

GOVERNANCE FRAMEWORK

THE FIVE LOCAL GOVERNMENT PRINCIPLES ASSIST US TO SET OUR STRATEGIC DIRECTION AND DRIVE OUR ORGANISATIONAL CULTURE AND VALUES

1 Transparent and effective processes and decision making in public interest

Structural Elements

- Local Government Acts
- Local Laws
- Audit Committee
- Council and Committee Meetings
- Organisational Structure
- Strategic Planning Framework
- Internal and External Audit

Governance and Control Mechanisms

- Meeting Policy
- Meeting Agenda and Minutes
- Councillor Strategy Sessions
- Executive Management Team
- Delegations
- Policies
- Local Law Making Process
- Councillor Portfolio Structure
- Committee Terms of Reference
- Authorised Officers/Persons

2 Sustainable development and management of assets and infrastructure and delivery of effective services

Structural Elements

- Asset Management Plans
- Financial Management
- Annual Budget
- Project and Disaster Management
- Long Term Financial Forecasts
- Annual Operational Plan
- Enterprise Risk Management Framework
- Business Continuity Framework

Governance and Control Mechanisms

- Planning Scheme
- Financial Reporting and Delegations
- Net Financial Liabilities Ratio
- Operating Surplus Ratio
- Asset Sustainability and Procurement Management
- Internal Audit and Audit Committee
- Budget Reviews/Insurance
- Governance Committees
- LDMG
- LGM Qld and LGM Assets
- Long-term Financial Forecast
- Disaster Management Plan
- Asset Register
- Business Continuity Plan
- Financial Delegations and Limits
- WHS Safeplan
- Enterprise Risk Register

3 Democratic representation, social inclusion and meaningful community engagement

Structural Elements

- Community Engagement
- Experience Western Downs
- Annual Report

Governance and Control Mechanisms

- Community Engagement Policy
- Community and Cultural Development
- Communication Plans and Customer Service Charter
- Media Policy and Social Media Platforms
- Advertising Spending Policy
- Australia Day Policy and Tourism Branding
- Our Western Downs/Western Downs Libraries
- WDRC Website
- Community Grants Schemes
- Advisory Committees and Reference Groups

5 Ethical and legal behaviour of Councillors and local government employees

Structural Elements

- Councillor Code of Conduct
- Local Government Acts
- Staff Code of Conduct
- WDRC Values
- WDRC FutureFit Internal Brand

Governance and Control Mechanisms

- Complaints Management Policy and Process
- Audit Committee and External Audit
- Performance Partnering
- Advice Guidelines
- Fraud and Corruption Policy and Control Plan
- Confidentiality Policy
- PID Policy and Procedure
- Gifts and Personal Benefits Register
- Disclosure Policies
- Secondary Employment Policy
- Investigations Policy
- Registers of Interest
- Delegations
- Learning and Development Program

4 Good governance of, and by, local government

Structural Elements

- Strategic Planning Framework
- Corporate Performance
- Corporate Reporting
- Enterprise Risk Management Framework
- Information Management
- Legal Framework
- State and Federal Legislation
- Delegations and Authorisations

Governance and Control Mechanisms

- Record Keeping
- Annual Report and Annual Returns
- Annual Financial Statements
- Community Financial Report
- ICT Security and Recovery
- RTI and Information Privacy
- Policy Framework and Local Laws
- Corporate Plan Reviews
- Corporate Registers
- Operational Plan Reviews
- Enterprise Risk Management Framework
- Instruments of Delegation
- Instruments of Appointment



Governance is the rules, processes or laws by which organisations operate, are regulated and controlled. A well-defined governance provides a structure that works for the benefit of everyone.