



GOVERNANCE

GLEN EIRA CITY COUNCIL
ANNUAL REPORT
2016–2017

BENTLEIGH • BENTLEIGH EAST • BRIGHTON EAST • CARNEGIE • CAULFIELD • ELSTERNWICK
GARDENVALE • GLEN HUNTLY • MCKINNON • MURRUMBEENA • ORMOND • ST KILDA EAST



GLEN EIRA
CITY COUNCIL

STRATEGIC OBJECTIVE

To deliver strong local leadership and governance in an open and responsible manner in the best interests of the community.

RESPONSIBLE GOVERNANCE			
STRATEGY	ACTION	MEASURE	RESULT
Inform the community about Council's roles and activities through a broad range of media.	Ensure all Council endorsed strategies, plans and policies are available on Council's website.	All Council endorsed strategies, plans and policies published on Council's website.	✓
Comment: All Council endorsed strategies, plans and policies have been published on Council's website.			
Maximise capital investment while continuing to keep operating costs and rates below the average of neighbouring councils.	Continue to keep operating costs and rates per assessment low.	Average operating cost to be five per cent below the average of our seven benchmark councils.	✓
Comment: Glen Eira's operating cost per property is approximately five per cent below the average of our seven benchmark Councils.			
Ensure that Council complies with financial and performance reporting requirements.	The preparation and completion of Council's 2015–2016 annual accounts.	Completion of <i>2015–16 Financial Report and Performance Statement</i> by 30 September 2015 with an unqualified audit opinion.	✓
Comment: The <i>2015–16 Financial Report and Performance Statement</i> was completed by 30 September 2016 with unqualified audit opinions.			
	Delivery of the <i>2016–2017 Annual Budget</i> in line with approved budget timelines.	Completion of the <i>2016–2017 Annual Budget</i> — to be adopted by Council and submitted to the Minister before 30 June 2016.	✓
Comment: The <i>2016–2017 Annual Budget</i> was adopted by Council on 28 June 2016 and submitted to the Minister by 30 June 2016.			
Ensure that Council adheres to the <i>Charter of Human Rights</i> .	Ensure all staff receive information about the <i>Charter of Human Rights</i> and comply with the <i>Charter</i> .	No breaches of the <i>Charter</i> .	✓
Comment: There were no breaches of the <i>Charter of Human Rights</i> in 2016–17. All staff members receive information on the <i>Charter of Human Rights</i> during induction. Staff are also required to undertake a mandatory e-learning module on the <i>Charter</i> .			
Establish an effective monitoring and review process for the <i>Glen Eira Community Plan 2013–2017</i> to check and report progress towards community needs.	Regular reporting on progress against action items in the <i>Glen Eira Community Plan 2013–2017</i> .	Report progress to Council quarterly.	✓
Comment: Progress against action items in the <i>Glen Eira Community Plan 2013–2017</i> reported to Council quarterly for the year ended 30 June 2017.			
	All agendas and minutes of Council Meetings are posted on Council's website and are easy to locate and search.	Agendas and minutes on website.	✓
Comment: All agendas and minutes of Council Meetings were placed on Council's website and are easy to locate and search.			

MANAGING RISK AND SAFETY

STRATEGY	ACTION	MEASURE	RESULT
Implement Council's <i>Risk Management Strategy</i> to ensure that risk is effectively managed throughout the organisation.	Implement Council's <i>Risk Management Strategy</i> .	Rolling program of business unit risks to Audit Committee meetings.	✓
Comment: The rolling program covering business unit operational risks continues to be reported to the Audit Committee on a quarterly basis.			
Continue to implement occupational health and safety strategies to provide a safe workplace and protect staff from injuries.	Ensure compliance with Council's externally audited safety accreditation system (<i>SafetyMAP</i>).	Council complies with <i>SafetyMAP</i> criteria and maintains accreditation status.	✓
Comment: The <i>SafetyMAP</i> audit occurred between 13–14 of February 2017 and focused on the following work areas: Major Projects; Purchasing and Fleet; and the Service Centre. Overall, <i>SafetyMAP</i> certification was maintained following the audit. The next audit is scheduled for November 2017.			