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## **15.2. Annual Report for the 2016/17 Financial Year (*File No. 14/06/0001*)**

<b>Author</b>	Governance Officer
<b>Authorising Officer</b>	Director Development, Sustainability and Lifestyle
<b>Disclosure of Interest</b>	The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

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### **OFFICER RECOMMENDATION**

**That Council:**

- 1. Adopt the 2016/17 Annual Report as per attachment 1;**
- 2. Hold the Annual General Meeting of Electors at 7:30pm on 13 December 2017 in Council Chambers at the Port Hedland Civic Centre; and**
- 3. Advertise the 2016/17 Annual Report and Annual General Meeting of Electors giving at least 14 days local public notice in accordance with section 5.29 of the *Local Government Act 1995*.**

***ABSOLUTE MAJORITY VOTE REQUIRED***

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### **PURPOSE**

The 2016/17 Annual Report outlines the Town of Port Hedland's financial performance, key highlights and achievements for the year. This item seeks Council to adopt the 2016/17 Annual Report and set a date for the Annual General Meeting of Electors.

### **DETAIL**

The Annual Report consists of two parts, the first reflecting matters as prescribed in section 5.53 of the *Local Government Act 1995* as well as events and activities undertaken by the Town in 2016/17. This is effectively the Council's report to the community of the highlights and achievements against the 2014-2024 Strategic Community Plan themes of building a unified and vibrant community; supporting a diverse economy; balancing our built and natural environment; and leading our community.

The second part of the Annual Report is the 2016/17 Financial Report of the Town from the external auditors; RSM Australia Pty Ltd.

As part of the Annual Report process, Council is required to consider the adoption of the Annual Report for 2016/17, and is required to hold an Annual Meeting of Electors which is proposed to be held on Wednesday, 13 December 2017 at 7:30pm. Following adoption of the Annual Report, local public notice is required to be given that the document is available for inspection and to advertise the Annual General Meeting of Electors.

Key highlights and achievements as noted in the 2016/17 annual report include:

- Rebuild of Marapikurrinya Park which included accessible ramps, and a new accessibility-friendly carousel;
- Hosted citizenship ceremonies to welcome 132 new Australian citizens;
- In January 2017 new digital scoreboards were installed at the Kevin Scott and Colin Matheson Ovals;
- In 2016 the Town of Port Hedland became the first local government in the Pilbara to be recognised as ‘Small Business Friendly’;
- More than \$35,000 was invested to upgrade fencing along the Cooke Point Sutherland Street foreshore;
- The software on the South Hedland Landfill’s weighbridge was updated to include a touch screen interface and a new printing system that has improved the efficiency of operations;
- The Town hosted several government officials and dignitaries including the Minister for State Development; Transport, Her Excellency the Honourable Kerry Sanderson AC, Governor of Western Australia, the Premier, Hon Colin Barnett MLA, the Minister for Regional Development; Lands; and the Minister for Regional Development; Agriculture and Food.

The contents of the Annual Report are prescribed by the *Local Government Act 1995*.

### **LEVEL OF SIGNIFICANCE**

In accordance with Policy 4/009 ‘Significant Decision Making’, this matter is considered to be of medium significance, because it is an important document which outlines the Town’s activities and highlights for 2016/17 financial year.

### **CONSULTATION**

#### *Internal*

All relevant Officers as well as all Directors and Managers were consulted during the development of the 2016/17 Annual Report.

### **LEGISLATION AND POLICY CONSIDERATIONS**

Section 5.53 of the *Local Government Act 1995* (The Act) outlines the requirements of an Annual Report. Section 5.54 of the Act states that a local government must accept an Annual Report by 31 December of each year by absolute majority.

The Annual Financial Report is prepared in accordance with Australian Accounting Standards; the *Local Government Act 1995*; and the *Local Government (Financial Management) Regulations 1996*.

Sections 5.27 and 5.29 of the Act outline the procedure for convening an Electors’ Meeting, including holding the meeting no more than 56 days from when the Annual Report was adopted.

There are no policy implications in relation to this item.

### **FINANCIAL AND RESOURCES IMPLICATIONS**

A number of hard copy annual reports will be provided to a number of key stakeholders and the cost has been incorporated into the 2016/17 Budget.

## STRATEGIC AND SUSTAINABILITY IMPLICATIONS

This following section/s of the Council's *Strategic Community Plan 2014-2024* are applicable in the consideration of this item:

*1.1 A unified community across our townships*

- Ensure all members of the community can access our services and facilities
- Provide safe and accessible community facilities, services, events and open spaces that connect people and neighbours
- Facilitate the provision of high-quality health services and facilities equal to those found in metropolitan areas

*1.2 A vibrant community rich in diverse cultures*

- Deliver and support programs, events, facilities and services which attract and retain residents to increase our permanent population
- Celebrate our multiculturalism, indigenous culture, arts and history
- Work with key agencies and our community to reduce antisocial behaviours and improve community safety

*2.1 A thriving, resilient and diverse economy*

- Facilitate commercial, industry and town growth
- Facilitate provision of affordable housing
- Work closely with businesses, government and industry groups to drive local employment and investment, encourage entrepreneurship and achieve sustainable economic growth
- Facilitate strong links between education, training and employment to support economic growth and innovation and promote excellence
- Work with the State Government, agencies and local partners to ensure serviced land availability for future residential, commercial and industrial development
- Maintain and extend the visual and physical access to the coast and thoroughfares

*2.2 A nationally significant gateway city and destination*

- Advance Port Hedland's sea, air and road transport infrastructure as main logistics hub for the Pilbara, including developing Port Hedland International Airport as the gateway to the North West
- Develop our tourism industry, facilitate increased accommodation offerings and position Port Hedland as a unique destination

*3.1 Sustainable services and infrastructure*

- Support the development of education, research and strategic investment opportunities for 'clean technology' industrial development and energy production
- Develop and maintain our infrastructure to ensure the long-term sustainability of our built and natural environment
- Provide and promote sustainable waste management practices, including recycling initiatives
- Facilitate the delivery of high quality and enduring built and natural environment

*3.2 Protect our natural environment*

- Manage, preserve, protect and maintain our natural environment and advocate for natural resources to be used sustainably
- Support sustainable development so that it does not compromise our unique environmental assets

- 3.3 Safe, attractive and accessible environment*
- Partner with key agencies and the community to prepare for, respond to and recover from emergencies such as cyclones and storm surges
  - Facilitate public health initiatives across our community
  - Partner with residents and local businesses to deliver high standard of visual amenity and cleanliness
- 4.1 Strategic and best practice local government administration*
- Deliver high quality corporate governance accountability and compliance.
  - Maintain a strong and sustainable financial position
  - Be efficient and effective in use of resources, infrastructure, assets and technology
  - Attract, develop and retain an effective workforce to deliver organisational outcomes
- 4.2 Engage our community and stakeholders*
- Lead a community-oriented organisation that delivers responsive and helpful services to our customers
  - Represent our community and provide transparent and accountable civic leadership
  - Facilitate community engagement and civic participation
  - Be a powerful voice and influential partner with Federal and State Governments and major industries for the development of Port Hedland
  - Ensure community members know how to access our services and facilities
  - Promote a positive representation of our community and Town's services

There are no significant identifiable environmental, social or economic impacts relating to this item.

## **RISK MANAGEMENT CONSIDERATIONS**

As per the risk matrix contained in policy 1/022 'Risk Management', there is a risk rating of Medium (6) that the Town will be non-compliant with the Act if Council do not adopt the Annual Report prior to 31 December 2017 and do not resolve to hold the AGM within 56 days of the adoption of the Annual Report.

## **OPTIONS**

*Option 1 - Adopt Officers Recommendation*

*Option 2 – Amended date of AGM*

That Council:

1. Adopt the 2016/17 Annual Report as per attachment 1;
2. Hold the Annual General Meeting of Electors on \_\_\_\_\_ at \_\_\_\_\_ pm (this date will need to be no later than 56 days of the Annual Report being adopted – this being 17 January 2018) in Council Chambers at the Port Hedland Civic Centre; and
3. Advertise the 2016/17 Annual Report and Annual General Meeting of Electors giving at least 14 days local public notice in accordance with section 5.29 of the Local Government Act 1995.

*Option 3 – Defer the adoption of the Annual Report to the December 2017 Ordinary Council Meeting*

That Council:

1. Resolve to consider the adoption of the Annual Report at the 13 December 2017 Ordinary Council Meeting; and
2. Hold the Annual General Meeting of Electors on \_\_\_\_\_ at \_\_\_\_\_ pm (this date will need to be no later than 56 days of the Annual Report being adopted – this being February 7 2018) in Council Chambers at the Port Hedland Civic Centre; and
3. Advertise the 2016/17 Annual Report and Annual General Meeting of Electors giving at least 14 days local public notice in accordance with section 5.29 of the Local Government Act 1995.

### **CONCLUSION**

It is recommended that Council adopt the 2016/17 Annual Report and hold the Annual General Meeting of Electors on 13 December 2017 at 7:30pm in Council Chambers.

### **ATTACHMENTS**

1. 2016/17 Annual Report (Under Separate Cover)