

Balranald Shire Council Implementation Plan – Performance Improvement Order No. 2 Action Plan

OLG REPORT RECOMMENDATIONS	RESPONSIBILITY	ACTION	Status	
1	That Council only terminate its general manager's contract of employment with the concurrence of the Deputy Secretary of the Office of Local Government (OLG).	Council	Noted	
2	Council only changes its delegations with the concurrence with the Deputy Secretary OLG	Council/Acting General Manager	Noted	
3	Council only restructures the organisations with the concurrence of the Deputy Secretary, OLG.	Council/Acting General Manager	Noted	
4	Council must implement any ongoing recommendations from the Public Inquiry and the recommendations made in the report on the review of Council's governance practices under the oversight of the Audit, Risk and Improvement Committee (ARIC).	Council/Acting General Manager	Recommendations from the Public Enquiry be implemented under the oversight of ARIC.	
5	Council must engage its ARIC on any significant changes" to council's priorities direction and take into account any recommendations.	Council/Acting General Manager	ARIC to be engaged in regards to any significant changes to the direction of Councils priorities.	
6	Council must implement the adopted budget and operations plan for 2024/25. Any significant changes must be agreed by the Deputy Secretary OLG.	Council/Acting General Manager & Director Infrastructure & Planning Services	2024/2025 Operational Plan and budget to be implemented as adopted.	
7	Council must publicly document the impact of all Council's resolutions on Council's long Term Financial Plan (LTFP)	Acting General Manger	Impact of Council resolutions be documented on Councils long term financial plan	
8	Council must not make financial decisions that impact adversely on Council's financial metrics as measured through the Office of Local Government financial indicators.	Council	Noted	

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9	Council is to maintain an appropriate level of unrestricted cash and expend externally restricted funds only for the purpose for which they are set aside.	Council & Acting General Manger	Noted	
10	Council must take necessary steps to ensure timely and accurate financial monitoring and reporting including at a minimum the Quarterly Business Report, which is to be submitted to OLG for review and made clearly available to the community on Council's website.	Acting General Manager	Quarterly Business Report to be submitted to OLG and placed on Councils Website.	
Governance				
11	Council is to ensure that best practice governance standards are implemented and maintained. This is to be achieved by Council providing resources to the General Manager to ensure that: Governance standards are maintained. The operational plan can be delivered. Infrastructure maintenance meets the operational plan and LTFP requirements, and There is consistent improvement in financial ratios.	Council, Acting General Manager & Director Infrastructure & Planning Services	Ensure best practice governance standards are maintained by delivering the Operational Plan, maintain Infrastructure and improve financial ratios.	
12	Council can only amend its councillor/staff interaction policy with the concurrence of the Deputy Secretary OLG, noting the general manager may update the staff list that can be contacted by councillors.	Acting General Manager	Staff Interaction Policy to be updated with concurrence of the Deputy Secretary of OLG.	
13	Council must ensure that the general manager develops a councillor request system to manage email requests from councillors. The system should ensure that communications are respectful, the number of requests are reasonable and include provisions permitting the general manager to impose limitations where disrespectful or excessive use of the system occurs.	Acting General Manger	Councillor request system to be developed ensuring communications are respectful.	

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OLG REPORT RECOMMENDATIONS	RESPONSIBILITY	ACTION	Status	
14	Council must ensure its code of meeting practice complies with the Model Code of Meeting Practice for Local Councils in NSW (The Model Meeting Code)	Council, Acting General Manager	Ensure Councils Code of Meeting Practice complies with the Model Code of Meeting Practice.	
15	Council must ensure councillor briefings are open to the public unless the general manager is satisfied that grounds exist under the Act to exclude members of the public from a briefing to consider information that should not be made public.	Acting General Manager	Ensure Council briefings are open to the public unless there are grounds to exclude members of the public.	
16	Council must conduct its meetings in accordance with its code of meeting practice and must not make decisions at councillor briefings and workshops	Council, Acting General Manager	Meetings to be conducted in accordance with its Code of Meeting Practice. Decisions will not be made at briefings or workshops.	
Period for Compliance with Order				
17	Council is to comply with this order for 12 months from the date of issue	Council, Acting General Manager and Director Infrastructure & Planning Services	Order to be complied within 12 months from date of issue.	
Reporting Obligations				
18	The Council is to provide a quarterly compliance report to the Deputy Secretary OLG. As part of the first report Council is to provide to the Deputy Secretary OLG: The Operational Plan and updated LTFP, The adopted code of meeting practice, and The councillor/staff interaction policy	Acting General Manager	Quarterly compliance report to be submitted to OLG with the first report to include the Operational Plan, updated Long Term Financial Plan, Code of Meeting Practice and Councillor Staff Interaction Policy.	
19	Each quarterly report is also to include; The quarterly business reporting statement Use of the councillor request system, and Any determinations of 'acts of disorder' made at a council meeting.	Acting General Manager	Quarterly Reports to also include business reporting statement, use of Councillor request system and determinations of any acts of disorder.	