

## 10.17 Strategic Planning Policy

The service recognises and acknowledges the value of planning strategically to ensure the future and ongoing viability and growth of the service therefore management will review service operations regularly and take a planned approach to the organisation's future.



### Relevant Laws and other Provisions

The laws and other provisions affecting this policy include:

- *Education and Care Services National Law Act, 2010 and Regulations 2011*
- *Accounting Manual for Parents and Citizens' Associations (for P&C managed services)*
- *Support Guide for P&C's (for P&C managed services)*
- *National Quality Standard, Quality Area 7 – Governance and leadership*
- *Policies: 6.2 – Provision of Resources and Equipment, 10.2 – role and Composition of Management Committee, 10.3 – Budgeting and Planning, 10.13 – Purchasing*



### Procedures

Service management shall plan an annual meeting to strategically review operations and to take a planned approach to the organisation's future.

The Nominated Supervisor/Coordinator / Business Support Liaison shall be involved in the process of strategic planning and shall provide the following documents/resources for a 12 month preceding time period to enable the process, including but not limited to:

- Audited financial reports and budget;
- Attendance patterns;
- List of policies and procedures;
- Calendar of events;
- Marketing materials/strategy;
- Environmental sustainability; and
- Others as required.

Service management may seek external support and advice in the process as required.

DATE DEVELOPED	DATE RATIFIED	DATE REVIEWED	DATE RATIFIED
August 2018	24 August 2018	03.08.21	October 2021
		October 2024	November 2024