

Policy 6.17 Integrated Planning and Reporting

Directorate	Strategy and Business Services
Responsible Officer	Director

Scope

This policy prescribes the 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*
 - b. strengthen councils' strategic focus
 - c. streamline reporting processes
 - d. 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 (Governance and Planning) Act 2016

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, non-government organisations, 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.

- Development and implementation of the Workforce Management Plan which will cover a minimum period of 4 years.
- Development and implementation of Asset Management Strategy and Plan/s to cover a minimum period of 10 years.
- Development and implementation of the Delivery Plan which details the principal activities to be undertaken by council to implement strategies by the Community Strategic Plan. To cover a four year duration.
- Development and implementation of the annual Operational Plan which details the activities to be engaged in by council during the year and annual budget. This is an annual sub-plan of the Delivery Plan and requires 28 business days public exhibition with adoption prior to beginning of financial year.

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

Policy title	Integrated Planning and Reporting
Policy No.:	6.17
Directorate	Strategy and Business Services
Outcome Area	Strong Consultative Leadership
Goal(s)	<ol style="list-style-type: none">1. We are an informed and engaged community with a transparent, consultative and responsive Council.2. Our Council is financially sustainable and services and facilities meet community needs.
Responsible Officer	Director
Version	2
Adopted	29 November 2017
Next revision	May 2021

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.begavalley.nsw.gov.au