

**Report
CM/7.1/15.11**

Subject: Reporting on Council's Annual Report 2014–15 and Progress against 2013–17 Delivery Program

Trim File No.: A13/0579

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Recommendation:

That Council:

1. Adopts the Annual Report 2014–15 at Attachments 1 and 2.
2. Receives and notes progress to 30 June 2015 with respect to the deliverables detailed in the Delivery Program 2013–17 at Attachment 3.

1. Executive Summary

This report aims to:

1. Provide councillors with a copy of Council's Annual Report 2014/15 which must be submitted to the Minister of Local Government by 30 November 2015 and
2. Provide a summary of progress with the activities from Operational Plan 2014 – 2015 as they reflect progress with the deliverables identified in the Delivery Program 2013-17.

Progress can be summarised as follows:

| Deliverables for: | Percent of Deliverables Meeting Target |
|--------------------------|---|
| Sustainable Community | 95% |
| Sustainable Living | 87% |
| Sustainable Environment | 74% |
| Sustainable Governance | 70% |

2. Introduction/Background**Annual Report**

Section 428 of the *Local Government Act 1993* requires that within 5 months after the end of each year, a council must prepare a report (its **annual report**) for that year. The annual report highlights achievements in implementing the delivery program and the effectiveness of the principal activities undertaken in achieving the objectives.

An annual report must be prepared in accordance with the guidelines under section 406 (which outlines the requirements for Integrated Planning & Reporting) and must contain a copy of the council's audited financial reports prepared in accordance with the *Local Government Code of*

Accounting Practice and Financial Reporting published by the Office of Local Government. A copy of the council's annual report must be posted on the council's website and provided to the Minister and such other persons and bodies as the regulations may require by 30 November each year.

Progress Report on Delivery Program 2013-17

Section 404(5) of the *Local Government Act 1993* requires that the General Manager ensure regular reports are provided to the Council on progress with respect to the principal activities detailed in its Delivery Program. Progress reports must be provided every six months.

Council's planning is based on our long term community strategic plan, *Waverley Together 3*, which sets out the community's vision for Waverley in 2025. In accordance with the legislation, sitting under the Community Strategic Plan is a four year Delivery Program and a one year Operational Plan (see diagram below).



The Delivery Program is Council's commitment, during its four year term of office, on what it is going to deliver to the community to assist them to achieve the directions set out in the Community Strategic Plan.

The one year Operational Plan, which is a sub-plan of the Delivery Program sets out the activities (services and projects) being undertaken by Waverley Council in the financial year.

The approach to using the Operational Plan actions for reporting on the Delivery Program is in line with the *Integrated Planning and Reporting Manual for Local Government in NSW (March 2013)*, which states (at page 119) that the “*the Operational Plan is a sub set of the Delivery Program – not a separate entity so the Delivery Program and the Operational Plan need to be wholly complementary*”.

2.1 Relevant Council Resolutions

There are no previous relevant Council resolutions on this matter.

3. Discussion

Annual Report

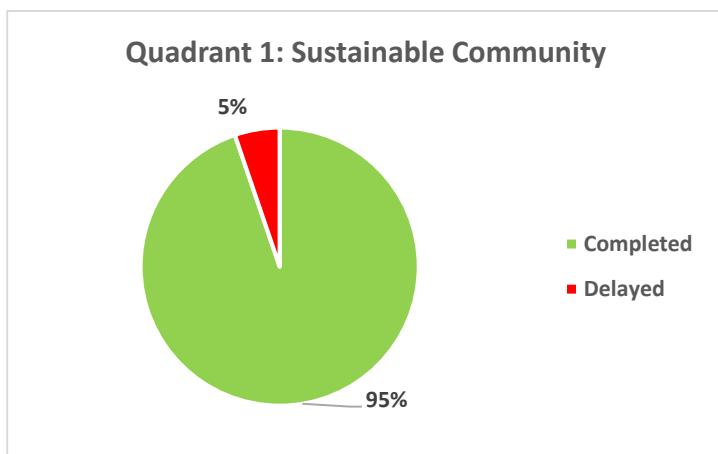
The attached *Annual Report 2014-15* provides an overview of Council's performance over the past financial year.

The Annual Report forms an important component of the Integrated Planning and Reporting (IP&R) Model as it ‘closes the loop’ in keeping the community informed of achievements in implementing the Delivery Program and Operational Plan.

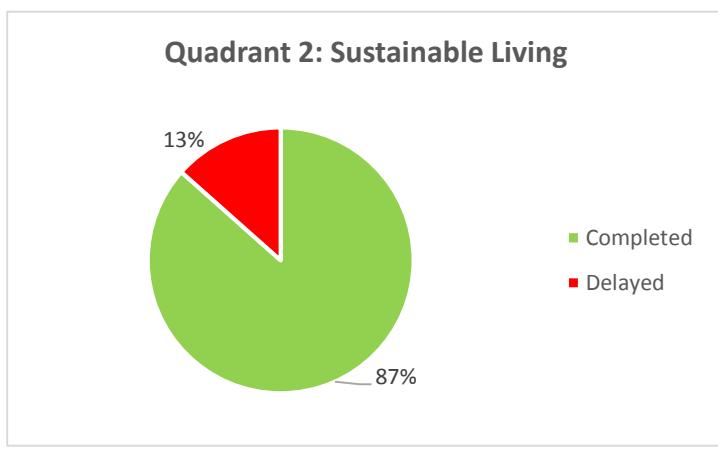
Progress Report on Delivery program

Waverley’s Community Strategic Plan, Waverley Together 3, is built around four quadrants. They are Sustainable Community, Sustainable Living, Sustainable Environment and Sustainable Governance. The Delivery Program and Operational Plan are also based on these quadrants.

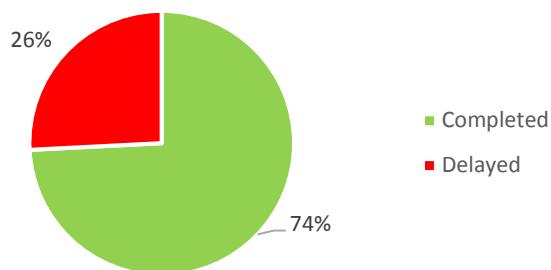
The charts below demonstrates that the majority of deliverables in the Operational Plan have been completed. Reasons for a small minority of deliverables not meeting their targets can be found in the comprehensive results contained in the body of the Progress Report on Delivery Program.



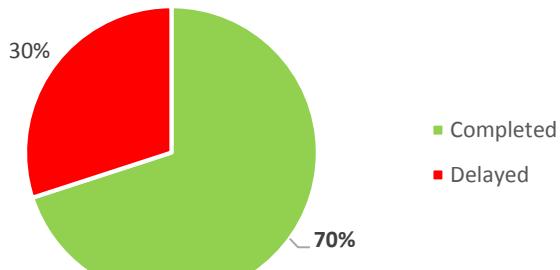
Sustainable Community: 95 per cent of the overall actions in the Sustainable Community quadrant were completed meeting set targets while 5 per cent were delayed or did not meet the target.



Sustainable Living: 87 per cent of the overall actions in the Sustainable Living quadrant were completed meeting set targets while 13 per cent were delayed or did not meet the target.

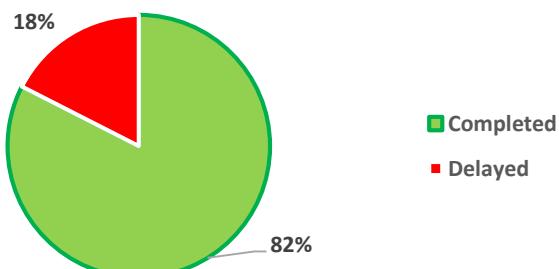
Quadrant 3: Sustainable Environment

Sustainable Environment: 74 per cent of the overall actions in the Sustainable Environment quadrant were completed meeting set targets while 26 per cent were delayed or did not meet the target.

Quadrant 4: Sustainable Governance

Sustainable Governance: 70 per cent of the overall actions in the Sustainable Environment quadrant were completed meeting set targets while 30 per cent were delayed or did not meet the target.

Overall Performance: 82 per cent of the overall actions in the four quadrants were completed meeting set targets while 18 per cent were delayed or did not meet the target.

Overall Performance

*Per cent for the quadrants are rounded off figures.

4. Relationship to Waverley Together 3 & Delivery Program 2013-17

The relationship to *Waverley Together 3* and *Delivery Program 2013-17* is as follows:

- Direction: G8 – Community information assets are well secured and managed in an accessible way.
- Strategy: G8 b – Promote and advocate the provision of statutory, financial and management information and reporting on time and with a high degree of accuracy.
- Deliverable: All reports required by legislation or requested by Government departments and agencies provided.

5. Financial impact statement/Timeframe/Consultation

The Annual Report 2014-15 has four parts. Part 4 contains the audited Financial Statements for the financial year ending 30 June 2015. This document is published separately. The actions in the Operational Plan 2014-2015 were included in the budget adopted when the Plan was adopted by Council in June 2014. Funding to implement the Delivery Program over its term is based on the Long Term Financial Plan that supports the Delivery Program.

Consultation

The Annual Report 2014-15 and the Progress Report on Delivery Program 2013-17 is based on information provided by Directors and Executive Managers across Council.

Timeframe

The Annual Report 2014 -15 covers the period 1 July 2014 to 30 June 2015 and must be submitted to the Minister for Local Government by 30 November 2015. The Progress Report on Delivery Program reflects the progress status as of 30 June 2015.

6. Conclusion

The Annual Report 2014-15 provides a snapshot of Council's performance while the Progress report on the Delivery Program 2013-17 provides progress against the deliverables detailed in the Delivery Program 2013-17.

7. Attachments

1. Annual Report 2014–15 (Parts 1–3).
2. Annual Report 2014-15 (Part 4) (Annual Financial Statements 2014–15).
3. Progress Report on Delivery Program 2013–17.

Please note that any link in the attachments will be active only after the documents are published on Council's website.