



Central Desert Regional Council

Quarterly Corporate Plan

Period: 01/10/16 - 31/12/16

Quarter: December



Quarterly Corporate Plan

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>
STRATEGY: <i>Ensure all services that are provided on community are delivered in a culturally appropriate manner</i>					
1.1.1.1 Improve service quality and project status reporting to the Local Authorities and Community through core services matrix and other service standard reporting tools	The Project Tracker is tabled bi-monthly at Local Authority meetings. The Matrix is reviewed and updated bi-annually and tabled to Council for review before being tabled at the next round of Local Authority meetings. Matrix updated in September 2016.	Council Municipal Service Management	Ongoing	01/07/2016	30/06/2017
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.	Project Tracker and Service delivery reports are tabled at Local Authority meetings for review and feedback.	Council Municipal Service Management	Ongoing	01/07/2016	30/06/2017
1.1.1.3 Implement the Family Wellbeing Strategy	Final draft prepared. Launch on 7 October Council meeting in Lajamanu Oct Community Launch in Lajamanu followed by Media Launch in Alice Springs.	Youth and Communities	Completed	20/05/2016	30/06/2017

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
STRATEGY: <i>Facilitate and lobby Government to ensure appropriate human services are provided to communities and homelands to meet the needs of the residents.</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
STRATEGY: Facilitate and lobby Government to ensure appropriate human services are provided to communities and homelands to meet the needs of the residents.					
1.1.2.1 Service Development within Aged Care	<ul style="list-style-type: none"> - Area coordinator Positions - position descriptions and KPIs currently being developed by Aged & Disability Projects Coordinator. One area coordinator position currently vacant - this was previously filled by the Lajamanu Coordinator. The new coordinator at Lajamanu does not have adequate experience to take on the role so is only working at the community coordinator level. Staff will be mentored to determine if one has the capacity to take on the role. - Atitjere Aged Care - CDRC delivering hampers to clients in Atitjere following Marle ceasing services. HCP packages have been allocated and awaiting Activity Work Plan so that CHSP contract can be signed. Still awaiting NTJP contract from the department. Coordinator position has been advertised. - Change Management Committee - Regular Meetings underway with committee and projects being progressed. Current project is a mapping of training needs for staff.- - Willowra aged care - further work being done on design, layout and construction of building. Limited services currently being delivered in Willowra. - Coordinator communication: Nyrripi coordinator and staff member to spend time at Yuleamu and Laramba services to observe service delivery. 	Aged and Disability Care Management	In Progress	01/07/2016	30/06/2017

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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>
STRATEGY: <i>Facilitate and lobby Government to ensure appropriate human services are provided to communities and homelands to meet the needs of the residents.</i>					
1.1.2.2 Support the development of the Engawala Playgroup in association with the Jesuits and community stakeholders	<p>Engawala Playgroup started on the 18th August through the Commonwealth's Stronger Communities for Children. The program started with an opening of the Engawala Women's centre and a celebration of all the services working together for the community. 3 local Educators have been employed and are running the program 3 days a week. Building modifications are complete and the resources have been set up. Discussion with local Educators and families about the outdoor play equipment and the purchase of more toys are underway.</p> <p>Nov 2016 - Engawala playgroup has been running consistently with 3 local staff members employed. The program runs Monday, Tuesday and Wednesday with an average of XXX children each week.</p>	Children's Services	Ongoing	01/07/2016	30/06/2017

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
STRATEGY: <i>Develop mechanisms for ongoing liaison with Government agencies in key policy and service delivery areas</i>					
1.1.3.1 Organise and/or participate in forging ongoing consultative relationships with the Public and Private sectors and build upon the relationships already established.	<p>A range of meetings have been held to ensure ongoing positive relationships with government and non-government entities. Meetings this period include:</p> <ul style="list-style-type: none"> - Department of Housing and Community Development - regular meeting to discuss local government issues - Power and Water - Yuelamu water supply issues as well as ongoing contractual monitoring - Department of Housing and Community Development general LG related issues - Department of Housing - opportunities for contracting into TH for "room to breath" contracts - Department of Housing and Community Development in relation to Utopia Homelands - NT Corrections - Alternative incarceration models 	Executive Management and Leadership	Ongoing	01/07/2016	30/06/2017

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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>
STRATEGY: <i>Develop mechanisms for ongoing liaison with Government agencies in key policy and service delivery areas</i>					
1.1.3.2 Work closely with CLC to manage Section 19 leases over core local government facilities to ensure compliance with leasing requirements.	A meeting with CLC is being sought in Dec 2016 to discuss a list of anomalies relating to Council leases including maintenance arrangements for parcels of Land Trust land within community boundaries.	Facilities and Housing	Ongoing	01/07/2016	30/06/2017

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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>
STRATEGY: <i>Establish and support youth initiatives</i>					
1.2.1.2 Delivery of high quality, responsive Community Safety Patrol services throughout the Central Desert Region	CSP teams currently operate in all CDRC communities, at least 5 times per week with 2 patrollers on at any time. They continue to operate under the coordinated efforts of the Community Coordinator. With the new EA in place, Community Coordinators and CSP teams are beginning to provide more flexibility in hours of operation to reflect community needs. An app is being developed that will enable more effective reporting by patrollers in a timely manner.	Youth and Communities	Not Started	01/07/2016	30/06/2017

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OUTCOME: 1.3 Clean, tidy and healthy communities

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
STRATEGY: Increase community awareness of environmental health issues around untidy living spaces					
1.3.1.1 Actively promote Tidy Town campaign as part of the overall waste management approach	Territory Tidy Towns invited to attend Works planning day when available to encourage and support service delivery centres. All landfills are entered in the Territory Tidy Towns campaign	Council Municipal Service Management	Ongoing	01/07/2016	30/06/2017
1.3.1.2 Build and maintain relationships with other stakeholders who work in the communities in the field of environmental health, such as NT Health.	Primary engagement with NT Health is through the Central Australian Regional Waste Management Working Group that meets quarterly. Current discussions are around legacy asbestos management and litter/waste management in outstations.	Council Municipal Service Management	Ongoing	01/07/2016	30/06/2017

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
STRATEGY: Promote the health benefits of domestic animal welfare programs					
1.3.2.1 Deliver animal management programs including community education.	Six-monthly contract vet visits are done to all communities. Successful visits were completed in Oct-Nov 2016 to all communities.	Animal Welfare and Control	Ongoing	01/07/2016	30/06/2017
1.3.2.2 Progress the Animal Management By-Law project in conjunction with LGANT	The Lajamanu CSM is progressing this on behalf of Council.	Animal Welfare and Control	In Progress	01/07/2016	30/06/2017

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
STRATEGY: Develop and enforce local by-laws that protect the health and safety of the community					
1.3.3.1 Monitor the need for local by-laws and provide advice to Council as required.	Ongoing monitoring. No progress, November 2016.	Governance and Corporate Support	Ongoing	01/07/2016	30/06/2017

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OUTCOME: 1.4 Communities that are safe for residents and visitors

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
STRATEGY: Support and facilitate the delivery of community safety programs and initiatives such as night patrol					
1.4.1.2 Develop a strong working partnership with Police in each CDRC Community	MOUs with Police are due to be updated. Manager Y&C will commence discussions with Police. With the assistance of the Area Coordinators, all Youth Community Coordinators and CSP team members continue to try and foster effective relations with police. A discussion was held between Y&C Manager and Inspector Neil Hayes about renewing MOU's. There has been no further progress.	Youth and Communities	Not Started	01/07/2016	30/06/2017
1.4.1.3 Establish a working partnership with Youth Services and the CDP Work for the Dole Program through the creation of Youth Patrol Services.	Yuendumu has commenced a youth patrol which is being actively encouraged. Y&C will monitor its progress. The Youth patrol service in Yuendumu continues to operate well.	Youth and Communities	In Progress	01/07/2016	30/06/2017
1.4.1.4 Support the operations of the Family Justice and Mediation program in Yuendumu & Willowra,	The program continues to develop with mediators now appointed in Willowra. Training has been held in Youth Mental Health First Aid and community justice. The program now has funding secured to 30 June 2018. APONT are engaged to support their migration toward independence. There is funding to also appoint a business consultant for this purpose. EOI's have been advertised in November for the appointment of the Business Consultant. APONT Governance have been working closely with STKIC on governance issues associated with independence.	Youth and Communities	Ongoing	01/07/2016	30/06/2017

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
STRATEGY: Ensure Local Emergency Services are accessible to remote communities, residents and ratepayers					
1.4.2.1 Actively participate in Local Counter Disaster Planning regarding road accident, fire, flooding and high wind.	Scheduled Local Counter Disaster planning meetings are attended regularly by the Council Services Managers.	Council Municipal Service Management	Ongoing	01/07/2016	30/06/2017

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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>
STRATEGY: Facilitate the delivery of essential and municipal services to remote communities and homelands					
1.6.1.1 Coordinate the provision of essential services to defined communities as per contact conditions	ESOs deliver duties as per contract requirements. Engawala and Atitjere ESO roles are currently vacant and being advertised. Awaiting placement of second 0.5 FTE ESO at Yuendumu. ESO training was given to ESOs and backup staff in Sept 2016. Further training is planned in Oct 2016.	Key Projects Management	Ongoing	01/07/2016	30/06/2017
1.6.1.2 Ensure essential services are delivered effectively to outstations and homelands.	Council arranges 6-monthly audits and repairs of outstation houses by plumbers, electricians and builders. Refurbishment is complete on the last unoccupied blockwork house at Mt Eaglebeak.	Key Projects Management	Ongoing	01/07/2016	30/06/2017
1.6.1.3 Improve homeland infrastructure through construction and upgrade.	Capital upgrades are scheduled and funding applied for through the NT MES SPG grant program. In Nov 2016, the Irrelirre Bushlight system inverter was replaced, completing the major upgrade of that system. In late Nov 2016, refurbishment of the last Mt Eaglebeak old blockwork house was completed, allowing reoccupation by residents. Tenders have been released for battery replacement at Mt Eaglebeak and Foxalls Well outstations. In Nov 2016 a failing septic system was upgraded at Pulardi.	Key Projects Management	Ongoing	01/07/2016	30/06/2017
1.6.1.4 Maintain, upgrade and replace infrastructure that improves sustainability of power and water supplies to homeland residents.	As per 1.6.1.3	Key Projects Management	Ongoing	01/07/2016	30/06/2017
1.6.1.5 Manage homeland housing, assets and services.	As per 1.6.1.2	Key Projects Management	Ongoing	01/07/2016	30/06/2017

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
STRATEGY: Facilitate and support the delivery of appropriate human services to communities and outstations.					

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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>
STRATEGY: <i>Facilitate and support the delivery of appropriate human services to communities and outstations.</i>					
1.6.3.2 Implement a regional capital upgrade program to improve aged care facilities	Capital upgrades are underway and progressing as funds and contractors are available. Willowra aged car: further work being done on design, layout and construction of building. Ti Tree fire sprinkler system: Quotes received and planning underway. Work to be completed by early 2017. Engawala, Nyrripi, Wilora: Works completed Laramba: Veranda and flooring complete. Work underway on quotes for awnings	Aged and Disability Care Management	In Progress	01/07/2016	30/06/2017

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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>
STRATEGY: Increase participation in celebrations and improve awareness of Indigenous culture					
1.7.1.1 Develop and help promote significant local and cultural events.	<p>Council is committed to supporting and promoting significant cultural events in the Central Desert Region.</p> <p>In August 2016 Council provided financial sponsorship to the annual Harts Range Sports Weekend.</p> <p>Other significant events, such as the Milpirri Festival planned for Lajamanu on 15-16 October, will be supported by Council through in-kind support.</p> <p>The sports weekend was held from 1-3 July. The Yuendumu CSP team was supported by CSP teams from Yuelamu and Laramba.</p> <p>No progress, November 2016. Last Updated - 22/09/2016 Youth and Communities Manager</p>	Governance and Corporate Support	In Progress	01/07/2016	30/06/2017

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
STRATEGY: Ensure Council governance and service delivery practices are based on respect for different cultures					
1.7.2.1 All new employees to have completed a formal cross-cultural awareness session within 3 months of commencement.	8 staff attended Cross Cultural Training during this quarter.	Human Resources	In Progress	01/07/2016	30/06/2017

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

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
STRATEGY: Facilitate the delivery of Library and Heritage services and facilities					
1.8.2.1 Provide culturally appropriate library services that integrate with Youth Sport and Recreation activities.	Library services in Lajamanu and Ti Tree have recently received new computers and other equipment. Youth and Communities are working with Libraries NT. Libraries NT have appointed a consultant to review the program. Libraries NT are also engaging with CDRC to provide improved internet services. Improved internet services will be made available in Ti Tree in January 2017 and later in 2017 in Lajamanu. A new Library Officer was appointed in Ti Tree who has since resigned. A new Officer is working well in Lajamanu. The Library services will be managed under Children Services in the future.	Youth and Communities	Not Started	01/07/2016	30/06/2017
1.8.2.2 Relocate the Lajamanu Library subject to building availability.	The Library continues to operate out of Batchelor Training Centre. There are currently no alternative facilities available in Lajamanu for the library to operate out of that can provide the same level of access and accommodation.	Youth and Communities	Not Started	01/07/2016	30/06/2017

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
STRATEGY: Facilitate the delivery of arts and cultural programs in accordance with the Local Service Delivery Plan					
1.8.3.1 Provide support to community cultural events.	Youth and Communities continue to support cultural events by providing CSP teams to support host communities where requested. Often this is in consultation with Police. Community Cultural events have recently been supported by CSP patrols in Ti Tree, Yuendumu and Atitjere.	Youth and Communities	Ongoing	20/05/2016	30/06/2017

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OUTCOME: 2.1 High standard of roads and town landscapes

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
STRATEGY: Improve local road network construction, maintenance and upgrade in the Council area					
2.1.1.1 Repair and maintain road pavements.	<p>INSIDE COMMUNITIES</p> <p>Potholes are repaired in communities on a regular basis.</p> <p>Road shoulders are refurbished prior to reseals. Engawala and Atitjere road shoulders are being done Sep-Dec 2016 in preparation for reseals in Mar 2017.</p> <p>BETWEEN COMMUNITIES</p> <p>The NDRAA program is refurbishing several roads in the Yuendumu region. See separate Action for details.</p> <p>Routine road grading is done 3 times per year on Council's connector roads. The next scheduled run is Oct 2016.</p>	Council Municipal Service Management	In Progress	01/07/2016	30/06/2017
2.1.1.2 Deliver 5 year Roads Plan	<p>NDRRA Flood Repair project - refurbishment of the Nyirripi Rd at the borefield detour was completed in Sept 2016, and the crew has commenced work at the 50-70km section of Nyirripi road. Works are on budget and time at present.</p> <p>Yuendumu CBD upgrade - tender bids were received in Nov 2016 but were above the available budget. Planning is now underway to complete works using Council's own road crew.</p> <p>Lajamanu CBD stormwater management - GHD has provided detailed stormwater management options to divert stormwater from the old and new airstrips before it enters Lajamanu. These are being considered by Council and will be put to the NT Govt for their consideration/funding.</p> <p>Engawala & Atitjere road reseals - road shoulder upgrades and curbing installation was completed at Engawala by Nov 2016, and the crew has now moved to Atitjere for similar works. Reseals are scheduled for Feb-Mar 2017.</p> <p>Willowra, Wilora and Laramba Traffic Management Plans were put to Local Authorities for comment and some modifications made.</p> <p>Infrastructure is being installed at each site.</p>	Infrastructure upgrades and construction	Ongoing	01/07/2016	30/06/2017

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OUTCOME: 2.1 High standard of roads and town landscapes

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
STRATEGY: Improve local road network construction, maintenance and upgrade in the Council area					
2.1.1.3 Implement NDRRA project to reinstate roads damaged by natural disasters.	Construction started in June 2016. Refurbishment of the Pulardi Rd was completed in Sept 2016, and the crew has mobilised to commence works on the Nyirripi Rd. Works are on budget and time at present.	Infrastructure upgrades and construction	In Progress	01/07/2016	01/12/2017
2.1.1.4 Improvement of floodways, drainage and water course crossovers.	This is progressing as a part of NDRRA road works. See	Infrastructure upgrades and construction	In Progress	01/07/2016	30/06/2017
2.1.1.5 Scheduled maintenance grading of local road network.	Road maintenance grading is scheduled 3 times per year on Council roads. Regular rains through 2016 has meant some roads have been graded more often. The next scheduled run is Oct 2016.	Infrastructure upgrades and construction	Ongoing	01/07/2016	30/06/2017
2.1.1.6 Undertake Yuendumu and Lajamanu CBD upgrades	As per 2.1.1.2	Infrastructure upgrades and construction	In Progress	01/07/2016	30/06/2017

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
STRATEGY: Initiate improvements to town appearance and public safety, including street lighting.					
2.1.2.1 Maintain street lighting and pursue improvements.	Council provides R&M to all streetlights in communities. Council resolved in Aug 2016 to assume ownership of streetlights in Ti Tree from 1 Jan 2018. Council is encouraging Local Authorities to invest in solar streetlights lights using their LA funds. Lajamanu, Willowra, Nyirripi, Laramba, Engawala have all done this in 2016.	Council Municipal Service Management	Ongoing	01/07/2016	30/06/2017

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
STRATEGY: Provide community amenity through aesthetically pleasing parks, gardens and open spaces.					
2.1.3.1 Maintain parks, reserves and public open space.	Bi-monthly work plans are developed to ensure on-going maintenance is planned regularly. The Matrix reviews progress status.	Council Municipal Service Management	Ongoing	01/07/2016	30/06/2017
2.1.3.2 Undertake minor capital works and projects (such as Local Authority projects) to improve community amenity	Minor Capital works are captured in the project tracker and progress status is updated monthly.	Council Municipal Service Management	Ongoing	01/07/2016	30/06/2017

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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>
STRATEGY: Improve traffic management and safety in Service Centres					
2.1.4.1 Implement Traffic Management Plan in all communities in consultation with Local Authorities.	Traffic Management Plans have been prepared for Laramba, Wilora and Willowra in July 2016, and sent to Local Authorities for comments. Laramba provided formal feedback in Aug 2016. Other plans are being drafted up to the end of 2016 for release to Local Authorities for comment in early 2017.	Infrastructure upgrades and construction	In Progress	01/07/2016	30/06/2017

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

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
STRATEGY: Council Assets (including infrastructure, facilities, and plant and equipment) are managed in a cost effective and sustainable manner.					
2.2.1.2 Develop Asset Management plans for Council's key assets (Roads, Buildings and facilities, Fleet & Plant & others).	Road infrastructure is fully audited and in Excel spreadsheets, but not yet massaged into a formal Asset Management Plan (AMP). Upgrade priorities are clearly understood and documented in Council's 5-year road upgrade (R2R) plan. Fleet and Plant assets are fully audited and uploaded to the Ausfleet system. A 10-year replacement plan was endorsed by Council in Aug 2016 and needs to be uploaded to a formal AMP. Facilities are only 30% formally audited and uploaded to Council's SMP database. Auditing is continuing. Priority upgrades are informally known and are being actioned.	Assets and Infrastructure	In Progress	01/07/2016	30/06/2017
2.2.1.3 Implement an integrated Asset Management approach within available resource.	See 2.2.1.1	Assets and Infrastructure	In Progress	01/07/2016	30/06/2017
2.2.1.5 Procure and dispose of vehicles, plant and equipment in accordance with operational requirements.	In Aug 2016 Council endorsed the annual vehicle/plant purchase and disposal plan for 2016/17. Implementation of the plan is on track as at Nov 2016.	Fleet and Plant Management	Ongoing	01/07/2016	30/06/2017

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
STRATEGY: Community cemeteries and morgues are managed in a sustainable manner in partnership with local community and other key stakeholders					
2.2.2.1 Develop cemetery management plans and establish local cemetery boards guided by revised Cemeteries Act.	Local cemetery boards to be established by March 2017	Council Municipal Service Management	Not Started	01/07/2016	30/06/2017

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

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
STRATEGY: Undertake repairs and maintenance to community housing on behalf of the Northern Territory Government					
2.3.1.1 Advocate for improved standards for community housing provided by Territory Housing.	Officers are lobbying government to improve housing standards. Opportunities have been identified as part of the new governments 10 year plan for remote housing.	Executive Management and Leadership	Ongoing	01/07/2016	30/06/2017
2.3.1.2 Advocate to Territory Housing for more fencing for community housing.	Council is completing fencing upgrades at Nyirripi in Dec 2016, completing the HMP Fencing contract started in 2014. Council was awarded a HMP Fencing contract in Oct 2016 to upgrade fences at Lajamanu. Works were completed by 24 Nov, except awaiting delivery of gates. Council is tendering for a similar contract for Yuendumu.	Executive Management and Leadership	In Progress	01/07/2016	30/06/2017

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
STRATEGY: Advocate for improved housing outcomes for residents living on communities					
2.3.2.1 Work with CLC and other appropriate agencies to review appropriate affordable housing options and community housing delivery models	Council has not been approached by CLC or NT Govt throughout 2016 to participate in any such considerations. The new Labor NT Govt (elected Sept 2016) made an election promise to pursue affordable housing solutions and announced in Nov 2016 that their Room to Breathe upgrades will commence in early 2017.	Executive Management and Leadership	Not Started	01/07/2016	30/06/2017

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
STRATEGY: Ensure Council staff housing and visitor accommodation is maintained and repaired					
2.3.3.2 Ensure staff housing is properly maintained and agreements in place.	An updated Tenancy Agreement for staff using Council housing is being finalised for implementation by early 2017. A maintenance register and email address is in place to report R&M issues to the Facilities Coordinator. A priority list of staff house upgrades is complete, and works are being actioned using the available 2016/17 budget.	Facilities and Housing	Ongoing	01/07/2016	30/06/2017

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

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
STRATEGY: Ensure Council staff housing and visitor accommodation is maintained and repaired					
2.3.3.3 Maintain visitor accommodation and facilities at acceptable standard.	<p>All formal visitors accommodation is at an acceptable standard.</p> <p>Lajamanu Longhouse accommodation was fully upgraded in 2014. It does not need upgrading at present.</p> <p>Lajamanu short-term visitors accommodation Lot 256 is scheduled for upgrade works in Nov 2016, although may be reallocated for staff housing.</p> <p>Yuendumu Hilton accommodation was fully upgraded in May 2016.</p> <p>Yuendumu visitors accommodation does not need upgrading at present.</p> <p>Nyirripi visitors accommodation is scheduled for a repaint and window replacement in Oct 2016.</p> <p>Yuelamu contractors accommodation was upgraded in Aug-Sep 2016 and is now at a suitable standard.</p> <p>Laramba contractors accommodation was installed in Aug 2016. Power and water supplies are not yet connected (at late Sept 2016) and Power Water Corporation is close to providing specifications and costs to install a new power transformer and water pressure pump. to enable connection of power and water.</p> <p>Engawala. Council does not supply visitors accommodation (there is GEC accommodation onsite).</p> <p>Atitjere VIP visitors accommodation does not need upgrading.</p> <p>Ti Tree. Council does not supply visitors accommodation (there are other options in the town).</p> <p>Willowra. Council took on the S19 lease for Lot 50 contractors accommodation demountable in July 2016. A perimeter fence was installed around the site in Aug 2016. The kitchen had minor upgrades in Aug 2016. No other works are required at this time.</p> <p>Willowra visitors accommodation (ex CSM house). The house is being painted and minor carpentry</p>	Facilities and Housing	Ongoing	01/07/2016	30/06/2017

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

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
STRATEGY: <i>Ensure Council staff housing and visitor accommodation is maintained and repaired</i>					
	work inside in Sep-Oct 2016. Otherwise no upgrades needed.				

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OUTCOME: 3.1 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>
STRATEGY: <i>Establish apprenticeships and traineeships that are linked to the Regional Council operations</i>					
3.1.1.1 Promote and Develop apprentices/traineeships/work experience programs in all Service Delivery Centres	Efforts to promote apprenticeships and traineeship underway. Funding is the limiting factor. Many staff members took part in accredited job related training and development.	Human Resources	In Progress	01/07/2016	30/06/2017

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
STRATEGY: <i>Establish programs in partnership with relevant agencies to maximise education and training outcomes and provide pathways into employment</i>					
3.1.2.2 In conjunction with Community Safety Patrol establish a Youth Safety Patrol Work for the Dole Program.	The Community Safety Patrol program continues to engage with CDP participants. Participants have been engaged with this activity as part of their work for the dole requirements. Involvement has been very positive in Yuendumu. An after hours activity is being negotiated with PMC	Community Development Program (CDP) Management	In Progress	01/07/2016	30/06/2017

Quarterly Corporate Plan

OUTCOME: 3.3 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>
STRATEGY: <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>					
3.3.1.3 Implement actions of Economic Development and Tourism Plan as opportunities arise	<p>Pursuing CDRC inclusion in planning of Alcoota Mega Fauna Fossil Site. - Note NT Govt has deferred funding for this project. CDRC is pursuing a joint planning process to keep this on the agenda.</p> <p>Developing relationships with Central Australian Tourism Industry Association to ensure Regional focus on Tourism Planning</p> <p>Establish relationship with new CEO of Tourism Commission. Note that CEO Tourism Commission lost his job when Govt changed. New CEO to be invited to speak with Council in 2017.</p> <p>Attended Economic Development Forum arranged by NADO.</p> <p>Doing Business in the Bush Workshop development EOI procurement process commenced.</p>	Executive Management and Leadership	In Progress	01/07/2016	30/06/2017

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
STRATEGY: <i>Work with Government and industry bodies in the development of regional business and industry plans</i>					
3.3.2.2 Monitor major developments in the region to ensure that Council benefits from any potential economic developments.	<p>Pursue inclusion of Council in planning of Alcoota Mega Fauna Fossil site - Alcoota project deferred by NTG.</p> <p>Liaise with Mining companies in the region to investigate contract and employment opportunities. - Nolans Bore project to be investigated by CDP for potential job opportunities in 2017.</p> <p>Ensure CDP has an integrated approach to participant training, job placement & recruitment</p>	Executive Management and Leadership	In Progress	01/07/2016	30/06/2017

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
STRATEGY: <i>Pro-actively support new industry and business opportunities that are complementary to community lifestyles</i>					

Quarterly Corporate Plan

OUTCOME: 3.3 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>
STRATEGY: <i>Pro-actively support new industry and business opportunities that are complementary to community lifestyles</i>					
3.3.3.1 Support local enterprise activities through CDP		Community Development Program (CDP) Management	Not Started	01/06/2015	30/06/2018

Quarterly Corporate Plan

OUTCOME: 3.4 Proactively seek commercial opportunities so as to maximise return to Council and local employment opportunities

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
STRATEGY: Undertake commercial activities on behalf of other agencies on a cost recovery basis.					
3.4.1.1 Undertake Airstrip Maintenance contract - inspection and maintenance of airstrips at seven locations within the Council area.	Airstrips are maintained according to contractual requirements. There is nothing unusual to report for the Aug-Sep 2016 period. Dol is investigating a possible realignment of the Atitjere airstrip.	Key Projects Management	Ongoing	01/07/2016	30/06/2017
3.4.1.3 Negotiate contract and coordinate community postal agencies for specific communities.	Current contracts for specific communities are in place.	Council Municipal Service Management	Ongoing	01/07/2016	30/06/2017
3.4.1.4 Continue to investigate and pursue commercial opportunities for the Council that support indigenous employment and provide adequate returns to the Council.	The project to investigate alternative incarceration models in the region has commenced. Initial reaction to the concept has been positive. Meeting with Department of Corrections indicated that they are generally in favour of project - we need to come back to them with final model and costing. Council continues to investigate and pursue opportunities for commercial contracts. Council is undertaking a contract to install and upgrade fencing to 22 homes in Lajamanu. This contract will provide local employment and a small return to the Council. Council has had discussions with the Minister for Housing as well as officers within that Department in relation to the opportunities for involvement in the new "room to breath" initiative. We have been informed that we will be considered if appropriate.	Executive Management and Leadership	In Progress	01/07/2016	30/06/2017
3.4.1.5 Undertake project management of a range of externally funded projects.	The Works Directorate is currently delivering over 100 externally funded projects. The Project Tracker, as tabled at each Council meeting, summarises these. A Project Management Template is currently in final draft development, to provide detailed guidance to Council's project delivery managers on professional delivery of projects. This will be launched in Dec 2016.	Infrastructure upgrades and construction	Ongoing	01/07/2016	30/06/2017

Quarterly Corporate Plan

OUTCOME: 3.4 Proactively seek commercial opportunities so as to maximise return to Council and local employment opportunities

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>
STRATEGY: Assist with the control of fires near communities and implement fire management around communities.					
4.1.1.1 Assist with the prevention of fires around communities through proactive vegetation management.	Firebreaks are scheduled for maintenance bi-annually. Vegetation management is undertaken as per service delivery workplans.	Council Municipal Service Management	Ongoing	01/07/2016	30/06/2017

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>
STRATEGY: <i>Lead and promote the Central Australian Regional Waste Management Program</i>					
4.2.1.1 Participate in Central Australian Regional Waste Management program to improve the waste management and environmental health practices of the Council and region	Current focuses of the CARWMWG are legacy asbestos management, a possible trial to burn landfill waste, improving drop-off areas at landfills and litter management. The group meets 3 times per year, with the last meeting held Nov 2016.	Waste Management (Central Australian Waste Management Program)	Ongoing	01/07/2016	30/06/2017

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
STRATEGY: <i>Provide efficient and effective waste collection, disposal and recycling services</i>					
4.2.2.1 Enable segregation of waste for re-use and recycling	Recycling bays have been established at all landfill sites and managed daily in the larger service delivery centres and weekly in the smaller.	Council Municipal Service Management	Ongoing	01/07/2016	30/06/2017
4.2.2.2 Manage local landfill and waste disposal sites	Management of landfill sites are captured in weekly workplans across service delivery centres	Council Municipal Service Management	Ongoing	01/07/2016	30/06/2017
4.2.2.3 Provide roadside waste collection service	Hard waste trailers in all service delivery centres across CDRC.	Council Municipal Service Management	Ongoing	01/07/2016	30/06/2017

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>
STRATEGY: Utilise modern information and communications technology to maximise Council efficiencies and service delivery					
5.1.1.1 Continue to develop records management systems and processes to improve operation and compliance.	CDRC EDRMS - MAGIQ v8.5 was rolled out in July 2016. All staff required to be using MAGIQ are getting trained on the new version and its supporting features. In-house training and refresher in progress. For all new staff to be using MAGIQ, training is incorporated as a part of their induction. MAGIQ folder and file name shortening project will commence in the month of November 2016 followed by implementation of disposal and retention schedule parameters to the folders and documents.	Information Services	In Progress	01/07/2016	30/06/2017

Quarterly Corporate Plan

OUTCOME: 5.1 Effective and efficient Council Management

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
STRATEGY: Utilise modern information and communications technology to maximise Council efficiencies and service delivery					
5.1.1.3 Review ICT delivery and telecommunications in all SDC's to improve performance and reliability.	<p>CDRC ICT is actively working on getting support from various government departments to improve internet and mobile coverage. CDRC ICT is liaising with Business Unit Managers and ISP's to develop a service plan that is long term, economical and for the benefit of the community. Council offices in Lajamanu, Yuendumu, Ti Tree are currently going through Telstra phone and network upgrade that will provide these offices connectivity, digital phone system service same as Council office and Depot in Alice Springs town. This upgrade will also provide centralised billing and managed service.</p> <p>Service Agreement signed between CDRC & Distant Curve to provide high speed internet connection to Council Offices in Atitjere & Engawala Community using Microwave relay technology. Service should to commence by December 2016.</p> <p>In process of signing service agreement with Red Centre Technology Partners to provide managed service to all CDRC CDP sites.</p> <p>In discussions with Telstra and Distant Curve to provide business grade satellite, point to point wireless, ADSL, fibre based internet solution to all the CDRC offices in Laramba, Nyirripi, Yuelamu, Willowra, Lajamanu, Yuendumu, Ti Tree and Wilora community. The aim is to bring all sites under Citrix environment and CouncilBiz managed service.</p> <p>In discussions with Telstra & DezertConnect to provide information and quotes to upgrade phone systems with centrally managed service solution for the Council offices in Laramba, Nyirripi, Yuelamu and Willowra community.</p>	Information Services	Ongoing	01/07/2016	30/06/2017

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
STRATEGY: Implement a robust Governance Framework that promotes strong accountability within internal leadership team					

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>
STRATEGY: Implement a robust Governance Framework that promotes strong accountability within internal leadership team					
5.1.2.1 Continually monitor policies for current relevance and ensure additional policies are established where necessary.	Customer Service Handbook reviewed and updated and Customer Service Officer trained. Privacy Policy adopted July 2016 Some unavoidable delays wrt the review of HR Policies.	Executive Management and Leadership	In Progress	01/07/2016	30/06/2017
5.1.2.2 Undertake Leadership program for emerging leaders within the organisation	A total of 7 Program Managers and 4 Executives successfully took part in leadership training provided by the Australian School Applied Management.	Human Resources	Completed	20/05/2016	30/06/2017

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
STRATEGY: Maximise the level of external funding available to deliver Local Government services					
5.1.3.1 Maximize grants opportunities consistent with Council's strategic direction.		Finance Management	Not Started	01/07/2016	30/06/2017
5.1.3.2 Research and explore alternative avenues for revenue raising.		Finance Management	Not Started	01/07/2016	30/06/2017

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
STRATEGY: Develop and implement an integrated planning framework that provides long term integration of high level plans					

Quarterly Corporate Plan

OUTCOME: 5.1 Effective and efficient Council Management

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
STRATEGY: Develop and implement an integrated planning framework that provides long term integration of high level plans					
<p>5.1.4.1 Monitor and review Community Plans in nine communities.</p>	<p>Community Plans for 2016/17 were developed over 2016 in a five-stage process (outlined below). The plans include: priorities for the local community (as identified and voted for by local community members), the general priorities for the Central Desert Region in 2016/17 (as identified by Council at its Strategic Planning Day in May), activities for the Community Development Program in site specific locations based on community priorities, a list of all basic municipal service delivery for each location and a snapshot of Local Authority Projects for the location (as at the end of the 2015/16 financial year). The plan covers all priorities for the community, which may relate to service delivery by any area of government, non-government or the private sector.</p> <p>Stage One - community planning meetings (Feb-Mar 2016) Community meeting were held to gather ideas for community development. In the meetings community members provided their ideas for what they would like to see happen in their communities in 2016/17 and these ideas were recorded by council staff.</p> <p>Stage Two - Council choses Region-wide priorities (May 2016) Councillors were provided with the ideas from all communities across the Region and the shortlisted these ideas into 10 general Region-wide priorities.</p> <p>Stage Three - prioritising the ideas (June 2016) Community members were asked to visit the Council Service Delivery Office and vote for their top priorities (1-5) from among the ideas listed. Council staff then collated the priorities as received and add these to the finalised community plan document for each community.</p>	<p>Executive Management and Leadership</p>	<p>In Progress</p>	<p>01/07/2016</p>	<p>30/06/2017</p>

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>
STRATEGY: <i>Develop and implement an integrated planning framework that provides long term integration of high level plans</i>					
	<p>Stage Four - Local Authority note and review (Aug-Sep 2016) The community plans will presented to each Local Authority in the Aug/Sep round of meetings to note and review. the plans will be used to guide local authority funded projects.</p> <p>Stage Five - Council approval (Oct 2016) Council notes and approves the finalised 2016/17 Community Plans for each of the nine service centres.</p> <p>2017/18 Community Plans will be developed using a tighter project timeframe in 2017, with a view to having them prepared and ready for Council approval by the end of the 2016/17 FY.</p>				

Quarterly Corporate Plan

OUTCOME: 5.1 Effective and efficient Council Management

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
STRATEGY: Develop and implement an integrated planning framework that provides long term integration of high level plans					
5.1.4.2 Review Strategic Planning processes to better integrate community planning.	<p>A strategy for community consultation as well as a project plan for producing 2017/18 Community plans is currently being developed by Council's Governance Team. A pilot five-stage consultation process occurred throughout 2016. It is hoped that in 2017, the consultation process can be improved so that communities have been able to vote on their top priorities prior to their ideas going to Council at its Strategic Planning Day in May 2017 for review and voting on general Region-wide priorities. However, the quality of engagement and data collected is considered the top priority.</p> <p>Each year Council develops community plans for each of its nine major service delivery centres through direct consultation sessions with community residents and local authorities. The plans run for one financial year and include:</p> <ul style="list-style-type: none"> • The local community's priorities for what they would like to see happening in their communities in the coming year. This list is not limited to council services. • Council's general priorities for the Central Desert Region, as voted for by councillors from the ideas presented by communities across the region. • Customised list of council's dedicated service delivery in the local community (both municipal and agency services). • A snapshot of local authority projects in the community as at 30 June 2016. <p>The plans directly inform the Council's Strategic Plan.</p>	Executive Management and Leadership	In Progress	01/07/2016	30/06/2017
5.1.4.3 Update & monitor the Long Term Financial Plan		Finance Management	Not Started	01/07/2016	30/06/2017

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

Quarterly Corporate Plan

OUTCOME: 5.1 Effective and efficient Council Management

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
STRATEGY: Prioritise core service delivery in accordance with local community expectations					
5.1.5.1 Liaise with external stakeholders to maintain sound relationships and promote Council's interests.	Interagency meetings held monthly in all service delivery centres.	Council Municipal Service Management	Ongoing	01/07/2016	30/06/2017
5.1.5.2 Respond to service delivery requests and complaints and provide service delivery progress reports.	Customer service logs at each service delivery centre. Customer service logs are submitted and reviewed monthly.	Council Municipal Service Management	Ongoing	01/07/2016	30/06/2017
5.1.5.3 Support operation of Local Authorities and their meetings.	Council facilitates all Local Authority meetings across service delivery centres including distribution of meeting notices, documenting agenda items to be discussed from members, minuting meetings and venue.	Council Municipal Service Management	Ongoing	01/07/2016	30/06/2017

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
STRATEGY: Implement continuous improvement program to ensure the efficiency and effectiveness of Council operations and the highest standards of administrative, financial planning, processes and controls					
5.1.6.4 Develop Council Services Procedural Handbook for each community.	Not started	Council Municipal Service Management	Not Started	01/07/2016	30/06/2017
5.1.6.5 Development of Quality Assurance (Internal Audit) Framework with appropriate annual Quality Assurance Plan.		Executive Management and Leadership	In Progress	01/07/2016	30/06/2017
5.1.6.6 Undertake internal compliance review and also periodic audits in head office and communities to ensure compliance with internal procedures and LG legislation.		Executive Management and Leadership	Not Started	01/07/2016	30/06/2017
5.1.6.10 Implement the Risk Management Strategy and Policy - Audit & Risk Committee to oversee.		Finance Management	Not Started	01/07/2016	30/06/2017
5.1.6.11 Undertake review of the budget development process to stream line budget creation and reporting		Finance Management	Not Started	01/07/2016	30/06/2017

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>
STRATEGY: <i>Ensure communication and interaction with Council ratepayers and residents on a regular basis</i>					
5.2.1.1 Refine Customer Service Strategy and Action Plan.	No progress, November 2016.	Governance and Corporate Support	Not Started	01/07/2016	30/06/2017
5.2.1.2 Undertake Community Surveys on a regular basis	Community surveys are yet to be developed for use in the Council Region. Surveys will be site-specific, and customised to ensure the requests for feedback are specifically for Council-delivered services at each service delivery location. No progress, November 2016.	Governance and Corporate Support	Not Started	01/07/2016	30/06/2017

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>
STRATEGY: Lobby Government and advocate on behalf of Council residents to advance local and regional priorities					
5.3.1.1 Continue to advocate for improved internet services and mobile coverage throughout the Central Desert region.	CDRC is actively working on getting support from various government departments to improve internet and mobile coverage. CDRC ICT is liaising with Business Unit Managers and ISP's to develop a service plan that is long term, economical and for the benefit of the community.	Executive Management and Leadership	In Progress	01/07/2016	30/06/2017
5.3.1.3 Monitor emerging issues and provide appropriate advocacy	CEO is currently monitoring a number of emerging issues including: - impact of new government of indigenous affairs - land tenure issues in communities - possible impact of proposed \$1.1 billion investment in remote housing - Utopia homelands - Roads contracting - Outstanding rates debtors - Lack of availability of water and power in communities - Telecommunications issues	Executive Management and Leadership	Ongoing	20/05/2016	30/06/2017

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>
STRATEGY: <i>Implement an ongoing capacity building and professional development program for councillors and local authority members</i>					
5.5.1.1 Implement Elected Member and Local Authority Member Professional Development Plan	<p>Council places a high priority on ensuring that elected and appointed members receive regular, quality training and mentoring, both in formal and informal settings.</p> <p>Several councillors attended Governance Essentials for Local Government run by the Australian Institute of Company Directors (AICD) in July 2016.</p> <p>Local Authority Chair and Deputy training is planned for late October 2016.</p> <p>In August 2016 an up-to-date version of the Empower Kit for Local Authorities was finalised in consultation with the publisher. This kit represents the single main professional development resource for Council in relation to elected and appoint members activities and powers under the Local Government Act. will be provided to all new and existing LA members as well as CSMs, managers and community-based staff. The kit's resources have been improved to produce stand alone graphics and editable text for use in multiple contexts.</p> <p>No progress, November 2016.</p>	Governance and Corporate Support	In Progress	01/07/2016	30/06/2017

<i>Actions</i>	<i>Progress Comments</i>	<i>Business Unit</i>	<i>Status</i>	<i>Start Date</i>	<i>Comp Date</i>
STRATEGY: <i>Ensure the efficiency and effectiveness of Council's governance processes including administrative and other support to elected members, local authorities and committees</i>					

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>
STRATEGY: <i>Ensure the efficiency and effectiveness of Council's governance processes including administrative and other support to elected members, local authorities and committees</i>					
<p>5.5.2.1 Build the capacity of CSMs and Local Authority champions to support Local Authorities.</p>	<p>Governance works closely with Council Services Managers to provide support and guidance for their direct engagement and mentoring of appointed members, in particular the Local Authority Chair and Deputy.</p> <p>Training in meeting procedures and the advisory role of Local Authorities was provided to CSMs at the Works Planning Day in August 2016 and further training in progressing actions on behalf of LAs is planning for the Works Planning Day in October 2016.</p> <p>15/11/16</p> <p>Governance has a regular place in the agenda at the bi-monthly Works Planning Day to keep CSMs informed and continue the skill development.</p> <p>Governance to publish results of successful meetings twice a year via the staff newsletter.</p> <p>Governance to discuss meeting attendance 'awards' to encourage communities to increase their meeting attendance.</p>	<p>Governance and Corporate Support</p>	<p>In Progress</p>	<p>01/07/2016</p>	<p>30/06/2017</p>

Quarterly Corporate Plan

OUTCOME: 5.6 Excellence in Human Resource management

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
STRATEGY: Implement modern Human Resource practices that support to excellent performance and efficiencies within the organisation					
5.6.1.3 Foster Employee Commitment, Recognition and Feedback through a Systematic Performance Review System (90% of the performance reviews conducted within 30 days of being due).	Total performance reviews due between 1st Sept 2016 and 18th November 2016 were a total of 27. The percentage rate of completion in relation to the set KPI was 30%.	Human Resources	In Progress	01/07/2016	30/06/2017
5.6.1.4 Review and Update Council's employment Policies three months before expiry and ensure that managers and employees are given information and training in key policies during their first week of commencement and thereafter at reasonable intervals.	<p>Policies reviewed by HR were: Salary and Wage Administration Policy and the Work Health & Safety Policy. All supervisory and management staff who commenced during the quarter received information and training in CDRC Policies and Procedures.</p> <p>HR is currently actively driving the giving of refresher information and training in the following policies by line management:</p> <ul style="list-style-type: none"> - Code of Conduct - WHS Policy - Anti Workplace Bullying and Violence Policy - EEO & Anti Discrimination Policy - Vehicle Use and Rules for Vehicle use policies 	Human Resources	In Progress	01/07/2016	30/06/2017
5.6.1.5 Train and develop staff in line with the Strategic Training and Development Plan ensuring that individual training is linked to organizational requirements and personal professional development plan.	Records indicate that the Regional Council appears to be doing well in this area as staff from across all Directorates were involved in various types of job specific training and development.	Human Resources	In Progress	01/07/2016	30/06/2017

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
STRATEGY: Implement WH & S requirements to promote safe working conditions, equipment is available and "safe" workplace culture developed					
5.6.2.1 Fully implement a best practice Systematic WH&S for CDRC Targeting an injury free work environment with quarterly formal audits	<p>Safety Management Tasks which make up part of the CDRC's WH&S Management System were ticked off across all Directorates to a reasonably good measure.</p> <p>19 Incident/accident reports were received from Mid September to 18th November 2016. There were no major injuries.</p>	Human Resources	In Progress	01/07/2016	30/06/2017

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
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Quarterly Corporate Plan

OUTCOME: 5.6 Excellence in Human Resource management

STRATEGY: Implement the Indigenous Workforce Development Strategy

5.6.3.1 Deliver specific cultural awareness training for all staff involved in recruitment as well as employees working directly with Indigenous co-workers		Human Resources	Not Started	01/07/2016	30/06/2017
5.6.3.2 Ensure Indigenous representation on all committees, working groups and selection panels	Indigenous representation was there during the recruitment of Council Services Managers for Engawala and Laramba	Human Resources	In Progress	11/11/2016	30/06/2017
5.6.3.3 Develop a culturally appropriate Indigenous Pre-Recruitment Information package	Simplified job adverts and application process is being promoted across all Communities. Efforts to better refine it are underway.	Human Resources	In Progress	11/11/2016	30/06/2017
5.6.3.4 Ensure all Human Resources related paperwork employs plain English language	Work on simplifying without losing legal meaning is underway. HR's advice has been that Managers and Coordinators are to explain HR related paperwork with the aid of local cultural mentors where necessary.	Human Resources	In Progress	11/11/2016	30/06/2017
5.6.3.5 Ensure recruitment process highlights necessary cultural skills and attributes	All jobs advertised highlighted the applicant's need to be cultural sensitive. Candidates are comprehensively assessed about their cultural skills during the interview process.	Human Resources	In Progress	11/11/2016	30/06/2017
5.6.3.6 Where applicable, use web based technology during the recruitment process which promotes face to face communication	Use of Skype etc is on the pipeline.	Human Resources	In Progress	14/11/2016	30/06/2017
5.6.3.7 During the recruitment process, actively pursue a pool of applicants that represent a mix of ages	Task appears to be progressed subject to anti-discrimination legislation. All jobs are advertised in all visible notice boards in all Communities in a non discriminatory manner.	Human Resources	In Progress	14/11/2016	30/06/2017
5.6.3.8 Work with third parties to foster entry level Indigenous employment especially in areas where skill shortages exist both nationally and locally	Liaison with the Department of Business occurred. Lack of funding affecting this project. CDP is doing all it can reasonably do to promote job readiness of Indigenous staff.	Human Resources	In Progress	14/11/2016	30/06/2017

Quarterly Corporate Plan

OUTCOME: 5.6 Excellence in Human Resource management

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
STRATEGY: Implement the Indigenous Workforce Development Strategy					
5.6.3.9 Mentor and support line managers to increase Indigenous employment and provide ongoing training, development and support to Indigenous staff	<p>Regional IR & WH&S Workshops for Managers, Supervisors and Coordinators who are based on Community were held at Atitjere and Yuendumu Communities. Topics covered were: Employee Engagement, Tips on Dealing Employee Disputes and Grievances, Helping staff with personal problems and promotion of a positive safety culture. Workplace Bullying and Occupational Stress Management was also covered.</p> <p>Provision of ongoing training and development to staff is being achieved to a high standard.</p>	Human Resources	In Progress	14/11/2016	30/06/2017
5.6.3.10 Promote Council as an employer of choice for Indigenous staff	<p>HR has continued to actively promote CDRC as an employer of choice by supporting managers in carrying out the following:</p> <ul style="list-style-type: none"> - Promoting flexibility in employment contracts and allowing employees wanting to move to part time and casual jobs to do so. - Enforcing employee induction in all Service Delivery Centres. Ensuring that staff view the induction DVDs in language and in English. - Cross Awareness Training,. - Exploring Employee Training and Development partnerships and funding. - Focusing on the elimination of workplace bullying and harassment. - Creation of a Safe and Healthy Workplace. - Paying attention to matters raised in exit interviews. - Striving to have cadets and Apprentices in all Service Delivery Centres by partnering with relevant Funding Bodies. - Embracing Diversity and Dignity principles (EEO principles). 	Human Resources	In Progress	14/11/2016	30/06/2017
5.6.3.11 Ensure culturally appropriate induction and orientation program for newly recruited Indigenous employees	Task being actively promoted and monitored across the entire Regional Council. Use of DVDs in English and relevant Community language being shown.	Human Resources	In Progress	14/11/2016	30/06/2017

Quarterly Corporate Plan

OUTCOME: 5.6 Excellence in Human Resource management

Actions	Progress Comments	Business Unit	Status	Start Date	Comp Date
STRATEGY: Implement the Indigenous Workforce Development Strategy					
5.6.3.12 Promote the achievements of Indigenous employees	Performance Reviews and Staff Newsletters have been used to promote Indigenous employee's achievements across the Regional Council.	Human Resources	In Progress	14/11/2016	30/06/2017
5.6.3.13 Assist Indigenous employees to increase their knowledge and understanding of Council policies and procedures	Information and training is being delivered via tool box discussions. The induction DVD is being used as an initial tool of increasing employee's understanding and knowledge of Council policies and procedures. Underway is employee information sessions covering the following: •Code of Conduct •WHS Policy •Anti Workplace Bullying and Violence Policy •EEO & Anti Discrimination Policy •Vehicle Use and Rules for Vehicle use policies	Human Resources	In Progress	14/11/2016	30/06/2017
5.6.3.14 Design, implement and promote flexible work practices that compliment cultural obligations	Workplace Flexibility is being promoted with the aid of the new Enterprise Agreement 2016-19 during the recruitment phase and when requested by an employee. HR has provided advice about this task whenever it is requested.	Human Resources	In Progress	14/11/2016	30/06/2017
5.6.3.15 Ensure culturally appropriate avenues are available to Indigenous staff wishing to raise concerns	This task was addressed during IR Regional Workshops held at Yuendumu and Atitjere in October and November 2016.	Human Resources	In Progress	14/11/2016	30/06/2017
5.6.3.16 Develop a mentoring or buddy system for Indigenous employees	Will be promoted more actively in 2017.	Human Resources	In Progress	14/11/2016	30/06/2017
5.6.3.17 Encourage the direct involvement of Indigenous employees in determining their own career goals	This being achieved via performance reviews and during the recruitment process.	Human Resources	In Progress	14/11/2016	30/06/2017

Quarterly Corporate Plan

BUDGET SUMMARY:

<i>BUDGET TYPE</i>	<i>16/17</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
New Initiatives - Operating ongoing	\$0	\$0	\$0
Grant funded	\$0	\$0	\$0
Total:	\$0	\$0	\$0