

SUMMARY | INTEGRATED PLANNING AND REPORTING FRAMEWORK



Legislation influences and guides the City's planning and reporting. This includes Federal Government legislation, such as the *Disability Discrimination Act 1992*, and the *Environment Protection and Biodiversity Conservation Act 1999*, and State Government legislation, such as the *Local Government Act 1995*, and *Land Administration Act 1997*.

There are various external and internal **policies, frameworks, guidelines and strategies** which influence and guide the City's planning and reporting. Some examples include Federal Government documents, such as the *Intergenerational Report*, and the *National Plan to Transition Australia's COVID-19 Response*; State Government documents, such as the *State Planning Strategy 2050*, and *Waste and Resource Recovery Strategy 2030*; and internal documents, such as the *Community Consultation Policy*, and *Property Management Framework*.

The **Strategic Financial Plan** outlines the City's approach to delivering infrastructure and services to the community in a financially sustainable and affordable manner. The plan demonstrates the City's commitment to managing its operations in a way that avoids unsustainable rate increases for households. The City reviews this Plan annually.

The **Asset Management Strategy** outlines the City's whole-of-organisation approach to asset management. The strategy defines and profiles the City's major infrastructure asset classes, forecasts future demand, defines governance structures and management arrangements, and outlines the City's objectives for asset management improvement. The City reviews this Strategy every four years.

The **Workforce Plan** outlines the workforce requirements necessary to resource and deliver the operations and projects contained within the City's 5-Year Corporate Business Plan and the long-term aspirations of the 10-Year Strategic Community Plan. The Workforce Plan also facilitates the preparation of both the Annual Budget and the Strategic Financial Plan. The City reviews this Plan annually.

The **10-Year Strategic Community Plan** articulates the community's aspirations, vision and objectives over a 10-year period. The 10-Year Strategic Community Plan is the overarching document that informs all of the City's other plans and services. Strategic community plans are required under the *Local Government Act 1995*. The City undertakes a minor review of the Plan every two years, and a major review every four years.

Issue Specific Plans refer to a variety of short and medium-term planning documents which address a range of specific issues to support the 5-Year Corporate Business Plan. For example, *Local Planning Strategy*, *Environment Plan*, *Access and Inclusion Plan*, etc. These planning documents have varying reporting requirements, and some are linked to implementation/action plans.

The **Annual Report** provides an annual overview of the City's activities and provides information about organisational and financial performance. The report informs the community and key stakeholders about achievements, challenges and future plans, and demonstrates the City's performance against the aspirations, vision and objectives of the 10-Year Strategic Community Plan. The City delivers a new Annual Report by 31 December each year.

It is intended that the **'State of' Reports** will be produced annually for each key theme of the 10-Year Strategic Community Plan. These reports will provide annual snapshot data and information about projects and services, and remove the need to separately report on issue-specific plans. An example *State of the Environment Report* is already available.

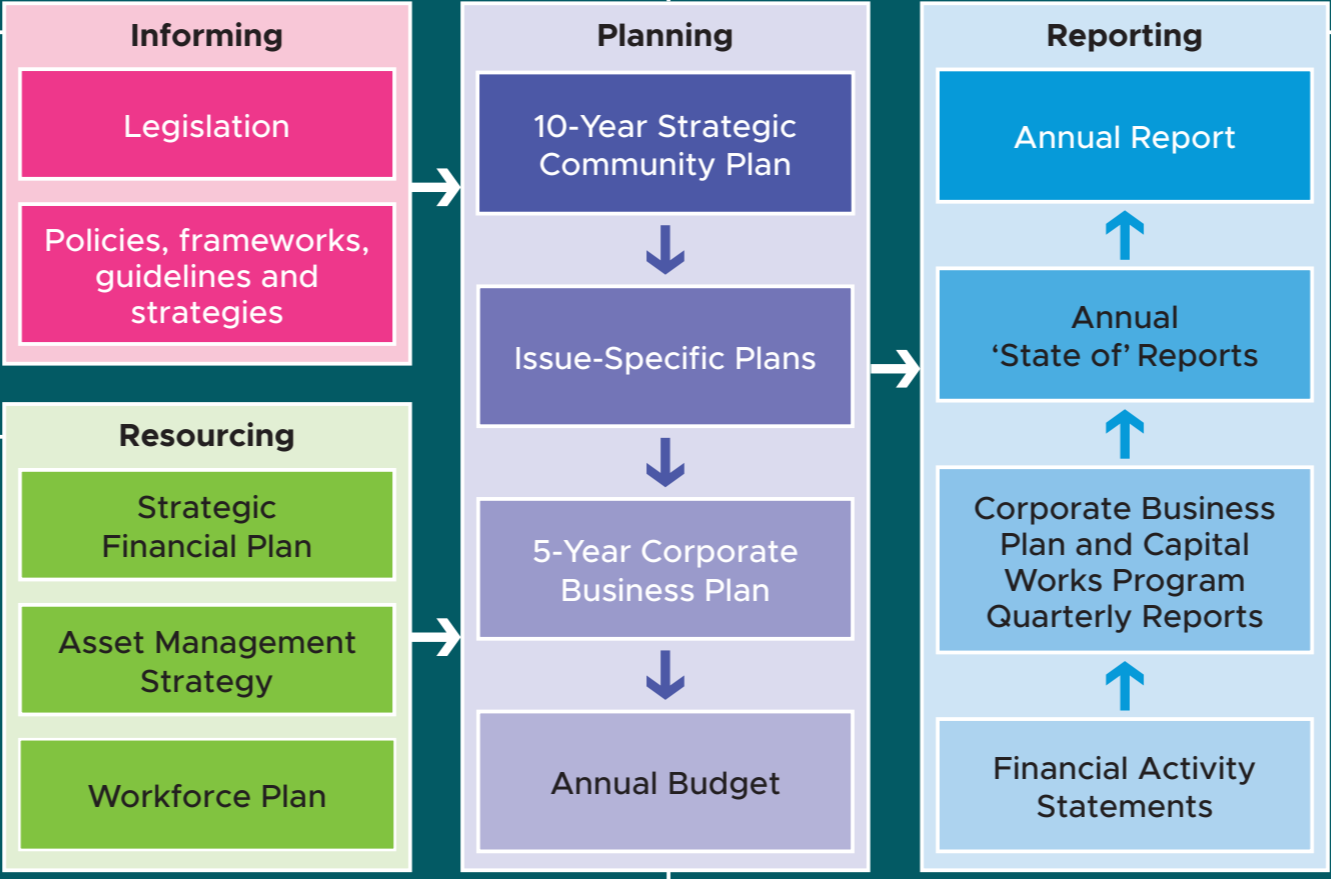
The **Corporate Business Plan Quarterly Reports** provide updates against the priorities, principal strategies and activities outlined in the 5-Year Corporate Business Plan. The report informs the community and key stakeholders about specific actions against quarterly milestones for each financial year. The City delivers a new report each quarter.

The **Capital Works Quarterly Progress Reports** provide updates against the key capital works projects identified in the 5-Year Corporate Business Plan, as well as the projects status of all capital works projects and programs. The City delivers a new report each quarter alongside the Corporate Business Plan Quarterly Reports.

Financial Activity Statements provide monthly expenditure updates against the City's Annual Budget. Explanations and further information are provided where expenditure occurs above the threshold set by Council through the Annual Budget process. The City delivers a new Statement each month.

The **5-Year Corporate Business Plan** is the City's medium-term planning document which contains the priorities, principal strategies and activities which have been developed in response to the aspirations, vision and objectives of the 10-Year Strategic Community Plan. The 5-Year Corporate Business Plan details the services, operations and projects that the City will deliver. The City reviews the Plan annually.

The **Annual Budget** is the City's formal budget statement which is developed in accordance with the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*. The City develops the Annual Budget to align to the services, operations and projects contained within the 5-Year Corporate Business Plan and the long-term aspirations of the 10-Year Strategic Community Plan.



Resourcing

- Strategic Financial Plan
- Asset Management Strategy
- Workforce Plan