Policy 5.18 Integrated Planning and Reporting

Department: Strategy and Business Services
Responsible Officer: Community Strategic Planning Coordinator

Scope
This policy and procedure manual encompasses all process implemented by council to facilitate the development, implementation and reporting requirements of the Integrated Planning and Reporting framework.

Purpose
- To provide local governments a framework for establishing local priorities with their community and establishing the operational activities and roles of council. The specific aims of the Integrated Planning and Reporting framework are to:
  a. improve integration of various statutory planning and reporting processes undertaken by councils as required by the Local Government Act 1993 and the Department’s guidelines Environmental Planning and Assessment Act 1979
  b. strengthen councils’ strategic focus
  c. streamline reporting processes
  d. ensure that the Local Government Act 1993 and the Integrated Planning and Reporting Guidelines support a strategic and integrated approach to planning and reporting by local councils

Definitions
Nil

Legislative requirements
NSW Local Government Act 1993
Local Government Amendment (Planning and Reporting) Act 2009

Policy Statement
The Integrated Planning and Reporting process is about identifying the community aspirations, need and priorities for the future and outlining council’s strategies to achieve this vision.

Council will work together with the community and agencies to create a shire that reflects changing needs while preserving local identity and planning for a more sustainable future.

Bega Valley Shire Council will meet the following planning requirements:
- Development and implementation of the Community Engagement Strategy which will be based on social justice principles for engagement with the local community.
- Development and implementation of the Community Strategic Plan which identifies the main priorities and aspirations for the future of the shire. The Community Strategic Plan will cover a minimum period of 10 years and will be reviewed and endorsed every four years by June 30 following a Council election
- Development and implementation of the Long Term Financial Plan which will cover a minimum period of 10 years. This will be updated annually when developing the Operational Plan.
Bega Valley Shire Council will meet the following reporting requirements:

- Annual report – to be delivered within 5 months of the end of each financial year. This will include a copy of council’s audited financial reports and must be posted on council’s website.

- End of term report – to be included in the Annual report due 30 November in year in which an ordinary election is held.

- State of the Environment Report – this reports on environmental issues relevant to the objectives for the environment established by the Community Strategic Plan. To be included in annual report due 30 November in year in which an ordinary election is held.

- Progress reports on Delivery Plan – reports on principle activities detailed in the Delivery Plan – reported every 6 months with dates to be determined by Council.
Policy Version Control

<table>
<thead>
<tr>
<th>Policy title</th>
<th>Integrated Planning and Reporting</th>
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</thead>
<tbody>
<tr>
<td>Policy No.:</td>
<td>5.18</td>
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<tr>
<td>Department</td>
<td>Strategy and Business Services</td>
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<td>Function</td>
<td>Integrated Planning and reporting</td>
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<td>Key theme area</td>
<td>A Leading Organisation</td>
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<td>All</td>
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<tr>
<td>Responsible Officer</td>
<td>Community Strategic Planning Coordinator</td>
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<td>Version</td>
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<tr>
<td>Next revision</td>
<td>May 2017</td>
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Procedures, guidelines and supporting documents

5.18.1 Integrated Planning and Reporting guidelines

Related BVSC policies

All

Note: Policy details may change prior to review date due to legislative changes. For the most up-to-date version please refer to Council’s website www.bega-valley.nsw.gov.au