



QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE

ADDENDUM ITEM FOR ORDINARY COUNCIL MEETING WEDNESDAY, 23 NOVEMBER 2016

Notice is hereby given pursuant to Clause 2.3 of Council's Code of Meeting Practice that an **Ordinary Council Meeting** will be held in the Tenterfield Shire Council Chambers, on **Wednesday 23 November 2016** commencing at **9.30 am**.

Damien Connor
General Manager

AGENDA

URGENT, LATE & SUPPLEMENTARY ITEMS OF BUSINESS

(ITEM GOV30/16) ANNUAL REPORT 2015/2016.....3

CONFIDENTIAL

(ITEM GOV31/16) AUDIT & RISK COMMITTEE - INDEPENDENT MEMBERS

That above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 10A(2) (d(i)) (d(ii)) (d(iii)) of the Local Government Act, 1993, as the matter involves commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it; AND commercial information of a confidential nature that would, if disclosed (ii) confer a commercial advantage on a competitor of the Council; AND commercial information of a confidential nature that would, if disclosed (iii) reveal a trade secret.

Department:	General Managers Office
Submitted by:	General Manager
Reference:	ITEM GOV30/16
Subject:	ANNUAL REPORT 2015/2016

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	Council achieves excellence in corporate governance.
Strategy:	Implement strategies, policies and practices to achieve excellence in corporate governance.
Action:	Undertake all legislative requirements of Local Government.

SUMMARY

The purpose of this report is for Council to receive the Annual Report, inclusive of the Financial Reports and End of Term Report, for the financial year ending 30 June 2016.

OFFICER'S RECOMMENDATION:

That the Annual Report for 2015/2016 be received and adopted by Council.

BACKGROUND

Council must prepare an Annual Report in accordance with the Local Government Act 1993, Section 428.

428 Annual Reports

- (1) *Within 5 months after the end of each year, a council must prepare a report (its "annual report") for that year reporting as to its achievements in implementing its delivery program and the effectiveness of the principal activities undertaken in achieving the objectives at which those principal activities are directed.*
- (2) *The annual report in the year in which an ordinary election of councillors is to be held must also report as to the council's achievements in implementing the community strategic plan over the previous 4 years.*
- (3) *An annual report must be prepared in accordance with the guidelines under section 406.*
- (4) *An annual report must contain the following:*
 - (a) *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 Department, as in force from time to time,*
 - (b) *such other information as the regulations or the guidelines under section 406 may require.*
- (5) *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. A copy of a council's annual report may be provided to the Minister by notifying the Minister of the appropriate URL link to access the report on the council's website.*

REPORT:

In accordance with the Act, Council staff have contributed to the development of the Annual Report and the Finance Manager has completed the Financial Statements.

The Annual Report consists of several sections starting with the Mayor's and General Manager's messages followed by statistics about the Shire, our achievements over the year against the Community Strategic Plan directions, statutory reporting and the following Appendixes:

- Achievements in Implementing our Operational Plan – Progress Report to 30 June 2016;
- End of Term Report – September 2012 to September 2016;
- State of the Environment Report;
- Audited Financial Statements for 2015/2016.

The Annual Report and Financial Statements can be viewed as separate attachments. (Attachments 9, 10, 11, 12 (Booklet 4 & 5) and Attachment 6 (Booklet 2).

COUNCIL IMPLICATIONS:**1. Community Engagement / Communication (per engagement strategy)**

The 2015/2016 Annual Report and the End of Term Report highlight those Directions and Strategies developed in Council's Community Strategic Plan 2013-2023 and Four (4) Year Delivery Program 2013-2017.

2. Policy and Regulation

- NSW Local Government Act 1993;
- NSW Local Government (General) Regulations 2005.

3. Financial (Annual Budget & LTFP)

Nil.

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

Nil.

7. Performance Measures

Nil.

8. Project Management

Nil.

Damien Connor
General Manager

Prepared by staff member: Noelene Hyde, Executive Assistant & Media
Approved/Reviewed by Manager: Damien Connor, General Manager
Department: General Managers Office
Attachments: **1** Annual Report (Attachment 9 (Booklet 4),
Operational Plan Progress Report
(Attachment 10 (Booklet 4), End of Term
Report (Attachment 11 (Booklet 5), State
of the Environment Report (Attachment
12 (Booklet 5), Financial Statements
(Attachment 6 (Booklet 2)