines the reasons for the amendment and be tabled and resolved to be noted at that meeting and considered by the council at its next meeting”.</i></p> <p>Section 405 of the <i>Local Government Act (1993)</i> states that:</p> <p><i>‘A council must have a plan (called its “operational plan”) that is adopted before the beginning of each year and details the activities to be engaged in by the council during the year as part of the delivery program covering that year’.</i></p> <p>Essential Element 4.25 of the Integrated Planning and Reporting Guidelines for Local Government NSW states:</p> <p><i>“The draft Operational Plan must be publicly exhibited for at least 28 days, and submissions received by the council in that period must be considered, before the final Operational Plan is adopted by the council”.</i></p> <p>Essential Element 3.10 of the Integrated Planning and Reporting Guidelines for Local Government NSW states:</p> <p><i>“The Long-Term Financial Plan must be publicly exhibited for at least 28 days and submissions received by the council in that period must be accepted and considered before the final Long-Term Financial Plan is adopted by the council”.</i></p>
<p>Risk</p>	<p>The risk is deemed to be High.</p>

	<p>Failure to prepare a draft Delivery Program, Operational Plan and Long-Term Financial Plan, and give public notice indicating that submissions may be made to Council at any time during the period (not less than 28 days) that the draft is on public exhibition may result in enforceable action by the Office of Local Government.</p>
--	---

ATTACHMENTS

1. Draft Delivery Program 2022-2026 and Operational Plan 2024-2025
2. Draft Long-Term Financial Plan
3. Draft Statement of Revenue Pricing Policy (Fees and Charges)
4. Public Exhibition Submissions Register 2024

NOM 02	Funding for Community Café Christmas Celebration 2023
---------------	--

Strategic Objective	Visionary, Leading, Responsible Demonstrate a high standard of transparency and accountability through a comprehensive governance framework
File Ref	198382.2024
Author	Richard Ammoun - Councillor

BACKGROUND

The Community Café in Sadleir provides vital support to Liverpool community members through the provision of free and low-cost meals, groceries, and other essential items. Serving more than 200 people every day and engaging local community volunteers to deliver a community pantry six days a week, Community Café Inc not only provides essential items, but also a place for locals to gather, connect and engage with one another and with community services.

In December 2023, the Community Café hosted a Christmas themed event to encourage community connections and bring joy to the Liverpool community. To deliver the event, Community Café partnered with local providers such as Bunnings, Woolworths, Australia Post and local vendors to deliver a free bbq, kids activities and gifts for up to 1000 local residents.

The Community Café approached Council for sponsorship of this event in November 2023 however; in the hectic time of planning and delivering their event, alongside continuing their day-to-day operations; were unable to finalise the application in time to be considered for community sponsorship under the Grants, Donations and Community Sponsorship Policy. To support the Community Café to recoup the funds expended from delivering this event, I propose a motion to provide \$10,000 from Council's General Reserve to Community Café Inc as a gesture of goodwill and to acknowledge the vital service Community Café provides to the residents of Liverpool.

Council staff will work with Kirsty Parkes from Community Café Inc to support future grant applications for this and other Community Café initiatives through the Grants, Donations and Community Sponsorship Program.

NOTICE OF MOTION

That Council provide \$10,000 from Council's General Reserve to Community Café Inc to support their delivery of their Christmas Celebration in 2023.

ACTING CHIEF EXECUTIVE OFFICER'S COMMENT

The Grants, Donations and Community Sponsorship budget is fully expended for 2023-2024FY. Should Council endorse this Motion, a donation of \$10,000 will be made to Community Café Inc from funds in Council's General Reserve.

ATTACHMENTS

Nil