



AGENDA

EXTRAORDINARY COUNCIL MEETING

14 SEPTEMBER 2016

MEMBERSHIP:

Mr M Kneipp (Administrator).

The meeting is scheduled to commence at 10am at the Wellington Chamber.

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PRAYER:

O God, Grant that by the knowledge of thy will, all we may resolve shall work together for good, we pray through Jesus Christ our Lord. Amen!

CCL16/171 LEAVE OF ABSENCE (ID16/1687)

CCL16/172 PUBLIC FORUM (ID16/1688)

REPORTS FROM STAFF:

CCL16/173 INTERIM INTEGRATED ORGANISATIONAL STRUCTURE (ID16/1686) 2
The Council had before it the report dated 9 September 2016 from the Acting Interim General Manager regarding Interim Integrated Organisational Structure.



REPORT: Interim Integrated Organisational Structure

AUTHOR: Acting Interim General Manager

REPORT DATE: 9 September 2016

TRIM REFERENCE: ID16/1686

EXECUTIVE SUMMARY

At its meeting held on 25 May 2016 Council adopted an Interim Organisation Structure to Executive Level for the newly created Western Plains Regional Council comprising a Wellington Branch Division and an Organisational Services Division, a Technical Services Division, an Environmental Services Division, a Parks and Landcare Services Division, a Corporate Development Division and a Community Services Division.

A requirement of the Department of Premier and Cabinet is that councils must adopt an Integrated Organisation Structure by 30 June 2016. The Interim Organisation Structure adopted by Council in May 2016 was not integrated as it still had separate Wellington and Dubbo Branches. Following extensive staff consultation and combined Consultative Committee meetings on 4 August 2016 and 8 September 2016, the appended Interim Integrated Organisation Structure to Divisional Level with the associated functional responsibilities of each Division has been prepared and is now recommended for adoption.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

That the Interim Integrated Organisation Structure to Divisional Level and the associated functional responsibilities as appended to this report as Appendix 1 for the Dubbo Regional Council be adopted.

David Dwyer
Acting Interim General Manager

BACKGROUND

At its meeting held on 25 May 2016 Council adopted an Interim Organisation Structure to Executive level for the newly created Western Plains Regional Council comprising a Wellington Branch, an Organisational Services Division, a Technical Services Division, an Environmental Services Division, a Parks and Landcare Services Division, a Corporate Development Division and a Community Services Division.

A requirement of the Department of Premier and Cabinet (DPC) is that councils must adopt an Integrated Organisation Structure by 30 June 2016. DPC also instructed councils that "The initial Organisation Structure of a new council was, as far as practicable, to be a composite of the organisation structures of each of the former councils."

REPORT

The Administrator and Interim General Manager discussed the need for and the form of an Interim Integrated Organisation Structure to Divisional Level and it was agreed by the Administrator, for the purposes of staff consultation, to proceed with a Draft Structure based upon six (6) Divisions with Directors for each Division reporting to the Interim General Manager. These six (6) Divisions were - an Organisational Services Division, a Technical Services Division, an Environmental Services Division, a Parks and Landcare Services Division, a Corporate Development Division and a Community Services Division.

The Interim General Manager, existing six (6) Directors at the former Dubbo City Council and the Director Wellington Branch, and the Managers Human Resources at the Wellington and Dubbo Branches prepared draft Interim Integrated Organisational Structure for staff below Director level for each of the six (6) proposed Divisions. This Draft Structure was presented to the Executive Staff Committee on 12 July 2016 and was then adopted at the Executive Staff Committee meeting on 19 July 2016. The Draft Structure was then presented to the combined Consultative Committee on 4 August 2016 and again for the purposes of staff consultation was recommended for adoption. Staff consultation was conducted from 5 August 2016 to 17 August 2016 and sixty nine (69) submissions were received.

A further combined Consultative Committee was held on 8 September 2016 to consider the staff submissions and the combined Consultative Committee recommended that the Draft Interim Integrated Organisation Structure be adopted.

The six (6) Divisional Structure which is being recommended has served the former Dubbo City Council well since its inception in 1994. Under this structure the former Council operated professionally, effectively and efficiently culminating in the Council winning the AR Bluett Award in 2004/2005. The Structure is based upon sound and professional management principles and the policies and procedures underpinning the structure have enabled the Council to successfully manage Dubbo as a progressive and vibrant Local Government Area.

The current proposed Interim Integrated Organisation Structure is termed 'Interim' as over the next six (6) months Council will be conducting an extensive Service Review to ascertain the nature and performance level of services to be provided across the entire newly merged Council. To provide these services there will need to be a skilled, qualified, experienced and sufficiently resourced work force. This workforce will need to be structured to provide an Organisation with the capability of delivering the community services adopted by Council. This will therefore require another Organisational Structural Review in March 2017. This Review will determine an Organisation Structure which is no longer 'Interim'.

I therefore recommend that the Interim Integrated Organisation Structure to Divisional Level and the associated functional responsibilities as detailed in **Appendix 1** to this report for the Dubbo Regional Council be adopted.

Appendices:

1 Interim Organisation Structure Senior Staff September 2016



Interim Organisation Structure

