

Operational Plan Initiative	Success Measure	Regional	Local	Department (Division)	Responsible Officer	Function
GOAL: GETTING THE BASICS RIGHT						
Annual SWIMS Return	Submitted before deadline 30 Nov.	X		Director - Engineering	Manager - Strategic Water, Sewerage & Gas	Water
Review of asset management plan	Investment in accordance with the AMP (ASR greater then 90% averaged over 5 years)	X		Director - Engineering	Manager - Strategic Water, Sewerage & Gas	Water
Maintaining benchmarking through: Membership with SWWSA Digitise WSG workflows and checklists Complete external risk assessments for high-risk sites	Able to electronically monitor performance of teams against processes. Identified high-risk activities and can report on them. Risk Assessments are completed across all 12 high-risk sites.	X		Director - Engineering	Manager - Strategic Water, Sewerage & Gas	Water
Review and define SCADA requirements Deliver training to relevant staff to increase awareness	SCADA requirements defined and completed via a further rollout action plan. Increased awareness through the development of relevant SOPs.	X	X	Director - Engineering	Manager - Strategic Water, Sewerage & Gas	Water
Develop eletronic data collection of onsite readings, measurements and/or repairs	Staff will record 70% of all on site necessary collected data	X	X	Director - Engineering	Manager - Strategic Water, Sewerage & Gas	Water
Review of asset management plan	Sewer network AMP reviewed during Q3.	X		Director - Engineering	Manager - Strategic Water, Sewerage & Gas	Sewerage
Review and define SCADA requirements Deliver training to relevant staff to increase awareness	SCADA requirements defined and completed via a further rollout action plan Increased awareness through informal training and the development of relevant SOPs	X	X	Director - Engineering	Manager - Strategic Water, Sewerage & Gas	Sewerage
Develop eletronic data collection of onsite readings, measurements and/or repairs	Staff will record 70% of all on site necessary collected data.	X	X	Director - Engineering	Manager - Strategic Water, Sewerage & Gas	Sewerage
Timely and efficient delivery of Event 13 Flood Damage Program Reconstruction of Essential Public Assets Standards and overall coordination of the program Director Engineering Delivery of approved works to be managed and overseen by Local Areas	Project Completion Target: % works complete vs % time on a per local area basis – with all approved works completed within timeframes setout in DFRA funding agreement Timely Reporting and Cashflow Management Target: % of reports submitted within required timeframe – with all reports and program acquittals submitted by due dates to ensure claim and cashflow management throughout the delivery of the program	X	X	Director - Engineering	Deputy Director Engineering/ Strategic Road Management	Roads and Drainage
Major Renewal Programs (Sealed Network): - urban reseal - urban bitumen rehabilitation - rural reseals - rural bitumen rehabilitation prioritising	Project completion Target: % works complete vs % on time - with the aim to have: - 85% of works physically completed by 30 June 2023; and - 100% committed by June 2024.	X	X	Director - Engineering	Deputy Director Engineering/ Strategic Road Management	Roads and Drainage
Major Renewal Programs (Unsealed Network): - Gravel reseheeting - Rural stormwater works	Project Completion Target: % works complete vs % time - with the aim to have: - 85% of works physically completed by 30 June 2024; and - 100% pre-planned and ready to deliver no later than end of Q1 2025	X	X	Director - Engineering	Deputy Director Engineering/ Strategic Road Management	Roads and Drainage

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Delivery of Road Maintenance Performance Contract (RMPC) as maintenance manager for the Department of Transport and Main Roads	Works Delivery Target: % value of contract claims vs % time - with the aim to have: - 65% of contract value claimed by 30 December 2023; and 100% of contract value completed to 30 June 2024. Claim and Cashflow Management Target: Timely submission of progress claims -w ith the submission of 12 progress claims through the financial year.	X	X	Director - Engineering	Deputy Director Engineering/ Strategic Road Management	Roads and Drainage
Capitalisation and Work in Progress (WIP) Management including timely close out of projects, and reduction in outstanding value of WIP.	Timely Works in Progress (WIP) Management Target: - 100% of projects in current financial year <\$500,000 finalised within two (2) months of completion. - 100% of projects prior to 2023 finalised.	X	X	Director - Engineering	Deputy Director Engineering/ Strategic Road Management	Roads and Drainage
Implement a survey and geotechnical testing database based around a GIS platform.	Project Implementation Target: - Platform development for use and last three (3) years of records included. - Reduction in rework, cost and improvement in corporate record keeping	X		Director - Engineering	Deputy Director Engineering/ Strategic Road Management	Roads and Drainage
Annual Service - delivery of annual road maintenance program (excluding flood damage – listed as a separate initiative)	Works Delivery in conjunction with flood damage program and within approved budget allocations.	X	X	Director - Engineering	Deputy Director Engineering/ Strategic Road Management	Roads and Drainage
Annual Service - delivery of annual road maintenance program under TIDS and R2R programs	Project completion Target: % works complete vs % on time - with the aim to have: - 85% of works physically completed by 30 June 2023; and - 100% committed by June 2024.	X	X	Director - Engineering	Deputy Director Engineering/ Strategic Road Management	Roads and Drainage
Review of asset management plan	Gas network AMP reviewed by March 2023Investment in accordance with the AMP (ASR greater then 90% averaged over 5 years)	X		Director - Engineering	Manager - Strategic Water, Sewerage & Gas	Gas
Update the Maranoa Waste Management Strategy	Updated Strategy and Plan developed and adopted by Council	x		Director - Regional Development, Environment & Planning	Environmental Health and Waste Manager	Waste
Waste Management and Operations compliant with relevant State legislation and reporting obligations	Reporting completed as required Completion of Waste Reduction and Recycling Plan Upgrade identified unmanned waste facilities to transfer stations by 30 June 2024	x	x	Director - Regional Development, Environment & Planning	Environmental Health and Waste Manager	Waste
Regional Waste Tender - Domestic Waste Collection, Bulk Haulage Contracts	Tender Process Undertaken Adoption of New Regional Collection Contracts	x	x	Director - Regional Development, Environment & Planning	Environmental Health and Waste Manager	Waste
Development of Roma Waste and Recovery Facility Masterplan	Stakeholder Engagement Preparation & Adoption of Plan by Council	X		Director - Regional Development, Environment & Planning	Environmental Health and Waste Manager	Waste

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Preparation of a Strategic Asset Mananagement Plan (SAMP) to enable a coordinated approach to managing Council owned building assets	SAMP developed and implemented	X	x	Director - Regional Development, Environment & Planning	Manager - Regional Facilities (Land, Buildings & Structures)	Facilities
Implement Maranoa Regional Council's Biosecurity Plan 2023-2027	Deliver DTMR RMPC weed management program within agreed timeframes and budget	X	X	Director - Regional Development, Environment & Planning	Lead Rural Land Services & Funding Supervisor	Rural Lands
Development of Regional Stock Route Management Plan (Maranoa) (subject to budget)	Stakeholder Engagement Preparation & Adoption of Plan by Council	X		Director - Regional Development, Environment & Planning	Lead Rural Land Services & Funding Supervisor	Rural Lands

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GOAL: DELIVERING STRONG FINANCIAL MANAGEMENT						
Develop a long term asset management plan for Roma Airport to inform future capital investment. GA overlay	Capital budget for existing assets does not exceed 20% of long term forecasts.	X		Director - Roma	Manager - Airports (Regional Compliance & Roma)	Airports
Update/development of long-term asset management plans, Long-term financial forecast adopted with the annual budget and consistent with the long-term asset management plans. Preparation and adoption of the annual operational plan. Adoption of the annual budget including revenue statement before 1 August to fund Council's operational plan for the year	Updated op plan initiatives to meet corporate plan objectives, Asset management plans developed and updated. Annual Budget and Operational Plan adopted	X		Director - Corporate Services	Operations Manager - Finance	Financial Planning
Measure/track indicators of financial sustainability on long term forecasts. Flag outlier financial stability indicators to management for review. Development of operational savings initiatives register to capture potential savings initiatives and prove concept	Long term sustainability indicators prove long term financial stability Savings identified through the operational savings register deliver savings >300k	X		Director - Corporate Services	Operations Manager - Finance	Financial Planning
Development of Financial Implication Summary Document (Whole of life costing)	Financial impacts are mapped into long term forecasts upon adoption of initiative	X		Director - Corporate Services	Operations Manager - Finance	Financial Planning
Rates model developed in conjunction with the annual budget. Development of 10 Year Rating Strategy.	Rates and charges modelling for budget. Rating Strategy in Place	X		Director - Corporate Services	Manager - Communication, Information & Administration Services	Revenue Collection
Review Risk Management Framework to ensure control measures are specified	Bi-annual Review by Audit Committee of Risk Register	X		Director - Corporate Services	Operations Manager - Finance	Accounting
Inhouse development of a contract register	Contract Register is now software and not spreadsheet or generic database.	X	X	Director - Corporate Services	Manager - Procurement	Procurement
Provide information to the community on local spend.	Council conducts at least one supplier session (to gauge interest) and communicates with suppliers who are unable to attend. Conduct a series of 'Meet the Suppliers' session/s - Overview of Procurement Policy - Feedback on procurement processes - Registration for local premium / hands on support	X	X	Director - Corporate Services	Manager - Procurement	Procurement
Ensure council uses the "Value for Money" procurement principle	>50% of procurement is local buy	X	X	Director - Corporate Services	Manager - Procurement	Procurement

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Preparation of annual financial statements -in accordance with legislation and prescribed accounting standards	Submitted before Deadline 31 October.	X		Director - Corporate Services	Operations Manager - Finance	Finance Reporting
Compilation of monthly Financial Reports for submission at Council meetings	Successful presentation of the monthly financial report at the 2nd meeting of the following month	X		Director - Corporate Services	Operations Manager - Finance	Finance Reporting
Develop & Adopt internal audit plan Review & adopt internal audit findings/recommendations	Create & Adopt an Internal Audit Plan Review and adopt audit findings/recommendations to improve council processes, increase efficiencies and limit risk of potential fraudulent activity	X		Director - Corporate Services	Operations Manager - Finance	Finance Reporting

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GOAL: HELPING KEEP OUR COMMUNITIES SAFE						
Ensure compliance with State & Local Laws and regulations through: - investigation and resolution of customer requests - Proactive & reactive animal control patrols of public spaces - inspection and compliance programs - data collection and analysis - annual registration renewal program - excess dog approvals & permits - regulated dog permits	95% of animals registration (dogs & cats) renewed each year (only 5% unregistered at end of renewal program) Zero reports of non conformance by officers to Council procedures, local laws and state legislation year by year Inspection and Compliance Programs delivered on time with a reduction in the levels of enforcement action required year by year	X	X	Director - Corporate Services	Manager - Community Safety and Compliance	Animal Control and Community Safety
Collaborate with community members, local organisations and rescue groups to deliver Councils Adoption/Rehoming program	Reduction in euthanasia rates year by year Increase in amount of animals adopted/rehomed	X	X	Director - Corporate Services	Manager - Community Safety and Compliance	Animal Control and Community Safety
Review and update Animal management disaster response plan Participation in the “Get Ready” campaign	Plan is reviewed and updated and clearly articulated to necessary stakeholders.	X		Director - Corporate Services	Manager - Community Safety and Compliance	Animal Control and Community Safety
Review of Disaster Management Plan and sub plans. Finalisation of localised evacuation plans (Roma, Mitchell and Surat)	Legislative Compliance and Adopted Plan that is Current and Understood. Target: An annual review of Disaster Management Plan (including subplans), with the review will examine the effectiveness of the plan based on activation, exercise or recommendations from interested parties. Increase community awareness and response during a disaster event in particular one that requires evacuation. Target: Plan developed in consultation with LECC, adopted and published on Council’s public website.	X		Director - Engineering	Deputy Director Engineering/ Strategic Road Management	Emergency Management and Flood Mitigation
Roma Levee – ongoing inspection and maintenance	Roma Levee Operational Readiness. Penstock & Levee Operations exercises ensuring the LDMG remain well trained and ready to respond to a disaster situation should such an instance arise. Target: Pre-season training and awareness session completed with key disaster maintenance response staff Target: 100% completion of operational & maintenance checks of the levee throughout the year. Target: Annual inspection of the Roma levee provided by an external supplier. Mitigate and rectify any findings from the inspection.	X	X	Director - Engineering	Deputy Director Engineering/ Strategic Road Management	Emergency Management and Flood Mitigation

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GOAL: GROWING OUR REGION						
Grow revenue and services	Total air transport capacity increased by 5% year on year. Total aircraft movements increased by 10% from FY23.	X	X	Director - Roma	Manager - Airports (Regional Compliance & Roma)	Airports
Ensure a welcoming first and last impression to the Maranoa Region	Less than 2 substantiated customer complaints on condition of grounds and faciities per year.	X		Director - Roma	Manager - Airports (Regional Compliance & Roma)	Airports
Seek regular feedback on improvement from the travelling public, regularly engage with key stakeholders through meetings, breifings etc.	500 passenger surveys completed per year. Stakeholder meetings completed on time as per schedule.	X		Director - Roma	Manager - Airports (Regional Compliance & Roma)	Airports
Elected Member Updates Delivered (EMU's) and Training calendar developed and delivered annually.	Calendar delivered in relation to needs.	X		Director - Corporate Services	Elected Members & Community Engagement Officer	Elected Members
Regional Advocacy - Contribute to existing partnerships such as Toowoomba & Surat Basin Enterprise, South West Region	Number of Meetings Attended New Initiaitves and networks developed Opportunity Leads Undertaken	X		Director - Regional Development, Environment & Planning	Manager - Regional Economic & Community Development	Economic Development and Local Business
Regional Advocacy - Collaboration with SWROC and DD&SW Council of Mayors	Support the implementation of the Southwest Region Investment Attraction Program.	X		Director - Regional Development, Environment & Planning	Manager - Regional Economic & Community Development	Economic Development and Local Business
Undertake Internal Desktop Review the Maranoa Tourism Strategy 2017		X		Director - Regional Development, Environment & Planning	Manager - Regional Economic & Community Development	Tourism
Development of an updated Economic Development Strategy		X		Director - Regional Development, Environment & Planning	Manager - Regional Economic & Community Development	Tourism
Development of a Maranoa Region Investment Prospectus	Stakeholder Engagement Involvement Aoption by Council	X		Director - Regional Development, Environment & Planning	Manager - Regional Economic & Community Development	Tourism
Develop a stakeholder engagement strategy Commence implementing the strategy to understand stakeholder values	Stakeholder satisfaction	X	X	General Manager - Saleyards	Manager - Saleyards	Saleyards
Review and update the saleyard marketing strategy	Cattle throughput increasedMarketing strategy results in increased sales	X		General Manager - Saleyards	Manager - Saleyards	Saleyards
Development of a long-term plan to establish trees around the facility for shade. (in conjunction with the Parks & Gardens Team)	Increased shade and dust mitigation	X		General Manager - Saleyards	Manager - Saleyards	Saleyards
Implementation of site -specific online inductions for users. - Finalisation of the Roma Saleyards' operations manual. - Internal audits.	Completion and close outs	X		General Manager - Saleyards	Manager - Saleyards	Saleyards
Review of the asset management plan	Gas network AMP reviewed by March 2023Investment in accordance with the AMP (ASR greater then 90% averaged over 5 years)	X		Director - Engineering	Manager - Strategic Water, Sewerage & Gas	Gas
Development of additional electronic workflows and checklists.	All workflows have an electronic checklist	X	X	Director - Engineering	Manager - Strategic Water, Sewerage & Gas	Gas

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Review and define SCADA requirements. Deliver training to relevant staff to increase awareness	SCADA requirements defined and completed via a further rollout action plan Increased awareness through informal training and the development of relevant SOPs	X	X	Director - Engineering	Manager - Strategic Water, Sewerage & Gas	Gas
Maintain record of meter ages and replace those that are due for replacement	All meters that have reached their end of useful life are replaced, manage process	X	X	Director - Engineering	Manager - Strategic Water, Sewerage & Gas	Gas
Participate in the annual regulator audit and address any issues raised	Participate in the annual regulator audit and address any issues raised	X		Director - Engineering	Manager - Strategic Water, Sewerage & Gas	Gas
Planning Scheme Administration (as required)	Development controls for flood hazard are reviewed and updated. Development controls are reviewed and updated to respond to changing community needs as required. Adoption by Council.	X		Director - Regional Development, Environment & Planning	Manager - Regional Planning and Building Development	Town Planning
Review and amend the Local Government Infrastructure Plan (non-statutory review) Review the adopted infrastructure charging regime	Council's LGIP and adopted infrastructure charges regime remains current.	X		Director - Regional Development, Environment & Planning	Manager - Regional Planning and Building Development	Town Planning
Undertake preventative maintenance activities at Council's Building and Structures	Completion of preventative Council facilities being annual pest control (spiders), fire safety, gutter cleaning, electrical safety	X		Director - Regional Development, Environment & Planning	Manager - Regional Facilities (Land, Buildings & Structures)	Facilities
Renewal and planned upgrade of Council facilities	Ensure new builds and upgrades meet the current and anticipated needs of the organisation with input provided by the local area teams	X		Director - Regional Development, Environment & Planning	Manager - Regional Facilities (Land, Buildings & Structures)	Facilities
Long term Facility hire and land use agreements in place	Fully executed tenure arrangements in place	X	X	Director - Regional Development, Environment & Planning	Manager - Regional Facilities (Land, Buildings & Structures)	Facilities
Review systems to maximise service outcomes	Workflows and forms reviewed to reflect the operating locally model and to ensure consistency and efficiency of service delivery across the region	X	X	Director - Regional Development, Environment & Planning	Manager - Regional Facilities (Land, Buildings & Structures)	Facilities
Disposal of surplus property and acquisition of new property	Development of an Land Disposal Strategy Property disposals and acquisitions completed in accordance with Council decision and legislative requirements.	X		Director - Regional Development, Environment & Planning	Manager - Regional Facilities (Land, Buildings & Structures)	Facilities
Development and review/renewal of leases and agreements and compliance monitoring	Continued program to ensure all tenants and long-term users of Council facilities and land have a formal tenancy arrangement and Council monitors that the tenant has current public liability insurance coverage.	X	X	Director - Regional Development, Environment & Planning	Manager - Regional Facilities (Land, Buildings & Structures)	Facilities
Grazing arrangements for Council owned and managed land.	Explore opportunities to lease Council owned freehold land to support liveability initiative.	X		Director - Regional Development, Environment & Planning	Manager - Regional Facilities (Land, Buildings & Structures)	Facilities
Active RADF Grant Program	Stakeholder interest and quality application submitted Visible project outcomes throughout local communities RADF projects improve liveability across the region	X		Director - Regional Development, Environment & Planning	Manager - Regional Economic & Community Development	Arts and Culture
In collaboration with other areas of Council deliver grant writing workshops with community groups	External funding obtained to meet group needs Community groups have skills to write successful grant applications		X	Director - Roma	Manager - Regional Economic & Community Development	Arts and Culture

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Continue working with community groups to attract sporting events to the region	Regional players having access to high level competition within the region.	X	X	Director - Regional Development, Environment & Planning	Manager - Regional Economic & Community Development	Sports, Recreation and Community Wellbeing
Regional Events Attraction Strategy and marketing collateral.Maranoa events and conferences calendarResource material to support effective planning and delivery of major events, festivals and conferences. Bid and facilitate opportunities to host major events and conferences post-event feedback.	Direct attribution of new events and conferences from Councils efforts	X		Director - Regional Development, Environment & Planning	Manager - Regional Economic & Community Development	Local Development and Events
Develop partnerships with authors and publishers to promote literature and authors.	Increased number of authors visiting libraries for promotional events Collection assessment complete Introduction of new collections to Libraries Increased membership & circulation figures Customer satisfaction		X	Director - Warroo	Regional Librarian	Libraries
Develop a calendar of regular programs and services that cater to different age groups and interests, such as story times for young children, book clubs for adults, and technology classes for seniors.	Increase in programs and community participation Increased community interaction with social media advertising Increased number of authors visiting libraries for promotional events Community consultation report on need for mobile library and outreach events Customer satisfaction		X	Director - Warroo	Regional Librarian	Libraries
Provide incentives and rewards programs to encourage existing patrons to refer their friends and family to the library.	Increased membership Customer satisfaction Increased community participation in programs and events Volunteer program established		X	Director - Warroo	Regional Librarian	Libraries

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GOAL: MANAGING OUR OPERATIONS WELL						
Ensure Roma Airport and Mitchell, Surat and Injune ALA's maintain compliance as required under the Civil Aviation Safety Regulations and Civil Aviation Advisory Publication 92-1 (1).	0 Non-compliances outstanding beyond deadlines. 100% of airside safety incidents investigated and findings made within 30 days of report.		X	Director - Roma	Manager - Airports (Regional Compliance & Roma)	Airports
Undertake programmed and other tasks to manage the safety of aircraft and passengers	No increase to strike rate / 10,000 movements year on year. 0 FOD related incidents on runway.		X	Director - Roma	Manager - Airports (Regional Compliance & Roma)	Airports
Administer access control and monitoring for airside and restricted areas at the Roma Airport	100% of security incidents detected through observation, CCTV or access review.		X	Director - Roma	Manager - Airports (Regional Compliance & Roma)	Airports
Ensure Roma Airport maintains compliance with the <i>ATSA (2004)</i> , and any associated regulations and notices.	0 Non-compliances outstanding after deadline.		X	Director - Roma	Manager - Airports (Regional Compliance & Roma)	Airports
IMMS Framework for Management Oversight of ISO Certification	Management Review Workplan and Agenda are conducted bi-annually, 100% of critical issues raised at HSR meetings to be discussed for resolution, Wellbeing Initiatives are regionally focused and reported quarterly to ELT and SMT.	X	X	Director - Corporate Services	Operations Manager - Continual Improvement	Continual Improvement
IMMS Effectiveness	Resolving all WHS matters within the region/local area: >75% Hazard inspections completed. >95% of Incidents are reported within timeframes >95% of Audits are completed within timeframes 100% Testing and Tagging compliance	X	X	Director - Corporate Services	Operations Manager - Continual Improvement	Continual Improvement
Cybersecurity Framework Policy development and enhanced security management to protect Council information assets	Endorsement by the executive leadership team Creation of security working group Implementation of 80% of Essential 8 controls outlined by microsoft guidelines Implementation of Microsoft enhance security management services Staff awareness program on cybersecurity Cybersecurity Insurance reviewed	X		Director - Corporate Services	Manager - ICT	Information and Communication Technology
Digitisation Advocacy within the Region	Actively advocate for digital technologies within the region	X		Director - Corporate Services	Manager - ICT	Information and Communication Technology
Core service uptime 99.9%	Core services remain 99.9% available to staff during business hours	X		Director - Corporate Services	Manager - ICT	Information and Communication Technology

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Human resource policies are current and reflect practice. Identify current policies for renewal and identify opportunities for consolidation and development Explanatory / guidance notes for human resources policies included in Employee Handbook	Current Policies are up to date and key statutory policies are in place Handbook is in place	X		Chief Executive Officer	Manager - Organisational Development and Human Resources	Human Resource and Leadership
All new employees are onboarded satisfactorily Conduct a corporate wide skills audit Annual training program is developed and in place	All new employees attend induction within 3 months. Skills Audit completed Annual Training Plan completed	X		Chief Executive Officer	Manager - Organisational Development and Human Resources	Human Resource and Leadership
A program offering traineeships and apprenticeships is in place for key areas of Council	Number of placements offered	X		Chief Executive Officer	Manager - Organisational Development and Human Resources	Human Resource and Leadership
Identify and deliver key CI projects for 2022/23	Corporate performance measures implementation Function performance measures review	X		Chief Executive Officer	Manager - Organisational Development and Human Resources	Human Resource and Leadership
Productivity, innovation and worksafe awards	Employee engagement / job satisfaction, participation in the awards process	X		Chief Executive Officer	Manager - Organisational Development and Human Resources	Human Resource and Leadership
Implement cross directorate teams for key projects	Implementation of initiatives to facilitate regular 'horizontal' communication and collaboration (i.e., across Directorates)	X		Chief Executive Officer	Manager - Organisational Development and Human Resources	Human Resource and Leadership
Workforce plan is developed and in place	Development and implementation of a plan for multi-skilling at a local level -e.g., positions that could or should be relieved locally	X		Chief Executive Officer	Manager - Organisational Development and Human Resources	Human Resource and Leadership
Implementation of initiatives to increase focus on communicating and providing the background on 'why' as well as 'what' we are doing. Council meeting videos uploaded to YouTube and website. Production and posting of video contents and index. Incorporate local and regional information in our online communications. Internal communication framework developed to inform internal teams around council business.	Increased community awareness of Council services and projects in the context of the local government operating environment. Communication, both internally and externally, that can be reviewed at both an organisation level, but also provided in a level of detail that communicates key focus areas of deliver in each local operating area. Documented internal communication framework. Finalise CEO Dashboard Reporting Template and report to the organisation on a monthly basis	X		Director - Corporate Services	Manager - Communication, Information & Administration Services	Communication and Consultation
Statutory internal quarter reporting	NHVA Accreditation maintained.	X	X	Director - Corporate Services	Operations Manager - Fleet	Plant, Fleet, Workshops and Depot

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Supply/Demand of quarry products for external and internal customers. (articularly Flood Recovery Prgram) Gravel pit material supply program for 2023/24. Operation of Council quarry and quarry pits in accordance with the relevant safety legislation (Mining and Quarrying Safety and Health Act 1999 or Work Health Safety Act 2011)	Continued supply of quarry materials to meet demand. No operations conducted within our quarry pits without the appointment of statutory positions if operating under the MQSHA.	X		Director - Engineering	Operations Manager - Quarry & Quarry Pits	Quarry and Quarry Pits
Review of quarry pits across the region and identify short, medium and long term resources. Develop a plan for securing medium and long term resources in high priority areas of the region. Commencement of operations at Headache Hill Quarry	Clear understanding of rehabilitation liability to enable preparation of plan and funding for completion of rehabilitation	X		Director - Engineering	Operations Manager - Quarry & Quarry Pits	Quarry and Quarry Pits
Finalise DA for separation of Roma Quarry from adjoining quarry operations.		X		Director - Engineering	Operations Manager - Quarry & Quarry Pits	Quarry and Quarry Pits
Annual review of policy register and statutory policies	Annual review calendar is developed and delivered.	X		Director - Corporate Services	Governance Officer	Information Management and Governance
Annual review of delegations and delegations register conducted	Delegations are compliant and up to date	X		Director - Corporate Services	Governance Officer	Information Management and Governance