

ANNUAL OPERATIONAL PLAN

2024-25

Committed to open and transparent decision making

Version: 1.0

Version Control

date	comment	version
January 2024	Draft - initial	D1

Adoption by Council

Draft Plan adopted at the Special Budget Meeting of Council on 10 July 2024.

Copies of the Annual Operational Plan

Copies of Council's Annual Operational Plan, Corporate Plan and the Annual Reports are available free of charge electronically on Council's website at www.southburnett.qld.gov.au or can be viewed at any Council Library or Customer Service Centre.

Contact Us

All written communications to be addressed to:

The Chief Executive Officer

PO Box 336 Kingaroy Q 4610

P 1300 789 279

E info@sbrc.qld.gov.au

W www.southburnett.qld.gov.au

F www.southburnettregion

T @SouthBurnettRC

ABN 89 972 463 351

Acknowledgement

We acknowledge and respect the Wakka Wakka and Auburn Hawkwood people, the traditional owners of this land that we live, work and play and respect their cultures, their ancestors and their elders past, present and future generations.

Introduction

The South Burnett Regional Council (Council) 2024-25 Annual Operational Plan is required to be developed in accordance with the *Local Government Regulation 2012* and focuses on the actions that Council staff are expected to take throughout the 12-month period in order to implement the longer-term goals detailed in the South Burnett Regional Council Corporate Plan 2021-26.

In accordance with the provisions of *Section 175* of the *Local Government Regulation 2012*, an Annual Operational Plan must:

- (a) be consistent with the annual budget; and
- (b) state how the local government will –
 - (i) progress the implementation of the 5-year corporate plan during the period of the annual operational plan; and
 - (ii) manage operational risks; and
- (c) include an annual performance plan for each commercial business unit of the local government.

In accordance with *Section 174(3)* of the *Local Government Regulation 2012*, Council will assess its progress towards implementing its Annual Operational Plan on a quarterly basis. The long-term strategies within Council's Corporate Plan 2021-26 are allocated to Departments to progress. Therefore, the Annual Operational Plan has displayed the operational Initiatives and operational services according to Departmental responsibility, to provide clarity and accountability, as well as provide operational focus for the Departments within Council.

All day-to-day core business activities and services are not necessarily listed in the Annual Operational Plan; instead the Annual Operational Plan focuses on initiatives and services that will be required in the current financial year to achieve Council's long term corporate objectives.

The Corporate Plan 2021-26 provides a blueprint for the future of our communities and establishes priorities and outlines strategies which best reflect the needs of our community for today and into the future. Council's Chief Executive Officer is responsible for preparing quarterly reports to the Council on the progress of the implementation of the Annual Operational Plan. These reports ensure that Council's elected members and staff are accountable for the progress made in meeting Council's annual operational plan goals. This plan is linked to South Burnett Regional Council's 2024-25 budget and reliant upon Council's available human resources.

Executive Services

Annual Operational Plan

2024/25

Mission:	To effectively plan, manage and deliver Council services and regulatory responsibilities to and on behalf of the organisation
Officer Responsible:	Chief Executive Officer
Responsibilities:	Executive Services, Strategic Planning, Media / Communications, Human Resource Management, Workplace Health and Safety, Advocacy, Economic / Regional Development, Olympics and Paralympic Games and oversight of organisational operational matters

Core Activities					
Ref	Activity	Branch	Corp Plan	Budget	Target
OPE/01	Strengthen, maintain, and actively contribute to Local Government organisations/associations advocating Council's strategic and operational position on key issues	Office of the CEO	OR12; GR16	BU1001	
OPE/02	Develop, coordinate, and publish Council's Annual Report on organisational activities and compliance with legislation	Office of the CEO	OR1	BU1001	
OPE/03	Proactive, strategic delivery of media and communications	Office of the CEO	OR10	BU1001	
OPE/04	Implementation of Council's adopted policies	Office of the CEO	OR10; GR1	BU1001	
OPE/05	Provide administrative support services to the Elected Members to meet Council's strategic outcomes	Office of the CEO	OR12	BU1001	
OPE/06	Continued support for Annual Australia Day Awards and community events	Office of the CEO	EC16	BU1001	
OPE/07	Ongoing implementation of Council's People and Culture Workforce Plan (including Workplace Health and Safety) to guide the engagement, development, management, and performance of Council's human resources through activities such as the annual employee engagement survey	People & Culture	OR11; OR9; GR15	BU1003	
OPE/08	Continued improvement, implementation, and review of Council's Workplace Health Safety ('WHS') System in conjunction with the People and Culture Workforce Plan	People & Culture	OR16	BU1003	

Projects/New Activities							
Ref	Activity	Branch	Corp Plan	Start	Finish	Budget	Target
OPE/09	Advocate for specialist and community health services to maintain current services at a minimum.	Office of the CEO	IN13	1 July 2022	ongoing	BU1001	
OPE/10	Advocate for digital literacy and inclusion opportunities and regional benefits.	Office of the CEO	GR6; GR8	1 July 2023	30 June 2025	BU1001	
OPE/11	Develop an advocacy plan to promote Council priorities to State and Federal government's including 2032 Olympic and Paralympic Games Legacy infrastructure	Office of the CEO	GR2	1 October 2022	30 June 2025	BU1001	
OPE/12	Continued advocacy at State and Australian Government for funding for water projects identified in the 25-year economic roadmap.	Office of the CEO	GR12; GR13	1 July 2022	30 June 2025	BU1001	
OPE/13	Engage key stakeholders conducting advocacy activities to build regional economic diversification in energy transformation, encouraging responsible investment in renewable energy and engagement in energy policy and advocacy for transition of economies impacted by State and Australian Government policies / Engagement with the State Government Jobs and Energy Plan in particular the Regional Economic Futures Fund.	Office of the CEO	OR5	1 July 2022	ongoing	BU1001 BU1004	
OPE/14	Consult with South Burnett Communities for their specific town and village community plans / key priority lists for adoption	Office of the CEO	EC9	1 July 2022	30 June 2025	BU1001	

Projects/New Activities							
Ref	Activity	Branch	Corp Plan	Start	Finish	Budget	Target
OPE/15	Establish, support, and develop an Advisory Committee to pursue a Regional University Precinct with purpose to establish a business case and shovel ready project for development	Office of the CEO	GR9	1 July 2022	30 June 2025	Subject to Funding	
OPE/16	Continue development of the Organisational Service Level Catalogue	Office of the CEO	OR11	1 July 2022	30 June 2025	BU1001	
OPE/17	Engage key stakeholders and advocacy activities to develop and implement energy efficient initiatives to reduce Council's energy / carbon footprint	Office of the CEO	EN2	1 July 2022	30 June 2025	BU1018	
OPE/18	Continue to develop and engage an employee value proposition linking to Council's People and Culture Workforce Plan for positive recruitment and retention outcomes	People & Culture	OR11	June 2021	Ongoing	BU1003	
OPE/19	Continued upskilling of staff to develop identified career path progression. Upskilling staff – using training budget	People & Culture	OR11	1 July 2024	Ongoing	BU1003	
OPE/20	Consider Burnett Inland Economic Development Organisation (BIEDO) as Council's lead organisation for economic development for the region and coordinate with local Chambers of Commerce to work together for regional economic development.	Office of the CEO	GR1	1 July 2024	30 June 2025	BU1004	

Finance & Corporate Annual Operational Plan 2024/25

Mission:	To provide excellent financial, corporate services and Information technology services/advice to enable our organisation to achieve its goals
Officer Responsible:	General Manager Finance & Corporate
Responsibilities:	Department Management, Corporate Services, Insurance, Governance, Customer Service, Property & Rating, Procurement & Stores, Financial Planning & Sustainability, Asset Management, Plant & Fleet Management, ICT & Business Systems

Core Activities					
Ref	Activity	Branch	Corp Plan	Budget	Target
OPFC/01	Maintain Council's call centre and customer service delivery across the customer service centres of Blackbutt, Nanango, Kingaroy, Wondai, Murgon, Proston.	Corporate, Governance & Strategy	EC5	BU1159	
OPFC/02	Manage the periodical review and progress update of Council's 2024/25 Annual Operational Plan.	Corporate, Governance & Strategy	OR1	BU1159	
OPFC/03	Manage the development of Council's 2025/26 Annual Operational Plan aligned to Council's budget development process.	Corporate, Governance & Strategy	OR1	BU1159	
OPFC/04	Manage the provision of delegations, sub-delegations and Local Government Worker / Authorised Persons governance processes.	Corporate, Governance & Strategy	OR2	BU1159	
OPFC/05	Process Right to Information / Information Privacy applications in accordance with legislative requirements and provide awareness training to the organisation.	Corporate, Governance & Strategy	OR2	BU1159	
OPFC/06	Deliver the Council Policy Governance Framework aligned to strategic planning and relevant legislation incorporating Council's policies, procedures, forms and factsheets.	Corporate, Governance & Strategy	OR2	BU1159	
OPFC/07	Capture and correctly manage Council's corporate documents using recordkeeping good practice and promoting such to the organisation.	Corporate, Governance & Strategy	OR2	BU1159	
OPFC/08	Manage and maintain the legal proceedings/legal advice and corporate registers and maintaining the budget for engagement of legal services.	Corporate, Governance & Strategy	OR2	BU1159	

Core Activities					
Ref	Activity	Branch	Corp Plan	Budget	Target
OPFC/09	Promote a high standard of corporate responsibility, transparency and accountability in decision making at all levels of the organisation in the best interest of Council and the community aligning to legislation and Council policy.	Corporate, Governance & Strategy	OR2	BU1159	
OPFC/10	With the support of Council's departments, implement Council's Customer Service Charter.	Corporate, Governance & Strategy	OR8	BU1159	
OPFC/11	Manage Council's Insurance policies and claims.	Corporate, Governance & Strategy	OR13	BU1159	
OPFC/12	Deliver sound corporate risk management and internal audit functions aligning to Council policy.	Corporate, Governance & Strategy	OR15	BU1159	
OPFC/13	Provide information in monthly meeting reports surrounding the financial sustainability ratios which are mandated under the <i>Local Government Regulation 2012</i> in the financial management (sustainability) guidelines.	Finance & Sustainability	OR5	BU1011	
OPFC/14	Encouragement and development of the local Market Place by establishing a healthy register of what the local Market Place can provide to Council by way of goods or services committing a target to local spend	Finance & Sustainability	GR11	BU1012	
OPFC/15	Development of annual budget, compliance with budget limits, quarterly budget revisions, monthly reporting of budget variations to Council in monthly financial report.	Finance & Sustainability	OR5	BU1011	
OPFC/16	Maintain and monitor 10-year long term financial plans reporting to Council through monthly financial reports.	Finance & Sustainability	OR5	BU1011	
OPFC/17	Debt Recovery - Continue to follow up on outstanding debt to not place an unfair burden onto rate payers who meet their obligations in full.	Finance & Sustainability	OR5	BU1011	

Core Activities					
Ref	Activity	Branch	Corp Plan	Budget	Target
OPFC/18	Develop and map strategies to bring Council budget into surplus within long term forecast.	Finance & Sustainability	OR5	BU1011	
OPFC/19	Zero-based budgeting.	Finance & Sustainability	OR7	BU1011	
OPFC/20	Deliver an unqualified Audit.	Finance & Sustainability	OR5	BU1011	
OPFC/21	Annual Financial Statements developed and delivered in both accordance and compliance with relevant Accounting Standards and Legislation.	Finance & Sustainability	OR5	BU1011	
OPFC/22	Strategically upgrade and improve Council information technology systems and hardware.	ICT & Fleet	OR3,	BU1017	
OPFC/23	Data Security Review including, Cyber Security. Ensure the provision of appropriate security systems (including cyber security) to protect Council's data and information.	ICT & Fleet	OR15	BU1017	
OPFC/24	Develop and manage Business Systems and Projects (Project T2 and sub-projects).	ICT & Fleet	OR13	BU1160	
OPFC/25	Use and operation of Council's workshops.	ICT & Fleet	OR13	BU1016	
OPFC/26	Effectively manage and maintain Council's Plant and Fleet (Operational & Capital) including fully expended capital budget	ICT & Fleet	OR13	BU1016	
OPFC/27	Lead and administer the Local Disaster Recovery for the South Burnett	Finance & Corporate	EC15	BU1048	

Projects/New Activities							
Ref	Activity	Branch	Corp Plan	Start	Finish	Budget	Target
OPFC/28	Delivery of the facility booking project in collaboration with internal stakeholders.	Corporate, Governance & Strategy	OR9	1 July 2024	30 June 2025	BU1159	
OPFC/29	Comprehensive review of Customer Service resourcing and customer service delivery including review of all functionalities including library interaction, opening hours, afterhours service and telephony options	Corporate, Governance & Strategy	OR9	1 July 2024	30 June 2025	BU1159	
OPFC/30	Maintain current governance framework and processes of Internal Audit Committee and function	Corporate, Governance & Strategy	OR15	1 July 2024	30 June 2025	BU1159	
OPFC/31	Provide governance support to identified strategic projects within Council	Corporate, Governance & Strategy	OR2	1 July 2024	30 June 2025	BU1159	
OPFC/32	Review of Council's insurance framework including investigation into to self-insurance and a comprehensive review of the insurance values.	Corporate Governance & Strategy	OR15	1 July 2024	30 June 2025	BU1159	
OPFC/33	Perform a review of internal dividends to determine best practice for calculation of budgeted dividends.	Finance & Sustainability	OR5	1 July 2024	31 Dec 2024	BU1011	

Projects/New Activities							
Ref	Activity	Branch	Corp Plan	Start	Finish	Budget	Target
OPFC/34	Investigate options to decrease operational postage costs such as increasing customer on-line activities including implementing a promotional marketing campaign and incentivising emailing rates notices.	Corporate Governance and Strategy	OR13	1 July 2024	Ongoing	BU1017	
OPFC/35	Investigate bulk insurance options for community groups.	Corporate Governance and Strategy	EC6	1 July 2024	30 June 2025	BU1159	
OPFC/36	Increased automation and staff training with TechOne to enable superior reporting in the rates department.	Finance & Sustainability	OR13	1 July 2024	30 June 2025	BU1011	
OPFC/37	Implementation of Phase I of Centralised Procurement including investigation into transition to CiAnywhere's Procure to Pay.	Finance & Sustainability	OR13	1 July 2024	1 July 2025	BU1012	
OPFC/38	Continue with the staged implementation of the Council endorsed rating strategy.	Finance & Sustainability	OR14	1 July 2024	Ongoing	BU1011	
OPFC/39	Communication strategy regarding financial performance on a quarterly basis.	Finance & Sustainability	OR5	1 July 2024	1 July 2025	BU1011	
OPFC/40	Review fleet utilisation to ensure fleet asset retention is cost efficient and meets Council service levels.	ICT & Fleet	OR5 OR13	1 July 2024	30 June 2025	BU1016	

Projects/New Activities							
Ref	Activity	Branch	Corp Plan	Start	Finish	Budget	Target
OPFC/41	Continue the T2 digital transformation project initiatives to further enhance operational activity.	ICT & Fleet	OR13	1 July 2022	Ongoing	BU1160	
OPFC/42	Reporting on strategic fleet operations through the use of council's telematics system to assist in identifying efficiencies.	ICT & Fleet	OR5 OR13	1 July 2024	30 June 2025	BU1020 BU1016	
OPFC/43	Further enhance Customer Access to Council's online services (i.e. self-service portal).	ICT & Fleet	OR13	1 July 2024	30 June 2025	BU1160	
OPFC/44	Realise business improvements through the use of Council's Microsoft Office 365 Systems Software.	ICT & Fleet	OR13	1 July 2024	Ongoing	BU1017	
OPFC/45	Reporting on strategic upgrades and improved Council information technology systems and hardware.	ICT & Fleet	OR13	1 July 2024	Ongoing	BU1017	
OPFC/46	Full review on expenses relating to printing and photocopying to identify operational efficiencies.	ICT & Fleet	OR13	1 July 2024	Ongoing	BU1017	

Infrastructure Annual Operational Plan 2024/25

Mission:	The provision of quality services and infrastructure that is planned, provided and managed on sound asset management principles and adopted levels of service.
Officer Responsible:	General Manager Infrastructure
Responsibilities:	Department Management, Infrastructure Planning, Roads & Drainage, Water & Wastewater, Disaster Management

Core Activities					
Ref	Activity	Branch	Corp Plan	Budget	Target
OPI/01	Continued maintenance management of transport assets with prioritised maintenance program incorporating timely defect inspection and management of defect backlog.	Infrastructure Works	EC2; OR3	BU1110	
OPI/02	Provide funding and facilitate the ongoing development of the local SES groups within the region.	Infrastructure Planning	EC6	BU1048	
OPI/03	Lead and administer the Local Disaster Management Group for the South Burnett.	Infrastructure Planning	EC15	BU1048	
OPI/04	Review current Asset Management Plans for all asset classes.	Infrastructure Planning	OR3	BU1107	
OPI/05	Operate water and wastewater infrastructure in accordance with approved operations manuals, customer service standards and public health requirements and statutory timeframes for reporting.	Water & Wastewater	IN7	BU1115 BU1127	
OPI/06	Implementation of a Trade Waste Management Plan and Audit Program.	Water & Wastewater	IN7	BU1115 BU1127	
OPI/07	Update/prioritise 10-year works program for the replacement, upgrade and construction of new and existing water and wastewater assets with allocation of funding to develop, plan & design (10-year works program completed in accordance with asset management strategy).	Water & Wastewater	GR3	BU1115 BU1127	

Projects/New Activities							
Ref	Activity	Branch	Corp Plan	Start	Finish	Budget	Target
OPI/08	Review of road policies, including consolidation where appropriate.	Infrastructure Works	IN1	1 July 2023	30 June 2025	BU1110 BU1107	
OPI/09	Review ongoing resources for all road-side slashing.	Infrastructure Works	IN3	1 July 2024	30 June 2025	BU1110	
OPI/10	Investigate regulatory conditions and requirements for reopening Council-controlled quarries.	Infrastructure Works	IN1	1 July 2024	30 June 2025	BU1110	
OPI/11	Investigate options to increase seal and unseal maintenance service and funding.	Infrastructure Works	IN1	1 July 2024	30 June 2025	BU1110	
OPI/12	Review of depot resources and allocation of equipment including the costs associated with additional crews, machinery and equipment.	Infrastructure Works	IN1	1 July 2024	30 June 2025	BU1110	
OPI/13	Develop a multi-year drainage design and investigation program.	Infrastructure Planning	IN1	1 July 2024	30 June 2025	BU1107	
OPI/14	Development of a multi-year works program for renewal and upgrades of transport assets.	Infrastructure Planning	IN1	1 July 2024	30 June 2025	BU1107	

Projects/New Activities							
Ref	Activity	Branch	Corp Plan	Start	Finish	Budget	Target
OPI/15	Council, in consultation with DTMR, to develop and present options about heavy vehicle routes around Kingaroy CBD and Nanango, for discussion with stakeholders.	Infrastructure Planning	EC3	1 July 2022	30 June 2025	BU1107	
OPI/16	Review of median strip maintenance and upgrades to reduce operational costs and improve aesthetics.	Infrastructure Planning	IN5	1 July 2024	30 June 2025	BU1107	
OPI/17	Advocate for, and seek funding to support, improvements to urban water security, water infrastructure and Gordonbrook spillway.	Water & Wastewater	GR13 IN7	1 July 2023	Ongoing	BU1118	
OPI/18	Advocate and seek funding to support improvements to urban underground trunk infrastructure.	Water & Wastewater	IN7	1 July 2024	30 June 2025	BU1115 BU1127	
OPI/19	Investigate the installation of a common effluent disposal (CED) system for Hivesville.	Water & Wastewater	EC9	1 July 2024	30 June 2025	BU1133	
OPI/20	Review of declared water areas across the region to identify emergent needs for allocation, capacity.	Water & Wastewater	IN7	1 July 2024	30 June 2025	BU1115	

Liveability

Annual Operational Plan 2024/25

Mission:	To enhance the liveability of the South Burnett region via the provision of community services & facilities; sustainable environmental practices; appropriate planning & regulatory controls and initiatives that enhance community wellbeing and lifestyle
Officer Responsible:	General Manager Liveability
Responsibilities:	Department Management, Environment & Waste, Natural Resource Management, Planning & Land Management, Community Development, Libraries, Property & Facilities, Parks & Gardens

Core Activities					
Ref	Activity	Branch	Corp Plan	Budget	Target
OPL/01	Support community development and wellbeing through delivery of Council's Community Grants program, and in-kind assistance.	Community & Lifestyle	EC16	BU1136	
OPL/02	Enable free and equitable access to library facilities, services and programs for all members of the community to support the learning, recreation and social needs of the community in accordance with the State Library of Queensland's Service Level Agreement.	Community & Lifestyle	EC5	BU1069-1076	
OPL/03	Promotion and operation of Council owned heritage, arts, visitor information centres and tourism assets including Council's tourist facilities at Boondooma and Bjelke-Petersen Dams.	Community & Lifestyle	GR5; GR7	BU1004 BU1008 BU1009 BU1057 BU1058	
OPL/05	Maintain and improve Council's cemeteries to meet community standards.	Community & Lifestyle	IN14	BU1104	
OPL/06	Maintain and improve Council's Saleyards to meet community and safety standards and continue the functions of the Coolabunia Saleyards Advisory Committee.	Community & Lifestyle	IN11	BU1007	
OPL/07	Actively manage Council's aerodromes to meet service standards and compliance.	Community & Lifestyle	IN15	BU1005	
OPL/08	Explore partnership opportunities to support local volunteer groups.	Community & Lifestyle	EC6	BU1136	
OPL/09	Advocate for opportunities for mental health and suicide prevention initiatives and projects that support community well-being.	Community & Lifestyle	EC9, EC11	BU1136	

Core Activities					
Ref	Activity	Branch	Corp Plan	Budget	Target
OPL/10	Administration of legislative functions including but not limited to food safety, public health licencing, environmental authority registrations, customer request management, regulation of council's local laws and mosquito management.	Environment & Planning	EN8; EN10; EC14	BU1077 BU1138 BU1146 BU1147 BU1163	
OPL/11	Manage biosecurity and pest (weed & animal) management programs including supporting biosecurity and natural resource management initiatives and strategies, and syndicate groups with identification of ongoing efficiencies in delivery.	Environment & Planning	EN4, EN7, EN9	BU1100 BU1169	
OPL/12	Provision of acceptable, cost effective and environmentally responsible waste management services including collection services and waste disposal facilities	Environment & Planning	EN3	BU1078 - BU1099 BU1164 BU1165	
OPL/13	Participate in Regional Wide Waste collaboration.	Environment & Planning	EN3	BU1078 BU1099 BU1164 BU1165	
OPL/14	Effectively manage Development Applications and permits including planning, building and plumbing approvals at a minimum, legislative timeframes.	Environment & Planning	GR8	BU1047	
OPL/15	Provide well planned and maintained open space, parks and rail trails network to meet the recreation and social needs of the community.	Facilities & Parks	EC1; EC5	BU1101 BU1102 BU1137	
OPL/16	Management of Council's buildings and facilities including operational maintenance programs, and cost-effective asset management programs to meet agreed service levels.	Facilities & Parks	EC5, IN10	BU1018	

Core Activities					
Ref	Activity	Branch	Corp Plan	Budget	Target
OPL/17	Maintain Council's swimming pools across the region.	Facilities & Parks	EC5	BU1025 - BU1030	

Projects/New Activities							
Ref	Activity	Branch	Corp Plan	Start	Finish	Budget	Target
OPL/18	Facilitate the delivery of the South Burnett Regional Arts, Culture and Heritage Strategic Plan.	Community & Lifestyle	EC4	1 July 2024	30 June 2025	BU1136	
OPL/19	Support service providers facilitating assistance for homeless persons.	Community & Lifestyle	EC6	1 July 2024	30 June 2025	BU1136	
OPL/20	Promote and support wellbeing events throughout the region to support youth, in collaboration with the South Burnett Youth Council	Community & Lifestyle	EC8	1 July 2024	30 June 2025	BU1136	
OPL/21	Investigate a digital solution for customer enquiries and deliver an audit of Council's cemetery records and investigate funeral director bookings at cemeteries.	Community & Lifestyle	IN14	1 July 2024	30 June 2025	BU1104	
OPL/22	Council advocacy for mental health and suicide prevention program working with community stakeholders and government.	Community & Lifestyle	EC11; IN13	1 July 2022	30 June 2025	BU1001	
OPL/23	Implementation of the SBRC Regional Development Action Plan.	Community & Lifestyle	GR1	1 July 2024	30 June 2025	BU1001	

Projects/New Activities							
Ref	Activity	Branch	Corp Plan	Start	Finish	Budget	Target
OPL/24	Host the Queensland Information Centre Association (QICA) Conference.	Community & Lifestyles	GR5	31 August 2024	30 November 2024	BU1004	
OPL/25	Develop a Public Art Policy; and an Arts, Culture and Heritage Collections Policy to manage Council's collections and art across the region.	Community & Lifestyle	GR5	1 July 2024	30 June 2025	BU1136	
OPL/26	Investigate and plan for expansion of Taabinga Lawn Cemetery sections for future growth.	Community & Lifestyle	IN14	1 July 2024	30 June 2025	BU1104	
OPL/27	Develop South Burnett Libraries Strategic Plan for 2024-2028.	Community & Lifestyle	EC5	1 July 2024	30 June 2025	BU1069 - 1076	
OPL/28	Adopt and implement the South Burnett Local Government Area Biosecurity Plan to drive increased stakeholder coordination and commitment to proactively manage invasive pest species.	Environment & Planning	EN4	1 July 2023	30 June 2025	BU1100	
OPL/29	Commence investigations associated with increasing residential densities around townships.	Environment & Planning	GR8	1 July 2022	30 June 2025	BU1055	

Projects/New Activities							
Ref	Activity	Branch	Corp Plan	Start	Finish	Budget	Target
OPL/30	Review, and amend where identified Council's Local Government Infrastructure Plan ('LGIP').	Environment & Planning	GR8	1 July 2022	30 June 2025	BU1055	
OPL/31	Community education and awareness on illegal dumping and littering, including investigation and enforcement.	Environment & Planning	EN3	1 July 2022	30 June 2025	BU1165	
OPL/32	Review Council's Local Laws to ensure relevance to the region, and understanding by Council and the community, including consultation with the community regarding dog registration and animal management (including cats) methodology.	Environment & Planning	EN10	1 July 2023	30 June 2025	BU1146	
OPL/33	Review service delivery operations within Council's animal management facilities.	Environment & Planning	EN10	1 July 2023	30 June 2025	BU1146	
OPL/34	Promote responsible pet ownership through delivery of systematic inspection program.	Environment & Planning	EN10	1 July 2023	30 June 2025	BU1146	
OPL/35	Engage with stakeholders and community groups in developing pest and weed eradication programs.	Environment & Planning	EN4	1 July 2024	30 June 2025	BU1100 BU1169	

Projects/New Activities							
Ref	Activity	Branch	Corp Plan	Start	Finish	Budget	Target
OPL/36	Investigate the development of a washdown facility in the region to assist controlling the spread of weed seeds across the region.	Environment & Planning	EN4	1 July 2024	30 June 2025	BU1100 BU1169	
OPL/37	Continued investigations and planning of the Kingaroy land fill site.	Environment & Planning	EN3	1 July 2024	30 June 2025	BU1079	
OPL/38	Investigate options to expedite development through facilitated guidance, support and process improvements, to ensure developers and potential investors are supported through the development process.	Environment & Planning	GR8	1 July 2023	30 June 2025	BU1055	
OPL/39	Investigate options for the development of a program for the installation of unique recreational facilities in each community.	Facilities & Parks	EC1	1 July 2024	30 June 2025	BU1101	
OPL/40	Implement the Housing Action Plan.	Facilities & Parks	IN9	1 July 2024	30 June 2025	BU1019	
OPL/41	Review the operation and maintenance of security cameras throughout the region.	Facilities & Parks	EC9	1 July 2024	30 June 2025	BU1018	

Projects/New Activities							
Ref	Activity	Branch	Corp Plan	Start	Finish	Budget	Target
OPL/42	Review of Council's land tenure and potential opportunities for tenure conversion to facilitate development.	Facilities & Parks	IN9	1 July 2024	30 June 2025	BU1019	
OPL/43	Work with community organisations to undertake maintenance activities at parks, open space and rail trails.	Facilities & Parks	EC1	1 July 2024	30 June 2025	BU1105	
OPL/44	Investigate community use of the Maidenwell Hall.	Facilities & Parks	EC5	1 July 2024	30 June 2025	BU1042	
OPL/45	Establish and support the Airport Precincts and undertake master planning for Kingaroy, Wondai and Nanango aerodromes, to establish a business case and shovel ready projects for construction, and develop a commercialisation strategy for the Airport Precincts and wartime tourism opportunities for Kingaroy Airport.	Commercial Operations	IN15	1 July 2024	30 June 2025	BU1005	