

Review Council's Annual Report

Friday, 30 September 2022

Audit and Risk Committee

Strategic Alignment - Enabling Priorities

Program Contact:

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Public

Approving Officer:

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EXECUTIVE SUMMARY

The City of Adelaide Annual Report 2021-22 reports to the community and stakeholders on its performance, achievements and planned outcomes as measured against both the City of Adelaide 2020-2024 Strategic Plan and 2021-22 Business Plan and Budget.

An Annual Report is a critical element of Council's Strategic Management Framework, serving as a point in time document of the City of Adelaide's achievements against what we have committed to in our Vision, Strategic Plan, Business Plan and Budget and other key strategies and plans of Council.

Combined with the quarterly reporting activities, the Annual Report is an important source of transparency and accountability to our community and key stakeholders on the services, functions and projects that support our city and its people to thrive now, and into the future. Council is committed to seeking and understanding our community, to ensure that the services that we plan and deliver meet the needs of our community. The Annual Report is an important way in which we can confirm that Council services, facilities and programs is valuable to our community.

The production of an Annual Report is a requirement as set out in the *Local Government Act 1999 (SA)*, it must include any associated subsidiary annual reports of the Council and is to be considered and adopted by Council before 30 November each year.

RECOMMENDATION

THAT THE AUDIT AND RISK COMMITTEE

1. Notes the draft City of Adelaide Annual Report 2021-2022 as provided in Attachment A to Item 5.3 on the Agenda for the meeting of Audit and Risk Committee held on 30 September 2022.
2. Notes the draft Adelaide Central Market Authority Annual Report 2021-2022 as provided in Attachment B to Item 5.3 on the Agenda for the meeting of the Audit and Risk Committee held on 30 September 2022.
3. Notes the draft Adelaide Economic Development Agency Annual Report 2021-2022 as provided in Attachment C to Item 5.3 on the Agenda for the meeting of the Audit and Risk Committee held on 30 September 2022.
4. Notes the draft Kadaltilla / Park Lands Authority Annual Report 2021-2022 as provided in Attachment D to Item 5.3 on the Agenda for the meeting of the Audit and Risk Committee held on 30 September 2022.
5. Notes the draft Brown Hill and Keswick Creeks Stormwater Board Annual Report 2021-2022 as provided in Attachment E to Item 5.3 on the Agenda for the meeting of the Audit and Risk Committee held on 30 September 2022.

IMPLICATIONS AND FINANCIALS

City of Adelaide 2020-2024 Strategic Plan	Strategic Alignment – Enabling Priorities The Annual Report 2021-22 is City of Adelaide’s report to the community and stakeholders on its performance, achievements and planned outcomes as measured against both the 2020-2024 Strategic Plan and 2021-22 Business Plan and Budget.
Policy	The Annual Report is a critical element of Council’s Strategic Management Framework.
Consultation	Whilst consultation is not required as part of this report, the feedback and insights from the community collected throughout the year are summarised within the Annual Report.
Resource	Internal resources to write and design the report. Costs associated with the report relate to printing.
Risk / Legal / Legislative	Compilation and presentation of the City of Adelaide Annual Report 2021-22 is consistent with the legislative requirements of annual reporting to the community as set out in the <i>Local Government Act 1999</i> (SA). This includes the requirements of Schedule 4 – ‘Material to be included in the annual report of a council’ which requires performance of implementing the strategic management plans for the relevant financial year, and the Council’s future projections and targets under its plans for the next financial year. Copies of the Annual Report are to be submitted to both Houses of Parliament and the SA Local Government Grants Commission by 31 December 2022. There are no expected risks associated with the completion of this legislative process. New sections added in City of Adelaide Annual Report 2021-22 as per legislation – Administration travel, administration gift and hospitality register, administration credit card transactions, Lord Mayor and Council Members gifts and hospitality register, Lord Mayor and Council Members credit card transactions.
Opportunities	The production and promotion of the Annual Report will further enable Council to share its achievements in a transparent manner.
22/23 Budget Allocation	General operating budget - \$2,000
Proposed 23/24 Budget Allocation	General operating budget - \$2,000
Life of Project, Service, Initiative or (Expectancy of) Asset	Not as a result of this report
22/23 Budget Reconsideration (if applicable)	Not as a result of this report
Ongoing Costs (eg maintenance cost)	Not as a result of this report
Other Funding Sources	Not as a result of this report

DISCUSSION

1. The Terms of Reference of the Audit and Risk Committee has responsibilities with regard to Management Plans and Business Plans item 5 reads as follows:
 - 5.1. *Review and provide advice on the Council's Strategic Management Plans, Integrated Business Plan, Long Term Financial Plan and Asset Management Plans.*
 - 5.2. *Monitor and review the effective delivery of these plans.*
2. Quarterly reports and the Annual Report are provided to the Audit and Risk Committee to support the Audit and Risk Committees responsibilities relating to the review, provision of advice and monitoring of the Business Plan and Budget.
3. In accordance with Section 131 of *the Local Government Act 1999 (SA)* (the Act),

"A council must, on or before 30 November in each year, prepare and adopt an annual report relating to the operations of the council for the financial year ending on the preceding 30 June."

and

"the annual report of any subsidiary received by the council under Schedule 2 for the relevant financial year."
4. The City of Adelaide Annual Report must include material and specific reports on the matters specified in Schedule 4 of the Act including: financial reports, legislatively required Council and Corporation practices, an annual report for any subsidiary, and achievements against Strategic Management Plans and the Business Plan and Budget.
5. It should be noted that the Council's Audited Financial Statements have not yet been confirmed by Council's external Auditors. Upon receipt, the financial statements will be included in the Annual Report for Council's consideration.
6. The City of Adelaide Annual Report 2021-22 (**Attachment A**) along with the subsidiary annual reports for; Adelaide Central Market Authority (**Attachment B**), Adelaide Economic Development Agency (**Attachment C**), Kadaltilla / Park Lands Authority (**Attachment D**) and Brown Hill and Keswick Creeks Stormwater Board (**Attachment E**), each of which have been approved by their respective boards, will be presented to the Council meeting of 11 October 2022 for adoption.
7. The audited financial statements for the City of Adelaide and each of the subsidiaries, along with Brown Hill Keswick Creek Stormwater Board which is managed by the City of Unley as host Council, will be presented separate to this report at the Audit and Risk Committee meeting of 30 September 2022. These financial statements will then be received by Council at its meeting of 11 October 2022.
8. Any feedback resolved by the Audit and Risk Committee will be provided to Council for consideration.
9. Council will consider the Draft Annual Report 2021-22 prior to 30 November 2022 and must be submitted to the Parliamentary Librarian of South Australia, the Director of the State Library, the South Australian Local Government Grants Commission and National Library of Australia by 31 December annually.
10. Once adopted, the Annual Report will be made available on Council's website with copies available at Council's Customer Centre.

ATTACHMENTS

Attachment A – DRAFT City of Adelaide Annual Report 2021-2022

Attachment B – DRAFT Adelaide Central Market Authority Annual Report 2021-2022

Attachment C – DRAFT Adelaide Economic Development Agency Annual Report 2021-2022

Attachment D – DRAFT Kadaltilla / Park Lands Authority Annual Report 2021-2022

Attachment E – DRAFT Brown Hill and Keswick Creeks Stormwater Board Annual Report 2021-2022