

LOCKHART RIVER

ABORIGINAL SHIRE COUNCIL



ANNUAL REPORT

2011 - 2012

Contents

Contents	2
Welcome	3
Map of Lockhart River	4
Map of Lockhart River Township	5
Council Vision, Mission statement and Guiding Values	6
Mayor's Report.....	7
CEO's report	8
Lockhart River History.....	10
Facilities and Services	14
Our Council.....	20
Our Organisation.....	23
Our Performance	28
Engineering Services.....	29
Community Development	44
Corporate Services.....	Error! Bookmark not defined.
Statutory Report.....	62

Welcome

Welcome to the Lockhart River Aboriginal Shire Council Annual Report for 2011 – 2013. This Annual report provides a summary of the activities undertaken by the Council and aims to provide residents, rate payers, customers, staff, the Corporate Sector, Statutory bodies and all other interested parties with a record of Council operations from 1st July 2011 to 30 June 2012.

The report also highlights some of the challenges encountered during the reporting period as well as provides a guide to what lies ahead.

The Council Annual Report is available in hard copy or electronic format. Printed copies may be obtained by writing to:

Chief Executive Officer
Lockhart River Aboriginal Shire Council
14 Maathvy Street
Lockhart River QLD 4870
Ph: 07 4060 7144 or 07 4031 0155 (*during working hours*)

Alternatively, you can visit Council website at www.lockhart.qld.gov.au to download copies. In the interest of continuous improvement, Council welcomes your feedback on the quality and usefulness of the information provided in the report. Please forward your comments in writing to the Chief Executive Officer on the above address or email Council at ceo@lockhart.qld.gov.au

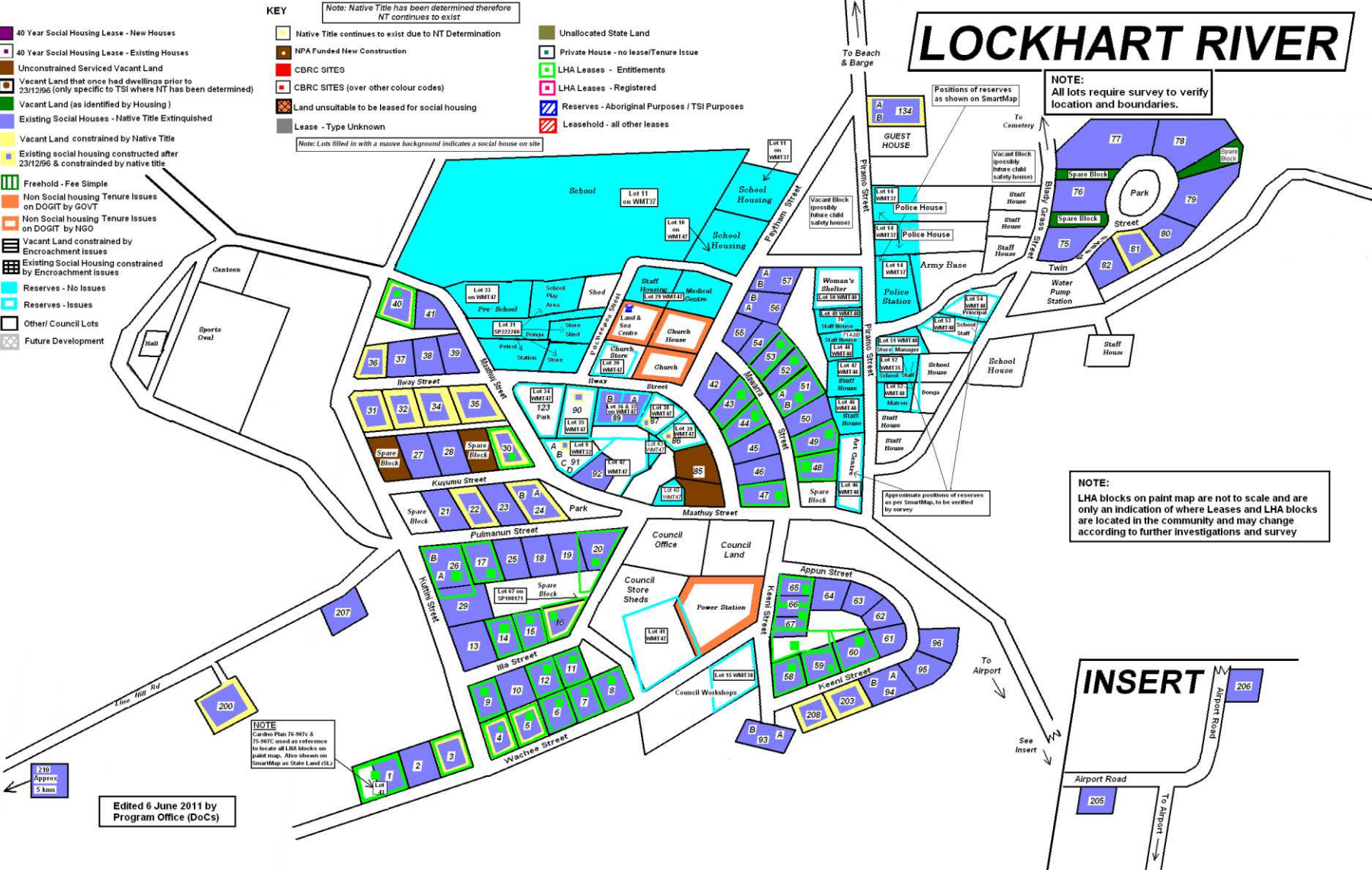
Map of Lockhart River



Map of Lockhart River Township

LOCKHART RIVER

- KEY**
- 40 Year Social Housing Lease - New Houses
 - 40 Year Social Housing Lease - Existing Houses
 - Unconstrained Serviced Vacant Land
 - Vacant Land that once had dwellings prior to 23/12/96 (only specific to TSI where NT has been determined)
 - Vacant Land (as identified by Housing)
 - Existing Social Houses - Native Title Extinquished
 - Vacant Land constrained by Native Title
 - Existing social housing constructed after 23/12/96 & constrained by native title
 - Freehold - Fee Simple
 - Non Social housing Tenure Issues on DOGIT by GOVT
 - Non Social housing Tenure Issues on DOGIT by NGO
 - Vacant Land constrained by Encroachment issues
 - Existing Social Housing constrained by Encroachment issues
 - Reserves - No Issues
 - Reserves - Issues
 - Other Council Lots
 - Future Development
- KEY** (continued)
- Note: Native Title has been determined therefore NT continues to exist
 - Native Title continues to exist due to NT Determination
 - NPA Funded New Construction
 - CBRC SITES (over other colour codes)
 - Land unsuitable to be leased for social housing
 - Lease - Type Unknown
 - Unallocated State Land
 - Private House - no lease/Tenure Issue
 - LHA Leases - Entitlements
 - LHA Leases - Registered
 - Reserves - Aboriginal Purposes / TSI Purposes
 - Leasehold - all other leases
- Note: Lots filled in with a mauve background indicates a social house on site



NOTE:
All lots require survey to verify location and boundaries.

NOTE:
LHA blocks on paint map are not to scale and are only an indication of where Leases and LHA blocks are located in the community and may change according to further investigations and survey

NOTE:
Cadastral Plan 76-9976 & 76-997C used as a reference to locate all LHA blocks on paint map. Also shown on SmartMap as State Land (SL)

Edited 6 June 2011 by Program Office (DoCs)

Council Vision, Mission statement and Guiding Values

Our Vision

- Strong Puuya
- Strong Culture
- Strong Future

Our Mission Statement

To lead, strengthen and serve the community by providing high quality level of services as well as providing opportunities for you and me.

Our Guiding Principles and Values

The commitment of the elected representatives and officers of the Lockhart River Aboriginal Shire Council to its residents is underpinned by the following principles:-

- Respect
- Honesty
- Integrity
- Working and Learning together
- Fairness
- Being positive
- Respect of Culture
- Accountability



Mayor's Report

Lockhart River Aboriginal Shire Council corporate plan aims to ensure the accomplishment of the Council's vision statement which is:-

- Strong Puuya
- Strong Culture
- Strong Future

I am pleased to report that Council's operation during the year 2011 – 2012 was in line with the goals set in the Corporate and Operational plans. It is my opinion that the residents of Lockhart River Aboriginal Shire Council can be very pleased with the work of the Councillors and the dedicated staff, both from qualitative and quantitative viewpoints. The subsequent pages of this report provides evidence of tangible achievements by the Council for reporting period.

Our challenge is to constantly heighten the interest in corporate governance, grasp opportunities for accessing funds for development purposes just like the opportunity we have taken in relation to emergent and restoration works under NDRRA; harness the resources, available within and outside our shire to our advantage and integrate our operations into a cohesive whole working towards common outcomes. A notable achievement in this area has been the establishment of the Council building team that will increasingly and incrementally take over the building works – repairs, maintenance, upgrades and new ? constructions in the future.

The vehicle through which the challenge of Community Development will be met ? through the implementation of the 10 year Community plan, which was adopted by the Council in 2012.

Simultaneously, in meeting the challenge, high priority will be placed on training and development of elected members and all Council Staff and the community at large.

Capacity building starting from the child at his / her infancy stage, through to schools etc. will occupy centre stage on our development strategy.

I wish to support various agencies, who have supported us through our development phases. My sincere thanks go to the Councillors – past and present, Staff and indeed the whole members of the community for their support. We move into 2012 – 2013 with a clear focus upon our objectives and priorities and in an environment which is both challenging and dynamic.

Let us all work together so that the much needed fruits of local government can be delivered and enjoyed by the people of Lockhart community.

Cr. Wayne Butcher
MAYOR

CEO's report

This year was one of remarkable change for Lockhart River Aboriginal Shire Council. Characterised by the results of the Local Government elections that took place resulting in changes to the composition of the elected Councillors, changes in the staff of the council, the implementation of a number of capital works, projects that had been identified in the Council 2008 – 2012 corporate plan and the significant emphasis laid on work ethics for council employees.

Progress:

Council progressed steadily and purposefully towards the achievement of the goals as set out in the Operational Plan 2011 – 2012. The activities of each area of Council Operation is summarised in the report for each department and while not describing all the activities undertaken, the report provides a snapshot of the diverse range of duties that were undertaken by and on behalf of the Council throughout the reporting period.

Progress is being made on all **fronts**; at the elected member level. Councillors attended two training sessions all designed to equipped the incoming elected members with the tools for good governance. At the employee level; a total of 31 different courses were conducted and attended by staff from across all sections of the council. More and more council employees and the community at large are beginning to adapt e-Council approach. More mail is now sent electronically than ever before. An upgrade on the Council website has put the council on the cutting edge of information sharing. Various government departments and organisations have commended the Council for its impressive website.

Construction Engagement

In line with the community engagement policy which has been adopted, council was active throughout the year working closely with community members and government and non-government organisations to help facilitate community empowerment and community economic development.

Through PaCE, new initiatives were taken to deal with the school attendance challenge; through community meetings, action was taken for example to help clean up the community cemetery.

Continuous Improvement

Continuous improvement is one of the pillar goals of the council. Council continued to work tirelessly to improve the overall governance and management of the community. Council adopted portfolio management system and assigned each councillor with a number of portfolios. Through these powers, community members are able to bring specific issues to the attention of respective portfolio holders who then report on such issues at council meetings.

New policies were adopted for example, during the year under review a policy on councillor code of conduct; a policy on advice guidelines and access to information procedures and a policy on complaints management system were introduced. A new unit to deal with council housing issues was established.

The services of the social planner to help with the management of the workload of the community development section was assessed; likewise council used the services of an engineering firm to help with the management of emergent and restoration road works. These networking processes enabled the council to continue to provide quality services to the community.

Council continues to take many challenges operating in an environment of increased expectation in relation to financial sustainability and governance standards, value for money concept, standards that are now required by government or result of new Local Government Act 2009.

Meeting these challenges will require a high level of commitment and leadership from all involved in the provision of services to the community.

In closing, I thank the Councillors and the council staff for their ongoing dedication and contribution to delivering services to the community of Lockhart River Aboriginal Shire Council.

Some useful information on the Shire

People	483
Male	231
Female	252
Median Age	26
Number of Families	102
Average children per family	2.5

Dwellings

All private dwellings	156
Average people per household	3.9
Median Weekly Household income	\$1,140
Median Monthly Mortgage repayments	\$0
Medium Weekly Rent	\$113

Lockhart River History

The Lockhart River Township is part of the traditional lands of the 'Kanthanumpu' Southern Kuuku Ya'u. The community is extremely remote, being some 850 kilometres north of Cairns. The **800 strong population** consists mainly of people originating from the six main territories in the surrounding districts, viz.

1. The southern Wuthathi from Shelburn Bay to Olive River
2. The Kuuku Ya'u and Kanthanumpu (Northern and Southern Kuuku Ya'u) from Bolt Head
3. to the Lockhart River mouth
4. The Uutaalnganu (Night Island) from south of Lockhart River to north of Friendly Point
5. The Umpila from Friendly Point to Massy Creek *and*
6. The northern and southern Kaanju from the inland mountain country behind the coastal territories

The first recorded European contact with the area was from William Bligh in 1789 who, after being cast adrift following the famous mutiny on the Bounty. He spent one night ashore, close to where the Lockhart River Mission would one day be built. In 1848 the explorer Edmund Kennedy entered the Lockhart River valley, swinging westwards across the hills until reaching upper Pascoe River. After Kennedy there was no further land exploration in the area until William Hann came across from the Holroyd River in 1872 passing just south of the present town of Coen.

From the 1880's, sailors formed working relationships with Aboriginal family groups to gain labour to dive for beche-de-mer and pearl shells. But some of the lugger captains paid them as little as \$1.50 a month. Aboriginal labour on luggers was later prohibited. The period is known as 'lugger time'.

In 1906 Chief Protector R B Howard recommended that an Aboriginal settlement be established at Lloyd Bay. He visited the region and wrote glowingly of the 'fine stamp of people-strong, healthy, active fellows' who seemed delighted at the idea of a settlement being formed in their own country'. In the early part of last century, Orchid Point on Lloyd Bay was centre for the sandalwood trade, and Hugh Giblet set up a base camp here for gathering sandalwood.

Giblet reputedly recruited Aboriginal workers to gather sandalwood, protected them from unscrupulous lugger captains and rewarded them well with food, clothing and cases of liquor for a Christmas party. Giblet is remembered for his capacity to trust the Aborigines, including allowing them to operate his boats in his absence during the First World War, his tolerance of their ways, knowledge of their language and personal loyalty. He was remembered, however by missionary John Done as being 'of bad character' and for using grog for himself and the Aborigines and also for having 'kept a harem'. Gilbert died in 1923. According to Aboriginal oral accounts it was from infection (which he refused to have treated) from a woomera blow which broke his jaw during a drinking party. Numbers were falling and the Aborigines of the region would 'keenly feel the hardship' when employment from the industry ceased. In his report for 1912 he pointed to problems relating to the supply of intoxicating liquor to the Lockhart Aborigines and referred to the 'urgent necessity of at once placing an office of this department at the Pascoe or Claudie River to see the provisions of the Aborigines Protection Act are not evaded'.

However it was not until 1921 that Bishop Newton asked the government to help set up a mission on the Pascoe River reserve. A typical mission station approach was envisaged, with superintendent and priest to supervise the settling of people in villages and the provision of a school, store, medical facility, sailing vessel, fencing and a few dairy cattle. Because mission was on a mineral belt, Bishop Davies (who had replaced Bishop Newton) requested a change of site and the government agreed to transfer the reserve to the Lockhart River region where there were no leases. Harry Rowan was appointed lay missionary and superintendent and arrived at the water hole (Orchid Point in Lloyd Bay, next to Gilbert's old camp in July 1924.

By January 1925, Rowan reported that over eighty Aborigines had arrived at the mission, although the number of children arriving was small because of high infant mortality over the previous decade. A school had been started by the end of 1925. In 1928, a church was under construction and the mission began cutting sandalwood for an income. During the early 1930's Rowan tried cultivating cotton, bananas, pawpaws, cassava, sweet potatoes, coconuts and taro.

A new mission launch was obtained and the mission supported itself from its gardens and from fish, dugong and turtle.

A new act passed in 1934, giving the Queensland government wide powers over Aborigines, allowing them to be legally moved at will. People of the flinders island area of princess Charlotte Bay were brought to Lockhart. In 1936 only a few Aborigines in the north eastern area of the Cape were in traditional areas. In this year 80 aged Aborigines were removed from Coen and Batavia districts to the mission. In 1937 the mission had a population of 388 but in 1938 whooping cough claimed 35 lives.

With the outlet break of the Second World War all Europeans left Lockhart. The Aboriginal people were advised to 'go bush' to escape air raids.

The mission was re-established in 1947 with H Johnson as Superintendent. To try to establish community spirit, Johnson changed the structure from a series of sub-villages (representing tribal groupings) to a single settlement. He saw this as a necessary step in the 'breaking down of old tribal enmity and establishment of community spirit'. Trochus fishing and other commercial activities were established. Johnson encouraged traditional skills such as language, bushcraft and hunting. His successor, Briggs noted the complete absence of vindictiveness or arrogance in the Lockhart Aborigines, whose spiritual qualities were 'outstanding'. Briggs resigned in 1950 and was succeeded by John Warby whose name is commemorated in an era of Lockhart history as Warby time.

By the time that Warby took over as mission superintendent, Lockhart was in a desperate situation.

The author Kylie Tennant described it as an insanitary and poverty-stricken little pesthole and the worst mission of them all. Warby reorganized the housing to bring people under closer hygiene

a couple number of first time less than births. In reported living at embraced

With the Reverend

the Missions, the Christian which other



medical and supervision, and in of years the deaths was for the for some years the number of 1953 Warby that all people Lockhart had Christianity.

encouragement of A Cling, Director of Cooperatives for Anglican Board of Warby established Lockhart River Cooperative, aimed among things, to teach

the people to run their own cooperative, businesses and to provide employment to create a voluntary night school, to improve living conditions and to foster activities based on the church. The major economic enterprise was to be trochus fishing. By 1956 the cooperative was on a sound basis, and Warby reported that it was building up initiative, self-respect and self-reliance backed by a dramatically improved health situation. But the trochus market collapsed, and the evening classes closed through lack of attendance. Staff shortages were critical, Warby left in 1959 and in 1961 his successor J T Currie found it necessary to close the Lockhart River Christian Cooperative.

Sometime in the early 1960's the Anglican Bishop of Carpentaria secretly negotiated with the director of native affairs to transfer control of Lockhart River to the state. Financial difficulties and the failure to find permanent church workers led to the church relinquishing control of Lockhart.

By 1970 the population had been relocated to Iron Range. This move was not a good one as it took the settlement from one reasonably neutral locality to one owned by a major group in the community and from a traditional beach location to one further inland. Friction resulted and has continued.

In the 1970's there was a revival of cultural life with a number of dance festivals. Dancers from Lockhart festivals still perform at festivals in other centres. There has recently been a move by some Lockhart people to reoccupy the old mission site. The Lockhart people have also been involved in debate about the development of a spaceport on Cape York.

In 1987 the Lockhart River Aboriginal council was established to administer community management of the Lockhart River Deed of Grant in Trust (DOGIT) of the Lockhart River Aboriginal Reserve. The Lockhart DOGIT extends from the Pascoe River in the north to Cape Sidmouth in the south, the coastline on the east, and the Sir William Thompson Range, Wenlock River and McIlwraith Range. A number of land claim processes have been pursued as a means of reasserting traditional land and sea ownership including:

The transfer of all the Lockhart DOGIT lands into language and estate group areas:

- The Iron Range National Park (Kuuku Ya'u sub-groups)
- The McIlwraith Range Timber Reserve, former Silver Plains pastoral lease and adjoining
- vacant crown land (Umpila and Southern Kaanju)
- Cape Grenville and Shelburne pastoral holdings (Southern Wuthathi)
- Batavia Downs pastoral holding (Kaanju)
- Bromley pastoral holding (Kuuku Ya'u and Wuthathi)
- The Geike pastoral holding (Kaanju)

Sea claims were lodged in 1997 – 1998 from Bathrust Head in Princess Charlotte Bay to Olive River north of Temple Bay by the Lamlama (Port Stewart Region) Umpila, Uutaalnganu and Kuku Ya'u sub groups. These claims extend from the mainland to the Great Barrier Reef. The DOGIT was transferred to traditional owners in September 2001. Today, Lockhart River Aboriginal Shire Council is one of the 73 local government councils in Queensland. It is administered by an elected council.

Need photo for this section

Facilities and Services

Health

The shire has got a health care centre which provides health care services, with emphasis on prevention, early detection and improved management of health issues in the community. Services accessible at the centre include those of professional visiting teams such as dentists, mental health specialist, Royal Flying Doctor Services, paediatrician, physiotherapists, ophthalmologists and ATODS. More serious cases are referred to Cairns. The centre provides 24 hour service and can be contacted on **07 4060 7155**

Education

Lockhart River has got a child care, prep and primary school up to grade 7. Secondary school students leave the community and attend boarding schools and other alternative school programs. Culture and the maintenance of tradition language is an important part of the school curriculum. The community boasts of the Umpila and Kuku Ya'u language project as a means of keeping the culture alive. Pre-School & Primary School Tel: **07 4083 3888**

Radio

Management	Technical	Physical Space/Wavelength
Put under the Management of ICT & Data	Put under QRAM for the Content & Programming, ICT & Data now doing the on-site hardware troubleshooting & Staff Schedules	Health and other educational programs currently running. A researched day to day schedule drawn .This program has been accommodated as a stop gap to the 24 Hour Radio Programs from QRAM internet feed Currently on



Library

The Lockhart River library, or Indigenous Knowledge Centre (IKC), now provides access to a range of good books and other useful services to the community of Lockhart River.

The coordinators' are trained by dedicated IKC facilitators from the State Library Cairns. This is done in coordination with other IKCs within the region. The training setup helped the IKC coordinators gain valuable skills and networks to do their job.

The IKC now plays the following noble roles to the community.

- The capture into digital records the traditional knowledge of the people
- Storage and display of important historical artefacts from the people of Lockhart River
- Access to educational digital materials for students and non-students
- A centre for Internet Banking and Internet Shopping
- A centre for essential video conferencing using Skype or other related facilities at a selected time of the week.
- Email, Fax and Printing Services Computer Literacy Classes
- Offer an internet-download-service ONE Day after every 4 weeks in the following areas:-
 - Music, Videos, Games, Educational and other useful utilities

The library Management set a few library access guidelines.

- Prohibits any form of Pornography, Idle Sitting, Foods, Drinks, Chatting and Noise
- Prohibits activities in the library that make the regular scheduled users feel uncomfortable.

Persons wishing to use the library exclusively as a group for an activity not in the regular schedule, can now do a booking by phone to 07 4060 7166 or 07 4060 7050. Operating hours are Monday – Thursday (08:00 am – 12:00 pm) and Fridays (08:00 am – 4:30 pm)

Puuya Centre

The Puuya Centre has been built to become the focal point of community development, culture and capacity building activities training, counselling meetings, therapy, group work and story sharing. Puuya means Life Force in Kuku Ya'u language.

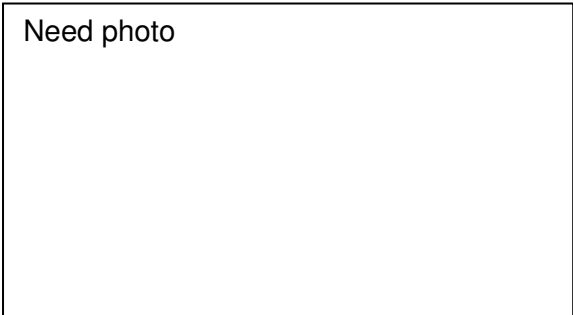


Need photo

Art and Cultural Centre

Lockhart River boasts of having one of the finest artists and painters in Australia. Some of the paintings from the community have found their way to big capital cities of the World. Telephone Contact: **07 4060 7341**

Need photo

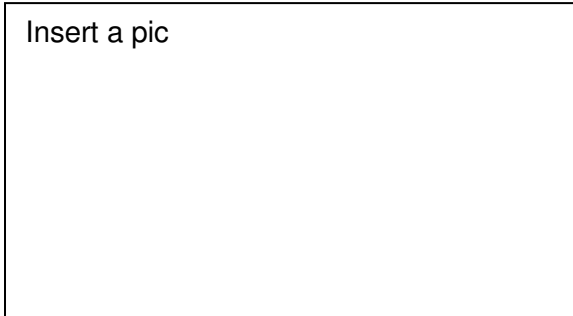


Air Transport

Lockhart River Airport (also known as Iron Range Airport) is located approximately 800 km north of Cairns on the eastern coast of Cape York Peninsula. Being so remote with the road to Lockhart River being impassable during the tropical wet season, the airport is a vital link for the community.

There is a regular air service between Cairns and Lockhart River. Skytrans provides a return service between Cairns and Lockhart River on some day via Coen and Aurukun, 5 days a week Monday to Friday. There are also regular charters. Telephone Number: **07 4060 7121**

Insert a pic



Road Transport

Internal roads within the community are bitumen sealed. Other access roads in the shire are unsealed and pose considerable challenge during the wet season. Tuxworth provides road service to the area during the dry period.

Sea Transport

The community is serviced by a regular barge service. Seaswift operates regular weekly service to Lockhart River.

Accommodation

Accommodation is available at the following places:

- Airport Cabins Tel: 07 4060 7147
- HACC Centre Tel: 07 4060 7361
- Puchiwu Tel: 07 4060 7134
- A-J Homes Tel: 07 4060 7144
- Puuya Centre Tel: 07 4060 7144

It is strongly recommended that visitors who intend to stay in Lockhart River make reservation at least one month to the date of arrival as there is fierce competition for accommodation.

Shopping

There is a retail store run by the department of Communities that sells food, limited household goods and a few clothes. Good fresh food and vegetables are always available; the store also runs a fuel station. There is also a small privately owned convenience store in the community.

Lockhart River Retail Store Tel: 07 4060 7192

Insert Picture

Banking and Post Office Services

There is a Commonwealth Bank outlet in Lockhart River; however it is not a full bank. Everyday transactions are available. The bank is open between 9:00 am and 12:00 noon each day. There are two ATMs on the community.

Post Office is open each afternoon from 1:00 pm – 3:00 pm

[Type a quote from the document or the summary of an interesting point. You can position the text box anywhere in the document. Use the Text Box Tools tab to change the formatting of the pull quote text box.]

Alcohol Management Plan

Lockhart River is what is considered under the Queensland Government liquor licensing as a restricted area with zero carriage limit. This means that the community including the airport is totally dry and no alcohol is allowed. No local brew is allowed as well. For more information please see <http://www.atsip.qld.gov.au/communities/alchol-limits/alchol-reforms/fag.html>

There are serious penalties for breaching the alcohol limits. Police have the power to stop and search all vehicles, boats etc. coming into a restricted area.

Other Facilities

There is a football oval and community hall. Other facilities include the kids club, Cape York Digital Network (CYDN), Women's centre, land and sea centre, Justice group office, health & aged care services and the Men's Healing Centre. The Saint James Anglican church has a big hall which is used for most community functions. The church was built by Lockhart River people in 1971-73.

There is also a police station in the community. The station has full time officers and a holding cell for offenders.



Private Enterprises

Lockhart River car hire is a private business owned and run by an indigenous person from the community. Business specializes in providing vehicle hire services to visitors to the area.

Lockhart River Car Hire

Tel: 0427 607 035

Insert Picture of Lockhart River
car hire

Weather

The climate of Cape York Peninsula is tropical and at times hot and humid. The tropical wet season runs from November to April and the tropical dry season from May to October.

Temperatures averages 29°C



Our Council

Lockhart River Aboriginal Shire Council has five elected representatives who are responsible for formulating Council policies, Corporate plan, Operational Plan, adopting Council budget and providing strategic direction to the Community.

The Shire is undivided for electoral purposes. Each Councillor therefore represents the overall public interest of the whole area. The Council has adopted a portfolio system and each councillor is assigned a specific portfolio(s) to look after. This allows for the principle of accountability and collective responsibility to operate.

Councillors are elected every four years in line with the Local Government Act. The last election was held in April 2012; the next election will be held in 2016.

Acceptance of the duties and responsibilities of the Mayor and Councillors are signified by their declaration of office.

This declaration requires the elected members to fulfil the duties of office by acting faithfully and impartially to the best of their judgement and ability and to uphold the Council Code of Conduct. In addition, Councillors are required to complete a set of forms on Councillor interests, as a further check to dealing with the issues of conflict of interest and material personal interest.



To represent the community effectively, Councillors are required to attend ordinary meetings at the Council and any special meetings that may be called. Councillors are required to vote on all matters that require a decision or to abstain from taking part in the discussions and voting issues where they have conflict of interests and material personal interests. The role of the Mayor and Councillors is well spelt out in the Local Government Act 2010.

Council authority is exercised as a whole, with decisions being made by the Council in the best interest of the community. In this regard, the Local Government Act together with Council Policies provides guidance to the Mayor and Councillors on what the roles and responsibilities are and the Code of Conduct expected of the elected representatives to observe.

The Code of Conduct provides for penalties ranging from reprimand to disqualification from office. All these measures are intended to safeguard against the misuse, abuse and miscarriage of power and authority by the elected members.

Ordinary meetings of the Council take place on the third Wednesday of the month. Prior to May 2012, meetings were held on the second Thursday of the month. Meetings are generally held in the Local River Council Chambers in Lockhart but there are occasions where the meetings are held in the Cairns Office. The Council meeting is open to the public.

Reminder notice of meetings is sent 10 days to the meeting date. Agenda and Council meeting documents is provided to Councillors at least two days to the meeting date.

Council meeting minutes are available to all persons once the minutes have been adopted by the Council. Minutes are posted on the Council website as soon as practically possible. Council has adopted a policy on deputations and individuals or groups willing to make formal deputations are required to complete deputation form.

This is a part of the overall strategy of Government 2U.

In relation to the strategy of Government 2U, Community Members are encouraged to play active role in the overall management of the community.

This is achieved through some of the following ways:-

- Participating at Council elections
- Participating on various Council community committees
- Taking part at public / community meetings
- Getting involved in the Community engagement process or all issues of interest
- Through deputation at Council meetings
- Informally and formally alerting Council of areas of need or crisis.

Elected Representatives

Mayor



Cr. Wayne Butcher

Elected: 24 April 2012 election
 Represent: Overall representative
 Portfolio: Governance
 Employment
 Training and Leadership
 Ph: 07 4060 7111
 Email: mayor@lockhart.qld.gov.au

Deputy Mayor



Cr. Wayne Butcher

Elected: 24 April 2012 election
 Represent: Overall representative
 Portfolio: Housing
 Infrastructure
 Parks and Gardens
 Phone: 07 4060 7144
 Email: dmayor@lockhart.qld.gov.au

Councillor



Cr. Josiah Omeenyo

Elected: following vacancy
 Represent: Overall representative
 Portfolio: Elders, Art and Culture, Language
 Phone: 07 4060 7144
 Email:

Councillor

Cr. Paul Piva
 Elected to Council following vacancy.
 Represent: Overall representative
 Portfolio: Education
 Economic
 Development and Enterprise
 Phone: 07 4060 7144
 0427 607 035
 Email: paul.piva@lockhart.qld.gov.au

Councillor

Cr. Veronica Piva
 Elected to Council following vacancy.
 Represent: Overall representative
 Portfolio: Health
 Law
 Justice and Order
 Phone: 07 4060 7144
 Email: veronica.piva@lockhart.qld.gov.au

Our Organisation

Lockhart River Aboriginal Shire Council has adopted a high level organisation management structure. The structure consists of four sections, namely **Leadership and Governance, Engineering Services, Community Development Services, Finance and Administration** lead by Directors and all reporting to the Chief Executive Officer. The Chief Executive Officer heads the Senior Council team in addition; the office is responsible for three other functions:

- Consultancy services.
- Audit.
- Legal services.

The senior management team of the Council is responsible for the implementation of the Council Policies and operational plans as well as the implementation of Council resolutions. The team plays a very pivotal role in providing advice to Council on its many operation areas.

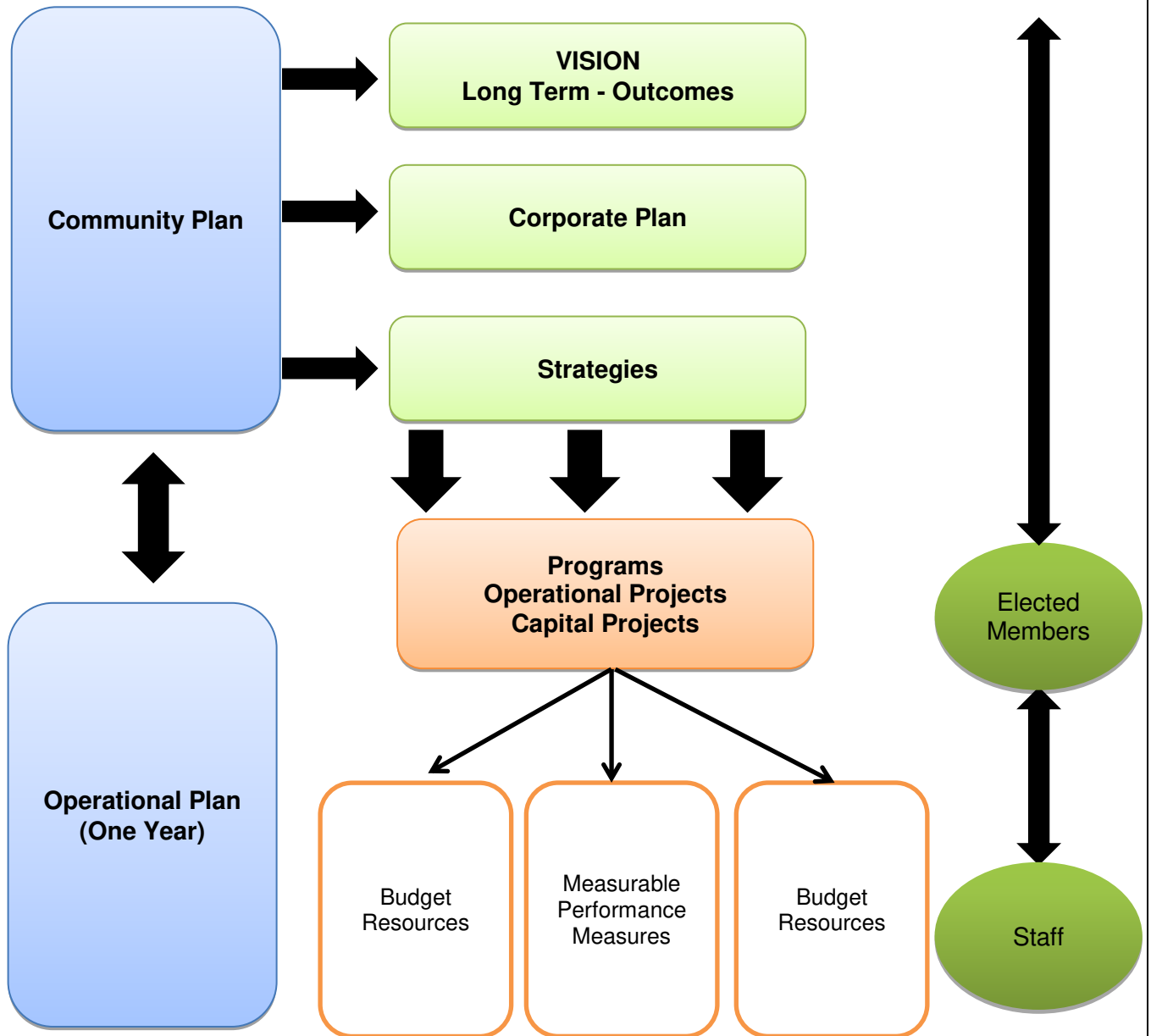
Senior Management Team Member

Chief Executive Officer:	Mr. Peter Opio-Otim
Director; Engineering Services:	Vacant as at March 2012
Director; Community Development:	Ms. Dottie Hobson
Director; Finance & Administration:	Mr. Stanley Mugwiria

The Council Organisation Structure shows how council delivers its services. Councillors are responsible for setting Strategic direction in accordance with the wishes of the community and under authority from state government. Council discharge its responsibility for the delivery of services to the Community through the CEO and the Directors.

Council has adopted a policy on the separation of powers between the elected arm and the administration arm of the council. The Mayor and CEO meet regularly to well ensure that all activities and operations are well aligned.

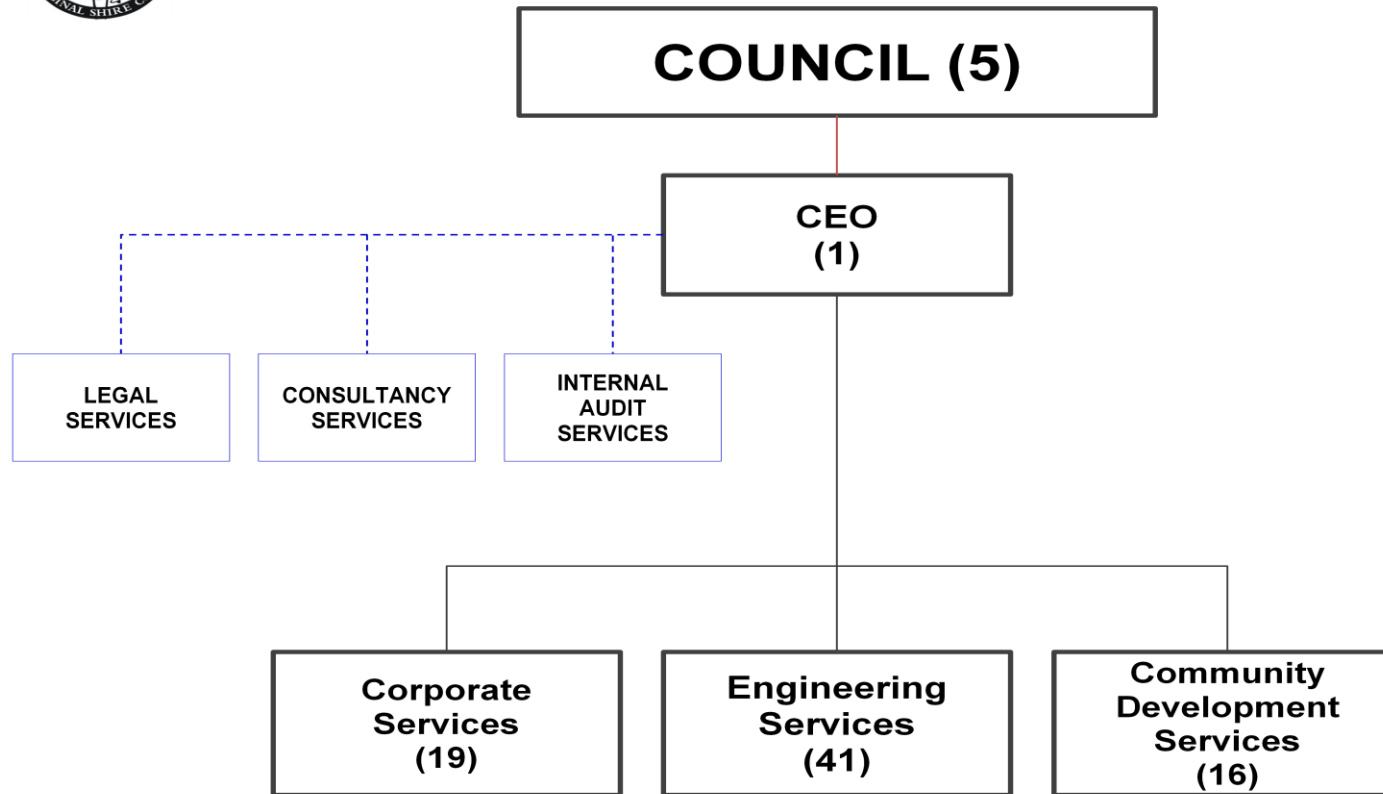
Separation of Powers



Council Structure

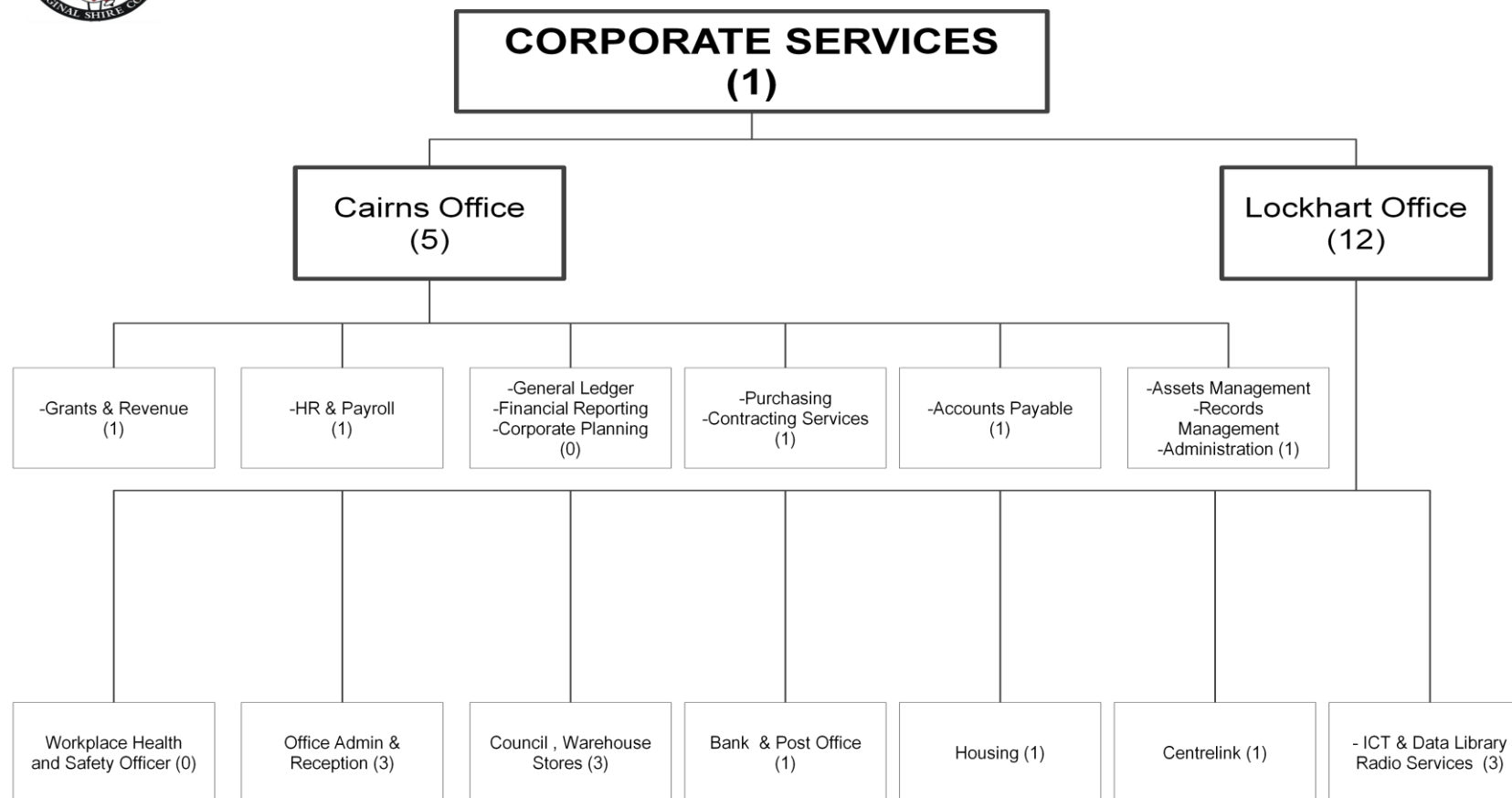


Lockhart River Aboriginal Shire Council 2012





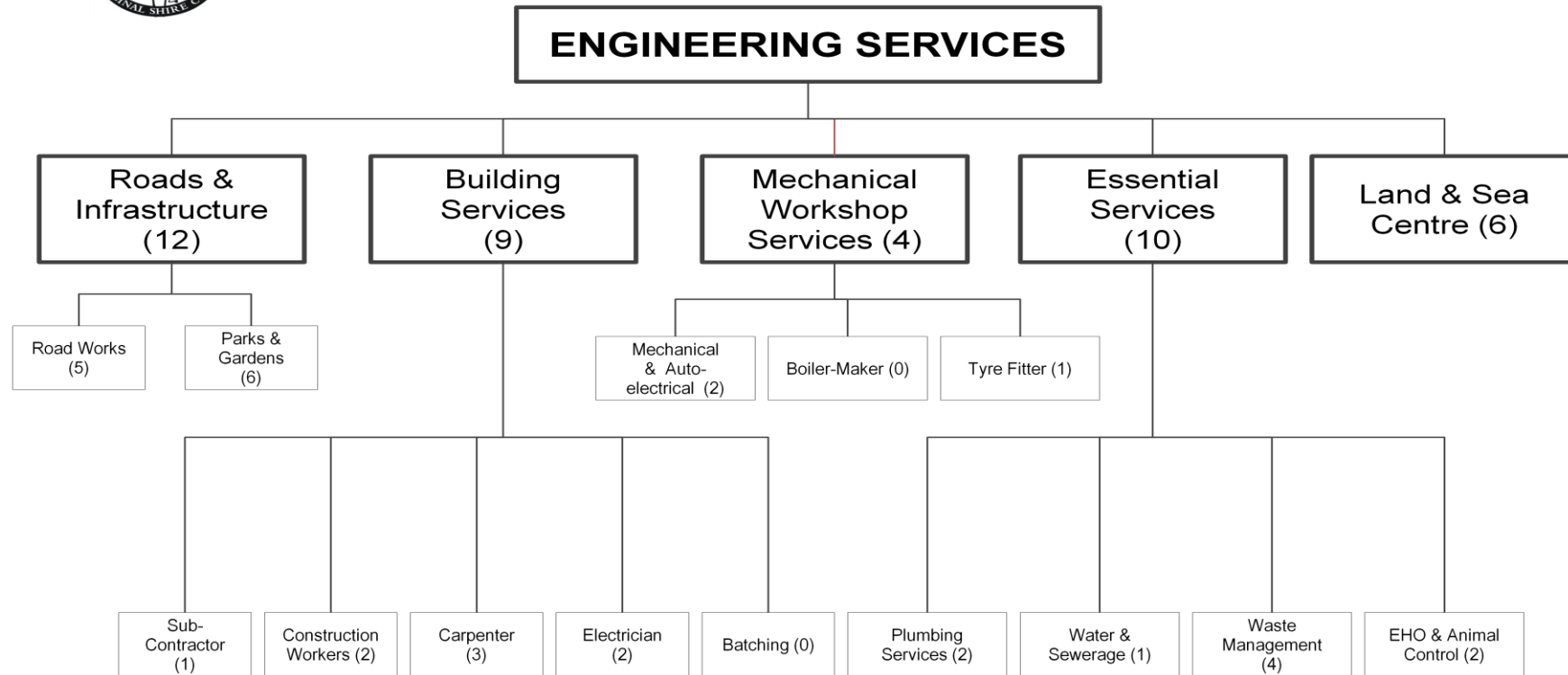
Lockhart River Aboriginal Shire Council 2012



Updated: 20-Aug-2012
Lockhart River Aboriginal Shire Council



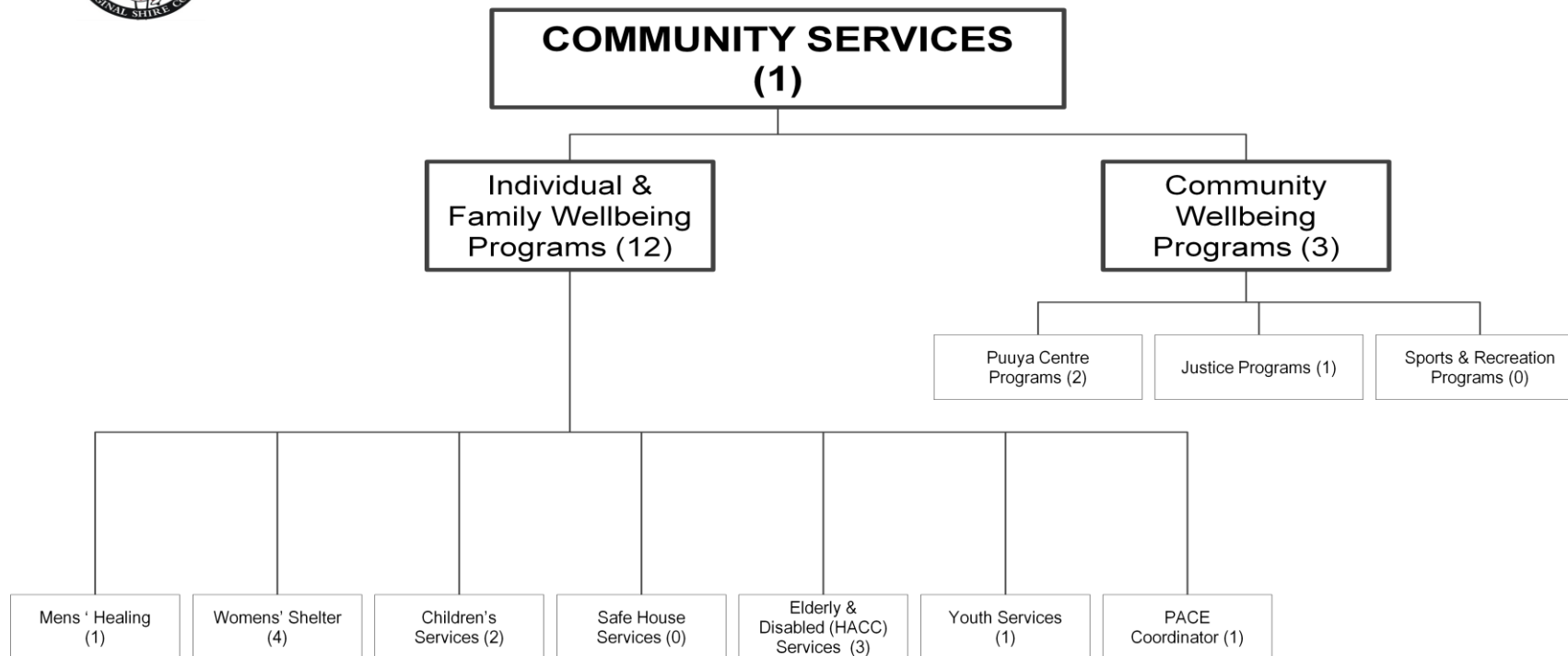
Lockhart River Aboriginal Shire Council 2012



Updated: 20-Aug-2012
Lockhart River Aboriginal Shire Council



Lockhart River Aboriginal Shire Council 2012



Our Performance

Engineering Services

Goal

The goal of the section is to develop, manage and maintain infrastructure, plant and equipment to meet the community current and future needs, to be environmentally responsible for managing the environment health and well being of the residents of the community.

Engineering Services is the largest section of the council workforce. The section is engaged in the provision of a wide range of services to the Community.

- Maintenance of council infrastructure
- Maintenance of Council roads
- Operating Council workshop
- Housing maintenance
- Parks, Gardens and cemetery
- New capital works project
- Environmental health including:-
 - Water and sewerage services
 - Garbage Collections
 - Animal Management and Control
 - Working on Council (Land and Sea project)
 - Disaster Management
 - Council planning scheme

Thos big section employs about 60% of the total workforce.



Council Workshop Building

Roads and Drainage

Throughout the year, the road gang of the council continued to maintain the shires road network.

Routine maintenance to sealed roads include:

- Edge repairs
- Pothole repairs
- Bitumen surface reseals
- Slashing
- Culvert clean out

Given that Lockhart River is located in a remote and isolated area, the task to manage Council road network is both significant and challenging.

In the last quarter of the 2011 – 2012 periods, Council took over the responsibility for the emergent and restoration works under the National Disaster Relief and Recovery arrangement. This was challenging. The emergent work was carried by Lockhart River Aboriginal Shire Council in partnership with local contractor.



In addition to the maintenance program, some capital projects were completed during the financial year. These included:

- Water reticulation
- Water upgrade-new
- Sewerage upgrade 1
- Closing old landfill
- New landfill
- HACC centre driveway and car park
- Pound facility
- Men's healing centre
- Community hall upgrade
- Community street lights – stage 1
- Survey work for new sub-division area

The following capital projects are at various stages of project implementation

- Sewerage upgrade II
- Ivy park playground
- Land and Sea building restoration
- Preliminary work on Council store upgrade

In March 2012 Council signed funding agrees for approved projects under the Local Government Grants and Subsidies Program (LGGSP) 2011 – 2013. The agreements were for the following projects:

- \$1,000,000 in funding for the refurbishment of Council Store
- \$150,000 in funding for the community street lights
- \$520,000 in funding for the Quintel Beach Camping site.



Workshop

Lockhart River Aboriginal Shire Council owns and operates the workshop. The workshop provides for the maintenance and servicing of the Council fleet, community vehicles, other agencies operating in Lockhart and drop-in tourists visiting Cape York Region who are in need of on the spot assistance.

During the year under review Council purchased the following assets:

- 1 Dozer
- 5 replacement vehicles for Engineering services section
- 1 Community Bus

Three employees continued with their diesel mechanic apprenticeship training. Workshop continued to provide basic repairs and servicing function for vehicles, although some council vehicles were taken to Cairns for more complex repairs / servicing works. A new policy relating to refuelling and garaging council vehicles was introduced and this led to a significant reduction in the council fuel costs.

The Unit experienced a very high turn-over of staff. In 2011 – 2012 alone, Council had 3 Council Workshop supervisors. The absence of qualified Workshop Mechanic impacted on the service delivery of the unit, which in turn affected the council ability to meet the projected revenue target.

The biggest challenge found the workshop unit relates to work ethics and performance of the staff. This challenge is expected to be addressed in the next financial year.

Photo of Workshop

Housing



There are 109 social housing dwellings in Lockhart River. The size of the houses range from 1 bedroom to 5 bedrooms.

Council has signed a tenancy management agreement with the Department of Housing and Public Works and the department is responsible for managing the tenancy agreement. This includes collecting rents on behalf of the Council, undertaking repairs and maintenance work on house as well as any major upgrades that need to be undertaken.

TENANCY INFORMATION	
Property Count	109
Properties under 40 years lease	0
Number of Active Tenants	107
Average Weekly Rent	\$118.02
Number of Household paying maximum rent	77
Percentage of Household paying maximum rent	71.96%

Source: Department of Housing and Public Works, 2012

HOUSING REGISTER APPLICATIONS	
Very high need applications	9
High need	21
Moderate need	6
Low need	0

Source: Department of Housing and Public Works, 2012

PROPERTY INFORMATION		
Over-crowding / under utilisation	No	%
Households experiencing over-crowding	41	38.32
Households, being under-utilised	41	38.32

Source: Department of Housing and Public Works, 2012

At the time of writing this report, work on the formation of the tenancy advisory group had already started. Following the review which resulted in the restricting of the council structure, a new building unit was created in the engineering section of the council. At the time of writing the report, preparation for the recruitment of the building supervisor was well underway.

The new unit will comprise of:

- Carpentry gang
- Plumber gang
- Electrician
- Painters
- Fencing group
- Sub-contractors



Photos of houses that have been completed e.g. Community Hall: project undertaken by Lockhart Shire team in collaboration with a sub-contractor. Once the building team is fully functioning, it is expected that most of the minor repairs and maintenance work will be done by the Council workforce. In the long run, council expects to have a fully functioning building unit that will take all the building works of the community. New trade apprentices will be recruited and trained to form the basis for the Community housing team.

Parks, Gardens and Cemetery

The park, garden, cemetery and other public spaces are often the first and lasting impressions left on visitors to any community.

They present a community image to the incoming visitor. With this in mind, Council continues through 2011 – 2012 to ensure that these areas were maintained to reasonable standards.

Throughout the year, various work teams via parks and gardens gang worked to maintain the existing parks and gardens. Regular mowing of the community public space area was undertaken.

The road gang was restructured and a lean unit working on parks and gardens established with clear work plans

The council employed two persons to work at the cemetery. One community cemetery clean up day was held in June 2012 and many members of the community especially older people participated in the clean-up day event.

Towards the last quarter of the financial year, work output from the Parks, Gardens and Cemetery team had improved significantly. In the next financial year, Council will purchase a truck to help with the mobility of the workforce.

Garbage Collection

The Lockhart River township kerbside collection is carried out by Council staff. A timetable for collection of domestic waste has been provided to all households.

Council replaced the old garbage truck with a new one in early 2011. There are three employees working on the garbage collection activities. All the waste are dumped at the new landfill.

Council embarked on a program to educate the community on waste matters. Posters were put up informing community members on what should go inside the green wheelie bins and what must not be put in the bins. At public meetings, community members were advised on matters relating to anti-littering strategies. School kids were involved in beach cleaning exercises and all participants were presented with T-Shirts. Visitors coming to the township have commented on the cleanliness of the township area.



Water Supply and Management of Sewerage Operations

The council is responsible for the supply of town water and the management of the sewerage system. The community of Lockhart is provided with treated water. Water supplied to the township is chlorinated water obtained from local ground water bores.

Council monitored and reported water quality parameters to the Cairns Regional Council Laboratory in accordance with the Water supply (Safety and Reliability) Act 2008. Out of the samples tested in 2011 – 2012 only two samples did not meet the minimum water drinking standards. In both instances, local residents were promptly advised to boil water. Water testing service will continue to be part of the Council legal obligations to comply with the requirements for drinking water standards.

Exploration work on the drilling for ground water source for Twin Peaks area was undertaken in 2011 – 2012 with good results.

Work on Stage 1 of the water scheme being undertaken by **Aerocm** was completed.

Connection of new houses to the water and sewerage mains were undertaken in 2011 – 2012. This was done on the 7 new houses.

Campaign to reduce the amount of water by households and individual use to consume continued through the year. This campaign is beginning to show some positive results.

The average daily consumption is 300kl and the combined residents (all others) daily consumption is 500kl. This compares very favourably with the state average consumption figures.

There are 150 water service connections in Lockhart Servicing a population of approximately 750 people.

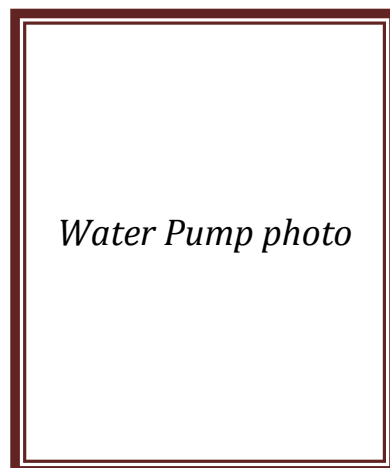
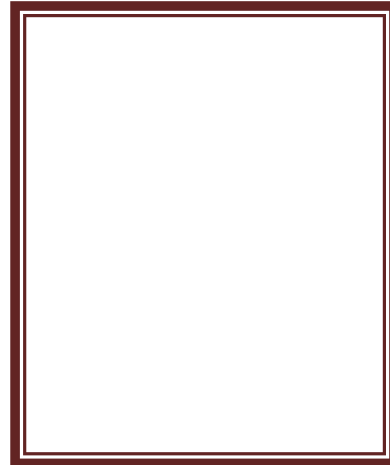
Council continued its water pressure and leakage program to help conserve the shire's drinking water. This program focuses on detecting and repairing leaks in the network. Many households responded positively to this initiative.

The council sewerage scheme operated reasonably well throughout the 2011 – 2012 period. The pump stations were served and no major problems were encountered.

Extensive sewerage set replacement and miscellaneous works were undertaken. For example the lines were flashed; there was weekly clean-up of baskets.

During the year under review staff from the essential services, attended various training aimed at improving their operational **ethos**.

Operational efficiency continue to be pursued in all water supply and sewerage schemes, an there is a focus on replacement of ageing infrastructure to assist in the reduction of maintenance costs and repair costs, particularly the removal and replacement of old pipelines that are no longer serviceable.



Animal Management

Council is committed to the effective control of animals in the shire as well as encouraging and promoting responsible animal management. During the year the council demonstrated its commitment to animal management by continuing to employ two animal workers.

One of the two animal workers attended animal management courses that were offered as part of Capacity Building as well as Compliance Management.

Veterinary Officer made four visits to Lockhart River in 2011 – 2012 and performed the following functions:

Action taken on dogs in 2011 - 2012	
Type of Action	Number of Dog
Parasite shots	560
Birth control shots	228
Penicillin shots	44
Worming tablets	200
Euthanized dogs	200

Source: Lockhart River Aboriginal Shire Council – Animal Management Section Report

As a result of actions taken by the Veterinary Officer, the total dog population in Lockhart River as at 30 June 2012 stood at 156 dogs. A great reduction in numbers from the previous years. This trend shows that residents of the Shire are responding positively to the council drive towards effective control of animals and responsible animal ownership.

Animal Management team responded to calls from the school over dog issues by making daily visits (3 times a day) to school to collect stray dogs. At the time of writing the report, the unit was preparing to receive a dog catcher to be set up in the school.

Construction of the dog pound commenced and was completed during the year.

In the next 12 months, the unit is planning to undertake the following activities:

- Run an education program in the school
- Secure a place where all cattle can be kept in a fenced area
- Continue with the work to have better and healthier dogs in Lockhart River.

*Staff of Animal
Management
Control Unit of the
Council*

Land and Sea

The activities of this section are funded from the Federal Government “Working on Country” program. Program objectives:

- Support indigenous aspirations in carrying for country.
- Provide opportunities for Indigenous people to deliver environmental services that protect and manage Australia’s environmental and heritage values
- Provide training and career pathway for indigenous people in Land and Sea management in partnership with others.
- Facilitate a partnership approach between indigenous people and others to deliver environmental outcomes.

The year was one of a remarkable change for the project. The project facilitator that was recruited in the previous year left the employment of the council and a replacement facilitator took some time to come on deck. At the operational level, there were rapid and frequent changes in the staff competition. All these instabilities grossly affected the operations of the project in 2011 – 2012.

The unit facilitated three meetings of the **Koopy/Kuyan** and a total of 62 Traditional Owners attended these meetings. The major of outcomes from such meetings has been the better understanding by the traditional owners of their roles and responsibilities in “Carrying for Country”.

Spraying to kill sicklepod and other pests were undertaken during the year. Weed survey on **Mangkuma** Trust Land was undertaken.

The facilitator and rangers participated in a number of workshops and meetings to enable the indigenous people to acquire the knowledge and skills to better manage their Country. Some of the workshops and meetings were held in Lockhart or on Country; while others were held in various parts of Cape York. These forums provided the rangers with the opportunities for experiential learning. The Cultural Liaison Officer provided weekly Cultural orientation training and passing of knowledge and skill to school children. A number of excursions were taken by school children to homelands for the purpose of gaining Control knowledge.



Various training programs were provided to the rangers throughout the year. These training courses included:

- Plant identification training
- Quad bike training
- First aid training
- Quarantine compliance training
- Turtle and dugong management
- Fire safety training
- Leadership training etc.

Disaster Management

Lockhart River Community Disaster Management Group (LDGM) has been formed, comprising of elected members, senior staff of council, representatives of agencies on the community and the community.

The LDGM members attended introductory disaster management training provided by the Department of Emergency Services. Council was represented at major disaster workshop directly or via tele-conference.

Council prepared public warning and put notices on public boards ahead of Cyclone season.

There was no severe event that occurred during the reporting period.



There were a total of 3 Community clean-up days in 2011 – 2012. One of the clean up days occurred just before the start of the wet season. Community response was satisfactory.

Two community safety workshops organised by the Department of Communities and was attended by relevant stakeholders.

A fire Management unit based on volunteers within the staff and the community was formed. The staff attended a two day Fire Management course.



Lockhart River Planning Scheme

Council received funding from the Communities in 2009 – 2010 to undertake work to prepare a planning scheme for the shire.

In late 2009, a consultant was hired and worked with the council on the project. A series of meetings were held between the Consultant and the Council to discuss the draft documents prepared. Later a series of meetings were between the Council and the Department of Planning and the Consultant to get to common ground on the draft proposal. At the time of writing this report, the issues raised by the over the draft planning scheme remained unresolved. This project needs to be brought to a conclusion in the next financial year so that the community can reap the benefits of town planning scheme.

Lockhart River Aerodrome

The Lockhart River Aboriginal Shire Council is responsible for the overall management of the Aerodrome Company.

The Aerodrome is a significant transport access point facilitating a daily air passenger service, emergency and charter flights to the community. The Aerodrome is situated about five kilometres west of the Lockhart community.

It has a basic terminal facility that offers passenger processing ticketing agency and toilet facilities. The 1500 metre sealed runway is suitable for all weather, 24 hour operations with pilot activated lights available at aeronautical frequency 126.7 MHz, coordinate 12.47.08 S 143.12.18 E and radio channel UHF 12.

The Aerodrome Company is wholly owned by the Lockhart River Aboriginal Shire Council and operates as a Council entity. Principally the company is responsible for the operations of the Lockhart River Airport and nearby Iron Range Cabins as well as the sale of aviation fuel and diesel fuels. The aerodrome is the only means of travel when the roads are flooded during the wet season.

The Lockhart River airstrip was established as a strategic point for the defence of northern Australia in World War II. Today it continues to be a vital transport link.



The reception and retail outlet of the Iron Range Cabins is designed as an aircraft hangar to reflect the military significance of the aerodrome, particularly in the liberation of Papua New Guinea during World War II.

The Lockhart River Aerodrome is committed to the provision of good service to the public. It undertakes the following services:

- Passenger processing system
- Online reservations and remote booking ticket priority system
- Maintenance of the aerodrome runway to acceptable standards
- Provision of Information Communication Technology infrastructure
- Quality service on the ground to all aerodrome users
- Ensuring that there is a motivated and well trained team.

During the year under review, the following services were provided.

- Online reservation as well as remote booking ticket printing for passengers on Skytrans. The number of passengers on Skytrans using the aerodrome continues to grow from year to year.
- Provision of on the ground service to aircrafts including sale of aviation fuel; sale of fuel to the general public were undertaken throughout the year.
- Maintenance of the aerodrome runway. Work undertaken included surface markings that guide pilots on the runway and taxiway. Clearance of obstacles as part of runway layout requirements by Civil aviation. This involved clearing of trees on approaches to both ends of the runway.
- A number of staff attended various training courses as part of the compliance requirements for their jobs.
- Provision of accommodation facilities at the Iron Range Cabins.
- Offering employment opportunities to local people and local trades' people.

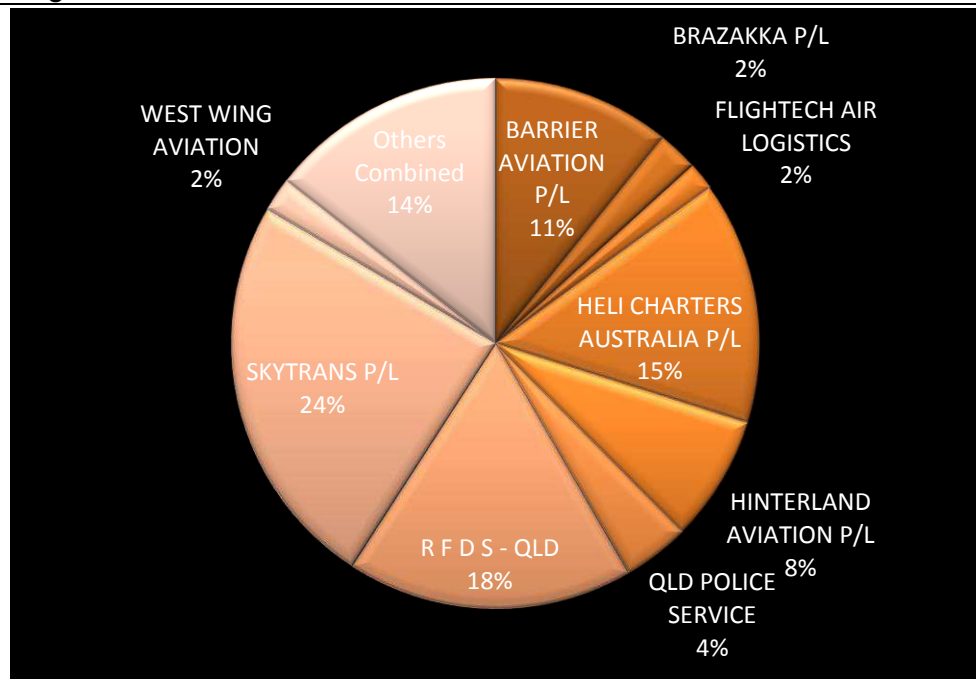


Apart from Intensive runway maintenance the following activities, the following also happened within this period.

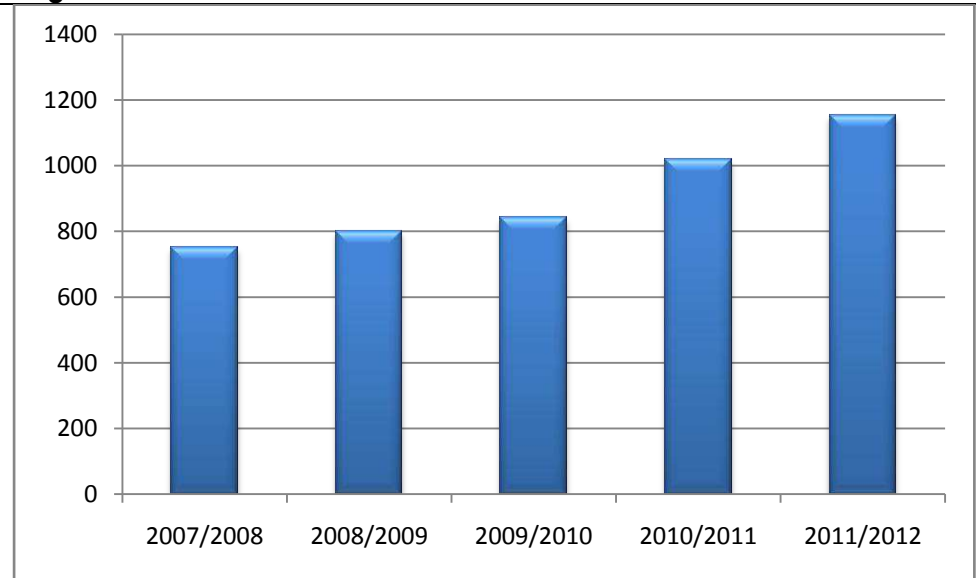
- The start of Cafeteria Services at the Iron Range accommodation cabins
- Installation of VAST Digital Boxes and new Flat Panel TV sets in every room at the accommodation cabins
- Purchase of a two-roomed accommodation donga
- Installation of Internet WIFI hot spots for passengers and guests
- Introduction of a subsidised airline fares by the government that were later withdrawn
- New Directors elected to the board of Lockhart River Aerodrome Company



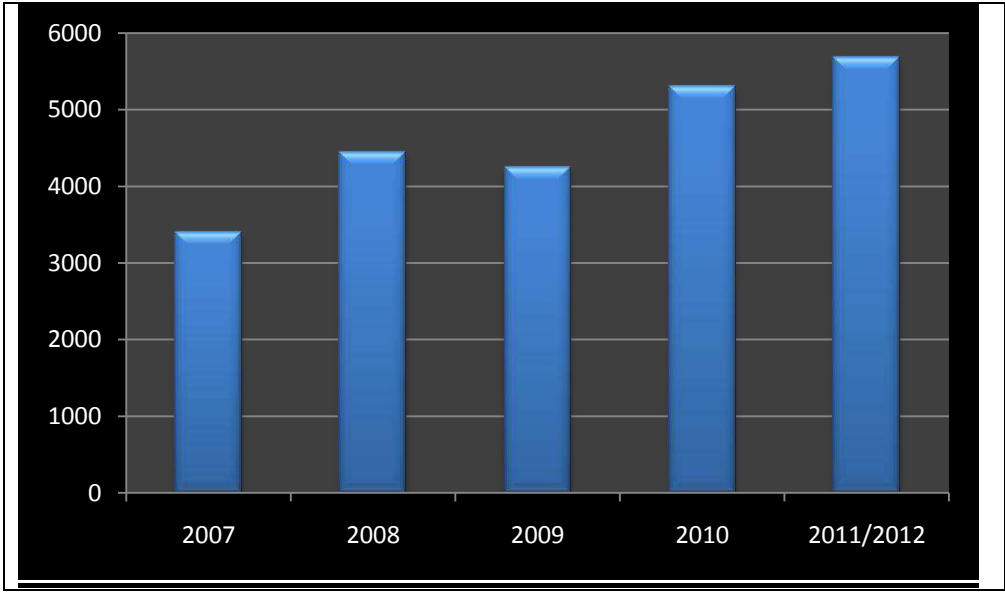
Flight Movements 2011/2012 Data



Flights Movements 2007-2012 Data



Passengers Data 2007-2012



Community Development

Goal

Is to encourage and participate in the Community Services and Cultural Activities and about to strengthen individual and Community Puuya.

This goal will be achieved by providing community development services as well as specific program and activities for the elderly and disabled men, women, young people, families and children on the community.

The section is responsible for the provision of the following community services.

- Child and Youth programs
- Women Services
- Men Services
- Home and Community Care (HACC)
- Community Justice Group
- Social and Emotional wellbeing
- Parents and Community Engagement (PaCE)
- Lockhart River Language project.

Child and Youth Programs

Total number of contacts with children and young people involved in Council child and youth activities during the year:

After school programs, when operation, had an average of 15 children per session participating. These children were aged between 7 and 12 years. The main issue for the year was staff retention, attendance and skills to do the job. Staff required intensive levels of daily supervision to do the job and to maintain attendance, however attempts at employing supervisors have not been successful to date.

Types of activities included in after school and school holiday programs include:

- Boys doing fishing, diving and spear making
- Girls doing practice of hip hop and hula dancing and performing at community events (e.g. NAIDOC and St James Day Dinner)
- Joint weekly activities including discos, movie nights and sports
- AFL Kick-start holiday programs
- Camps and swimming, including a 4 day Ranger Camp in June at Quintell Beach (45 kids per day)

Insert photos of Youth programs

The Lockhart River State School continued to deliver a before school breakfast program for Council which included approximately 50 individual children (40 breakfasts per week day) per week with children aged 4 – 12 years in the 12 month period.

The young program has had difficulty this year due to a lack of staff attendance and lack of supervision and direction. This has left the two staff unmotivated and disconnected to what they should be doing. Activities have happened sporadically including an average of 10 young people at any one time:

- Movie nights and discos at the Kids Club and the Church hall
- Getting young women involved in dance, practice and performances at community events
- Getting young men involved in fishing, diving and spear making
- Sports (e.g. Football and softball)

Ray Genn was employed as the new Youth at Risk Initiative (YARI) Coordinator. He is from Cairns but is settling in and having contact with PCYC, the school, the Police, different agencies, youth and other community members. He is working with the Councillors and other Community Development staff to get the Community Hall up and running and supports other community events happening.

There is a PaCE worker who works with the school and parents of children who are outside of community at school. Her role is to work with a local leadership group to put actions in place to support our kids to be successful when they go away to school e.g. organize ways for parents to be in contact with them regularly so they don't miss them too much. This project is supported by Denise Hagan and the Puuya Foundation.



A visiting group called “Just for Kids” donated money to kids in the community and were hosted at a camp at Chillie Beach which included dancing and feasting with community members

Play Group

Play Group is managed by Playgroup Qld

HACC

The staff had a good year and completed their Certificate training in Aged Care with Sandy Kelly who was a very helpful lady. Because of this work and also the physical improvements that have taken place at the end of the year, the HACC centre is operating very well. There are still ongoing issues with staff retention and attendance.

A couple of building improvement actions are outstanding, including a clothes line and a horse door that separates the kitchen from the living and dining areas. Staff are also required to complete a food preparation and supervision course.

HACC Statistics

Total number of clients	Average 22 / month
Total meals served Delivered and served at HACC	3,200 (average 800/qtr)
Types of activities organised for clients	barbeques at the beach, camp outs at Chillie beach, bingo
Total hours involved in activities organised for clients	400 (average of 100 / qtr.)

Photo of HACC Team / Building

Wulpumu Community Justice Group

Statistics

- | | |
|--|--------------------|
| • Number of days services delivered to the Community | 240 days |
| • Total number of males attended Magistrate Court | 197 clients |
| • Total number of persons attended the Local JP Magistrate Court | 7 clients |
| • Total number of female attended District Court | 7 clients |
| • Total number of males attended the District Court | 3 clients |
| • Total number of juveniles attended Children's Court | 9 clients |

Insert Picture of new Court House / Police Station

Types of offences committed:

- Common assaults
- Wilful damage
- Driving under the influence of liquor
- Driving while disqualified
- Possession of alcohol in a restricted area
- Public nuisance
- Grievous bodily harm
- Going in public
- Breach of court order
- Possession of dangers drug
- Driving without licence
- Driving uninsured vehicle

Meeting

Meetings were held with various agencies e.g.: Child Safety, Police, Apunipima. Meetings also included meeting with other justice groups like Yarrabah, Coen, Atherton Elder Group.

Six clients were supervised by the justice members to perform their community service hours.

Men's Group

There was difficulty in getting a Men's Coordinator who was suited to the role and motivated to do the work involved with the Men's Group and other services like ATODS and RFDS.

With the Men's Coordinator employed, there were a number of Men's group meetings to talk about the centre and possible activities with activity plans drawn up etc. however there was a d band practice happens involving the same people each week at the centre (approximately 6 people). Work has still not been completed to make the centre fully operational and secure.

During the football season there was one successful carnival and community day involving local people and people from other communities. This day involved more than 200 people and received very positive feedback.

Football training sessions were organized during this period involving an average of 25 men per session and a trip to Weipa also occurred involving a range of age groups (45 people in total).

A new worker was recruited at the end of the financial year and is having a great success



Social Club (Alcohol Management Funding)

(Bingo, sports carnivals, special events etc.)

Types of activities:

- Run fortnightly bingo nights
- NAIDOC week celebrations
- St James Day celebrations
- Mother's day BBQ
- Dance group meetings
- Community clean up days and
- Outings for community members at weekends

Number of activities run	25
Number of people attended activities	800 total

SOCIAL AND EMOTIONAL WELL-BEING

Types of assistance offered:

- Provide social and well-being support
- One-on-one counselling for those at risk, including their families
- Assist carers of active clients in ensuring that they have access to mainstream services
- Introduce or link clients to agencies pertaining to their specific needs
- Provide advocacy or in some cases act as an interpreter
- Enable clients or carers to make well informed decisions relating to their social and emotion well-being.

Total clients	50
---------------	-----------

Women's Shelter

Number of clients (women seeking respite from family pressures and violence = 154

Number of nights that the shelter was used to accommodate clients and children = 31

Various activities and meetings held throughout the year

- Fortnightly Women's Group meetings – 200 women attended (total)
- Training and information sessions for women, including self-esteem programs – 180 women and girls attended (total)
- DV Court assistance – 13 women supported
- Basket weaving – 70 women
- Young mother's healthy eating program with RFDS and Apunipima CYHS – 15 young mothers
- Annual march against domestic and family violence (includes light lunch) – 40

The Coordinator, Ethel Singleton was selected from 11 applicants to attend the second World Conference of Women's Shelters held in Washington DC United States of America. The conference brought together advocates, service providers, government representatives, funders, corporate survivors and holding perpetrators accountable. Advocates are typically the first to respond and provide support victims and therefore play a critical role in educating their communities

The Coordinator visited an agency in Brooklyn that specializes in children and young people who are placed in Child Safety Services under specified placement agreements.

Women's Support Program

A range of activities were organised:

- NAIDOC Celebration parade and sports day – 200 people
- NAIDOC Celebration dinner dance – 500 people
- St James Day
- DOGIT Day
- Christmas Celebration, including kids Christmas Tree.

Women's Shelter Photo

Other Activities and Services

Assistance with funerals

Coordination of meetings with ATSI, RFDS, Police RAATSICC, Playgroup Queensland, Child Safety, Workforce and Program Management, twelve months working with Anita.

Parental and Community Engagement (PaCE)

PaCE has been a key success factor in the community moving forward with education and parent and community engagement. As the auspice body, the Council has supported PaCE with office accommodation, transport and partnering with PaCE on a number of important initiatives, including the Lockhart River Education Learning Circles. Some of **PaCE achievements** for 2011-12 include:

- 15 workshops and PaCE Learning Circles, 32 other activities and meetings and 1335 participants (parents, carers & community) in 18 months of operation
- All work in partnerships to ensure sustainability, engagement and long term success
- PaCE Survey of Lockhart parents and carers regarding their involvement in their children's education
- Lockhart River Education Learning Circles (2) in partnership with Puuya Foundation, LRASC – the community voice with invited partners included DEEWR, DETE and non-government agencies
- Supporting parent engagement in the early years – partnership with Puuya Foundation, Council and working with all providers (e.g. Playgroup, Parents and Learning, Families as First Teachers, Clinic) data collection, visit to The Benevolent Society Cairns Early Years Centre to look at best practice, improving outcomes with current resources as well as developing long term vision for integrated early years learning and parenting for Lockhart River
- Supporting parent engagement in primary school – partnership with PaCE, School, LRASC to improve parents involvement and attendance, as well as Deep Literacy with University of Technology Sydney
- Supporting parent engagement in secondary school – partnership with Council, Puuya Foundation, Transition Support Services to (a) develop parent program and (b) get students back to school with parents involved e.g. through Skype

The Council acknowledges the contributions of PaCE Chair Greg Pascoe and the Steering Committee, as well as Co-ordinator Barbara Chippendale and Councillor Paul Piva.



The Lockhart River Education Learning Circle including representatives from Puuya Foundation, Lockhart River Aboriginal Shire Council.

Parent and Community Engagement (PaCE), Lockhart River State School, Australian and State governments in Cairns, June 2012.

Ngali Kuuku Ngampulungku “Let’s talk our language” Lockhart River Language Learners Guide Project

“We put that language inside-lo book, so keep for next generation come up”

—Dorothy Short

The Lockhart River Language Learners Guide is a three year language project, running from July 2012 till June 2013. It is organised by Clair Hill and David Thompson and is funded by a Federal government program called *Indigenous Language Support*.

The main aim of this project has been to create a series of language learners’ guide books that could help Lockhart River people know more and speak more of their heritage language. This project was set up as a result of many Lockhart people asking for more tools and resources to help learn their language.

This year we have made 3 learners guide booklets (60+ pages per book) with accompanying CDs, and have two more in production. We have printed 300 copies of each of the finished books and distributed them in Lockhart. These are part of a set of eight books we are making throughout the project. Each of the books is based on a theme of everyday places or activities in Lockhart people’s lives and include conversations and stories, and detailed learning information about the grammar of the language. The books are made so they can be used by people of all different age groups and language knowledge levels.

A number of community members have worked together with us to create these books and CDs. Some people have told stories in language or English, some have helped transcribe the language recordings, other people have made illustrations for the books, others have helped make the audio recordings for the CDs. Here we list and acknowledge everyone who has worked on this project: Susan Bally; Patrick Butcher; Brian Claudie; Lorraine Clarmont; Trumane Clarmont; Krystal Dean; Jenny Elu; Tristan Elu; Elizabeth Giblet; Ronald Giblet; Nerida Hobson; Lucy Hobson; Joseph Hobson; Phyllis Hobson; Adrian King; Cameron Moses; Hannie Pascoe; Susan Pascoe; Josiah Omeenyo; Lawrence Omeenyo; Vincent Temple; Dorothy Short.



Clare hands out booklets



Finance and Administration Services

Councils Corporate Services section incorporate both finance and administration units that provide a wide range of services to internal and external clients of the Council. The following services are provided by the section:-

- Payroll
- Debtors
- Creditors
- Purchases
- Reception
- Record Management
- Library
- Information Communication and Technology
- Human Resources Services
- Banking and Postal Services
- Centrelink

The goal of the section is to provide efficient, effective and accountable financial planning and management services and assist with the overall management of the administration of the council operations.

The section operates from two locations, one at Lockhart and the other from the Cairns Office located on 8/7 Anderson Street, Manunda. The Cairns office was opened in March 2009.

Council operation plan for 2011 – 2012 was prepared and adopted by the Council by 30 June 2012.

Council budget for the period 2011 – 2012 was prepared and adopted by the Council within the statutory timeframe.

Operation and Capital Financial reports were prepared and presented to Council on a monthly basis throughout the year.

All other statutory reports were completed in accordance with the relevant legislation; in instances where delay was anticipated, Council sought in advance extension of time to enable the reporting standards to be met.

Council 2010 – 2011 audit was completed without qualification and the Financial Statements were completed and adopted within the statutory timeframes.

Council 2011 – 2012 audit was commenced in June 2012 with the interim visits made to Lockhart in June 2012. The audit is expected to be completed in late October 2012.

The Council annual report for the period 2010 – 2011 was prepared and adopted by Council within the statutory timeframe. The report was forwarded to the Department in late November 2012.

Lockhart River Aboriginal Shire Council annual report was recognised by the Institute of Internal Auditors Australia (Queensland Chapter) for Local Governments. The council received the President Award.



Stores – Purchases

The Store / Purchasing unit is a very important unit of the Council in the provision of a timely service delivery to the various sections for the Council to enable them carry out their duties.

Council has adopted a procurement policy and the staff of the store unit are required to ensure that all purchases undertaken are in accordance with the Council Procurement policy.

Workforce Statistics

Council's workforce for the 2011 – 2012 year consisted of 90 employees including full time and casual employees. The following tables provide further information on the composition of Council workforce and then number of employees in each section

Employment Status	Male	Female	Total
Full-time (Permanent)			
Casual			
Total			

Sections	Number
Engineering Services	
Community Development	
Finance and Administrations	
Governance and Leadership	
Total	

The following table shows the number of employees according to the departments of the Council and by Gender:

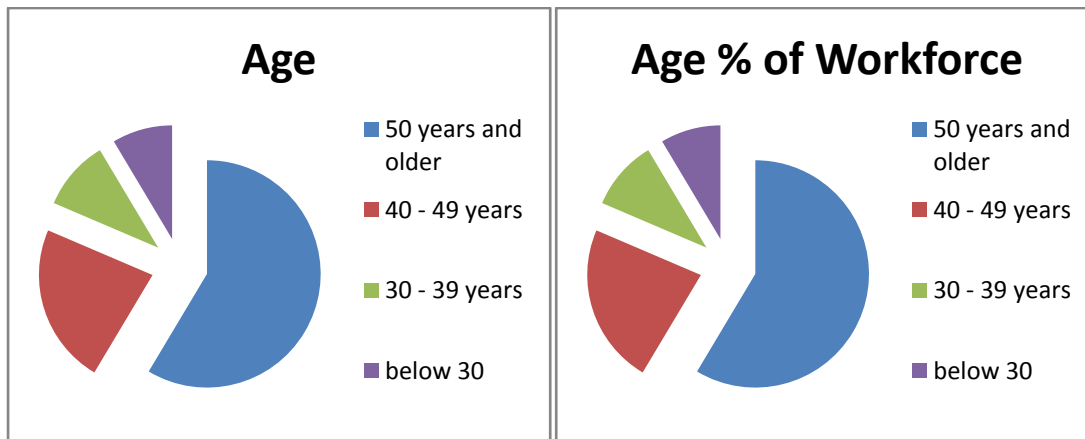
Council Employees by Department and Gender			
Department	Male	Female	Total
Engineering Services			
Community Development			
Finance and Administrations			
Governance and Leadership			
Total			

Source: Lockhart River Aboriginal Shire Council – Corporate Services Report 2012

Workforce Profile

As can be seen from the chart below ? % of the Council workforce:-

Aged 50 years and older	xx
Aged 40 – 49 years	xx
Aged 30 – 39 years	xx
Below 30	xx



It is important for the Council to ensure that the young people in the workforce are accorded training on the job as well as to ensure that the older employees are retained and encouraged to transfer their skills and knowledge to younger employees.

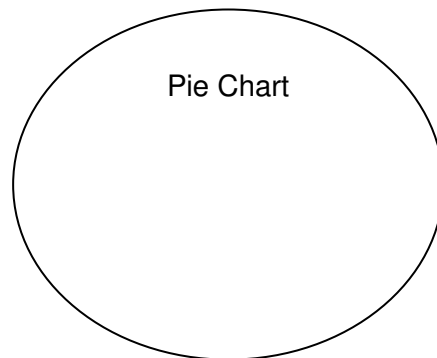
An analysis of the trend in terms of annual leave, sick leave and long service leave taken over the last four years reveal an interesting but worrying trend.

Analysis of Staff Leave Hours				
Types of Leave	2011	2010	2009	2008
Annual Leave				
Sick Leave				
Long Service Leave				

Gender

The gender balance in the Council's workforce has remained at about the same level or proportion as 2010 – 2011 that is a ratio of 60:40. This ratio can be attributed to the large number of males in the council engineering section, where the largest number of council workers.

Female representation of supervisory and senior level positions is at 45%. This can be attributed to the female domination in the Community Development section of the council



Gender representation as a percentage of the total workforce.

Training and Capacity Building

There was continuous investment in training to up-skill the council workforce. Training was provided to a cross section of the council staff in a wide variety of areas to help with the improvement of operational staff.

Training was provided in the following areas:

- Apprenticeship training was provided to 3 apprentices
- Administrative training was provided to staff across all Council Departments and units. This involved on the job training as well as off-the-job training.
- Legislative training was provided to all elected members of the council covering roles and responsibilities of elected members as well as on Code of Conduct.
- A new training program focusing on the office systems training to realise full benefit of Council IT system was provided to staff across the organisation including computer awareness training for elected members.
- Compliance training, covering a variety of policy and statutory requirements were carried out and attended by staff either in-house or at various workshops.

Training Provided in 2011 - 2012

Types Training	of Location	Staff Attended
-------------------	----------------	-------------------

Apprenticeship		3 ongoing
Administrative	O-J-F	80 ongoing
Legislative	Cairns, Weipa	12 ongoing
Computer	In-hours	58 ongoing
Compliance		52 ongoing

- The benefits from all these types of training will become apparent in the coming years and should provide the community at large with some comfort in the area of local capacity building as well as address the issues related to work ethics and succession planning. The new training in the general area of information technology should lay the basis for an emerging e-council as well as e-community.

Workplace Health and Safety

Council is committed to providing a safe and healthy work environment to its staff to support and foster a culture of workplace health and safety.

Council has adopted a Workplace Health and Safety (WHS) plan and the Human resources Section of the Council is tasked with the management and oversight of all WHS issues of the council. Forms for recording and reporting all WHS incidents have been developed and are available for use by all employees of the Council.

During the year, a number of Council staff from across all sections of the organisation participated in various training which included topics covering the area of WHS. Attendants were from the following work areas:

- Home and Community Care
- Animal Management Control
- Water and Sewerage

Picture of



Council reinforced its policy on ensuring that safety was adhered at workplace through these initiatives:-

- New uniforms were issued to the outside staff e.g.: Road gang employees were more visible at their work stations
- All inside employees work gears were provided as required.
- Induction training was provided to all new employees with emphasis placed on compliance to WHS.

There were five incidents reporting relating to accidents that occurred during the year in relation to WHS matters. Two of the accidents were reported to work-cover. Manual handling continues to be the main source of incidents and injuries at the workplace. Others are due to general lapse of attention of employees that can be attributed to a wide variety of factors.

Post office and Banking Services

To provide postal and banking services that meet the needs of the Community.

During the year under review council continued with its agency role to provide post office as well as banking services to the community.

The following banking services were available to the Community:

- Withdrawal at the ATM located in the Council administration building. Council maintained sufficient cash at the ATM to meet the needs of the community and within the approved insured amount. There were 4 reported case of ATM malfunction.
- Withdrawal and deposits using passbooks. There is still a small number of people on the community who use passbook accounts for their banking services.
- Transfer of monies
- Assistance with banking services in general including assistance in relation to account balances etc
- The banking services was available to community members from Monday to Fridays 9:00 am to 12:00 pm

[Type a quote from the document or the summary of an interesting point. You can position the text box anywhere in the document. Use

The Post Office provided the following services to the Community:

- Mail services for incoming and outgoing mails
- Sale of Stamps
- Posting and receiving of large consignments

The Post Office was opened from 1:00 pm to 3:00 pm on Monday, Tuesday and Thursday.

Centrelink

Goal – To provide a wide range of Centrelink services that meet the needs of the community and its surrounds.

During the year under review, the unit provided the Community with the following types of Services:-

- Completion of forms and forwarding of relevant documents to enable clients access various commonwealth government services.
- Assistance with organising transport for secondary school students to go and return to Lockhart Community
- Attending to various issues raised by clients in relation to their service benefits.
- Liaising closely with Centrelink office in Cairns
- Attending various experiential and capacity building training courses to Centrelink Officer.

Information Communication and Technology

Following the establishment of an Information Community and Technology unit inside the Finance and Administration section of the Council in the previous year, the unit continued to play increasing roles in the operations of the Council.

Information Technology and Communication is becoming increasingly fundamental to Council's operations and numerous system implementation and enhancement are under active consideration and use as Council continues to move towards heightened degrees of effectiveness.

During the year under review the following outcomes were achieved. The ICT section completed a number of projects throughout the year in an effort to meet the increasing expectations and requirements of the organisation



ICT Staff will be involved in the planning and implementation of:-

- Upgrade of the council website;
- Consolidation and virtualisation of Corporate applications;
- Training of new councillors in the use of computers including moving towards e-council minutes and
- Training of community members in the area of computer use including electronic banking



Records Management

Council's record management unit continued to strive through sound operational procedures to comply with the requirements of the Public Records Act

During the year under review the following actions were taken:

- Council transferred most of its record materials especially those relating to Finance and Administration, Legal and Contract documents to its Cairns Office for safe storage
- A record management unit was created in the Cairns Office and a staff member assigned to look after the area
- The Council record management designated staff attended a two day record management training and archiving of information.
- Following attendance of the training, the unit continued to monitor Council's records and identified those records which could be legally destroyed in accordance to the retention schedule under the act.
- Council started to embrace the strategy of computerisation of the Council record management system.

Community Financial Report

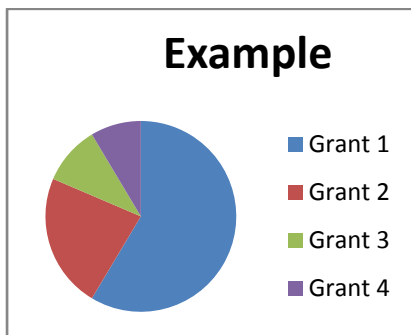
The Local Government Finance standards require that a Local Government Annual Report must contain a Community financial report. The report is intended to give members of the community who may not readily understand the financial statements a better understanding of the financial performance and the financial position of the Council

Funds received and spent during the year ended 30 June 2012

Revenue

Where does our money come from? As can be seen below, most of our funds come from grants

Stanley to insert graph



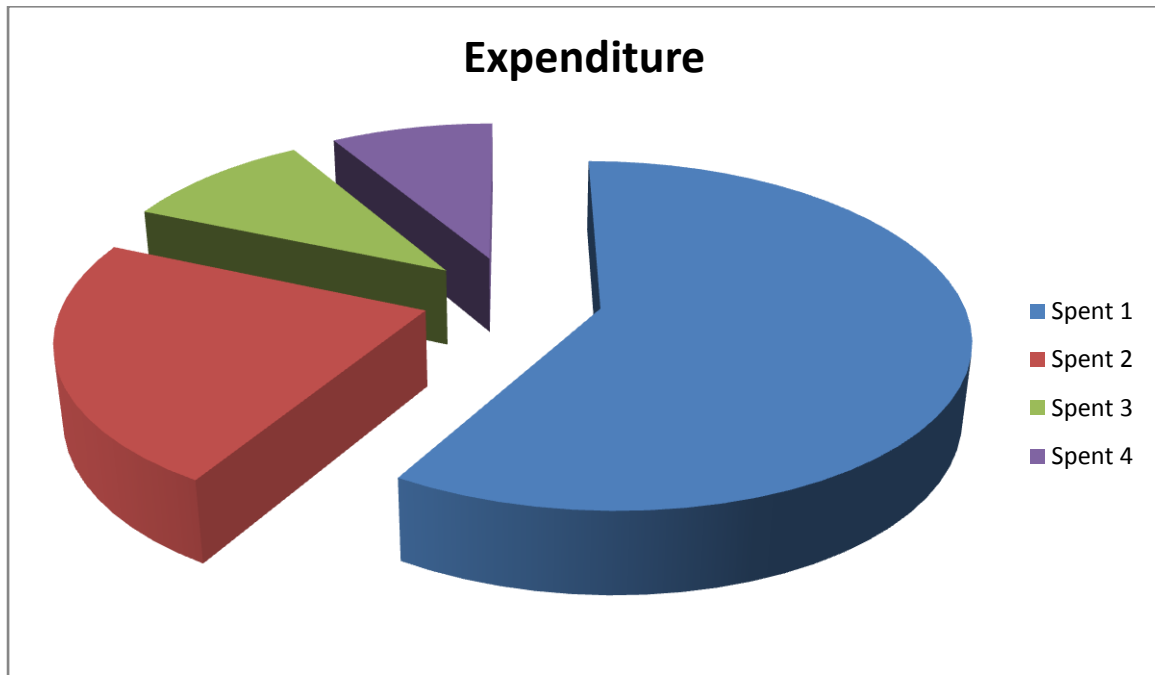
Sources of council revenue 2011 – 2012

Expenditure

Expenditure provides our clients with information on where the council spent the money, put simply “Where does our money go?”

As can be seen below, most of our money go towards materials and services as well as towards the employment costs:

Stanley to insert graph



Major expenditure areas in 2011 – 2012

Capital Works

What new capital works were undertaken in 2011 – 2012. During the year under review the following Capital Works projects were undertaken.

Capital works projects 2011 - 2012

What Council owns (Assets)

At the end of June 2012, Council assets were

Description	Amount

Total value of Council Assets

What Council owes (Liabilities)

At the 30 June 2012 Council owed the following monies

Description	Amount

Total Amount owing at year end

Council Net Value

As at 30 June 2012, the Council Net value was \$.....

Our Financial Trends

Council monitors its financial trends by using financial ratios. These ratios indicate whether or not Council is on the right track in terms of its financial performance. It acts as a guide for our future financial planning. We use the following ratios:

Current Ratio

Insert ratio graph

Asset Consumption Ratio

This ratio attempts to measure the age of the Council assets and the corresponding ability to replace them as they retire from use

Asset Consumption Ratio Graph

Insert ratio graph

Revenue Ratio (Grant Dependency)

This ratio demonstrates the extent to which the council depends on the grants from governments, state and federal and other bodies in financing its operations

Revenue Ratio

Insert revenue ratio graph

Rental Arrears

Rental arrears summary demonstrates the percentage of outstanding rents that remain unpaid / uncollected at the end of the financial period. It measures the extent to which the tenants are cooperating with the council's overall strategy for revenue management

Insert Rental areas graph

Operating surplus ratio

This ratio tells us whether or not we are in deficit or surplus. If we fall below % we are effectively spending more money than we receive.

Insert Operating surplus areas graph

Looking ahead

Council is continuing to work to ensure it is in a healthy financial position to enable it meet its current and future needs of the community. The key to achieving this goal will rest in the council long term financial planning, long term asset management plan, and the existence of a long term community plan that will allow for prioritisation of projects and investments in sequential order. Council has just leaped into this new arena of multiple planning as the basis for community sustainability.

Statutory Report

As a fully-fledged Local Government Council, the Lockhart River Aboriginal Shire Council is required to comply with the statutory requirements specified in the Local Government Act 2009.

Below is an account of how the council measured against the various statutory requirements under the Act.

Remuneration to Councillors

In 2011 – 2012 financial year the Council passed a resolution in relation to the remuneration of Councillors. The remuneration of each Councillor is set out in the Table below:

Councillor	Position	Elect ed	Remuneration	Superannuation	Total
Rodney Accoom	Mayor	2008	\$	\$	\$
Paul Piva	D/Mayor	2008	\$	\$	\$
Marshall Symonds	Councillor	2008	\$	\$	\$
Veronica Piva	Councillor	2008	\$	\$	\$
Agnes Creek	Councillor	2008	\$	\$	\$

Wayne Butcher	Mayor	2012	\$	\$	\$
Norman Bally	D/Mayor	2012	\$	\$	\$
Abraham Omeenyo	Councillor	2012	\$	\$	\$
Paul Piva	Councillor	2012	\$	\$	\$
Veronica Piva	Councillor	2012	\$	\$	\$
Josiah Omeenyo	Councillor	2012	\$	\$	\$

Further, the Council's expense, reimbursement policy was also adopted in 2011 – 2012 and the policy establishes other benefits for Councillors for example travel expenses, use of mobile phone and vehicle by Mayor etc.

Copy of the Council Expenses and Reimbursement policy is available on the council website.

Remuneration to Senior Contract Employees

An annual report of a local government must state:

- The total remuneration packages that are payable to Senior Contract employees and
- The number of senior contract employees who are being paid each of the total remuneration packages.

Under the Local Government Act 2009, a Senior Contract employee is:

- The Chief Executive Officer or
- Any other local government employee who is employed on a contractual basis and in a position that reports directly to the Chief Executive Officer.

Table

Senior Contract Employees Remuneration Package

Package Range	Numbers
\$100,000 - \$124,999	1
\$125,000 - \$149,999	1
\$150,000 - \$174,999	1

Council Meetings and Minutes

Ordinary meetings of the council are held on the third Wednesday of the month unless otherwise advertised. Minutes of the meeting are available on the council website some 10 days after the meeting.

Special meetings are held as and when required following a resolution of the Council.

Table

Councillor	Position	Elected	Ordinary Meetings attended in 2011 – 2012	Special Meetings attended in 2011 – 2012
Rodney Accoom	Mayor	2008		
Paul Piva	D/Mayor	2008		
Marshall Symonds	Councillor	2008		
Veronica Piva	Councillor	2008		
Agnes Creek	Councillor	2008		

Wayne Butcher	Mayor	2012	2	2
Norman Bally	D/Mayor	2012	2	2
Abraham Omeenyo	Councillor	2012	2	1
Paul Piva	Councillor	2012	2	2
Veronica Piva	Councillor	2012	2	2
Josiah Omeenyo	Councillor	2012		

Code of Conduct for Councillors

The Local Government Act requires Council to inform the meetings about the Councillors interest where there is a conflict of interest LG Act 2009 section 173 as well as Councillors who have material personal interests in matters being discussed by the Council to declare interests and exit from taking part in the discussion and voting on the subject. A listing of Councillors' material personal interests is maintained by the CEO.

It is important for the community have confidence in its council and councillors. The Local Government sets out specific rules that affect the code of behaviour of Councillors under **Inappropriate conduct, Misconduct, Official misconduct** to ensure transparency and accountability on the part of the elected representatives.

Lockhart River Aboriginal Shire Council follows Councillor Code of Conduct in accordance with the procedures laid down in the Act regulations and other associated acts – Public Interest Disclosure Act. The Code provides Councillors with a frame of reference about their roles, obligations and acceptable behaviour standards.

There are number of requirements combined in section 114 of the Local Government Act (Finance, Plants and Reporting) Regulation 2010, that are required to be reported within the Annual Report, regarding complaints made about Councillors.

The following information is provided in relation to those requirements:

- (1) No orders or recommendations were made under section 180(2) of the Local Government Act
- (2) One order was made under section 181 of the Local Government Act. The Councillor was reprimanded by the Mayor.
- (3) No complaints about the conduct or performance of Councillors were assessed as frivolous or vexations under Section 177(4) of the Local Government Act.
- (4) No complaint about the conduct or performance of councillors was made under section 177(5) of the Local Government Act.
- (5) One complaint about the conduct or performance of a Councillor was referred to the Director General of the Department of Local Government and Planning. The issue was resolved and the Council found to have no case to answer.
- (6) No complaints about the conduct or performance of Councillors were assessed by the Chief Executive Officer as being about Official misconduct under section 177 (7) of the Local Government Act.
- (7) No complaints about the Conduct or Performance of Councillors were heard by a Conduct reviews panel or tribunal.

Code of Conduct for Councillors

The Council has got a complaint management piling in in places and council is committed to dealing fairly with administration complaints. The complaints management powers ensures that any member of the public can lodge a complaint about how they are being dealt with by Council or how they have been affected by any Council Administration decisions.

The complaints management policy and process is available on the Council website. During 2011 – 2012, there was one complaint lodged with the Council under the Complaints Management process.

Equal Employment Opportunity

Council has developed and implemented an Equal Employment Opportunity Policy (EEOP) and Management plan. The EEOP and Management Plan have been adopted in all areas of council operations and aims to ensure that the workplace is free of discrimination, that appointments are made on merit and that all forms of harassment are discouraged. In 2011 – 2012 Council embraced the policy which ensured that every vacancy was advertised publicly. No complaint relating to EEOP was raised during the year.

Equal Employment Opportunity

No Councillor undertook any overseas travel on Council business during the 2011 – 2012 financial year.

Staff Name:	Ethel Singleton
Position Held:	Coordinator, Women Shelter
Destination:	Washington New York
Purpose:	Women Empowerment meeting
Cost:	\$1,000.00

The bulk of the cost was met by other organisations.

Corporate and Operational Plan

Council is required under the Local Government Act 2009 to adopt a corporate plan to guide Council's decision making. The document establishes the framework and identifies goals, objectives and strategies to be pursued by Council to meet the aspirations and need of the community.

Council adopted a five year corporate plan for the period 2012 – 2017 in August 2012. The plan was developed in consultation with the community and can be revised at any time during the life of the plan to ensure Council is following its strategies directions.

To execute the Corporate Plan, Operational Plans must be developed each year. This enables Council to then establish the annual budget. The Council adopted the 2012 – 2013 Operation Plan in August 2012. The plan formed the basis for the 2012 – 2013 council budget.

Internal Audit

Council utilises the services of an external Internal Auditor to carry out an internal audit to access and evaluate the Control measures that Council has adopted to manage risks to which council's operations are exposed.

During the year under review, the internal auditor produced three progress reports. The reports were tabled and discussed by the Council. A number of recommendations made by the Internal Auditor were implemented and this resulted in overall improvement of Council operations. Council and the Internal Auditor will continue to monitor its progress on implementing the recommendations of the Internal Auditor in accordance with the Local Government (Finance Plans and Regulation) 2010. Council resolved not to appoint an Audit committee as it is considered that the scale of the council operations does not justify it.

External Audit

Each year, Council operations including its financial statements are subject to an external review by the Auditor General of Queensland. The audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. In making those risks assessments, the auditor consider internal control relevant to the entity's preparation and fair presentation of the financial report. An audit also evaluates the application of the accounting policies and **recommendations** of its actual applications. **There on audit opinions is expressed**. The 2010 – 2011 Council received an unqualified audit opinion. It is worth noting that this is the third consecutive unqualified audit opinion received by the Council ever since a new management team assumed responsibility for the management of the affairs of the council.

Grants to Community Organisations / Individuals

Council has adopted a Grants to Community organisations and individuals policy which prescribes the scope of the policy, eligibility and the amount of funds that can be given including accountability requirements:

During 2011 – 2013, the Council made the following grants to community organisations / individuals

Grants to Community Organisations / Individuals in 2011 – 2012 by LRASC		
Community Organisations / Individuals	Purpose	Amount

Services rendered by Consultants

Council has adopted a policy on the engagement of consultants. During 2011 – 2012, the following categories of consultants per section were engaged by the council:

Consultancy Services and Costs to Council in 2011 – 2012	
Consultancy Category	Amount in Cost (\$)

Register and Public Documents

The following registers and documents are held by the council and are available for viewing by members of the public upon requests:

Registers and Public Documents		
Register / Public Document	Purpose	Access
Register of personal interests of Councillors	To record certain financial and other personal interest of the Councillor	Available any person upon written application to the CEO
Minutes of Council Meetings	To record all resolutions made by Council at Ordinary and special meetings	Available to all persons after the confirmation of minutes subject to certain conditions.
Policy Register	To record all policies adopted by the council	Available to any person
Fees and charges of rates	To record charges set by the council	Available to any person
Procurement policy	To document the procedures to be followed in the procurement of goods and services	Available to any person
Asset Register	To record names including details of all council assets	Available to any person
Delegations Register	To record the delegation of authority made by the council and Chief Executive Officer	Available to any person

Registers and Public Documents

Register / Public Document	Purpose	Access
Corporate and Operation Plan and community 10 year plan	To document goals and strategies and performance indicators set by the council for the period of the community plan, corporate plan and operation plan	Available to any person
Budget	To record the proposed expenditures and revenues required to implement the council strategies and goals for the year.	Available to any person
Annual report	To document the financial position and to report on achievements on and attainment of objectives set out in the corporate and operational plan	Available to any person
Community Engagement Policy	To indicate area where council needs to engage with the community prior to making a decision	Available to any person

Governance and Leadership Goal

To deliver strong and effective leadership that supports the needs and aspirations of the community by setting clear directions and working as one.

Outcomes in 2011 – 2012

Local Government elections were held in April 2012 and this resulted in some changes in the composition of the Council. Two councillors were returned and three new councillors elected including a new Mayor. Election was conducted by the Electoral Commission of Queensland.

Council adopted a 10 year Community plan as well as a 5 year Corporate Plan and an operation plan.

Twelve ordinary Council meetings were held and a total of 228 resolutions were adopted. Also two special meetings were held in 2011 – 2012 financial year.

Council adopted a portfolio management system. Portfolio was distributed to Councillors as follows:

Councillor Portfolios	
Councillor	Portfolio
Cr. Wayne Butcher	Governance, Training and Employment, Leadership, Youth, Sports and Recreation
Cr. Norman Bally	Housing and Infrastructure, Parks and Gardens
Cr. Paul Piva	Education, Economic Development and Enterprise
Cr. Veronica Piva	Health, Law Justice and Order
Cr. Josiah Omeenyo	Elders, Art, Culture and Language, Land, Sea and Homeland

Keeping Community Informed

To ensure that the community members are kept informed of the activities being undertaken, Council used a variety of channels to connect with the community:

- Public meetings *Six Public meetings were held in 2011 – 2012*
- Waanta Publication *Three editions of the council newsletter were published and distributed to all households*
- Focus Group Meeting *A number of focus group meetings were held during the year. The purpose of such focus group meetings was to seek relevant information from community on specific issues for example the focus meeting with the elders resulted in a community cemetery clean-up day.*
- *Notices were put up on public noticeboards about meetings, events and activities*
- *Towards the end of the financial year, Council started to use electronic mails to reach the general public and staff on **topical** issues.*

Representation

On the representation side, the Mayors and Councillors attended meetings with various agencies and discussed matters that generally contributed to the improvement of the quality of lives of residents of the shire. These meetings included:

- Three (3) meetings with Ministers
- Meetings with State and Federal Government Senior Public Servants
- Meetings with non-Government organisations e.g.: Flying Doctor Service
- Meetings with Private Organisations
- Attending meetings organised by Local Government peak bodies such as Local Government Association of Queensland post-election meetings, leadership summit, meeting by Regional Organisation of Cape York.

These meetings with various external organisations, regional forums etc. helped to foster cooperation on a number of issues that affects the development of the shire. Council also prepared a number of measured responses in relation to various issues raised by the agencies, during the year. Some of the issues council responded to included 40 year lease, new houses to be built on the community, new sub-division area, Local Government Remuneration and Tribunal discussion paper etc.

Governance and Improvements

Following the conclusion of the local Government Elections in April 2012, the newly elected members were sworn to office and attended two day training in the area of roles and responsibilities for elected members.

During the year under council adopted six new polices, all designed to improve the efficiency and effectiveness of the operation of the Council. During the year under review, Council adopted the following polices:

- Councillor code of conduct
- Advice guidelines and access to information procedures
- Council vehicle policy – revised



*Print photo of Councillors
being sworn in*

A number of significant decisions were taken to address problems hitherto faced by the Council. Some of these significant decisions were:-

- Adopting a new Council Structure
- Creating a building unit inside the engineering services sections
- Creation of a sports and recreation committee with a view to incorporating it

Council continued with the work that had been started by the previous council and this involved:

- Discussions on the 40 year lease
- Identification of a new sub-division
- Taking decision action on the emergent and restoration works on council roads
- Continuing to network with government departments in relation to service delivery in Lockhart River.

Challenges

- Putting into place a succession planning process to ensure ongoing availability of skilled staff.
- Ensuring that the community members are made aware of the provisions under the New Local Government Act
- Meeting the requirements under the Workplace Health and Safety requirements through training and enforcement of the standards required.
- Continue to move the community along the path of e-council as well as strengthening the notion at Government 2U approach.
- Ensuring that the funds provided to the council meet the priority needs of the community as identified in the community 10 year plan and corporate 5 year plan.
- Strengthening, the working relationships between council, community, governments and other agencies to ensure that there is a strategic co-operation **alliance** by all parties or major issues that affect the development of the shire.