



## **Central Desert Regional Council**

### **Quarterly Corporate Plan**

*Period:* 01/01/15 - 31/03/15

*Quarter:* March



## Quarterly Corporate Plan

**OUTCOME:** 1.1 Community services that are accessible, meet the needs of residents and promote the wellbeing of the community

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY:</b> Ensure all services that are provided on community are delivered in a culturally appropriate manner					
1.1.1.1 Ensure appropriate Cross Cultural Training is available to all employees within three months of commencement.	Cross Cultural training has been organised for all new employees and occurred on 13 February, 2015. As previously reported, the last training session was run on 7 November, 2014.	Human Resources	In Progress	01/07/2014	30/06/2015
1.1.1.2 Utilise Local Authority to consult on service delivery planning to ensure that plans are culturally appropriate and linked to local aspirations.	Works priorities are based on the Scoring Matrix for Core Service Deliverables. Matrix updated 6-monthly (March 2015). Local authorities asked to identify their Core Service priorities, and achievable actions agreed based on availability of funds, labour and resources.	Council Municipal Service Management	Ongoing	01/07/2014	30/06/2015
1.1.1.3 Continue using, updating and reporting Core Services Matrix.	Matrix updated 6-monthly. Last update March 2015.	Council Municipal Service Management	Ongoing	01/07/2014	30/06/2015

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY:</b> Establish and facilitate delivery of Child care services in remote communities					
1.1.2.1 Maintain safe, efficient, and high quality long day care, crèche and playgroup services.	<ul style="list-style-type: none"> <li>- Yuendumu Childcare and Playgroup: 8-15 children attended daily during this period.</li> <li>- Laramba Childcare: 5-12 children have attended daily during this period.</li> <li>- Atitjere Crèche: 6-14 children have attended daily during this period.</li> <li>- Yuelamu Crèche: 5-19 children have attended daily during this period.</li> <li>- Nyirripi Crèche: Service reopened in new building as of 9th March 2015. 4- 12 children have attended daily during this period.</li> </ul> <p>This is the current data from this period.</p>	Children's Services	Ongoing	01/07/2014	30/06/2015

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Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY:</b> Establish and facilitate delivery of Child care services in remote communities					
1.1.2.2 Monitor and evaluate all Early Childhood services quarterly	<p>-Services are monitored and evaluated in compliance with the DoE agreements. Service Reports and work plans are regularly checked and updated with educators and management, these are created to monitor and evaluate service performance.</p> <p>- 6 SNP Financial reports submitted - March 2015</p> <p>- 4 BBF Quality Improvement Plans updated- Feb 2015</p> <p>- 4 Compliance and Operations Report submitted - Jan 2015</p>	Children's Services	Ongoing	01/07/2014	30/06/2015
1.1.2.3 Ensure new and upgraded child care buildings are operationally safe & meet community need	<p>Yuendumu Child and Family Centre - Yuendumu Childcare and Playgroup is now operational in the new building - started 3rd Feb 2015</p> <p>Nyirripi Crèche - Nyirripi Early Childhood is now operational in the new building - 9th March 2015</p> <p>Yuelamu Crèche- Yuelamu Early Childhood is now operational in the new building - 9th Feb 2015</p> <p>Atitjere new Crèche - Atitjere Early Childhood is now operational in the new building - 27th Jan 2015</p> <p>All staff teams have worked tirelessly over the last 6 months to achieve this goal.</p>	Children's Services	Completed	01/07/2014	30/06/2015
1.1.2.4 Ensure Early Childhood Workers are supported to conduct their day to day tasks safely and effectively.	<p>- A full evaluation of current CDRC policies and procedures is underway to identify policies that need to be amended or created to meet Children Services standards.</p> <p>- Children Services management is currently using the Area Co-ordinator position to assist in policy development in this area.</p> <p>- Children Services management continues to focus on WH&amp;S compliance to ensure all staff are working within safe environments</p>	Children's Services	Ongoing	01/07/2014	30/06/2015

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<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY:</b> <i>Establish and facilitate delivery of Child care services in remote communities</i>					
1.1.2.5 Promote healthy lifestyles through good nutrition and hygiene practices.	<p>Early Childhood programs are working closer and building relationships with local clinics and visiting nutritionist.</p> <p>Remote health teams were involved in the Laramba Childcare opening. Current discussions about Atitjere Opening (21st April 2015), Yuelamu (TBA) and Nyirripi (TBA).</p> <p>Yuendumu, Atitjere have both had training in food handling, menu planning, cleaning and chemicals.</p>	Children's Services	Ongoing	01/07/2014	30/06/2015

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY:</b> <i>Establish and facilitate delivery of School nutrition services in remote communities</i>					

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**OUTCOME:** 1.1 Community services that are accessible, meet the needs of residents and promote the wellbeing of the community

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY:</b> Establish and facilitate delivery of School nutrition services in remote communities					
1.1.3.1 Manage the provision of school nutrition programs to 6 remote communities as per grant requirements	<ul style="list-style-type: none"> <li>- SNP is provided in Nyirripi; 2 Indigenous staff employed. 7-23 children’s meals were cooked per day during this period.</li> <li>- SNP is provided in Yuelamu; 2 Indigenous staff employed. 40-54 children’s meals were cooked per day during this period.</li> <li>- SNP is provided in Laramba; 2 Indigenous staff employed. 40-57 children’s meals were cooked per day during this period.</li> <li>- SNP is provided in Willowra; 3 Indigenous staff employed. 17-38 children’s meals were cooked per day during this period.</li> <li>- SNP is provided in Wilora; 2 Indigenous staff employed. 5-10 children’s meals were cooked per day during this period.</li> <li>- SNP is provided in Engawala; 2 Indigenous staff employed. 15-29 children’s meals were cooked per day during this period.</li> <li>- 6 PM&amp;C School Nutrition Progress Report submitted Feb 2015</li> <li>- 6 Financial reports submitted March 2015</li> </ul>	Children’s Services	Ongoing	01/07/2014	30/06/2015
1.1.3.2 Build the capability and capacity of all School Nutrition Program Workers	<ul style="list-style-type: none"> <li>- Visits to SNP sites for training and support are undertaken by Children Services Management team.</li> <li>- Intensive on-the-job training has been provided by Axford Remote Training in all of our School Nutrition Programs.</li> <li>- Yuelamu, Nyirripi and Wilora school nutrition workers are all engaged in Cert III in aged and disability through STEPS.</li> </ul>	Children’s Services	Ongoing	01/07/2014	30/06/2015

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<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY:</b> <i>Establish and facilitate delivery of School nutrition services in remote communities</i>					
1.1.3.3 Work collaboratively with the Environmental Health team to ensure Early Childhood buildings are in line with health and hygiene requirements	<p>Aged Care, School Nutrition and Children services work closely with the EHO to ensure facilities and food handling practice meet the current standards and staff are abiding by the CDRC Food Safety Plan.</p> <p>We are currently working with Environmental Health Teams to evaluate facilities and implement upgrades as needed to meet regulations.</p>	Children's Services	Ongoing	01/07/2014	30/06/2015

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY:</b> <i>Establish and facilitate the delivery of Aged and Disability services in remote communities</i>					
1.1.5.1 To provide a range of diverse Home and Community Care (HACC) services - as per priorities outlined in the Aged Disability Strategic Intent 2014-2017	<p>1. Three monthly, six monthly and annual reporting are conducted according to funding requirements. Ongoing.</p> <p>2. Dementia Behaviour Advisory Services have identified an increase of clients via assessment with medium to high indicators of cognitive behaviours. Assessment by medical practitioners in on-going.</p> <p>3. Final versions of all handbooks, policies and procedures manual and documentation has been received from SDAP consultants.</p> <p>4. A new submission for funding for the CIMS (Client Information Management System) is being submitted.</p> <p>5. Central Desert Regional Council were successful in the ACAR application and were granted 8 additional Home Care Packages in Levels 1,2,3, &amp; 4. No information is currently available on the future direction of HACC services under the new Home Support process.</p>	Aged and Disability Care Management	Ongoing	01/07/2014	30/06/2015

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**OUTCOME:** 1.1 Community services that are accessible, meet the needs of residents and promote the wellbeing of the community

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY:</b> Establish and facilitate the delivery of Aged and Disability services in remote communities					
1.1.5.2 To provide planned and managed Home Care packages (HCP) - as per priorities outlined in the Aged Disability Strategic Intent 2014-2017	<p>1. Service delivery is being delivered to meet Home Care Guidelines-ongoing.</p> <p>2. Reform are to commence officially on 1 July 2015.</p> <p>3. Director Community Services, Aged &amp; Disability Services Manager, Administration and all Centre Coordinators will attend the DSS Reform Roadshow in April to gain the most up-to-date information in regards to implementation of the new reforms effective 1 July.</p>	Aged and Disability Care Management	Ongoing	01/07/2014	30/06/2015
1.1.5.3 To provide Disability In Home Services (DIHS) to people with a disability to enable productive and fulfilling lives as valued members of their community - as per priorities outlined in the Aged Disability Strategic Intent 2014-2017	<p>1. Six-monthly and annual reports are generated in accordance with the funding contract for this program.</p> <p>2. Disability In Home Services provision is being delivered at various community sites to meet the needs of the clients.</p>	Aged and Disability Care Management	Ongoing	01/07/2014	30/06/2015
1.1.5.4 To provide Aboriginal and Torres Strait Islander Flexible Aged Care Services under the National Aboriginal and Torres Strait Islander Flexible Aged Care program Quality Framework. These services will be provided as per priorities outlined in the Aged Disability Strategic Intent 2014-2017	<p>1. Service delivery provided under the National ATSI Quality Framework Standards to meet the needs of clients within the Ti Tree Region is ongoing.</p> <p>2. Engawala service delivery development is ongoing with client assessments to identify individual needs, meal delivery and staff training.</p> <p>3. Willowra service delivery is progressing. Assessments to identify client needs are being carried out. Currently weekly food hampers are provided to clients. Social inclusion activities are regularly provided.</p>	Aged and Disability Care Management	Ongoing	01/07/2014	30/06/2015

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**OUTCOME:** 1.1 Community services that are accessible, meet the needs of residents and promote the wellbeing of the community

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY:</b> <i>Establish and facilitate the delivery of Aged and Disability services in remote communities</i>					
1.1.5.5 To continue to implement the Northern Territory Jobs Package (NTJP) as funded by the Department of Health and Ageing specifically for aged and disability services salary and training.	<p>1. Staff employment in aged and disability services is approximately 75% indigenous from local communities.</p> <p>2. Staff are currently participating in the twelve month service development process-in progress.</p> <p>3. Training in Community Services Cert 11, HACC/Aged Care Cert 111, First Aid, Manual Handling, Food Safety and menu planning, plus other identified skill needs is ongoing.</p> <p>4. Workforce Innovation Network Aged Care final project report has been submitted.</p>	Aged and Disability Care Management	Ongoing	01/07/2014	30/06/2015

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY:</b> <i>Support the provision of community service facilities for the delivery of identified services</i>					
1.1.6.1 Support the delivery of the Remote Indigenous Broadcasting Service (RIBS) program, in program funded communities, as per funding guidelines.	<p>CDRC supported PAW Media to apply for the RIBS contracts through the IAS application for the next financial year. CDRC did not apply for the RIBS contract, so will be finishing these programs at the end of 14/15 financial year.</p> <p>The Remote Indigenous Broadcasting Service (RIBS) in Lajamanu is now operating with one part time RIBS Officer, and delivers 3 hours of radio each day.</p> <p>Engawala Remote Indigenous Broadcasting Service (RIBS) has not been operating over the last 4 months due to staff absence.</p> <p>RIBS service in Yuelamu has been operating with the assistance of PAW Media staff.</p> <p>PAW Media continues to support the delivery of RIBS services and the support and training of CDRC RIBS employees.</p>	Youth, Sport and Community	Ongoing	01/07/2014	30/06/2015



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**OUTCOME:** 1.1 Community services that are accessible, meet the needs of residents and promote the wellbeing of the community

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY:</b> Support the provision of community service facilities for the delivery of identified services					
1.1.6.2 Review, update and ratify draft MOU with partner Remote Indigenous Media Organisation (RIMO), PAW Media.	Complete	Youth, Sport and Community	Completed	01/07/2014	30/06/2015

## Quarterly Corporate Plan

**OUTCOME: 1.2 A positive living environment for our youth**

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY: Establish and support youth initiatives</b>					
1.2.1.1 Provide Outside School Hours Care in all program funded communities.	After School Care Services continue to be delivered by the CDRC Youth, Sport and Rec program in the program funded communities of Ti Tree and Yuelamu.	Youth, Sport and Community	Ongoing	01/07/2014	30/06/2015
1.2.1.2 Establish a Youth Night Patrol training program	Consultations have begun to examine ways to engage youth in our Night Patrol program. At present we are not funded to achieve this and funding opportunities are also being explored. Junior Night patrol shirts have been obtained for Laramba.	Night Patrol Management	Ongoing	01/07/2014	30/06/2015
1.2.1.3 Create opportunities for youth development, arts and culture programs and events	<p>YSR has held the Anamatjere Cup Cricket competition for the third year in 2015, from 21 - 22 January. Ti Tree and Laramba competed as usual, with this years new addition of Yuelamu entering the matches. This was a highly successful event.</p> <p>YSR provided the opportunity for community teams in our region to enter the Imparja Cup competition in Alice Springs. This event was held between 8th and the 14th February 2015.</p> <p>YSR will hold the annual Central Desert Regional Softball Competition starting in May. Ti Tree, Yuelamu, Laramba, Engawala, Atitjere and Lajamanu will compete as usual.</p>	Youth, Sport and Community	Ongoing	01/07/2014	30/06/2015

## Quarterly Corporate Plan

### OUTCOME: 1.3 Safe and healthy communities

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY: Provide and facilitate delivery of Sport and Recreation programs</b>					
1.3.1.1 Continually improve the capability and capacity of youth, sport & recreation officers.	The second week long Professional Development training 'Pow Wow' for all Youth, Sport & Recreation staff across CDRC's 6 programs in the region, is again being planned. Dates have been confirmed as 4th-8th, May, 2015.	Youth, Sport and Community	In Progress	01/07/2014	30/06/2015
1.3.1.2 Coordinate annual softball tournament and, in collaboration with other stakeholders, support and facilitate other sporting opportunities.	CDRC Regional Softball Competition Complete & YSR facilitated the top 2 regional teams to compete at the NT Softball Championships in Darwin, in August 2014.  YSR will hold the annual Central Desert Regional Council Softball Competition starting in May. Ti Tree, Yuelamu, Laramba, Engawala, Atitjere and Lajamanu will compete as usual with the top two regional teams to compete at the Softball Championships in Darwin, in August 2015.	Youth, Sport and Community	Completed	01/07/2014	30/06/2015
1.3.1.3 Review, update and reference the Council Youth, Sport and Recreation Facilities Plan	Youth Sport and Community Services perpetually seeks to refine and improve assets and facilities in order to enhance quality service delivery.  A comprehensive review of YSR facilities was done in conjunction with the Indigenous Advancement Strategy (IAS) proposal, November 2014.	Youth, Sport and Community	Ongoing	01/07/2014	30/06/2015

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY: Support and facilitate the delivery of community safety programs and initiatives such as night patrol</b>					

## Quarterly Corporate Plan

### OUTCOME: 1.3 Safe and healthy communities

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY: Support and facilitate the delivery of community safety programs and initiatives such as night patrol</b>					
1.3.2.1 Support Night Patrol Crews deliver quality community safety services that meet community demand & expectation.	<p>Two field officers engaged to regularly visit each community and support night patrol operations, Night Patrol Manager engaged to manage overall operations and visit as required. A third Field Officer was recruited on 14 January to assist with administration and operations. Short listing has begun for a new field officer for the Anmatjere region and this position should be filled by late March 2015.</p> <p>Night Patrol reference groups are now part of all Local Authorities. Night Patrol representatives are present at all LA Meetings and relevant discussion and reporting occurs at all LA Meetings.</p>	Night Patrol Management	In Progress	01/07/2014	30/06/2015
1.3.2.2 Develop a strong working partnership with Police in each CDRC Community	<p>MOU signed by Council and Police on 24th March 2014 clearly defines roles and responsibilities of Night Patrol and Police for improving community safety. All communities also have local MOU's with Police.</p> <p>Individual agreements between local Night Patrols and local Police have been reviewed and given to Local Police for their input. All new Community MOU's should be signed by the 1st of May 2015.</p> <p>Community Safety Plans are working between local Night Patrols and committees in some locations.</p>	Night Patrol Management	In Progress	01/07/2014	31/12/2014

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**OUTCOME: 1.3 Safe and healthy communities**

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY: Support and facilitate the delivery of community safety programs and initiatives such as night patrol</b>					
1.3.2.3 Continually Improve accountability to Council and funders.	<p>Reporting is completed in line with the funding bodies requirements and returns are delivered in a timely manner.</p> <p>Policy and guidelines adhered to through daily operations and training.</p> <p>Liaison with both Government Engagement Coordinators and Community Services Managers to promote a good working relationship.</p> <p>The Night Patrol are currently assisting by returning children home in the evenings by 8:30PM and liaising with providers to support getting the children to school.</p>	Night Patrol Management	In Progress	01/07/2014	30/06/2015
1.3.2.4 Continually improve the capability and capacity of Night Patrol Officers and Team Leaders.	<p>A training program for Certificate III for all Night Patrols has been formulated and approved by the funding body. We are currently conducting training and we are almost at the half way point in the training program.</p> <p>In the past we have conducted training while liaising with the funding body to the stage of Certificate II in Security Operations and ensured that our staff maintained their qualifications in First Aid and four wheel driving.</p> <p>Consideration is being given to providing access to Brief Intervention, Suicide Prevention and IRIS training (Managing people with acute mental health or AOD affected behaviours). Training will be provided on working co-operatively with Police, subject to funding from the funding body.</p> <p>Entry level training, including literacy and numeracy, will be implemented with support from RJCP funding.</p>	Night Patrol Management	In Progress	01/07/2014	30/06/2015

## Quarterly Corporate Plan

### OUTCOME: 1.3 Safe and healthy communities

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY: Support and facilitate the delivery of community safety programs and initiatives such as night patrol</b>					
1.3.2.5 Support the operations of the Family Justice and Mediation program in Yuendumu & Willowra,	<p>Pre-existing funding arrangements the Federal Government ended on the 31st December 2014. The Yuendumu Domestic &amp; Family Violence program has been extended until the 30th June 2015; however the Willowra/Ti Tree Mediation program is now completed and has not received more funding.</p> <p>The changes to the Mediation programs has brought subsequent restructuring to the Position Descriptions and roles, which is currently underway, and a recruitment process is to follow.</p> <p>Currently the Yuendumu Mediation program is finalising a 6 month plan which will be internally distributed at CDRC and locally in Yuendumu upon completion.</p>	Youth, Sport and Community	Ongoing	01/07/2014	31/12/2015

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY: Ensure Local Emergency Services are accessible to remote communities, residents and ratepayers</b>					
1.3.3.1 Actively participate in Local Counter Disaster Planning regarding road accident, fire, flooding and high wind.	<p>NT Emergency Services with CDRC as a stakeholder have updated Local Counter Disaster Plans for the four regions of CDRC being Ti Tree, Atitjere, Yuendumu and Lajamanu.</p> <p>All CDRC communities have completed Recovery Plans.</p> <p>Additional risk planning completed based on Jan 2015 flood scenarios.</p>	Council Municipal Service Management	Ongoing	01/07/2014	30/06/2015

## Quarterly Corporate Plan

**OUTCOME:** 1.5 Education and learning that leads to long term employment

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY:</b> <i>Establish apprenticeships and traineeships that are linked to the Regional Council operations</i>					
1.5.1.1 Promote and develop apprenticeships and traineeships in communities.	Rural Operations Course, Certificate III in Civil Construction, Certificate III in Local Government, Child Care and Aged Community Services Training courses are currently underway.	Human Resources	In Progress	01/07/2014	30/06/2015

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY:</b> <i>Establish programs in partnership with relevant agencies to maximise education and training outcomes and provide pathways into employment</i>					
1.5.2.1 Manage the delivery of RJCP in region 25 as per funding agreement.	<p>Currently tracking at 91% of participants signed up and engaged with RJCP.</p> <p>RJCP continues to recruit locally to roles of Activity Liaison and Engagement Officers in order to support attendance to activities.</p> <p>A Senior Activity Coordinator has been recruited to implement the RJCP Schedule of Activities</p> <p>Activity Supervisors have been employed to supervise RJCP activities and enhance engagement.</p> <p>All RJCP sites are now resourced with Activity Supervisors who are delivering in accordance with the RJCP schedule of activities.</p>	RJCP Contract Management	Ongoing	01/07/2014	30/06/2015

## Quarterly Corporate Plan

### OUTCOME: 1.6 Appropriate services available to communities and homelands

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY: Facilitate the delivery of power, water and sewerage services to remote communities</b>					
1.6.1.1 Provide essential services to defined communities at an Industry Standard.	Essential Services are provided under a contract with Power Water to seven communities. Atitjere, Engawala, Ti Tree, Willowra, Yuelamu, Yuendumu and Nyirripi. The Industry Standard is defined in the PWC Operations Manual which forms part of the contract. All Essential Services Officers operate in compliance with industry standards. Bi monthly reviews are conducted with the contract principle to ensure full compliance is maintained. No significant deductions have been applied to payments in the previous two months.	Essential Services Contract Management	Ongoing	01/07/2014	30/06/2015
1.6.1.2 Support the ongoing training program for ESOs	All Essential Services Operators receive support and on going training through their relevant PWC service coordinators with regard to mechanical, electrical and plumbing requirements of an ESO. There is a permanent relief ESO to assist ESO's where required ensuring adequate coverage at all times. A three day orientation course, aligned to the Cert II in Remote Area Essential Services, was conducted in February 2015. Three CDRC staff attended. Five staff have enrolled in the Cert II, Remote Area Essential Services Course conducted by CAT.	Essential Services Contract Management	Ongoing	01/07/2014	30/06/2015
1.6.1.3 Ensure essential services are delivered effectively to outstations and homelands.	Services continue to be delivered in line with funding agreement	Homelands Contract Management	Ongoing	01/07/2014	30/06/2015

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY: Facilitate the delivery of Homeland services in remote communities</b>					
1.6.2.1 Improve homeland infrastructure through construction and upgrade.	Emphasis on completion of MESSPG projects at them moment will all scheduled for completion by the end of the financial year	Homelands Contract Management	Ongoing	01/07/2014	30/06/2015



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### OUTCOME: 1.6 Appropriate services available to communities and homelands

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY: Facilitate the delivery of Homeland services in remote communities</b>					
1.6.2.2 Manage homeland housing, assets and services.	Council continues to deliver scheduled maintenance into outstation in accordance with service delivery plans and NTG funding agreements. We have recieved HEA funding for 20 properties.	Homelands Contract Management	Ongoing	01/07/2014	30/06/2015

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY: Facilitate the delivery of Centrelink services to remote communities</b>					
1.6.3.1 Manage the Centrelink Contract to ensure consistent service delivery	<p>A review of the CDRC Centrelink Contract and budgets is currently underway.</p> <p>The CDRC office in each community manages Centrelink services to meet contractual obligations.</p> <p>The Department of Social Services provides some training and support to CDRC staff.</p>	Council Municipal Service Management	Ongoing	01/07/2014	30/06/2015

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY: Facilitate the delivery of Post Office services to remote communities</b>					
1.6.4.1 Negotiate contract and coordinate community postal agencies for specific communities.	Agency post office services are operating as per contract with Aus Post.	Council Municipal Service Management	Completed	01/07/2014	30/06/2015
1.6.4.2 Continue to support Licensed Post Office Service Delivery in Yuendumu.	Commercial services of the licensed Post Office at Yuendumu continue to be delivered in accordance with Australia Post requirements. However current negotiations of a comprehensive handover of the Yuendumu Post Office contract are currently underway between CDRC and Indervon in Yuendumu, with due diligence to the Australia Post guidelines and obligations. Both parties expect this handover to be completed by April 2015. Since CDRC's full time Post Officer in Yuendumu ceased employment on 26 September, 2014; an arrangement was made for an Indervon employee to operate the Post Office within CDRC facilities in a contractor capacity throughout the interim period.	Youth, Sport and Community	In Progress	01/07/2014	30/06/2015

**Quarterly Corporate Plan**

**OUTCOME:** 1.6 Appropriate services available to communities and homelands

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**OUTCOME:** 1.7 Celebration and respect for tradition and culture

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY:</b> <i>Increase participation in celebrations and improve awareness of Indigenous culture</i>					
1.7.1.1 Develop and help promote significant local and cultural events.	Support of the Imparja Cup competition. Central Desert is sponsoring Aileron Bush Weekend, being held on Easter Weekend 2015.	Governance and Corporate Support	Ongoing	01/07/2014	30/06/2015

**Quarterly Corporate Plan**

**OUTCOME:** 1.8 Community involvement in cultural, civic and sporting events

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY:</b> <i>Facilitate the delivery of Library and Heritage services and facilities</i>					
1.8.2.1 Maintain operation of libraries and the Remote Internet Public Internet Access (RIPIA)	Currently recruiting for replacement of Library officer in Ti Tree. Operations of all NT Library facilities are being delivered consistently in all CDRC sites including Lajamanu, Ti Tree and the NT Library Internet Café service in Atitjere.	Youth, Sport and Community	Ongoing	01/07/2014	30/06/2015

## Quarterly Corporate Plan

### OUTCOME: 2.1 High standard of roads and town landscapes

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY: Improve local road network construction, maintenance and upgrade in the Council area</b>					
2.1.1.1 Improvement of floodways, drainage and water course crossovers.	Council's 5-year Roads Plan identifies priority works for floodways and drainage. Latest revision ratified by council in Feb 2015.	Council Municipal Service Management	Ongoing	01/07/2014	30/06/2015
2.1.1.2 Scheduled maintenance grading of local road network.	Road grading crew continues to provide Scheduled maintenance grading. They are operating to the schedule outlined in Council's 5-year Roads Plan. Six-monthly grading of Nyirripi, Yuendumu. Heavy rains caused major damage in Jan 2015. At start of March, Council is awaiting NTG decision on whether and how much they will fund repair works (calculated at \$4.98M by Council)	Council Municipal Service Management	Ongoing	01/07/2014	30/06/2015

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY: Improve internal roads on communities</b>					
2.1.2.1 Repair and maintain road pavements.	Pothole repair is ongoing as part of routine maintenance. Willowra shoulder upgrades is ongoing at March 2015 for reseal late 2015. Major rains in Jan 2015 have extensively damaged Council-managed access roads. NTG Flood Funding of \$4.98M has been sought but no response given by start of March.	Council Municipal Service Management	Ongoing	01/07/2014	30/06/2015

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY: Initiate improvements to town appearance and public safety, including street lighting.</b>					
2.1.3.1 Maintain street lighting and pursue improvements.	Maintenance works are done by the same contractor as Power Water Corporation uses for their powerline maintenance, to minimise travel costs.	Council Municipal Service Management	Ongoing	01/07/2014	30/06/2015

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY: Provide community amenity through aesthetically pleasing parks, gardens and open spaces.</b>					

## Quarterly Corporate Plan

**OUTCOME:** 2.1 High standard of roads and town landscapes

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY:</b> <i>Provide community amenity through aesthetically pleasing parks, gardens and open spaces.</i>					
2.1.4.1 Maintain parks, reserves and public open space.	Ongoing maintenance is provided to parks and open spaces, as per SDC workplans and Council policy. Playground upgrades are planned for Lajamanu and Laramba, and minor park upgrades at Atitjere, Nyirripi and Pmara Jutunta, all using a 2014 Special Purpose Grant. Yuendumu Peace Park commenced construction in Dec 2014. A Parks Upgrade Master Plan is being developed as at March 2015, to provide standard specifications for all future upgrades. Summary attached to Director Works report.	Council Municipal Service Management	Ongoing	01/07/2014	30/06/2015

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY:</b> <i>Improve traffic management and safety in Service Centres</i>					
2.1.5.1 Provide traffic management services in each community.	Bollard posts delivered to communities in Sept 2014. A Traffic Management Manual was completed in Feb 2015. Individual plans are now being developed per community, for ratification by Local Authorities then use by Works crews to install bollards, road signs and other traffic hardware.	Council Municipal Service Management	In Progress	01/07/2014	30/06/2015

## Quarterly Corporate Plan

### OUTCOME: 2.2 Effective management of Council infrastructure, facilities, plant and equipment

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY: Manage, maintain and upgrade Council facilities and infrastructure</b>					
2.2.1.1 Undertake project management of a range of externally funded projects.	<p>CURRENT PROJECTS</p> <p>Engawala staff house (new). \$320,000 Special Purpose Grant. Design assessment and plans completed Sept 2013. S19 lease granted Feb 2015, now progressing tender docs.</p> <p>Lajamanu oval upgrade. \$850,000 SPG. Commenced Nov 2014, expected completion Apr 2015.</p> <p>Yuendumu oval upgrade. \$750,000 SPG. Commenced July 2014, expected completion Apr 2015.</p> <p>Note the cost estimate for oval lighting at Yuendumu and Lajamanu is significantly higher than originally budgeted by NTG. Council is awaiting a decision from NTG on how to manage this.</p>	Civil Project Management	In Progress	01/07/2014	30/06/2015

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY: Manage, maintain and upgrade Council plant and equipment</b>					
2.2.2.1 Continue to develop CDRC Asset Management Working Group with representation from each directorate.	Next meeting May 2015 to formalise key contacts document and to work on Asset management strategy document .Further meeting have been scheduled	Asset Management	Ongoing	01/07/2014	30/06/2015
2.2.2.2 Procure and dispose of vehicles, plant and equipment in accordance with operational requirements.	10 year replacement plan for plant and vehicle to be ready for next years budget. AM has completed with fleet manager.Have discussed with works managers and will continue discussion with RSM/CSMs	Asset Management	Ongoing	01/07/2014	30/06/2015

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY: Manage, maintain, upgrade and replace Council assets</b>					
2.2.3.1 Develop and implement a maintenance schedule to ensure Council maintained facilities are kept at an acceptable standard.	A procedure similar to that used for the Territory Housing is in place and all CSM/RSMs have been advised that this is now the standard for all requests.	Facilities and Housing	In Progress	01/07/2014	30/06/2015

## Quarterly Corporate Plan

### OUTCOME: 2.2 Effective management of Council infrastructure, facilities, plant and equipment

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY: Manage, maintain, upgrade and replace Council assets</b>					
2.2.3.2 Develop Asset Management plans for Council's key assets (Roads, Buildings and facilities, Fleet & Plant & others).	Asset Management plans presented to EMT for discussion with DW providing roads data. AM finalising costings for future plan. Awaiting finalisation of vehicle plan to populate figures in asset plan. AM is waiting on input from Regional Managers to finalise 10-year plan.	Asset Management	In Progress	01/07/2014	31/12/2014
2.2.3.3 Review servicing and maintenance procedures, processes and options for all Council services fleet.	Fleet manager currently reviewing condition of fleet vehicles to determine replacement and maintenance schedules. This has been discussed with works team and supervisors will endeavour to educate staff in routine maintenance and care of vehicles/Plant.	Asset Management	Deferred	01/07/2014	30/06/2015
2.2.3.4 Ensure all vehicles and plant and equipment are maintained at an appropriate level to maximise useful life and reduce whole of life costs.	This is now part of our EBA and is being closely monitored.	Asset Management	Ongoing	01/07/2014	30/06/2015

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY: Improve the management of Council's cemeteries and morgues</b>					
2.2.5.1 Ensure each Burial Register is updated as required.	A Cemetery Register has been established for all sites, and is on InfoXpert. Several of these Registers only have limited data entered at present, and CSMs have been instructed to update these by working with relevant local residents. Grid overlays for cemetery aerial photos are being developed to assist mapping of graves. RJCP assisting with updating registers where they provide work to improve sites.	Council Municipal Service Management	In Progress	01/07/2014	30/06/2015
2.2.5.2 Manage and maintain cemeteries.	Cemetery maintenance is undertaken as required, and upgrades done within the scope of available funding. This informs future priority works at cemeteries. Yuelamu new perimeter fence completed Nov 2014 in conjunction with RJCP. Lajamanu cemetery upgrade commenced Feb 2015.	Council Municipal Service Management	Ongoing	01/07/2014	30/06/2015



**Quarterly Corporate Plan**

**OUTCOME:** 2.2 Effective management of Council infrastructure, facilities, plant and equipment

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY:</b> <i>Improve the management of Council's cemeteries and morges</i>					
2.2.5.3 Manage and maintain mortuary facilities where existing.	Morgues exist at Yuendumu, Nyirripi and Lajamanu. NOTE: The management of morgue facilities is not a formal role of Council, but basic maintenance is provided as a good will gesture. Major repairs to air conditioner was required in Lajamanu at the Council cost of approximately \$9,000.	Council Municipal Service Management	Ongoing	01/07/2014	30/06/2015

## Quarterly Corporate Plan

### OUTCOME: 2.3 Improve standard of Council staff housing, visitor accommodation and community housing

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY: Undertake repairs and maintenance to community housing on behalf of the Northern Territory Government</b>					
2.3.1.1 Advocate for improved standards for community housing provided by Territory Housing.	AM attended conference on Indigenous housing in Darwin. Resulting in the formation of a lobby group to act as a liaison with all stakeholders.	Facilities and Housing	In Progress	01/07/2014	30/06/2015
2.3.1.2 Advocate to Territory Housing for more fencing for community housing.	In March Council has again contacted Territory Housing to enquire if any progress has been made on this request. Waiting on response. Territory Housing invited to attend April 2015 Ordinary Council meeting.	Facilities and Housing	In Progress	01/07/2014	30/06/2015

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY: Advocate for improved housing outcomes for residents living on communities</b>					
2.3.2.1 Lobby Governments for improved housing outcomes.	At the recent housing conference in Darwin the possibility of changing from social housing to community housing was discussed. This was raised as some communities have done this successfully and was being promoted as the way housing would be in the future. There are some inherent issues with this model ,the biggest being the condition of existing housing stock. This will be discussed further and any results will be notified to council.	Facilities and Housing	Deferred	01/07/2014	30/06/2015

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY: Ensure Council staff housing and visitor accommodation is maintained and repaired</b>					
2.3.3.1 Ensure staff housing is properly maintained and agreements in place.	New policies have been drafted and maintenance of properties is a priority. A register is now in place to track R&M requests. Working on a system to track signed agreements expected presentation to EMT by June 2015.	Facilities and Housing	Ongoing	01/07/2014	30/06/2015
2.3.3.2 Maintain visitor accommodation and facilities at acceptable standard.	Visitor accommodation is managed at Yuendumu, Lajamanu, Nyirripi and Atitjere. All are in appropriate condition at present with Yuendumu contractor 'Hilton' requiring some additional shading and paving.	Facilities and Housing	Ongoing	01/07/2014	30/06/2015

**Quarterly Corporate Plan**

**OUTCOME:** 2.3 Improve standard of Council staff housing, visitor accommodation and community housing

**Quarterly Corporate Plan**

**OUTCOME:** 3.1 Improved outcomes for local employment

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY:</b> <i>Maximise local training and employment in the provision of municipal and operational services to Council</i>					
3.1.1.1 Continue to implement the Indigenous Employment Strategy and conduct quarterly reviews during its last year of operation.	Broadly, the Indigenous Employment Strategy continues to be implemented by HR. Notable areas are cross cultural training that has been offered to new Non Indigenous staff commencing at the Regional Council, Partnerships entered into with GTNT, Centre for Appropriate Technology and Municipal SA over employee training and development, Employee Induction and Mentoring.	Human Resources	In Progress	01/07/2014	30/06/2015

## Quarterly Corporate Plan

**OUTCOME:** 3.2 Improved partnerships with business and industry to promote viable and growing local business enterprise

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY:</b> <i>Work in partnership with local and regional industries and service providers to facilitate job creation and to support the development of local business and employment</i>					
3.2.1.1 Implement actions of Economic Development and Tourism Plan as opportunities arise	A review of the Economic Development and Tourism Plan was undertaken in January 2015. Consultation with stakeholders, including Local Authorities in each community is ongoing.	Commercial and Planning	Ongoing	01/07/2014	30/06/2015

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY:</b> <i>Work with Government and industry bodies in the development of regional business and industry plans</i>					
3.2.2.1 Monitor major developments in the region to ensure that Council benefits from any potential economic developments.	Development of the planning process around the Nolan's Bore Project is being monitored on an ongoing basis and will be positively supported by Council where appropriate. A final investment decision is expected before December 2015. Other mining projects at Jervois, Atitjere, Mt Peake and in the Tanami region are also in various stages of evaluation and approval.	Commercial and Planning	Ongoing	01/07/2014	30/06/2015
3.2.2.2 Engage with stakeholders and in partnership with related agencies.	Partnerships with external agencies including Department of Corrections, Thor Mining and a range of Government and Non Government agencies are being developed.	Commercial and Planning	Ongoing	01/07/2014	30/06/2015

**Quarterly Corporate Plan**

**OUTCOME:** 4.1 Innovative management of the natural environment

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY:</b> <i>Implement a planned approach to weeds, vegetation and pests in communities.</i>					
4.1.1.1 Assist with the prevention of fires around communities through proactive vegetation management.	All communities have graded fire breaks and vegetation control areas to minimise fire risk. Upkeep of these is part of scheduled maintenance. Heavy January 2015 rains has led to strong grass growth. Each community has completed a Fire Preparedness Management Plan.	Council Municipal Service Management	Ongoing	01/07/2014	30/06/2015

## Quarterly Corporate Plan

**OUTCOME: 4.2 Innovative waste management strategies that emphasise waste reduction, reuse and recycling**

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY: Undertake a Council-wide approach to the management of waste</b>					
4.2.1.1 Manage local landfill and waste disposal sites	All local landfills are managed according to Council's Waste Management Strategy. The Waste Management Coordinator continues to improve sites and provide training into communities. New pits are being excavated at Willowra, Ti Tree and Pmara Jutunta in March 2015.	Council Municipal Service Management	Ongoing	01/07/2014	30/06/2015

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY: Provide efficient and effective waste collection, disposal and recycling services</b>					
4.2.2.1 Collect waste disposal fees	Council continues to collect fees for waste disposal in communities as specified in the schedule of fees and charges.	Council Municipal Service Management	Ongoing	01/07/2014	30/06/2015
4.2.2.2 Enable segregation of waste for re-use and recycling	All communities effectively separate waste in specified bays.	Council Municipal Service Management	Ongoing	01/07/2014	30/06/2015
4.2.2.3 Provide roadside waste collection service	This service is a core deliverable for Council, where minimum weekly wheelie bin pick-ups are provided at all communities.	Council Municipal Service Management	Ongoing	01/07/2014	30/06/2015

## Quarterly Corporate Plan

### OUTCOME: 4.3 Clean, tidy and healthy communities

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY: Increase community awareness of environmental health issues around untidy living spaces</b>					
4.3.2.1 Build and maintain relationships with other stakeholders who work in the communities in the field of environmental health, such as NT Health.	Council's Works team works closely with Environmental Health Officers (EHOs) from the NT Department of Health. Aged Care, School Nutrition and Children Services also work closely with EHOs to ensure facilities and food handling practices meet the current standards.	Council Municipal Service Management	Ongoing	01/07/2014	30/06/2015

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY: Promote the health benefits of domestic animal welfare programs</b>					
4.3.3.1 Deliver animal management programs including community education.	Last vet visits occurred in Oct-Nov 2014. Next are due Apr-May 2015.	Animal Welfare and Control	Ongoing	01/07/2014	30/06/2015

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY: Develop and enforce local by-laws that protect the health and safety of the community</b>					
4.3.4.1 Monitor the need for local by-laws and provide advice to Council as required.	Council is working with LGANT on Animal by-laws.	Governance and Corporate Support	Ongoing	01/07/2014	30/06/2015



**Quarterly Corporate Plan**

**OUTCOME:** 4.4 Efficient use of energy and water resources

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY:</b> <i>Establish partnerships with organisations working in the sustainable technologies sector to increase the use of alternative energy technologies in the Council area</i>					
4.4.2.1 Maintain, upgrade and replace infrastructure that improves sustainability of power and water supplies to homeland residents.	All projects are scheduled for completion by June 2015.	Homelands Contract Management	Ongoing	01/07/2014	30/06/2015

## Quarterly Corporate Plan

### OUTCOME: 5.1 Effective and efficient Council Management

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY: Utilise modern information and communications technology to maximise Council efficiencies and service delivery</b>					
5.1.1.1 Review ICT and telecommunications in all SDC's to improve performance and reliability.	<p>Telstra satellite dishes have been installed with some initial issues continuing to be investigated. Some sites are experiencing worse performance than prior to the change.</p> <p>New radio technology is being explored on a proof of concept project at Engawala presenting future potential across other satellite sites.</p>	Information Services	In Progress	01/07/2014	30/06/2015
5.1.1.2 Review and update ICT Asset Management Plan.	<p>The ICT Asset Management Plan has been updated with the new rollout and some remote site locations have been audited and updated.</p> <p>All Telstra equipment and services have been captured by location and responsible manager and maintained within the T-Analyst database.</p> <p>Further work is in progress to capture all existing data to establish a complete plan.</p>	Information Services	In Progress	01/07/2014	30/06/2015
5.1.1.3 Continue to develop InfoXpert system to improve operation and compliance.	<p>A review of the classification structure has been conducted and a plan for organisational engagement drafted. Upgrade options are currently under investigation.</p> <p>CouncilBiz is planning an InfoXpert upgrade, and subject to its success, an upgrade will be planned for CDRC.</p> <p>A new process for staff departures has been introduced ensuring that integrity of records created by past employees is not compromised.</p>	Information Services	In Progress	01/07/2014	30/06/2015

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY: Ensure high levels of CEO and Council staff expertise and accountability</b>					
5.1.2.1 Continuous Improvement - Continually monitor policies for current relevance and ensure additional policies are established where necessary.	HR reviewed and updated seven policies during this quarter.	Executive Management and Leadership	In Progress	01/07/2014	30/06/2015

## Quarterly Corporate Plan

### OUTCOME: 5.1 Effective and efficient Council Management

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY: Maximise the level of external funding available to deliver Local Government services</b>					
5.1.3.1 Maximising attainment of grants consistent with Council's strategic direction.	New grants are reported at each Council meeting. CDRC will continue to actively seek funding as grants become available. The Indigenous Advancement Strategy grants is a major focus for CDRC and was awarded in March 2015.	Finance Management	Ongoing	01/07/2014	30/06/2015
5.1.3.2 Research and explore alternative avenues for revenue raising.	Council will continue to explore all options to ensure financial sustainability for the communities and look for alternate funding opportunities.	Finance Management	Ongoing	01/07/2014	30/06/2015

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY: Implement, review and update the approved Strategic and Business Plans</b>					
5.1.4.1 Review Strategic Planning processes to better integrate community planning.	CDRC has produced draft Community Plans and is aiming for have each Local Authority to endorse their plan for each community by 31 May, 2015 subject to meetings being held. Community Plans will be reflected in the 2015-16 Council Plan. A review of Council planning processes to facilitate a more integrated approach to planning and reporting has been commenced. This will include risk management and optimising features of interplan to reduce duplication and simplify reporting to Council.	Executive Management and Leadership	In Progress	01/07/2014	30/06/2015
5.1.4.2 Develop and Implement Community Plans in nine communities.	CDRC has developed Community Plans that are being shared with Local Authorities (LA) to determine priorities for LAs in 14/15. Council aims to have community plans for all communities completed by 31 May, 2015.  A service report per community has been developed as part of CDRC Enterprise Agreement. Items are reported against by program and local managers at the end of each month. Further review work will be occurring in 2015.	Executive Management and Leadership	In Progress	01/07/2014	30/06/2015

## Quarterly Corporate Plan

### OUTCOME: 5.1 Effective and efficient Council Management

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY: Ensure the efficiency and effectiveness of Council operations through high standards of administrative, financial planning, processes and controls</b>					
5.1.5.1 Implement an integrated Asset Management approach within available resource.	Asset Management appears to have improvement to ensure funds are taken from correct FSL, but still needs to be monitored.	Asset Management	In Progress	01/07/2014	30/06/2015
5.1.5.2 Implement the Risk Management Strategy and Policy - Establish Audit & Risk Committee to oversee.	The Audit and Risk Committee last met on Thursday 5 March, 2015. The Risk Management Plan is currently being reviewed and will be completed before 31 May, 2015 as part of the process for the development of the 2015-16 Council Plan.	Governance and Corporate Support	In Progress	01/07/2014	30/06/2015
5.1.5.3 Continue to improve financial management reports and reporting processes to facilitate budget management across the organisation.	Currently improving Regional Council and internal management reports to monitor current performance and ensure financial sustainability. Local Authority monthly report are being generated and emailed to CSMs.	Finance Management	Ongoing	01/07/2014	30/06/2015
5.1.5.4 Continue to implement and improve the Record Keeping Plan and associated procedures.	The Record Keeping Plan & associated procedures and plans continue to be developed.  The project plan has been developed and approved by EMT on 2/3/2015. A policy has been drafted and ready for presentation at April council meeting.  Project strategy approach has been presented at EMT, Managers Forum and Community Administration Managers Meetings.	Information Services	In Progress	01/07/2014	30/06/2015
5.1.5.5 Refine Customer Service Strategy and Action Plan.	Customer Service Charter was reviewed and recommended for adoption during this quarter.	Human Resources	In Progress	01/07/2014	30/06/2015
5.1.5.6 Undertake periodic audits in head office and communities to ensure compliance with internal procedures.	Systems are cyclically reviewed and major focus has been on WHS and Local Authority meeting management.	Executive Management and Leadership	Ongoing	01/07/2014	30/06/2015
5.1.5.7 Ensure Centrepay records are updated on time so that clients receive services without interruption	Centre pay services are continuing to meet all contracted targets.	Youth, Sport and Community	Ongoing	01/07/2014	30/06/2015
5.1.5.9 Conduct an annual review of Accounting and Policy Manual.	An Annual review of the Accounting and Policy manual has commenced and will be completed by 30 April 2015.	Finance Management	In Progress	01/07/2014	30/06/2015

## Quarterly Corporate Plan

### OUTCOME: 5.1 Effective and efficient Council Management

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY: Ensure the efficiency and effectiveness of Council operations through high standards of administrative, financial planning, processes and controls</b>					
5.1.5.11 Develop long term financial plan.	Long term financial plan will be reviewed as part of Regional Council Plan development process.	Finance Management	In Progress	01/07/2014	30/06/2015
5.1.5.12 Develop Council Services Procedural Handbook for each community.	Documents and Work Method Statements that underpin a CSM Handbook are being completed. Key documents are complete including the Core Services Scoring Matrix and Monthly SDS Work Reports. It remains to bring them together as one document.	Council Municipal Service Management	In Progress	01/07/2014	30/06/2015
5.1.5.13 Develop 10 Year Financial Plan using information from Asset Management Plan, Workforce Plan and Community Plans (and others as necessary).	The Asset Management program is progressing and information from this report has been integrated into the budget process.	Executive Management and Leadership	In Progress	01/07/2014	30/06/2015
5.1.5.14 Continuous improvement - Review funding of all grant funded services to determine whether services are adequately funded and should be continued to be provided by Council.	Appropriate cost allocations have been included in 2015/2016 budget.	Finance Management	In Progress	01/07/2014	30/06/2015
5.1.5.15 Development of Quality Assurance (Internal Audit) Framework with appropriate annual Quality Assurance Plan.	Priorities for the internal audit have been established by Audit and Risk Committee.  Internal audit plan is being developed.	Executive Management and Leadership	In Progress	01/07/2014	30/06/2015
5.1.5.16 Implement centralised purchasing.	Centralised Purchasing has been fully implemented by Atitjere and Engawala communities, to be rollover into the other communities in 2015-16. Analysis and realignment will be undertaken to ensure maximum benefit is derived from this initiative.	Finance Management	In Progress	01/07/2014	30/06/2015

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY: Prioritise core service delivery in accordance with local community expectations</b>					

## Quarterly Corporate Plan

### OUTCOME: 5.1 Effective and efficient Council Management

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY: Prioritise core service delivery in accordance with local community expectations</b>					
5.1.6.1 Liaise with external stakeholders to maintain sound relationships and promote Council's interests.	The Works team including Council Service Managers collaborates regularly with various external stakeholders to achieve Council aims. Examples include: Working with Lajamanu community (incl football committee) in late 2014-early 2015 to utilise GMAAAC funds for oval upgrade. Working closely with NT Dept Health and Dept Planning to improve landfill management in all locations. Working closely with DOI to ensure a successful Yuendumu Police station development. Working closely with DOI and RJCP to ensure successful upgrades at the Yuendumu Softball and Football oval.	Council Municipal Service Management	Ongoing	01/07/2014	30/06/2015
5.1.6.2 Respond to service delivery requests and complaints and provide service delivery progress reports.	A Customer Complaints Register commenced use in Aug 2014. The Works Directorate responds to requests and complaints as they arise. Council Service Managers provide Monthly Work Reports to the Directors of Works, who uses this information in bi-monthly Works Reports to Council. The Service Delivery Matrix also provides a summary of works progress, updated 6-monthly.	Council Municipal Service Management	Ongoing	01/07/2014	30/06/2015
5.1.6.3 Support operation of Local Authorities and their meetings.	Council Service Managers continue to assist the organisation and running of Local Authority meetings.	Council Municipal Service Management	Ongoing	01/07/2014	30/06/2015

**Quarterly Corporate Plan**

**OUTCOME:** 5.2 High standards of communication, transparency and openness

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY:</b> <i>Build effective relationships through engagement of the public</i>					
5.2.3.1 Implement the Communications Strategy and Action Plan.	CDRC has reviewed the plan for 2014 and drafted a plan for 2015/16 to align with CDRC financial and regional plan reporting.	Governance and Corporate Support	In Progress	01/07/2014	30/06/2015

## Quarterly Corporate Plan

### OUTCOME: 5.3 Proactive partnerships with government agencies and the private sector

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY: Develop mechanisms for ongoing liaison with Government agencies in key policy and service delivery areas</b>					
5.3.1.1 Organise and/or participate in forging ongoing consultative relationships with the Public and Private sectors and build upon the relationships already established.	The organisation continues to promote constructive relationships with strategic partners such as funding agencies and key stakeholders. Meetings this period have included: - negotiations with Prime Minister and Cabinet regarding IAS funding - Central Land Council discussions (MOU and operational issues) - Department of Local Government and Community Services - Minister Bess Price - Hon. Warren Snowdon MP - Scott Robertson GM PWC Remote Operations Power and Water - Scott Lovett Regional Director Ministers Department	Executive Management and Leadership	Ongoing	01/07/2014	30/06/2015
5.3.1.2 Work closely with CLC, LGANT and the other Councils to manage Section 19 leases over core local government facilities.	Please refer to the Section 19 update in the Council agenda.	Executive Management and Leadership	In Progress	01/07/2014	30/06/2015

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY: Lobby Government and advocate on behalf of Council residents to advance local and regional priorities</b>					
5.3.2.1 Continue to advocate for improved internet services and mobile coverage throughout the Central Desert region.	The Council is now involved in initiatives to advocate broadband coverage in remote communities, both driven by local businesses and the Arid Zone Research Centre. Council is engaged in a trial RDA program with Engawala and will monitor changes in service delivery for 12 months.  Recently the Desert Knowledge Centre has started a project called "Broadband for the Bush" - Council has participated in this initiative.	Executive Management and Leadership	Ongoing	01/07/2014	30/06/2015
5.3.2.2 Continue to lobby NT Government over potential hand over of NT roads to local authority to ensure that CDRC is not disadvantaged.	LGANT is actively monitoring this issue and advice is provided to Council at LGANT meetings.	Executive Management and Leadership	Ongoing	01/07/2014	30/06/2015



**Quarterly Corporate Plan**

**OUTCOME:** 5.3 Proactive partnerships with government agencies and the private sector

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY:</b> Lobby Government and advocate on behalf of Council residents to advance local and regional priorities					
5.3.2.3 Implement Local Authorities in each community and ensure compliance with legislative guidelines.	A target of 6 meetings per year is the focus for 14/15; Quorum being achieved at 69% of meetings scheduled. The meetings are facilitated with governance support funded by the Department of Local Government and Regions. Great results coming out of Local Authority Action Items, and Council working with other regional Council's developing the LA engagement process for best practice procedures.	Governance and Corporate Support	Ongoing	01/07/2014	30/06/2015

## Quarterly Corporate Plan

**OUTCOME:** 5.4 Increased community capacity and empowerment

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY:</b> <i>Ensure Local Authorities are effectively supported by Council to undertake agreed roles</i>					
5.4.2.1 Build the capacity of CSMs and Local Authority champions to support Local Authorities.	Local Authorities have been formed in all communities. An RSM/CSM workshop held at the Managers Forum in March, 2015 to finalise reporting from CSM's to LA's. This session also incorporated transfer of responsibilities to RSM / CSM's for LA support going forward from 30 June, 2015. A further Chair / Deputy Chair workshop is planned for May 2015.	Governance and Corporate Support	Ongoing	01/07/2014	30/06/2015

**Quarterly Corporate Plan**

**OUTCOME:** 5.5 Continual improvement in the governance capacity of elected members

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY:</b> <i>Implement an ongoing training program for councillors</i>					
5.5.1.1 Implement Elected Member and Local Authority Member Professional Development Plan	Elected and Appointed Member Professional Development plan will incorporate on-going training for Councillors and Local Authority members. Councillors receive training on Professional Development days incorporated into Council meetings Local Authority Chair and Deputy Chair have workshop two times per year, Local Authority members receive training during Local Authority meetings when requested.  Professional Development plan to be finalised in May 2015, for presentation to June Council meeting.	Governance and Corporate Support	In Progress	01/07/2014	30/06/2015

**Quarterly Corporate Plan**

**OUTCOME:** 5.6 Provide services to other agencies on a commercial basis

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
<b>STRATEGY:</b> <i>Facilitate the maintenance of airstrips on behalf of the Northern Territory Government</i>					
5.6.1.1 Undertake inspection and maintenance of airstrips at seven locations within the Council area.	Inspection and maintenance tasks are being undertaken at seven locations. All airstrips are in operational condition. Monthly inspections are undertaken at each airstrip and this service is invoiced monthly. A closed tender for provision of these services post May 2015 was submitted on Friday 27 February.	Essential Services Contract Management	Ongoing	01/07/2014	30/06/2015

## Quarterly Corporate Plan

### OUTCOME: 5.7 Excellence in Human Resource management

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY: Implement recruitment, retention and staff training and development programs which lead to excellent performance</b>					
5.7.1.1 Establish KPIs & report on recruitment and retention of staff. Develop and update the Indigenous Employment Strategy by April 2015.	Broadly, the Indigenous Employment Strategy continues to be implemented by HR. Notable areas are cross cultural training that has been offered to new Non Indigenous staff commencing at the Regional Council, Partnerships entered into with GTNT, Centre for Appropriate Technology and Municipal SA over employee training and development, Employee Induction and Mentoring. A review to update the Indigenous Employment Strategy is underway.	Human Resources	In Progress	01/07/2014	30/04/2015
5.7.1.2 Review & update Council's employment policies three months before expiry.	At least seven policies were reviewed and updated by HR during this quarter. These were: 1.Parents Paying for Property Damage by Children Policy 2.Engagement of Independent External Contractors/Consultants Policy 3. Time Off In Lieu Directive 4.Higher Duties/Transfer Policy 5.Customer Service Policy 6.Parental Leave Policy and advice was provided in the Staff Housing Policy and Directive.	Human Resources	In Progress	01/07/2014	30/06/2015
5.7.1.3 Provide strategic and aligned human resource services, including administering a consistent performance review system and evaluation of job descriptions.	HR's focus was dominated by recruitment, employee training and development, training of Health and Safety Officers, Industrial Relations matters, Regional Council Wide Work Health and Safety Meeting and Planning for the 2015/16 financial year.  Catalysing performance reviews continues to be an area of major focus by HR.	Human Resources	In Progress	01/07/2014	30/06/2015
5.7.1.4 Train and develop staff consistent with Strategic Training and Development Plan ensuring that individual training is linked to organisational requirements and personal professional development plan.	Rural Operations Course, Certificate III in Civil Construction, Certificate III in Local Government, Child Care and Aged Community Services Training courses are currently underway.	Human Resources	In Progress	01/07/2014	30/06/2015

## Quarterly Corporate Plan

### OUTCOME: 5.7 Excellence in Human Resource management

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY: Implement recruitment, retention and staff training and development programs which lead to excellent performance</b>					
5.7.1.5 Identify and progress a range of community based projects that will maximise local participation and capacity building.	The Housing Management Program - Fencing have been liaising with RJCP to ensure the best outcome for our residents. In conjunction with RJCP and Works looking at projects related to staff housing to increase local participation.	Facilities and Housing	Ongoing	01/07/2014	30/06/2015
5.7.1.6 Undertake workplace mentoring to 9 service centers to improve retention and work place engagement (as per DHLGRS grant conditions). This service is subject to funding.	Workplace Mentoring program has failed to secure funding for it to continue beyond March 2015.  The program has been instrumental to the retention and attraction of staff and hopefully IAS will be able to fund it in future.	Human Resources	In Progress	01/07/2014	30/06/2015

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
<b>STRATEGY: Implement WH &amp; S requirements to promote safe working conditions, equipment is available and "safe" workplace culture developed</b>					
5.7.2.1 Implement a best practice WH&S system for CDSC targeting an injury free work environment with quarterly reviews.	No serious accident/incidents during this quarter. The half yearly audit was presented to management to analyse and determine where the strengths and weaknesses were in the CDRC Systematic WH&S Management System . Based on the results of the half yearly WH&S Audits it appears that Council is complying with its Primary Duty of Care obligations in a reasonably practicable manner.  HR will continue to catalyse and support line management in meeting its WH&S obligations.	Human Resources	In Progress	01/07/2014	30/06/2015

**Quarterly Corporate Plan**

**BUDGET SUMMARY:**

<i>BUDGET TYPE</i>	<i>14/15</i>		
	<i>BUDGET</i>	<i>YTD</i>	<i>ACTUAL</i>
New Initiatives - Operating one-off	\$0	\$0	\$0
Capital	\$0	\$0	\$0
Operating (recurrent)	\$0	\$0	\$0
Grant funded	\$0	\$0	\$0
<b>Total:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>