

Lockhart River Aboriginal Shire Council



OPERATIONAL PLAN 2019-2020

1. SOCIAL WELLBEING

Objective 1.1 – Health and wellbeing of community members		Responsible team	Performance measures
1.1.1	Recruit membership to 'Health Action Team' responsible for all local health matters	Executive Services	Health Action Team is functional
1.1.2	Health Action Team to collaborate with Apunipima in all health related issues around Lockhart River Community (Chronic diseases, healthy lifestyles and drinking rehabilitation program)		Action Plan is drafted
1.1.3	Develop Community Farm MOU with Cape York Employment Services to improve 'grow your own vegies program'		Timeline for development of community farm is ready
1.1.4	Collaborate KK Centre and Apunipima activities on health for young women 'Call for Life' program		Call for Life Program is functioning
1.1.5	Lobby ATODS and RFDS to improve mental health issues recovery program		An action plan is designed
1.1.6	Improve VET program by increasing VET visits for better animal management and welfare	Essential Services	VET visits increased to quarterly. Currently 1/3
Objective 1.2 Good education for all Lockhart River children			
1.2.1	Form and recruit membership to Lockhart Education Committee (LEC) to coordinate all education related issues and improvement	Executive Services	Lockhart Education Committee is established
1.2.2	Continued support to early years learning and development program at KK Centre		Increased enrolment to KK Program by 10%
1.2.3	The Council to play a support role to the school in delivering the traditional language and cultural education by elders		Program to deliver language and cultural education by Elders in place
1.2.4	Develop MOU between Cape York Employment Services and Lockhart Education Committee (LEC) to support 'Walk Kids to School' initiative		MOU developed.

Objective 1.3 Provide recreational activities that keep people healthy, happy and active		Responsible team	Performance Measures
1.3.1.	Develop Water Park operating schedule in collaboration with the School and Early Childhood Centre (ECC)	Executive Service	School, ECC and Council have an agreed schedule in place
1.3.2.	To complete installation of exercise stations (outdoor exercises gym) for community use	Building Services	Exercise stations and gyms installed
1.3.3.	Construct fencing structure at Ivy Park, Tinta and Twin Peak play equipment areas		Fencing installed around all play equipment areas
1.3.4.	Undertake Oval upgrade	Engineering Services	Target 100% completed oval
1.3.5.	Improve local parks to include lights, seats, water fountains and fencing structures	Building Services	Installed lights, seats water fountains and fencing structure.
1.3.6.	Provide some donation and support to improve Church hall for social activities	Community Services	Council approved donation budget
1.3.7.	Complete major renovation works on the old canteen and its store (social hub) for trading	Building Services	Construction completion target 100%
1.3.8.	Support incorporate of local social club to operate our social hub and develop lease agreement for the premises	Executive Services	Developed lease agreement for premises
1.3.9.	Replace Ivy Park Play Equipment	Building Services	Equipment is installed
1.3.10.	Construct sails at Ivy Park, Tinta and Twin Peak play equipment sites		Sails installed around play equipment
1.4 There is local leadership around law and order			
1.4.1.	Establish and support Community Justice Centre initiative to reinvigorate Justice group services and mediation services	Community Services	Position of Justice Coordinator is filled
1.4.2.	1.4.2 Source funding to redevelop old court house as a Lockhart River Community Justice Centre		Successfully sourced funding
1.4.3.	1.4.3 Review and implement By-Laws/Subordinate Laws	Executive Services	Revised version of By-Laws and Subordinate Laws
1.4.4.	1.4.4 Create by-laws or community police officer position with appropriate delegation of powers		Community Police Office Position is created.

Objective 1.5 Looking after the welfare of our families, children and old people		Responsible team	Performance Measure
1.5.1	Lobby for more collaboration of Queensland Health and RFDS to support local practical parenting and early childhood programs	Community Services	Established Program / schedule
1.5.2	Recruit for HACC Coordinator to develop and implement HACC Activity Program		Coordinator appointed
Objective 1.6 To ensure that our traditions and culture are nurtured and promoted			
1.6.1	LEC to lobby Queensland Education to integrate cultural activities in Education curriculum	Executive Services	Agreement in place by Dec 19, cultural activities programs for roll out in 1 st term of 2020
1.6.2	Improve collaboration between Art Centre and Council cultural programs		Meeting schedule drafted by Sep 19
1.6.3	Source funding for Cultural participation programs (Laura Dance Festival, Initiation process)		Target 100% funding
1.6.4	Construct a Cultural Precinct		Target 100% complete
1.6.5	Appoint a local community member to oversee construction of cultural precinct		Member appointed before Sep-19
Objective 1.7 To increase Council's capacity to provide and manage community services			
1.7.1	Establish Council wide grant reporting system	Community Services	Reporting system available by Mar 2020
1.7.2	Lobby for funding for bigger Sports & Recreation program		Funding application lodged
1.7.3	Commence quarterly local community services leadership forum and issues " <i>Think Tank</i> "	Executive Services	Forum Sep19, Dec19, Mar20, Jun20

2. ENVIRONMENTAL MANAGEMENT

Objective 2.1 To provide land and sea with natural and cultural protection		Responsible team	Performance Measures
2.1.1	Support Mangkuma Land Trust and Kuuku Yau Corporation Ranger programs	Road Gang	MOU developed
2.1.2	Develop MOU / agreement between Council and Mangkuma Land Trust		Agreement (MOU) in place.
2.1.3	Maintain rural roads and minor infrastructure to support 'go back country' initiative		Action Plan developed
Objective 2.2 To expand and sustain local food production			
2.2.1	Establish 'plant house gardens' initiative to provide fresh produce	Parks & Gardens	Target 50%
2.2.2	Collaborate with CYE to plant and supply nursery seedlings to community		CYE will have nursery seedlings
2.2.3	Collaborate with CYE to redevelop the local farm for locally grown produce		Fruit and Vegie Farm program
2.2.4	Explore community gardening initiative		50% of residents supplied with seedlings.
Objective 2.3 To support and add value to community initiatives that improve the local environment			
2.3.1	EHO to scope and implement environment education programs on water conversation, waste management & recycling, animal welfare/management and fire management	Essential Services	Established program
2.3.2	Establish Community clean up semi-annual events		(1 st Wed Sept and 1 st Wed March)
Objective 2.4 To improve animal management and welfare			
2.4.1	Support door knocking animal management and welfare campaign	Essential Services	Door knocking program set
2.4.2	Enforce animal registration (revise by-laws)		By-laws revised
2.4.3	Increased VET visits and ivermectin to improve animal welfare		Increase visits to 2 monthly by VET
2.4.4	Supply or donate fencing materials to owners of horses to construct paddocks to control their movement around the community		100% completed by end of June 2020.

3. ECONOMIC MANAGEMENT

Objective 3.1 To support provision of relevant training and opportunities to residents and employees		Responsible team	Performance Measure
3.1.1	Provide in-house IT training program to the Council employees and later to the community	Corporate Services	HR & ICT training schedule
3.1.2	Implement new HRM Module to capture and archive employee training and qualification data		Commence archiving of data in Oct 19
3.1.3	Source funding to expand local traineeship and apprenticeship		Target 100% funding
Objective 3.2 Establish business development strategy			
3.2.1	Source funding for Lockhart River Business Development and Support Officer	Executive Services	Target 100% funding
3.2.2	Source funding for feasibility study to expand local economic base to grow local businesses and new focus on tourism		Target 100% funding
3.2.3	Support expansion of local businesses in construction works, mowing, commercial cleaning, garbage collection and security services		Expression of interest posted by June 2020
Objective 3.3 Use of modern information and communication technologies			
3.3.1	Improve the Council intranet system	Corporate Services	Target 100% completion
3.3.2	Lobby for upgrade of Telstra Tower's data and mobile signal connection (3G to 4G)		Lobbying Government Champion

4. INFRASTRUCTURE DEVELOPMENT

Objective 4.1 –To increase Council's capacity to provide and manage roads, bridges, housing, and airport infrastructure		Responsible team	Performance measures
4.1.1	Support Cape York Employment Services training programs	Executive Services	MOU developed
4.1.2	Lobby for capital works funding from state and federal governments and Cook Shire		100% funded capital works

4.1.3	Review the asset management plan to update capital works program	Corporate Services	Revised AMP by June 2020
Objective 4.2 – Ensure well maintained and upgraded water, sewerage and storm water systems		Responsible team	Performance Measures
4.2.1	Construction of new water bores to increase water supply	Essential Services	New water bores installed
4.2.2	Desludging of treatment lagoon and upgrade waste water system		Lagoon 1 completed 100% by June 2020
4.2.3	Source funding for new water and/or sewer connections		Target 100% connection funding
Objective 4.3 – To improve the supply of quality housing			
4.3.1	Lobby for new funding for Community Housing	Executive Services	Funding received
4.3.2	Lobby for major upgrades in Community Housing	Building Services	Funding received
4.3.3	Source funding to survey, provide street numbering and update housing map at Lockhart River		Target 100% funding
Objective 4.4 – To effectively manage and upgrade waste management system			
4.4.1	Arrange one landfill inspection to EPA compliance requirements	Essential Services	100% compliant by Dec-19
4.4.2	Investigate recycling options for old cars and wreckages disposal		Investigation completed by Mar 20
Objective 4.5 – To ensure that road network is well maintained			
4.5.1	4.5.1 Continue support for identifying and surveying roads not in Council roads register	Engineering Services	Register is available by end of Dec 19
4.5.2	4.5.2 Source capital funding for Old Mission Road crossings		Funding received
4.5.3	4.5.3 Source capital funding for Main Access road (Portland Road)		Capital received
4.5.4	4.5.4 Develop Council budget funding for road infrastructure maintenance		Capital budget plan
4.5.5	4.5.5 Lobby QRA for Restoration funding submissions as appropriate		Funding received

Objective 4.6 – To ensure that public amenities and buildings are well maintained		Responsible team	Performance measures
4.6.1	Public art to celebrate culture (hire cherry picker for water tank painting)	Executive Services	Completed by Dec-19
4.6.2	Upgrade of public/beach toilets	Building Services	Upgrade completed by Mar 20
4.6.3	Landscaping structures and town beautification	Parks & Gardens	Target 100% completion by June 2020
4.6.4	Develop quarterly yards and street clean-up competition model and resources		Competition to commence Nov 2019
4.6.5	Design and install community billboard	Engineering Services	Installed by Dec 19
Objective 4.7 – To ensure that urban planning and development framework is in place			
4.7.1	Source funding to review and update the Planning Scheme	Executive Services	Funding received
4.7.2	Support negotiation of township ILUA		No of progress meetings
Objective 4.8 – To provide reliable air service to local people and visitors			
4.8.1	Lobby for Qantas flights to Lockhart River	Executive Services	No of sought meetings
4.8.2	Explore viable business models of Lockhart river aerodrome business		Results available by Dec 19
4.8.3	Collaborate with Cape York Employment Services to upgrade airport security fencing	Engineering Services	Target 100% fencing completion
Objective 4.9 – To provide adequate supply of accommodation to tourists and non-residents service providers			
4.9.1	Source funding to expand tourist facilities and services	Executive Services	Funding received
4.9.2	Expand accommodation facilities at the Aerodrome business		Target 2 additional cabins by end of Jun 20
4.9.3	Source funding for new and major upgrades of staff housing		Target 100% funding application lodged

5. LEADERSHIP AND GOVERNANCE

Objective 5.1 – Encourage local leadership with right skills and experiences		Responsible team	Performance measures
5.1.1	Develop a Council policy of professional development, capacity building and succession planning	Corporate Services	Policy developed by Dec 2019
5.1.2	Develop and implement annual Councillors' training program	Executive Services	Training program developed by April 2020
5.1.3	Support for Council committee for the youth and role modelling program (Community Youth Leader of the year award)	Community Services	Policy developed by Dec 2019
Objective 5.2 – Ensure governance structure is in place for good decision making			
5.2.1	Develop and implement 'Think Tank' initiative	Executive Services	Monthly council meeting agenda items and portfolio reports
5.2.2	Elected member portfolio to revitalise Health Action Group		Monthly council meeting agenda items and portfolio reports
5.2.3	Elected member portfolio to revitalise Community Justice Services		Monthly council meeting agenda items and portfolio reports
5.2.4	Elected member portfolio to revitalise Lockhart Education Committee (Parents & Citizens Group)		Monthly council meeting agenda items and portfolio reports
5.2.5	Monthly Council meetings and portfolio reporting and updates		Monthly council meeting agenda items and portfolio reports
Objective 5.3 – Ensure government activities and investments are well informed and coordinated			
5.3.1	Develop and implement cultural awareness training policy	Executive Services	Draft policy by June 2020
5.3.2	Collaborate with DATSIP to control who comes to the community		Draft policy by June 2020

Objective 5.4 – Ensure Council has sound financial management practices		Responsible team	Performance measures
5.4.1	Prepare long term financial management plan and training for Councillors	Corporate Services	Financial Plan by June 2020
5.4.2	Develop project viability and evaluation policy (project life costing consideration)		Policy developed by Mar 20
5.4.3	Develop proper grant management position and policy guidelines		Policy developed by Mar 20
5.4.4	Annual review and update of risk management policy and register and fraud control and corruption policy		Completed by Mar 2020
5.4.5	Develop and implement private works quotation processes and procedures (using new SynergySoft software)		Completed by June 2020
Objective 5.5 – Ensure local community is well informed about the key issues affecting them			
5.5.1	Increase local radio program hours	Community Services	More local radio programs
5.5.2	Develop and publish community engagement calendar (and public meetings schedule)	Executive Services	Quarterly meeting schedule (BBQ)
5.5.3	Expand contents of Waanta Newsletter to include a chapter on 'Community Infrastructure Development'		Completed by Sep-19 Issue
Objective 5.6 – To ensure an effective system for disaster management			
5.6.1	Source funding for medium size emergency evacuation centre (and cyclone shelter)	Executive Services	Target 100% funding
5.6.2	Review and update Disaster Management Plan to include Disaster Recovery and Business Continuity Sub Plan		Completed by June 2020
5.6.3	Annual Get Ready Queensland Campaign (material publication and awareness)		Publication completed by Oct-19
5.6.4	Source funding to upgrade of SES resources		Target 100% funding