

5.5.1 LATE ITEM: Corporate Business Plan Progress Update

Ward:	Both	Date:	27 February 2017
Precinct:	All	File Ref:	SC2611
Attachments:	1 – Corporate Business Plan Progress Update Table 2 – Corporate Business Plan 2016/17 – 2019/20		
Tabled Items:	Nil.		
Reporting Officer:	L Cull, Project Manager – Business Improvement		
Responsible Officer:	L Kosova, Chief Executive Officer		

OFFICER RECOMMENDATION:

That Council:

1. **RECEIVES** the Progress Report for the City of Vincent Corporate Business Plan 2016/17 – 2019/20; and
2. **NOTES** that a future report will be presented to Council to formally review and consider revising the current City of Vincent Corporate Business Plan 2016/17 – 2019/20.

PURPOSE OF REPORT:

To consider a progress update on the City's Corporate Business Plan 2016/17 – 2019/20 (see **Attachment 1**).

BACKGROUND:

The preparation of a Corporate Business Plan covering a period of at least 4 years is a statutory requirement for local governments under the *Local Government (Administration) Regulations 1996*, and is a key element of an integrated planning and reporting framework. A Corporate Business Plan sets out the City's priorities and actions consistently with relevant priorities established in the Strategic Community Plan, and informs the preparation of the City's annual budget.

Council at its Ordinary Meeting of 26 July 2016 adopted the City of Vincent Corporate Business Plan 2016/17 – 2019/20 (see **Attachment 2**).

DETAILS:

Administration has comprehensively reported on the current status of each individual project of the City's Corporate Business Plan (CBP) and the result is included in the Progress Update Table included as **Attachment 1**. The focus has been to ensure these projects are completed as planned and to identify any barriers to completion.

The Progress Update Table uses a colour-coding system where Green is completed, Yellow means the project is in progress and Red is delayed. A description of the Progress Update for each individual project is provided to give a summary of its current status.

CONSULTATION/ADVERTISING:

The Progress Update Table has not been advertised.

LEGAL/POLICY:

The development of the Corporate Business Plan covering a period of at least 4 financial years is required pursuant to Clause 19DA(1) and 19DA(2) of the *Local Government (Administration) Regulations 1996*.

Pursuant to Clause 19DA(3) of the *Local Government (Administration) Regulations 1996*, a Corporate Business Plan is required to:

- a) Set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district;
- b) Govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and
- c) Develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.

Clause 19DA(4) of the *Local Government (Administration) Regulations 1996* requires the annual review of the Corporate Business Plan. It is a requirement that the Corporate Business Plan be reviewed every year, which will occur separately and subsequently to this progress report.

RISK MANAGEMENT IMPLICATIONS:

Low: This Progress Update does not propose any additional initiatives or change to the City's Corporate Business Plan. The City is required to review its Corporate Business Plan annually which will be presented to Council in June this year.

The Corporate Business Plan 2016/17 – 2019/20 reflects existing committed projects and Council's priorities. Corporate business planning helps to manage risk to the City of Vincent to ensure that commitments reflect the Council's strategic direction and are sufficiently matched to the City's resourcing capability to deliver projects and services successfully.

STRATEGIC IMPLICATIONS:

The Corporate Business Plan 2016/17 – 2019/20 reflects the strategic direction set by Council's priorities and the four Key Result Areas and Objectives of the City's Strategic Community Plan 2013 – 2023.

SUSTAINABILITY IMPLICATIONS:

Corporate business planning is a key element in the City's operations to be more sustainable.

FINANCIAL/BUDGET IMPLICATIONS:

The Corporate Business Plan priorities are reflected in the Annual Budget for 2016/17.

COMMENTS:

The attached Progress Update Table shows that of the 45 actions identified in the CBP to be commenced or completed in the current financial year:

- 1 has been completed;
- 37 are still in progress; and
- 7 are delayed.

An explanation for each is provide din the Progress Update Table.

Corporate business planning is critical to achieve Council's strategic priorities. Regular progress updates and review ensures that the City's projects, services and operations are aligned to the strategic direction and priorities of Council, and that workforce and financial resource availability is considered to ensure that commitments can be successfully delivered.

It is important to note that the Corporate Business Plan 2016/17 – 2019/20 represents an interim step in the City's Integrated Planning and Reporting Framework because a major review of the City's Strategic Community Plan is required. The City has commenced this process, which will be undertaken over the coming months. In the meantime, the current Strategic Community Plan and Council's priorities will be implemented through the Corporate Business Plan 2016/17 – 2019/20.

Informing strategies such as the Workforce Plan, Asset Management Plan and Long Term Financial Plan are being actively reviewed and their preparation will support the major review and formulation of the City's new Strategic Community Plan. These informing strategies will also support the annual review of the City's Corporate Business Plan.

Administration is intending to present the formal review and revision of the current CBP to the 27 June 2017 Council Meeting with the Annual Budget.
