



8.1	PROPOSED REPORT OF OPERATIONS FOR THE ANNUAL REPORT 2016/17
WARD:	WHOLE OF MUNICIPALITY
GENERAL MANAGER:	CHRIS CARROLL, ORGANISATIONAL PERFORMANCE
PREPARED BY:	SALLY HORNER, COUNCIL PLANNING AND PERFORMANCE OFFICER TERESA PARSONS, COORDINATOR COUNCIL PLANNING AND PERFORMANCE
TRIM FILE NO:	16/02/178
ATTACHMENTS:	1. Draft Report of Operations 2016/17

PURPOSE

For Council to receive and consider the draft report on its operations for the year ending 30 June 2017.

1. RECOMMENDATION

That Council:

- 1.1 Notes the attached draft report of operations for the year ending 30 June 2017 which will form part of the Annual Report 2016/17.
- 1.2 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.
- 1.3 Notes that councillors will be kept updated on the progress of the Annual Report 2016/17 before submission to the Minister for Local Government by 30 September 2017.
- 1.4 Notes the Annual Report 2016/17 will be formally presented to Council on 18 October 2017.

2. BACKGROUND

- 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 2016/17 including the Governance and Management Checklist, prior to formally receiving the Annual Report in October 2017.
- 2.5. The audited Performance and Financial Statements are presented to Council in a separate report at tonight's Council meeting.
- 2.6. In 2016 Council received a Silver Australasian Reporting Award for the Annual Report 2014/15. The same award was obtained for the Annual Report 2015/16.

3. KEY INFORMATION

- 3.1 The draft Report of Operations (Attachment 1) for 2016/17 provides a clear and transparent record of Council's activities and performance for the year ending 30 June 2017.
- 3.2 The information presented in this report is accurate at the time of publication but may change prior to the finalisation of the Annual Report 2016/17.
- 3.3 Council has delivered the final year of the Council Plan 2013-17, ending the 2016/17 year by achieving:
 - 98 per cent of Council Plan 2013-17 actions on track (87 out of 89)
 - 86 per cent of targets for the Council Plan measures (30 out of 34)
- 3.4 The two actions assessed as off track related to progressing planning amendments at St Kilda Triangle site and a minor delays in the delivery of projects in the Walk and Bike Plan.
- 3.5 Council did not meet targets for the following measures:
 - While potable water use reduced by 7.5 per cent compared to the previous year it was still above target (238ML compared to a target of 211.5ML). This result has been impacted by high use at the start of the reporting period.
 - Kerbside waste diversion rate was 33% and continues to track below the target of 35%. This result has been impacted by a shift in community behaviour away from the purchase and disposal of newspapers which previously formed a higher proportion of the waste being diverted to recycling
 - Stormwater quality was slightly below the target (44.1 tonnes of pollutant removed compared to a target of 47.2 tonnes).
 - The number of traffic collisions in the municipality in 2015/16 has slightly increased compared to the previous year (note this data is one year in arrears).
- 3.6 Highlights included in the draft report of operations include:
 - We doubled the volume of community input into the development of the Integrated Council Plan 2017-27 compared to the previous year.
 - We have worked in partnership to deliver key asset and amenity



improvements to community facilities and parks and open space. This includes completing works on the Palais Theatre, upgrading Acland Street plaza, redeveloping the St Kilda Life Saving Club and upgrading Gasworks Theatre building.

- We successfully advocated for Fitzroy Street, St Kilda to be the home of Australia's first Pride Centre. We also progressed establishing a community and private housing development on the Marlborough Street, Balaclava car park.
 - We actively managed future growth in Fishermans Bend by working with the Victorian Government to commence construction of school and community facilities at Ferrars Street Education and Community Precinct
 - We increased resilience through continued delivery of our Toward Zero strategy. In 2016/17 this included the installation of a solar PV system St Kilda Town Hall and increased stormwater harvesting from Elster Creek, Elwood.
 - We delivered better value for our community by saving approximately 72,000 days waiting for Council services and generated over \$1.3 million of operating savings, exceeding the \$1 million target.
 - We exceeded our annual targets for resident perceptions of local retail areas, the South Melbourne Market, parks and open space, beach cleaning and street cleaning.
- 3.7 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.
- 3.8 The prescribed indicators and measures will be published on the public 'Know Your Council' website at www.knowyourcouncil.vic.gov.au in November 2017. This enables community members to compare the performance of the City of Port Phillip with similar councils and all Victorian councils.
- 3.9 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.
- 3.10 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.
- 3.11 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.



- 3.12 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
- 3.13 Information not available at this time:
- Mayor and CEO welcome
 - Financial performance summary – this has been included in the separate report on Council's Financial and Performance statement



FURTHER SUPPORTING INFORMATION

4. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

- 4.1 This report provides record of Council's performance to deliver the final year of the Council Plan 2013-17 and the activities to develop Council's long term vision and plan as articulated in the Integrated Council Plan 2017-27.

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 2016/17 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. SUSTAINABILITY – Triple Bottom Line

- The information included in the draft Report of Operations outlines many of the activities that Council does as part of its commitment to triple bottom line sustainability, including the progress report on our Toward Zero commitment.

8. IMPLEMENTATION STRATEGY

8.1 TIMELINE

- 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 2016/17.
- The City of Port Phillip Annual Report 2016/17 will be submitted to the Minister of Local Government on 29 September 2017.
- The City of Port Phillip Annual Report 2016/17 will be presented to Council on 18 October 2017.

8.2 COMMUNICATION

- Following submission to the Minister of Local Government the Annual Report 2016/17 will be publicly available for viewing prior to its formal presentation to Council in October 2017.

Key messages

- The draft Report of Operations provides a clear and transparent record of Council's activities and performance for the year.
- A key focus for 2016/17 was on developing Council's long-term vision and plan for the City of Port Phillip.



- During 2016/17 Council has improved performance in a range of areas and delivered value to our community by working in partnership and advocating on behalf of our community to deliver important projects.

9. OFFICER DIRECT OR INDIRECT INTEREST

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