

## ORGANISATION DEVELOPMENT & HUMAN RESOURCES

**Organisation development and human resource management are at the heart of any government organisation.**

Whether it is a comprehensive organisation review or support with a specific operational issue, our experienced Associates can help your organisation maximise its people potential.

We work with your organisation, to understand the alignment between strategies, plans and operations to deliver efficiencies in service delivery and improve culture and performance.

Our organisation performance review provides a consultative cultural assessment of the organisation.

We take a hands-on approach, facilitating workshops, conducting interviews, collating perceptions and reviewing systems and processes.

To find out more about how we can help you with your Organisation Development and Human Resources needs, contact us on 1300 500 932.

### OUR SERVICES

#### Organisation Development:

- Organisation performance reviews.
- Functional Span Mapping – organisation structure.
- Council / Corporate plans, Strategic Plans, Business Plans and individual KPIs.
- Workforce and succession planning.
- Councillor / Staff mentoring.

#### Human Resource Management:

- HR policies and procedures.
- CEO and Director performance reviews.
- CEO, Director and Manager mentors.
- Position description reviews and banding classifications.
- Workplace training.
- Remuneration surveys.

- Delegations.
- Contract preparation and interpretation.
- OH&S assessment policies, procedures and compliance.
- Independent investigations.
- Salary packaging and benchmarking.
- Independent participants on interview panels.

#### Industrial Relations:

- Enterprise bargaining negotiations.
- Resolution of industrial disputes.

#### Compliance:

- Workplace audits.
- Engagement contractor audit.
- Award and OH&S compliance.
- Fair Work Australia and statutory compliance.



CT Management Group offers a wide range of OD & HR services designed to provide efficiencies in service delivery and improve culture and performance.



CT Management Group specialises in providing independent financial advisory and leadership services to organisations.

## CT MANAGEMENT GROUP SERVICES

### Contract and Project Management

- Contract Specifications.
- Contract Management.
- Procurement Policies and Audits.

### Financial Services

- Strategic Resource Plan.
- Rating Strategies.
- Financial Sustainability Reviews.
- Long Term Financial Plans.

### Service Planning

- Service Plans.
- Service Reviews.
- Community Consultation.

### Asset Management

- STEP/NAMAF Program.
- Condition Assessments.
- Renewal Modelling.
- Asset Management Policy, Strategy and Plans.
- Benchmarking.
- GIS Audit & Data Consolidation.
- Waste Management.

### Organisation Development

- Organisation Performance Reviews.
- Council Plans.
- Business Plans.
- Investigations.
- Executive Coaching.
- Workforce & Succession Planning.
- Procurement.

### Professional Placements

- Senior Executive Recruitment.
- Professional Placements.
- CEO and Director Performance Plans and Appraisals.

## CT MANAGEMENT GROUP PRODUCTS

### Long Term Financial Plan

Designed to improve financial planning methodologies and highlight the importance of key strategies, our Long Term Financial Plan (LTFP) supports Council's financial sustainability.

### Service Cost Evaluation Model (SCEM)

SCEM enables Council to identify its range of services, review costs, service priorities and then define affordable levels of service. In combination with Council's LTFP, the financial sustainability can be assessed.

### Strategic Resource Plan (SRP)

A key medium term financial plan summarising resource forecasts over at least a four year term and forming part of the Council Plan (Vic only).

### Capital Works Evaluator

Designed to evaluate competing eligible capital works projects, the Capital Works Evaluator (CWE) assists Council in managing and prioritising its capital works program. In combination with the LTFP, Council's capital program, including whole of life cost, is indexed. Indexation rates are user defined.

### Financial Ratios Benchmarking

The financial ratio package provides benchmarks of Council's financial performance across a wide range of financial ratios.

### CT Connect

CT Connect is a flexible cloud based platform and has the following features:

- A cloud based service hosted by a reputable and reliable vendor.
- Software vendor independent.
- CT Connect can provide GIS, asset and condition data in various formats to suit the most popular vendor financial and asset management systems.
- Secure access by a Council via 'web' interface to access various data/services.
- Provides Councils with a menu of services/tools that can be purchased as and if required.
- Access to a library/knowledge base, benchmarking data etc.
- Promotes shared services for Councils.

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