



**Special Meeting of Council  
25 October 2011**

# **Notice Paper**

**For a Special Meeting of**

**Bayside City Council**

**For the purpose of considering the 2010/2011 Annual Report**

**Tuesday 25 October 2011**

**at 6.45pm**

**Council Chamber  
Civic Centre  
Brighton**

**To: All Councillors**

In accordance with Section 84 of the Local Government Act 1989, a **Special Meeting of Bayside City Council** will be held in the **Council Chambers, Civic Centre, Brighton on Tuesday 28 June 2011 at 6.30pm** for the purpose of transacting the following business:

**BUSINESS OF MEETING**

**Apologies**

**Declaration of Interests**

- 1. Annual Report 2010/2011**

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**Item 1. Annual Report 2010/2011**Corporate Service / Governance  
File No: COR/1463

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**1. Purpose of the Report**

The purpose of this report is to consider the Annual Report for the financial year 2010/11 (Attachment).

**2. Background**

At its meeting on 13 September 2011, Council resolved to:

1. receive the Annual Report on Operations 2010/2011, as provided in Attachment 1;
2. submits the Annual Report on Operations 2010/2011 to the Minister for Local Government by 30 September 2011 as required by the *Local Government Act 1989*;
3. give public notice that Council has received an Annual Report for 2010/2011, and that the report may be viewed by the public at Council's Corporate Centre, any of our four branch libraries and via Council's website; and
4. within one month of submitting the Annual Report to the Minister, give public notice and hold a meeting on 25 October 2011 to consider the Annual Report, as required by the *Local Government (Finance and Reporting) Regulations 2004*.

The Annual Report 2010/2011 was submitted to the Minister on 30 September 2011, and has been acknowledged by the Minister's office. The Annual Report was made available for viewing by the public at Council's Corporate Centre, our branch libraries and via Council's website.

**3. Discussion**

The Annual Report reflects the six commitments as detailed in the *2009/2013 Council Plan* and provides highlights along with the challenges faced for the past year and the future direction. The report is divided into four sections: Overview of Bayside, Performance against *Council Plan 2009/2013*, Statutory Reporting and Corporate Information, Financial Statements and Global Reporting Initiative (GRI). A critical review of the Annual Report was undertaken to provide a fresh look and consider the criteria used by the Australasian Reporting Awards. Enhancements to the *Annual Report 2010/2011* include:

- A financial summary report;
- Calendar of events;
- Recognising Years of Service of Council Officers;
- Detailed information relating to Ward boundaries;
- Detailed statistics on the staff profile of the organisation
- Major Capital Works projects;
- Environmental Sustainability reporting
- Inclusion of the Victorian Auditor-General's Office (VAGO) financial performance indicators;
- A summary of Councillors' allowances and expenses incurred for the financial year;
- Declaration of Interests declared by Councillors during the financial year;
- Summary of items considerate by Council in Confidential business;

- Inclusion of a detailed Annual Report from the Council's Audit Committee;
- Report against the Domestic Animal Management Plan;
- Information relating to the Human Rights Charter;
- Legislation that impacts on Council; and
- Global Reporting Initiative (GRI) Index.

This is the first year Bayside has reported against the principles and performance measures of the Global Reporting Initiative (GRI). The GRI is a network based organisation that has developed the world's most widely used sustainability reporting framework. The framework sets out the principles and indicators that organisations can use to measure and report their economic, environmental and social performance. This annual report has been prepared to meet the requirements of GRI application level C as we have reported on a minimum of 10 performance indicators including at least one from social, economic and environmental subsections.

This annual report provides a greater depth of information about the organisation and improved transparency.

Key highlights for 2010/2011 in the Annual Report are:

### **Goal One – Lifestage wellbeing of our people**

#### *Highlights*

- Opening of the new state-of-the-Art gallery space at the Brighton Town Hall Arts and Cultural Centre.
- Development of a new Meals Distribution Centre in Dandy Street Brighton providing more than 60,000 meals annually to more than 500 Bayside residents.
- Increased participation in both the Bayside Business Network and increased attendance at the Business Breakfasts and Women's Luncheons.
- Increased participation in the Youth Documentary Project of the Bayside Film Festival.
- Increased participation in Child health and wellbeing checks

### **Goal Two – Advocacy for and with our community**

#### *Highlights*

- Increased awareness of the significant implications for trees as a result of the new Electric Safety (Electric Line Clearance) Regulations 2010.
- Council secured more than \$10million in grants and contributions from external bodies.
- Council supported the community managed kindergartens to apply for state government children's capital grants.

### **Goal Three – Managing our built environment**

#### *Highlights*

- Completion of the redevelopment of the Corporate Centre at 76 Royal Avenue Sandringham.
- Development of the draft Open Space Strategy which sets out the policy direction of open space for the next 12 months.

- Development of Council's Community Engagement Framework.
- Implementation of the 'Our City's future' community engagement program.
- Review of a number of strategic planning instruments to provide controls and guidance of our built environment which include:
  - Re-write of the Municipal Strategic Statement;
  - Public exhibition of 4 major activity centres;
  - Exhibition of proposed neighbourhood character overlays;
  - Exhibition of Council's new Gaming Policy; and
  - Exhibition of the proposed Black Rock Neighbourhood Activity Centre Structure Plan.
- Invested \$14.3 million in capital works across the municipality which includes \$3.83 million on Council buildings.

#### **Goal Four – Natural environment, open space and biodiversity**

##### *Highlights*

- Development of a Greenhouse Gas Emissions Reporting Framework.
- Despite extreme weather patterns this year Council planted over 2,000 trees in parks and responded to 4,437 service requests regarding trees.
- Council reduced its greenhouse gases emissions by 4.9 per cent producing 4,856.38 tonnes of greenhouse gas emissions.
- Our total water consumption reduced during 2010.2011 due to increased rainfall and the introduction of water reduction strategies

#### **Goal Five – Community engagement and having real conversations**

##### Highlights

- Development of the Bayside 2020 Community Plan.
- Development of engagement strategies to meet the needs of the community and encourage greater engagement with Council's activities.

#### **Goal Six – Stewardship, governance and leadership**

##### Highlights

- Industry recognition for the 2009/2010 Annual Report by the Australasian Reporting Awards.
- Development of a five year capital works program.
- Celebration of 2010 the Year of Women in Local Government
- Completion of two organisational projects as part of the Business Excellence @ Bayside program.

#### **Financial Statements for the Year Ended 30 June 2011**

The Annual Report 2010/2011 contains audited standard statements, financial statements and the performance statement for the year ended 30 June 2011

Council received an “unqualified” audit report from the Victorian Auditor-General. The Audit Committee endorsed the financial statements and accordingly Council at its meeting on 13 September 2011 adopted the Standard Statements, Financial Statements and Performance Statements and forwarded the signed statements to the Minister for Local Government.

## **4. Implications**

### **4.1 Legal/Statutory Requirements**

In accordance with Section 17 of the *Local Government Act (Finance and Reporting) Regulations 2004*, and for the purposes of Section 134 (2), Council is required to within one month after submitting the Annual Report to the Minister, hold a meeting to consider the report.

### **4.2 Policy**

The Annual Report provides a report to our community about our achievements against Bayside’s Council Plan 2009-2013.

### **4.3 Financial and Resource Implications**

The Annual Report on operations is a companion to Council’s audited financial statements.

### **4.4 Environmental Impacts**

There are no environmental impacts associated with this report.

### **4.5 Social Impacts**

There are no social impacts associated with this report.

## **5. Communication and Engagement**

Council gave public notice on 14 October 2011 that it received the Annual Report for 2010/2011 and submitted the Annual Report to the Minister for Local Government on 30 September 2011.

Public Notice was given that a Special Meeting will be held on Tuesday 25 October 2011 at 6.45pm in the Council Chambers, Boxshall Street, Brighton to consider the Annual Report 2010/2011.

Copies of the Annual Report are available from the Corporate Centre, and all branch libraries and also can be viewed on Council’s website.

## **6. Conclusion**

The Bayside City Council Annual Report 2010/2011 signifies an important part of Council’s commitment to open and accountable local government.

## **Recommendation**

That Council resolves that this report fulfils its requirements to consider the Annual Report for the period 2010/2011 in accordance with the *Local Government Act 1989* and the *(Finance and Reporting) Regulations 2004*.