

POLICY: **STRATEGIC PLANNING**

POLICY #: **B-GOV-08**

COMMITTEE: Governance Committee

PASSED: 23 June 2016

TOPIC: Governance

AMENDED:

REVIEW PERIOD: As required

## PURPOSE

This policy describes the Library Board's intention to operate within a strategic plan framework.

## SCOPE

This policy applies to the Library Board and Library staff.

## POLICY

In order to ensure the Library Board is setting and communicating its direction for the Library, the Library Board develops, publishes and monitors a Strategic Plan. The Library Board will ensure that the establishment of annual work plans, budgets, performance measures and objectives are in alignment with its established Strategic Plan.

The Library Board is also responsible to develop, communicate and keep current the Library's statements on its vision, mission and values.

The Library's Strategic Plan is reviewed periodically to ensure it is on track, and is refreshed as required.

## RESPONSIBILITIES

The **Library Board** is responsible for reviewing information to support the development and management of a Strategic Plan, and for approving the process and final Plan.

The **Governance Committee** is responsible for initiating the annual review of the Strategic Plan and making recommendations to the Board on process.

The **Director of Library Services** is responsible for:

- Engaging third parties where directed by the Board to support the Library Board's strategic planning activities
- Providing background, analysis and support to the Board to inform its strategic planning work
- Communicating the Plan to stakeholders as required
- Implementing the Plan

## **RELATED POLICIES**

- LIBRARY'S STRATEGIC FRAMEWORK
- B-HR-10 REVIEW OF DIRECTOR OF LIBRARY SERVICES