



# ADDENDUM

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**Meeting:** General Meeting

**Date:** Wednesday 11<sup>th</sup> October 2023

**Location:** Council Chambers,  
Georgetown

**Commencing:** 9.00am

**Councillors:** Cr B Hughes, L Royes, J Haase, T  
Gallagher, C Barns

## Open Session Addendum Attached

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CHIEF EXECUTIVE OFFICER

## Local Government Act 2009

The principles (s4(2)) of the Act are:

- Transparent and effective processes, and decision-making in the public interest
- Sustainable development and management of assets and infrastructure, and delivery of effective services
- Democratic representation, social inclusion and meaningful community engagement
- Good governance of, and by, local government
- Ethical and legal behavior of councilors and local government employees

## S.275 – Local Government Regulation 2012

### 275 Closed meetings

- (1) A local government or committee may resolve that a meeting be closed to the public if its councillors or members consider it necessary to close the meeting to discuss –
  - Appointment, dismissal or discipline of a CEO or a BCC senior executive employee
  - Legal advice obtained by the Council or legal proceedings involving the Council
  - Matters that may directly affect the health and safety of an individual or group
  - Negotiations relating to a commercial matter involving the Council
  - Negotiations relating to the taking of land by the Council under the *Acquisition of Land Act 1967*
  - A matter required to be kept confidential under a law of, or formal arrangement with, the Commonwealth or a State
  - Industrial matters affecting employees
  - The Council budget
  - Rating concessions
- (2) A resolution that a meeting be closed must state the nature of the matters to be considered while the meeting is closed.
- (3) A local government or committee must not make a resolution (other than a procedural resolution) in a closed meeting.

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# Etheridge Shire Council

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<b>General Meeting</b>	11 <sup>th</sup> October 2023
<b>Subject</b>	First Quarter 2023/24 Operational Plan Progress Report
<b>Classification</b>	Open
<b>Author</b>	Andrew McKenzie

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## EXECUTIVE SUMMARY

In accordance with s174(3) of the Local Government Regulation 2012, tabled for Council's reception is the Chief Executive Officer's first quarter (1 July – 30 September 2023) progress report on implementing Council's 2023/24 Operational Plan.

## RECOMMENDATION

That Council receive the first quarterly progress report on Council's progress toward implementing its 2023 / 24 Operational Plan.

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## BACKGROUND

Councils are required to annually prepare and adopt an Operational Plan as part of its suite of Financial Planning Documents. Council adopted its Operational Plan at its Budget Meeting held 26<sup>th</sup> July 2023. Section 174(3) requires Council's Chief Executive Officer, on a quarterly basis, to report upon the organisation's progress toward achieving its Operational Plan.

## LINK TO CORPORATE PLAN

Corporate Plan

Aim: Best Practice corporate governance and organisational excellence:

Operational Plan

Strategy: Councillors take a leadership role in the community, serve as a role model and provide strategic direction for the continued growth and development of the region.

Action: Review and implement Council's strategic plans.

## BUDGET & RESOURCE CONSIDERATIONS

Nil

## CONSULTATION

Officers assigned responsibility to achieve Operational Plan outcomes have contributed to this progress report.

## LEGAL CONSIDERATIONS

Quarterly review of Operational Plan is a legislative requirement.

## POLICY IMPLICATIONS

Nil

## RISK ASSESSMENT

CONSEQUENCE					
LIKELIHOOD*	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
A (Almost certain)	H	H	E	E	E
B (Likely)	M	H	H	E	E
C (Possible)	L	M	H	E	E
D (Unlikely)	L	L	M	H	E
E (Rare)	L	L	M	H	H

## OUTCOME

Risk score: L - unlikely (D) / insignificant consequence (1)

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### Report Prepared By:

Andrew McKenzie, Director of Corporate Services

Date: 19<sup>th</sup> September 2023

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### Report Authorised By:

Ken Timms, Chief Executive Officer

Date:

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## ATTACHMENTS

2023/24 Operational Plan First Quarter Review



# Etheridge Shire Council

Operational Plan  
2023-2024



# Introduction

## Welcome from Mayor

Welcome to Council's 2023/24 Operational Plan.

The Operational Plan is an important document within Council's Strategic Planning Framework. Its purpose is to identify the specific actions and outcomes Council wishes to achieve in the immediate 12 months, as part of our journey to achieving our stated Mission and Goals in our Corporate Plan.

Council has developed its 2023/24 Operational Plan in conjunction with its Annual Budget. It has also been heavily influenced by other key strategic planning documents, such as:-

- Council's Long Term Financial Plan;
- Asset Management Plans
- Regional Plans (Queensland State Government NQ Regional Plan), NWWQROC biosecurity Plan, others)

As the Operational Plan "operationalizes" Council's medium to long-term corporate strategy, it guides Council's Management and Staff in their day to day functions. To ensure Council's workforce deliver Council's desired strategy, the Chief Executive Officer is charged with the responsibility of providing a quarterly update on the Operational Plan's implementation. Each quarterly report is displayed on Council's website, as a "score-card" on our performance.

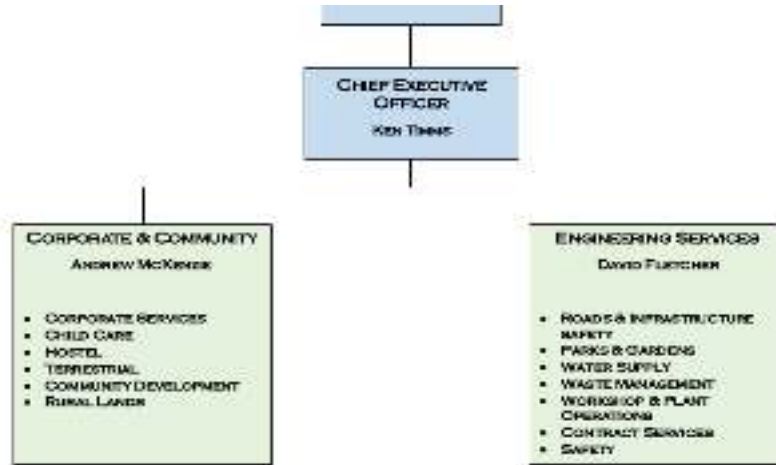
I would therefore encourage Shire ratepayers, residents and other stakeholders to take an interest in our journey toward reaching our longer-term strategic goals.

Cr Barry Hughes  
Mayor



***L-R Cr Barns, Mayor Hughes, Cr Royes, Cr Gallagher and Cr Haase***







## Corporate Aim No. 1: A Sustainable Transport Network That Meets Community Needs

### Strategic Outcome: Shire Rural Roads are all Weather, Town Streets are Bitumen with Footpaths, Kerb, Channelling and Drainage

Strategies	Officer	Actions	Comp Date	KPI	1st Quarter
An asset management strategy to support the monitoring, maintenance, replacement and enhancement of Council's road assets.	DES	Develop and implement a shire roads intervention level policy	Mar-23	Policy adopted by Council and Implemented	Pending arrival of new DES
	DES	Identify the current status of shire rural roads and town streets	Sep-23	Updated road register	Pending arrival of new DES
	DES	Implement maintenance programs on Towns Streets	Dec-23	Program implemented	Pending arrival of new DES
	DES	Implement maintenance programs on Rural Roads	Jan-24	Program implemented	Pending arrival of new DES
	DES	Implement maintenance programs on bridges, floodways, drainage etc	Feb-24	Program implemented	Pending arrival of new DES
Develop and implement a comprehensive, sustainable and funded, 10-year Capital Works Program for roads, incorporating road train access and drainage.	DCS	Funded road depreciation for asset replacement	May-24	AMP updated	Depreciation charged in line with AMP and indexed valuation
	DES	Implement capital programs on Towns Streets	Mar-24	Program implemented	Pending arrival of new DES
	DES	Implement capital programs on Rural Roads	Mar-24	Program implemented	Pending arrival of new DES
	DES	Implement capital programs on bridges, floodways, drainage etc	Mar-24	Program implemented	Pending arrival of new DES
Lobby for adequate funding to enable the repair of the shire road network affected by natural disaster.	DES	Implement reinstatement program for NDRRA	Apr-24	Works are programmed and under budget	Currently working to a schedule to finish works within the time frame
Work with regional groups and our communities to upgrade Local Roads of Regional Significance.	DES	Attend regional meetings and meet with government representatives	Monthly	Attendance to regional FNQRTG meetings	Pending arrival of new DES. Due to the urgency of next meeting, other options may be sought.

### Strategic Outcome: Transport and Main Roads is Committed to Developing a Network that is Fully Sealed to Road Train Route Standard

Strategies	Officer	Actions	Comp Date	KPI	1st Quarter
Maintain relationship with the Department of Transport and Main Roads to undertake road construction and maintenance (Road Train Routes).	DES	Implement TMR programs for RMPC & NDRRA	Feb-24	Contract TMR works on track and under budget	Current works are on track to finish withn time frame.
	DES	Attend regional meetings and meet with government representatives to lobby for increased commitment to Main Roads Network	Monthly	Attendance to FNQRTG regional meetings	Pending arrival of new DES. Due to the urgency of next meeting, other options may be sought.
	DES	Create an audit of TMR infrastructure in the Shire (list of km of Gravel, single line bitumen and narrow/ problem bridges)	Nov-23	Audit presented to Council	Pending arrival of new DES.
Continue to lobby to raise the national profile of the Georgetown to Forsayth, Kennedy, Gulf and Gregory Development Roads and Bridges and for additional funding for high priority widening and sealing.	DES	Implement TMR upgrade programs	Jun-24	TMR contracts awarded to Council and completed on time and within budget	Current works are on track to finish withn time frame.

**Strategic Outcome: There are Multiple Public Transport Options**

Strategies	Officer	Actions	Comp Date	KPI	1st Quarter
An asset management strategy to support the monitoring, maintenance, replacement and enhancement of Council's airports and airfield assets.	DES	Implement maintenance programs for airports	Mar-24	Annual maintenance program implemented	Pending arrival of new DES
	DCS	Funded airport depreciation for asset replacement	May-24	AMP updated	Depreciation charged in line with AMP and indexed valuation
	DES	Implement capital program for airports	Feb-24	Program implemented	Pending arrival of new DES
Advocate for improved airfield infrastructure and services.	DES	Attend regional meetings and meet with government representatives	Quarterly	Attendance at FNQRRTG regional meetings	Pending arrival of new DES
Advocate for improved rail and bus services	CEO	Attend regional meetings and meet with government representatives	Annually	Attendance at FNQROC & NWQROC regional meetings	CEO and Mayor attend and advocate at these meetings

**Corporate Aim No. 2: A Sustainable Environment of Natural Assets, Water, Waste Water and Waste Management**

**Strategic Outcome: Best Practice Water and Waste Water Management**

Strategies	Officer	Actions	Comp Date	KPI	1st Quarter
An asset management strategy to support the monitoring, maintenance, replacement and enhancement of Council's water and waste water assets.	DES	Implement maintenance programs for the water networks	Oct-23	Maintenance program developed and implemented	Pending arrival of new DES
	DES	Implement maintenance programs for the water treatment plants	Dec-23	Maintenance program developed and implemented	Pending arrival of new DES
	DES	Develop and implement a water and waste water intervention level policy	Mar-24	Policy developed and presented to Council	Pending arrival of new DES
Develop and implement a comprehensive, sustainable and funded, 10-year Capital Works Program to deliver good quality, reliable water and waste water supplies for all communities	DCS	Funded water depreciation for asset replacement	Dec-23	AMP updated	Depreciation charged in line with AMP and indexed valuation
	DES	Implement Capital programs for the water networks	Mar-24	Program developed and implemented	Pending arrival of new DES
	DES	Improvement of the Water Treatment Plants at Georgetown and Forsayth	Dec-22	Upgrade Forsayth WTP operations	Pending arrival of new DES
Water Reservoirs are operating and environmentally compliant	DES	Implement maintenance programs for the water reservoirs	Mar-24	Program developed and implemented	Currently Shepherd are overseeing this work.
	DES	Charleston Dam is completed and operational	Oct-23	Charleston Dam online and operational. Further that the Dam Regulator requirements are meet.	Currently Shepherd are overseeing this work.

Lobby for adequate funding to enable the repair and maintenance of shire water and waste water network affected by natural disaster or other events	CEO	Attend regional meetings and meet with government representatives	Monthly	Advocated at FNQROC & NWQROC regional meetings	CEO and Mayor attend and advocate at these meetings.
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### Strategic Outcome: Best Practice Waste Management

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>1st Quarter</u>
An asset management strategy to support the monitoring, maintenance, replacement and enhancement of Council's collection and waste management facilities throughout shire	DES	Implement waste collection and disposal programs at each town	Nov-23	Strategy presented to Council for adoption	Proposal for waste collection and disposal is being dealt with under a pilot program at Forsyth.
	DCS	Funded depreciation for asset replacement	Mar-24	AMP updated	Depreciation charged in line with AMP and indexed valuation
	DES	Implement the Regional Waste Strategy programs at each facility	Jan-24	Strategy is implemented and regular attendance at FNQWaste regional meetings.	Working with FNQROC and NWQROC on a regional waste strategy
	DCS	Effective education program and encourage recycling, reuse and reduction of community waste	Jan-24	Successful media campaign held	Planned for Q4 2023 during EHO visit

### Strategic Outcome: Best Practice Natural Environment and Pest Management

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>1st Quarter</u>
Develop Council's Biosecurity Plan in consultation with landowners and other stakeholders to reduce the impact of existing and emerging pests.	DCS	Implement works program for biosecurity	Dec-23	Plan adopted by Council	In discussions with SGNRM
In partnership with the community and external agencies, promote and support best practice management of the natural environment.	CEO	Attend regional meetings and meet with government representatives	Monthly	Advocated at FNQROC & NWQROC regional meetings	CEO and Mayor attend and advocate at these meetings.
Minimise the potential of disease outbreaks through implementation of an integrated mosquito management program.	DCS	Implement program as required	Jan-24	Program developed and adopted by Council	Planned for Q4 2023 during EHO visit

### Strategic Outcome: An Energy Efficient Shire

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>1st Quarter</u>
Support of renewable energy, carbon reduction programs and Council's carbon footprint	CEO	Identify the current status of Council's renewable energy portfolio	Jan-24	Council Status recognised	Current status has been recorded and set as a benchmark
	DES	Attend regional meetings and meet with government and industry representatives	Half Yearly	Attendance at FNQROC Climate Resilience Waste regional meetings	CEO attends and advocates at these meetings.

### Strategic Outcome: Industry has Sustainable Environmental Practices

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>1st Quarter</u>
Companies and industries are environmentally compliant	CEO	Attend regional meetings and meet with government and industry representatives	Bi-Monthly	Advocated at regional meetings	CEO attends and advocates at these meetings.

### Corporate Aim No. 3: A Diversified Economic Development Ensures a Prosperous Shire

#### Strategic Outcome: A Variety of Land and Housing Options for the Community

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>1st Quarter</u>
Maintain a compliant planning scheme that supports the future development of our shire	DCS	Implement the planning scheme	Monthly	Planning applications processed	Applications and enquiries are processed on receipt.
	DCS	Review and update planning scheme	May-24	Plan review and presented to Council	Not commenced
Review and update the asset management strategy to support the monitoring, maintenance, replacement and enhancement of Council's housing stock	DCS	Implement maintenance program for Council housing	Mar-24	Maintenance program implemented	Houses inspected. Maintenance program under development addressing need.
	DCS	Funded depreciation for asset replacement	Apr-24	AMP updated	Depreciation charged in line with AMP and indexed valuation
Advocating for the release of State Land for future development across the shire	CEO	Promote residential, rural residential and industrial subdivisions throughout shire as land become available and demand increases.	Monthly	Successful media campaign held	Pending land availability.

#### Strategic Outcome: A Diversified Economic Base: Rural, Tourism, Mining and Support Services

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>1st Quarter</u>
Facilitate the development and marketing of a distinctive regional image.	CEO	Review and update shire marketing image	Feb-24	Strategy developed and adopted by Council	Attend to same on a "as needs" process
Support community development to expand and meet the growing needs of the region through infrastructure, income diversification and advocacy	CEO	Develop and implement a Tourism Plan by consulting with all relevant stakeholders	Feb-24	Plan developed and adopted by Council	Plan adopted and seeking funding for same.
	CEO	Area Promotion	Monthly	Successful Media Campaign Held	Attend to same on a "as needs" process
	CEO	Review the TerrEstrial VIC Business Plan, with a view to identify latent opportunities and extending the tourist experience to include interactive activities.	Apr-24	Business case developed and adopted by Council	Not commenced

Support skills development (youth, business, industry)	DCS	Develop and implement a community skills development program	Dec-23	Program implemented	Options under development for Council's review
	DCS	Review procurement policy and monitor the outcomes	Half Yearly	Outcome report presented to Council for consideration	Policy adopted by Council in July
Advocate for the development of the Etheridge Agriculture Precinct and associated agricultural industries	CEO	Attend regional meetings and meet with government and industry representatives	Monthly	Attendance at FNROQ & NWQROC regional meetings	CEO and Mayor attend and advocate at these meetings.

#### Corporate Aim No. 4: Quality Social Infrastructure Makes the Shire a Desirable Place to Live

##### Strategic Outcome: An Active Community with a Variety of Recreational Activities

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>1st Quarter</u>
Review and update the comprehensive asset management strategy to support the monitoring, maintenance, replacement and enhancement of Council's parks, garden and recreational facilities	DES	Develop and implement a comprehensive, sustainable and funded, 10-year Capital Works Program for parks, garden and recreational facilities	Apr-24	Program developed and implemented	Pending arrival of new DES.
	DCS	Maintain the public conveniences	Monthly	Facilities meet expectations	Public conveniences are maintained
	DCS	Maintain the Shire's Cemeteries.	Monthly	Facilities meet expectations	Cemeteries are maintained
	DCS	Maintain Swimming Pool as a safe and attractive venue.	Monthly	Facilities meet expectations	Pool is maintained
Establishment suitable recreational activities/facilities at water reservoirs	CEO	Construct recreation facilities at Charleston Dam to encourage activity based tourism.	Apr-24	Project complete	Project dependent on available funds
	CEO	Continue our partnership with Department to further enhance the visitor experience on the Copperfield Dam, including construction of recreation facilities to encourage activity based tourism.	Monthly	Attendance at FNROC & NWQROC regional meetings	CEO and Mayor attend and advocate at these meetings.
Enhance and improve the aesthetics of each town.	DES	Review and implement Georgetown beautification plan	Mar-24	Project approved and underway	Not yet commenced
	DES	Review beautification plans for Einasleigh, Forsyth and Mt Surprise	May-24	Plan presented to Council for consideration	Not yet commenced

Advocate for funding for additional sport and recreation infrastructure.	CEO	Review Council's sport and recreation long term plan	Apr-24	Status of current plan considered and reviewed	Consideration on enlisting Griffith to assist in developing a plan.
	CEO	Attend regional meetings and meet with government and industry representatives	Monthly	Attendance at FNROC & NWQROC regional meetings	CEO and Mayor attend and advocate at these meetings.

**Strategic Outcome: An Invigorated Community with a Variety of Multi-Aged Services**

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>1st Quarter</u>
Review and update the comprehensive asset management strategy to support the monitoring, maintenance, replacement and enhancement of Council's Health, Aged Care, Child Care facilities	DCS	Develop and implement a comprehensive, sustainable and funded, 10-year Capital Works Program for Social facilities	May-24	Program developed and implemented	Under development
	CEO	Advocate to State and Federal Governments, supporting residents to address social inequity, disadvantage, livelihoods and general well-being.	Monthly	Attendance at FNQROC & NWQROC regional meetings	CEO and Mayor attend and advocate at these meetings.
	CEO	Partner with state government agencies to improve social conditions and liveability.	Monthly	Attendance at FNQROC & NWQROC regional meetings	CEO and Mayor attend and advocate at these meetings.
Ensure that services to the community for child care, youth hostel and aged care are provided.	DCS	Review and implement strategies for an efficient use of the 'Georgetown Hostel'	Mar-24	Current strategy review and updated	Management Contract to be reviewed in Q4 2023 for Q1 2024
	DCS	Review and implement strategies for an efficient operation of the childcare business, including after school care	Mar-24	Current strategy review and updated	Not commenced
	DCS	Review and implement strategies for youth programs for leadership, recreation, entertainment and healthy socialization	Feb-24	Current strategy review and updated	Options under development for Council's review
	DCS	Review and implement strategies for an efficient operation of programs for seniors	Jan-24	Current strategy review and updated	Options under development for Council's review
Construct care facilities to retain citizens in the community.	DCS	Develop plans to build aged care facilities.	Nov-23	Plan presented to Council for consideration	Designs completed. Grant / loan application under development.
	DCS	Develop plans to build special care facilities.	Jun-24	Overall strategy developed for Consideration	Aged Care Advisory Committee continues to meet to review community's needs and service levels
Advocate and facilitate the provision and improvement of central and remote health services.	CEO	Meet with government lobbying for health concerns, including a doctor to the region, aged care and respite and palliative care support.	Monthly	Attendance to regional meetings	CEO and Mayor attend and advocate at these meetings.
Advocate and facilitate for improvements in educational services to be provided within the shire	CEO	Attend Schools and meet with representatives of the school and P&Cs	Half yearly	Attendance to meetings	Not yet commenced
Advocate for sufficient policing and emergency service facilities	CEO	Meet with government representatives	Quarterly	Attendance to DDMG meetings	CEO and Mayor regularly attend these meetings.

**Strategic Outcome: A Culturally Aware Community**

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>1st Quarter</u>
Review and update the comprehensive asset management strategy to support the monitoring, maintenance, replacement and enhancement of Council's social infrastructure	DCS	Develop and implement a comprehensive, sustainable and funded, 10-year Capital Works Program for Social Infrastructure	Jun-24	Program developed and implented	Not commenced
Provide libraries, as learning and information centres	DCS	Review and implement strategies for library service	Jan-24	Strategy is reviewd and implemented	Library operations under review
Engage with and support local arts and cultural groups.	DCS	Review and implement strategies for engaging with arts and cultural groups	Nov-23	Strategy is reviewd and implemented	RADF program continues. Art & Culture Development Plan under development
Build and strengthen the Shire's identity through the support and provision of a variety of events and branding our corporate image.	DCS	Support volunteers, community groups and events	Sep-23	Community assistance policy is reviewed and implemented	Community assistance provided per Council's Policies and funding decisions. CDEO continues to support community organisations
Encourage local historians to preserve and promote local history and heritage.	DCS	Support important social milestones on appropriate anniversary dates.	Dec-23	Community calendar of events is developed and supported	Community assistance provided per Council's Policies and funding decisions. CDEO continues to support community organisations

**Strategic Outcome: A Variety of Modern Communication Mechanisms Available for the Whole Shire**

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>1st Quarter</u>
Improve co-operation and communication with relevant stakeholders and all levels of government in the strategic planning of future community infrastructure.	DCS	Develop and maintain a current advocacy plan for the provision of telecommunication services, telemetry and media.	Jan-24	Plan is developed and Implemented	Advocacy network in place. Plan under consideration / development
Review and update the comprehensive asset management strategy to support the maintenance, replacement and enhancement of Council's communication assets.	DCS	Maintain radio re-transmission services for Mt Surprise, Forsayth and Einasleigh.	Monthly	Services are operational	Full services have been restored / maintained after equipment fault(s)
	DCS	Assist a commercial entity to introduce local radio services.	Jun-24	Options are considered and implemented	Preferred entity must establish contact by October 31st or Council's offer lapses.

## Corporate Aim No. 5: Best Practice Corporate Governance and Organisational Excellence

### Strategic Outcome: Council Provides Community Leadership Through Financial Sustainability and an Open and Accountable Governance

Strategies	Officer	Actions	Comp Date	KPI	1st Quarter
Councillors take a leadership role in the community, serve as a role model and provide strategic direction for the continued growth and development of the region.	CEO	Review and implement Council's strategic plans	Monthly	Delegations from the monthly Council meetings	
	CEO	Attend local and regional meetings with community, government and industry representatives	Monthly	Opportunities to attend regional meeting is given	
Pursue and nurture an environment of honesty and integrity in which elected members, managers and staff work together in a spirit of trust and teamwork.	CEO	Adopt appropriate governance structures and make appropriate delegations.	Apr-24	Organisational structure is reviewed	
	CEO	Ensure the administration of the region is governed through open and transparent decision-making and reporting processes.	Mar-24	Meetings and legislative requirements are met	
	DCS	Develop and implement a comprehensive, sustainable and funded, 10-year Capital Works Program for Corporate Assets	May-24	AMP is updated	Under development
	DCS	Maintain compliance with legislation, local laws, policies	Monthly	Local Laws, policies and procedures are reviewed on a regular basis for compliance	Review is ongoing
Actively participate in the membership of regional development and other organisations in order to achieve mutual regional priorities.	CEO	Actively participate in the regional organisations and statutory supported planning instruments	Monthly	Attendance to regional meetings	
	CEO	Build the Council's data analytic capability.	Apr-24	Statistical data is collected	

### Strategic Outcome: Effective Communication Between Council and the Community Across the Community

Strategies	Officer	Actions	Comp Date	KPI	1st Quarter
Using appropriate media, promote civil and respectful discussion and participation in relevant issues.	CEO	Branding of Shire	Monthly	Media channels are used to promote Council operations	
Disseminate accurate and relevant information within the organization, the community and other relevant audiences.	CEO	Review of Council communication mechanisms	Oct-23	Current communication processes are reviewed and report to Council for consideration	
Review the current practice of holding consultation meetings throughout the Shire and distribution of newsletter 'Inform' to maximise effective community engagement.	CEO	Council will embrace exceptional customer service, valuing staff and promoting ethical standards of practice, supported by clear policies and strategies;	Monthly	Item is raised at every Council meeting to ensure compliance	



**Strategic Outcome: Council Operations Support Quality Service Provision and Good Governance**

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	
Ensure the transparency of Council's financial operations and performance and promote awareness within the community of Council's financial management and other strategies.	DCS	Review and implement strategies for an efficient operation of Council administration and finances sections	Nov-23	Number of issues raised	Ongoing
	DCS	Review and implement strategies for an efficient operation of Council's internet and internal technology capabilities.	Dec-23	capabilities of the system is reviewed and reported to Council	InfoXpert training planned for Q4 2023
	DCS	Review and implement a fair and equitable rating system	Feb-24	Review is undertaken and outcomes are reported to Council for their consideration	Mead Perry engaged to undertake Rate Modelling in Q1 2024
Pursue opportunities for external income sources to enhance financial capacity beyond traditional methods	CEO	Review Council's strategies / operations to reduce coss to Council	Monthly	Report to Council on options of gaining additional revenue sources	Every option is taken and same reported via the CEO Breifing Report
Ensure the efficiency of procurement and stores activity.	DCS	Review and implement strategies for an efficient operation of the procurement and stores sections	Oct-23	Undertake a review of processes and if required implement an improvements	Significant overhaul of Stores operations in Q2 & Q3 2023. Ongoing review and refinement over balance of financial year
Ensure the efficiency of depot and engineering administration	CEO	Review and implement strategies for an efficient operation of Councils depot and engineering sections	Nov-23	Review current practices and report back to Council on possible improvements	Every option is taken and same reported via the CEO Breifing Report
	DES	Effective works program to better utilize alignments between all funding.	Dec-23	Program to be reported back to Council for consideration	Not yet commenced
Maintain a profitable fleet business and manage contractor hire arrangements.	DES	Review and implement strategies for an efficient operation of Council's Plant Fleet	Oct-23	AMP for Council plant and machinery is reviewed and implemented	Not yet commenced
	DES	Review and implement strategies for efficient use of contractors.	Sep-23	Report is presented to Council for consideration	Not yet commenced
	DES	Develop a Plant Replacement and upgrade schedule and maintain the operational capacity of plant.	Sep-23	An annual plant for plant replacement is presented to Council, including a 10 year replacement Program	Undertaken as part of the Annual Budget

**Strategic Outcome: Desirable Staffing Balance that Reflects Council and Community Expectations**

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>1st Quarter</u>
Develop, review and implement a staffing strategy to the efficiency of Council operations	CEO	Review and implement strategies to increase the capacity of Council	Oct-23	As apart of the organisational review.	Not yet commenced

Provide accountable, professional, responsible, timely and accessible services to external and internal customers that reflect the values of the organization.	DCS	Review and implement strategies to for customer services	Dec-23	The current process for customer requests and complaints is review and any outcome is presented to Council for consideration	InfoXpert training planned for Q4 2023
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**Strategic Outcome: Council is Effective in Attracting and Retaining Qualified, Experienced and Committed Staff**

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>1st Quarter</u>
Ensure Councillors and staff are provided with relevant learning and personal development opportunities to achieve stated strategic priorities and corporate objectives.	CEO	Promote a drug free environment.	Monthly	Outcomes from testing is considered	Regular testing is being undertaken
	CEO	Review and implement strategies for an efficient training and development programs	Monthly	A training needs analysis is developed	Not yet commenced
Implement effective HRM strategy throughout the organisation.	CEO	Review HRM practice for Council.	Dec-23	An annual review is undertaken of current practices	Not yet commenced
Develop and implement organisation well-being programs.	CEO	Well-being program is part of a HRM review.	Dec-23	An annual review is undertaken of current practices	Not yet commenced
Develop and implement proactive WHS and enterprise risk strategies to reduce threats to the Council and the community.	CEO	Promote and support a safe and healthy work environment in which the importance of family and work/life balance is recognised.	Feb-24	Annual review is favourable and incidents are minimised	Safety System is currently under review

**Strategic Outcome: Council if Effective in Planning, Preparing and Responding to Natural Disasters**

<u>Strategies</u>	<u>Officer</u>	<u>Actions</u>	<u>Comp Date</u>	<u>KPI</u>	<u>1st Quarter</u>
Ensure a preparedness to respond to natural disasters and other emergencies and engage in planning activities aimed at minimising the impact of such disasters on the community.	CEO	Advocate for improved weather information infrastructure in the region (stream gauge stations, rainfall gauge stations and radar).	Nov-23	Suitable weather forecasting is place.	Seeking additional river gauges for the Etheridge River.
Maintain a compliant, resourced disaster management plan	CEO	Review and update disaster management plan	Sep-23	Get ready is successful	Planning underway.