



POLICY FRAMEWORK

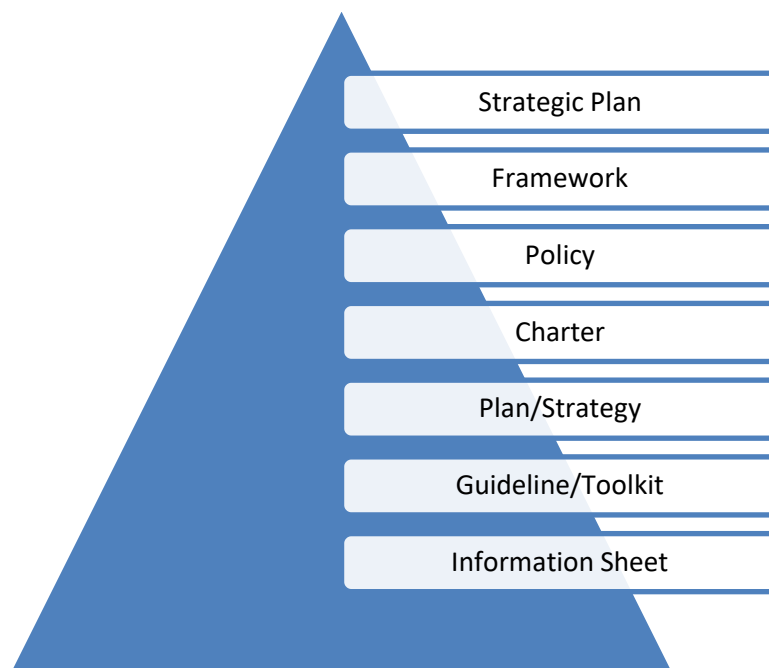
PURPOSE

To identify the structure and relationship of Council's documents which provide guidance to workers and stakeholders on Council operations.

OBJECTIVES

To provide for consistency in development and management of Council's policy documentation to guide effective decision making and service delivery.

POLICY STRUCTURE



DEFINITIONS

Strategic Plan – as defined within the Local Government Act 1999

- Strategic Management Plan
- Long Term Financial Plan
- Asset & Infrastructure Management Plan
- Strategic Directions report, S30 Development Plan

Framework – overarching; guiding principles; concept structure

Policy – statement of intent, defined values, course of action set by Council and/or Chief Executive Officer

- External/Legislative – mandatory policies or code of practice required by Legislation, statute or created by a resolution of Council.
- Internal/Administrative – support work of the administration created by the chief Executive Officer
- WHS – One System documentation



POLICY FRAMEWORK

Charter – public declaration that outlines the level of service/commitment

Plan/Strategy – detailed proposal, plan of action, master plan

Guideline/Toolkit – outlines the practice, systems and course of action to be taken to implement the policy.

Information sheet – developed from Guideline/Toolkit for public.



POLICY FRAMEWORK

DOCUMENT CONTROL

FRAMEWORK	
Reference Number	GOV102
Version	V1.0
Responsible Officer	Council
Related Policies Management Guidelines Frameworks	Good Public Administration Framework Risk Management Framework Policy Documentation Policy Strategic Plans
Date Adopted	12 March 2019 (Min Ref #5046)
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Author (to whom changes are to be recommended)			
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History			
Date	Author	Revision	Nature of Change
Publication			
This policy is available for inspection at Council's office at 11 Railway Terrace, Karoonda or via the Council website, www.dckem.sa.gov.au .			