



**14.1 PRESENTATION OF THE CITY OF PORT PHILLIP ANNUAL REPORT 2019/20**

**EXECUTIVE MEMBER: KYLIE BENNETTS, GENERAL MANAGER, CITY GROWTH AND ORGANISATIONAL CAPABILITY**

**PREPARED BY: SALLY HORNER, COORDINATOR PLANNING AND PERFORMANCE**

**LEAH BRIERS, PLANNING & PERFORMANCE ADVISOR**

**1. PURPOSE**

1.1 To endorse the City of Port Phillip's Annual Report 2019/20.

**2. RECOMMENDATION**

That Council:

2.1 Receives and considers the Annual Report 2019/20 (attachment 1).

2.2 Delegates authority to the Chief Executive Officer to make minor amendments to the documents to correct drafting errors that do not materially alter the intent of the documents.

**3. BACKGROUND**

3.1 Each year Council prepares an annual report on its activities for the financial year. It consists of a report of Council's operations for the year and externally assured statements (consisting of the financial statements and the performance statements).

3.2 On 16 September 2020 Council noted the draft Report of Operations 2019/20 and gave in principle approval for the audited statements.

3.3 At this meeting the Mayor and Deputy Mayor of the day, were authorised to formally certify the statements.

**4. KEY POINTS/ISSUES**

4.1 The Annual Report 2019/20 (Attachment 1) provides an accurate and comprehensive record of Council's activities and performance for the year ending 30 June 2020.

4.2 There have been refinements to language to improve accessibility and readability since the draft Report of Operations was presented to Council on 16 September 2020.

4.3 The audited statements are consistent with the statements presented to Council on 16 September 2020.

4.4 The Annual Report 2019/20 includes annual progress updates of our core strategies: Move, Connect, Live - Integrated Transport Strategy 2018-28, Act and Adapt – Environmental Sustainability Strategy 2018-28, Don't Waste It! – Waste Management Strategy 2018-28 and Art and Soul – Creative and Prosperous City Strategy 2018-21.

4.5 The Annual Report 2019/20 has been publicly available online at Council's website since Wednesday 4 November 2020. The closure of municipal offices and libraries under COVID-19 restrictions prevented a hardcopy of the report being available for public viewing during this period.



- 4.6 Council promoted the availability of the Annual Report 2019/20 via a public notice and its website.
- 4.7 The Annual Report 2018/19 was awarded a Gold Australasian Reporting Award and officers have mirrored the methodology and taken on any learnings to develop this report.

## 5. CONSULTATION AND STAKEHOLDERS

- 5.1 This report has been compiled from information across the organisation to ensure that the performance and activities have been accurately, transparently and comprehensively reported.

## 6. LEGAL AND RISK IMPLICATIONS

- 6.1 The *Local Government Act 1989*, *Local Government (Planning and Reporting) Regulations 2014* and the *Local Government (Planning and Reporting) Amendment 2017* set out a range of requirements that Council must comply with when preparing its annual report.
- 6.2 Council must hold a meeting that is open to the public to consider the annual report. Council is required to publish a public notice that the Annual Report 2019/20 has been prepared, can be inspected at Council offices and that it will be considered at the 18 November 2020 meeting.
- 6.3 Council has met this requirement by publishing a public notice on Council's website and in *The Age* on Saturday 31 October 2020.
- 6.4 The Annual Report 2019/20, as presented, has addressed all content requirements as specified in the relevant legislation and met the requirements to submit to the Minister for Local Government by 30 November 2020.

## 7. FINANCIAL IMPACT

- 7.1 Nil

## 8. ENVIRONMENTAL IMPACT

- 8.1 Nil

## 9. COMMUNITY IMPACT

- 9.1 The Annual Report 2019/20 provides clear and transparent reporting of Council's delivery of the Council Plan 2017-27.
- 9.2 The Annual Report 2019/20 has been publicly available online at Council's website since Wednesday 4 November 2020. The closure of municipal offices and libraries under COVID-19 restrictions prevented a hardcopy of the report being available for public viewing during this period.

## 10. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

- 10.1 The Annual Report 2019/20 provides a clear and transparent record of Council's activities and performance in delivering the Council Plan 2017-27 for the year. It includes a summary of activities in each of our neighbourhoods and outlines our progress to deliver the outcomes of our core strategies: Move, Connect, Live - Integrated Transport Strategy 2018-28, Act and Adapt – Environmental Sustainability Strategy 2018-28, Don't Waste It! – Waste Management Strategy 2018-28 and Art and Soul – Creative and Prosperous City Strategy 2018-21.



## 11. IMPLEMENTATION STRATEGY

### 11.1 TIMELINE

- 11.1.1 A limited number of copies have been professionally printed and will be available at key Council locations once municipal offices and libraries are able to reopen with the lifting of COVID-19 restrictions.
- 11.1.2 The results and comments for the Local Government Performance Reporting Framework measures that are detailed in the Annual Report 2019/20 will be published on the Victorian Government's Know Your Council website in December 2020.

### 11.2 COMMUNICATION

- 11.2.1 The Annual Report 2019/20 provides a clear and transparent record of Council's activities and performance for the year.
- 11.2.2 Council invites people to read our Annual Report 2019/20 to find out more about the value and services we provide to the community.

## 12. OFFICER DIRECT OR INDIRECT INTEREST

- 12.1 No officers involved in the preparation of this report have any direct or indirect interest in the matter.

**TRIM FILE NO:** 16/02/242

**ATTACHMENTS** 1. City of Port Phillip Annual Report 2019/20