



14.2 **PROPOSED REPORT OF OPERATIONS FOR THE ANNUAL REPORT 2017/18**

EXECUTIVE MEMBER: KYLIE BENNETTS, DIRECTOR, OFFICE OF THE CEO

PREPARED BY: SALLY HORNER, PLANNING AND PERFORMANCE ADVISOR

1. PURPOSE

- 1.1 To receive and consider the draft report of operations for the year ending 30 June 2018.

2. EXECUTIVE SUMMARY

- 2.1 The City of Port Phillip is required by legislation to prepare an annual report each financial year in accordance with the Local Government Act 1989, the Local Government (Planning and Reporting Regulations 2014 and the Local Government (Planning and Reporting) Amendment 2017. The legislation prescribes the contents of the report and submission to the Minister for Local Government, its publication and distribution.
- 2.2 The Annual Report must consist of a report of operations of the Council for the year, Local Government Performance Reporting Framework measures, the Governance and Management Checklist and externally assured performance and financial statements.
- 2.3 The regulations require the Mayor and Chief Executive Officer to certify that the information contained in the Governance and Management Checklist fairly presents the status of Council's governance and management arrangements.
- 2.4 This report provides Council with the draft Report of Operations for 2017/18 including the Governance and Management Checklist, prior to formally receiving the Annual Report in October 2018.
- 2.5 The audited Performance and Financial Statements are presented to Council in a separate report at tonight's Council meeting.
- 2.6 In 2018 Council received a Gold Australasian Reporting Award for the Annual Report 2016/17. A Silver award was received for the Annual Report 2014/15 and 2015/16.



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3. RECOMMENDATION

That Council:

- 3.1 Notes the attached draft report of operations for the year ending 30 June 2018 which will form part of the Annual Report 2017/18.
- 3.2 Approves the Chief Executive Officer and Mayor to certify that the Governance and Management checklist fairly presents Council's governance and management arrangements, which is required in the report of operations.
- 3.3 Notes that councillors will be kept updated on the progress of the Annual Report 2017/18 before submission to the Minister for Local Government by 30 September 2018.
- 3.4 Notes the designed Annual Report 2017/18 will be formally presented to Council on 17 October 2018.

4. KEY POINTS/ISSUES

- 4.1 The draft Report of Operations (Attachment 1) for 2017/18 provides a clear and transparent record of Council's activities and performance for the year ending 30 June 2018.
- 4.2 The information presented in this report is accurate at the time of publication but may change prior to the finalisation of the Annual Report 2017/18.
- 4.3 The Council Plan 2017-27 sets four year priorities and targets for our service measures and outcome indicators. For the 2017/18 year Council has progressed towards these targets by achieving:
 - 58 per cent of Council Plan outcome indicators (14 out of 24)
 - 57 per cent of Council Plan service measures (55 out of 96)
 - 89 per cent of Council Plan priorities (117 out of 132)
- 4.4 Highlights included in the draft report of operations include:
 - Delivering new community spaces in Fishermans Bend in partnership with the Victorian Government
 - Commencing construction of new community park in Montague, and redevelopment of South Melbourne Life Saving Club, JL Murphy Reserve and Peanut Farm sports pavilions
 - Improved traffic management associated with cruise ships in Port Melbourne

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- Released the Sustainable Environment and Creative and Prosperous City strategies committing to environmental sustainability for the organisation and the wider community and to create a thriving social, cultural and economic future for the City
 - Released the draft Waste and Integrated Transport strategies which provide the blueprint to achieve a sustainable reduction in waste and investing over \$37 million over the next 10 years to deliver our transport priorities
 - Responded to the Victorian Government's draft Fishermans Bend Framework
 - Commenced the transformation of how customers experience Council Services through the development of the Customer Experience Business Case
- 4.5 The draft Report of Operations includes trend information against a set of prescribed service, financial and sustainability performance indicators and measures as part of the Local Government Performance Reporting Framework. Overall, these measures are tracking in a favourable direction.
- 4.6 The prescribed indicators and measures will be published on the public 'Know Your Council' website at www.knowyourcouncil.vic.gov.au in November 2018. This enables community members to compare the performance of the City of Port Phillip with similar councils and all Victorian councils.
- 4.7 The Governance and Management Checklist is designed to assess whether a council has strong governance and management frameworks in place around community engagement, planning, monitoring, reporting and decision-making.
- 4.8 Council meets all but one of the requirements:
- Council does not have a Community Engagement Policy. Our commitment to community engagement is outlined in the Council Plan 2017-27. Our Community Engagement Framework provides an overarching internal road map towards building organisational capability and capacity to support community engagement, and is supported by an internal engagement toolkit to guide officers in community engagement planning and delivery. Work on the development of a Community Engagement Policy has been held over to 2018/19 as a result of requirements of the Draft Local Government Act Bill which may influence this piece of work.
- 4.9 An annual Toward Zero progress report is included in this report outlining Council's progress towards achieving 2020 targets set out in the Toward Zero Strategy.
- 4.10 Additional information outlined in the attached draft report includes:
- A summary of Council's activities and performance during the year and in each neighbourhood
 - Information on Council's service delivery, key asset improvements and progress against major initiatives
 - Information on governance activities undertaken by Council



- Information on Council's compliance and accountability

4.11 Information not available at this time:

- Mayor and CEO welcome

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 Annual Report 2017/18 must comply with the Local Government Act 1989, Local Government (Planning and Reporting) Regulations 2014 and the Local Government (Planning and Reporting) Amendment 2017. The draft Report of Operations has addressed all requirements as specified in the relevant legislation.

7. FINANCIAL IMPACT

7.1 Nil

8. ENVIRONMENTAL IMPACT

8.1 Nil

9. COMMUNITY IMPACT

9.1 Nil

10. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

10.1 This report provides record of Council's performance to deliver the first year of the Council Plan 2017-27.

11. IMPLEMENTATION STRATEGY

11.1 TIMELINE

- 11.1.1 The information within the draft report of operations along with the audited performance and financial statements and certificate of audit will be incorporated into the City of Port Phillip Annual Report 2017/18.
- 11.1.2 The City of Port Phillip Annual Report 2017/18 will be submitted to the Minister of Local Government on 27 September 2018.
- 11.1.3 The City of Port Phillip Annual Report 2017/18 will be presented to Council on 17 October 2018.



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11.2 COMMUNICATION

- 11.2.1 Following submission to the Minister of Local Government the City of Port Phillip Annual Report 2017/18 will be publicly available for viewing prior to its formal presentation to Council in October 2018.

Key messages

- The draft Report of Operations provides a clear and transparent record of Council's activities and performance for the year.
- 89 per cent of Council Plan priorities are in progress or completed (117 out of 132)

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.

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ATTACHMENTS 1. Draft Report of Operations 2017/18