


# COUNCIL POLICY

 <p><b>Adelaide Hills</b> COUNCIL</p>	<b>CORPORATE PLANNING &amp; PERFORMANCE FRAMEWORK</b>
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<b>Policy Number:</b>	The Governance team will allocate the policy number.
<b>Responsible Department(s):</b>	Governance & Performance
<b>Other Relevant Policies:</b>	Customer Service Framework Risk Management Policy
<b>Relevant Procedure(s):</b>	Nil
<b>Relevant Legislation:</b>	<i>Local Government Act 1999</i> <i>Local Government (General) Regulations 2013</i> <i>Local Government (Financial Management) Regulations 2011</i>
<b>Policies and Procedures Superseded by this policy on its Adoption:</b>	Nil
<b>Adoption Authority:</b>	Council
<b>Date of Adoption:</b>	19 June 2018
<b>Effective From:</b>	1 July 2018
<b>Minute Reference for Adoption:</b>	Item 5.2, 128/18
<b>Next Review:</b>	No later than June 2020 or as required by legislation or changed circumstances

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## CORPORATE PLANNING & PERFORMANCE FRAMEWORK

### 1. INTRODUCTION

- 1.1 The *Local Government Act 1999* and associated Regulations contain a number of obligations on councils to prepare corporate planning documents of specified type and durations including the strategic management plans (s122), and annual business plans (s123). Similarly there are obligations for council to prepare reports including the financial statements (s127) and annual reports (s131).
- 1.2 In recognising the legislative requirements for a number of the components of the Framework, this document does not seek to replicate these requirements through the provision of extracts of the legislation.

### 2. OBJECTIVE

- 2.1 The overall objective of the Corporate Planning & Performance Reporting Framework is to promote integrated corporate planning and performance monitoring in a manner that better:
- Engages with and articulates the community's vision, goals and priorities
  - Develops strategies, prioritises and allocates resources to achieve the vision, striking a considered balance between aspirations and financial sustainability
  - Identifies opportunities service and efficiency improvements
  - Monitors and reports progress against those strategies in a timely and transparent manner.

### 3. POLICY STATEMENT

- 4.1 The Council is committed to maintaining a robust and integrated Governance Framework that assures stakeholders that it is pursuing its objectives and fulfilling its responsibilities with due diligence and accountability.
- 4.2 Community expectations for public institutions to understand and promote their vision, goals and priorities have increased in recent times. Closely allied to this trend is the expectation is that these institutions, including, but not limited to councils, are accountable and transparent in both the use of public funds to pursue these goals and the level of achievement obtained.
- 4.3 The purpose of the Corporate Planning & Performance Framework is to provide the high level structure for Council's corporate planning and performance reporting activities to both promote legislative compliance and to improve the integration, accountability and transparency of Council activities and resource use.

### 4. FRAMEWORK COMPONENTS

- 4.1 The Framework (Appendix 1) contains both planning and reporting components which have been grouped over the following time horizons:
- Strategic - 3 to 10 years
  - Tactical – 1 to 3 years
  - Operational – 1 year

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- 4.2 The Framework identifies those components that are required under the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011*. The other components of the Framework are, essentially, discretionary and have been determined by the Council to improve the planning and reporting activities of the organisation.
- 4.3 The Framework identifies the different audiences for the performance reporting provided against each planning component. For each of these audiences the reporting will contain performance information tailored to be appropriate and relevant for the decision-making context of that recipient.
- 4.4 A number of the components of the Framework are under development and these are identified in Appendix 1. Bringing these components into production will be dependent on the needs of the respective audience, the availability of the required information and the resources required (technical and human) to collect, validate and produce the information.

## **5. DELEGATION**

- 5.1 The Chief Executive Officer has the delegation to:
- Approve, amend and review any procedures that shall be consistent with this Framework; and
  - Make any formatting, nomenclature or other minor changes to the Framework during the period of its currency.

## **6. AVAILABILITY OF THE FRAMEWORK**

- 6.1 This Framework will be available for inspection at the Council's Offices during ordinary business hours and via the Council's website [www.ahc.sa.gov.au](http://www.ahc.sa.gov.au). Copies will also be provided to the public upon request, and upon payment of a fee in accordance with the Council's Schedule of Fees and Charges.

Appendix 1

