

2023-24 Operational Plan



Acknowledgement of Country

Cook Shire Council acknowledges the Traditional Owners of country throughout the Shire and recognises their continuing connection to lands, water and community. We pay our respects to the many Aboriginal and Torres Strait Islander peoples across our vast Shire and to elders and leaders past, present and emerging.

About the Operational Plan

The operational plan is an annual document which outlines activities and actions Council will undertake for the financial year 2023/24 in accordance with the adopted budget. These activities and actions directly align to Council's Corporate Plan 2022-2027 themes and strategies:

- 1 Places for People
- 2 Wellbeing and Empowerment
- 3 Accessibility and Connectivity
- 4 Economic Development
- 5 Environmental Responsibility
- 6 Organisational Capability

Measuring Performance

Quarterly reports will be presented to Council that document the progress towards the completion of the adopted Operational Plan.

Managing Risk

The operational planning process includes the management of council's strategic and operational risks. Implementation of the Operational plan will be undertaken in accordance with Council's Risk Management Framework.

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Operational Plan 2023-2024

Theme 1. PLACES FOR PEOPLE

Creation of relaxed, welcoming and liveable places and spaces for all

PLA 1 Advocate with State and Federal Governments for Resolution of Land Tenure constraints impacting on Cape York Peninsula

PLA 2 Advocate with key stakeholders for the growing residential population to be provided with access to diverse, affordable and accessible lifestyle housing options.

PLA 3 Improve the amenity value and sustainable uses of our streetscapes and public open spaces

PLA 4 Adopt a place-based approach to development in our town centres and gathering places to increase activation, improve wayfinding and create inviting and attractive destinations for all communities.

Strategic Objective	Project	Outcome	Responsibility	Funding	
				Grant \$	Council \$
PLA 2	Vacant Land in Public Areas	Develop strategies to limit antisocial behaviour on vacant land within public areas.	ELT		Absorbed into current operations
PLA 2-4	Community Engagement	Run regular community forums and engage formally with representative groups.	CEO		Absorbed into current operations
PLA 3	Cooktown Market Management Review	Review alternative tenure/management models for the Cooktown markets.	P&E		Absorbed into current operations
PLA 3	Dog de-sexing Program - Cooktown	Reduce unwanted dog numbers in Cooktown through subsidised de-sexing.	P&E		20,000
PLA 4	Business Security Upgrade Program	Introduce a time-limited grant program to encourage investment by the business community in security upgrades	DCEI		30,000
PLA 4	Tourist Wayfinding and Information	Investigate and cost trail markers that provide tourists with QR information at designated points.	DCEI		Absorbed into current operations

Theme 2. WELLBEING AND EMPOWERMENT

Development of a resilient, healthy and compassionate Shire, united in community pride.

WEL 1 Support communities across the shire to become more resilient, self-sufficient and sustainable, with a continued focus on genuine regional collaboration.

WEL 2 Facilitate and advocate for the provision of regional education facilities delivering a wide range of tertiary and vocational study and training opportunities.

WEL 3 Advocate for a full-range of regional health services providing our communities with ‘whole of life’ care.

WEL 4 Support, acknowledge and celebrate indigenous cultural heritage and history and foster the development of productive partnerships with indigenous people and groups across the Shire.

Strategic Objective	Project	Outcome	Responsibility	Funding	
				Grant \$	Council \$
WEL 1	Laura Community Garden	Re-activate the community garden in Laura in partnership with the school and other relevant agencies to provide locally grown healthy food options.	DCEI		Absorbed into current operations
WEL 1	Community Survey Outcomes	Implement identified initiatives arising from the Community Survey.	ALL		Absorbed into current operations
WEL 1	Sporting and Music Events placement program	Participation in professional events placement program to bring potential investors to the region	DCEI		Absorbed into current operations
WEL 1	Childcare Centre Building Plan	Development of a site and building plan for the child care centre to expand places and include children up to 15 months.	DCEI		10,000
WEL 1	Youth Council	Support the initiatives of Youth Council	DCEI		10,000
WEL 1	Cooktown 150	Community BBQ recognising 150 years since Cooktown was founded as a township.	DCEI		5,000
WEL 4	Reconciliation Action Plan (RAP)	Action initiatives within the RAP in line with agreed timeframes	ALL		10,000

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Theme 3. ACCESSIBILITY AND CONNECTIVITY

A growing Shire that supports active, connected and mobile communities

ACC 1: Preserve access to the range of natural areas throughout our region and balance the conservation of natural values with our lifestyle expectations.

ACC 2: Encourage the development of partnerships to promote investment in state-of-the-art and efficient telecommunications services that meet the growing needs of our region.

ACC 3: Advocate for efficient, effective and sustainable freight links across the shire to provide flexible and cost effective solutions for industry.

ACC 4: Support active transport to enhance walking and cycling in Cook Shire and ensure our pedestrian and cyclist networks are well-designed, safe, accessible and encourage increased use.

<i>Strategic Objective</i>	<i>Project</i>	<i>Outcome</i>	<i>Responsibility</i>	<i>Funding</i>	
				<i>Grant \$</i>	<i>Council \$</i>
ACC 1	Access to Sensitive Beach Areas	Work with TOs to provide barriers and signage that limit beach access for vehicles in sensitive areas.	INF		Absorbed into current operations
ACC 2	Telecommunications During Disasters	Partner with telecommunication providers to improve infrastructure resilience during disasters across all communities.	DMO		Absorbed into current operations

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Theme 4. ECONOMIC DEVELOPMENT

A sustainable, diverse and innovative economy that attracts investment and provides local employment all year round.

ECO 1: Improve Investor confidence and foster a “can do” attitude that encourages investment and assists businesses to develop, with a focus on emerging industries.

ECO 2: Adopt Land Use, Transport and Infrastructure planning methodologies with encourage and facilitate public and private sector investment and development.

ECO 3: Advocate for a sustainable, viable and active waterfront in Cooktown

Strategic Objective	Project	Outcome	Responsibility	Funding 22/23	
				Grant \$	Council \$
ECO1	Invest Cook Shire	Development of an economic development portal as a one-stop shop for developers and investors.	DCEI		20,000
ECO 2	FNQ and Cape York Regional Plans	Ensure that the adopted Regional Plans enable sustainable investment and development across the Shire.	P&E		Absorbed into current operations
ECO 2	Economic Development Prospectus	Provide a flexible and targeted Economic Development Prospectus that is available to investors.	DECI		Absorbed into current operations
ECO 2	Airport Land Sub-division	Obtain commitments for new airport tenants.	DCEI		Absorbed into current operations

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Theme 5. ENVIRONMENTAL RESPONSIBILITY

To be recognised as a leader in environmental management, enhancing and sustainably managing our local natural areas and resources

ENV 1 Encourage investment in alternate energy and water efficiency initiatives, including consideration or emerging technologies.

ENV 2 Manage proactively invasive plants and animals to protect the Shire's natural environment.

ENV 3 Encourage residents to reduce, reuse, re-purpose, re-gift and recycle waste.

Strategic Objective	Project	Outcome	Responsibility	Funding	
				Grant \$	Council \$
ENV 1	Environmental Innovation Grants Program	Introduce time-limited grants to encourage investment by the business community in innovative and environmentally sustainable projects.	DCEI		30,000
ENV 2	Feral pig baiting trials	If use of this toxin is successful it would complement the current trapping program with another method, further reducing the feral pig population and associated impacts.	P&E		2,000
ENV 2	Cooktown Botanic Gardens - Natural Resource Management Support	Providing technical support for revegetation projects for high value sites/plant species.	INF		Absorbed into current operations
ENV 3	Recycling Program	Work with our waste contractor to improve recycling rates and divert more waste from landfill.	INF		Absorbed into current operations
ENV 3	Cooktown Botanic Gardens Community Engagement	Developing programs and activities based on the Gardens' living assets for education, recreation and science.	INF		Absorbed into current operations

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Theme 6. ORGANISATIONAL CAPABILITY

Outcome: An organisation characterised by strong leadership, good governance, effective community engagement and excellence in delivery

ORG 1 Manage council's activities and decision-making with strategic oversight, transparency and accountability.

ORG 2 Plan and manage the Shire's resources and assets in an efficient and sustainable manner.

ORG 3 Focus on collaborative projects that add value to the Shire's economic, social and environmental outcomes.

Strategic Objective	Project	Outcome	Responsibility	Funding	
				Grant \$	Council \$
ORG 1	BIS Reporting	Review and if feasible, implement BIS Reporting to improve internal financial information flow as identified in the ICT Strategic Plan	IT		Absorbed into current operations
ORG 1	Local Government Elections 2024	Support the Queensland Electoral Office in the hosting of the Local Government Elections 2024	Governance		Absorbed into current operations
ORG 1	Councillor Training Program	Develop and implement a Councillor training program for the incoming Council 2024	DOBS		14,000
ORG 1	Work Health & Safety (WHS) Development Program	Continue to develop and run the all staff WHS and Development day.	CEO		Absorbed into current operations
ORG 2	Certified Agreement Negotiations	Negotiated Certified Agreement for all staff that meets staffing need and reflects the financial position of Council.	HR		Absorbed into current operations
ORG 2	Water and Wastewater Asset Consolidation.	Ensure the Water and Wastewater team can respond effectively and within Water and Wastewater Customer Service Standards by developing an accurate mapping system.	INF		200,000
ORG 2	Paper Lite Council	Review Paper based processes to develop a pathway to digitisation and automation as identified in the ICT Strategic Plan	IT		Absorbed into current operations

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Funding Dependent Operational Projects

Projects itemised below have been identified as operational initiatives that will be desirable: they will further Council's progress toward meeting its strategic priorities as provided in the Cook Shire Council Corporate Plan. Projects in this section depend on successfully sourcing external grant funding. Once funding is sourced the project will become an active Operational Initiative.

Strategic Objective	Project	Outcome	Responsibility	Funding		Notes
				Grant \$	Council \$	
PLA 3	Sculpting the Tropical Trail Art Project	Creating sculptures in 2 communities which replicate sculptures at the Lakeland Gateway to the Cape.	DCEI	40,000 20,000 23/24, 20,000 beyond 2024		
PLA 4	Nature's Power House building Master Plan	Develop a building plan to guide future development of NPH	DCEI	20,000		
WEL 1	Healthy Dogs Program – Coen & Laura	Improve health outcomes through improving pet health and pet management in Coen and Laura	P&E	65,000		
WEL 1-4	Development Feasibility Studies	Conduct a range of feasibility studies to ensure development focused economic or community development initiatives are properly evaluated and risks mitigated	DCEI	30,000		
ECO 3	Marine Opportunities Study	Complete a study into opportunities to grow the marine industry focussing on the need for a marina development/upgrades.	DCEI	25,000		