

Group Fact Sheet

Integrated Planning & Finance



Function and Role

The role of the Integrated Planning and Finance Group is to lead and drive implementation of the Integrated Planning and Reporting framework (a legislative requirement for all NSW councils) and to provide corporate and financial services that support the Council achieving its Vision, Mission and Values.

The Group is comprised of a Finance Branch, a Corporate Strategy Unit and an Executive Team.

Key Financial service activities delivered by the Group include:

- Developing the long term financial model and strategy;
- Managing the Council's investments;
- Developing the annual Council financial budget;
- Reporting the Council's financial performance – internal & external;
- Processing accounts - payable and receivable;
- Managing rating functions – receipting & debt collection;
- Managing accounting systems;
- Maintaining the Asset Register; and
- Reporting on grants and contributions.

Key Corporate Planning and Reporting service activities implemented by the Group include:

- Ensuring the Council meets all legislative Integrated Planning and Reporting requirements
- *Delivering key IPR "planning" processes and documents including:*
 - the four yearly update of the Community Strategic Plan
 - the annual update of the 10 year Resourcing Strategy
 - the four yearly development of the 4 year Delivery Program
 - the annual development of the Operational Plan
- *Delivering key IPR "reporting" processes and documents including:*
 - the Annual Report detailing progress achieved against the Operational Plan
 - Quarterly and Six Monthly Progress Reports
 - The End of Council term report
 - The State of City Report
- Supporting integrated service / business planning that contributes to the implementation of the Council's adopted Integrated Plans and Reports and achievement of the Council's organisational Vision, Mission and Values
- Coordinating, developing and maintaining corporate planning and reporting systems/ data bases that support integrated planning and reporting