

OUTPUT GROUP 5

Administration and Support services

Key Performance Indicators

KPI 1: Providing accurate and timely financial and management performance information and reports to all stakeholders

Managers and relevant staff access operational management financial reporting, including budget funding versus actual expenditure variance analysis, in an on-line real-time password secured and controlled environment.

Statutory annual reports produced in accordance with Australian Accounting Standards and compliant with various relevant legislative requirements with an unqualified ANAO audit opinion, published as required by the Minister.

KPI 2: Recruiting, training and developing skilled staff including Aboriginal affirmative action targets

10 Aboriginal staff recruited in 2005/06

56 Current Aboriginal staff

118 Staff training registrations

Published equal employment opportunity policy is applied in the workplace as standard practice.

KPI 3: Effective administration and distribution of statutory and negotiated receipts

78 Annual General Meetings and committee meetings held and income distribution instructions taken.

63 Associations accounts and financial statements were independently audited prior to Annual General Meetings

66 Tax and BAS returns for Associations were completed and lodged within Australian Taxation Office requirements.

63 Association Annual General Meetings held between 1st July and 31st December

All Chairperson and Committee reports forwarded to the Registrar, Membership lists of all associations updated and also forwarded to the Registrar

Numerous meetings with Legal, Mining and Land Tenure sections in regards to identification of Traditional Owners relative to distribution of monies.

3 ASIC compliance for incorporated companies

Five new associations established.

KPI 4 Effective implementation of Council Capacity Building Strategy

A dedicated training workshop was held for CLC Executive members on meeting protocol and governance during September 2005.

KPI 5 Successful administration of Council's meeting schedule and business

Council meetings: Desert Camp 16-17 August 2005, Tennant Creek 22-23 November 2005, Utopia 9-10 May 2006, Tennant Creek 15 June 2006

Executive meetings: 13 September 2005, 25 October 2005, 16 February 2006, 4 April 2006, 6 June 2006