

ACTIVITIES AND SERVICES

Document Control Statement – This Policy is maintained by Governance and Organisational Strategy. Any printed copy may not be up to date and you are advised to check the electronic copy at <http://intranet/> to ensure that you have the current version. Alternatively, you may contact Customer Service on (08) 91868555.

1. OBJECTIVE

The Activities and Services Policy provides a framework that articulates why Council undertakes certain activities as well as the roles that Council will assume in carrying out these activities in delivering services to the community.

Council will

- ~~— undertake activities that promote well-being by adopting roles that support the community's aspirations;~~
- ~~— align its decision making to ensure that it takes into account social, economic, environmental and cultural well-being;~~
- ~~— take into account the present and future well-being of the City's communities, relative to the level of effect on any particular community;~~
- ~~• make decisions that are within the requirements of legislation; and~~
- ~~• take into account the impact on the Council's capacity to meet present and future growth and demand for the activity or service of Council.~~

2. PRINCIPLES

~~The Activities and Services Policy provides a framework that articulates why Council undertakes certain activities as well as the roles that Council will assume in carrying out these activities in delivering services to the community.~~

Council acknowledges its leadership role in the community and as a representative of the City of Karratha community in the wider regional and national context and will adopt and pursue strategies, policies and service interventions that proactively advance the interest of the community.

Council shall be guided by the following factors during the decision making process:

- Council's vision for the City of Karratha;
- Council's Mission Statement for the City;
- The Strategic Community Plan, Corporate Business Plan and other supporting integrated strategic planning documents; and
- Compliance with legislative and district policies.

The decision making process must be transparent and accountable and follow a robust process. Council will use the following principles in decision making:

1. Promotion of social, economic, environmental and cultural well-being.
2. Achievement of efficiency and effectiveness.
3. Actively encourage democratic local decision making through public participation.
4. Work to build capacity in communities and stakeholders.
5. Exercise power of regulation and enforcement consistent with legislative requirements, council policies and Council's strategic intent in support of the well-being the City's communities.

2.1 Criteria for Partnerships

The criteria for partnerships in this policy relate to the decision making process on whether to enter into a partnership agreement or not.

There are a range of partnership options that Council can consider. Council will consider entering into a partnership only when Council is satisfied that the proposed partnership will:

1. Contribute towards the promotion of social, economic, environmental or cultural well-being.
2. Ensure efficient and effective use of Council resources in the interest of the City.
3. Be subject to cost/benefit analysis

2.2 Council's Role in the Community

Council can provide a number of roles in the community.

Provider - Council will be a provider of services, activities, infrastructure or facilities or a combination of these elements to signal that it is committed to the provision of the asset or activity.

Funder - Council contributes part or full funding to the provider of services or activities, when it supports the delivery of that service or activity, but does not wish to deliver the service/activity itself.

Partner - Council enters into a formal strategic partnership with an external organisation with the express purpose of delivery an activity or asset.

Regulator - Council has the statutory responsibility to regulate a function in the particular activity or service.

Specifier - Council formally specifies the service, activity or facilities required, but it is not responsible for delivery.

Facilitator/Enabler - Council provides support and encouragement to other parties who are responsible for service delivery.

Monitor - Council measures the performance of others against pre-agreed goals and objectives.

Advocate - Council establishes a formal position in relation to a particular activity or issue and acts as an advocate in support.

3. CONSEQUENCES

This policy represents the formal policy and expected standards of the City of Karratha. Appropriate approvals need to be obtained prior to any deviation from the policy. Elected Members and Employees are reminded of their obligations under the Council's Code of Conduct to give full effect to the lawful policies, decisions and practices of the City.

4. ROLES AND RESPONSIBILITIES

It is a responsibility of Councillors and Officers to ensure they align decision making with community and corporate strategies and goals when providing services to its district.

5. REFERENCES TO RELATED DOCUMENTS

- ~~City of Karratha~~ Strategic Community Plan
- ~~City of Karratha~~Corporate Business Plan
- Community Facilities Plan
- Annual Financial Budget
- Master Plan and Land Use Plan
- Long Term Financial Plan
- ~~Annual Financial Report~~Workforce Plan
- Karratha City of the North Plan
- Karratha Airport

Policy Number:	CG-07
Previous Policy Number:	CE-07
Resolution Numbers:	151648-Jun 2011; 152174-Aug 2012; 153109-Apr 2015
Last Review:	April 2015
Next Review:	April 2017
Responsible Officer:	Manager Governance and Organisational Strategy

This Policy takes effect from the date of adoption by Council and shall remain valid until it is amended or deleted.