

2012



ANNUAL REPORT



WELCOME TO OUR 2011-12 ANNUAL REPORT

The information in this report demonstrates accountability to stakeholders, who include residents and ratepayers, staff, councillors, investors, community groups, government departments and other interested parties.

COPIES OF THE ANNUAL REPORT

Copies of both the Corporate Plan and this Annual Report are available free of charge electronically on council's website - visit: www.northburnett.qld.gov.au

CONTACT US

All written communications to be addressed to:

"The Chief Executive Officer"

PO Box 390
34-36 Capper Street
GAYNDAH QLD 4625

Phone: 1300 696 272 (1300 MY NBRC)
Fax: (07) 4161 1425
E-mail: admin@northburnett.qld.gov.au

Twitter: @NorthBurnettRC
Facebook: www.facebook.com/north.burnett.regional.council

ABN: 23 439 388 197

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A MESSAGE FROM OUR MAYOR



CR DON WAUGH

I am honoured to present my first Annual Report as Mayor of the North Burnett Regional Council. Due to the delayed Local Government Elections, my 'Oath of Office' was taken late in the 2011/12 financial year on 28 April 2012, however it gives me great pleasure to recognise Council's achievements prior to my taking office and for the short period to 30 June 2012.

It is fitting that I recognise the accomplishments of the inaugural North Burnett Regional Council, led by Mayor Joy Jensen and comprising of Divisional Councillors Paul Lobegeier, Paul Francis, Faye Whelan, Peter Huth, Peter Baker and Kevin (Lofty) Wendt OAM BEM. At the 2012 Local Government Elections Councillors Huth and Baker did not stand for re election and I defeated a worthy opponent, Mrs Joy Jensen at the polls. Councillors Joanne Dowling and John Bowen joined re elected Councillors Paul Lobegeier, Paul Francis, Faye Whelan and Kevin (Lofty) Wendt OAM BEM to form my new Council team. I believe that the new Council all have individual skill sets that exhibit a strong governing Council. Together with Council's executive staff, led by CEO Mark Pitt, I look forward to delivering my Council's aspirations for all of the North Burnett communities.

The amalgamation of our six former Councils posed a huge challenge for both Council and staff across all spheres of management. I congratulate the previous Council for doing the hard yards during the first four years and I look forward to working with my team and the community to progress the North Burnett to be a place where people want to live and work while enjoying our naturally beautiful environment.

To encourage new home builders to establish their families in the North Burnett, Council introduced a 'rates rebate scheme' in November 2011. The scheme will see anyone building a new residential dwelling receive a rates rebate on the general rate charge for two years. We have a fantastic lifestyle here in the beautiful North Burnett and we're hoping this incentive will bring more people to our region, which in turn will help our local economy, our small businesses and townships.

By far our biggest achievement this financial year has been in financial management, with North Burnett Regional Council's status elevated from a 'Very Weak' to 'Moderate' Council. This can be attributed to tight fiscal management whilst also meeting our obligations to sustain and deliver services that the community expect.

I look forward to working with the residents of the North Burnett to build and strengthen community involvement across the region and to ensure our sustainability for future years.

Don Waugh

A MESSAGE FROM OUR CHIEF EXECUTIVE OFFICER



MARK PITT

It gives me great pleasure to present my third Annual Report for the North Burnett Regional Council and the fourth Annual Report for Council since amalgamation.

Council has progressed the consolidation of its internal functions and organisational structure and continued with the integrated operations. This year has seen the effective completion of the first Corporate Plan for our Council and the adoption of a Community Plan. It is pleasing that once again Council met all of its governance reporting requirements, adopted its statutory corporate documents prior to the scheduled legislative dates and once again returned an unqualified audit.

This year's actual results have demonstrated the difficult year that was 2011/12. Council experienced a significant reduction of approximately \$1.2 million in Federal Assistance Grant (FAG) payments, which had a real impact on the budget of \$1.6 million due to the adjustments made from the early payment of the grant in June 2011. This reduction in grant payment was a significant factor in Council again facing a deficit financial position.

Council continued over the past year to arrest the previous declining cash position. Council has seen a stabilisation of this aspect of the budget though the 2011/12 year saw an operational deficit. Council is not immune to the current financial climate. A budget position has been adopted for the 2012/13 financial year that recognises the difficulty in achieving a balanced position and reflects a consistent approach to service delivery.

The 2012/13 budget continues the price path model for a regional pricing system of water and sewerage as well as consolidating the uniform introduction of per parcel charging methodology for all areas with a town water supply. 2012/13 is the final year of the price path process for water charges with full regional costing now completed. Sewerage charges are in year three of a six year pricing model to regionalise the pricing costs.

As reported in the 2010/11 Annual Report, our region has been one that has seen a number of significant natural disaster events across the State which followed on from the heavy rainfall previously recorded in March 2010. These natural events have had a long and lasting effect on the community and community infrastructure. Reconstruction work has progressed consistently over the past year with Natural Disaster Relief and Recovery Arrangements (NDRRA) expenses incurred by Council in 2011/12 of \$10,631,890. NDRRA income received in 2011/12 through the claim process was \$8,100,095.

The challenges of improving Council's financial sustainability and infrastructure management have continued to be a major focus throughout 2011/12. Council turned around two deficit years and achieved an operating surplus of \$1.9 million before capital revenues compared to a budgeted operating deficit position. Through this reporting period Council managed its financial position from a very poor cash base and a deficit budget position to a balanced budget and re-establishing cash reserves.

It is pleasing to note that Council is again within the recommended levels of financial sustainability for 5 of the 6 ratios as outlined by the Department of Local Government. This is the second year that Council has achieved this result. A significant financial achievement following a review and evaluation performed by the Department of Local Government was that North Burnett Regional Council is now rated in a moderate financial position. This is an improvement from the weak position at the commencement of this Council at amalgamation. This improved result starts to show the outcome for some of the difficult policy and decisions that council has had to implement in the last 4 years.

Staffing arrangements in the Managerial section of Council saw some changes with the resignation of Mr Ron Smith and the appointment of Mr Ken Palmer as Director of Technical Services. I would like to take this opportunity to acknowledge the significant contribution that Ron Smith played with Council particularly during the flood events in

2010 and 2011. Ken Palmer has an extensive range of experience and is a strong addition to Council's managerial team.

Work practices continue to be a focus and are under constant review. Council also commenced negotiations on the second Enterprise Bargaining Agreement since amalgamation. Regrettably the first series of negotiations resulted in a no vote to the proposed agreement from the staff and negotiations were placed on hold til the 2012/ 13 financial year.

During the 2011/12 financial year Council had a staff turnover of 9.58%. This compares with the 2010/11 financial year where Council had a staff turnover of 23.3%, 2009/10 financial year turnover of 18.61% and 2008/09 figure of 14.29%. Full time equivalent (fte) staff positions as at 30 June 2012 were 214.69, 30 June 2011 were 216.9, 30 June 2010 were 240.3 and compares to 224.5 fte as at 15 March 2008.

Finally I would like to acknowledge the contribution that the first North Burnett Regional Council has made over the past 4 years and the changes that have taken place as a result of the Local Government Elections in April 2012. Cr Joy Jensen and her team achieved significant progress since the amalgamation in making the North Burnett Regional Council a sustainable entity in often very difficult circumstances. To former Councillors Jensen, Baker and Huth, your contribution is noted and all the best with this next stage in your lives.

At the April elections Council welcomed Councillor Don Waugh who was elected Mayor along with Councillors Jo Dowling and John Bowen. Councillors Faye Whelan, Kevin 'Lofty' Wendt, Paul Francis and Paul Lobegeier were all returned to Council. I would also take this opportunity to thank the elected members for their support and encouragement during this year.

I would thank you for taking the time to read this Annual Report and Council would welcome any feedback on the same.

Mark Pitt



The North Burnett Region takes its name from the Burnett River that flows through the area. The region has a picturesque environmental beauty and an abundance of natural resources that support the diverse agricultural industries and a healthy country lifestyle.

HISTORY

Europeans first explored the Burnett district in 1847 when the Assistant Government Surveyor of the time, James Burnett, reported that the area was “open country with the finest sheep pasturage I have seen on this journey”. Settlement of the region began in 1848 with the establishment of several sheep stations throughout the area. Sheep were later replaced by cattle grazing, agriculture and horticulture.

LIFESTYLE

North Burnett is home to approximately 10,600 residents. The region has a strong connection with its rural background and promotes a safe and friendly atmosphere supported by a healthy country lifestyle. The North Burnett Regional Council is formed from a number of smaller communities that strive to band together to support one another. Each of our communities is proud of our heritage and strongly supports the sustainable development of the region.

ENVIRONMENT

North Burnett Region has an abundance of natural resources that include: water, rural farmland, mineral deposits, forests, geographical landscapes and national parkland. Points of significant environmental interest include: Auburn, Boyne, Burnett and Nogo Rivers; Cania, Paradise and Wuruma Dams; and Auburn River, Coalstoun and Mt Walsh National Parks. The region is described as being sub-tropical and sub-humid, with the predominant rain falling between the months of October to March. The annual rainfall for the area ranges from between 704mm in Mundubbera to 916mm in the Mt Perry area. Mean temperatures range from an average of 5 degrees minimum to 32 degrees maximum. However, temperatures of 40 degrees can be experienced over short periods during the summer months and sub-zero temperatures also occur during the winter months.

VISION

North Burnett to be recognised as a country region of natural beauty close to the coast, where the rural life-style and strong community spirit play a positive role in the area's continued development.

VALUES & PRINCIPLES

We are guided by the following corporate values and operating principles:

WORKING TOGETHER POSITIVELY

- >Striving for a united position that works toward a shared vision for the community
- >Provide consistent leadership with a progressive culture
- >Encourage a cohesive community spirit
- >Listen to and work with the community

OPENNESS AND ACCOUNTABILITY

- >Transparent in our decision making
- >Accept of responsibility for our actions and behaviours
- >Build respect and trust between Council and the community through honesty and strong communication

GROWTH AND SUSTAINABILITY

- >Focus on economic sustainability for the community
- >Work towards developing opportunities for community growth
- >Provide services within the capacity of the community to pay

SERVICE EXCELLENCE

- >Take the time to understand how we can best serve our community
- >Be responsive to community needs through practical, efficient and effective service delivery
- >Strive for equity in the community through responsible use of resources

OUR ELECTED REPRESENTATIVES



DIVISIONAL BOUNDARIES OF THE NORTH BURNETT REGION

OUR ELECTED REPRESENTATIVES



CR DON WAUGH
MAYOR

Don was successful in contesting the position of Mayor of the North Burnett Regional Council in April 2012.

Don was born at Atherton, North Queensland and attended Thornburgh College, Charters Towers for his secondary education. Followed his father into dairying at Millaa Millaa on the Atherton Tablelands and became a Director on the board of the Dairy Co-operative. Also, he was a Councillor on Eacham Shire for 16 years with the last six as Shire Chairman.

After leaving the north, he and his wife Carmel, travelled around Australia working in different places and doing a variety of jobs. They worked in Gayndah early in their travels and kept returning, to finally put down roots and become totally involved in the community.

The Lions Club, Chamber of Commerce and Jockey Club kept him aware of community direction. His involvement is now total and his love of the North Burnett very evident.

P: 0458 696 272
E: Don.Waugh@northburnett.qld.gov.au



CR FAYE WHELAN
DEPUTY MAYOR - DIVISION 3

Faye completed a term in Local Government in the previous Mundubbera Shire before successfully contesting the position of Councillor to Division three (3) of the North Burnett Regional Council in 2008. Cr Whelan was then elected unopposed to Division three (3) of the North Burnett Regional Council in the April 2012 elections.

Faye was born in Gayndah and is descended from a family that arrived in the district in the 1850s. She has lived in Mundubbera since 1971. With her husband Dan, they have three (3) children and seven (7) grandchildren and wouldn't live anywhere else.

Faye brings a wealth of life experiences, having completed 38 years in the retail sector with businesses in Gayndah and Mundubbera. Human social portfolios including Health, Transport, Aged Care, Youth Issues, Education and Sport & Recreation allows her to pursue issues that greatly affect the North Burnett Region.

Faye's passion for where she lives is reflected in her strong involvement in community groups and associations and her commitment to enhancing the North Burnett Region to achieve a better place for people to live and work.

An Australian Sports Medal was awarded to Faye by Her Majesty Queen Elizabeth II to commemorate Year 2000. This was awarded to recognise her dedication to sports administration. She has also been the recipient of two (2) Australia Day Awards. Faye's educational qualifications (as yet, not formally recognised) are cited as a Bachelor of Life Experiences and a Doctorate of Motherhood.

P: 0409 625 956
E: Faye.Whelan@northburnett.qld.gov.au

OUR ELECTED REPRESENTATIVES



CR PAUL LOBEGEIER
DIVISION 1

Paul joined Local Government in 1979 and with changes to electoral boundaries has represented Divisions six (6), five (5) and two (2) of the former Monto Shire and in total served that Council for almost 20 years until its amalgamation. Paul successfully contested Division 1 of the North Burnett Regional Council in March 2008 and again in April 2012.

Paul is married to Monique and they have two adult children and one grand daughter. The Lobegeier family have followed a range of rural pursuits in the Monto district for many years and they now run a cattle fattening block at Kapaldo, south of Monto.

Paul has been involved in numerous community organisations over a long period of time. He is currently Chair of Monto Aged Care, Chair of the Burnett Catchment Care and has always been heavily involved in Natural Resource Management at a State and Federal level, where he aspires to bring some balance and achieve a good outcome for the environment. He has a passion for the Arts and is a member of the State Reference Group. He is heavily involved in Tourism, through organisations such as Bundaberg & North Burnett Tourism, Australia Country Way, Rural Getaway and Monto Magic and believes the natural beauty of our area and its friendly people can assist the North Burnett economic development.

When not serving the community, he likes to pursue his passion for repairing old and not so old machinery. "It's the pleasure of using ones hands to make something work again - something that is not always achievable in public life".

P: 0458 625 952
E: Paul.Lobegeier@northburnett.qld.gov.au



CR PAUL FRANCIS
DIVISION 2

Paul, born in 1960, is a Farmer/Grazier from the Moonford area, north of Monto, where he has lived since 1968. He has been running the business since 1980, and has been married to Mia since 1987. They have two children, Hugh was born in 1989 and Alison in 1991.

Paul was first elected to Monto Shire Council in July of 1998 and served until March of 2004 before being re-elected in January 2005. He served as a Monto Shire Councillor until March 2008 when he was elected as a North Burnett Regional Councillor for Division Two which includes the township of Eidsvold.

Paul is interested in all aspects of council operations, but his main aims are to see improved transport links across the North Burnett and more efficient use of ratepayer funds across council operations.

Other interests include Economic Development and Enterprise Bargaining. Your councillor has increased his skill levels through external study and has a Certificate IV in Business and an Advanced Diploma in Rural Business Management.

P: 0458 625 951
E: Paul.Francis@northburnett.qld.gov.au

OUR ELECTED REPRESENTATIVES



CR JOANNE DOWLING
DIVISION 4

Division 4 Councillor, Joanne Dowling, joined the North Burnett Regional Council for her first term of office in 2012.

A fourth generation Gayndah resident who has lived in Gayndah all her life, Cr Dowling has committed much of her life to the community of Gayndah and is a strong advocate for local business. Joanne, a Justice of the Peace (Qualified), has owned and operated two businesses in Gayndah for over 27 years. Out of her dedication to the town, Joanne co-founded the local newspaper "Gayndah Gazette" in 1998. The intention was to produce a community paper that supported local businesses and celebrated local achievements and special events.

Joanne has been heavily involved in the Gayndah Show Society from an early age. She held the position of Secretary for 19 years before resigning in 2001. Despite her resignation, she remained involved in the Show and in a support capacity to the secretaries of following years as well as a term as president. Joanne is an active member of the Gayndah Chamber of Commerce and was recipient of the Australia Day Citizen of the Year Award in 2011.

Appointing Joanne with the shared portfolios of Governance and Human Social will allow her to continue with her pursuit in working closely with her community members.

In her role as Councillor, Joanne intends to work hard at the real and practical aspects needed to keep this area one of the strongest and most successful in the state and to become a valuable member of the team at North Burnett Regional Council.

P: 0407 164 468
E: Jo.Dowling@northburnett.qld.gov.au



CR JOHN BOWEN
DIVISION 5

John successfully contested the position of Councillor to Division five (5) of the North Burnett Regional Council in the April 2012 elections.

He has resided in the North Burnett region for the past 55 years and owns a property in the vicinity of Mingo Crossing and Ban Ban Springs.

John is a member of the Gayndah Show Society, Football Club, Gooroolba Committee, Gayndah Museum and Ban Ban Rural Fire Brigade.

One of his favourite pastimes is finding the original sites of many one teacher schools that were once dotted around the region. He has a love for old cars and owns a 1966 HR Holden which he states "Is a pleasure to drive!" and is also a collector of old bottles.

John is passionate about the North Burnett region, "It is a great place to live and bring up a family".

P: 0458 625 961
E: John.Bowen@northburnett.qld.gov.au



CR KEVIN 'LOFTY' WENDT OAM BEM DIVISION 6

Lofty entered Local Government in March 2004 as Councillor of the Biggenden Shire, was elected representative of Division 6 of the North Burnett Region in March 2008 and subsequently re-elected in April 2012. He also completed 12 years as Environmental Officer with Biggenden Shire Council. This experience introduced him to local community service which he undertakes with a passion in his current position.

The Wendt family arrived in Biggenden in 1956 and as a young man he joined the army. In a career spanning 30 years, he rose to the rank of Regimental Sergeant Major of the Australian Army and served his country in places such as England, Malaya, Vietnam and New Zealand.

Lofty together with his wife Wynsome, live in Degilbo where he is very active in the community. He is a member of Biggenden Lions, RSL, and the Rugby League Club, just to name a few. When not serving the community, he takes every opportunity to indulge in his passion for fishing, where he is involved with the Biggenden Amateur Fishing Club and Paradise Dam Stocking Association.

He has been recognised on two (2) occasions for his leadership qualities whilst in the army. In 1969 he was awarded a BEM for what was deemed outstanding results and in 1982 he was awarded an OAM for leadership while serving in the 8th Battalion, Royal Australian Regiment.

P: 0458 625 950

E: Lofty.Wendt@northburnett.qld.gov.au



MARK PITT
CHIEF EXECUTIVE OFFICER

Born and raised in the Lockyer Valley, Mark has lived in a variety of areas within Queensland and Tasmania. Entering Local Government in 1999, after working with the then Queensland State Department of Employment, Training and Industrial Relations, he has fulfilled a number of roles including Manager Community Services and Deputy CEO. Mark took the reins at Cook Shire Council in 2002 as Chief Executive Officer. In 2007, Mark accepted the role of General Manager with North Midlands Council in Tasmania. In 2010 he commenced duties with the North Burnett Regional Council.

Mark has a Bachelor of Arts and completed his Masters in 2009 through Deakin University in Governance and Public Policy.

He now resides with his family in Gayndah and has interests in Community Infrastructure and Services. Mark is a member of Rotary and is the Charter President for the recently reformed Rotary Club of Gayndah as well as formerly being elected in the role of Director of Vocational Services for the Rotary Club of Longford. Mark has accepted the role of Treasurer for BIEDO and has been in this position since March 2012. Mark has also previously served on the Board of the State Local Government Managers Association (Tas), is an active member of the Local Government Managers Association (Qld) and been a member of various other clubs and associations.

Mark has been married for 18 years to Nicola and they have two daughters, Charlotte (16) and Elizabeth (15) who both attend Burnett State College in Gayndah.



LES HOTZ
DIRECTOR
CORPORATE SERVICES

Les commenced his career with Local Government on 03/05/1967 with the former Monto Shire Council as a Junior Timekeeper which involved collating timesheets for Council employee pays. During his career Les has undertaken most facets of office duties including Payroll Officer, Cost Clerk, Accounts Clerk, Rates Clerk to name a few.

In September 1994, Les was appointed Chief Executive Officer to the former Monto Shire Council and at amalgamation in 2008 was given the choice of redundancy or appointment as Director of Corporate Services. Les chose to continue in Local Government as Director of Corporate Services for the North Burnett Regional Council believing that there was opportunity to support a newly formed Local Government and staff.

Les is married to Val and has four (4) adult children who are all married.



ANDREW JACKSON
DIRECTOR
COMMUNIT & CULTURAL SERVICES

Andrew was born and raised in Port Adelaide. Andrew started his work career as a Fitter and Turner and worked in a variety of positions including hotel management, hydraulics fitting as a self employed irrigation designer and installer.

Andrew completed a Bachelor of Applied Sciences in Recreation Planning and Management at the University of South Australia in 1991 after starting his career in Local Government in 1989 as Community Services Manager with the Carpentaria Shire Council. He then began an Economic Development management position with the Maryborough City Council and the Fraser Coast Regional Council post amalgamation.

Andrew commenced his position with the North Burnett Regional Council in September 2010. He is passionate about improving the level of community services and infrastructure to the North Burnett Region.

He resides in Mount Perry with his wife Meredith and sons Kyle (18) and Nicholas (15). Andrew is a member of the Rotary Club of Gayndah, the Local Government Managers Association (LGMA) and is a keen AFL supporter.



BOB SAVAGE
DIRECTOR
DEVELOPMENT & ENVIRONMENT SERVICES

Bob joined local government in south east Arnhem Land in the Northern Territory in 2001. He has filled the roles of Finance & Administration Manager, Corporate Services Director, Manager Environment and Infrastructure Services and Director Development and Environment and has gained a wide variety of experience while serving in these positions.

He spent five years at Ngukurr before moving to Monto and then to Gayndah. Prior to that he had 25 years with ANZ Bank (twelve of those in administration and operations management) and short sojourns into retail and logistics.

Born and raised in Toowoomba, Bob has lived and worked in many towns from Southport in the south to Mossman in the north and Longreach in the west. He has been actively involved in sports including hockey, rugby league and cricket.

Bob lives in Gayndah with his wife Narelle. They have two children, one in Adelaide and one in Brisbane.



KEN PALMER
DIRECTOR
TECHNICAL SERVICES

Ken Palmer joined the North Burnett Regional Council in January 2012 after working in local government in Tasmania and Queensland.

Ken commenced his local government career in 1981 with the Brighton Council after working for the Department of Main Roads and an engineering consulting firm in Tasmania.

In 1984, Ken was appointed to the position of Director Technical Services/Municipal Engineer. Ken held this position for 9 years before accepting the challenge of General Manager at the Latrobe Council. Ken held this position for just over three years before trying his hand as an engineering consultant.

In 1999, Ken and his family relocated to Townsville, where Ken worked for the Townsville City Council for four and a half years.

In early 2004, Ken accepted the position of Manager Infrastructure Maintenance with the Maroochy Shire Council. Over the next nine years, Ken held the positions of Asset Manager Transportation and Asset and Major Project Manager at the Sunshine Coast Airport, a business unit of Council.

Ken has a degree in engineering and a graduate diploma in management.

In his spare time, Ken enjoys sailing, canoeing and bushwalking, when time permits. Ken is married to Ros and they have two daughters – Claire who is currently living in London and Bridget lives in Brisbane.



TREVOR HARVEY
ASSISTANT DIRECTOR
TECHNICAL SERVICES

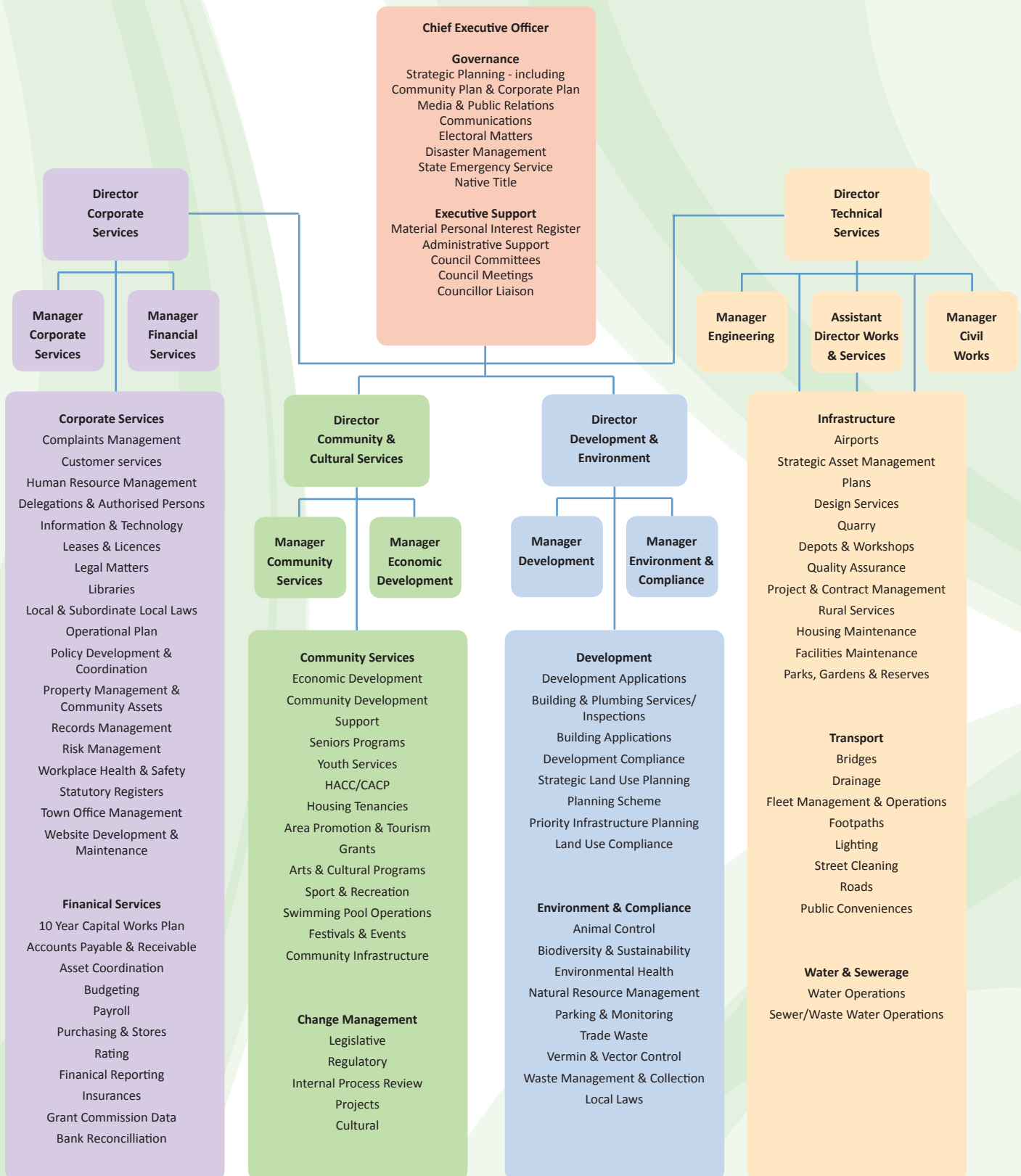
Trevor has held positions within Local Government as both a Councillor (prior amalgamation) and as an employee (post amalgamation).

Prior to Local Government Trevor held engineering positions with three large multi-national process companies. He holds a degree in mechanical engineering and has been a founding member of the Queensland Water Directorate Technical Group representing medium and small Council water suppliers.

Trevor and Leanne live in Mundubbera and have two sons; Ben is in Year 12 at Downlands College, Toowoomba and Carl in Year 9 at Mundubbera State School.

Trevor is a sports fanatic with his preferences being Rugby and Squash, which he still plays.

OUR CORPORATE STRUCTURE



The background of the entire page is a solid blue color. Overlaid on this are several large, curved, overlapping bands of different shades of blue, ranging from a very light, almost white blue to a deep navy blue. These bands create a sense of movement and depth, resembling stylized waves or flowing ribbons. The curves are primarily vertical and diagonal, sweeping across the frame.

CORPORATE SERVICES

OUR ACHIEVEMENTS IN CORPORATE SERVICES

COMMUNITY OFFICES

Again, the 2011/12 financial year has seen continual change with a reasonably heavy workload for all employees. Council continues its commitment to provide a presence in all communities throughout the region and maintains offices and libraries in Biggenden, Eidsvold, Gayndah, Monto, Mount Perry and Mundubbera.

The functions of each office have not varied to any extent over the past year and the following functions are delivered from:

Biggenden	<ul style="list-style-type: none"> • Receipting • Reconciliation of General Ledger
Eidsvold	<ul style="list-style-type: none"> • Rating
Gayndah	<ul style="list-style-type: none"> • Debtors • Workplace Health & Safety • Records Management
Monto	<ul style="list-style-type: none"> • Human Resources • Payroll
Mount Perry	<ul style="list-style-type: none"> • Job Costing
Mundubbera	<ul style="list-style-type: none"> • Creditors

All six (6) libraries are maintained at a high standard and are open to the public in most communities from 10:00am to 4:30pm weekdays. A small subsidised Sports Equipment Library has been established and operates from the Eidsvold Library.

Centrelink agencies are maintained in Biggenden, Gayndah and Mundubbera, with QGAP facilities provided through the Eidsvold and Mundubbera Offices. Further, Queensland Teachers Credit Union provides a presence through the Eidsvold Office, which affords banking facilities for the Eidsvold community.

CORPORATE SERVICES

Manager of Corporate Services - Megan Dingle, is committed to supervising Human Resources, Payroll, Customer Service, Libraries, Workplace Health & Safety and Records Management. This again, has been a challenge with staff in all six (6) offices undertaking various rolls.

With new legislation being introduced for Workplace Health & Safety staff and with only one (1) officer being engaged in this area, Megan has provided a greater presence in this area to assist the implementation and collation of safety issues.

WORKPLACE HEALTH & SAFETY

The 2011/12 period has been one of transitions for Workplace Health and Safety at Council with the implementation of the new Legislation. Also there have been significant personnel changes in Councils' Safety department with both Safety Officers and the Administrative support moving on. A Safety Advisor has been retained and a shared administration person is to be employed.

	2008/09	2009/10	2010/11	2011/12
Days lost	873	707	346	244
Claims	16	17	17	16
Total Injuries	-	49	160	39

In June, LGW conducted desktop audits and site inspections identifying areas for improvement, this will help guide implementation of the revised WHS management system in accordance with the new legislation. The challenges Council faces with upgrading the WHS Management System in accordance with new legislation, includes improving compliance with Health and Safety areas identified in the audit processes, which include:

- Consultation including establishment of Workplace Health and Safety Committee and Health and Safety Representatives
- Emergency planning
- Hazardous chemical management
- Signage in general
- Housekeeping & storage practices

As well as specific safety related training such as First Aid, Take 5s and task specific training including Traffic Management and Traffic Control, the new legislations removal of licencing for loadshifting equipment has required the development of updated policies and practices, and assessment programs to ensure verification of operator competency. It is positively reported that participation and enthusiasm for tool box talks and Take 5s is very good and priority is being given to review the Take 5s to ensure they are current to help maintain this level of interest.

Moving forward, we now have an accurate benchmark of our WHS Management System performance and clear direction as to priorities for improvement. The Work Health and Safety Management System can be brought back up to standard by a thorough review and better implementation.

OUR ACHIEVEMENTS IN CORPORATE SERVICES

FINANCIAL SERVICES

The Financial Services team has been dedicated in their endeavours to maintain the integrity of Council's general ledger and financial system, therefore ensuring transparent and accurate financial data that meets all audit requirements as well as Council internal reporting needs.

The Financial Services team is managed by the Manager of Financial Services, Mr Justin Kronk. This section of Council is accountable for Council's Financial and Management Reporting, Audit Functions, Debtors, Creditors, Rating, Bank Reconciliation, Stores, Insurance and Information Technology Sections of Council. Once again Council has received an Unqualified audit Opinion from the Auditor General. All other financial reporting has been completed prior to statutory requirements within the 2011/12 financial year.

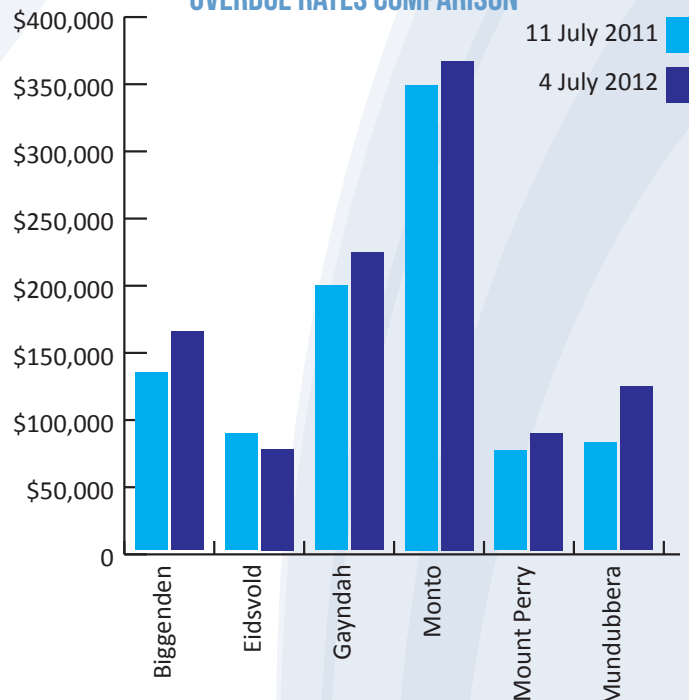
RATES & CHARGES

Council is very conscious of its position with the exorbitant amount of rates and charges owing to it by ratepayers and currently has officers within the Biggenden Office endeavouring to reduce this debt. At the close of the 2011/12 financial year there was a total of \$ 1,032,477.76 outstanding, compared with the 2010/11 financial year of \$ 916,067.41.

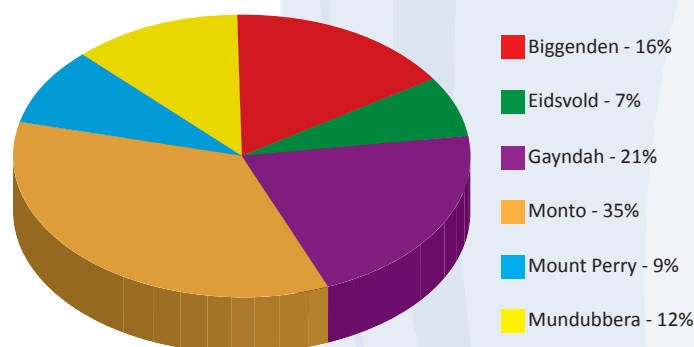
The breakup of outstanding rates are as follows:

Biggenden	\$ 162,941.19	16%
Eidsvold	\$ 75,269.58	7%
Gayndah	\$ 221,184.87	21%
Monto	\$ 364,055.64	35%
Mount Perry	\$ 87,163.70	9%
Mundubbera	\$ 121,862.78	12%
TOTAL	\$ 1,032,477.76	100%

OVERDUE RATES COMPARISON



RATES PERCENTAGE OUTSTANDING AS AT 4 JULY 2012



The breakup of arrears are shown below:

5 years and over	1.25%
4 years and over	3.47%
3 years and over	9.15%
2 years and over	19.99%
1 year and over	50.39%
Accrued Interest	14.75%

OUR ACHIEVEMENTS IN CORPORATE SERVICES

FORMER POLICY DEVELOPMENT

Council has an ongoing program to upgrade Policies in all areas of its operation to project Council's attitude to a range of subjects to the community and more importantly, provide consistency in the decision making process. Policies which have been developed/reviewed over the past year include:

2011/2012 STATUTORY POLICIES

No.	Policy Name	Meeting
101	Equal Employment Opportunity	Policy & Strategy - 02/08/2011
110	Internal Audit Function	General - 15/11/2011
114	Councillor Code of Conduct	General - 20/03/2012
116	Administrative Action Complaints	General - 15/11/2011
117	Public Interest Disclosure Process	Policy & Strategy - 02/08/2011
118	Information Privacy	Policy & Strategy - 06/12/2011

2011/2012 GENERAL POLICIES

No.	Policy Name	Meeting
201	Repair to Council Assets (Roads)	Policy & Strategy - 06/12/2011
202	Graffiti	General - 20/12/2011
204	RM Williams - Merchandise	Policy & Strategy - 02/08/2011
205	RM Williams - Curatorial	Policy & Strategy - 02/08/2011
206	RM Williams - Volunteer	Policy & Strategy - 02/08/2011
210	Data Management	General - 20/09/2011
211	Partial Relief from Water Charges	Policy & Strategy - 02/08/2011
212	Acceptance of Rates Payment Arrangement	Policy & Strategy - 02/08/2011
213	Risk Management	Policy & Strategy - 02/08/2011
214	Camera Detected Traffic Infringement Notice	Policy & Strategy - 02/08/2011
218	Business Streetscape	General - 15/05/2012
219	Standing Committee Terms of Reference	Policy & Planning - 05/06/2012
222	Street Naming	Policy & Strategy - 02/08/2011
223	Environmental	Policy & Strategy - 02/08/2011
227	Community Diversity & Social Cohesion	Policy & Strategy - 07/02/2012
228	Volunteer	General - 17/04/2012
229	Mobile Kitchen Use	Policy & Strategy - 06/12/2011
234	Access to Advertising Devices on Private Land	Policy & Strategy - 07/02/2012
243	Caretaker Period	General - 20/03/2012
245	Fit for Work	General - 19/07/2011
246	Pro Rata Registration for New Cats & Dogs	General - 17/01/2012
247	Rebate for Desexed Cats & Dogs	General - 17/01/2012
248	Rural Fire Levy	General - 17/04/2012

OUR ACHIEVEMENTS IN CORPORATE SERVICES

RECORDS MANAGEMENT

North Burnett Regional Council's Records Management department is an extremely busy unit consisting of four staff who manage all Council records from creation to disposition.

A records life cycle extends from the time it is received or created, through processing and use, to placement in storage and retrieval systems, until eventual disposal or permanent archival retention. Regardless of the format, all records are an extremely important resource vital to every day business operations.

STAFF

Records farewellled one staff member and welcomed Learne Sims as Records Officer and Samantha Seabrook as Records Trainee.



Left to Right: Kent Burchard - Records Coordinator, Learne Sims - Records Officer, Samantha Seabrook - Records Trainee & Karen Cooney - Records Officer.

ACCOMPLISHMENTS

1. Staff attended a South East Queensland Records Management workshop at the Gladstone Regional Council which assisted them in gaining useful knowledge in records management processes and policy, as well as forming new invaluable contacts;
2. Records Coordinator, Kent Burchard and Records Officer, Karen Cooney, commenced studying Certificate IV in Records Management, assisted by a State Government grant designed to up-skill workers;
3. Council's electronic Document Records Management System (eDRMS), infoXpert, is undertaking a major overhaul which will ensure all documents follow the correct retention and disposal periods and are identified correctly. Additionally, a business classification scheme is being created which will assist in making records more accessible for Council staff;
4. 109 boxes of temporary records were destroyed according to the Queensland State Archives Retention and Disposal schedule and guidelines;
5. Licenced staff are currently undergoing one on one training in Records Management and the use of the Council eDRMS.

STATISTICS

	2010/11	2011/12	Variance
Inwards Correspondence	9,641	10,011	3.83%
Service Requests	2,911	1,886	35.21%
Total documents registered to infoXpert	37,950	6,7164	76.98%

OUR ACHIEVEMENTS IN CORPORATE SERVICES

LEARNING AND DEVELOPMENT

Council has hosted a number of apprentice and trainees within all six (6) communities and covers most areas of Councils operations. In May 2011 Council employed Cassie Palfrey as the Learning and Development officer. This position was created with the aim of Council directly employing its apprentices and trainees in the hope of reducing costs and ensuring all apprentices and trainees are regularly monitored to ensure all aspect of their on and off the job training is being met.

It is vital that trainees are regularly monitored given a traineeship, particularly in Business Administration where it is a duration of only twelve (12) months and the trainee is required to successfully complete thirteen (13) modules in this timeframe. Modules can include: Apply knowledge of occupational health and safety in the workplace; Design and develop text documents; Process payroll; Deliver and monitor a service to customers; and Produce spreadsheets just to name a few.

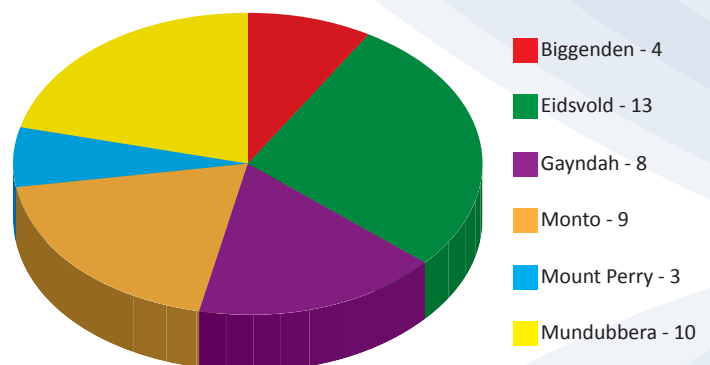
Apprentices are also required to complete modules, but are given a release from work to attend block training at their Registered Training Organisation (RTO), this block training can be anywhere from a two (2) to five (5) week period.

During the 2011-12 period, Council was able to secure subsidised funding for up to eighteen (18) apprentices or trainees from the Skilling Queenslanders for Work initiative funded by The Department of Educating, Training and Employment (DETE). Trainee wages were subsidised from between 11% - 24% and apprentice wages were subsidised from 13% - 19% leaving Council to pay the remaining costs. Council took this opportunity to recruit apprentices and trainees into fulltime and school based positions.



Gayndah Trainees:
Samantha Seabrook, Shannon Wykes & Katie Callahan

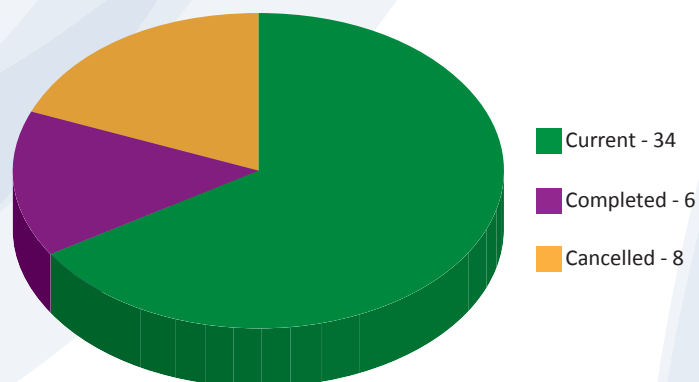
NUMBER OF APPRENTICE/TRAINEEES BY LOCATION



Monto Trainees: Laura Kling, Hannah Cooke, Fe Domingo & Karla Beniececke

OUR ACHIEVEMENTS IN CORPORATE SERVICES

APPRENTICES/TRAINEES FOR 2011/12



Qualification	Name	Commencement Date	Completion Date	Location	Status
Certificate II Business Administration	Rachel Prendergast	25 March 2010	23 March 2012	Gayndah	Completed
	Georga Jones	31 May 2010	29 May 2012	Mount Perry	Completed
Certificate III Business Administration	Fiona Hunt	31 May 2010	30 June 2011	Mount Perry	Completed
	Hope English	4 July 2011	5 April 2012	Gayndah	Cancelled
	Julie-Anne Aisthorpe	8 August 2011	6 March 2012	Monto	Cancelled
	Cheryl Alsemgeest	8 August 2011	9 September 2011	Gayndah	Cancelled
	Ellitte Smith-Nancarrow	8 August 2011	13 December 2011	Monto	Cancelled
	Tiffany Abderhalden	30 August 2011	18 September 2012	Monto	Current
	Alisha Yeates	7 November 2011	5 November 2012	Eidsvold	Current
	Cleo Gerdes	8 November 2011	6 November 2012	Mount Perry	Current
	Katie Callahan	9 January 2012	7 January 2013	Gayndah	Current
	Hannah Cook	9 January 2012	7 January 2013	Monto	Current
	Laura Kling	9 January 2012	7 January 2013	Monto	Current
	Joanna Pickering	9 January 2012	7 January 2013	Eidsvold	Current
	Samantha Seabrook	9 January 2012	7 January 2013	Gayndah	Current
	Shannon Wykes	9 January 2012	7 January 2013	Gayndah	Current
Certificate II Horticulture	Adrian Doessel	23 March 2011	21 March 2013	Mundubbera	Current
Certificate III Horticulture	Duane Blucher	29 August 2011	2 November 2011	Eidsvold	Cancelled
	Robyn Kummerfeld	29 August 2011	27 August 2013	Mundubbera	Current
	Lindsay Collins Jr	16 January 2012	14 January 2014	Eidsvold	Current
Certificate II Library & Information Services	Sabrina Millar	10 March 2010	8 March 2012	Monto	Completed
	Lucinda D'Esposito	26 July 2010	25 July 2011	Biggenden	Completed
	Charlotte Pitt	6 February 2012	8 March 2014	Gayndah	Current
Certificate III Library & Information Services	Eleanor Butler	3 January 2012	1 January 2013	Mundubbera	Current
	Fe Domingo	9 January 2012	7 January 2013	Monto	Current
Certificate III Tourism	Karla Benecke	11 July 2011	9 July 2013	Monto	Current

OUR ACHIEVEMENTS IN CORPORATE SERVICES

Qualification	Name	Commencement Date	Completion Date	Location	Status
Certificate III Water and Wastewater	Jordan Giddins	4 July 2011	2 July 2013	Gayndah	Current
Certificate III Road Construction and Maintenance	Robert Duncan	6 September 2010	4 September 2013	Biggenden	Current
	Nathan Beezley	29 August 2011	27 August 2014	Eidsvold	Current
	Matthew Chapman	29 August 2011	16 January 2012	Eidsvold	Cancelled
	Bernard Gooda	29 August 2011	27 August 2014	Eidsvold	Current
Certificate III Bridge Construction and Maintenance	Karl Bauer	29 August 2011	27 August 2014	Eidsvold	Current
	Bert Beezley	29 August 2011	27 August 2014	Eidsvold	Current
	Lindsay Collins	29 August 2011	27 August 2014	Eidsvold	Current
	Cassius Collins	29 August 2011	27 August 2014	Eidsvold	Current
	Mark Collins	29 August 2011	7 January 2012	Eidsvold	Cancelled
	Jay Pope	29 August 2011	27 August 2014	Eidsvold	Current
Certificate III Automotive - Heavy Vehicle	Adam Childs	19 July 2010	18 July 2014	Mundubbera	Current
	Danny McColm	21 August 2011	30 December 2014	Mundubbera	Current
Certificate III Diesel Fitter	Graham Bell	19 January 2008	23 December 2012	Mundubbera	Current
	Adam Smith	17 March 2009	15 March 2013	Biggenden	Current
	Dustin Graving	22 November 2011	17 January 2015	Monto	Current
	Lorton Ferris	9 January 2012	7 January 2016	Biggenden	Current
Certificate III Plumbing	Ashley Augustine	16 February 2009	14 February 2013	Mundubbera	Current
	Louas Benecke	11 February 2009	14 September 2012	Monto	Current
	Nathan Balshaw	20 April 2009	3 August 2013	Mundubbera	Current
Certificate III Carpentry	Jerome Shapland	29 September 2010	14 December 2011	Mundubbera	Completed
	Jack Garner	29 March 2011	4 August 2011	Mundubbera	Cancelled



Eidsvold Trainees:
Joanna Pickering & Alisha Yeates



Mundubbera Apprentices:
Danny McColm, Adam Childs & Graham Bell

OUR ACHIEVEMENTS IN CORPORATE SERVICES

INFORMATION TECHNOLOGY

During 2011/12, IT staff undertook a number of projects in an effort to further modernise Council's computer network.

A number of small projects were completed throughout the year, including:

- renewal of the Mundubbera Depot network extension;
- photocopier replacements;
- purchase of messages-on-hold devices;
- purchase of projector equipment to ensure all boardrooms have a permanent installation; and
- network extension for the Monto SES shed

COMPUTER REPLACEMENTS

In March, the third (and final for this cycle) round of the computer replacements was undertaken to provide Monto and Eidsvold staff with up-to-date equipment. All Council staff are now either using a low-cost and extremely energy efficient desktop computer, or an energy efficient Dell laptop computer where appropriate.

All of Council's client computers are now running Windows 7, which assists with troubleshooting and centralised management.

EQUIPMENT CLEANUP

Since 2010, IT staff have been collecting, sorting and cleaning all of Council's excess equipment in Eidsvold. An offering was advertised in mid 2011 for local not-for-profit organisations to purchase some of the more modern equipment at a low cost. The following equipment was supplied in two rounds in September 2011 and June 2012:

- 24 laptops
- 12 desktop computers
- 14 LCD monitors
- 13 printers

The remaining equipment that was deemed saleable was forwarded to the Mundubbera Rotary Auction on 5 May 2012, where in excess of 80 fully tested desktop and laptop computers were offered for sale to the public. Any further equipment has been deposited in an "e-waste" facility for recycling.

WIFI HOTSPOTS

Council's network of WiFi hotspots was replaced with a centrally managed "UniFi" system. Further wireless network extensions have taken place in various NBRC libraries and depots to ensure staff have ubiquitous access to wireless. WiFi hotspots will also be rolled out in Council libraries in the near future using the same technology.



OUR ACHIEVEMENTS IN CORPORATE SERVICES

LIBRARIES

2011/12 has been another busy year for our libraries with a total of 59,130 visitors to our branches and a total of 349 new members.

PROGRAMS

This year we have focused on delivering programs and interactive displays that appeal to our local communities to not only cater for our current members, but to try and encourage new members.

The most popular program we offered, was the nationally recognised, Summer Reading Club (SRC) organised by State Library and Public Libraries throughout Australia. A total of 43 children participated and 215 books were read. This is a very pleasing outcome as the main aims of the SRC are to:

- Engage children, young people and their families in a fun, interactive and relevant reading program during the summer holidays.
- Support multi-literacy development in children and young people including reading, writing, creative arts and multi media technology skills.
- Promote public libraries to the wider community.
- Increase membership and use of public libraries by children, young people and their families.
- Foster a love of books, reading, literature and the library habit.

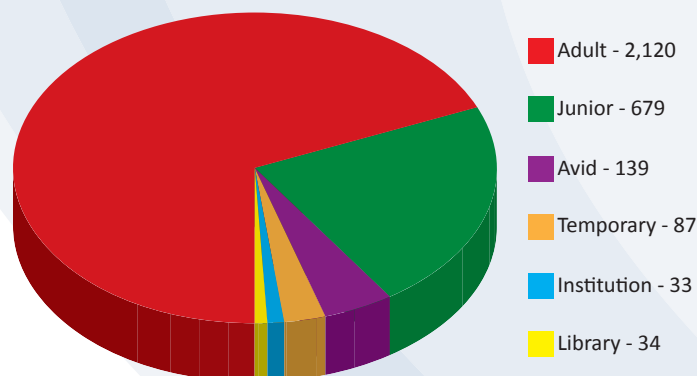
NATIONAL YEAR OF READING

The beginning of the 2012 calendar marked the start of the National Year of Reading (NYR). To help promote and celebrate it, our libraries are currently running a "design a bookplate" competition as well as holding story-telling and craft sessions using NYR merchandise.

INTER LIBRARY LOANS

One of the increasingly popular services we offer to our borrowers is the Inter Library Loan scheme. If an item a borrower requests is not on our shelves, our libraries will borrow that item from another library service to fulfil our borrower's request. Over the reporting period we placed 2,495 requests and recieved 2,625 items.

TOTAL MEMBERSHIP AS AT 30 JUNE 2012 = 3,092



STATISTICS

	2009/10	2010/11	2011/12
Members - New	590	442	379
Members - Deleted	617	87	369
Lending (Loans & Renewals)	61,046	56,087	55,741
Returns	62,406	58,640	57,343
Reservations	5,299	5,913	5,828
Lending Stock	26,526	23,900	19,842
Visitors	-	-	59,130
Events & Programs	-	-	8

*"It is always such a pleasure to come to the library.
Helpful staff, friendly atmosphere and so many great books"*



COMMUNITY & CULTURAL SERVICES

OUR ACHIEVEMENTS IN COMMUNITY & CULTURAL SERVICES

NORTH BURNETT COMMUNITY PLAN

One of the year's major achievements was the completion and adoption in December 2011, of the North Burnett Community Plan 2011-2022. The Community Plan identifies a long-term vision for the North Burnett region, giving overall strategic direction to retaining the region's culture and lifestyle, natural beauty and to assist in diversifying and developing the region's economy.

The development of the plan involved extensive community consultation process with residents, community organisations, government departments, businesses and industries.

Key areas within the document are:

- Infrastructure: sustainable regional transport;
- Social Wellbeing: youth, positive ageing, social infrastructure;
- Economic Development: economic development, affordable living;
- Sustainable Environment: biodiversity, climate change, waste minimisation, waterways, open space; and
- Governance: asset management, long term financial sustainability.

COMMUNITY ENGAGEMENT POLICY

Council is committed to strengthening appropriate community participation in decision making processes and adopted a Community Engagement Policy in December 2011.

Community engagement is defined as a planned process of communication, participation and relationship building by involving the community in decision making processes to address issues affecting their quality of life and well-being. Community engagement is an important principle in the planning, policy development and decision making process of local government. Council believes that quality community engagement is essential to the foundation of good governance and to enhance the relationship between the community and Council.

ECONOMIC DEVELOPMENT

Economic development in the North Burnett is delivered through the North Burnett Region Futures Program (NBRFP). This program is dedicated to generating the economy of the North Burnett through:

- Strategic economic development planning;
- Supporting local jobs and skills planning that builds community capacity and resilience; and
- Developing, facilitating and administering specific economic development projects and initiatives.

The program is guided by the Economic Development Plan for the North Burnett Region 2009-2012: "The North Burnett Region - A Centre for Rural Innovation". NBRFP is delivered by Starfire Solutions who provide three part-time consultants; Neil McPhillips, Meredith Jackson and Lisa Wain. The program reports to the NBRFP Advisory Committee. Membership of the committee includes Cr Don Waugh, Cr Lofty Wendt, Cr Paul Francis and CEO Mark Pitt. Director of Community and Cultural Services, Andrew Jackson is an observer.

STRATEGIC ECONOMIC DEVELOPMENT

Program consultant, Neil McPhillips, is also Chairman of the Wide Bay Burnett Region Economic Development Advisory Committee (WBBREDAC). This committee is working towards the implementation of major projects for the whole of the Wide Bay Burnett region which should have positive impact on the North Burnett. These projects include:

- Establishment of a centre for rural innovation;
- Digital economy support for business and industry;
- Branding and marketing of the Wide Bay Burnett region for business and residential attraction;
- Development of eco/experiential tourism for the Wide Bay Burnett region; and
- Long-term regional economic development scenario planning.

At a local, North Burnett level, strategic activities during 2011/12 have included:

- Analysis and review of resource sector opportunities;
- North Burnett Region Tourism Action Plan assistance;
- Strategic airport/aerodrome review;
- The Paradise Dam Tourist Development Plan;
- Centre for rural innovation concept development;
- Government engagement; and
- Regional representation at presentations and forums.

OUR ACHIEVEMENTS IN COMMUNITY & CULTURAL SERVICES

REGIONAL ECONOMIC DEVELOPMENT ACTIVITY

On-the-ground economic development plays an important role in the development of a region's economy. Our region's economy has a high reliance on very few industry sectors, demonstrating a lack of industry diversity. The issue of economic diversity is important to address and is therefore a basis for activity to ensure future regional sustainability. Economic Development projects are designed to assist the region's economy by capitalising on the region's current strengths, such as agriculture, mining and manufacturing, whilst at the same time, seeking new and emerging opportunities that might fill gaps in the regional economy.

During 2011/12, regional economic development activity included initiatives such as:

- Local Buy campaign;
- Growing the Burnett project;
- Marketing our region – Burnett Bunyips; and
- Business engagement through business breakfasts, business training and workshops and one-on-one business visits and assistance.

The North Burnett Region 'Local Buy Campaign' was an outstanding success with more than 140 businesses participating and approximately 140,000 entries received throughout the duration of the campaign. It is estimated that more than \$1.5M was generated in local spend from this campaign and resulted in a very happy winner of a Toyota Yaris car. It should be noted that this campaign could not have been such an outstanding success, if not for the welcome sponsorship of Ken Mills Toyota, MCJV, media outlets and participating businesses.

Business and industry engagement in the North Burnett has really ramped up during the year. There were eight business breakfasts conducted throughout the region covering topics such as the resource sector, business capability and procurement, future food systems, regional airport assets and Learning Earning Inclusion Program (LEIP). There has been great support for these functions with more than 200 attendees. It is expected that these functions will continue in 2012/13.

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OUR ACHIEVEMENTS IN COMMUNITY & CULTURAL SERVICES

REGIONAL ECONOMIC DEVELOPMENT ACTIVITY CONT'D

Another outstanding initiative has been the "Trudi Bartlett Business Resilience" workshop series. This program was a result of working with the Gayndah Chamber of Commerce and saw over 100 participants enjoy a very practical and educational program of learning.

Binjour bauxite breakfast talks

By Sue Harris

BAUXITE deposits at Binjour and future possibilities were of great interest to the 40 attendees at a recent breakfast at Mundubbera.

CEO of Australian Bauxite (ABX) Ian Levy spoke of the natural wealth around us and the quality of the Binjour deposit.

"It's very high grade bauxite and will be sought after," Mr Levy said.

He stressed China will be the potential buyer when its demand for bauxite is not satisfied.

Although regarded as one of the best deposits in the world, transport of the ore to the coast is a major drawback as rail infrastructure and upgrading of the port at Bundaberg are requirements.

Attendees represented a cross-section of business and land owners from Mundubbera and Gayndah were interested to learn the deposit was likely to last between 20 and 30 years.

"It's mined in a similar way to quarrying," attendee and group producer Ian Allan said.

"The top layer is peeled back and then mined to the depth of the deposit."

Afterwards, rehabilitation and restoration is done, which will leave the area better off than when it was first mined.

ABX will work with local businesses, employ locals and support local businesses.

Central Queensland regional manager ICN Mike Swain spoke about how his company matched people to projects or facilities. The process of 10-hour hire and to engage local business.

Both speakers were very enthusiastic. "Mr Allan said, 'As with all mining projects, it will take time and investment to get it off the ground. The message the mining company wanted to stress was that it is not in any way similar to the real world, which is a contentious issue at the moment.'"

INFORMATIVE BREAKFAST: About 50 North Burnett business owners attended breakfast at Mundubbera recently where they listened to informative presentations. Left: Andy Aene (general manager investment attraction ICN), Lavin Hansen (COO ABX), Ian Levy (CEO ABX), Lisa Wain (economic development consultant) and Mike Swain (central Queensland regional manager ICN).

Many other initiatives were conducted during 2011/12 and the feedback has been very positive. The North Burnett Region Futures Program (NBRFP) has now developed a very substantial business and industry contact database, with more than 600 businesses now registered to be informed of future events and activities. The program has also established a successful means of digital communication through the "North Burnett Region Futures Facebook Page" at: <http://www.facebook.com/#!/BurnettFutures> - which has proven to be a great means of communication and dialogue.

JOBS AND SKILLS DEVELOPMENT ACTIVITY

Council understands the connection between economic development activity and skills development efforts and has been successful in accessing funding from the State Government's 'Job Skills Package' to secure a Job Skills Development Officer for the region. Council were innovative in their response to this opportunity and endorsed the program that linked strategic economic development with skills development and on-the-ground economic development activity through the North Burnett Region Futures Program (NBRFP).

The NBRFP team works closely with local government, organisations and businesses to help coordinate skilling and employment initiatives. The Job Skills Development (JSD) initiative compliments Council's overall strategic economic development direction towards development of the region as a centre for rural innovation; in particular, providing a mechanism to respond to emerging economic and community needs in a sustainable and innovative way, through exposure to job and skills development opportunities.

A number of successful initiatives that have taken place in the region during the year include:

- Business breakfasts were held in each of our regional centres; with sustainability and innovation across a range and business and community related themes the focus.
- Skills and development programs have been supporting business and the community with a number of key skills and employment initiatives including Forklift & Chemical training, Chainsaw, Construction Heavy Machinery Ticketing, Business Management, Customer Service, Digital Media & Marketing, Retail & Tourism.



OUR ACHIEVEMENTS IN COMMUNITY & CULTURAL SERVICES

- Council's team of Green Army participants, a paid work placement program, were responsible for significant and much needed flood restoration, seasonal planting and community and recreational facility maintenance; and acquired accreditation in skills including chemical handling, ACDC and first aid.
- Thirty seven (37) participants from the region were funded to attend the QLD Mining and Resource Expo held in Maryborough.
- A Learning & Earning Inclusion Program (LEIP) introduced the federally funded 'Wage Connect Program' which provides attractive wage subsidies to businesses to employ new staff. LEIP also directed employers to other support services and funding opportunities.



- Queensland Gas Corporation (QGC) funded an innovative and mobile technology suite, equipping the RM Williams Australian Bush Learning Centre (RMWABLC) with learning technology and the ability to be mobile within the region. Training is now more accessible for people keen to improve their skills and understand digital technology. The digital technology resources consist of 21 iPad 3s, internet access and presentation media that equip the RMWABLC with technology for learning – the core purpose and ethos of the Centre.



- The 'Job Skills Package' funding has enabled the North Burnett Region Futures Program (NBRFP) to develop and support a number of key economic and job skills development initiatives over the past twelve months. This coordination of economic development activities and labour market initiatives will continue to cross fertilise and nurture collaborations for the benefit of our communities into the future with Council agreeing to continue to fund this successful service delivery model in 2012/13.

OUR ACHIEVEMENTS IN COMMUNITY & CULTURAL SERVICES

MONITORING AND MEASURING ECONOMIC DEVELOPMENT

As can be noted through the content of this report, there is a lot of activity in trying to further develop the economy of the North Burnett region. Whilst this activity is positive in the sense of business and industry engagement and assistance, the strategic objective of the North Burnett Region Futures Program (NBRFP) is to generate economic activity to eventually result in growth in the Gross Regional Product (GRP). The GRP is the accepted measure of a region's economy. It is the measure of the market value of goods and services produced in the region.

So that we can monitor and measure performance of the program, the following measures have been adopted and will be reported on:

Priority Actions

- Implemented from the 'Economic Development Plan 2009 – 2014'

Gross Regional Product (GRP)

Employment

- Annual employment growth
- Unemployment rate
- Participation rate

Housing & Development

- Number of dwelling approvals
- Value of non-residential building approvals

Business Activity & Engagement

- Businesses by industry & turnover
- Industry productivity (measures the efficiency of production in a region by dividing the GRP/employee hours worked)
- Number of businesses engaged through business engagement
- Number of functions and training Workshops
- Number of businesses registered on North Burnett region business database

The long term performance of the North Burnett Region Futures Program (NBRFP) is to be measured by:

Growth in post school qualifications

- e.g. vocational skill sets, Certificate III, Diploma, University

Increase in key demographic indicators

- Average individual income
- Average household income
- Average family income

TOURISM

MAJOR ACHIEVEMENTS FOR 2011/12

- Council working with Bundaberg North Burnett Tourism and Australia's Country Way Committee to upgrade promotional billboards
- Paradise Dam Recreational Park Business Plan developed.
- Trade shows boost awareness
- New Tourism Development Award for RM Williams Australian Bush Learning Centre

REGIONAL TOURISM GRANT BENEFITS NORTH BURNETT

The North Burnett will benefit from funding through Tourism Queensland's Tourism Network Grants.

The A3 Highway, marketed as 'Australia's Country Way' is one of four inland Queensland highways to secure a grant to upgrade promotional billboards. The project is designed to increase traffic and economic benefit along the highway. For the North Burnett region, this means new skins for 11 billboards from the boundary south of Ban Ban Springs to Cania Gorge and the northern boundary. The skins will replace the old Burnett Country artwork and include Tourism Queensland, Australia Country Way and Council branding.

This grant also provides for:

- Australia's Country Way advertisements in the RACQ and NRMA magazines.
- Placement of regional brochure on the new online RACQ virtual Visitor Information Centre.
- Exhibitor sites at the caravan and camping shows in Adelaide, Melbourne, Sydney and Brisbane.

OUR ACHIEVEMENTS IN COMMUNITY & CULTURAL SERVICES

PARADISE DAM RECREATIONAL PARK BUSINESS PLAN

Council continues to progress the Paradise Dam development into a major tourist and recreational facility for the region.

The Strategic Leisure Group was contracted by Council to develop the Paradise Dam Recreational Park Tourism and Business Development Plan. The purpose of the Plan is to provide a clear guidance to Council on development opportunities and issues with Paradise Dam and Mingo Crossing surveyed tourism precincts and identify potential funding and investment models.

Council has freehold ownership of the Mingo Crossing site and is negotiating the transfer of ownership for the Paradise Dam Recreation Area from SunWater.

Funding support for this project was provided by the Department of Employment, Economic Development and Innovation (DEEDI).

The Plan was tabled at the General Meeting on 15 May 2012 for Council consideration and development options with a view of endorsing a preferred development option at a future meeting.

PARADISE DAM RECREATION AREA

Council has progressed with the business and concept planning of a commercial powered caravan park at the Paradise Dam Recreation Area. The exciting concept plans will provide a range of caravan, camping and cabin sites with modern amenities. Council has been in negotiations with Sunwater to negotiate the freehold transfer of the Paradise Dam Recreation Area land to facilitate the proposed developments.

The State Government gave a five year funding commitment to support the costs of the Paradise Dam Turtle Hatchery. This agreement ceased in June 2012. Council, without State Government financial support, reluctantly made the decision to close down the Turtle Hatchery on June 30, 2012.

Council sees the Paradise Dam Recreation Area as one of our region's most important tourism products and key components in future plans to lure tourists and grey nomads to the North Burnett region.

TRADE SHOWS BOOST AWARENESS

Council participated at the NSW Caravanning, Camping and RV Supershow as part of the Australia's Country Way (ACW) stand in April. Over 77,000 people attended the ten day show at the Rosehill Racecourse.

The aim was to promote the inland highway routes as alternatives to the coastal route. The easily identifiable stand and staff adorned with bright yellow bottles and polo shirts were strategically located near the popular 'Hema Maps' and 'On the Road' stands. Separate from the rest of the Queensland tourism stands, the referral network between both areas worked very well with many seeking out the ACW.



In June, Staff helped operate the Bundaberg North Burnett Tourism stand at the QLD Caravanning, Camping and Touring Show. Around 75,000 attended the eight day show which was very pleasing considering the limited number of parking spaces due to construction work being carried out on site.

Staff at both shows were kept busy answering many genuine enquiries about the region.



OUR ACHIEVEMENTS IN COMMUNITY & CULTURAL SERVICES

BUNYIPS TAKING OVER THE REGION

The elusive Bunyip is not so elusive anymore..... now that the Mulgildie Bunyip, who has a permanent home at Mulgildie, has come out of hiding and is now being recognised throughout the region.

Whilst investigating tourism opportunities in the North Burnett, enterprising groups from the Mulgildie and Monto areas noted the lack of locally produced souvenirs and that an opportunity existed to establish a craft trail throughout the region utilising various craft skills found within the six communities. It was also noted that the Bunyip icon had been used in the Monto area and, being a mythical figure, the Bunyip would be open to individual interpretation.

With the 'unveiling' of the Mulgildie Bunyip in November 2010, followed by the Inaugural 'Bunyip Festival' in December 2011, Council registered the "Bunyip Souvenirs" trademark and web presence for the future benefit of all residents. The marketing tool will support locally produced or locally supported items sold as souvenirs. Council is developing a formal branding strategy that will tie in the various components of the brand and allow anyone producing items locally or items connected to the region the opportunity to apply for use of the "Bunyip Souvenirs" brand to assist with sale and promotion of their product.

The creative and modern interpretation of the Bunyip will allow "Bunyip Souvenirs" to engage the imagination of consumers whilst being a symbol of business and professionalism in the North Burnett region.

Bunyips can now be found disguised as stuffed toys, in storybooks, on smaller items such as tea towels and even pies! These ideas tie in well together as an ongoing tourism promotional opportunity for the area and region



Bunyip Souvenirs

ACCOLADES TO THE RM WILLIAMS AUSTRALIAN BUSH LEARNING CENTRE

The RM Williams Australian Bush Learning Centre was awarded the 'New Tourism Development' Award at the prestigious 2011 Ergon Energy Tourism Business Excellence Awards, Central Queensland Southern Great Barrier Reef held at Yeppoon in October.



Accepting the award on behalf of North Burnett Regional Council, from left: Cr Paul Lobegeler, Bundaberg North Burnett Tourism General Manager – Mr James Corvan, Cr Peter Huth and sponsor of the 'New Tourism Development Award' Mr Rocky Donovan from SunSuper.

ONLINE BUSINESS AND COMMUNITY ORGANISATION

Council continues to encourage businesses and community groups to be part of the online business and community organisation directories.

This project is part of Council's ongoing commitment to support and promote businesses and community groups within the North Burnett and provides visitors with a one stop shop for services available within the region.

The website provides businesses and community groups with an opportunity to maximise exposure and increase sales and expansion possibilities.

To take advantage of this free service and in accordance with the Information Privacy Act 2009, businesses and community groups are required to complete a consent form for the information provided to be uploaded.

To ensure the directories have accurate and current information, businesses and community groups are encouraged to advise Council of any updates and changes to their organisations as they occur.

OUR ACHIEVEMENTS IN COMMUNITY & CULTURAL SERVICES

LOYALTY PROGRAM A SUCCESS

In September 2011, a pilot loyalty program was introduced at the RMWABLC for a six month period from 1 October 2011- 31 March 2012. A loyalty card was produced offering up to three free visits to the Centre per household over that period. Accompanying 'visitors' (non residents of the North Burnett), were able to access a 50% discount on the entry fee if they accompanied a resident with a valid card.

This marketing tool was designed to encourage local residents to attend the Centre who in turn would recommend the Centre to visiting friends and family members and increase the reputation and ultimately visitation to the Centre.

A competition was organised in association with the program. On each visit the household was registered for the chance to win a trip for two on a Lady Musgrave Cruise.

The loyalty card program has been extended for another year and provides residents of the North Burnett with up to six free visits so that residents can experience the ever changing exhibitions in the interpretive Centre.

Based on the last five months, an estimated 331 residents (51%) collected cards from the Council Administration Centres and the RMWABLC. Out of these, 149 residents (45%) visited the Centre. Records indicate that these have been single visitations.



RMWABLC Administration Officer with the winner of the Lady Musgrave Cruise for two.

RM WILLIAMS AUSTRALIAN BUSH LEARNING CENTRE

VISITATION

The centre has experienced good visitor support considering the facility is new and the perverse weather conditions which provided above average rainfall during the winter period. There were 3,656 visitors for the year, 521 from other States and 900 from outside the region. The majority of the visitors are retired travellers doing their annual migration to the warmer climates. We have also had good support from motorhome groups, caravan clubs and senior citizens groups and there is potential to increase this market segment.

More recently, a concerted effort has been made to involve the local schools and this has been quite successful especially with the Eidsvold State School. Students from all classes, P-12, have visited and viewed our gallery exhibits during the year.

TRAINING

The training room facility has held 36 events during the year with the highlights being:

- Silver chain link jewellery making
- Tourism Queensland supported digital online training workshops 1 to 3;
- Mobile learning equipment induction and training for staff members;
- Whip making;
- Queensland Rural Women's Network leadership training; and
- Burnett Catchment Care weed and pest control workshop.

GALLERY EXHIBITIONS

There have been six gallery exhibitions for the year with very good reviews from the public. The program of regularly changing the gallery exhibitions creates ongoing interest and encourages repeat visits by travellers and locals alike.

The loyalty card system has worked well with local people taking advantage of the system to bring friends and family into the district and into the Centre. The system has been reinitiated for the 2012/13 year.

OUR ACHIEVEMENTS IN COMMUNITY & CULTURAL SERVICES

SPECIAL EVENTS

The 'Friends of RM Williams' are active, and in partnership with the Centre staff, are planning a one day event for the 29 September 2012 which will be known as the RMWABLC "Bush Spirit Festival". The plan is to establish the event as an annual event and gradually, over the next decade, expand the timeframe up to a week to rival events such as the Woodford Folk Festival and the Gympie Muster. Next year's event is planned for Queensland Week in early June.

The master plan for the Centre has been finalised and presented to the region by the consultants as a wall hanging and also a framed plan which will be permanently hung in the centre. The plan is not a static document and will evolve over time in response to economic, cultural, social and environmental conditions.

RADF PROJECT

The RADF funded project, Oral Stories of Aboriginal Stockmen, is continuing with three interview sessions with stockmen recorded and sent for edit and the rest of the work scheduled to be completed by December 2012. Two events in the district, the Eidsvold Endurance Ride and the Mt Perry Cattle Drive, have been photographed and videoed to include as part of the local stockman story.

NEW EQUIPMENT AND CAPABILITY

The RMWABLC marquee which was funded by the Council's community grants has been delivered and used very effectively in three events to establish the Centre as an entity that supports the local community. Local shows and horse sports in the region have been targeted to promote the Centre and the strong affinity with rural industry and traditions.

Queensland Gas Corporation (QGC) has funded a mobile learning centre which includes 20 iPads and a central control and charging system as well as ear phones and a printer. The system has been used locally to train staff and the public in the use of social media and accessing the internet.

The Eidsvold Lions Club received funding from QGC to construct a picnic shelter at the RM Williams car park area. The shelter is equipped with two tables and bench seats, a gas BBQ and a water tank. The shelter has made a significant difference to the comfort and satisfaction of visitors with many stopping to have their meal and then going on to visit the centre.

The new signage for the Centre, made possible by the A3 Country Way Tourism route funding, has been approved and is in the final stages of the process to construction.

The 'Friends of RM Williams' not-for-profit group which supports the Centre activities, has become incorporated and is driving fundraising and event management in partnership with the Centre staff. This partnership has the potential to provide innovative opportunities for the Centre, community and region.

STAFFING

Over the past year staffing at the Centre has been in transition with a number of changes. At the beginning of March a full time manager for the Centre was appointed on a two year contract. Staffing levels are now set to accommodate the current budget parameters and the evolving customer service environment.

STRATEGIC DIRECTION

The potential of the Centre is becoming clearer as public access enters its second year. The landscape of the tourism, retail, and training sectors is rapidly evolving as a result of global market and economic stimulus as well as the State and Local Government environment.

The situation that exists is significantly different to the outlook when the venture was proposed in the original strategic plan. The current conditions warrant a revisit of the enterprise strategy for the centre in the coming years to capitalise on, and optimise the emerging opportunities which come with change.

OUR ACHIEVEMENTS IN COMMUNITY & CULTURAL SERVICES

COMMUNITY DEVELOPMENT ENGAGEMENT INITIATIVE AND FLEXIBLE FUNDING PROGRAM

This year has focused heavily on helping our communities prepare for any future disasters and the further recovery process post the 2010/11 flood event. Many partnerships have been developed to assist with progressing initiatives which addressed resilience building and recovery within the six townships of the North Burnett, but also worked along side the rural and business communities.

The Community Development Engagement Initiative (CDEI) and the Flexible Funding Program (FFP) form part of the 'Queensland Government Community Recovery and Wellbeing Package' for Queensland communities affected by the recent natural disasters. The packages are jointly funded by the Australian and Queensland Governments, through the Natural Disaster Relief and Recovery Arrangements (NDRRA).

Some of the projects which have been completed and/or commenced during the reporting year include the following:

MUNDUBBERA CENTENARY MEMORIAL GARDENS

A partnership between the CDEI and FFP programs, the North Burnett Regional Council and the Mundubbera Centenary Celebrations Committee, working on the construction of a memorial garden in Mundubbera's Archer Park facility to reflect on past flood events of the area. Funding contributed towards the construction of the gardens and was opened as part of the Mundubbera Centenary Celebrations in March 2012. The area includes two on-the-floor games boards, two picnic tables, bbqs, memorial walls and flood story boards with pictures depicting past and current flooding events.



Mundubbera Centenary Memorial Garden

RECIPES FOR DISASTER COOK BOOK

The "Recipes for Disaster" cookbook is a compilation of recipes from North Burnett community members and groups, utilising long-life, non-perishable ingredients. Recipes are simple to cook, and are preferably suitable in cases of prolonged isolation. The book also contains tips and tricks for the family and some disaster management information. This initiative came as a result from extensive consultation with the rural communities across the North Burnett, who vocalised that they felt ill-prepared to deal with prolonged periods of isolation. There is also a great information section in the book about resupply.



Cover of "Recipes for Disaster" cookbook

EIDSVOLD APEX PARK DEVELOPMENT

Through consultation with the Eidsvold community, it was strongly vocalised that people were keen to have a swing set in the community, and the revamp of a walk bridge from the parking site to the popular Apex Park. During the 2010/11 flood event, many travellers through town were stranded in Eidsvold, and the Apex Park became a gathering ground for people to reconnect and obtain information about flood updates. This project provides the first and only swing set to the Eidsvold community and is eagerly anticipated.

OUR ACHIEVEMENTS IN COMMUNITY & CULTURAL SERVICES

EMERGENCY SIREN MAGNETS

During the 2010/11 flood event, many residents who reside in the town area commented that they were not aware that an emergency siren was located in their townships. After consultation with community members and emergency organisations, the development of the 'Emergency Siren Magnet' was produced and distributed in lead up to Christmas 2011. The magnet has been well received by in-town residents.

EMERGENCY ACTION GUIDES

Pocket sized guides providing short, concise emergency information to assist the community to prepare for future disasters were distributed to every household in the North Burnett in December 2011. This was in conjunction with an educational campaign in response to the flood event, to assist with communicating vital emergency preparation information.

NORTH BURNETT COMMUNITY ORGANISATION & BUSINESS RESILIENCE TRAINING

The delivery of 'Community Organisation & Business Resilience Training' sessions focused specifically on building resilient businesses post disaster events. Trudi Bartlett provided sessions over a period of five weeks in the towns of Gayndah and Monto. It is anticipated that these workshops will later roll out to Mundubbera and Biggenden also. Both the Gayndah and Monto workshops were over subscribed. This project was delivered in partnership with the Job Skills Development Officer of the North Burnett Regional Council.

More community and resilience building projects are due to roll out in the region over the next year period. A major event is scheduled for October 2012, a flood recovery event to celebrate how well the North Burnett communities have recovered, how resilient our communities have become, and to thank the many Emergency Service Organisations and Volunteers who helped during and post the Flood Event

NORTH BURNETT HEALTH & COMMUNITY SERVICES EXPOS

A series of six expos were held across the North Burnett over the period of one year with one expo in each of the six townships. The first two expos were held in the 2012 financial year and were very well received by Mundubbera and Eidsvold. The development and production of the 'Emergency Pantry List Bag' was delivered in conjunction with the expos. The bag includes a list of suggested pantry items to stock in preparation for prolonged isolating situations.

COMMUNITY SOCIAL COHESION PROJECT

It was a busy year for the Social Cohesion Project with the successful delivery of many projects and programs.

The aim of the Social Cohesion Project is to increase understanding, awareness and appreciation of diversity. This was successfully achieved through the support and participation of the entire community, culminating in the delivery of the following actions:

MUNDUBBERA MULTI-CULTURAL MUSTERS

These musers provide locals and visitors the opportunity to understand more about different cultures through food and information. The obvious choice for the first meal was 'Aussie' night, kindly catered for by the Mundubbera Rotary Club. The Mundubbera Jaycettes also pitched in to deliver 'Italian' night, the Baptist Church 'Korean' night, Mundubbera Lions Club 'German' night and the local Filipino community delivered 'Filipino' night. As interest increased, the participation each week increased to see crowds of over 200 attend and the quality of the cooking and presentation of the evening was of a high standard.



Delicious Filipino food by the local Filipino community

OUR ACHIEVEMENTS IN COMMUNITY & CULTURAL SERVICES

MUNDUBBERA OLYMPIC GAMES

The Mundubbera Olympic Games and world record attempt by local Cameron Zipf was next on the program. The Olympic Games was a huge success, achieving Community Event of the Year 2012 at the Australia Day Awards in Mundubbera. Cameron Zipf was also a winner, achieving a new e-Handicap world record.

The Games was an excellent opportunity for the community, visitors and locals, to get together in a fun and sporting atmosphere which also demonstrated the spirit of the event. A special thanks is extended to David and Janette Holleran who ran the games and world record attempt. The evening closed with a fire performance from Monto Circus Performers.



Participants of the "Mundubbera Olympic Games"

SCHOOL VISITS

The Mundubbera State School hosted a couple of visits by Pacific Seasonal Workers from Tonga to give the students the opportunity to understand and appreciate more about the Tongan culture. This was well received by everyone with the children asking some very insightful questions.

MULTI-CULTURAL HUB

During this time the Multi-cultural Hub was fully operational. The Mundubbera Girl Guides Hut was transformed as a light recreation area for the entire community. Fitted out with television, DVD, pool table, darts, table tennis and sports balls, the 'Hub' provides an excellent facility for all. Not only used by visitors to the area, the Hub has become an important facility for youth and community groups to hold events. The Pacific Seasonal Workers added their personal touches to the facility by restoring and painting furniture.

A GUIDE AND HANDY HINTS TO LIVING IN THE NORTH BURNETT

The Social Cohesion Project rolled out the 'Guide & handy hints about living in the North Burnett' booklet across the region to provide information for culturally and linguistically diverse backgrounds as well as people leaving home for the first time. Information from this book has been incorporated in pastoral care documents from the Department of Education, Employment and Workplace Relations and the Department of Immigration and Citizenship.

PLACE OF PEACE AND HARMONY

Mundubbera Rotary Club and Council, through the Social Cohesion Project, worked collaboratively to deliver the 'Place of Peace and Harmony' which was officially opened in April 2012.

The project evolved from the concept of upgrading the Riverwalk in Bicentennial Park and providing a communal hangi pit area with an island theme, to the delivery of two beautiful gazebo's fitted out with electric barbeques and seats, landscaping and a hangi pit. There was significant involvement from Pacific Seasonal Workers as well as other local groups to deliver such an impressive area.

The first group of men and women workers from Papua New Guinea into the Mundubbera area received a warm welcome in late 2011. The women from Papua New Guinea were the first to come to Australia on this work scheme and will pave the way for future successive workers. Pacific Seasonal Workers from both Papua New Guinea and Tonga were welcomed to celebrate Christmas with many locals and visitors at the Mundubbera Baptist Church.

INTERNATIONAL WOMEN'S DAY

In March 2012, Council and the Mundubbera Community Development Association worked together to hold an International Women's Day event at the Mundubbera Bowls Club. The Pacific Seasonal Workers (women from Papua New Guinea) were able to deliver a very insightful account of a variety of issues facing women 'at home', which aligned with this year's theme, 'Economic Empowerment in the Pacific'. This evening was very well received from many women in the region.

Before departing Mundubbera for home, some of the workers from Papua New Guinea were fortunate to tour a local piggery to enable them to learn new farming techniques to expand their horizons or implement in their villages.

OUR ACHIEVEMENTS IN COMMUNITY & CULTURAL SERVICES

HARMONY DAY

In late March, the Social Cohesion Project and Monto Community Development Council Inc delivered a small Harmony Day BBQ with Monto Little Athletics, delivering messages about diversity and tolerance. The following week, barefoot bowls at Mundubbera Bowls Club was organised for Harmony Day. Although the wet weather may have deterred some from barefoot bowls, a fun evening of skittles and games was enjoyed by all.

COMMUNITY CITRUS HARVEST KICK OFF EVENT

This year Mundubbera celebrated the start to the citrus harvest season again with the third 'Community Citrus Harvest Kick Off' event. With a crowd of over 800, all participants enjoyed another feast of food provided by the local Tongan community; barbeque by Mundubbera Lions Club; Indigenous food from Mr and Mrs Stan Beezley and Sri-Lankan cuisine by the local Sri-Lankan community. The entertainment was also outstanding with performances of Indigenous dance, Tongan song and dance, music by the Mundubbera School Band, Ebrentia and Avaleno, Michael Trevanion and Monto Circus Performers.

FOOTBALL COACHING CLINIC

In late June, the Mundubbera Tigers Rugby League Football Club and the Social Cohesion Project worked together to deliver a football coaching clinic to the men's team, with a representative from Queensland Police.

Messages about training, teamwork and nutrition were delivered to the team. Soon thereafter, the Mundubbera Pink Tigers football team played Chinchilla women as a fundraiser for Monty's Foundation. A very successful day with not only the Pink Tigers being victorious, but a significant fundraiser for Monty's Foundation.

With the Social Cohesion Project nearing completion, participation in the 'Taste of the Burnett Multi-cultural Festival' in July was the final project.

Council received funding from the Australian Government's Department of Immigration and Citizenship through the Diversity and Social Cohesion Program, to deliver this project due to the increasing number of Pacific Island workers in the region, working under the Pacific Seasonal Worker Pilot Scheme.

Our region was a significant contributor in the success and uptake of the Pacific Seasonal Worker Pilot Scheme.

The Australian Government announced the expansion of the Pacific Seasonal Worker Pilot Scheme to include East Timor, Kiribati, Nauru, Papua New Guinea, Samoa, Solomon Islands, Tonga, Tuvalu and Vanuatu. It was later announced that building on the success of the pilot, a Seasonal Worker Program would continue from 1 July 2012.

The Social Cohesion Project is now complete but will have a long lasting legacy for the community. Council would like to extend a special thank you to all the individuals, businesses and community groups who willingly participated to make the project such a success.

MOUNT PERRY CARE SERVICES

In 2011 a review was conducted on the Mount Perry Care Services (which incorporated the Mt Perry HACC and CAPS programs). With changing legislation and increasing cost and complexities in operating the services, Council resolved to seek a private provider to manage the HACCs and CAPS programs in the Mt Perry district. Council negotiated with the Department of Communities to de-aspice and retender the services. Ozcare was awarded the contract and commenced management of the HACC and CAPS programs in October 2011. Ozcare successfully transitioned the Council workforce to their new operation and are currently increasing the range of services to Mt Perry's residents. A great result for Council and a great result for the residents of the Mt Perry district.

OUR ACHIEVEMENTS IN COMMUNITY & CULTURAL SERVICES

ARTS & CULTURAL

MUNDUBBERA REGIONAL ART GALLERY

The Mundubbera Regional Art Gallery hosts local, regional and international arts exhibits. The Art Gallery is exclusively staffed and run by a group of committed local volunteers.

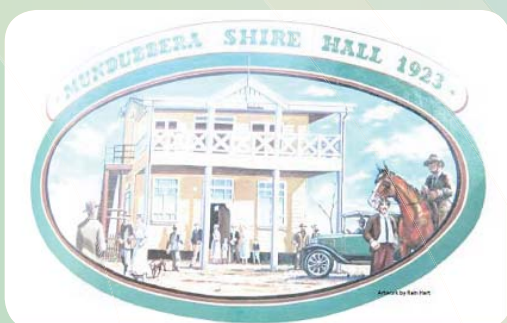
The Gallery has seen a number of highlights during the 2011/12 financial year with very successful exhibitions like Re-plant, Miniatures and Chris Postle's exhibition and saw its 10,000th visitor coming through its doors.



Mundubbera Art Gallery

MUNDUBBERA CENTENARY CELEBRATIONS

From the 23-25 March 2012, Mundubbera celebrated its 'Centenary' and '150 Years of Settlement' with three days of family fun and festivities which brought the local community together celebrating the magic of Mundubbera.



The Mundubbera Centenary Celebrations were driven by a number of community organisations. The organising body was the Mundubbera Centenary Committee and main sponsor of the event was the North Burnett Regional Council. The event was a huge success with excellent feedback from the local community.

REGIONAL ARTS DEVELOPMENT FUND

Regional Arts Development Fund (RADF) supports the professional development of artists and community arts projects.

Funding from RADF, a partnership between the Queensland Government and regional councils, will assist and support the professional development of artists and community art and cultural projects. RADF provides one-off, short-term, project-based financial assistance to support:

- Professional development and employment of artists and cultural workers in regional Queensland; and
- Community cultural development activities.

In the 2011/12 year, Council received funding of \$110,000 from Arts Queensland and contributed a further \$76,010 from Council general funds.

The North Burnett Regional RADF Committee assesses individual RADF applications and ensures that funding allocated is in line with the RADF principles, eligibility criteria, and Council's Arts and Cultural Strategy. Council thanks both current and past members of the North Burnett Regional RADF Committee for their valued contribution and personal time towards the program.

Training for the committee on the RADF program was the attendance at the 2011 Artspoken Conference, conducted 13-14 October 2011 in Bundaberg. The conference brought together arts and cultural workers from across Queensland to explore new ideas in regional arts. The Committee members had the opportunity to identify six out of forty sessions held across two days.

There were four rounds of funding during the year. The positive and enthusiastic responses from our art community proves that the RADF program is making a significant positive impact on the our region's arts and cultural sector.

Success of the program is set to continue in 2012/13 with the committee once again securing valuable funding from Arts Queensland and a significant contribution from Council.

OUR ACHIEVEMENTS IN COMMUNITY & CULTURAL SERVICES

MUSEUM AND GALLERY SERVICES QLD STANDARDS PROGRAM

In early 2012, the Eidsvold and District Historical Society, Monto Historical and Cultural Complex Management Committee and the Mt Perry Heritage and Tourist Association took up the offer to register for the Museum & Gallery Services Queensland's (M&GSQ) 2012 Standards Program. The program runs for twelve months and requires significant dedication from participating organisations.

The M&GSQ Standards Program provides professional advice and assistance to participating museums to assess their practices and policies against national standards, with the aim of becoming valuable and sustainable community assets. This 'health check' will result in each participant organisation developing a plan for the future.

The program also includes professional reviewers devoting their time, free of charge, to support participating organisations. Reviewers are very familiar with the day-to-day operations of the small-to-medium collecting organisations that the Standards Program has been targeting since 2005, and act as an ongoing reference group for the program.

The reviewers visit each participating museum and gallery to review their operations with on-site visits and provide feedback on practices and policies. Other components that assistance and advice will be given on include:

- Development of strategic and business plans and policies to ensure that the future of the complex is strong;
- Cataloguing and documenting of collections with the identification of a collection of significance for each area;
- Identifying the strengths and weaknesses of each complex;
- Assistance with promoting the image of each complex to external stakeholders;
- Assistance in enticing and keeping volunteers; and
- Assistance with public interaction.

SPORT & RECREATION

Council received funding from the State Government to recruit two new Sporting Officers. The Sporting Officers role is to assist sporting clubs on a day-to-day basis with management and the provision of better sporting services. One officer was employed to assist the northern section of the region, Eidsvold, Monto and Mt Perry, whilst the second position for the southern section of the region is in the process of being filled.

Council officers continue to work with DLGSR to strategically plan actions from the Wide Bay Burnett Regional Sport and Recreation Plan.

LEARN TO SWIM PROGRAM

The Council operated 'Learn to Swim' program, offered free of charge learn to swim lessons during the 2011/12 summer holidays across all Council operated pools. After the holidays and during Term 1 - until the seasonal closure of all pools - 'Learn to Swim' provided a \$5 subsidy per lesson and person participating in the learn to swim activities. During the program rollout a total of 5665 lessons were subsidised with 1132 students receiving five learn to swim lessons across the North Burnett.

The program was welcomed by the communities and proved to be a success with all available lessons booked and 'Learn to Swim' students from Mt Perry able to travel on free buses to Biggenden to receive their lessons. The 'Learn to Swim' program was made possible through a partnership between Queensland Sport and Recreation and the North Burnett Regional Council.

Achievements

- Increased water safety and increased physical activity across the North Burnett have been achieved.
- Funding was secured through the Department of Communities as part of the Recreation Active Inclusion Program.
- Pool operators reported an increased participation in Learn to Swim programs with the offered lessons completely booked.

OUR ACHIEVEMENTS IN COMMUNITY & CULTURAL SERVICES

NORTH BURNETT COMMUNITY SERVICES NETWORK

The North Burnett Community Services Network (NBCSN) continues to evolve into the communication platform sought by local and outreach services alike. The Network aims to improve communication between services in the region. It meets on a monthly basis to enhance information sharing between government services, interest groups and the broader community.

In collaboration with Council, the NBCSN launched the Community Services Directory as part of Council's website. The Community Services Directory will grow based on community input. It supports and enhances the core goals of the North Burnett Community Services Network. The NBCSN and Council have entered a partnership with local health services to deliver a series of six expos across the North Burnett. The expos provide representation from a vast range of health and community service providers and takes on a disaster preparedness and resilience building message.



CENTRAL BURNETT YOUTH SERVICES

The Central Burnett Youth Services continues to deliver positive outcomes for youth and family across the North Burnett. The Gayndah based Youth Service provides personal support, community living support, organises youth activities and has become an essential partner to support the development of our local youth. The yearly CSA Service Agreement was assessed by Council in February 2012 with the Department of Communities confirming compliance and performance of the service against the Service Agreement.

NORTH BURNETT COMMUNITY HOUSING

Council maintains community housing in the towns of Mt Perry, Eidsvold and Biggenden. The administration of these affordable housing options is done in close collaboration with the Department of Communities. While Council maintains and administers the properties, the selection process for new residents is handled through the Department of Communities with Council assisting the process and handling all aspects of the tenancy agreements. The Eidsvold community housing is administered by the Eidsvold Home Units Advisory Committee.

BUSINESS STREETSCAPE

The objective of Council's Business Streetscape Program is to enhance the appearance and standard of maintenance of buildings fronting the main central business districts across the North Burnett.

The Council Business Streetscape Program continues to grow with the participation rate increased from four businesses in the financial year 2010/11 to 19 businesses successfully applying for the business streetscape funding opportunities, receiving a total of \$14,256.50 during the financial year of 2011/12.

Achievements

- Enabled 19 businesses to enhance the appearance of their buildings fronting the main business districts.
- The Business Streetscape Program has increased in visibility and has seen a strong take up rate.
- \$14,256.50 has been invested during the 2011/12 financial year to enhance appearances of local businesses.

OUR ACHIEVEMENTS IN COMMUNITY & CULTURAL SERVICES

AUSTRALIA DAY AWARD WINNERS

BIGGENDEN

Citizen of the Year Lee-anne Hebblewhite	Junior Citizen of the Year Alex Wilson
Senior Sports Award -	Junior Sports Award Teagan Bechley
Senior Cultural Award Christine Holder	Junior Cultural Award Dallarnil State Primary School Years 4-7
Sports Administrator Award John & Ruth Rokeskey	Community Event of the Year Biggenden Endurance Riders

MONTO

Citizen of the Year Beryl Bleys	Junior Citizen of the Year Kate Wedemeyer
Senior Sports Award Jon Woodall	Junior Sports Award -
Senior Cultural Award Mulgildie Bunyip Committee "Bunyip Festival"	Junior Cultural Award Laura Kling
Sports Administrator Award -	Community Event of the Year Monto Magic Tourism Action Group Inc "Opera at Cania"

EIDSVOLD

Citizen of the Year Peter & Bernice Anderson	Junior Citizen of the Year Brynie Roth
Senior Sports Award Ronald Bligh	Junior Sports Award Jayden Court
Senior Cultural Award The Eidsvold Spirit	Junior Cultural Award Eidsvold State School - ATAP
Sports Administrator Award Clare Rush	Community Event of the Year MLA Eidsvold Meat for Profit

MOUNT PERRY

Citizen of the Year Arthur Dingle	Junior Citizen of the Year -
Senior Sports Award -	Junior Sports Award -
Senior Cultural Award Adrienne Williams	Junior Cultural Award -
Sports Administrator Award Ian Briggs	Community Event of the Year Mt Perry RSL Sub-Branch Leopard Tank Dedication

GAYNDAH

Citizen of the Year Don Emmerton	Junior Citizen of the Year -
Senior Sports Award -	Junior Sports Award Brooke Geary
Senior Cultural Award Liam Dougherty	Junior Cultural Award -
Sports Administrator Award Kirsty Robertson	Community Event of the Year Gayndah Orange Festival 2011

MUNDUBBERA

Citizen of the Year Roslyn Berthelsen	Junior Citizen of the Year Cameron Zipf
Senior Sports Award Michelle Fry	Junior Sports Award Brittany Cross
Senior Cultural Award Bev Kippen	Junior Cultural Award Georgia Darr
Sports Administrator Award Lisa Whelan	Community Event of the Year Mundubbera Olympics & World Record Attempt
Special Service Award Paea Fangatua	



DEVELOPMENT & ENVIRONMENT SERVICES

OUR ACHIEVEMENTS IN DEVELOPMENT & ENVIRONMENT SERVICES

DIGITAL TELEVISION

Since 2004, Council has provided television retransmission services in the Bukali and Moonford areas. In November 2011 these sites were converted from analogue to digital transmissions providing residents with the same viewing experience as the larger towns. These upgrades were provided at a minimal cost of \$6000 per site.

In addition, due to no economical solution being provided for the residents of Eidsvold, Council installed digital retransmission equipment there at a cost of \$32,000.

LOCAL LAWS

On 6 December 2011, Council resolved to adopt its new suite of Local Laws replacing those previously relevant to the six former shires. The Local Laws can be viewed on Council's website: www.northburnett.qld.gov.au

NATURAL RESOURCE MANAGEMENT

Council has been actively involved in natural resource management throughout the year. Activities included:

- **Agricultural Shows** - A display was held at the six North Burnett Annual Agricultural shows. The natural resource management trailer was utilised to display information on natural resource management, pest plants and pest animals. The display included live Queensland fruit fly
- **Completion of project** - Native Recreational Freshwater Fish Species Found The North Burnett Region. This document can be viewed on Council's website www.northburnett.qld.gov.au
- **The African Lovegrass Management/Containment Plan** was endorsed by Council and can be viewed on its website: www.northburnett.qld.gov.au
- **Council's Pest Management Plan** was completed, endorsed by Council and forwarded to the State Government for review. Comments made by the State are now being incorporated into the document.

FLYING FOXES

Council continued its battle with flying foxes roosting in the Gayndah town reaches of the Burnett River. Non harmful measures undertaken by Council with assistance at times by local SES volunteers included:

- Removal and trimming of Chinese Elms;
- Clearing the understorey;
- Use of fogging and bright lights in pre-dawn hours to deter roosting at St Joseph's School;
- Trimming of native roost trees;
- Treatment of trees covered with cats Claw Creeper;
- Commencement of the reinstatement of the walking track.

It is pleasing that on 18 May 2012, it was the first day since August 2010 that there were no flying foxes roosting in Gayndah and that none have returned since.

ENVIRONMENTAL HEALTH

Council is committed to ensuring the protection and promotion of public health within the North Burnett. Over the 2011/12 financial year, Council processed the following number of licences and permits.

Food Licences	100
ERAs	32
Fire Approvals to burn along Council roads	58

OUR ACHIEVEMENTS IN DEVELOPMENT & ENVIRONMENT SERVICES

WASTE MANAGEMENT

Council currently operates waste management facilities in the six townships across the region. Collectively across these sites the following quantities were sent away for recycling.

Cardboard totals	223.396
LDPE Film	0.600
HDPE	0.880
Alum Cans	1.420
PET	0.135
Plastics (mixed, milk, wrap)	1.440
Transpacific Oil	9150L
Battery Recyclers	85 loose lube batteries
Drum Muster	11,068 drums

DEVELOPMENT

Council provides services in the area of planning, building and plumbing/draining to ensure that acceptable standards are met, there is consistency with community expectations and that development complies with relevant legislations and policies at all times to protect and enhance community health and safety with respect to land use and the built environment.

During this, the fourth year post amalgamation, Development Services have progressed further along the path of full cost recovery with additional measures taken to streamline its operations and increase the "user pays" approach to its fees and charges.

The downturn in the economy continues to depress the land development and building industries with the number of applications received being static. The number of planning applications received fell by 4.5%; building applications rose by approximately 4.2% and plumbing some 25% less from last years figures.

Despite these competitive times Council has maintained its market share of building applications processing the majority of dwellings and sheds (approximately 75%) and commercial/industrial (approximately 59%). Council also enjoys the income received from the many inspections it does on behalf of Private Certifiers.

Development services were tasked with the Cultural Heritage portfolio in the later half of this year. 2011/12 has witnessed a marked surge in activity with the aim of establishing a register of all places/buildings etc of local cultural heritage significance. To date our consultants have received enormous feedback regarding places of significance and undertaken on site assessments of many of these sites. Completion of Stage 1 is expected by the end of June 2013.

Development statistics for the 2011/12 financial year show that council received and processed on average 16.5 building, 3.5 planning and 5.2 plumbing applications per month with a combined total of 302 for the year.

	Planning	Building	Plumbing	TOTAL
Jul 11	5	20	4	29
Aug 11	2	15	4	21
Sep 11	2	14	3	19
Oct 11	3	12	11	26
Nov 11	3	21	10	34
Dec 11	3	23	2	28
Jan 12	2	7	2	11
Feb 12	3	19	5	27
Mar 12	4	17	6	27
Apr 12	3	12	4	19
May 12	6	21	4	31
Jun 12	6	17	7	30
TOTAL	42	198	62	302

NEW PLANNING SCHEME

Council submitted its proposed SPA compliant planning scheme for review by the Planning Minister in March 2012 and received a range of 'state interest' comments. The Council will consider these and the revised 'standard planning scheme provisions' to be prepared by the new State Government. The proposed scheme, after the negotiations with State Agencies, will probably be available for public input early in 2013.

OUR ACHIEVEMENTS IN DEVELOPMENT & ENVIRONMENT SERVICES

PLANNING

The following changes and developments in State and Local planning matters occurred in 2011/12:

1. Planning legislation accelerated reform and improvements to the planning system, including application processes, planning schemes, infrastructure charges, regional planning and other state government planning instruments.
2. Regional Plan – the Wide Bay Burnett Regional Plan commenced in September 2011. The new State Government did not ratify the associated 'State Planning Regulatory Provisions' and they ceased to have effect from mid May 2012. There is no longer any statutory 'urban footprint', 'rural living area' and 'regional landscape and rural production area'.
3. Adopted infrastructure charges – in 2011 the State Government introduced a state wide system for Local Governments to apply charges to new development projects for trunk infrastructure costs. Council, in an endeavor to facilitate economic development, decided to apply charges at a rate considerably less than the maximum established by the State.

BUILDING

This year also saw the introduction of several changes to Building Legislation, Codes etc. The more significant changes being:

1. New rules for dividing fences where including a pool fence as a common boundary are now contained within the Building Act. Also, the Neighbourhood Disputes Resolution Act 2011 has been introduced to replace the Dividing Fences Act.
2. Removal of Sustainability Declaration requirements from the advertising and sale of properties.
3. 'Improving building certification in Queensland' paper released for public comment last year, but no further details to date.

This year witnessed an inspection program for the residential care buildings within the Council area. Six (6) buildings were identified as requiring some upgrade. All of these were buildings owned by the State Government.

Also undertaken was an approved inspection program to identify all the swimming pools and spa's in the region. Many, many illegal and non compliant pools were noted and recorded. Council will take action to make them compliant in 2012/13 when resources permit.

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TECHNICAL SERVICES

OUR ACHIEVEMENTS IN TECHNICAL SERVICES

Council's Technical Services Directorate is responsible for the management, maintenance and operation of Council owned infrastructure which includes roads; streets; drainage; water and sewerage reticulation and treatment; buildings and facilities; vehicles and plant.

STAFF

In October 2011, the Director of Technical Services, Mr Ron Smith, left to take a similar position with the Lockyer Valley Council. Ron's contribution to the re-establishment of services after the flood events of December 2010 and January 2011 was greatly appreciated by the Council and the community. Ron put in countless hours to ensure that services were re-established as soon as possible, and all of the work met the Natural Disaster Relief and Recovery Arrangements (NDRRA) guidelines.

To fill this position, Council appointed Mr Ken Palmer as Director of Technical Services in January 2012.

Tyrone Meredith, Council's Project Engineer, received a "Disaster Hero" award during Queensland Week for his efforts during the flood last year. Tyrone, who was Council's Student Engineer at the time, received the award for his outstanding efforts to keep the community of Gayndah supplied with drinkable water after all pumps, intake pipes and other key infrastructure were submerged.

Council has recently employed a Water & Wastewater Technical Officer who has many years experience with Wide Bay Water. Graham Cole has already been involved in writing three (3) statutory plans for Council and has organised valuable operator training.

FLOOD RESTORATION WORKS

Our works crews and contractors have continued with the restoration of road, water, sewerage and facilities infrastructure damaged by the 2011/12 floods. Council has engaged additional technical staff on short term contracts to assist with delivering the works, auditing the works and developing claims. Council undertook in excess of \$11.3 million worth of reconstruction work during the year and restoration work is set to continue through to June 2013.

WATER & SEWERAGE

Some highlights throughout the year include:

- Assistant Director of Technical Services - Trevor Harvey has been elected as Deputy Chairman of qldwater for the next two years. Trevor has been a member of qldwater since its inception eight years ago representing the state's small and medium water providers.
- Council has taken delivery of a new CCTV. This state of the art camera and associated software is used for internal inspection of sewerage and storm water networks. Information gained by the use of the camera will assist the water and wastewater department to pro-actively target main replacement expenditure in accordance with good asset management principles.



- Construction and commissioning of the fluoride plants in Mundubbera, Gayndah and Monto has been completed as required by legislation.
- Installation of new monitoring and control systems on Council's town water and sewerage systems. The Raddtel systems will allow 24 hour monitoring and alarming of these processes to enable a more reliable production of compliant drinking water and waste water.
- New filter medium and clarifier support structure has been installed at the Mundubbera water treatment plant which has returned the operation of these systems to original conditions.
- As part of the \$425,000 Regional and Local Community Infrastructure Program (RLCIP) funding in the North Burnett Regional Council, the following have been completed:
 - Up-grade to the Mingo Crossing Caravan Park Amenities block sewerage treatment plant to cater for the increasing numbers of visitors.
 - Design, construction and commissioning of a water treatment plant for Mingo Crossing Caravan Park.

OUR ACHIEVEMENTS IN TECHNICAL SERVICES

- At the recent South East Queensland Water Providers Conference, the regional water taste competition was held. Samples were submitted by North Burnett, Bundaberg Regional, Wide Bay Water, Gympie Regional, Unity Water, Brisbane Water and Cherbourg Council. The winner was the North Burnett sample taken from the Eidsvold water scheme. The state final against the winners of the other regions was judged at the State Water Conference held in June at the Gold Coast. Burdekin Shire Council was the overall winner, with all other participants coming an equal second.



Council employees displaying the award for winning the Regional Water Taste Competition at the South East Queensland Water Providers Conference

BUILDINGS AND FACILITIES

- Completed the construction of two Duplex's in Mundubbera which is a Government sponsored project resulting from the Western Hardwoods compensation process and is sponsored by DEEDI.
- In August, 2011, major renovations/repairs were completed at the Monto Pool which was ready for the start of the season. This included re-levelling the pool, installation of new seals and repainting as well as replacement of the concrete concourse and some turfing around the pool.
- Major renovations have been completed in the Monto and Mundubbera Town Hall kitchens.

PARKS

As part of the RLCIP funding program, Council completed the following park projects:

- Improve drainage and install rubber soft fall at Mt Perry Memorial Park
- Install fence at Eidsvold Apex Park around the existing playground
- Install shade area at Mundubbera Archer Park
- Installation of skate park at Biggenden



Biggenden Skate Park

- Renovations at Halfpenny Park, Mundubbera with an upgrade to the toilets, addition of a new BBQ and improvements to the play areas.
- Remove and replace playground equipment at Monto Apex Park and Gayndah Sports Ground including new soft fall. Council's expenditure on the maintenance of parks was \$0.8 million in 2011/2012.



Monto Apex Park

OUR ACHIEVEMENTS IN TECHNICAL SERVICES

ROADS AND STREETS

During 2011/12, Council spent \$3.74 million on road and street maintenance and \$1.25 million on the maintenance of Council's 69 bridges.

Major Roads to Recovery Projects	
Hawkwood Road (CH 25.9-27.4)	\$ 149,430.00
Hawkwood Road (CH 53.4-74.5)	\$ 66,188.00
New Cardarga Road	\$ 58,235.00
North Branch Road	\$ 68,361.00
Wigton Road	\$ 90,379.00
Beeron Road	\$ 101,476.00
Glencoe Road	\$ 115,193.00
Back Creek Road	\$ 81,226.00
Coonambula Road - Jack Parr Bridge	\$ 512,970.00
Wigton Road	\$ 125,404.00
Barrule Road	\$ 70,360.00
Major Projects	
Yerilla Road	\$ 66,056.00
Kerwee Road	\$ 66,447.00
Monal Road	\$ 205,142.00
Abercorn Road	\$ 92,281.00
Kapaldo Road	\$ 81,516.00
Swindon Road	\$ 547,061.00
Kelvin Street	\$ 58,072.00
Rutherford Street	\$ 68,920.00
Eureka Road	\$ 178,499.00
Flagstone Bridge Upgrade	\$607,645.00

Council processed ten (10) B-Double Route applications this year. All applications were independently assessed by consulting engineers. Based on the reports received, Council made recommendations to the Department of Transport and Main Roads on each application to expand the B-Double network.



COMMUNITY GRANTS & DONATIONS

COMMUNITY GRANTS & DONATIONS

BIGGENDEN

Organisations	In-kind	Donation	Description
Biggenden Show Society		\$1,526.00	Donation toward - Wood chopping event
Biggenden State School		\$150.00	Bursary
Biggenden District Kindergarten		\$650.00	Donation toward - Lunch with raffle fundraiser
A & C Seabrook		\$250.00	Sports Grant
Dallarnil Sports Club		\$950.00	Donation toward - Annual rodeo night
Dallarnil State School		\$50.00	Bursary
Coulston Lakes State School		\$50.00	Bursary
Biggenden Endurance Riders Association		\$1,864.00	Donation toward - Endurance Ride 2011
Biggenden Apex Club		\$1,468.42	Donation toward - Fireworks/in-kind
Biggenden Lions Club		\$770.00	Community grant toward - Tourist signage
Biggenden Chamber of Commerce		\$1,500.00	Community grant toward - Establishing the chamber
Biggenden A&P Society	\$82.27		In-kind mowing
Biggenden Blue Care	\$7.81		In-kind mowing
Uniting Church Biggenden	\$15.64		In-kind mowing
Biggenden Show Society	\$100.00		In-kind mowing
Biggenden Bowls Club	\$27.68		In-kind mowing
Biggenden Amateur Fishing Club	\$213.98		In-kind mowing
Dallarnil Sports Club	\$343.54		In-kind mowing
	\$790.92	\$9,228.42	
TOTAL		\$10,019.34	

EIDSVOLD

Organisations	In-kind	Donation	Description
Eidsvold Show Society		\$238.00	Donation toward - Storage
Eidsvold Race Club		\$208.00	Donation toward - Storage
Eidsvold Musicians Muster	\$528.79		In-kind work and plant preparing muster
Abercorn State School		\$50.00	Bursary
Eidsvold State School		\$150.00	Bursary
Lucy Thompson		\$250.00	Sports grant
Eidsvold Kindergarten		\$3,136.35	Rates
Friends of RMW		\$3,550.46	Grant toward - Marquee
Jamie Hartwig		\$250.00	Sports grant
Malitha Cooper		\$500.00	Sports grant - 2 persons
Eidsvold Show Society	\$48.82		In-kind mowing
Eidsvold Race Club	\$182.00		In-kind mowing
Eidsvold Rodeo & Campdraft	\$47.56		In-kind mowing
Eidsvold Musicians Muster	\$1,622.11		In-kind word and plant preparing muster
	\$2,429.28	\$8,332.81	
TOTAL		\$10,762.09	

COMMUNITY GRANTS & DONATIONS

GAYNDAH

Organisations	In-kind	Donation	Description
Gayndah Swim Club Mercantile Relay		\$500.00	Donation toward - Yearly relay
Australian Red Cross		\$100.00	Donation - Calling campaign
Gayndah Orange Festival Committee	\$53.00		In-kind office support/copies
Burnett State College		\$1,100.00	Donation toward - Airconditioning project
Binjour State School		\$50.00	Bursary
Gayndah Primary School		\$50.00	Bursary
Lions Club of Gayndah		\$999.00	Community grant toward - Electronic scoreboard
Wide Bay Burnett Volunteers		\$850.00	Community grant toward - Volunteer event
Brooke Geary		\$250.00	Sports grant
Gayndah Show Society	\$6,136.46		Rates
Gayndah Orange Festival Committee	\$194.30		In-kind mowing
Gayndah Mardi Gras	\$395.10		In-kind mowing
Gayndah Show Society	\$41.11		In-kind mowing
	\$6,819.97	\$3,899	
TOTAL		\$10,718.97	

MONTO

Organisations	In-kind	Donation	Description
Monto State Primary School		\$50.00	Bursary
Monto & District Show Society		\$2,103.57	Donation toward - Monto Show
Monto State High School		\$160.00	Bursary
Cania Dam Fish Stocking Association		\$2,500.00	Donation toward - Annual fishing competition
Monto Amateur Swimming Club		\$182.00	Donation toward - Sausage sizzle
Mulgildie State Primary School		\$50.00	Bursary
St Therese Primary School		\$50.00	Bursary
Jed Myles		\$250.00	Donation toward - Sports championship
Blake Benecke		\$250.00	Donation toward - Sports championship
QCWA Mulgildie		\$999.00	Donation toward - Timber ramp replacement
Monto Kindergarten Association		\$900.00	Donation toward - Toilet installation
Monto Dairy Festival Board		\$6,000.00	Donation toward - Monto Dairy Festival
Monto Army Cadet Unit		\$1,200.00	Donation toward - Army cadets event
Dairy Festival Queen Sponsorship		\$554.88	Donation toward - Dairy Festival Queen entrants
Monto & District Show Society	\$467.50		In-kind plant/man support preparing showgrounds
Monto Festival	\$2,376.93		In-kind donation towards Monto Festival
Monto Polocrosse Club	\$2,538.71		In-kind donation towards polocrosse event
Monto Silver Buckle & Campdraft	\$757.28		In-kind donation towards campdraft
Monto Christian Ministry Centre	\$52.43		In-kind mowing
	\$6,192.85	\$15,249.45	
TOTAL		\$21,442.30	

COMMUNITY GRANTS & DONATIONS

MOUNT PERRY

Organisations	In-kind	Donation	Description
Gin Gin State High School		\$100.00	Bursary
Mt Perry Fine Arts		\$2,500.00	Donation toward - Storage shed
Mt Perry Sports & Recreation	\$130.36		In-kind mowing
Mt Perry Rodeo Committee		\$1,200.00	Donation toward - Mt Perry Rodeo prize money
Mt Perry Axemen & Sawyers		\$1,998.00	Donation toward - Wood chopping carnival
Mt Perry State School		\$50.00	Bursary
Mt Perry Show Society	\$351.54		In-kind plant/man support preparing showgrounds
Mt Perry Campdraft	\$194.89		In-kind plant/man support preparing draft ground
	\$676.79	\$5848	
TOTAL		\$6,524.79	

MUNDUBBERA

Organisations	In-kind	Donation	Description
Lions Club of Mundubbera	\$31.56		In-kind mowing
Rotary	\$17.25		In-kind mowing
Mundubbera Show Society		\$500.00	Artist sponsorship for Mundubbera Show
Mundubbera School P&C	\$61.90		In-kind support breakfast organisation
Mundubbera RSL	\$1,303.86		In-kind mowing/community grant
Monogorilby State Primary School		\$473.36	Donation toward - Printing of 75 year boook
QCWA Mundubbera	\$230.70		In-kind mowing
Mundubbera State Primary School		\$150.00	Bursary
Rural Fire Service	\$30.67		In-kind mowing
State Emergency Service	\$548.41		In-kind mowing
Mundubbera Kindergarten		\$1,000.00	Donation toward - Christmas fireworks
Mundubbera Community Development Assn		\$1,787.21	Donation toward - Counselling
Boynewood State Primary School		\$50 .00	Bursary
Lions Club of Mundubbera	\$533.51		In-kind mowing
Rotary	\$199.26		In-kind mowing
Mundubbera Historical Society	\$9,129.15		Grant for building application fees & grant toward construction of citrus display at museum & in-kind mowing
Mundubbera P&C	\$222.88		In-kind mowing
7-a-side Cricket	\$357.43		In-kind donation to cricket carnival
State Emerecy Service	\$788.24		In-kind mowing
Mundubbera Centenary		\$14,568.41	Donation toward - Running of the centenary event
	\$13,454.82	\$18,528.98	
TOTAL		\$21,442.30	

COMMUNITY GRANTS & DONATIONS

NBRC DONATIONS

Organisations	In-kind	Donation	Description
Fruit Fly Mat Cup Program		\$360.00	Fruit Fly Cups
NAIDOC		\$450.00	Donation toward - NAIDOC week
Bundaberg Health Service		\$10,000.00	Bundaberg Health Service Foundation donation
Action Rescue Helicopter		\$10,000.00	Donation toward - Action Rescue Helicopter
	\$0.00	\$20,810.00	
TOTAL		\$20,810.00	

TOTAL DONATIONS

	In-kind	Donation
	\$30,364.63	\$81,896.66
TOTAL		\$112,261.29

NON PROFIT ORGANISATIONS HALL WAIVERS & PHOTOCOPIES

Organisations	In-kind	Donation	Description
Biggenden	\$7,260.50		Hall Hire & Photocopying
Eidsvold	\$8,259.09		Hall Hire & Photocopying
RM Williams Centre	\$620.45		Hall Hire & Photocopying
Gayndah	\$8,614.14		Hall Hire & Photocopying
Monto	\$17,065.91		Hall Hire & Photocopying
Mount Perry	\$11,538.41		Hall Hire & Photocopying
Mundubbera	\$15,828.09		Hall Hire & Photocopying
TOTAL	\$69,186.59		

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COMMUNITY FINANCIAL REPORT

COMMUNITY FINANCIAL REPORT

This report is provided for the benefit of stakeholders who may not have a finance background and is intended to present information in a format that is more readily understood.

The detailed financial statements consist of four statements and supporting notes. The statements are the Statement of Comprehensive Income which summarises all transactions that affect Councils equity; the Statement of Financial Position summarises Councils assets (what we own) and Councils liabilities (what we owe); the Statement of Changes in Equity provides insight into the movement in components of equity; and the Statement of Cash Flows provides information relevant to where Council's cash came from and where it was spent. The notes provide greater detail than can be shown in the statement themselves.

OPERATING REVENUE

Council raises revenue from a variety of sources, the most familiar one being rates and utility charges.

However, rates and charges only comprise 25% of total operating revenue.

The balance is made up of grants from State and Federal Government, including flood damage repair grants (47%), recoverable works (22%) and other fees and charges (6%).

Almost 52% of grants come in the form of financial assistance from the Australian Government while 36% of grants in the current year are amount received to reconstruct flood damaged assets. 90% of recoverable works come from the Queensland Government's Main Roads department with the remaining 10% coming from Private Works that Council performs.

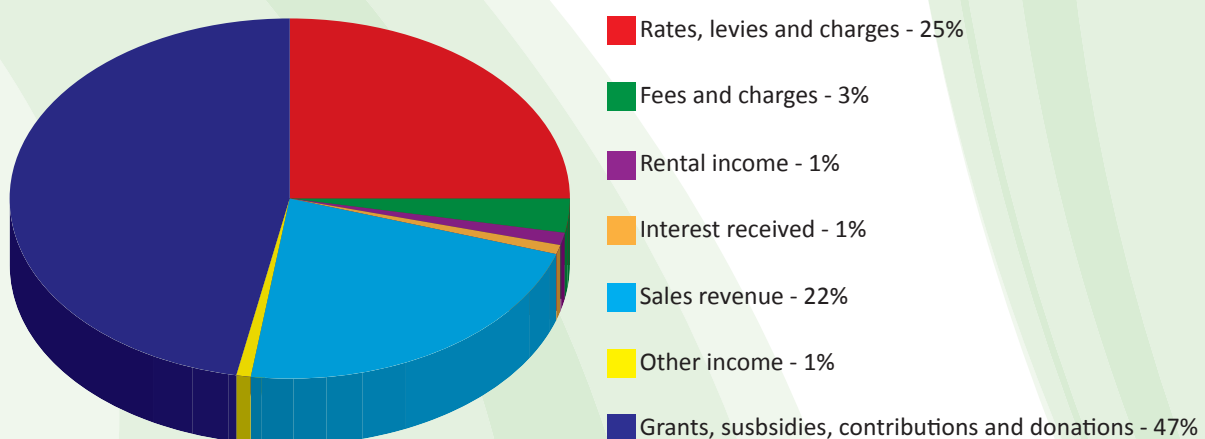
OPERATING EXPENSES

The largest expense Council incurs is for materials and services (which includes contractors and consultants) which comprises 49% of operating costs.

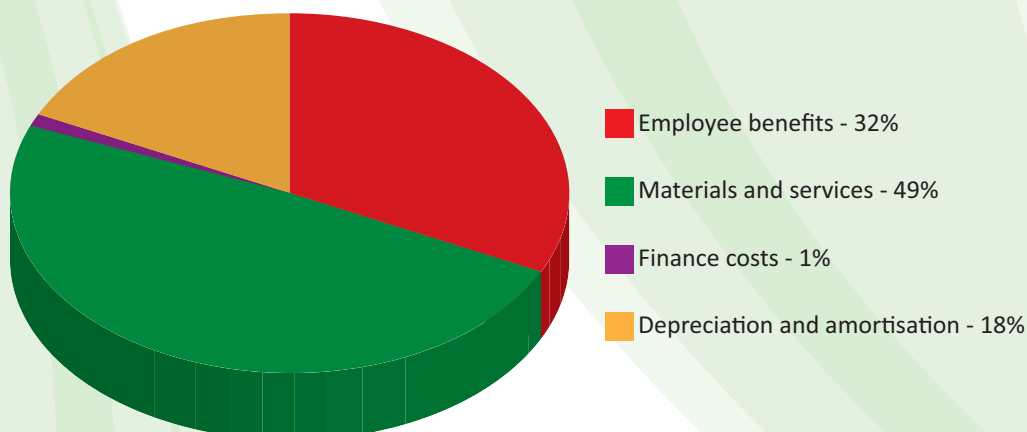
The other components are wages (including on costs)(32%) and depreciation (18%).

Depreciation is probably the most contentious item Council deals with. It is not a cash expense but rather a recognition of the consumption of Councils assets and has the effect of putting money aside for the replacement of assets. Depreciation has increased by an amount of \$2.8 million compared to the budgeted amount due to the correction of a prior year error.

REVENUE 2012



EXPENSE 2012



CAPITAL ITEMS

In addition to the operating revenues and expenses Council also receives support from the State Government and to a lesser extent the federal Government, for the construction and acquisition of capital items. This money is irregular and can only be applied to the purpose for which it was granted and is therefore not included in operation.

OTHER COMPREHENSIVE INCOME

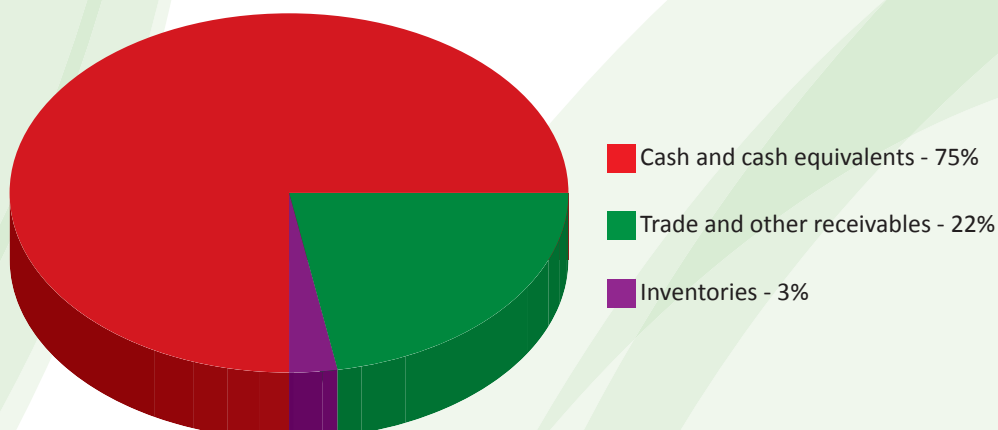
The Other Comprehensive Income amount is the amount of Indexation that has been applied to increase the fair value of Council Assets (excluding plant). This indexation is gathered from Independent valuers based on current construction costs.

STATEMENT OF FINANCIAL POSITION

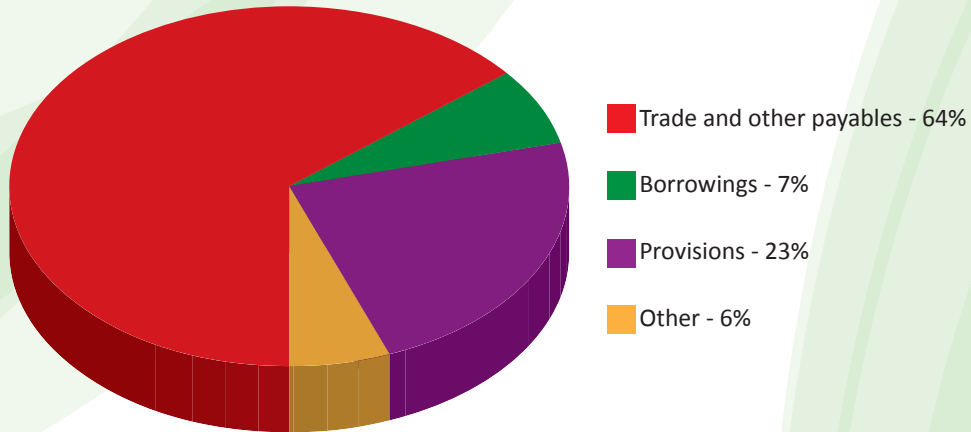
Council's net current assets (that is current assets less current liabilities) have held over last year remaining at \$16 million.

Property, Plant and Equipment values have increased in line with the indexation mentioned above.

CURRENT ASSETS



CURRENT LIABILITIES



SUMMARY

The operating result for 2011/2012 is a surplus of just over \$700,000.

The cash position remains healthy and even after allowing for payments received in advance shows that Council is in a solid position.

Damage sustained in the floods will impact on the next financial year but with continued prudent financial management should not present insurmountable obstacles.

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FINANCIAL STATEMENTS

North Burnett Regional Council

Financial Statements

For the year ended 30 June 2012

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North Burnett Regional Council
Statement of Comprehensive Income
For the year ended 30 June 2012

	Note	2012 \$	2011 \$
Revenue			
Recurrent Revenue			
Rates, Levies and Charges	3	11,701,576	11,059,366
Fees and Charges	3	1,533,092	1,215,390
Rental Income	3	334,746	318,997
Interest Received	3	801,416	484,603
Sales Revenue	3	10,334,190	9,444,011
Other Income	3	457,794	338,536
Grants, Subsidies, Contributions and Donations	4	22,167,198	14,787,689
Total Recurrent Revenue		47,330,012	37,648,592
Capital Revenue			
Grants, subsidies, contributions and donations	4	3,898,862	4,109,424
Total Capital Revenue		3,898,862	4,109,424
Total Revenue		51,228,874	41,758,016
Total Capital Income			
Gain/(loss) on the disposal of non current assets	5	(966,810)	(1,243,982)
Reversal of prior revaluation decrement		848,582	(652,889)
Impairment of Intangible Assets		(194,659)	-
Total Capital Income		(312,888)	(1,896,871)
Total Income		50,915,987	39,861,145
Expenses			
Recurrent Expenses			
Employee Benefits	6	(16,284,468)	(15,821,554)
Materials and Services	7	(24,456,008)	(12,422,083)
Finance Costs	8	(259,170)	(106,406)
Depreciation and Amortisation	9	(9,193,387)	(8,405,008)
Total Recurrent Expenses		(50,193,033)	(36,755,051)
Total Expenses		(50,193,033)	(36,755,051)
Net Operating Surplus		722,954	3,106,094
Other comprehensive Income			
Increase/ (decrease) in asset revaluation surplus	10	21,978,582	12,598,302
Total other comprehensive income for the year		21,978,582	12,598,302
Total Comprehensive income for the year		22,701,536	15,704,396

The above statement should be read in conjunction with the accompanying notes and Significant Account Policies.

North Burnett Regional Council
Statement of Financial Position
For the year ended 30 June 2012

	Note	2012 \$	2011 \$
Current Assets			
Cash and Cash Equivalents	11	16,655,031	14,656,053
Trade and Other Receivables	12	4,801,766	6,293,042
Inventories	13	659,927	393,194
Total Current Assets		22,116,724	21,342,289
Non-Current Assets			
Receivables	12	31,839	10,839
Property, Plant and Equipment	14	880,657,862	858,709,840
Intangible Assets	15	-	194,659
Total Non-Current Assets		880,689,701	858,915,339
Total Assets		902,806,425	880,257,628
Current Liabilities			
Trade and Other Payables	16	3,804,661	3,679,308
Borrowings	17	433,164	435,812
Provisions	18	1,355,701	1,278,877
Other	19	327,604	360,099
Total Current Liabilities		5,921,130	5,754,096
Non-Current Liabilities			
Interest bearing liabilities	17	3,096,276	3,528,640
Provisions	18	394,247	281,656
Total Non-Current Liabilities		3,490,523	3,810,296
Total Liabilities		9,411,653	9,564,392
Net Community Assets		893,394,772	870,693,236
Community Equity			
Shire Capital		651,135,746	647,549,772
Asset Revaluation Reserve	20	243,900,586	221,922,004
Retained Surplus/ (deficiency)		(1,641,560)	1,221,460
Total Community Equity		893,394,772	870,693,236

The above statement should be read in conjunction with the accompanying notes
and Significant Account Policies.

North Burnett Regional Council
Statement of Changes in Equity
For the year ended 30 June 2012

	Shire Capital		Asset Revaluation Reserve		Retained Surplus/(Deficiency)		Total	
	2012 Actual	2011 Actual	2012 Actual	2011 Actual	2012 Actual	2011 Actual	2012 Actual	2011 Actual
Opening Balance	647,549,772	644,831,923	221,922,004	209,828,996	1,221,460	327,921	870,693,236	854,988,840
Net operating surplus	-	-	-	-	722,954	3,106,094	722,954	3,106,094
Other comprehensive income for the year								
Increase/(decrease) in asset revaluation surplus	-	505,295	21,978,582	12,093,008	-	-	21,978,582	12,598,302
Total comprehensive income for the year	-	-	-	-	-	-	-	-
Transfers to and from reserves								
Transfer to/from capital	3,585,974	2,212,554	-	-	(3,585,974)	(2,212,554)	-	-
Total transfers to and from reserves	3,585,974	2,212,555	-	-	(3,585,974)	(2,212,554)	-	-
Closing Balances	651,135,746	647,549,772	243,900,586	221,922,004	(1,641,560)	1,221,461	893,394,772	870,693,236

The above Statement should be read in conjunction with the accompanying notes and the Summary of Significant Accounting Policies.

North Burnett Regional Council

Statement of Cash Flows

For the year ended 30 June 2012

	Note	2012 \$	2011 \$
Cash flows from operating activities			
Receipts from customer		29,195,199	20,831,412
Payments to suppliers and employees		(44,465,042)	(31,174,714)
		(15,269,843)	(10,343,302)
Interest received		801,416	484,603
Rental Income		334,746	318,997
Non Capital Grants and Contributions		22,167,198	14,787,689
Borrowing Costs		(219,173)	(77,514)
Net cash inflow (outflow) from operating activities	25	7,814,344	5,170,473
Cash flows from investing activities			
Payments for property, plant and equipment		(9,931,071)	(7,493,361)
Net movement on loans and advances		1,840	55,040
Proceeds from sale of property and equipment	5	650,016	423,100
Grants, subsidies, contribution and donations		3,898,862	4,109,424
Net cash inflow (outflow) from investing activities		(5,380,353)	(2,905,797)
Cash flows from financing activities			
Proceeds from borrowings		-	2,966,097
Repayment of borrowings		(435,013)	(142,658)
Net cash inflow (outflow) from financing activities		(435,013)	2,823,439
Net increase (decrease) in cash and cash equivalents held		1,998,978	5,088,115
Cash and cash equivalents at beginning of reporting period		14,656,053	9,567,938
Cash and cash equivalents at end of reporting period	11	16,655,031	14,656,053

The above statement should be read in conjunction with the accompanying notes and Significant Account Policies.

1 SIGNIFICANT ACCOUNTING POLICIES

1.A Basis of preparation

These general purpose financial statements are for the period 1 July 2011 to 30 June 2012 and have been prepared in compliance with the requirements of the *Local Government Act 2009* and the *Local Government (Finance, Plans and Reporting) Regulation 2010*. Consequently, these financial statements have been prepared in accordance with all Australian Accounting Standards, Australian Accounting Interpretations and other authoritative pronouncements issued by the Australian Accounting Standards Board.

These financial statements have been prepared under the historical cost convention except for the revaluation of certain non-current assets.

1.B Statement of compliance

These general purpose financial statements comply with all accounting standards and interpretations issued by the Australian Accounting Standards Board (AASB) that are relevant to Council's operations and effective for the current reporting period. Because the Council is a not-for-profit entity and the Australian Accounting Standards include requirements for not-for-profit entities which are inconsistent with International Financial Reporting Standards (IFRS), to the extent these inconsistencies are applied, these financial statements do not comply with IFRS. The main impacts are the offsetting of revaluation and impairment gains and losses within a class of assets, and the timing of the recognition of non-reciprocal grant revenue.

1.C Constitution

The North Burnett Regional Council is constituted under the Queensland Local Government Act 2009 and is domiciled in Australia.

1.D Date of authorisation

The financial statements were authorised for issue on the date they were submitted to the Auditor-General for final signature. This is the date the management certificate is signed.

1.E Currency

The Council uses the Australian dollar as its functional currency and its presentation currency.

North Burnett Regional Council
Notes to the Financial Statements
For the year ended 30 June 2012

1.F Adoption of new and revised Accounting Standards

In the current year, Council adopted all of the new and revised Standards and Interpretations issued by the Australian Accounting Standards Board (AASB) that are relevant to its operations and effective for the current reporting period. The adoption of the new and revised Standards and Interpretations has not resulted in any material changes to Council's accounting policies.

At the date of authorisation of the financial statements, the Standards and Interpretations listed below were in issue but not yet effective.

		Effective for annual report periods, Beginning on or after;
AASB 9	<i>Financial Instruments</i> (December 2009)	1 January 2015
AASB 10	<i>Consolidated Financial Statements</i>	1 January 2013
AASB 11	<i>Joint Arrangements</i>	1 January 2013
AASB 12	<i>Disclosure of interests in other entities</i>	1 January 2013
AASB 13	<i>Fair Value Measurement</i>	1 January 2013
AASB 119	<i>Employee benefits</i> (completely replaces existing standard)	1 January 2013
AASB 127	<i>Separate Financial Statements</i> (replaces the existing standard together with AASB 10)	1 January 2013
AASB 128	<i>Investments in Associates and Joint Ventures</i> (replaces the existing standard)	1 January 2013
AASB 1053	<i>Application of Tiers of Australian Accounting Standards 2009-11 Amendments to Australian Accounting Standards arising from AASB 9</i> (December 2009)	1 July 2013
AASB 2010-2	<i>Amendments to Australian Accounting Standards arising from Reduced Disclosure Requirements</i>	1 January 2013
AASB 2010-7	<i>Amendments to Australian Accounting Standards arising from AASB 9</i> (December 2010)	1 July 2013
AASB 2010-8	<i>Amendments to Australian Accounting Standards - Deferred Tax: Recovery of Underlying Assets</i>	1 January 2012
AASB 2010-10	<i>Further Amendments to Australian Accounting Standards - Removal of Fixed Dates for First-time Adopters</i>	1 January 2013
AASB 2011-2	Amendments to Australian Accounting Standards arising from the Trans-Tasman Convergence Project - Reduced Disclosure Requirements	1 July 2013
AASB 2011-3	Amendments to Australian Accounting Standards - Orderly Adoption of Changes to the ABS GFS Manual and Related Amendments	1 July 2012
AASB 2011-4	Amendments to Australian Accounting Standards to Remove Individual Key Management Personnel Disclosure Requirements	1 July 2013
AASB 2011-6	Amendments to Australian Accounting Standards - Extending Relief from Consolidation, the Equity Method and Proportionate Consolidation - Reduced Disclosure Requirements	1 July 2013
AASB 2011-7	Amendments to Australian Accounting Standards arising from the Consolidation and Joint Arrangements Standards	1 January 2013
AASB 2011-8	Amendments to Australian Accounting Standards arising from AASB 13	1 January 2013
AASB 2011-9	Amendments to Australian Accounting Standards - Presentation of Items of Other Comprehensive Income	1 July 2012
AASB 2011-10	Amendments to Australian Accounting Standards arising from AASB 119 (September 2011)	1 January 2013
AASB 2011-11	Amendments to AASB 119 (September 2011) arising from Reduced Disclosure Requirements	1 July 2013
AASB 2011-12	Amendments to Australian Accounting Standards arising from Interpretation 20 (AASB 1)	1 January 2013
AASB 2011-13	Amendments to Australian Accounting Standard - Improvements to AASB 1049	1 July 2012
Interpretation 20	Stripping Costs in the Production Phase of a Surface Mine	1 January 2013

AASB 9 Financial Instruments (effective from 1 January 2015)

AASB 9, which replaces AASB 139 *Financial Instruments: Recognition and Measurement*, is effective for reporting periods beginning on or after 1 January 2015 and must be applied retrospectively. The main impact of AASB 9 is to change the requirements for the classification, measurement and disclosures associated with financial assets. Under the new requirements the four current categories of financial assets stipulated in AASB 139 will be replaced with two measurement categories: fair value and amortised cost and financial assets will only be able to be measured at amortised cost where very specific conditions are met.

AASB 13 Fair Value Measurement (AASB 13)

AASB 13 applies to reporting periods beginning on or after 1 January 2013. The standard sets out a new definition of "fair value", as well as new principles to be applied when determining the fair value of assets and liabilities. The new requirements will apply to all of the Council's assets and liabilities (excluding leases) that are measured and/or disclosed at fair value or another measurement based on fair value. The potential impacts of AASB 13 relate to the fair value measurement methodologies used, and financial statement disclosures made in respect of, such assets and liabilities.

The North Burnett Regional Council has commenced reviewing its fair value methodologies (including instructions to valuers, data used and assumptions made) for all items of property, plant and equipment measured at fair value to determine whether those methodologies comply with AASB 13. To the extent that the methodologies don't comply, changes will be necessary. While the Council is yet to complete this review, no significant changes are anticipated, based on the fair value methodologies presently used. Therefore, and at this stage, no consequential material impacts are expected for the North Burnett Regional Council's property, plant and equipment in 2013-14.

AASB 13 will require an increased amount of information to be disclosed in relation to fair value measurements for both assets and liabilities. To the extent that any fair value measurement for an asset or liability uses data that is not "observable" outside the Council, the amount of information to be disclosed will be relatively greater.

Amendments to AASB 119 Employee Benefits

A revised version of AASB 119 Employee Benefits applies from reporting periods beginning on or after 1 January 2013. The revised AASB 119 is generally to be applied retrospectively.

The revised standard includes changed criteria for accounting for employee benefits as "short-term employee benefits". Had North Burnett Regional Council applied the revised standard this year annual leave currently classified as a "short-term benefit" would have been reclassified as a "long-term benefit". However, no reported amounts would have been amended as the Council already discounts the annual leave liability to present value in respect of amounts not expected to be settled within 12 months (refer Note 1.5).

The concept of "termination benefits" is clarified and the recognition criteria for liabilities for terminations benefits will be different. If termination benefits meet the timeframe criterion for "short-term employee benefits", they will be measured according to the AASB 119 requirements for "short-term employee benefits". Otherwise, termination benefits will need to be measured according to the AASB 119 requirements for "other long-term employee benefits". Under the revised standard, the recognition and measurement of employer obligations for "other long-term employee benefits" will need to be accounted for according to most of the requirements for defined benefit plans.

The revised AASB 119 also includes changed requirements for the measurement of employer liabilities/assets arising from defined benefit plans, and the measurement and presentation of changes in such liabilities/assets. North Burnett Regional Council contributes to the Local Government Superannuation Scheme (Qld) as disclosed in note 23. The revised standard will require North Burnett Regional Council to make additional disclosures regarding the Defined Benefits Fund element of the scheme.

1.G Critical accounting judgements and key sources of estimation uncertainty

In the application of Council's accounting policies, management is required to make judgements, estimates and assumptions about carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates. The estimates and ongoing assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in future periods as relevant.

Judgements, estimates and assumptions that have a potential significant effect are outlined in the following financial statement notes:

Valuation and depreciation of property, plant and equipment - Note 1.O and Note 14

Impairment of property, plant and equipment - Note 1.Q and Note 10

Contingencies Note 22

Provisions - Note 1.S and Note 18

1.H Revenue

Rates, levies, grants and other revenue are recognised as revenue on receipt of funds or earlier upon unconditional entitlement to the funds.

Rates and levies

Where rate monies are received prior to the commencement of the rating/levying period, the amount is recognised as revenue in the period in which they are received, otherwise rates are recognised at the commencement of rating period.

Grants and subsidies

Grants, subsidies and contributions that are non-reciprocal in nature are recognised as revenue in the year in which Council obtains control over them. An equivalent amount is transferred from retained earnings to the relevant reserve until the funds are expended. Unspent non-reciprocal capital grants are placed in the unspent capital grants reserve. Council spent all capital grants in the year received and therefore Council has not established a reserve for this purpose. Grants for future recurrent expenditure are recognised upon receipt but are transferred to appropriate reserves for future use.

Where grants are received that are reciprocal in nature, revenue is recognised as the various performance obligations under the funding agreement are fulfilled. Council does not currently have any reciprocal grants.

Non-cash contributions

Non-cash contributions with a value in excess of the recognition thresholds, are recognised as revenue and as non-current assets. Non-cash contributions below the thresholds are recorded as revenue and expenses.

Physical assets contributed to Council by developers in the form of road works, stormwater, water and wastewater infrastructure and park equipment are recognised as revenue when the development becomes "on maintenance" (i.e. the Council obtains control of the assets and becomes liable for any ongoing maintenance) and there is sufficient data in the form of drawings and plans to determine the approximate specifications and values of such assets. All non-cash contributions are recognised at the fair value of the contribution received on the date of acquisition

Cash Contributions

Council receives cash contributions from property developers to construct assets such as roads and footpaths and to connect new property developments to water and sewerage networks in the Council area. Where agreements between Council and the developers relating to these contributions are determined to fall within the scope of AASB Interpretation 18 Transfers of Assets from Customers these contributions are recognised as revenue when the related service obligations are fulfilled.

Developers also pay infrastructure charges for trunk infrastructure, such as pumping stations, treatment works, mains, sewers and water pollution control works. These infrastructure charges are not within the scope of AASB Interpretation 18 because there is no performance obligation associated with them. Consequently, the infrastructure charges are recognised as income when received.

Rental income

Rental revenue from investment and other property is recognised as income on a periodic straight line basis over the lease term.

Interest

Interest received from term deposits is accrued over the term of the investment.

Sales revenue

Sale of goods is recognised when the significant risks and rewards of ownership are transferred to the buyer, generally when the customer has taken undisputed delivery of the goods.

The council generates revenues from a number of services including child care, motor vehicle repairs and contracts for road and earthworks. Revenue from contracts and recoverable works generally comprises a recoupment of material costs together with an hourly charge for use of equipment and employees. Contract revenue and associated costs are recognised by reference to the stage of completion of the contract activity at the reporting date. Revenue is measured at the fair value of consideration received or receivable in relation to that activity. Where consideration is received for the service in advance it is included in other liabilities and is recognised as revenue in the period when the service is performed.

Fees and Charges

Fees and charges are recognised upon unconditional entitlement to the funds. Generally this is upon lodgement of the relevant applications or documents, issuing of the infringement notice or when the service is provided.

1.1 Financial assets and financial liabilities

Council recognises a financial asset or a financial liability in its Statement of Financial Position when, and only when, Council becomes a party to the contractual provisions of the instrument.

North Burnett Regional Council has categorised and measured the financial assets and financial liabilities held at balance date as follows:

Financial assets

Cash and cash equivalents (Note 1.J)

Receivables - measured at amortised cost (Note 1.K)

Financial liabilities

Payables - measured at amortised cost (Note 1.R)

Borrowings - measured at amortised cost (Note 1.T)

Financial assets and financial liabilities are presented separately from each other and offsetting has not been applied.

The fair value of financial instruments is determined as follows:

North Burnett Regional Council
Notes to the Financial Statements
For the year ended 30 June 2012

The fair value of cash and cash equivalents and non-interest bearing monetary financial assets and financial liabilities approximate their carrying amounts and are not disclosed separately.

The fair value of borrowings, as disclosed in Note 17 to the accounts, is determined by reference to published price quotations in an active market and/or by reference to pricing models and valuation techniques. It reflects the value of the debt if the Council repaid it in full at balance date. As it is the intention of the Council to hold its borrowings for their full term, no adjustment provision is made in these accounts.

The fair value of trade receivables approximates the amortised cost less any impairment. The fair value of payables approximates the amortised cost.

North Burnett Regional Council does not recognise financial assets or financial liabilities at fair value in the Statement of Financial Position.

All other disclosures relating to the measurement and financial risk management of financial instruments are included in Note 27.

1.J Cash and cash equivalents

Cash and cash equivalents includes cash on hand, all cash and cheques receipted but not banked at the year end, deposits held at call with financial institutions, other short-term, highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value, and bank overdrafts.

1.K Receivables

Trade receivables are recognised at the amounts due at the time of sale or service delivery i.e. the agreed purchase price / contract price. Settlement of these amounts is required within 30 days from invoice date.

The collectability of receivables is assessed periodically and if there is objective evidence that Council will not be able to collect all amounts due, the carrying amount is reduced for impairment. The loss is recognised in finance costs. The amount of the impairment is the difference between the asset's carrying amount and the present value of the estimated cash flows discounted at the effective interest rate.

All known bad debts were written-off at 30 June. Subsequent recoveries of amounts previously written off in the same period are recognised as finance costs in the Statement of Comprehensive Income. If an amount is recovered in a subsequent period it is recognised as revenue.

Because Council is empowered under the provisions of the *Local Government Act 2009* to sell an owner's property to recover outstanding rate debts, Council does not impair any rate receivables.

Loans and advances are recognised in the same way as other receivables. Terms are usually a maximum of five years with interest charged at commercial rates. Security is not normally obtained.

1.L Inventories

Stores and raw materials are valued at the lower of cost and net realisable value and include, where applicable, direct material, direct labour and an appropriate portion of variable and fixed overheads. Costs are assigned on the basis of weighted average cost.

Land acquired by Council with the intention of reselling it (with or without further development) is classified as inventory. This land is valued at the lower of cost or net realisable value. As an inventory item, this land held for resale is treated as a current asset. Proceeds from the sale of this land will be recognised as sales revenue on the signing of a valid unconditional contract of sale.

1.M Non current assets held for resale

Items of property, plant and equipment are reclassified as non-current assets as held for sale when the carrying amount of these assets will be recovered principally through a sales transaction rather than continuing use. Non-current assets classified as held for sale are available for immediate sale in their present condition and management believe the sale is highly probable. Non-current assets held for sale are measured at the lower of their carrying amount and fair value less cost to sell and are not depreciated. On the eventual sale of these assets a gain or loss is recognised.

1.N Investments

Term deposits in excess of three months are reported as investments, with deposits of less than three months being reported as cash equivalents.

1.O Property, plant and equipment

Each class of property, plant and equipment is stated at cost or fair value less, where applicable, any accumulated depreciation and accumulated impairment loss. Items of plant and equipment with a total value of less than \$5,000, and infrastructure assets and buildings with a total value of less than \$10,000 are treated as an expense in the year of acquisition. All other items of property, plant and equipment are capitalised.

The classes of property, plant and equipment recognised by the Council are:

- Land
- Buildings
- Plant and equipment
- Road, drainage and bridge network
- Water
- Sewerage
- Other infrastructure assets
- Work in Progress

Acquisition of assets

Acquisitions of assets are initially recorded at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition, including freight in, architect's fees and engineering design fees and all other establishment costs.

Property, plant and equipment received in the form of contributions, are recognised as assets and revenues at fair value by Council valuation where that value exceeds the recognition thresholds for the respective asset class. Fair value means the amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction.

Capital and operating expenditure

Wage and materials expenditure incurred for the acquisition or construction of assets are treated as capital expenditure. Routine operating maintenance, repair costs and minor renewals to maintain the operational capacity of the non-current asset is expensed as incurred, while expenditure that relates to replacement of a major component of an asset to maintain its service potential is capitalised.

Valuation

Land, buildings, and all infrastructure assets are measured on the revaluation basis, at fair value, in accordance with AASB116 Property, Plant and Equipment. Other plant and equipment and Work in Progress are measured at cost.

Non-current physical assets measured at fair value are revalued, where required, so that the carrying amount of each class of asset does not materially differ from its fair value at the reporting date. This is achieved by comprehensively revaluing these assets at least once every five years, with interim valuations using a suitable index being otherwise performed on an annual basis where there has been a material variation in the index.

Any revaluation increment arising on the revaluation of an asset is credited to the appropriate class of the asset revaluation surplus, except to the extent it reverses a revaluation decrement for the class previously recognised as an expense. A decrease in the carrying amount on revaluation is charged as an expense to the extent it exceeds the balance, if any, in the revaluation surplus of that asset class.

On revaluation, accumulated depreciation is restated proportionately with the change in the carrying amount of the asset and any change in the estimate of remaining useful life.

Separately identified components of assets are measured on the same basis as the assets to which they relate.

Details of valuers, indices and methods of valuations are disclosed in Note 14a.

Capital work in progress

The cost of property, plant and equipment being constructed by the Council includes the cost of purchased services, materials, direct labour and an appropriate proportion of labour overheads.

Depreciation

Land is not depreciated as it has an unlimited useful life. Depreciation on other property, plant and equipment is calculated on a straight-line basis so as to write-off the net cost or revalued amount of each depreciable asset, less its estimated residual value, progressively over its estimated useful life to the Council. Management believe that the straight line basis appropriately reflects the pattern of consumption of all Council assets.

Assets are depreciated from the date of acquisition or, in respect of internally constructed assets, from the time an asset is completed and commissioned ready for use.

Where assets have separately identifiable components that are subject to regular replacement, these components are assigned useful lives distinct from the asset to which they relate. Any expenditure that increases the originally assessed capacity or service potential of an asset is capitalised and the new depreciable amount is depreciated over the remaining useful life of the asset to the Council.

Major spares purchased specifically for particular assets that are above the asset recognition threshold are capitalised and depreciated on the same basis as the asset to which they relate.

The depreciable amount of improvements to or on leasehold land is allocated progressively over the estimated useful lives of the improvements to the Council or the unexpired period of the lease, whichever is the shorter.

The estimated useful lives of property, plant and equipment are reviewed annually. Details of the range of useful lives for each class of asset are shown in Note 14b.

Land is not depreciated as it has an unlimited useful life. Depreciation on other property, plant and equipment assets is calculated on a straight-line basis so as to write-off the net cost or revalued amount of each depreciable asset, less its estimated residual value, progressively over its estimated useful life to the Council. Management believe that the straight-line basis appropriately reflects the pattern of consumption of all Council assets.

Depreciation methods, estimated useful lives and residual values of property, plant and equipment assets are reviewed at the end of each reporting period and adjusted where necessary to reflect any changes in the pattern of consumption, physical wear and tear, technical or commercial obsolescence, or management intentions. The condition assessments performed as part of the annual valuation process for assets measured at depreciated current replacement cost are used to estimate the useful lives of these assets at each reporting date. Details of the range of estimated useful lives for each class of asset are shown in Note 14b.

Land under roads

Land under roads acquired before 30 June 2008 is recognised as a non-current asset where the Council holds title or a financial lease over the asset. The North Burnett Regional Council currently does not have any such land holdings.

Land under the road network within the Council area that has been dedicated and opened for public use under the Land Act 1994 or the Land Title Act 1994 is not controlled by council but is controlled by the state pursuant to the relevant legislation. Therefore this land is not recognised in these financial statements.

1.P Intangible assets

Intangible assets with a cost or other value exceeding \$10,000 are recognised as intangible assets in the financial statements, items with a lesser value being expensed.

Water allocation rights are stated at fair value. The useful life is considered as indefinite as the rights have no fixed term.

The useful life is reviewed annually to determine whether events or circumstances continue to support an indefinite life. The carrying value is reviewed annually for impairment.

It has been determined that there is not an active market for any of the Council's intangible assets. Therefore, the assets have been written off to a NIL value which is reflective of current market conditions.

1.Q Impairment of non-current assets

Each non-current physical and intangible asset and group of assets is assessed for indicators of impairment annually. If an indicator of possible impairment exists, the Council determines the asset's recoverable amount. Any amount by which the asset's carrying amount exceeds the recoverable amount is recorded as an impairment loss. The recoverable amount of an asset is the higher of its fair value less costs to sell and its value in use.

An impairment loss is recognised as an expense in the Statement of Comprehensive Income, unless the asset is carried at a revalued amount. When the asset is measured at a revalued amount, the impairment loss is offset against the asset revaluation surplus of the relevant class to the extent available.

Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior years. A reversal of an impairment loss is recognised as income unless the asset is carried at a revalued amount, in which case the reversal of the impairment loss is treated as a revaluation surplus increase.

1.R Payables

Trade creditors are recognised upon receipt of the goods or services ordered and are measured at the agreed purchase/contract price net of applicable discounts other than contingent discounts. Amounts owing are unsecured and are generally settled on 30 day terms.

1.S Liabilities - employee benefits

Liabilities are recognised for employee benefits such as wages and salaries, annual leave and long service leave in respect of services provided by the employees up to the reporting date. Liabilities for employee benefits are assessed at each reporting date. Where entitlement to the leave is unconditional, the liability is treated as a current liability. Otherwise the liability is treated as non-current.

Salaries and wages

A liability for salaries and wages is recognised and measured as the amount unpaid at the reporting date at current pay rates in respect of employees' services up to that date. This liability represents an accrued expense and is reported in Note 16 as a payable.

Annual leave

A liability for annual leave is recognised. Amounts expected to be settled within 12 months (the current portion) are calculated on current wage and salary levels and includes related employee on-costs. Amounts not expected to be settled within 12 months (the non-current portion) are calculated on projected future wage and salary levels and related employee on-costs, and are discounted to present values. This liability represents an accrued expense and is reported in Note 16 as a payable

Sick leave

Council has an obligation to pay sick leave on termination to certain employees and therefore a liability has been recognised for this obligation. This liability represents an accrued expense and is reported in Note 16 as a payable.

Superannuation

The superannuation expense for the reporting period is the amount of the contribution the Council makes to the superannuation plan which provides benefits to its employees. Details of those arrangements are set out in Note 23.

Long service leave

A liability for long service leave is measured as the present value of the estimated future cash outflows to be made in respect of services provided by employees up to the reporting date. The value of the liability is calculated using current pay rates and projected future increases in those rates and includes related employee on-costs. The estimates are adjusted for the probability of the employee remaining in the Council's employment or other associated employment which would result in the Council being required to meet the liability. Adjustments are then made to allow for the proportion of the benefit earned to date, and the result is discounted to present value. The interest rates attaching to Commonwealth Government guaranteed securities at the reporting date are used to discount the estimated future cash outflows to their present value. This liability is reported in Note 18 as a provision.

1.T Borrowings and borrowing costs

Borrowings are initially recognised at fair value plus any directly attributable transaction costs. Subsequent to initial recognition these liabilities are measured at amortised cost.

In accordance with the *Local Government (Finance, Plans and Reporting) Regulation 2010* council adopts an annual debt policy that sets out council's planned borrowings for the next nine years. Council's current policy is to only borrow for capital projects and for a term no longer than the expected life of the asset. Council also aims to comply with the Queensland Treasury Corporation's borrowing guidelines and ensure that sustainability indicators remain within acceptable levels at all times.

All borrowing costs are expensed in the period in which they are incurred. No borrowing costs are capitalised on qualifying assets.

1.U Asset revaluation surplus

The asset revaluation surplus comprises adjustments relating to changes in value of property, plant and equipment that do not result from the use of those assets. Net incremental changes in the carrying value of classes of non-current assets since their initial recognition are accumulated in the asset revaluation surplus.

Increases and decreases on revaluation are offset within a class of assets.

Where a class of assets is decreased on revaluation, that decrease is offset first against the amount remaining in the asset revaluation surplus in respect of that class. Any excess is treated as an expense.

When an asset is disposed of, the amount reported in surplus in respect of that asset is included in the calculation of gain or loss on disposal and is removed from the surplus.

1.V Retained surplus

This represents the amount of Council's net funds not set aside in reserves to meet specific future needs.

1.W National competition policy

Council has reviewed its activities to identify its business activities. Details of these are disclosed in Note 28.

1.X Rounding and comparatives

The financial statements have been rounded to the nearest \$1.

Comparative information has been restated where necessary to be consistent with disclosures in the current reporting period.

1.Y Trust funds held for outside parties

Funds held in the trust account on behalf of outside parties include those funds from the sale of land for arrears in rates, deposits for the contracted sale of land, security deposits lodged to guarantee performance and unclaimed monies (e.g. wages) paid into the trust account by the Council. The Council performs only a custodian role in respect of these monies and because the monies cannot be used for Council purposes, they are not considered revenue nor brought to account in the financial statements.

The monies are disclosed in the notes to the financial statements for information purposes only in Note 24.

1.Z Taxation

Income of local authorities and public authorities is exempt from Commonwealth taxation except for Fringe Benefits Tax and Goods and Services Tax ('GST'). The net amount of GST recoverable from the ATO or payable to the ATO is shown as an asset or liability respectively.

1.AA Capital

Capital represents the net carrying value of the capital assets less the amount of capital debt and asset revaluation surplus at the reporting date and includes the estimated initial value of working capital recognised at the inception of Council. It represents the net investment of council funds in assets purchased to deliver future services to the community.

North Burnett Regional Council
Notes to the Financial Statements
For the year ended 30 June 2012

1.AB Correction of Prior Period Errors

North Burnett Regional Council identified an error with respect to the application of the depreciation policy on a range of fixed assets across various classes. The error has resulted in an understatement of depreciation amounting to \$1,702,157 in 2011, which is the earliest period the error relates to. The retrospective restatement of the prior period error only had a financial impact on the 2011 financial year and no prior financial years have been affected.

The aggregate effect of the prior period error on the annual financial statements for the year ended 30 June 2012 is as follows (Only those areas affected have been disclosed):

	2011		
	Actual	Correction of Error Adj	Restated Actual
	\$	\$	\$
Statement of Comprehensive Income			
Depreciation and Amortisation Expense	6,702,851	1,702,157	8,405,008
Total Comprehensive Income for the year	17,406,553	(1,702,157)	15,704,396
Statement of Financial Position			
Property, Plant & Equipment	860,411,997	(1,702,157)	858,709,840
Total Assets	881,959,785	(1,702,157)	880,257,628
Net Assets	872,395,394	(1,702,157)	870,693,236
Total Community Equity	872,395,394	(1,702,157)	870,693,236
Retained Surplus	2,923,618	(1,702,157)	1,221,461
Statement of Changes in Equity			
Net Operating Surplus	4,808,251	(1,702,157)	3,106,094

2A: ANALYSIS OF RESULTS BY FUNCTION

The activities relating to the Council's components reported on in Note 2(b) are as follows:

Corporate governance

This comprises the support functions for the Mayor and Councillors, Council and committee meetings and statutory requirements and Library operations, plus Councils Customers Service, Finance and Information Technology sections.

Community services

Community services and facilities including cultural, health, welfare, environmental and recreational services.

This function includes:

- Entertainment venues
- Public health services
- Environmental licences and approvals.
- Aged care services
- Economic development

Planning and development

Management of the development of the region and approval processes for development and building.

Transport infrastructure

Providing and maintaining roads and drainage.
Maintaining parks and gardens, caravan parks and swimming pools.

Waste management

Providing refuse collection and disposal services.

Water infrastructure

Providing water supply services.

Sewerage infrastructure

Providing sewerage services.

North Burnett Regional Council
Notes to the Financial Statements
For the year ended 30 June 2012

2 Analysis of results by function

(b) Income and expenses defined between recurring and capital are attributed to the following functions:

Year ended 30 June 2012

Functions	Gross Program Income				Total income	Gross Recurring Expenses	Total Expenses	Net result from recurring operations	Net Operating Surplus	Assets
	Recurring		Capital							
	Grants	Other	Grants	Other						
	2012 \$	2012 \$	2012 \$	2012 \$						
Corporate Governance	8,405,657	7,922,879	-	(966,810)	15,361,726	8,946,809	8,946,809	7,381,727	6,414,917	70,379,635
Community Services	725,366	1,174,035	642,127	-	2,541,528	4,171,600	4,171,600	(2,272,199)	(1,630,072)	18,034,485
Planning & Development	-	848,889	-	-	848,889	1,684,795	1,684,795	(835,906)	(835,906)	-
Transport Infrastructure	13,035,999	10,456,459	2,051,302	-	25,543,760	29,979,327	29,979,327	(6,486,869)	(4,435,567)	786,858,474
Waste Management	176	998,287	6,339	-	1,004,802	1,554,447	1,554,447	(555,984)	(549,646)	-
Water Infrastructure	-	2,335,011	1,198,639	(194,659)	3,338,991	2,706,508	2,706,508	(371,497)	632,483	18,320,066
Sewerage Infrastructure	-	1,427,255	455	848,582	2,276,291	1,149,547	1,149,547	277,708	1,126,745	9,213,765
Total Council	22,167,198	25,162,814	3,898,862	(312,888)	50,915,987	50,193,033	50,193,033	(2,863,020)	722,954	902,806,425

Year ended 30 June 2011

Functions	Gross Program Income				Total income	Gross Recurring Expenses	Total Expenses	Net result from recurring operations	Net Operating Surplus	Assets
	Recurring		Capital							
	Grants	Other	Grants	Other						
	2011 \$	2011 \$	2011 \$	2011 \$						
Corporate Governance	350,091	306,025	-	-	656,116	4,867,244	4,867,244	(4,211,128)	(4,211,128)	49,614,707
Finance & Information	7,867,414	6,911,673	-	(1,243,982)	13,535,105	2,239,154	2,239,154	12,539,933	11,295,951	22,087,569
Community Services	645,334	958,642	1,639,713	-	3,243,690	3,299,041	3,299,041	(1,695,065)	(55,352)	15,260,614
Planning & Development	-	724,113	-	-	724,113	1,753,617	1,753,617	(1,029,504)	(1,029,504)	-
Transport Infrastructure	5,924,850	9,583,693	1,827,515	-	17,336,058	20,503,640	20,503,640	(4,995,097)	(3,167,582)	767,753,348
Waste Management	-	768,754	34,000	-	802,754	1,068,656	1,068,656	(299,902)	(265,902)	-
Water Infrastructure	-	2,249,705	490,416	(1,223,226)	1,516,895	2,185,461	2,185,461	64,244	(668,566)	16,536,895
Sewerage Infrastructure	-	1,358,298	117,780	570,337	2,046,415	838,238	838,238	520,060	1,208,177	9,004,495
Total Council	14,787,689	22,860,903	4,109,424	(1,896,871)	39,861,145	36,755,051	36,755,051	893,541	3,106,094	880,257,628

North Burnett Regional Council
Notes to the Financial Statements
For the year ended 30 June 2012

	2012 \$	2011 \$
3 Revenue Analysis		
(a) Rates, Levies and Charges		
General rates	7,545,276	7,113,279
Environmental Levy	477,510	395,251
Water	1,475,990	1,537,184
Water consumption	923,192	779,862
Sewerage	1,534,591	1,460,320
Waste management	789,121	753,420
Rural Fire Levy	16,980	16,838
Total rates and utility charge revenue	12,762,660	12,056,154
Less: Discounts	(1,061,084)	(996,788)
Net rates and utility charges	11,701,576	11,059,366
(b) Fees and Charges		
Community Service Fees	323,741	314,538
Building & Development Fees	192,092	192,685
Licences & Registrations	96,686	61,761
Caravan Parks	567,027	452,751
Water & Sewer Fees	52,933	45,781
Trade Waste & Recycling	228,270	70,014
Other fees and charges	72,343	77,860
	1,533,092	1,215,390
(c) Rental Income		
Other Rental Income	334,746	318,997
	334,746	318,997
(d) Interest Received		
Interest received from term deposits	693,708	397,795
Interest from overdue rates and utility charges	107,708	86,808
	801,416	484,603
(e) Sales Revenue		
Contract and Recoverable Works	9,294,016	7,995,939
MRD Private Works	1,040,174	1,448,072
Total Sales Revenue	10,334,190	9,444,011
(f) Other Income		
Other Income	457,794	338,536
	457,794	338,536

The amount recognised as revenue for contract revenue during the financial year is the amount receivable in respect of invoices issued during the period. There are no contracts in progress at the year end. The contract work carried out is not subject to retentions.

North Burnett Regional Council
Notes to the Financial Statements
For the year ended 30 June 2012

	2012 \$	2011 \$
4 Grants, subsidies, contributions and donations		
(a) Recurrent		
General purpose grants	11,347,417	10,471,131
State government subsidies and grants	862,870	699,932
Commonwealth government subsidies and grants	1,460,150	375,710
Donations	52,239	15,450
Contributions	171,081	90,860
Flood Damage Claims	8,273,441	3,134,606
Total Recurrent Revenue	22,167,198	14,787,689
(b) Capital		
State government subsidies and grants	2,842,802	2,357,766
Commonwealth government subsidies and grants	-	1,490,095
Developer contributions	96,440	261,563
Flood Damage Claims	959,620	-
Total Capital Revenue	3,898,862	4,109,424
(c) Conditions over contributions		
All grants and contribution were expended in the year		
5 Capital Income		
Gain/Loss on disposal of non-current assets		
Proceeds from the sale of property, plant and equipment	650,016	423,100
Less: Cost of property, plant and equipment disposed	(3,136,844)	(1,045,479)
Accumulated depreciation on disposals	1,520,018	540,696
	(966,810)	(81,683)
Write off due to flood damage		
Replacement value	-	(1,245,320)
Accumulated depreciation	-	83,021
	-	(1,162,299)
Impairment loss on Intangible assets	(194,659)	
Total Capital Income	(1,161,469)	(1,243,982)

North Burnett Regional Council
Notes to the Financial Statements
For the year ended 30 June 2012

		2012	2011
		\$	\$
6 Employee Benefits			
Total staff wages and salaries		13,594,368	12,602,659
Councillors' remuneration		403,441	408,101
Annual, sick and long service leave entitlements		1,890,274	2,494,577
Superannuation	23	1,439,311	1,365,260
		17,327,394	16,870,597
Other employee related expenses		713,086	803,434
		18,040,480	17,674,031
Less: Capitalised employee expenses		(1,756,012)	(1,852,477)
		16,284,468	15,821,554
Councillor remuneration represents salary, and other allowances paid in respect of carrying out their duties			
Total Council employees at the reporting date:		2012	2011
Elected members		7	7
Administration staff		88	86
Depot and outdoors staff		126	131
Trainee Staff		26	-
Total full time equivalent employees		247	224
7 Materials and services			
Corporate Governance		2,496,597	743,777
Audit Services		276,397	374,903
Community Services		3,454,985	2,576,955
Planning & Development		527,995	422,869
Transport Infrastructure		14,500,882	5,916,096
Waste Management		1,227,191	884,993
Water Infrastructure		1,644,809	1,253,233
Sewerage Infrastructure		327,151	249,257
		24,456,008	12,422,083
8 Finance Costs			
Finance costs charged by the Queensland Treasury Corporation		219,173	77,514
Bank charges		29,221	28,892
Impairment of Debts		10,776	-
		259,170	106,406
9 Depreciation and Amortisation			
Depreciation of non-current assets			
Buildings		1,277,967	1,254,870
Plant and equipment		1,502,121	1,338,489
Road, drainage and bridge network		4,464,014	4,246,890
Water		612,841	572,931
Sewerage		697,627	482,464
Other infrastructure assets		638,817	509,364
Total depreciation of non-current assets		9,193,387	8,405,008
Total depreciation and amortisation		9,193,387	8,405,008

North Burnett Regional Council
Notes to the Financial Statements
For the year ended 30 June 2012

	2012 \$	2011 \$
10 Other comprehensive income		
Revaluation due to flood damage/(impairment)		
Buildings	-	(196,505)
Other infrastructure	-	(542,894)
Roads, Drainage & Bridges	6,063,436	(9,983,083)
Water	-	(2,026,740)
Sewer	-	(117,000)
Total flood damage gains/(losses)	6,063,436	(12,866,222)
Revaluation due to change in cost		
- Land assets	(190,289)	(617,514)
- Buildings	2,108,575	262,379
- Other infrastructure	515,452	497,120
- Roads, Drainage and Bridges	13,481,408	22,673,505
- Water	-	803,513
- Sewer	-	687,337
	15,915,146	24,306,340
Assets not previously recognised at cost	-	754,071
- Accumulated depreciation	-	(248,776)
	-	505,295
Net change in asset values	21,978,582	11,945,413
11 Cash and cash equivalents		
Cash on hand	6,060	6,860
Cash at bank	3,797,877	2,903,209
Deposits at call	12,851,094	11,745,984
Balance per Statement of Cash Flows	16,655,031	14,656,053
Externally imposed expenditure restrictions at the reporting date relate to the following cash assets:		
Unspent government grants and subsidies	5,150,385	2,923,618
Unspent loan monies	2,960,000	2,960,000
Total unspent restricted cash for capital projects	8,110,385	5,883,618

Cash and deposits are held in the Queensland Treasury Corporation and National Australia Bank in normal term deposits and business cheque accounts. The bank currently has a short term credit rating of A1+ and long term rating of AA-. Other term deposits are with Bendigo Bank which has ratings of A2 and BBB+.

North Burnett Regional Council
Notes to the Financial Statements
For the year ended 30 June 2012

	2012 \$	2011 \$
12 Trade and other receivables		
(a) Current		
Rateable revenue and utility charges	805,674	773,735
Water charges not yet levied	749,054	344,943
Other debtors and GST	3,103,015	4,922,237
Less impairment	(1,477)	(3,256)
Loans and advances	34,540	57,379
Prepayments	110,960	198,004
	4,801,766	6,293,042
(b) Non-current		
Loans and advances to various entities	31,839	10,839
	31,839	10,839

Interest is charged on outstanding rates at a rate of 11% per annum. No interest is charged on other debtors. There is no concentration of credit risk for rates and utility charges, fees and other debtors receivable.

Loans relate to advances made to various entities. These loans arise from time to time and are subject to negotiated interest rates. The credit risk on these loans is considered low.

Movement in accumulated impairment losses (other debtors) is as follows:

Opening balance	(3,256)	(5,680)
Impairment	1,779	2,424
Closing balance	(1,477)	(3,256)

13 Inventories

Inventories held for sale

Miscellaneous saleable items - R.M.Williams Centre	7,323	8,649
Total inventories for consumption	7,323	8,649

Inventories held for distribution

Road materials & Equipment Stores	652,604	384,545
Total inventories held for Distribution	652,604	384,545

Total Inventories	659,927	393,194
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North Burnett Regional Council
Notes to the Financial Statements
For the year ended 30 June 2012

14a) Property, Plant & equipment - Information

Valuation Information

Land

The fair value of land as at 30 June 2012 was independently determined by Asset Val Pty Ltd, Registered Valuers, using a "desktop" approach (refer Note 1.O). This approach determined that an index of minus 1.5% (2011: -5.0%) was appropriate for all land held by Council.

Buildings and Other Structures

There is no market for Council's buildings as these are held to provide essential services to the community. Accordingly, the fair value of all building and other structures is measured at written down current replacement cost. The fair value of buildings as at 30 June 2012 was independently determined by Asset Val Pty Ltd, Registered Valuers, using a "desktop" approach (refer Note 1.O). This approach determined that an index of 3.6% (2011: 0.5%) was appropriate for buildings and 1.5% (2011: 2.0%) was appropriate for other structures. The condition assessment of the buildings and other structures was based on the Estimated Useful Remaining Life having regards to physical deterioration, functional obsolescence and economic obsolescence.

Physical Deterioration: This may be due to wear, inadequate maintenance, dry rot, damage by termites or borers or normal weathering and decay. Any one or more of these causes of depreciation might relate only to part or to parts of a structure.

Functional Obsolescence: This exists in respect of older type buildings that are no longer fully functional in accordance with current requirements.

Economic Obsolescence: A lessening of economic utility may be caused by extrinsic circumstances beyond the control of an owner. The effect of any such change might be that a building or other structure, formerly economic, no longer contributes adequately to the highest and best use of the land.

Plant and Equipment

Plant and equipment is measured at original cost less accumulated depreciation.

Infrastructure

There is no market for Council's infrastructure assets as these are held to provide essential services to the community. Accordingly, the fair value of all infrastructure assets is measured at written down current replacement cost.

Water and Sewerage

The fair value of water and sewerage infrastructure as at 30 June 2012 was independently determined by Opus International Consultants, using a "desktop" approach (refer Note 1.O). The approach determined that an index of 1.5% (2011: 2.6%) was appropriate for water and sewerage infrastructure.

- water and sewerage assets were last fully revalued at 30 June 2009.
- condition was assessed using the following table.
- During the determination of flood damage costs, all assets were assessed for indicators of impairment. Other than flood damage no indicators were identified.

Condition Rating	Remaining Useful Life (%)
0	100%
1	95%
2	90%
3	85%
4	80%
5	75%
6	70%
7	65%
8	60%
9	55%
10	50%
11	45%
12	40%
13	35%
14	30%
15	25%
16	20%
17	15%
18	10%
19	5%
20	0%

Road and Drainage Network

The fair value of road and drainage infrastructure as at 30 June 2012 was independently determined by Opus International Consultants, using a "desktop" approach (refer Note 1.O). The approach determined that an index of 1.5% (2011: 2.6%) was appropriate for road and drainage infrastructure.

- water and sewerage assets were last fully revalued at 30 June 2009.
- Condition was assessed using the same table as water and sewerage.
- During the determination of flood damage costs all assets were assessed for indicators of impairment. Other than the flood damage no indicators were identified.

North Burnett Regional Council
Notes to the Financial Statements
For the year ended 30 June 2012

14b Property Plant & Equipment

	Land	Buildings	Plant & equipment	Road, drainage & bridges	Water	Sewerage	Other infrastructure	Work in progress	Total
	Fair Value	Fair Value	Cost	Fair Value	Fair Value	Fair Value	Fair Value	Cost	
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Basis of measurement Asset Values Opening gross value Additions at cost Disposals Revaluations adjustment to the ARR Revaluation adjustment to income Transfers between classes Closing gross value	12,902,627 13,052 (20,309) (190,289) - (196,408) 12,508,673	61,917,094 579,451 (531,915) 2,993,879 - (3,362,359) 61,596,150	25,277,782 2,293,693 (2,501,036) - - (11,024) 25,059,415	886,882,358 3,867,381 - 21,585,286 - 226,211 912,561,236	30,024,790 1,466,776 - - 693,427 546,385 32,731,378	24,110,601 344,461 - - 600,565 104,556 25,160,183	25,001,389 631,006 (83,584) 690,432 - 3,626,664 29,865,907	934,025 735,250 - - - (934,025) 735,250	1,067,050,666 9,931,071 (3,136,844) 25,079,308 1,293,992 - 1,100,218,193

Accumulated depreciation

Opening balance	-	25,196,833	9,914,416	134,876,921	13,587,895	15,106,106	9,658,654	-	208,340,825
Depreciation provided in period	-	1,277,967	1,502,121	4,464,014	612,841	697,627	638,817	-	9,193,387
Depreciation on disposals	-	(11,887)	(1,469,583)	-	-	-	(38,548)	-	(1,520,017)
Revaluation adjustment to ARR	-	885,304	-	2,040,443	-	-	174,980	-	3,100,726
Revaluation adjustment to income	-	-	-	-	210,577	234,833	-	-	445,410
Transfers between classes	-	(1,399,191)	(5,701)	-	-	-	1,404,892	-	-
Accum depreciation at period end		25,949,026	9,941,253	141,381,378	14,411,313	16,038,566	11,838,795	-	219,560,331

Total written down value at period end

Estimated useful life (years)	Not depreciated	40 - 100	2 - 20	5 - 100	10 - 60	20 - 60	20 - 40

North Burnett Regional Council
Notes to the Financial Statements
For the year ended 30 June 2012

30 June 2011

	Note	Land	Buildings	Plant & equipment	Road, drainage & bridges	Water	Sewerage	Other infrastructure	Work in progress	Total
		Fair Value	Fair Value	Cost	Fair Value	Fair Value	Fair Value	Fair Value	Cost	\$
Basis of measurement		\$	\$	\$	\$	\$	\$	\$	\$	\$
Asset Values										
Opening gross value as at 1 July 2010		13,480,847	57,711,213	24,691,253	867,704,705	29,626,838	22,950,506	23,993,472	5,071,459	1,045,230,293
Additions at cost		39,294	-	1,537,343	-	-	-	-	5,916,724	7,493,361
Disposals	5	-	-	(1,045,479)	(1,245,320)	-	-	-	-	(2,290,799)
Revaluations adjust to the ARR		(617,514)	191,494	-	16,069,755	(879,541)	954,132	145,412	-	15,863,738
Assets not previously recognised	10	-	-	754,072	-	-	-	-	-	754,072
Transfers between classes		-	4,014,387	(659,407)	4,353,218	1,277,493	205,962	862,504	(10,054,158)	-
Closing gross value as at 30 June 2011		12,902,627	61,917,094	25,277,782	886,882,358	30,024,790	24,110,600	25,001,389	934,025	1,067,050,665

Accumulated depreciation and impairment

Opening balance as at 1 July 2010	9	-	23,798,343	8,867,847	127,331,174	12,670,022	14,242,467	8,977,283	-	195,887,136
Depreciation provided in period		-	1,254,870	1,338,489	4,246,890	572,931	482,464	509,364	-	8,405,008
Depreciation on disposals	5	-	-	(540,696)	(83,021)	-	-	-	-	(623,717)
Revaluations adjustment to ARR	10	-	125,620	-	3,379,334	343,684	383,796	191,186	-	4,423,620
Assets not previously recognised	10	-	-	248,776	-	-	-	-	-	248,776
Transfers between classes		-	18,000	-	2,544	1,258	(2,621)	(19,179)	-	-
Accum depreciation as at 30 June 2011		-	25,196,833	9,914,416	134,876,921	13,587,895	15,106,106	9,658,654	-	208,340,825

Written down value as at 30 June 2011

12,902,627	36,720,261	15,363,366	752,005,437	16,436,895	9,004,494	15,342,735	934,025	858,709,840
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Range of estimated useful life in years

Land: Not depreciated	40 - 100	2 - 20	5 - 100	20 - 80	20 - 60	20 - 40
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North Burnett Regional Council
Notes to the Financial Statements
For the year ended 30 June 2012

	2012 \$	2011 \$
15 Intangible Assets		
Water Licences		
Opening gross carrying value	194,659	194,659
Closing gross carrying value	194,659	194,659
Provision for impairment	(194,659)	
Closing Balance	(194,659)	-
Net Carrying value at end of financial year	-	194,659
Total intangible assets	-	194,659
16 Trade and other payables		
Current		
Creditors and accruals	2,259,620	2,063,302
Annual leave	1,439,447	1,354,331
Sick leave	-	30,829
Other entitlements	105,594	230,846
	3,804,661	3,679,308

Council's current enterprise agreement does not provide for vesting of sick leave. However, on amalgamation some employees had entitlements under previous agreements. The balance shown is the present value of entitlements yet to be paid out.

17 Borrowings		
Current		
Loans – Queensland Treasury Corporation	433,164	435,812
	433,164	435,812
Non-current		
Loans – Queensland Treasury Corporation	3,096,276	3,528,640
	3,096,276	3,528,640
Loans – Queensland Treasury Corporation		
Opening balance at beginning of financial year	3,964,453	1,141,014
Loans raised	-	2,960,000
Principal repayments	(471,631)	(142,658)
Adjustment in value due to change in debt pool.	-	6,097
Book value at end of financial year	3,492,822	3,964,453
Current	433,164	435,812
Non-Current	3,096,276	3,564,453

The QTC loan market value at the reporting date was \$3,795,236 (2011 \$3,997,440). This represents the value of the debt if Council repaid it at that date. As it is the intention of Council to hold the debt for its term, no provision is required to be made in these accounts.

No assets have been pledged as security by the Council for any liabilities, however all loans are guaranteed by the Queensland Government.

All borrowings are in \$A denominated amounts and carried at amortised cost, interest being expensed as it accrues. No interest has been capitalised during the current or comparative reporting period. Expected final repayment dates vary from 24 May 2014 to 27 April 2027. There have been no defaults or breaches of the loan agreement during the period.

Principal and interest repayments are made quarterly in arrear

North Burnett Regional Council
Notes to the Financial Statements
For the year ended 30 June 2012

18 Provisions	2012	2011
	\$	\$
Current		
Long service leave	1,355,701	1,278,877
	1,355,701	1,278,877
Non-current		
Long service leave	394,247	281,656
	394,247	281,656
19 Other Liabilities		
Developer contributions	100,000	100,000
Unspent Funds	227,604	260,099
	327,604	360,099
This liability reflects cash contributions from developers for which the related service obligations have yet to be fulfilled by Council		
20 Asset Revaluation Surplus		
Movements in the asset revaluation surplus were as follows:		
Balance at beginning of financial year	221,922,004	209,828,996
Net adjustment to non-current assets at end of period to reflect a change in current fair value:		
Land	(190,289)	(617,514)
Buildings	2,108,576	104,874
Road, drainage and bridge network	19,544,843	12,690,428
Water	-	(6)
Other infrastructure assets	515,452	(84,774)
Balance at end of financial year	243,900,586	221,922,004
Asset revaluation surplus analysis		
The closing balance of the asset revaluation surplus comprises the following asset categories:		
Land	2,177,808	2,368,096
Buildings	3,635,020	1,526,445
Road, drainage and bridge network	234,530,625	214,985,782
Other infrastructure assets	3,557,133	3,041,681
	243,900,586	221,922,004
21 Commitments for expenditure		
Within one year	456,408	237,231
One to five years	38,034	19,769
	494,442	257,000

22 Contingent Liabilities

Details and estimates of maximum amounts of contingent liabilities are as follows:

Local Government Mutual

The Council is a member of the local government mutual liability self-insurance pool, LGM Queensland. In the event of the pool being wound up or it is unable to meet its debts as they fall due, the trust deed and rules provide that any accumulated deficit will be met by the individual pool members in the same proportion as their contribution is to the total pool contributions in respect to any year that a deficit arises.

As at 30 June 2011 the financial statements reported an accumulated surplus and it is not anticipated any liability will arise.

Local Government Workcare

The Council is a member of the Queensland local government worker's compensation self-insurance scheme, Local Government Workcare. Under this scheme the Council has provided an indemnity towards a bank guarantee to cover bad debts which may remain should the self insurance licence be cancelled and there was insufficient funds available to cover outstanding liabilities. Only the Queensland Government's workers compensation authority may call on any part of the guarantee should the above circumstances arise. The Council's maximum exposure to the bank guarantee is \$367,959 (2011: \$342,162).

Refuse Tip and Quarry Rehabilitation

Council is currently in the process of completing a Strategic Management Plan for its six (6) refuse tip sites. As part of this plan the remaining lives of tip facilities will be determined. At present these lives are not able to be reliably measured, while at the date of signing the report Council acknowledges there is a contingent liability, the amount cannot be reliably measured.

Council is currently in the process of assessing the quarries held by Council and the operations across these.

As part of this assessment the remaining lives of Council owned quarries will be determined. At present these lives are not able to be reliably measured, while at the date of signing the report Council acknowledges there is a contingent liability, the amount cannot be reliably measured.

Affect of Carbon Tax

In 2011 the Australian Government introduced a Clean Energy Legislation package. One aspect of this legislation package, which will impact upon council directly and indirectly, is the introduction of a pricing mechanism for greenhouse gas emissions in the Australian economy.

The pricing mechanism commences on 1 July 2012 and sets a fixed price path for the first three years (\$23 per tonne of CO₂-equivalent emissions adjusted in real terms by 2.5 percent per annum) before moving to a flexible price mechanism from 1 July 2015. It proposes a framework for setting a cap on greenhouse gas emissions by capping the number of carbon units available once the flexible price period commences, which can be adjusted over time to ensure that the government's reduction targets are met.

Council estimates that no landfills or wastewater treatment plants will trigger a direct liability under the carbon pricing scheme from 1 July 2012. No liability arises in respect of waste processed prior to 1 July 2012.

In addition to this direct liability for waste facilities, council expects increased costs arising from the carbon pricing mechanism. The most significant of these will be electricity and fuel. Commonwealth

North Burnett Regional Council

Notes to the Financial Statements

For the year ended 30 June 2012

Treasury modeling published in July 2011 in the document 'Strong growth, low pollution modeling a carbon price indicates that carbon pricing is expected to increase electricity prices by 10% within 5 years from 1 July 2012 and increase other costs by 0.7% on inflation. In addition fuel tax credits will be progressively reduced over the initial fixed price period.

Council does not believe that the affect from the Carbon Tax will have a material impact on its Financial Position or Financial Performance. As such at 30 June 2012 no Council modeling has been undertaken to indicate the value of possible increases in electricity and fuel prices.

23 Superannuation

The Council contributes to the Local Government Superannuation Scheme (Qld) (the scheme). The scheme is a Multi-employer Plan as defined in the Australian Accounting Standard AASB119 Employee Benefits.

The Queensland Local Government Superannuation Board, the trustee of the scheme, advised that the local government superannuation scheme was a complying superannuation scheme for the purpose of the Commonwealth Superannuation Industry (Supervision) legislation.

The scheme has two elements referred to as the Defined Benefits Fund (DBF) and the Accumulation Benefits Fund (ABF). The ABF is a defined contribution scheme as defined in AASB 119. Council has no liability to or interest in the ABF other than the payment of the statutory contributions as required by the Local Government Act 2009.

The DBF is a defined benefit plan as defined in AASB119. The Council is not able to account for the DBF as a defined benefit plan in accordance with AASB119 because the scheme is unable to account to the Council for its proportionate share of the defined benefit obligation, plan assets and costs.

Any amount by which either fund is over or under funded would only affect future benefits and contributions to the DBF, and is not an asset or liability of the Council. Accordingly there is no recognition in the financial statements of any over or under funding of the scheme.

The audited general purpose financial report of the scheme as at 30 June 2011 (the most recent available) which was not subject to any audit qualification, indicates that the assets of the scheme are sufficient to meet the vested benefits.

The most recent actuarial assessment of the scheme was undertaken as at 1 July 2009. The actuary indicated that "the DBF is in a very modest financial position with regard to the net asset coverage of vested liabilities. Investment returns will be volatile under the required investment strategy, particularly over short periods. The DBF therefore needs sufficient reserves to be able to withstand a reasonable range of such influences. Because the DBF is now running down and cash flows are negative, the VBI (vested benefit index) should not be allowed whenever possible to retreat below 100%. Once below 100%, benefits drawn reduce the available assets for remaining members and hence the net asset coverage of vested benefits declines further.

In order to withstand a one in ten 'low return' outcome, the DBF would need reserves of the order of 8% to 10% having regard to the investment strategy adopted. Given the current position of the DBF, such reserve can essentially only eventuate from either excess investment returns over salary increases or additional employer contributions. "

Council has been advised by the trustee of the scheme, following advice from the scheme's actuary, that additional contributions may be imposed in the future at a level necessary to protect the entitlements of DBF members. Under the Local Government Act 2009 the trustee of the scheme has the power to levy additional contributions on councils which have employees in the DBF when the actuary advises such additional contributions are payable - normally when the assets of the DBF are insufficient to meet members' benefits.

	2012	2011
The amount of superannuation contributions paid by Council to the scheme in this period for the benefit of employees and Councillors was:	1,439,311	1,365,260

North Burnett Regional Council
Notes to the Financial Statements
For the year ended 30 June 2012

	Council	
	2012	2011
	\$	\$
24 Trust funds		
Trust funds held for outside parties		
Monies collected or held on behalf of other entities yet to be paid out to or on behalf of those entities	9,200	4,363
Security deposits	235,036	238,292
	244,236	242,655

The Council performs only a custodial role in respect of these monies. As these funds cannot be used by the Council, they are not brought to account in these financial statements.

25 Reconciliation of net result before capital items for the year to net cash inflow (outflow) from operating activities

Net result	722,954	3,106,094
Non-cash operating items:		
Depreciation and amortisation	9,193,387	8,405,008
Revaluation adjustments	(848,582)	652,889
	9,067,759	12,163,991
Investing and development activities		
Net (profit)/loss on disposal of assets	966,810	1,243,982
Write off of Intangible Assets	194,659	1,243,982
Capital Grants, subsidies, contributions and donations	(3,898,862)	(4,109,424)
	(2,737,393)	(2,865,442)
Financing activities	-	-
Changes in operating assets and liabilities:		
(Increase)/ decrease in receivables	1,468,437	(3,675,958)
(Increase)/decrease in inventory	(266,733)	(70,763)
Increase/(decrease) in payables	125,353	(510,040)
Increase/(decrease) in liabilities	156,921	128,685
	1,483,978	(4,128,076)
Net cash inflow from operating activities	7,814,344	5,170,473

26 Events after the reporting period

There were no material adjusting events after the balance date.

27 Financial Instruments

Council's activities expose it to a variety of financial risks including interest rate risk, credit risk, and liquidity risk.

Exposure to financial risks is managed in accordance with Council approved policies on financial risk management. These policies focus on managing the volatility of financial markets and seek to minimise potential adverse effects on the financial performance of the Council. The Council minimises its exposure to financial risk in the following ways:

Investments in financial assets are only made where those assets are with a bank or other financial institution in Australia. The Council does not invest in derivatives or other high risk investments.

When the Council borrows, it borrows from the Queensland Treasury Corporation unless another financial institution can offer a more beneficial rate, taking into account any risk. Borrowing by the Council is constrained by the provisions of the Statutory Bodies Financial Arrangements Act 1982.

Council measures risk exposure using a variety of methods as follows:

Risk exposure	Measurement method
Credit risk	Ageing analysis
Liquidity risk	Maturity analysis
Interest rate risk	Sensitivity analysis

Credit risk exposure

Credit risk exposure refers to the situation where the Council may incur financial loss as a result of another party to a financial instrument failing to discharge their obligations.

In the case of rate receivables, the Council has the power to sell the property to recover any defaulted amounts. In effect this power protects the Council against credit risk in the case of these debts.

In other cases, the Council assesses the credit risk before providing goods or services and applies normal business credit protection procedures to minimise the risk.

The Council is exposed to credit risk through its investments with the Queensland Treasury Corporation (QTC) and deposits held with banks or other financial institutions. The QTC Cash Fund is an asset management portfolio that invests with a wide variety of high credit rating counterparties. Deposits are capital guaranteed. Other investments are held with highly rated/regulated banks/financial institutions and whilst not capital guaranteed, the likelihood of a credit failure is remote.

By the nature of the Councils operations, there is a geographical concentration of risk in the Council's area. Because the area is largely agricultural, there is also a concentration in the agricultural sector.

The maximum exposure to credit risk at balance date in relation to each class of recognised financial asset is the gross carrying amount of those assets inclusive of any provisions for impairment.

No collateral is held as security relating to the financial assets held by the Council.

Council's maximum exposure to credit risk is as follows:

North Burnett Regional Council
Notes to the Financial Statements
For the year ended 30 June 2012

	Note	2012	2011
Financial assets		\$	\$
Cash and cash equivalents	11	16,655,031	14,656,053
Receivables – rates	12	805,674	1,118,678
Receivables – other	12	3,996,092	4,987,198
		<u>21,456,797</u>	<u>20,761,929</u>

No financial assets have had their terms renegotiated so as to prevent them from being past due or impaired, and are stated at the carrying amounts as indicated.

The following represents an analysis of the age of the Council's financial assets that are either fully performing, past due or impaired:

30-Jun-12	Fully performing	Less than 30 days	Past Due 30-60 days	more than 60 days	Total
	\$	\$	\$	\$	\$
Receivables	2,797,536	1,907,921	7,941	89,845	4,803,243
Less impairment	-	-	-	(1,477)	(1,477)
Net Receivables	2,797,536	1,907,921	7,941	88,368	4,801,766

30-Jun-11	Fully performing	Less than 30 days	Past Due 30-60 days	more than 60 days	Total
	\$	\$	\$	\$	\$
Receivables	3,075,110	2,946,494	5,118	79,154	6,105,876
Less impairment	-	-	-	(3,256)	(3,256)
Net Receivables	3,075,110	2,946,494	5,118	75,898	6,102,620

Liquidity risk

Liquidity risk refers to the situation where the Council may encounter difficulty in meeting obligations associated with financial liabilities that are settled by delivering cash or another financial asset. The Council is exposed to liquidity risk through its trading in the normal course of business and borrowings from the Queensland Treasury Corporation for capital works.

Council manages its exposure to liquidity risk by maintaining sufficient cash and cash equivalents to cater for unexpected volatility in cash flows. These are disclosed in the Note 11.

The following table sets out the liquidity risk of financial liabilities held by the Council in a format as it might be provided to management. The amounts disclosed in the maturity analysis represent the contractual undiscounted cash flows at balance date:

North Burnett Regional Council
Notes to the Financial Statements
For the year ended 30 June 2012

	0 to 1 year	1 to 5 years	Over 5 years	Total contractual cash flows	Carrying amount
	\$	\$	\$	\$	\$
2012					
Trade and other payables	3,804,661	-	-	3,804,661	3,804,661
Loans - QTC	634,549	2,229,183	1,616,742	4,480,204	3,529,440
	4,439,210	2,229,183	1,616,742	8,284,865	7,334,101
2011					
Trade and other payables	3,679,308	-	-	3,679,308	3,679,308
Loans - QTC	654,187	2,332,835	2,094,914	5,081,936	3,964,453
	4,333,495	2,332,835	2,094,914	8,761,244	7,643,761

The outflows in the above table are not expected to occur significantly earlier and are not expected to be for significantly different amounts than indicated in the table.

Unrestricted access was available at balance date to the lines of credit listed below:

	2012	2011
	\$	\$
Credit Card Facility	50,000	50,000

Interest rate risk

The Council is exposed to interest rate risk through its borrowings from the Queensland Treasury Corporation and investments held with financial institutions.

The risk in borrowing is effectively managed by borrowing only from the Queensland Treasury Corporation and having access to a mix of floating and fixed funding sources such that the desired interest rate risk exposure can be constructed. Interest rate risk in other areas is minimal.

The Council does not undertake any hedging of interest rate risk.

The following interest rate sensitivity analysis is based on a report similar to that which would be provided to management, depicting the outcome to profit and loss should there be a 1% increase in market interest rates. The calculations assume that the rate would be held constant over the next financial year, with the change occurring at the beginning of that year. It is assumed that interest rates on overdue rates would not change. If the rates decreased by 1% the impact would be equal in amount in the reverse direction.

	Net carrying amount		Profit		Equity	
	2012	2011	2012	2011	2012	2011
	\$	\$	\$	\$	\$	\$
Net Financial assets						
Deposits QTC and banks	12,851,094	11,745,984	128,511	117,459	128,511	117,459
Borrowings QTC	(3,529,440)	(3,964,453)	(35,294)	(39,645)	(35,294)	(39,645)
Net total	9,321,654	7,781,531	93,217	77,814	93,217	77,814

Other risks

The Council is not exposed to any significant price risk or foreign currency risk.

28 National Competition Policy

Activities to which the code of competitive conduct is applied

A "business activity" of a local government is divided into two categories :

(a) Roads business activity:

(i) the construction or maintenance of state controlled roads for which the local government submits an offer to carry out work in response to a tender invitation, other than through a sole supplier arrangement.

(ii) submission of a competitive tender for construction or road maintenance on the local government's roads which the local government has put out to tender, or called for by another local government.

(b) Other business activity, previously referred to as type three activities, means the following:

(i) trading in goods and services to clients in competition with the private sector, or

(ii) the submission of a competitive tender in the local government's own tendering process in competition with others for the provision of goods and services to its self. Excluded activities are (a) library services, and (b) an activity or part thereof prescribed by legislation.

Local government may elect to apply a Code of Competitive Conduct (CCC) to their identified business activities. This requires the application of full cost pricing, identifying the cost of community service obligations (CSO) and eliminating the advantages and disadvantages of public ownership within that activity. The application of the CCC to the roads business activity is compulsory.

The CSO value is determined by Council, and represents an activity's cost(s) which would not be incurred if the primary objective of the activity was to make a profit. The Council provides funding from general revenue to the business activity to cover the cost of providing non-commercial community services or costs deemed to be CSO's by the Council.

Roads
Water and sewerage
Waste management
Plant operations

Financial performance of activities subject to competition reforms:

	Roads	Water & Sewerage	Waste Management	Plant Operations
	2012	2012	2012	2012
	\$	\$	\$	\$
Revenue for services provided to the Council	1,156,453	-	-	8,757,246
Revenue for services provided to external clients	10,334,190	3,986,706	1,017,391	-
Community service obligations	-	-	-	-
	11,490,643	3,986,706	1,017,391	8,757,246
Less : Expenditure	14,096,065	3,536,727	1,554,447	4,237,431
Surplus/(deficiency)	(2,605,422)	449,979	(537,056)	4,519,815

	Roads	Water & Sewerage	Waste Management	Plant Operations
	2011	2011	2011	2011
	\$	\$	\$	\$
Revenue for services provided to the Council	1,575,004	-	-	7,090,119
Revenue for services provided to external clients	9,444,011	2,929,188	687,495	-
Community service obligations	-	-	-	-
	11,019,015	2,939,188	687,495	7,090,119
Less : Expenditure	12,934,663	2,119,793	1,068,656	3,107,165
Surplus/(deficiency)	(1,915,648)	819,395	(381,161)	3,982,954

In 2010/2011 Council did not formally recognise any Community Service Obligations. In 2011/2012 Council has adopted a policy which recognises and allows for them in the budget.

Management Certificate **For the year ended 30 June 2012**


These general purpose financial statements have been prepared pursuant to Section 102 of the Local Government (Finance, Plans and Reporting) Regulation 2010 (the Regulation) and other prescribed requirements.

In accordance with Section 161 of the Regulation we certify that these general purpose financial statements:

- (i) have been prepared in accordance with the relevant accounting documents; and
- (ii) accurately reflect the local government's financial performance and position for the financial year.


In addition we certify that, in our opinion:

- (i) the prescribed requirements of the Local Government Act 2009 and associated Regulations for the establishment and keeping of accounts have been complied with in all material respects; and
- (ii) the general purpose financial statements, as set out on pages 1 to 41, have been prepared in accordance with Australian accounting standards (including Australian Accounting Interpretations and other authoritative pronouncements issued by the Australian Accounting Standards Board); and
- (iii) the general purpose financial statements present a true and fair view of the Council's financial position as at 30 June 2012 and of its financial performance and cash flows for the financial year ended on that date.



Don Waugh
Don Waugh
Mayor

Date: 21/11/12



Robert Savage
Robert Savage
Acting Chief Executive Officer

Date: 21/11/2012

Opinion

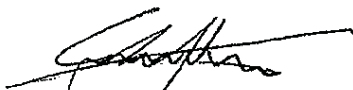
In accordance with s.40 of the *Auditor-General Act 2009* -

- (a) I have received all the information and explanations which I have required; and
- (b) in my opinion -
 - (i) the prescribed requirements in relation to the establishment and keeping of accounts have been complied with in all material respects; and
 - (ii) the financial report presents a true and fair view, in accordance with the prescribed accounting standards, of the financial performance and cash flows of North Burnett Regional Council for the financial year 1 July 2011 to 30 June 2012 and of the financial position as at the end of that year.

Other Matters - Electronic Presentation of the Audited Financial Report

This auditor's report relates to the financial report of North Burnett Regional Council for the year ended 30 June 2012. Where the financial report is included on North Burnett Regional Council's website the Council is responsible for the integrity of North Burnett Regional Council's website and I have not been engaged to report on the integrity of North Burnett Regional Council's website. The auditor's report refers only to the subject matter described above. It does not provide an opinion on any other information which may have been hyperlinked to/from these statements or otherwise included with the financial report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial report to confirm the information contained in this website version of the financial report.

These matters also relate to the presentation of the audited financial report in other electronic media including CD Rom.



C R JENKINS

As Delegate for the Auditor-General of Queensland

Brisbane, 2 November 2012

The background of the entire page is an abstract design consisting of several overlapping, wavy, curved bands in various shades of orange and yellow. These bands create a sense of movement and depth, with some areas appearing more saturated than others. The colors range from a deep, warm orange to a lighter, almost white-yellow.

STATUTORY POLICIES

Policy Title:	Reimbursement and Provision of Facilities for Mayor and Councillors
Policy No:	103
Policy Subject:	Human Resources
Directorate:	Executive Services
Department:	Human Resources
Responsible Officer:	Chief Executive Officer
Authorised by:	North Burnett Regional Council
Adopted Date:	General Meeting – 18/01/2011
Review Date:	18/01/2013
Authorities:	Local Government (Operations) Regulation 2010 Local Government Act 2009

INTRODUCTION:

Council is committed to ensuring that councillors are provided with the facilities required to enable them to perform their duties.

Councillors should not be financially disadvantaged when carrying out the requirements of the role of councillor and should be fairly and reasonably compensated in accordance with statutory requirements and community expectations.

The payment and/or reimbursement of expenses and provision of facilities for councillors:

- is to be open and transparent, prudent, responsible, acceptable to the community and in accordance with statutory requirements;
- based on ensuring economy and efficiency;
- subject to budget provisions;
- subject to the section 4 of the Local Government Act 2009 principles—
 - a) transparent and effective processes, and decision-making in the public interest;
 - b) sustainable development and management of assets and infrastructure, and delivery of effective services;
 - c) democratic representation, social inclusion and meaningful community engagement;
 - d) good governance of, and by, local government; and
 - e) ethical and legal behaviour of councillors and local government employees; and
- consistent with section 102 Financial sustainability criteria of the Local Government Act 2009

OBJECTIVES:

The purpose of this policy is to:

- Ensure compliance with community expectations and statutory requirements relating to the payment or reimbursement of legitimate expenses and provision of facilities for councillors while carrying out their duties and responsibilities as elected representatives of the North Burnett Regional Council; and
- Ensure that all councillors have the facilities and other support necessary to perform their civic duties.

Strategic Priority	Leadership and Governance
Strategic Priority Outcome	A sustainable financial position that supports strategic priorities and delivers a high standard of community service
Performance Measures	Number of complaints received relating to the payment of expenses or the provision of facilities for councillors

SCOPE:

This policy provides for:

- payment of expenses incurred, or to be incurred, by the councillors in the course of discharging their duties and responsibilities as councillors; and
- The provision of facilities to the councillors for that purpose.

This policy does not provide for salaries or other forms of councillor remuneration.

PRINCIPLES:

The payment and/or reimbursement of expenses and provision of facilities for councillors must only be for the actual cost of legitimate business use and only in accordance with the Local Government Act 2009 (LGA) and the Guidelines for Councils: Reimbursement of Expenses and Provision of Facilities for Mayors and Councillors (DLG Guidelines) issued by the Chief Executive Officer of the Department of Local Government, Sport and Recreation.

The policy complies with the Statement of Principles as set out in the DLG Guidelines:

- Reasonable expenses reimbursement to councillors
- Public accountability and transparency
- Public perceptions and community expectations
- No private benefit to be derived
- Equity and participation

For details about entitlements in regard to the payment or reimbursement of councillor expenses and the provision of facilities for councillors, refer to Attachment A: Guidelines for Councillor Expenses and Facilities.

Council's Annual Report must contain a copy of the policy and a copy of any resolution made during the year authorising payment of expenses or provision of facilities to councillors.

Spouses, partners and family members of councillors are not entitled to reimbursement of expenses or to have access to facilities allocated to councillors.

Failure to comply with this policy or misappropriation of expenses or facilities may be a breach of the Local Government Act 2009, Councillor Code of Conduct and/or an offence under the Criminal Code Act 1899.

a) Policy Evaluation Process:

North Burnett Regional Council must provide for public accountability and transparency by:

- Disclosure of overseas travel details in Annual Report;
- Council reports on international travel activities;
- Resolutions made during the year authorising the payment or provision of remuneration;
- including expenses paid or facilities provided, to councillors or members of committees of the local government; and
- Particulars of the total remuneration paid or provided, including expenses paid or facilities provided, to each councillor during the year and the total superannuation contributions paid for each councillor during the year.

b) Changes to Policy

North Burnett Regional Council may amend this policy by Council resolution in accordance with the Local Government Act 2009 and Local Government (Operations) Regulation 2010

Attachment A Guidelines for Councillor Expenses and Facilities

PURPOSE OF THIS DOCUMENT

The purpose of this document is to provide information about the payment or reimbursement of expenses and the provision of facilities for councillors of the North Burnett Regional Council, including the Mayor.

Councillor remuneration is not covered by this document. Councillor remuneration is in accordance with the determination of the Local Government Remuneration Tribunal, as reflected in the Councillor Remuneration Policy.

a) APPROVAL AND AUTHORISATION

The payment or reimbursement of expenses and the provision of facilities for councillors is subject to Council approval where necessary (e.g. for travel), budget provisions and the authorisation of Council's Chief Executive Officer (CEO) or the officer delegated that authority by the CEO.

Wherever practicable, council officers will provide the specified facilities and manage the payment of expenses on behalf of councillors. Any claims by councillors for reimbursement of expenses are to be authorised by the CEO or delegated officer.

1. Expenses

The following expenses refer to actual expenses deemed necessary for Council business. Councillors are only entitled to the expenses contained in the categories listed below.

1.1 Council Business

Where councillors are attending to Council business (refer to Appendix C) such as meetings, functions or other activities in an official capacity, Council will pay for the approved expenses associated with that activity.

The Mayor attends the following Conferences as the primary Delegate CQLGA, LGAQ & ALGA and may attend any other relevant Conference/Seminar/Workshop/Forums. The Mayor may be accompanied to these by the Deputy Mayor or other councillors.

The Council shall appoint the other delegates and/or attendees at the above conferences. Attendance by councillors at other Conferences/Seminars/Workshops shall be recommended by Council or senior officers in writing to the Council meeting.

Council may approve national and international travel for councillors where Council considers it appropriate to promote or represent North Burnett Region for a local government purpose.

1.1.1 Representing Council at events

Councillors may be required to attend a range of events and functions as part of their role in attending to Council business. Councillors may, for example, be required to attend significant sporting and other community events in an official capacity.

Where Council resolves that a councillor is required to attend an event or conference as a delegate of Council, Council will pay for expenses associated with attending that event.

Council will provide tickets to events for councillors for the purpose of addressing Council's advocacy strategy and to provide support for community social and economic development activities.

1.2. Professional development

The payment of expenses for professional development requires Council approval. There are two categories of professional development for councillors – Mandatory Training and Discretionary Training.

1.2.1 Mandatory training

Where Council resolves that all councillors or a class of councillors (e.g. newly elected councillors) are to attend training courses, seminars, conferences, workshops and/or forums for skill development related to a councillor's role, Council will meet all costs.

Examples of mandatory training may include training for councillor induction, code of conduct, meeting procedures and legislative obligations.

1.2.2 Discretionary training

Where a councillor wishes to attend a conference, workshop or training to improve skills relevant to their role as a councillor (other than mandatory training), Council approval is required to pay the expenses of the event.

The funding limit for discretionary training is \$5,000 for each councillor during their four (4) year term in office.

1.3. Travel costs

Councillors may incur travel costs for a number of reasons including attendance at Council meetings, travelling to conferences, training or workshops.

All councillor travel arrangements must be in accordance with Attachment B: Councillor Travel and Accommodation Procedures

In general, the most cost effective form of travel must be used. Councillors may request to travel using their own private vehicle for business purposes and claim a mileage allowance based on log book details to substantiate their claim.

1.4. Accommodation

When attending conferences, councillors must take advantage of (any costs savings available from) any package provided by conference organisers and, therefore, stay in the recommended accommodation unless prior approval has been granted by Council. In all other cases, Council must decide what legitimate accommodation costs that will be reimbursed are.

Given the size of the North Burnett Regional Council area, accommodation may be made available for councillors when attending to council business if it is impractical to return home for that evening. However any such accommodation must be authorised by Council; or for unforeseen reasons, by Mayor or Chief Executive Officer.

Refer to Attachment B: Councillor Travel and Accommodation Procedures for further details.

1.5. Meals

Councillors may claim for the reimbursement of each actual cost per meal when travelling for business related purposes which are outside the boundaries of the North Burnett Regional Council.

Given the size of the North Burnett Regional Council area, councillors may also claim for the reimbursement of each actual cost per meal when attending to council business if it is deemed reasonable. However any such reimbursement must be authorised by Council; or for unforeseen reasons, by Mayor or Chief Executive Officer.

Alternatively, councillors may be paid a daily meal allowance of:

- Breakfast \$20.00
- Lunch \$30.00; and
- Dinner \$50.00

Reasonable beverages, excluding alcohol, may be included as part of the meal reimbursement.

Where councillors claim for reimbursement, they may be provided with a cash advance for meals while travelling for business related purposes. Any advance must be reconciled with actual costs, supported by receipts.

Refer to Attachment B: Councillor Travel and Accommodation Procedures for further details.

1.6. Hospitality expenses

Where councillors incur hospitality expenses while conducting Council business, apart from official civic receptions organised by the Council, the maximum amount that may be reimbursed is:

- \$500.00 per annum for each councillor; and
- \$4,000.00 per annum for the Mayor.

Refer to Attachment B: Councillor Travel and Accommodation Procedures for further details.

Hospitality expenses related to official receptions and other functions organised by council officers are met from relevant approved budgets and in accordance with Council's adopted Statutory Policy No. 105 Entertainment and Hospitality.

1.7. Cab charge and public transport

Councillors may claim for cab charge facilities or reimbursement for public transport tickets (rail, bus, ferry) to attend official Council functions only.

An approved function includes any function approved pursuant to sections 1.2.1 and 1.3. above.

Refer to Attachment B: Councillor Travel and Accommodation Procedures for further details.

2. Facilities

Facilities provided for councillors must be deemed necessary and required to assist councillors in their official capacity. In accordance with statutory provisions, Council may only provide councillors with the facilities listed below.

Council determines the reasonable standard for facilities for councillors. If a councillor chooses a higher standard of facility than that prescribed by Council, any difference in cost must be met by the councillor personally.

All facilities provided to councillors remain the property of Council and must be accounted for during annual equipment audits. The facilities must be returned to Council when the councillor's term expires, unless Council agrees to dispose of the facility in some other manner.

2.1. Administrative tools and office amenities

2.1.1. Office space and access to meeting rooms

The Mayor has an allocated office in the public office.

Council provides access to office accommodation and/or meeting rooms for councillors to meet contact with constituents and the public in each of the six (6) communities. Arrangements may be made with the Director of Corporate Services or the CEO to have access to the office accommodation and meeting rooms.

2.1.2. Secretarial support

The Mayor's office will be staffed with a Personal Assistant.

Limited secretarial support will be provided to councillors by the current secretarial support based in the offices of the Mayor and CEO.

2.1.3. Computer and Printer for business use

Councillors are provided with a laptop computer and printer for Council business use. The standard of computer shall be similar to that available to council managers.

2.1.6. Photocopier and paper shredder

Councillors are entitled to access photocopiers and paper shredders for Council business use at the various council offices. Access to domestic photocopiers/scanners may be provided for the home based offices, on request by councillors.

2.1.7. Stationery

Councillors are provided stationery for official purposes only, including, but not limited to:

- Pens and pen sets
- Paper
- Note paper
- Letterhead
- Business cards
- Envelopes
- 'With Compliments' slips

Council stationery is not to be converted or modified in any way and may only be used for carrying out the functions of the role of councillor.

Stationery does not include any form of advertising by council.

2.1.8. Publications

Councillors are provided access to copies of relevant legislation, books and journals considered necessary for undertaking their duties.

2.1.9. Other administrative necessities

Subject to Council approval, councillors may be provided with any other administrative necessities to meet the business of Council.

2.1.10. Advertising

Council will not reimburse or provide funds, services or facilities for the purposes of advertising for councillors

2.1.11. Community consultation

Councillors may use facilities provided to correspond with community representatives for the purpose of clarifying issues that are relevant to their division or the city in general.

Where a councillor chooses to undertake further community consultation on a particular matter, in addition to that approved by Council, the councillor is responsible for those costs.

2.2. Home office

Councillors may be provided with home office equipment comprising a computer, facsimile machine, printer and internet access for Council business use only.

2.3. Maintenance costs of any Council owned equipment

Council will cover all ongoing maintenance costs associated with fair wear and tear of council owned equipment to ensure it is operating for optimal professional use.

2.4. Name badge and uniforms

Councillors will be provided with any safety equipment such as overalls, safety helmets or glasses, as required, in their role.

Councillors will be provided with uniforms which will include a corporate tie or scarf, a name badge and 3 shirts.

2.5. Vehicles, fuel and parking

2.5.1. Vehicles

The Mayor will be provided with a Council owned vehicle for official Council business. Where practical, Council provided vehicles will be fitted with an aerial or car phone kit to give maximum mobile phone coverage within the region that is accordance with the use of such devices under Queensland and Australian law.

The Mayor may elect to have private use of that vehicle, subject to reimbursement to council for expenses (see below) associated with the private use of the vehicle;

- The expense for private use will be calculated such that the contribution by the councillor will meet the average Fringe Benefits Tax ("FBT") to be paid by Council in relation to vehicles supplied to councillors and used for private use and the running costs (fuel and maintenance) for the private use, where applicable.
- The vehicle provided will be an executive vehicle or equivalent 4WD. If the vehicle is upgraded the additional cost for any reimbursement of private use will be met by the councillor, likewise should the standard of vehicle be downgraded the cost to the councillor will be reduced.

Should a Council owned vehicle be unavailable, the Mayor may choose to use his/her own vehicle, the amount reimbursed will be the actual amount (or equivalent mileage) expended by the councillor, validated by log book records. The amount to be reimbursed will be based on the mileage allowances recommended by the Australian Tax Office.

Councillors will be provided with a Council owned vehicle for official Council business.

Should a councillor choose to use their own vehicle, the amount reimbursed will be the actual amount (or equivalent mileage) expended by the councillor, validated by log book records. The amount to be reimbursed will be based on the mileage allowances recommended by the Australian Tax Office.

2.5.2. Fuel

Fuel for a Council-owned vehicle used for official Council business, will be provided or paid for by Council.

2.5.3. Parking

Council will reimbursement of parking costs paid by councillors while attending to official Council business.

2.6. Telecommunication Needs

Councillors may be provided with a mobile telephone. Where Council provides a mobile telephone or hand held device, Council will pay for all costs associated with the Council business use. Any personal calls made by the councillor must be reimbursed to Council.

Council accepts that reasonable personal use may occur; for example if a Councillor is away calling home each day is considered reasonable personal use. If a councillor uses a personally owned mobile device, council may reimburse up to 50% of the costs incurred.

Where council does not provide a mobile telephone or hand held device, then council will provide:

- A home landline at the councillor's residence, including connection cost, monthly rental and call costs up to 50% of the total calls made. However, any STD or international calls made from the home telephone can only be reimbursed if a receipt and certification is provided by the councillor that the call was related to Council business; and,
- Home internet access including monthly access fee and up to 50% of the package costs.

2.7. Legal Costs and Insurance Cover

Council may decide, pursuant to the Local Government Act and its regulations, to cover costs incurred through any inquiry, investigation, hearing or legal proceedings into the conduct of a councillor, or arising out of, or in connection with the councillor's performance of his/her civic functions. Council shall resolve on this matter on each and every occasion specifically.

Councillors will be covered under Council insurance policies while discharging civic duties.

Specifically, insurance cover will be provided for public liability, professional indemnity, councillor's liability, personal accident and/or workers compensation, international and domestic travel insurance.

Attachment B Guidelines for Councillor Expenses and Facilities

1. General conditions - Councillor accommodation and travel

All councillor air travel and accommodation requires prior approval by Council and authorisation by the Chief Executive Officer or delegate.

All air travel and/or accommodation requirements will be coordinated through the office of the Chief Executive Officer or delegate.

Council is committed to ensuring that travel and related services and products are procured as cost effectively and efficiently as possible using the Council's preferred travel suppliers.

Travel related expenses that do not comply with policy provisions will not be reimbursed.

Requests for ineligible expense claims risk delays in processing, or partial or total forfeiture of reimbursement.

All requests for travel (including associated registrations) should be made in sufficient time to take advantage of discounts and gain access to the widest range of accommodation and flights.

It is accepted that on occasions, a Councillors partner may travel to conferences or events with the Councillor. Councillors will be required to reimburse any extra costs incurred by their partners attending.

Failure to do so will limit flight and accommodation options.

2. Responsibilities

Councillors are required to:

- process all travel related requests in a timely manner through the Chief Executive Officer's office so that available discounts are taken;
- make bookings in a timely manner so that available discounts are taken;
- obtain reimbursement for valid out of pocket expenses in a timely manner following completion of the journey;
- complete all necessary registration and travel request forms.

The Chief Executive Officer must:

- ensure the application complies with policy provisions;
- approve travel requests in a timely manner;

2. Responsibilities (continued)

- implement systems of risk management to ensure that expenditure on travel is efficient, economic and appropriate;

The Officer coordinating the travel is responsible for:

- identifying 'best deals' and negotiating special rates with Council's preferred travel providers;
- providing advice to councillors in relation to travel services, policies and procedures;
- coordinating all travel requests to ensure bookings are made in a timely manner and that all requests are processed in accordance with Council's policy;
- maintaining information on issues as accommodation, airfares, car hire and other related costs for the purpose of reporting to Council, as required.

3. Preferred travel provider

Council may appoint a preferred travel provider that processes all travel requests, negotiates discount air and accommodation rates and provides assistance to councillors on all travel related matters. All transport and related travel should be booked through this provider, however, where an alternative provides an overall saving to Council, this alternative may be used with the approval of the Chief Executive Officer's office. Councillors must not negotiate travel rates directly with travel suppliers. All such requests must be processed through the Chief Executive Officer's office.

4. Approval

All councillor travel requires the approval of Council or in unforeseen circumstance Mayor and Chief Executive Officer. All travel requests from a councillor must be submitted to Council and should identify the relevance of such event to the Council and as far as practicable indicate the cost of attendance.

Council will assess merit of councillor involvement in trade missions, business or economic development activities or sister city activities.

Where time does not permit the presentation of a report to Council and councillor's travel has been approved by the Mayor and Chief Executive Officer, a report of the delegated approval and the circumstances should be submitted to the next available Council Meeting.

Where councillors are appointed by the Council as Council's representative on State or Federal committees or Government associations, all travel and accommodation associated with the councillor's fulfilment of that role is deemed as approved without the need for a further report to Council.

5. Air travel

The most cost effective form of air travel will be used. Council's contracted travel services provider is required to offer the "best fare" available at the time of booking. Therefore flights requested may not always be offered when asked to confirm the booking.

Electronic ticketing (ETicket) will be used for airline tickets where available.

6. Class of travel

The standard of air travel for councillors travelling on Council business shall be economy. Councillors may upgrade to a higher class of travel if there is no additional cost to Council.

7. Flexible tickets

Where flexibility is required for return times or connecting flights, a suitably flexible ticket may be purchased with the approval of the authorising person.

8. Accommodation

Accommodation arrangements for councillors must comply with the provisions of Attachment A of the policy. Conference accommodation packages are to be used where it is economically feasible to do so. Alternative accommodation arrangements taking into account the total costs, location, value for money, convenience and traveller safety.

In determining accommodation locations and standards for all councillors, every effort will be made to minimise the total cost associated with attendance at the event. Travel time to the event, taxi costs, convenience and hotel services will be considered when booking accommodation. When practical and available, accommodation will be arranged within close proximity of the event venue.

Accommodation and associated expenses will not be paid for local events such as seminars, conferences etc. held within the boundaries of North Burnett Regional Council and adjoining local government areas where it is reasonable to expect the councillor to travel to and from the event on the same day. However, the Chief Executive Officer may approve such costs giving consideration to the home location, driving times and participation requirements of the councillor.

Wherever practical to do so, Council will book and prepay all accommodation before departure. Council will not prepay any charges against the room except for accommodation and taxes where applicable.

All expenses incurred at the accommodation venue other than accommodation must be settled at the time of departure unless prior arrangements have been made with Council to have the account settled by purchase order.

It is the councillor's responsibility to seek reimbursement of legitimate expenses upon return. Reimbursement will not be approved without original receipts.

Accommodation meeting the general standards applicable for domestic travel will apply to international travel arrangements. Where a sister city relationship exists or international contacts with government or business agencies exist, the government or business agency may be contacted to assist with accommodation bookings to ensure suitability of location and standard.

Prepayment of all accommodation is preferred; however, it is acknowledged that some countries do not permit this. In such cases, an increase to the daily travel advance may be made to meet accommodation costs.

9. Use of a motor vehicle to attend events

Motor vehicles may only be used to attend local events. The use of a vehicle to attend an event where airline travel would normally be provided is not permitted unless approved by Council.

Any fines incurred while travelling in Council owned vehicles or privately owned vehicles when attending to Council business, will be the responsibility of the Councillor incurring the fine.

Unless otherwise approved (e.g. for medical reasons), if a councillor chooses not to use Council provided or arranged travel to attend an event, the councillor is responsible for meeting all travel and accommodation expenses, during the period of travel to the event.

Councillor's private vehicle usage will be reimbursed at the Australian Taxation Office cents per kilometre rate if the:

- Travel has been endorsed by Council resolution; and
- Claim for mileage is substantiated with log book details; and
- Total travel claim does not exceed the cost of the same travel using economy flights plus the cost of taxi transfers.

10. Hire cars

The requirement for a hire car should be identified at the time of seeking Council approval for attendance.

11. Taxi and cab charge vouchers

Any travel by taxi for Council business will be reimbursed by Council. Any taxi travel within the North Burnett Regional Council area will not be reimbursed unless prior authorisation is given. Incidental travel while attending an event must be met by the councillor.

12. Meals and incidentals

Daily allowances or cash advances for meals and incidentals will be paid in accordance with the provisions of the Expenses Reimbursement and Provision of Facilities for Councillors and Mayor Policy.

12.1 Domestic travel

For domestic travel, a daily meal and incidental travel allowance will be paid to councillors in lieu of actual cost reimbursement. Where a daily meal and incidental allowance is paid, the reimbursement of any other expense is subject to approval.

Where possible, payment will be paid into the councillor's nominated bank account as part of the normal pay cycle.

For domestic travel, the daily allowance will be calculated taking account of meals included in the event registration or provided in the travel package. Where a conference dinner or meal (including breakfast or lunch) is included in the registration, the respective allowance for that meal will be deducted from the total daily allowance. If the councillor chooses not to attend a provided dinner/meal, then the full cost of the alternative meal shall be at the councillor's expense.

For conference and course attendance where an overnight stay is required, the following example will be used as a guide.

Example:

A councillor travels to Sydney for a two-day conference commencing Monday morning and finishing Tuesday afternoon. Travel to Sydney on Monday morning is considered impractical. The councillor leaves on Saturday and returns on Tuesday night. The conference registration includes dinner on Monday night and lunches for both conference days but no breakfasts. Travel home on Tuesday is on a late afternoon flight departing before 6.00pm. The councillor is required to pay for accommodation on Saturday night and the following allowance will be prepaid:

Sunday night dinner
Incidentals for Monday
Monday breakfast
Tuesday breakfast

No further claims for meals or incidentals will be accepted.

A prior night's accommodation shall only be approved where travel to the event on the day of commencement is not practical.

Incidentals will be paid for each full day the councillor is required to be away from home. This allowance will include such items as, laundry/dry cleaning, newspapers, phone calls, bus fares and other similar travel related incidental expenses not specifically covered in this policy

Where a councillor is required to travel but no overnight accommodation is required, the councillor is entitled to reimbursement for the reasonable cost of meals and expenses as determined above. A prepaid allowance will not be made and all claims for part day travel expenses must be made on return from the event as an out of pocket expense claim.

12.2 International travel

For international travel, a travel advance may be paid which must be reconciled on the councillor's return. Actual Council business related costs will be reimbursed on presentation of original receipts.

Where a councillor is travelling on approved international travel, a travel advance of up to \$100.00 per day may be paid to cover breakfast, lunch and dinner and the incidental allowance per day for eligible Council business related expenses.

Alternatively, Council may consider issuing a credit card to a Councillor for the trip and acquit actual expenses incurred for Council business in accordance with the guidelines.

Acquittal of the cash advance for international travel is required within seven (7) days of travel completion. Councillors must keep a diary of all Council business related expenses including original receipts. The travel advance must be reconciled against actual Council business related costs incurred.

Claims without receipts will not be accepted. Any expenses above the travel advance will be reimbursed. Any overpayment must be repaid to Council.

13. Parking

Council will reimburse the cost of parking fees incurred in order to attend an event where councillors attend in their official capacity. Supporting receipts are required for reimbursement.

Where airport parking is used for the duration of an event, the cost of the parking shall be reimbursed upon presentation of receipts. Use of airport parking facilities shall only be used where it is economical to do so and after all other reasonable methods of transport to and from the airport have been considered.

14. In-room internet connection for Council business purposes

Where in-room internet connection is required for undertaking Council business, reasonable connection costs may be claimed on completion of travel. However, it is preferred that councillors will use a wireless Internet card available by prearrangement through Council's IT Section.

15. Hospitality expenses

Hospitality expenses may only be paid in accordance with the Expenses Reimbursement and Provisions of Facilities for Councillors and Mayor Policy (see Attachment A - 1.6).

Councillors must ensure that hospitality expenses are recorded and that their claim for expenses contains the following information:

- the circumstances;
- the form of hospitality;
- breakfast;
- lunch;
- dinner;
- gift;
- the cost;
- original receipts;
- the location; and
- a list of attendees.

Expenses will not be reimbursed for personal items or costs unrelated to Council business; e.g.:

- Alcohol;
- Babysitting fees;
- Kennel fees;
- Occasional Airline club fees;
- Toiletries;
- Barber or hair stylist;
- Traffic infringements;
- In flight and in house movies;
- Tourism related costs;
- Mini bar purchases;
- Personal telephone;
- Social events; and
- Reading materials.

As a guide, expenses not normally reimbursed at home, will not be reimbursed when travelling.

16. Expenses reimbursement process

Where practical, Council will pay all travel and accommodation expenses before departure, however, any claim for allowable expenses not covered by the advance may be made at the completion of travel.

Reimbursement of legitimate Council business expenses not covered by the incidental allowance must be made on the Out of Pocket Expenses Claim Form with original receipts and submitted to the Chief Executive Officer for approval.

17. Accompanying partners and personal travel arrangements

All travel and accommodation for partners of councillors must be paid by the councillor. Personal arrangements may be booked through Council. Council will not pay for any private travel expenses. In the event costs have been incurred by Council for a councillor's partner, the councillor will reimburse Council.

Council will not arrange private travel for councillors or their partners except where the Councillor is travelling as an official delegate or representative of Council.

18. Cancellation of travel and accommodation

If a councillor cancels travel previously planned and booked by the Council as part of official business for Council, then the councillor will be required to reimburse the Council the costs incurred. Submission to the Council to waive the reimbursement would be required to avoid such costs being imposed.

Policy Title:	Equal Employment Opportunity
Policy No:	101
Policy Subject:	Human Resources
Directorate:	Executive Services
Department:	Human Resources
Responsible Officer:	Chief Executive Officer
Authorised by:	North Burnett Regional Council
Adopted Date:	Policy & Strategy Meeting – 02/08/2011
Review Date:	02/08/2013
Authorities:	Equal Opportunity in Public Employment Act 1992 Local Government Act 1993 Local Government Regulation 1994

INTRODUCTION:

The NORTH BURNETT REGIONAL COUNCIL is committed to the implementation of, and adherence to Equal Employment Opportunity (EEO) principles in all aspects of our operations. Council's EEO Policy outlines objectives and strategies that were developed through a consultative process. The overall objective of this policy is to identify, promote and implement effective EEO strategies that will complement and enhance Council's existing management practices.

OBJECTIVES:

Through the implementation of this policy, the North Burnett Regional Council aims to achieve the following objectives –

1. Employment practices which are based on fairness, equity and merit and promote employee participation and productivity;
2. Fully utilise and develop the potential of every employee;
3. Increase employee moral and motivation by increasing staff confidence in Council's human resource management practices and access to employment and training opportunities;
4. Ensure that all Council policies and work practices are consistent with EEO principles;
5. Achieve continuous improvement in the delivery of customer service through a workforce which understands and is responsive to customer needs.

PRINCIPLES:

While employee co-operation and involvement are necessary prerequisites for the successful implementation of EEO strategies, the primary responsibility for implementing the strategies outlined in the policy rests with Directors and Supervisors. It is imperative the EEO principles are integrated with other forms of managerial and supervisory responsibility.

Council's policy affirms that the North Burnett Regional Council is fully committed to ensuring the elimination of discriminatory practices within our workplace. Council employees, contractors and members of the public are encouraged to consult with the Workplace Training Committee or Department Heads over any issues concerning employment.

POLICY STATEMENT – COUNCIL'S COMMITMENT

The North Burnett Regional Council is committed to the implementation and maintenance of Equal Employment Opportunity (EEO) principles in all aspects of our operation. Council will ensure that all corporate policies and practices do not discriminate against any target group.

Council recognises that EEO contributes to operational efficiency by ensuring that employees are recruited and promoted on the basis of merit and their individual talents and capabilities. Council shall ensure that all employees have fair and equal access to training opportunities.

In the event of a vacancy, Council may recruit and promote any existing employee on the basis of merit and their individual talents and capabilities without seeking expressions of interest from external sources.

All citizens are entitled to compete for positions within Council and no applicant shall be excluded on the basis of their –

1. race;
2. gender
3. marital and/or parental status;
4. age
5. religious or political beliefs;
6. or any other grounds as deemed unlawful by Anti-Discrimination legislation.

Council will endeavour to develop a staffing profile that reflects that of the community.

The North Burnett Regional Council is committed to providing a work environment for our employees which is free from unwanted harassment of any kind.

DEMOGRAPHIC PROFILE & ENVIRONMENTAL ANALYSIS

(Statistics sources: Australian Bureau of Statistics www.abs.gov.au)

Specific strategies have been incorporated into this policy which are directed towards achieving equitable employment participation rates which are reflective of our community. These strategies are congruent with Council's view that an organisation which is representative of the community which it serves is in a strong position to understand and meet the needs of that community.

The following tables demonstrate the progress that Council has made to date in achieving employee participation rates that are reflective of the community that it serves.

Gender

	North Burnett Regional Council	Community
Male	185	5495
Female	77	5292

Age

	North Burnett Regional Council	Community
0-14	0	2179
15-24	28	1100
25-54	161	3937
55-64	65	1543
64+	8	2028

Origin

	North Burnett Regional Council	Community
Australian	232	Unavailable
Indigenous Australian	30	Unavailable

RESPONSIBILITIES – EQUAL EMPLOYMENT OPPORTUNITY

The responsibility for implementing and upholding the principles of EEO at the North Burnett Regional Council rests with every Director and Supervisor. All employees of the North Burnett Regional Council regardless of employment terms or conditions are responsible for adhering to EEO policies and guidelines. The following outlines the responsibilities of individual Officers and Committees within Council with regard to EEO.

EEO OFFICER

The designated EEO Officer is responsible for the following:

1. Ensuring that the EEO Policy is implemented;
2. Overseeing the content and direction of Council's EEO programs;
3. Participating in and contributing to Workplace Training Committee Meetings;
4. Assisting with the training of staff on EEO and related issues;
5. Keeping up to date with legislative changes and requirements and disseminating information accordingly;
6. Assisting staff with issues concerning EEO.

THE WORKPLACE COMMITTEE

The Workplace Committee consists of employee representatives elected by the workforce and representatives of the Executive Management Team. The Committee has the following function in relation to EEO:

1. To consult with staff on EEO issues;
2. To provide accurate and timely advice and recommendations to Council on matters relating to EEO;
3. To review current policies & practices and ensure that they are in line with EEO principles;
4. To identify EEO initiative, strategies and facilitate their implementation into the workplace;
5. To assist in the preparation of Annual Reports and Management Plans for submission to Government Bodies and Agencies;
6. Participate in the training of employees of EEO issues.

The Workplace Committee provides a consultative framework through which employees can raise employment concerns and participate in the development and implementation of policies and work practices.

DIRECTORS & SUPERVISORS

Directors and Supervisors are particularly responsible for putting the principles of EEO into practice. This involves:

1. Raising awareness of EEO issues;
2. Identifying needs
3. Preventing unlawful discrimination;
4. Supporting consultative and referral processes; and
5. Proactively implementing EEO policies and practices.

Ultimate responsibility for each strategy outlined in the policy rests with the designated officer. The Chief Executive Officer has direct responsibility for the EEO Policy. However, the level of success achieved by the EEO Management Program and the strategies outlined in this policy will be dependant upon the involvement and commitment of ALL Council employees.



STATUTORY INFORMATION

Legislative Requirement	North Burnett Regional Council's Compliance
Local Government Act 2009	
45 Identifying significant business activities A local government's annual report for each financial year must— (a) contain a list of all the business activities that the local government conducted during the financial year; and (b) identify the business activities that are significant business activities; and (c) state whether or not the code of competitive conduct was applied to the significant business activities, and if the code was not applied, the reason why it was not applied; and (d) state whether any of the significant business activities were not conducted in the preceding financial year, i.e. whether there are any new significant business activities.	Refer to Financial Notes No. 28.
201 Annual report must detail remuneration (1) The annual report of a local government must state— (a) the total remuneration packages that are payable (in the year to which the annual report relates) to senior contract employees; and (b) the number of senior contract employees who are being paid each of the total remuneration packages. (2) A senior contract employee is— (a) the chief executive officer; or (b) any other local government employee who is employed— (i) on a contractual basis; and (ii) in a position that reports directly to the chief executive officer.	1 senior contract employee with a total remuneration package in the range of \$100,000-\$149,000. 4 senior contract employees with a total remuneration package in the range of \$150,000-\$200,000.
Local Government (Finance, Plans & Reporting) Regulation 2010	
Part 3 Planning and accountability documents Division 1 Annual report Subdivision 2 Contents 109 What sdiv 2 is about This subdivision explains what an annual report for a financial year must contain. See also sections 32 and 176 of the Business Activities Regulation 32 Annual Report <i>(1) A local government's annual report for a financial year must include an annual operations report for each commercial business unit.</i> <i>(2) An annual operations report, for a commercial business unit, is a document that contains the following information for the previous financial year—</i> <i>(a) information that allows an informed assessment of the unit's operations, including a comparison with the unit's annual performance plan;</i> <i>(b) particulars of any changes made to the unit's annual performance plan;</i> <i>(c) particulars of the impact the changes had on the unit's—</i> <i>(i) financial position; and</i> <i>(ii) operating surplus or deficit; and</i> <i>(iii) prospects;</i> <i>(d) particulars of directions the local government gave the unit.</i>	No commercial business units.
176 Annual report to include summary of complaints and decisions by local government <i>The local government must include the following information in its annual report for each financial year—</i> <i>(a) a summary of—</i> <i>(i) investigation notices for competitive neutrality complaints given in the year; and</i> <i>(ii) reports on references made to QCA that are received by the local government in the year;</i> <i>(b) a summary of the local government's decisions in the year on—</i> <i>(i) the referee's recommendations on the complaints; and</i> <i>(ii) QCA's recommendations on the references;</i> <i>(c) a list of the business activities accredited.</i>	Nil
110 General purpose financial statement The annual report for a financial year must contain— (a) the general purpose financial statement for the financial year, audited by the auditor-general; and (b) the auditor-general's audit report about the general purpose financial statement.	(a) Refer to Statement of Financial Position pg. 63. (b) Refer to Independent Auditor's Report pg. 105
111 Community financial report The annual report for a financial year must contain the community financial report for the financial year.	Refer to Community Financial Report.
112 Relevant measures of financial sustainability The annual report for a financial year must state— (a) the relevant measures of financial sustainability for the financial year for which the report has been prepared and the next 9 financial years; and (b) an explanation of the local government's financial management strategy that is consistent with the long-term financial forecast.	Refer to Community Financial Report.

<p>113 Resolutions The annual report for a financial year must contain— (a) a copy of the resolutions made during the year under sections 42(5) and 45(1) of the Operations Regulation; and 42 Remuneration Schedule <i>42(5) A local government must, by resolution, adopt the remuneration schedule within 90 days of the schedule being gazetted.</i> <i>45(1) A local government must adopt, by resolution, an expenses reimbursement policy or an amendment of the expenses reimbursement policy.</i></p>	<p>Cr PW Francis moved and Mayor, Cr JE Jensen seconded: That in accordance with section 42(5) of the Local Government (Operations) Regulation 2010 (the regulation) North Burnett Regional Council resolves to accept the Local Government Remuneration and Discipline Tribunal decision and adopt the Tribunal Remuneration Schedule.</p> <p>That Council resolves to amend the Councillor Remuneration to provide for Councillor Remuneration to apply as follows from 01 January 2012 to 31 December 2012.</p> <p>Mayor 65% of reference rate Deputy Mayor 37.5% of reference rate Councillor 32.5% of reference rate</p> <p>Where the reference rate is the rate described in the Local Government Remuneration duties described in the Councillor Remuneration and shall be in addition to the amalgamation loading which will cease as at 1 April 2012.</p>																						
<p>(b) a list of any resolutions made during the year under section 154(3). 154 Valuation of non-current physical assets <i>(3) The amount must be included in a note in the local government's general purpose financial statement.</i></p>	<p>Refer to Financial Notes 14 (a) & 14 (b).</p>																						
<p>114 Councillors (1) The annual report for a financial year must contain particulars of— (a) the total remuneration paid to each councillor during the year; and</p>	<table border="1"> <thead> <tr> <th colspan="2">Gross Remuneration</th></tr> </thead> <tbody> <tr><td>Cr JE Jensen</td><td>\$82,538.80</td></tr> <tr><td>Cr KW Wendt OAM</td><td>\$53,673.25</td></tr> <tr><td>Cr PW Lobegeier</td><td>\$49,202.05</td></tr> <tr><td>Cr PW Francis</td><td>\$47,389.24</td></tr> <tr><td>Cr FO Whelan</td><td>\$48,330.83</td></tr> <tr><td>Cr P Baker</td><td>\$41,269.22</td></tr> <tr><td>Cr P Huth</td><td>\$41,269.22</td></tr> <tr><td>Cr DG Waugh</td><td>\$12,240.13</td></tr> <tr><td>Cr JF Dowling</td><td>\$6,120.02</td></tr> <tr><td>Cr WJ Bowen</td><td>\$6,120.02</td></tr> </tbody> </table>	Gross Remuneration		Cr JE Jensen	\$82,538.80	Cr KW Wendt OAM	\$53,673.25	Cr PW Lobegeier	\$49,202.05	Cr PW Francis	\$47,389.24	Cr FO Whelan	\$48,330.83	Cr P Baker	\$41,269.22	Cr P Huth	\$41,269.22	Cr DG Waugh	\$12,240.13	Cr JF Dowling	\$6,120.02	Cr WJ Bowen	\$6,120.02
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<p>(c) the expenses incurred by, and the facilities provided to, each councillor during the year under the local government's expenses reimbursement policy; and</p>	<table border="1"> <thead> <tr> <th colspan="2">Mileage & Incidentals</th></tr> </thead> <tbody> <tr><td>Cr JE Jensen</td><td>\$0.00</td></tr> <tr><td>Cr KW Wendt OAM</td><td>\$153.30</td></tr> <tr><td>Cr PW Lobegeier</td><td>\$2,285.83</td></tr> <tr><td>Cr PW Francis</td><td>\$0.00</td></tr> <tr><td>Cr FO Whelan</td><td>\$724.82</td></tr> <tr><td>Cr P Baker</td><td>\$0.00</td></tr> <tr><td>Cr P Huth</td><td>\$6,746.00</td></tr> <tr><td>Cr DG Waugh</td><td>\$108.00</td></tr> <tr><td>Cr JF Dowling</td><td>\$0.00</td></tr> <tr><td>Cr WJ Bowen</td><td>\$0.00</td></tr> </tbody> </table> <p>*Council provides vehicles for council related travel to all councillors except Cr Huth. Cr Huth used his private vehicle and is paid mileage.</p>	Mileage & Incidentals		Cr JE Jensen	\$0.00	Cr KW Wendt OAM	\$153.30	Cr PW Lobegeier	\$2,285.83	Cr PW Francis	\$0.00	Cr FO Whelan	\$724.82	Cr P Baker	\$0.00	Cr P Huth	\$6,746.00	Cr DG Waugh	\$108.00	Cr JF Dowling	\$0.00	Cr WJ Bowen	\$0.00
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<p>(d) a copy of the local government's expenses reimbursement policy; and</p>	<p>Refer to Policies - Reimbursement and Provision of Facilities for Mayor and Councillors.</p>																						

(e) the number of local government meetings that each councillor attended during the year; and

	General Meeting	Standing Committees of Council	Special Meetings
Cr JE Jensen	11	5	3
Cr KW Wendt OAM	13	6	4
Cr PW Lobegeier	13	5	4
Cr PW Francis	13	6	4
Cr FO Whelan	13	6	4
Cr P Baker	10	4	3
Cr P Huth	8	3	1
Cr DG Waugh	2	1	1
Cr JF Dowling	2	1	1
Cr WJ Bowen	2	1	1

(f) the total number of the following during the year—

(i) orders and recommendations made under section 180(2) or (4) of the Act;

180 Taking disciplinary action

(2) The regional conduct review panel may make any 1 or more of the following orders or recommendations that it considers appropriate in view of the circumstances relating to the misconduct—

- (a) an order that the councillor be counselled about the misconduct, and how not to repeat the misconduct;
- (b) an order that the councillor make an admission of error or an apology;
- (c) an order that the councillor participate in mediation with another person;
- (d) a recommendation to the department's chief executive to monitor the councillor or the local government for compliance with the Local Government Acts.

(4) The tribunal may make any order or recommendation that it considers appropriate in view of the circumstances relating to the misconduct.

(ii) orders made under section 181 of the Act; and

181 Inappropriate conduct

(1) If the chief executive officer refers a complaint to the mayor or deputy mayor, the mayor or deputy mayor may make either or both of the following orders that the mayor or deputy mayor considers appropriate in the circumstances—

- (a) an order reprimanding the councillor for the inappropriate conduct;
- (b) an order that any repeat of the inappropriate conduct be referred to the department's chief executive as misconduct.

(2) If inappropriate conduct happens in a meeting of the local government or its committees, the chairperson of the meeting may make any 1 or more of the following orders that the chairperson considers appropriate in the circumstances—

- (a) an order that the councillor's inappropriate conduct be noted in the minutes of the meeting;
- (b) an order that the councillor leave the place where the meeting is being held
- (c) an order that a councillor who fails to leave the place where the meeting is being held when ordered to do so, be removed from the place.

(g) each of the following during the year—

(i) the name of each councillor in relation for whom an order or recommendation was made under section 180 of the Act or an order was made under 181 of the Act;

(ii) a description of the misconduct or inappropriate conduct engaged in by each of the councillors;

(iii) a summary of the order or recommendation made for each councillor; and

(h) the number of each of the following during the year—

(i) complaints about the conduct or performance of councillors assessed as frivolous or vexatious under section 177(4) of the Act

177 Assessing complaints

(4) If the chief executive officer assesses that the complaint is about a frivolous matter or was made vexatiously, the chief executive officer may decide that no further action be taken in relation to the complaint.

(ii) complaints referred to the department's chief executive under section 177(5)

(a) of the Act;

177 Assessing complaints

(5)(a) if the complaint is about conduct of the mayor—refer the complaint to the deputy mayor; or

(iii) complaints referred to the mayor under section 177(5)(b) of the Act;

177 Assessing complaints

(5)(b) if the complaint is about conduct of another councillor—refer the complaint to the mayor.

(iv) complaints referred to the department's chief executive under section 177(6) of the Act;

177 Assessing complaints

(6) If the chief executive officer assesses that the complaint is about misconduct, the chief executive officer must refer the complaint to the department's chief executive.

(v) complaints assessed by the chief executive officer as being about official misconduct;

(vi) complaints heard by a conduct review panel;

(vii) complaints heard by the tribunal;

(viii) complaints dealt with by the chief executive officer under section 177(8) of the Act.

177 Assessing complaints

(8) If the chief executive officer assesses that the complaint is about another matter, the chief executive officer must deal with the complaint in an appropriate way.

Nil.

115 Administrative action complaints (1) The annual report for a financial year must contain— (a) a statement about the local government's commitment to dealing fairly with administrative action complaints; and (b) a statement about how the local government has implemented its complaints management process, including an assessment of the local government's performance in resolving complaints under the process. (2) The annual report must also contain particulars of— (a) the number of the following during the year— (i) administrative action complaints made to the local government; (ii) administrative action complaints resolved by the local government under the complaints management process; (iii) administrative action complaints not resolved by the local government under the complaints management process; and (b) the number of administrative action complaints under paragraph (a)(iii) that were made in a previous financial year.	Policy No. 116 Administrative Action Complaints - Adopted at General Meeting 15/11/2011.	
116 Overseas travel The annual report for a financial year must contain the following information about any overseas travel made by a councillor or local government employee in an official capacity during the financial year— (a) for a councillor—the name of the councillor; (b) for a local government employee—the name of, and position held by, the local government employee; (c) the destination of the overseas travel; (d) the purpose of the overseas travel; (e) the cost of the overseas travel; (f) any other information about the overseas travel the local government considers relevant.	Nil.	
117 Expenditure on grants to community organisations The annual report for a financial year must contain a summary of— (a) the local government's expenditure for the financial year on grants to community organisations; and (b) expenditure from each councillor's discretionary fund, including— (i) the name of each community organisation to which an amount was allocated from the fund; and (ii) the amount and purpose of the allocation.	Refer to Community Grants & Donations.	
118 Reserves and controlled roads (1) The annual report for a financial year must contain a note about each of the following that the local government controls at any time during the financial year— (a) land that is a reserve under the Land Act; (b) roads that the local government does not own. (2) A note about a reserve must state the area of the reserve that the local government controls, including land that the local government has leased to someone else. (3) A note about roads must state the total length of roads the local government controls and does not own.	(a) The total area of Land Act reserves within the North Burnett Region is 18,227.0163ha. (b) Council does not control roads that we do not own.	
119 Other contents (1) The annual report for a financial year must contain— (a) an assessment of the local government's performance in implementing its long-term community plan, 5-year corporate plan and annual operational plan; and (b) particulars of other issues relevant to making an informed assessment of the local government's operations and performance in the financial year; and (c) details of any action taken for, and expenditure on, a service, facility or activity— (i) supplied by another local government under an agreement for conducting a joint government activity; and (ii) for which the local government levied special rates or charges for the financial year; and (d) the number of invitations to change tenders under section 177(7) during the year; and 177 Tender process (7) If the chief executive officer assesses that the complaint is about official misconduct under the Crime and Misconduct Act, the chief executive officer must deal with the complaint in accordance with that Act.	Community Plan adopted at a Special Meeting on 29/11/2012. Resolution No. 101-02-2012 - Corporate Plan review conducted at General Meeting of 21/02/2012. Operational Plan reported against quarterly to Council.	
(b) particulars of other issues relevant to making an informed assessment of the local government's operations and performance in the financial year; and	Refer to Financial Statements.	
(c) details of any action taken for, and expenditure on, a service, facility or activity— (i) supplied by another local government under an agreement for conducting a joint government activity; and (ii) for which the local government levied special rates or charges for the financial year; and	Not Applicable.	
(d) the number of invitations to change tenders under section 177(7) during the year; and	Nil.	
(e) a list of the registers kept by the local government; and	<div> <div>- Local Law Register</div> <div>- Election Gifts Registers</div> <div>- Significant Business Register</div> <div>- Delegations Register</div> <div>- Statement of Interest Register - Councillors</div> <div>- Statement of Interest Register - Senior Contract Staff</div> <div>- Asset Register</div> </div> <div> <div>- Gift Register</div> <div>- Beneficial Enterprises Register</div> <div>- Mayoral Directions Register</div> <div>- Cost-recovery Fees Register</div> <div>- Regulatory Fees Register</div> <div>- Contact with Lobbyists Register</div> <div>- Road Map Register</div> </div>	
(f) a summary of all concessions for rates and charges granted by the local government; and	General Rebates and concessions granted 119 transactions totalling \$2,648.20 82 transactions for amount less than \$10 for a value of \$223.47 31 transactions for amount between \$10-\$100 for a value of \$920.35 6 transactions for amount greater than \$100 for a value of \$1,504.38 Residential rate rebate program 2 transaction for an amount of \$580 for a value of \$1,160	

(g) the report on the internal audit for the year; and	Internal Audit policy and plan adopted throughout financial year. Report presented to Audit Committee.
(h) a statement about the local government's activities during the year to implement its plan for equal opportunity in employment; and	Refer to Policies - Equal Employment Opportunity Policy.
(i) the names of the local government's shareholder delegates for its corporate entities; and	Mark Pitt (Chief Executive Officer) for RM Williams Australian Bush Learning Centre.
(j) a summary of investigation notices given in the year under section 137 of the Business Activities Regulation for competitive neutrality complaints; and 137 Notice of intention to investigate <i>(1) This section is about investigation notices.</i> <i>(2) An investigation notice is a document that—</i> <i>(a) states a referee's intention to investigate a competitive neutrality complaint; and</i> <i>(b) states the subject matter of the complaint, or has a copy of the complaint attached; and</i> <i>(c) invites the complainant to make written submissions or, if the referee approves, oral submissions about the matter to the referee; and</i> <i>(d) states a reasonable period within which the submissions may be made; and</i> <i>(e) states the referee's address.</i> <i>(3) The referee must give an investigation notice to—</i> <i>(a) the complainant; and</i> <i>(b) the local government; and</i> <i>(c) if a corporate entity is conducting the business activity—the corporate entity; and</i> <i>(d) another person, if the referee considers it is appropriate.</i> <i>(4) A referee must give the investigation notice before the investigation starts.</i>	Nil.
(k) the local government's decisions in the year on— (i) the referee's recommendations on any complaints under section 145(3) of the Business Activities Regulation; and 145 Required matters for referee's report <i>(3) If the referee decides the business entity has a competitive advantage, the report must include—</i> <i>(a) recommendations on how the business entity can conduct the business activity in a way that complies with the competitive neutrality principle; and</i> <i>(b) the reasons for the recommendations; and</i> <i>(c) for a complaint about a building certifying activity—comments on how carrying out the statutory building functions has resulted in a competitive advantage.</i> (ii) the Queensland Competition Authority's recommendations under section 158(5) of the Business Activities Regulation. 158 Required matters for QCA's report <i>(5) If QCA decides the business activity suffers a competitive disadvantage, the report must include—</i> <i>(a) recommendations on how the business activity can overcome the competitive disadvantage; and</i> <i>(b) the reasons for the recommendations; and</i> <i>(c) comments about the competitive disadvantage, including comments about the effect of the disadvantage on the business activity.</i>	Nil.

Public Sector Ethics Act 1994

23 Reporting

The chief executive officer of a public sector entity must ensure that each annual report of the entity includes an implementation statement giving details of the action taken during the reporting period to comply with the following sections:

15 Preparation of codes of conduct

The chief executive officer of a public sector entity must ensure that a code of conduct is prepared for the entity.

21 Education and training

(1) The chief executive officer of a public sector entity must ensure that public officials of the entity are given appropriate education and training about public sector ethics.

(2) In particular, the education and training must relate to:

(a) The operation of this ACT;

(b) The application of ethics principles and obligations to the public officials;

(c) The contents of the entity's approved code of conduct;

(d) The rights and obligations of the officials in relation to contraventions of the approved code of conduct.

22 Procedures and practices of public sector entities

The chief executive officer of a public sector entity must ensure that the administrative procedures and management practices of the entity have proper regard to:

(a) This ACT and, in particular, the ethics obligations of public officials;

(b) The entity's approved code of conduct.

Council adopted Policy No. 114 - Councillor Code of Conduct on the 5 October 2010. The Code of Conduct is available from Council's website.

Right to Information Regulation 2009

Part 4 Requirements for annual reports

8 Report to Assembly on Act's operation—Act, s 185

(1) For section 185(2) of the Act, details of the following matters must be included in a report under section 185(1) of the Act in relation to the financial year to which the report relates—

(a) the number of access applications received by each agency or Minister;

One application.

(b) for each agency or Minister—

(i) the number of refusals to deal with an access application under section 40 of the Act; and

(ii) the number of refusals to deal with an access application under section 41 of the Act; and

(iii) the number of refusals to deal with an access application under section 43 of the Act;

(c) for each agency or Minister—the number of refusals of access under each paragraph of section 47(3) of the Act and any other particular provision of the Act relevant to the refusal;

Nil.

(d) for each agency or Minister—the number of documents included in a disclosure log under section 78 of the Act;

One document.

(e) for each agency or Minister—

(i) the number of deemed decisions under section 46 of the Act; and

(ii) the number of decisions on internal review taken to have been made under section 83(2) of the Act;

Nil.

(f) for each agency or Minister—

(i) the number of internal review applications received; and

(ii) for each application, whether the decision on the internal review was different from the decision subject to internal review, and how it was different;

One application.

(g) for each agency or Minister—

(i) the number of external review applications made in relation to a decision of the agency or Minister; and

(ii) the number of external review applications where there was no preceding internal review application to the agency or Minister; and

(iii) the number of decisions on external review that affirmed the decision of the agency or Minister; and

(iv) the number of decisions on external review that varied the decision of the agency or Minister; and

(v) the number of decisions on external review that set aside the decision of the agency or Minister and made another decision in substitution for the decision of the agency or Minister;

(h) any disciplinary action taken against an officer in relation to the administration of the Act;

(i) any proceedings brought for an offence against section 175(1) or (3) of the Act;

(j) for each agency or Minister—the amount of fees and charges received under the Act;

(k) any other relevant fact indicating an effort by an agency or Minister to further the object the Act.

Nil.

(2) Also, for section 185(2) of the Act, details for each agency or Minister of the following matters must be included in the report—

(a) the number of applications under the repealed Freedom of Information Act 1992 that were not finalised within the meaning of section 199(2) of the Act before—

(i) for the first report under section 185(1) of the Act—the commencement of section 199 of the

Act; or

(ii) otherwise—the commencement of the financial year to which the report relates;

(b) the number of applications mentioned in paragraph (a) that were not finalised within the meaning of section 199(2) of the Act by the end of the financial year to which the report relates.

Nil.

