



SOUTH BURNETT

REGIONAL COUNCIL

Agenda

of the

Special Meeting

Held in the Warren Truss Chamber 45 Glendon Street Kingaroy

on Thursday, 26 October 2017

Commencing at 8.30am

Chief Executive Officer: Gary Wall

Our Vision

"Individual communities building a strong and vibrant region."

Our Values

- | | | |
|----------|---------------------------|---|
| A | Accountability: | <i>We accept responsibility for our actions and decisions in managing the regions resources.</i> |
| C | Community: | <i>Building partnerships and delivering quality customer service.</i> |
| H | Harmony: | <i>Our people working cooperatively to achieve common goals in a supportive and safe environment.</i> |
| I | Innovation: | <i>Encouraging an innovative and resourceful workplace.</i> |
| E | Ethical Behaviour: | <i>We behave fairly with open, honest and accountable behaviour and consistent decision-making.</i> |
| V | Vision: | <i>This is the driving force behind our actions and responsibilities.</i> |
| E | Excellence: | <i>Striving to deliver excellent environmental, social and economic outcomes.</i> |



SOUTH BURNETT REGIONAL COUNCIL SPECIAL MEETING AGENDA

Thursday, 26 October 2017

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1. Leave Of Absence

Nil.

2. Business

2.1 G - 2420543 - Adoption of Council's Annual Report 2016/17

Document Information

IR No 2420543

Author Acting Manager Social and Corporate Performance

Endorsed By Acting General Manager Corporate Services

Date 18 October 2017

Précis

Adoption of Council's Annual Report 2016/17.

Summary

Pursuant to section 182 of the *Local Government Regulation 2012* (the Regulation), Council is required to prepare an Annual Report which contains an assessment of Council's performance in implementing its Corporate and Operational Plans, audited financial statements, and other statutory information as required by legislation.

The Annual Report is Council's report card to its community and stakeholders on its performance and achievements, and its planned outcomes. It reveals Council's strategic and financial positions, and it details Council's performance in meeting the strategic priorities outlined in Council's Corporate Plan.

This Report focuses on roads and bridges with various projects completed highlighting Council's commitment to the local community and developing our region.

Highlights for Economic Development, Governance & Communications

- South Burnett Economic Development Strategy Review
 - South Burnett Rewards - Launching in July 2017, the South Burnett Rewards campaign was the first of its kind to be rolled out at a regional level with fifty (50) businesses participating in the campaign, signing on over 4,368 members who in turn earned over \$1,612,305 worth of rewards points.
 - Four (4) less black spots in the South Burnett - one (1) of only three (3) local government area's in Australia to be awarded four (4) or more sites as part of the Mobile Black Spot Funding Program
 - Lobbying State and Federal Government for greater support to the region - WBBROC and direct lobbying – W4Q, FAGS, R2R, Economic Development (Industry Development)
 - Management of and Recovery from local disasters such as Ex-Tropical Cyclone Debbie as well as a full review of the Local Disaster Recovery Plan
 - Hosting and fundraising over \$56k from the Mayor's Charity Ball 2017
-

Highlights for Roads & Drainage

- Spending total of \$20.892m on programs such as:-
 - Royalties for Region and Blackspot Funding Bridge Renewal Program
 - Shared Cycle Path
 - Works for Queensland (W4Q)
 - Timber Bridge Replacement
 - Roads to Recovery (RTR)
 - Reseal Projects
 - Regional Footpath Program

Highlights for Community and The Arts, Tourism and Health Services

- The Proston, Murgon and Wondai libraries refurbishment as our South Burnett Libraries are well utilised by the Community with 170,415 visits during 2016/17
- Over \$130,000 was donated by Council through the Community Grants Program across a range of community projects and events. Council commenced a review of the Community Grants Program in December 2016 and concluded to combine all grant programs under the one program so the process is easier for community groups to understand and access in a fair and equitable way.
- The ongoing implementation of the South Burnett Regional Tourism Strategy continuing a range of initiatives and projects aimed at increasing tourism across the region.

Highlights for Planning and Property

- During the 2016/17 financial year Council sold five (5) vacant properties in the Murgon, Wondai and Kumbia areas. The net proceeds of these sales to Council was in excess of \$172,000 and the revenue will be utilised for future capital expenditure programs.
- In October 2016 the old QML offices at the Lady Bjelke-Petersen Community Hospital were refurbished with seven (7) medical suites built ready for lease by specialised medical services to service the community. Additionally, the west wing of the hospital was transformed into a pathology clinic to accommodate Sullivan Nicolaides in February 2017.
- Council continued with the development of the Proposed South Burnett Planning Scheme by undertaking public notification activities. A revised Planning Scheme based on the responses to the public submissions was submitted to the Deputy Premier's office in early 2017 with the adoption of the South Burnett Planning Scheme having occurred in the 2017/18 financial year.

Highlights for Water, Wastewater and Waste Management

- Council successfully completed capping the old closed Memerambi Landfill. Council also substantially completed remediation works at the Wondai old sanitary disposal depot site.
- Council assisted Swickers following the fire with the disposal of 2,076 pig carcasses and 200m³ of associated pig products, obtaining approval from the Department of Environment and Heritage Protection for this waste to be deeply buried at the Council's Wondai Landfill.
- The Environment and Waste Branch hosted 5 final year Environmental Officer students from Griffith University for field training experience
- The Gordonbrook Water Treatment Plant was awarded an Innovation award at this year's Institute of Public Works Engineering Australasia, Queensland (IPWEAQ) Excellence Awards – a fantastic achievement.
- Final commissioning of the new Kingaroy Wastewater Treatment Plant occurred and also received an award at the Institute of Public Works Engineering Australasia, Queensland (IPWEAQ) Awards, this time for Excellence. Additionally, the plant has been honoured by featuring on a postage stamp in the Netherlands, the home country of Royal Haskoning DHV who developed the ground-breaking Nereda technology used at the plant.

Highlights for NRM, Parks & Indigenous Affairs

- An Audit was undertaken to collate and verify all cemetery register and mapping data which was subsequently uploaded into the new TechOne Cemetery Management system providing a central register of all cemetery records.

- The Biodiversity Fund Project was successfully concluded on 30 June 2017. Council received \$1.6m over the life of the project with a total local economic spend of \$1.48m between 2012 and 2017.
- Council completed bitumen surfacing of the Murgon to Kingaroy section of the Rail Trail. The trail comprises 44km of sealed surface between Murgon and Kingaroy and is the second longest section of sealed surface for a Rail Trail in Australia.
- Improvements to Kingaroy Airport were undertaken with line marking of the runway, installation of generator to ensure the PAL lighting system is available 24/7 and terminal building was painted.
- Yallakool on BP Dam / Boondooma Park have seen occupancy rates of over 26,000 inclusive for both dams
- Indigenous Affairs supported local initiatives such as NAIDOC Week and South Burnett Cherbourg on Show

Highlights for Finance, ICT and Human Resources

- Council commenced the financial year with \$30,981,431 banked and ended the year with \$36,609,387. Therefore Council received \$5,627,956 more than was spent. This was primarily due to an advanced payment of the 2017/18 Financial Assistance Grant allocation and an increase in grant funding for Works for Queensland projects.
- TechnologyOne Business Systems underwent further implementation of a 24/7 system to meet the community demands for greater access to services and information. Eservices will enable customers to lodge requests, access information and complete tasks online.
- Plant and Fleet Investment - Council invested \$2,294,350 in the fleet replacement and renewal program for 2016/17
- Workplace Health Safety - Council recorded a total 115 incidents for the 2016/2017 year. Six (6) lost time injuries were recorded during the year with a total of sixty (60) days lost time due to these injuries. Council's injury rates have trended down over the last nine (9) years whereby improvements in safety culture, reporting and actioning have all played a big part in the downward trend.

Officer's Recommendation

That Council adopt the 2016/17 Annual Report as follows:-



**SOUTH BURNETT
REGIONAL COUNCIL**

ANNUAL REPORT

**2016
2017**





2016-2017 ANNUAL REPORT

Welcome to the South Burnett Regional Council Annual Report

It is with great pleasure that Council presents this report on the performance and achievements of the past year.

Our Annual Report is our formal reporting mechanism that assesses the progress towards meeting the outcomes of the five (5) strategic priorities set out in Council's Corporate Plan 2014-18. As an organisation Council is required by legislation to prepare and adopt an annual report each financial year but more importantly this report is the major accountability tool in Council's corporate governance framework, providing non-financial and financial information on the efficiency and effectiveness of operations.

How to read this report

This report is divided into three (3) main sections; an overview of Council and the organisation, the main body featuring performance reporting, and statutory information including the financial statements. The main body of the report is divided into the department areas of Council: Executive Services; Infrastructure; Corporate Services; and Finance. Each area includes information on achievements, challenges, interesting facts and statistics, as well as performance against the Corporate Plan 2014-18.

Target audience

Council's annual report is produced to inform our community of progress in achieving the outcomes documented in our Corporate and Operational Plans.

Our community includes residents, ratepayers, community organisations, businesses, employees and potential employees, investors, potential funding bodies, sponsors, industry organisations and government departments; Local, State and Federal. Along with this, there is a requirement in the *Local Government Act 2009* for all Councils to present an Annual Report to the Minister for Infrastructure, Local Government and Planning each year.

Feedback

Your feedback is valuable to us. Should you wish to comment on the content, structure and readability of this annual report please complete the feedback form at the end of this document or contact Council's Governance section on (07) 4189 9100.

How to obtain a copy of the report

Hard copies of the Annual Report are available for viewing at Council's Customer Service Centres and local Libraries. An electronic copy is available on Council's website. To purchase a hard copy please contact (07) 4189 9100.



ANNUAL REPORT 2016-2017



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The South Burnett Region consists of a rich, diverse blend of prime agricultural land producing a range of high quality agricultural products for both domestic and international markets. Products including peanuts, navy beans, maize, wheat, grain and sorghum are cropped in the region. It also boasts a “State of the Art” pig processing facility and is home to a significant wine manufacturing region producing premium estate-grown and alternate varieties of table wines.

With the majestic Bunya Mountains as its backdrop, the South Burnett provides a perfect blend of vibrant town and country living set amongst rich agricultural farmland and rolling hills. The Bunya Mountains, protected within the Bunya Mountains National Park, which contains the largest natural bunya pine forest in the world, are a popular natural attraction in the south of the region.

An easy 2-hour drive north-west of Brisbane and directly west of the Sunshine Coast. The South Burnett combines quality living and working environments, a relaxed country lifestyle, strong community values and outstanding cultural and natural attractions which continue to support economic growth within the region.

Kingaroy is the regional hub of the South Burnett with services including a commercial airport, regular co-ordinated bus services to Brisbane, regional shopping facilities, government agencies and many of the industries generally expected in much larger centres. All townships within the region support a vigorous sporting, cultural and social lifestyle with facilities including a range of heritage museums, art galleries, craft outlets, shopping malls, indoor and outdoor sporting and fitness facilities, local theatre groups, annual festivals and music venues.

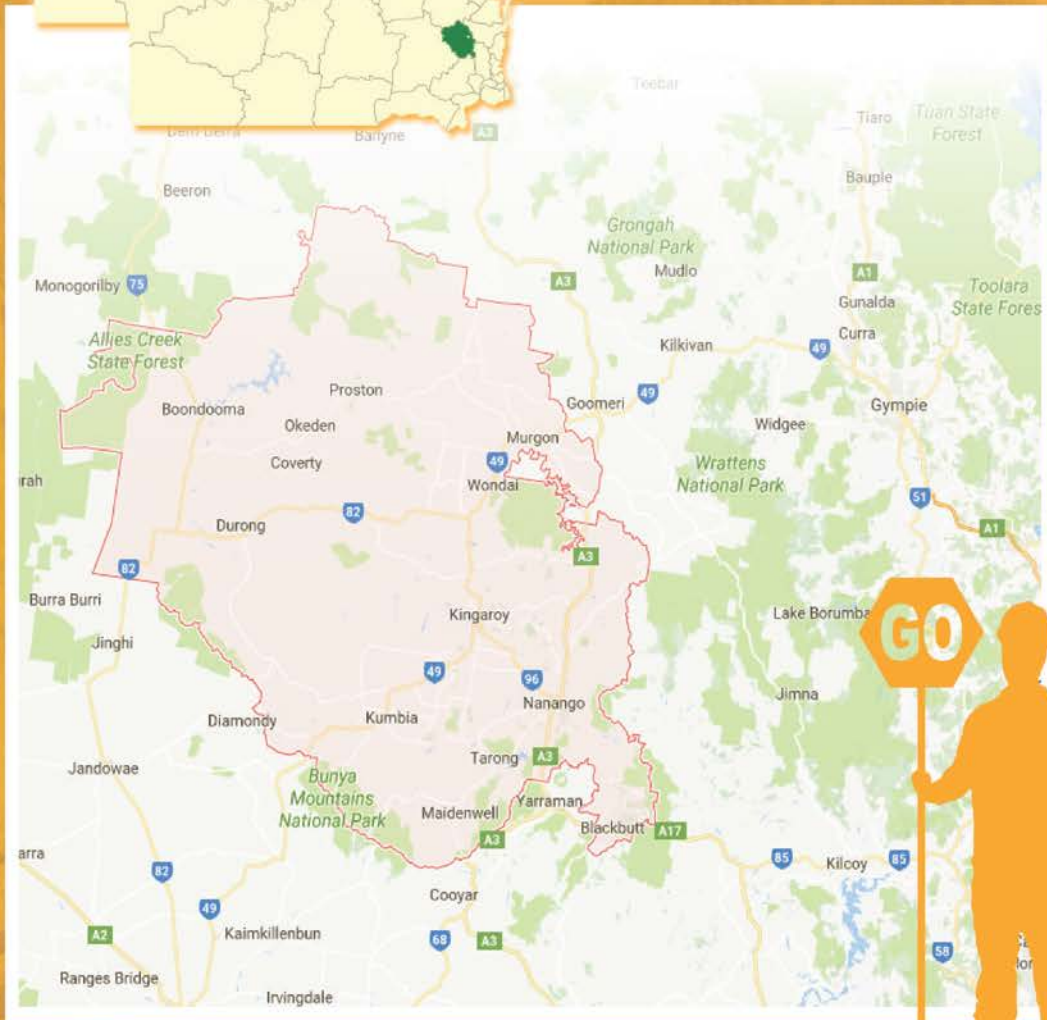
Wine production in our region is a prime attraction, with Verdelho grown successfully due to the hot climate and rich soils. With around ten wineries, one of the largest wine growing regions in Queensland, grapes were first planted in the area in 1898. Industrial production began in 1993. Most of the wineries are located near Murgon with a few close to Kingaroy and to the south. Shiraz and Chardonnay are the most prevalent varieties with production roughly halved between red and white wines.

One of the best known attractions in the area is the peanut-growing district centred around Kingaroy. Further to the north there is the spectacular and scenic Bjelke-Petersen Dam, 12km from Murgon. Another dam in the region popular for its excellent fishing is the beautiful and tranquil Boondooma Dam. Rock-wallabies can be seen on local cliffs, particularly around twilight hours. The Garnet gem fields are located just west of Proston.

South Burnett Regional Council Local Government Area has a total area of 8,397km², with an average daily temperature range of 12.2 °C to 25.7 °C and an average rainfall of 769 mm each year.

OUR REGION

"An easy 2-hour drive north-west of Brisbane and directly west of the Sunshine Coast"



2,966 persons
(or 9.2%) were
born overseas



Median
mortgage
repayment of
\$1,159 per
month



5,888 persons
(or 22.6%)
undertook
voluntary work



Median total
family income
of \$59,436 per
year



4,865 occupied
private dwellings
(or 39.7%) were
fully owned



8,827
customer
service
requests
processed



2016-2017 FAST FACTS



ANNUAL REPORT 2016-2017

Average household size of 2.4 persons per dwelling



888 planning and development applications were processed



8,511 families (33.8% of total families were couple families with children)



10,463 SES volunteer hours



9,858 persons (or 39.2%) with highest level of schooling of year 11 or 12 (or equivalent)



9,071 occupied private dwellings (or 74.0%) had Internet access



Queensland Government Statistician's Office, Queensland Treasury, Queensland Regional Profiles: Resident Profile for South Burnett (R) Local Government Area 2017

MAYOR & CHIEF EXECUTIVE OFFICER'S REPORT

A key focus for the first full year in this term of Council was to address concerns raised during the election in March 2016 whilst maintaining our sustainability. The theme of “*Stability and Sustainability – Connecting our Region*” fits very well with the achievements in delivering our operational plan presented throughout the report. It is with pleasure that we present the South Burnett Regional Council 2016/17 Annual Report.

Roads were the number one concern during the election campaign. Consequently in formulating the 2016/17 capital works programme we changed our approach and reallocated funds normally provided for major capital roadworks projects towards a gravel re-sheeting program on our regions rural roads. This has meant that \$3.3m was spent on gravel re-sheeting of approximately 38.5 km of our rural roads network.

In addition we engaged an external consultant to undertake an assessment of the efficiency in the delivery of Council's road infrastructure operational and capital works programs and to make recommendations on avenues to improve productivity in the delivery of these programs. A number of recommendations were presented and are being implemented.

A key change has seen Council agree to set new defined service levels that relate to when works are engaged on unsealed roads. This will assist in better directing where we undertake our maintenance works.

The final bitumen sealing of the section of the Killkivan to Kingaroy Rail Trail between Murgon and Kingaroy was undertaken in June. This project is now completed subject to the erection of some remaining signage. The communities within the towns along the trail are becoming very enthusiastic about the opportunities the trail presents, with the trail itself getting a lot of use.



Submissions on our new planning scheme were considered by Council in March. The amended scheme was lodged with the State Government in May and is now awaiting the Deputy Premier’s sign off. This key strategic document sets clear objectives to promote growth and deliver surety to the development sector and to encourage investment to the region.

In the year ahead Council will finalise development of a new corporate plan which will address a number of key initiatives including the revitalisation of the Kingaroy CBD and a more secure water supply for Nanango township.



The opening of the new Waste Water Treatment Plant for Kingaroy has been a highlight for the year. The technology being used in this plant was the first of its type in Australia. A lot of interest has been expressed in the project with visitors from around Australia and overseas inspecting the plant. The plant not only provides for future growth for Kingaroy, but also addresses a number of environmental concerns with Class A recycled water now being provided to the Kingaroy Golf Club, Showgrounds and Sporting Clubs.

Council’s financial position remains sound with the financial statements indicating an operational surplus of \$3.965m. Once grant funds paid in advance have been discounted we will still achieve an underlying surplus of \$443k. However this is primarily attributed to our business activities of plant and fleet operations, water, waste water and waste collection.

Council will continue to focus on achieving operating efficiencies and delivering value for money services to ensure our long term financial sustainability with further operational reviews planned for 2017/18 along with a workforce realignment.

We would like to place on record our appreciation for the financial support provided from both the Federal and State Governments with Council receiving approximately \$22.7m during 2016/17. Approximately \$13.48m was provided by the Federal Government through our annual Financial Assistance Grant which included advance payments for 2017/18 and the Roads to Recovery Funds.

The State Government has also contributed significantly providing \$9.2m during 2016/17 through various annual grants such as Library Operational Grant, SES Operational Grants and Traffic Infrastructure Development Scheme (TIDS) Program. Other grants were received under various programs such as the Local Government Grants and Subsidies Program, Stronger Communities Programme, Building our Regions and Royalties for the Region Programs. We are especially appreciative for the introduction of the “Works for Queensland” grant program which provided Council with a unique opportunity to undertake a number of maintenance and minor capital works projects.

Without this support from both levels of Government, Council would have to significantly reduce the services provided to the community.

The past year has been very successful and productive and this report provides a comprehensive overview of the many positive outcomes achieved. We would like to thank the Councillors for their cooperation and support and would also like to acknowledge the professionalism and commitment of the Executive Management and Staff, whose dedication to service of the community is inspiring.

Gary Wall
Chief Executive Officer

Keith Campbell
Mayor

STRATEGIC HIGHLIGHTS

Strategic Priority: Enhancing our Communities

Goals	Achievements
An informed and engaged community	<ul style="list-style-type: none"> The provision of library services across the region to meet community needs - page 102 Deliver quality communication and engagement to and on behalf of Council - page 98
A community with the capacity to continue to develop the area of arts, culture and heritage	<ul style="list-style-type: none"> The facilitation and support community development through effective delivery of: <ul style="list-style-type: none"> Community Grants Program - page 100 Mayor's Community Fund - page 101 Regional Arts Development Fund (RADF) - page 101
An active, safe and healthy community	<ul style="list-style-type: none"> Upgrades to Council parks, gardens and amenities - page 91 Completion of the South Burnett component of the Killkivan to Kingaroy Rail Trail - page 107
Work towards a community being prepared and resilient to natural and man-made disasters	<ul style="list-style-type: none"> Continuation of preparedness and prevention functions by South Burnett Local Disaster Management Group - page 121 Review of the South Burnett Local Disaster Recovery Plan (SBLDRP) - page 97

Strategic Priority: Growth and Opportunity

Goals	Achievements
A strong and sustainable regional economy	<ul style="list-style-type: none"> Workshop to review and update the South Burnett Economic Development Strategy - page 49 Successful launch of the South Burnett Rewards program - page 49
Balanced development that preserves and enhances our region	<ul style="list-style-type: none"> Finalisation and submission to the Deputy Premier's office of the South Burnett Planning Scheme for the region – page 94
The South Burnett is a recognised tourism destination	<ul style="list-style-type: none"> Continuation of the South Burnett Regional Tourism Strategy - page 50 Hosting the Southern Queensland Country Tourism Industry Conference (SQTIC) - page 51

Strategic Priority: Our Environment

Goals	Achievements
Our region's environment assets are promoted, protected and enhanced	<ul style="list-style-type: none"> Completion of the Biodiversity Tree Planting Project - page 105 Continuing partnerships with landowners to protect the environment through the Feral Animal Management and Weed Spraying programs - page 90 Fire breaks and prescribed burns conducted in partnership with the Queensland Fire and Emergency Service and Rural Fire Brigades - page 90
Environmentally responsible and efficient waste management	<ul style="list-style-type: none"> Provision of regular waste collection services with 99.9% of all 240L wheelie bins collected on their scheduled day of service Restoration and monitoring to prevent impacts on surrounding environments of legacy landfill sites - page 86

Strategic Priority: Organisational Excellence

Goals	Achievements
Effective financial management	<ul style="list-style-type: none"> Review and on-going development of Council's Long Term Financial Plan to manage operational and capital expenditure - page 112 Good current financial ratio - page 111
Effective business management	<ul style="list-style-type: none"> Development of the Business Continuity and Recovery Plan to ensure Council's on-going service delivery in response to a significant event - page 112 On-going improvement of Council's Asset Registers - page 112 On-going development of the Strategic Asset Management (SAM) system - page 112
A skilled and sustainable workforce	<ul style="list-style-type: none"> Participation at Careers Markets to showcase career opportunities at Council - page 52 Continuation of Council's Traineeship program - page 52 Up-skilling of staff through internal and external training opportunities including Pot of Gold Supervisor Training and the Red Earth Community Leadership Program - page 53 Continuation of Council's Zero Harm program to achieve zero work-related injuries - page 57
Ethical, accountable and transparent decision-making	<ul style="list-style-type: none"> The 2015-18 Audit Plan met organisational requirements and the Internal Audit Committee review and approval was completed by 30 June 2017 The Auditor General's report review was finalised to meet the statutory requirement of adopting Council's 2015/16 Annual Report by 30 November 2016 Audit Committee and Internal Audit - page 44 On-going review and monitoring of Risk Management, Risk Awareness, Risk Reduction and Corporate Risk Appetite - page 96
Effective advocacy and strategic partnerships	<ul style="list-style-type: none"> Southern Queensland Tourism Industry Conference (SQTIC) hosted in Kingaroy in February 2017 - page 51
Quality customer service	<ul style="list-style-type: none"> Continuing high level customer service by the Customer Contact section - page 99

Strategic Priority: Service Delivery and Infrastructure

Goals	Achievements
Infrastructure that meets our communities needs	<ul style="list-style-type: none"> Cemetery Management Audit undertaken to update and digitise all cemetery records within the region - page 106 Completion of Capital Works Program jointly funded by Council, TMR, the Australian Government Roads to Recovery Program and Royalties for the Region - page 126 Continuation of the Timber Bridge Replacement Program - page 124 Significant investment into the region's Water and Wastewater networks - page 132 Final commissioning of the new Kingaroy Wastewater Treatment Plant and completion of upgrades to the Murgon Water Treatment Plant - page 132 Official opening of the Gordonbrook Water Treatment Plant - page 133

OUR VISION OUR VALUES

Our Vision

Individual communities building a strong and vibrant region.

Our Values

Corporate values are fundamental to Council's decision-making processes, guiding the way we do business. Our values form the acronym **ACHIEVE**, which is what we aspire to do as we deliver outcomes for the region and our community.

ACCOUNTABILITY

We accept responsibility for our decisions and actions

COMMUNITY

Building partnerships, supporting communities and delivering quality services

HARMONY

Our people working cooperatively to achieve common goals in a supportive and safe environment

INNOVATION

Encouraging an innovative and resourceful workplace and community

ETHICAL CONDUCT

We behave fairly with open, honest and accountable behaviour and consistent decision-making

VISION

Our vision is the driving force behind our actions and responsibilities

EXCELLENCE

Striving to deliver excellent environmental, social and economic outcomes

OUR FIVE STRATEGIC PRINCIPLES

Enhancing our Communities

Building vibrant, healthy, supportive and inclusive communities.

Growth and Opportunity

A strong and sustainable regional economy supported by diverse sectors and innovative planning mechanisms.

Our Environment

A sustainable environment, proactively and responsibly managed in partnership with the community for future generations.

Organisational Excellence

An organisation that is characterised by effective leadership, responsible management and quality service delivery.

Infrastructure

The provision of quality services and infrastructure for our growing community that is planned, provided and managed on sound asset management principles.

Our Logo

The South Burnett Regional Council logo uses the symbolic colours of the natural surrounds of the region. The yellow swirl representing the sunshine, the green being the vibrant crops that are grown within our beautiful region and the red symbolising the red dirt the South Burnett is famous for.



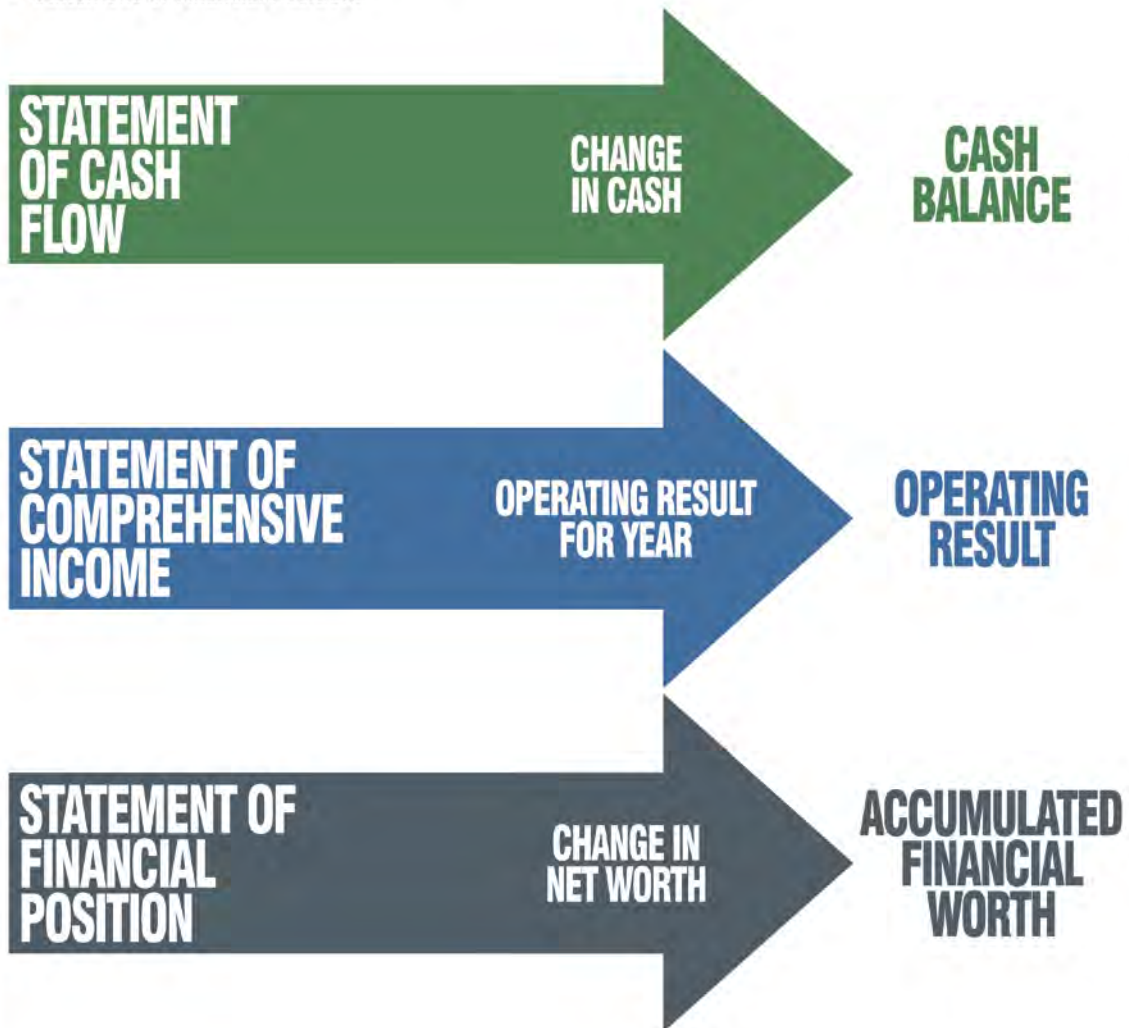
SOUTH BURNETT
REGIONAL COUNCIL

COMMUNITY FINANCIAL REPORT

The Community Financial Report is an overview of the key elements of Council’s financial performance. The aim of the report is to assist readers in evaluating Council’s financial position without the need to interpret the financial statements contained in the “Financial Statements” on page 158.

This section provides an overview of the financial reports and the major financial implications for Council and contains the following three (3) principal reports:

- Statement of Cash Flow;
- Statement of Comprehensive Income; and
- Statement of Financial Position.



Statement of Cash Flow

(Refer to “Financial Statements” on page 158)

The Statement of Cash Flow is just like a bank statement. If you prepared a summary of your personal bank statements for 12 months it would be called a cashflow statement.

This statement only reports on actual cash and shows:

- How much money Council started the financial year with;
- Where the incoming money came from;
- Where the money was spent; and
- How much money we have left at the end of the year.

Council commenced the financial year with \$30,981,431 banked and ended the year with \$36,609,387. Therefore Council received \$5,627,956 more than was spent. This was primarily due to an advanced payment of the 2017/18 Financial Assistance Grant allocation and an increase in grant funding for Works for Queensland projects.

Cash flows for the period are separated into Operating, Investing and Financing activities:

- Operating activities include rates, user charges, interest, grants, employee costs, materials and services, interest and administration.
- Investing activities include money Council receives and spends being for assets which are purchased or sold i.e. property, plant and equipment.
- Enhancing activities are cash received if Council takes out new loans or cash paid as repayments against loans.

SNAPSHOT

	2017	2016	2015	2014
Opening Cash Balance	30,981,431	46,381,594	51,390,970	34,697,138
Net Cash Flow from Operating Activities	17,691,611	17,239,364	17,246,443	12,616,218
Net Cash Flow from Investing Activities	(9,711,992)	(33,141,930)	(30,323,106)	(19,772,044)
Net Cash Flow from Financing Activities	(2,351,663)	502,403	8,067,287	23,849,658
Closing Cash Balance	36,609,387	30,981,431	46,381,594	51,390,970



Statement of Comprehensive Income

(Refer to "Financial Statements" on page 158)

This section indicates whether Council made a profit or loss.

Whilst a cashflow statement shows how much money goes in and out of your bank account, what if you had a large outstanding bill and you had just not got around to paying it by the end of the year?

The Statement of Comprehensive Income takes into account outstanding bills relating to a specified financial period although it may not be paid until the following period. Therefore this statement shows both cash transactions and non-cash transactions including depreciation.

These figures are based on accrual accounting principles. For example, all rates issued are included as income although all rates are yet to be collected. These outstanding amounts would show in the Balance Sheet as an amount owed to Council.

Total Comprehensive Income

The net result for the financial year ending 30 June 2017 was \$1,944,125 and (\$2,533,648) for the financial year ending 30 June 2016.

The net result of \$1,944,125 in 2017 is mainly on account of the loss on write-off of Infrastructure and Building assets as part of the capitalisation of asset renewals and replacements recognised in the year 2015/16. The recognition of the loss is based on Australian Accounting Standard - AASB 116 (par 68) that states: the gain or loss arising from the derecognition of an item of property, plant and equipment shall be included in profit or loss when the item is derecognised.

COMPREHENSIVE INCOME STATEMENT

	2017	2016	2015	2014
Net Result	1,944,125	(2,533,648)	12,739,174	14,568,051
Other Comprehensive Income	59,842,264	17,047,963	34,917,597	282,302,452
Total Comprehensive Income	61,786,389	14,514,315	47,656,771	296,870,503

Sources of Income - Where the money came from

Rates and Utility charges are Council's main source of income. Other sources such as recoverable works, government grants and subsidies and fees and charges are important sources that assist in funding the future growth of our region.

The \$5.25m increase in operating revenue is due to increases in revenue from Rates, Levies and Charges, Sales Revenue and additional grant funding.

SNAPSHOT

	2017	2016	2015	2014
Revenue (R)	67,446,571	62,194,471	68,579,120	81,522,601
Expenses (E)	(64,479,198)	(59,914,320)	(58,189,757)	(82,468,067)
Operating Result - Profit/(Loss) (R-E)	2,967,373	2,280,151	10,389,363	(945,466)

Operating Expenses - Where the money was spent

Council provides a wide range of services to the community. This work is primarily undertaken by Council staff and private contractors where required. Wherever possible, local suppliers and contractors are utilised ensuring the money flows back into our community. Council's three (3) largest imposts are employee costs, materials and services and depreciation. Council expenditure is monitored through a rigorous budget process to ensure value for money for the South Burnett community.

Statement of Financial Position

(Refer to "Financial Statements" on page 158)

The previous two (2) statements indicate the activity that has happened for a twelve (12) month period. The Statement of Financial Position shows Council's net accumulated financial worth at the end of each financial year.

The Statement of Financial Position is broken down into three (3) areas:

- What Council owns (Assets);
- What Council owes (Liabilities); and
- What Council is worth in dollar terms (Equity).

Equity is calculated by deducting the total amount of liability from the total value of Council's assets.

Assets - What our community owns

The major components of our assets include:

- Capital work in progress;
- Cash;
- Property, plant and equipment; and
- Receivables.

Property, plant and equipment accounts for 94.5% of Council's assets. This is a significant investment for the community and requires astute management to ensure the level of service provided by these assets are maintained. As at 30 June 2017, Council held total assets worth \$998,519,232. For a breakdown of these assets refer to 'Note 12: Property, Plant and Equipment' on page 21 of the Financial Statements (page 180).

Liabilities - What our community owes

The major components of our liabilities include:

- Payables;
- Employee benefits;
- Borrowings; and
- Provisions.

Council had no additional loan borrowing in 2016/17 and made loan repayments for the year of \$2,351,663 resulting in a decrease in overall borrowings.

SNAPSHOT

	2017	2016	2015	2014
Assets (A)	998,519,232	935,978,151	921,173,299	871,203,957
Liabilities (L)	(66,289,761)	(65,535,069)	(65,244,532)	(62,931,961)
Equity (A-L)	932,229,471	870,443,082	855,928,767	808,271,996

Current Ratio

$$\text{Current Ratio} = \text{Current Assets divided by Current Liabilities}$$

The current ratio measures Council's ability to meet its short-term commitments. A good ratio is considered to be around 1.5:1.

Council's current ratio of 3.8:1 is up from last year which suggests Council is in a sound position to pay all of its current debts when they fall due.

Council Borrowings

In June 2016 Council adopted a Debt Policy that detailed new borrowings planned for the current financial year and the next nine (9) financial years.

Council is developing a detailed long term borrowing strategy to facilitate effective borrowings to achieve specific outcomes.



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Corporate Governance is the leadership and management of all aspects of our Organisation to ensure we work together to achieve our vision of being a vibrant forward looking and innovative region, that respects its heritage, rural identity and community values, and is a vital part of the South Burnett region.

The Role of Council

Council operates under the *Local Government Act 2009* (the Act) and is elected to provide leadership and good governance to the South Burnett region.

The Council has a duty to ensure the system of local government is accountable, effective, efficient, sustainable and consistent in accordance with the principles. The local government principles are:

- transparent and effective processes, and decision-making in the public interest; and
- sustainable development and management of assets and infrastructure, and delivery of effective services; and
- democratic representation, social inclusion and meaningful community engagement; and
- good governance of, and by, local government; and
- ethical and legal behaviour of Councillors and local government employees.

The Elected Council

Local government elections are held every four (4) years. The Electoral Commission of Queensland is an independent and impartial body set up to run free and democratic elections in Queensland, including local government elections. The last election for our Council was held in March 2016.



The 2016/17 Council: from Left to right: [back row] Cr Gavin 'Spud' Jones; Cr Kathy Duff (Deputy Mayor); Cr Roz Frohloff; Cr Terry Fleischfresser; [front row] Cr Ros Heit; Mayor Keith Campbell; Cr Danita Potter

Role of Councillors

The South Burnett region covers an area of 8,397km² and is divided into six (6) divisions, with one (1) Councillor elected to represent each division. All voters throughout the region elect the Mayor. Our seven (7) elected members represent the community to ensure the governance of the region. In summary, Councillors are responsible for:

- (a) ensuring the local government—
 - (i) discharges its responsibilities under this Act; and
 - (ii) achieves its corporate plan; and
 - (iii) complies with all laws that apply to local governments;

- (b) providing high quality leadership to the local government and the community;
- (c) participating in council meetings, policy development, and decision-making, for the benefit of the local government area;
- (d) being accountable to the community for the local government's performance.

Each Councillor participates in the process of formulating, adopting and reviewing our Corporate and Operational Plans. Councillors have regular meetings to make decisions and to discuss local issues. Councillors focus on the policy directions of the local government, not the internal day-to-day administration. The role of Councillors is to make decisions which Council Officers can then implement on their behalf.

Role of the Mayor

The Mayor has the following extra responsibilities—

- (a) leading and managing meetings of the local government at which the Mayor is the chairperson, including managing the conduct of the participants at the meetings;
- (b) preparing a budget to present to the local government;
- (c) leading, managing, and providing strategic direction to, the Chief Executive Officer in order to achieve the high quality administration of the local government;
- (d) directing the Chief Executive Officer and senior executive employees, in accordance with the local government's policies;
- (e) conducting a performance appraisal of the Chief Executive Officer; at least annually, in the way that is decided by the local government (including as a member of a committee, for example);
- (f) ensuring that the local government promptly provides the Minister with the information about the local government area, or the local government, that is requested by the Minister;
- (g) being a member of each standing committee of the local government;
- (h) representing the local government at ceremonial or civic functions.

Councillors Register of Interest Extracts

Pursuant to section 295 of the *Local Government Regulation 2012* (the Regulation), Council has available an extract of each Councillors Register of Interest at the Kingaroy Customer Service Centre and on our website www.southburnett.qld.gov.au.

The Register of Interests contains the financial and non-financial particulars mentioned in schedule 5 of the Regulation for an interest held by the Councillor.

Remuneration for Elected Representatives

Remuneration levels for Councillors are set by an independent state government convened tribunal. Each year the tribunal undertakes a review of the remuneration levels and publishes a report with their recommendations. Remuneration details for 2016/17 reporting year are on "Councillor Remuneration" on page 35.

Councillor's Code of Conduct

Council has a strong commitment to open, accountable and ethical government. The Code of Conduct for Councillors sets out behaviours and responsibilities for Councillors as required under the the Act.

The key ethical principles of the code reflect the unique nature of Councillors' responsibilities within the context of local government. The ethics principles are:

- integrity of local government;
- primacy of the public interest;
- independence of action;
- appropriate use of information;
- transparency and scrutiny; and
- appropriate use of entitlements.

The code sets out the statutory, ethical and behavioural obligations by which Councillors must abide. It outlines breaches and penalties under the Act and describes how to make a complaint about a breach of the code.

Councillor Portfolios

At the 2016 post election meeting of the newly elected Council, Council resolved to streamline operations and implement a portfolio system for Councillors. While Councillors have no decision making authority on their own, they are expected to have a higher level of knowledge of their portfolio. Councillors are responsible for chairing their respective portfolio briefings and are the official Council portfolio spokesperson. Councillors have been appointed as portfolio representatives to areas of personal interest and/or experience.

Role of the Chief Executive Officer and Employees

The Chief Executive Officer (CEO) provides leadership to the organisation and is responsible for ensuring Council's local laws, decisions and policies are implemented in line with the Act, other relevant legislation and Council's Corporate and Operational Plans.

The CEO is also responsible for providing timely professional advice to Council and managing a professional relationship with the Mayor and Councillors.

All employees have the following responsibilities—

- (a) implementing the policies and priorities of the local government in a way that promotes—
 - (i) the effective, efficient and economical management of public resources; and
 - (ii) excellence in service delivery; and
 - (iii) continual improvement;
- (b) carrying out their duties in a way that ensures the local government—
 - (i) discharges its responsibilities under this Act; and
 - (ii) complies with all laws that apply to local governments; and
 - (iii) achieves its corporate plan;
- (c) providing sound and impartial advice to the local government;
- (d) carrying out their duties impartially and with integrity; ensuring the employee's personal conduct does not reflect adversely on the reputation of the local government;
- (f) improving all aspects of the employee's work performance;
- (g) observing all laws relating to their employment;
- (h) observing the ethics principles under the *Public Sector Ethics Act 1994*, section 4;
- (i) complying with a code of conduct under the *Public Sector Ethics Act 1994*.

The CEO has the following extra responsibilities:

- (a) managing the local government in a way that promotes—
 - (i) the effective, efficient and economical management of public resources; and
 - (ii) excellence in service delivery; and
 - (iii) continual improvement;
- (b) managing the other local government employees through management practices that—
 - (i) promote equal employment opportunities; and
 - (ii) are responsive to the local government's policies and priorities;
- (c) establishing and implementing goals and practices in accordance with the policies and priorities of the local government;
- (d) establishing and implementing practices about access and equity to ensure that members of the community have access to—
 - (i) local government programs; and
 - (ii) appropriate avenues for reviewing local government decisions;
- (e) the safe custody of—
 - (i) all records about the proceedings, accounts or transactions of the local government or its committees; and
 - (ii) all documents owned or held by the local government;
- (f) complying with requests from councillors under section 170A—
 - (i) for advice to assist the councillor carry out his or her role as a councillor; or
 - (ii) for information, that the local government has access to, relating to the local government.

Strategic Planning

Council is required to adopt a Corporate Plan. This document establishes the guiding framework and identifies the goals, objectives and strategies to be pursued by Council to meet the needs and aspirations of the community. The 2014-18 Corporate Plan is available to download via Council's website.

To effectively achieve the vision and strategic direction of Council's Corporate Plan, an Operational Plan is prepared. Developed at the beginning of each financial year, the Operational Plan focuses on strategies for achieving our vision over the next 12 months. The annual budget is integrated with the Operational Plan detailing planned strategies, goals, activities and priorities for that year.

This corporate framework ensures there is a clear link between community needs and expectations, corporate strategies, direction, priorities, policy, projects and day to day operations.

Performance Monitoring and Reporting

Performance monitoring and reporting are ongoing processes throughout the financial year:

Internal: An internal framework has been established for internal reporting and accountability. Reports are provided to Council on a monthly and quarterly basis to ensure cost efficient and effective services are being provided to the community. These reports include progress reports on the implementation of Council's Corporate and Operational plans and financial reporting of budget performance.

External: The primary tool for external accountability is the annual report. This document is prepared annually to show the community and interested stakeholders how successful Council has been in achieving the strategic goals and objectives outlined in the corporate plan. The report contains detailed financial and non-financial information about Council's activities and performance.

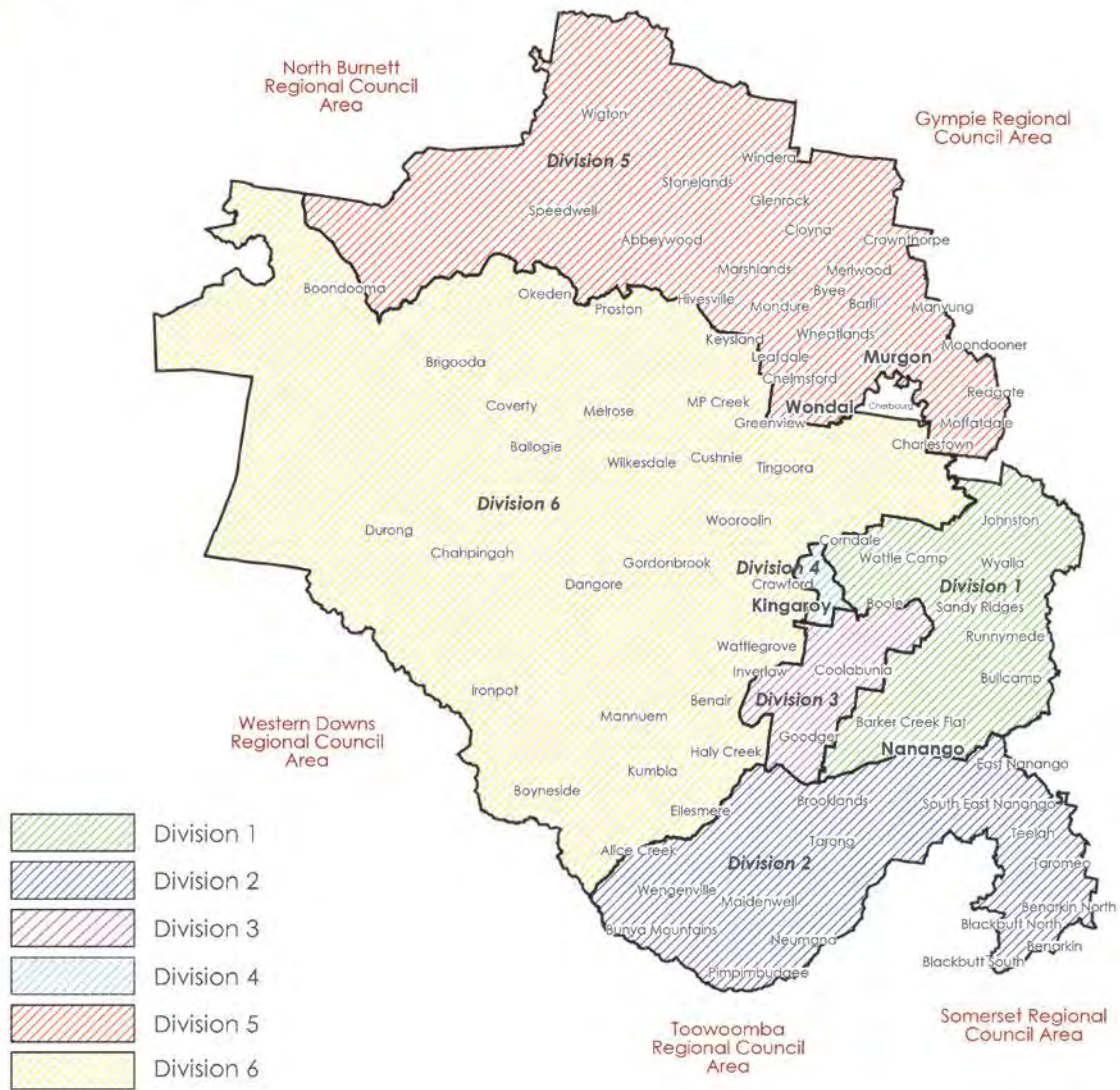


OUR ELECTED REPRESENTATIVES

Local government elections are held every four (4) years. The last South Burnett Regional Council election was held this year on 21 March 2016. This election saw some of our existing Councillors re-elected and some new faces elected to add to the team. South Burnett Regional Council’s local government area is divided into six (6) divisions with one (1) Councillor elected to represent each division.

By working together the Mayor and Councillors of the South Burnett Regional Council aim to provide the community with good governance by making informed decisions on all aspects of community, environment and economic well-being through effective strategic planning.

Council’s elected members work with executive management, staff, volunteers and the community to achieve the highest standards of democratic and corporate governance, by providing community leadership. Listed on the following pages is a summary of our Councillors for this financial year, their history in local government, which portfolio they represent and their appointments to committees.



MAYOR

Keith Campbell



First elected 2008, re-elected in 2012 and elected this current term as Mayor.

Having lived his entire life in the South Burnett, Mayor Campbell has 17 years' experience as a Councillor - nine (9) years with the former Kingaroy Shire Council and eight (8) years with the South Burnett Regional Council. Elected (unopposed) to represent Division 4 in the South Burnett Regional Council elections in 2008, Councillor Campbell subsequently successfully contested the 2012 Local Government elections.

"In 2008, I was honoured to have been elected by my fellow Councillors to hold the office of Deputy Mayor, which I held until 2016, at which time I was successfully elected as Mayor of the South Burnett Regional Council."

Mayor Campbell spent his early life on a farming property in the Benair district and after leaving school developed a career initially in banking and then in agriculture, working as General Manager of the Bean Growers Australia Group of Companies for 40 years. After retiring from Bean Growers in 2005, Mayor Campbell wished to continue working with the community through Local Government and continues to be heavily involved with community organisations holding many executive positions with various community groups.

"My vision for the South Burnett is to preserve the diversity that individual communities represent by providing adequate essential services (roads, water, sewerage and waste disposal) and to ensure that community assets are adequate for the present and into the future. Further, my goal is to foster growth and development, building the South Burnett's reputation as an enjoyable liveable region catering for the needs of all residents."

Mayor Campbell is the portfolio representative for Economic Development, Governance and Communications and sits on the following Council Committees:

- Audit Committee (Chair);
- Burnett Inland Economic Development Organisation;
- Kingaroy Community Police Consultative Committee;
- Local Disaster Management Group (Chair);
- Local Disaster Recovery Sub-Group Economic Development (Chair);
- Reconciliation Action Plan Committee;
- South Burnett Directions;
- Southern Queensland Country Tourism Board (Cr Potter replaced Mayor Campbell on this Board part way through the 2016/17 financial year);
- Traffic Advisory Committee;
- Wide Bay Burnett Regional Organisation of Councils (WBBROC); and the
- Wide Bay Burnett Regional Road Transport Group (WBBRRG).



Mayor Campbell at the Kingaroy Kindergarten

Cr Kathy Duff

DEPUTY MAYOR & DIVISION 5



First elected 2008, re-elected in 2012, elected unopposed this term and appointed as Deputy Mayor

Cr Duff represents Division 5 which includes the localities of:

- Abbeywood
- Barlil
- Boondooma
- Byee
- Chelmsford
- Cobbs Hill
- Crownthorpe
- Ficks Crossing
- Glenrock
- Greenview
- Hivesville
- Kawl Kawl
- Keysland
- Kitoba
- Leafdale
- Manyung
- Marshlands
- Merlwood
- Moffatdale
- Mondure
- Moondooner
- Murgon
- Oakdale
- Okeden
- Proston
- Redgate
- Silverleaf
- Speedwell
- Stalworth
- Stonelands
- Sunny Nook
- Tablelands
- Wigton
- Windera
- Wondai
- Woorooden

Cr Duff lives on the family property “Di Di” Station that was selected in 1916 by her Grandfather John Patrick Duff who also served as a Councillor. Cr Duff’s brother was a Councillor on the former Wondai Shire Council.

Cr Duff runs her own cattle grazing and timber business and has a strong interest in the equine industry, judging horses at local shows and pursuing a hobby as a silversmith. Cr Duff is involved in numerous community organisations and in 2007 was named Queensland Country Life All-Rounder of the Year for her work in the rural industry and her involvement with numerous community groups.

“I am honoured to have been elected Deputy Mayor by my fellow Councillors and elected unopposed by the Division 5 community to serve this third term in Council. I believe that the South Burnett is more fortunate than other amalgamated Councils due to the close relationship that the four (4) former shires had developed through common interests. As Councillor for Division 5, I see an opportunity to promote tourism, attract new industry and business, coordinate regional events and lobby for funding with a united voice. I am also very keen to ensure that rural communities and outlying areas get a strong voice across the Council table and that individual communities are well represented and supported.”

Cr Duff is the portfolio representative for Natural Resource Management, Parks and Indigenous Affairs and sits on the following Council Committees:

- Australia Day Judging Panel;
- Boondooma Homestead Management Advisory Committee;
- Community Grants Program Assessment Panel;
- Local Disaster Recovery Sub-Group Environment (Chair)
- Murgon Sports Association;
- Reconciliation Action Plan Committee
- South Burnett PCYC Steering Committee;
- Tick & Saleyards Committee;
- Wide Bay Burnett Regional Organisation of Councils (WBBROC); and the
- Wide Bay Burnett Regional Road Transport Group (WBBRRG).



Deputy Mayor Kathy Duff with Cherbourg Elder Aunty Lillian Gray [photo courtesy of South Burnett Online]

DIVISION 1

Cr Roz Frohloff



First elected March 2016

Cr Frohloff represents Division 1 which includes the localities of:

- Barker Creek Flat
- Boogie
- Bullcamp
- Corndale
- Glen Devon
- Hodgeleigh
- Johnstown
- Kunioon
- Nanango & East Nanango
- Runnymede
- Sandy Ridges
- Wattlecamp
- Wyalla

Cr Frohloff is a born and bred Kingaroy girl and the youngest daughter of four (4) to Les and Thelma Pedersen. Raised on a property on Dangore Mountain 45 minutes out of Kingaroy, Cr Frohloff moved to Nanango in 1988, where she now calls home.

Cr Frohloff married Lindsay, a local Yarraman man in 1991. Their family includes three (3) children, Hayley, Nick and Courtney.

Cr Frohloff joined the Queensland Ambulance Service in 1999 as an honorary member and was subsequently appointed as a full time paramedic, which has seen Cr Frohloff travel all over the South Burnett region.

“I have always had a passion for politics and I saw the opportunity to serve the community as a Councillor as a chance to make a difference. I have always looked after the South Burnett community when they have been sick or injured and now as a Councillor, I have the opportunity to look after the community through the strategic direction of Council. I am proud to call South Burnett home and believe it has a lot to offer.”

Cr Frohloff is the portfolio representative for Water, Waste Water, Waste Management, Sports and Recreation and sits on the following Council Committees:

- Australia Day Judging Panel;
- Barker Barambah Irrigators Advisory Committee;
- Local Disaster Management Group (Deputy Chair);
- Local Disaster Recovery Group (Chair);
- South Burnett PCYC Steering Committee; and the
- Wide Bay Burnett Regional Sport & Recreation Advisory Committee.



John Box; Cr Roz Frohloff; Swickers General Manager Linchon Hawks and Cr Danita Potter [photo courtesy of South Burnett Online]

DIVISION 2

Cr Gavin 'Spud' Jones



First elected March 2016

Cr Jones represents Division 2 which includes the localities of:

- Benarkin
- Maidenwell
- South Nanango
- Blackbutt
- Neumgna
- Taromeo
- Brooklands
- Nukku
- Tarong
- Bunya Mountains
- Pimpimbudgee
- Teelah
- Ellesmere
- South East Nanango
- Wengenville

Cr Jones' family are from the South Burnett and his grandfather was a Councillor for the former Nanango Shire Council for 21 years. Starting out his career as an apprentice motor mechanic, Cr Jones went on to work with Energex for ten (10) years followed by leasing the Maidenwell Hotel in 2006 and taking ownership in 2008.

"I served as President of the Maidenwell Community Group which gave me the urge to run as Councillor as I had been dealing with the Council first hand for a few years. As part of my election campaign I vowed to fight for Division 2 and the issues of the ratepayers which I will continue to do through my term of office. If anyone in Division 2 or the wider South Burnett region has an issue, I am more than willing to take the cause to Council until we get a resolution."

Over the past 12 months Cr Jones has concentrated his efforts into working with the Infrastructure Department, particularly the Roads and Drainage branch, to review and plan new strategies which are now being implemented.

"I am very comfortable and confident with the new strategies being employed by the Roads and Drainage branch and there will be dramatic improvement with the South Burnett roads network over the next 18 months" Cr Jones said.

Cr Jones is the portfolio representative for Roads and Drainage and sits on the following Council committees:

- Blackbutt Pool Committee;
- Local Disaster Recovery Sub-Group Infrastructure (Chair); and the
- Traffic Advisory Committee.



From left to right: Salvation Army Major Allan Kerr; "Dino" Hunter from the Taromeo Rural Fire Brigade; South Burnett Mayor Keith Campbell, 4SB brekkie announcer Inga Milosic, Cr Roz Frohloff and Cr Spud Jones [photo courtesy of South Burnett Online]

DIVISION 3

Cr Danita Potter



First elected March 2016

Cr Potter represents Division 3 which includes the localities of:

- Booie
- Goodger
- Kingaroy
- Coolabunia
- Inverlaw
- Taabinga

Growing up in Kingaroy, Cr Potter was involved with many organisations from Brownies to Rural Youth. Cr Potter worked and travelled overseas, but the South Burnett has always been her home. A born and bred third-generation local, Cr Potter's family has run local businesses including a butchery, sewing, photographic, tyre shops, fuel station, cream run and more. Cr Potter's mother Marie Shaw was a Councillor with the former Kingaroy Shire Council, so Cr Potter is well aware of what is involved in being a Councillor and helping the community.

Cr Potter loves the South Burnett but her husband's former defence force career took them around Australia.

"After returning to our South Burnett home I desperately wanted to make a difference and felt many issues needed to be brought to the forefront as our community need to know where their rate dollar is being spent. My goal is to ensure our Council remains transparent, accountable and cost effective for the South Burnett Region."

Cr Potter is a wife and mother, has a strong community focus and lists the following highlights for the 2016/17 financial year:

- Working with Department of Education and Training and Childrens Health Queensland to establish a partnership group focusing on improving outcomes for children in their early years;
- Worked with various community groups to help achieve positive outcomes including suicide prevention;
- Attend numerous community groups including the Prevention Working Group, Local Ambulance Committee (LAC), Local Level Alliance (LLA), Community Consultative Committee, Australia Day (Kingaroy), Relay for Life, Rail Trail Committee and the Kingaroy Christmas Carnival Committee;
- Working with and Vice-President of the Drive Inland Promotions Association (previously Australia's Way);
- Assisted in Brisbane with Regional Flavours (this was a wonderful experience and I am looking forward to next year);
- Have toured businesses and other places throughout the South Burnett to gain an insight into the issues experienced; and
- Sits on the Southern Queensland Country Tourism and Lady Bjelke-Petersen Community Hospital boards.

"I have had the pleasure to actively work with and participate in a broad cross section of community groups with the intention of making the South Burnett a happier, healthier, prosperous and more attractive region to live and visit"

Cr Potter is the portfolio representative for Community and Arts, Tourism and Health Services and sits on the following Council committees:

- Community Grants Program Assessment Panel;
- Local Disaster Recovery Sub-Group: Human and Social (Chair);
- Mayor's Community Benefit Fund Management Advisory Committee
- Reconciliation Action Plan Committee;
- Regional Arts Development Fund Management Advisory Committee;
- South Burnett Community Consultative Committee;
- South Burnett Community Network Committee; and the
- Southern Queensland Country Tourism Board



Arts Portfolio Chair Cr Danita Potter at the Queensland Craft Festival's opening night [photo courtesy of South Burnett Online]

DIVISION 4

Cr Terry Fleischfresser



First elected March 2016

Cr Fleischfresser represents Division 4 which includes the localities of:

- Memerambi
- Kingaroy

Born and undertaking his early education in Kingaroy, Cr Fleischfresser subsequently furthered his education in Brisbane completing business studies.

Cr Fleischfresser returned to the Kingaroy community in 1979 and is married with two (2) children and five (5) grandchildren.

Cr Fleischfresser has conducted businesses for over 40 years as well as having served as a Councillor on the former Kingaroy Shire Council for eight (8) years.

Cr Fleischfresser has had an extensive career with community organisations including:

- 2002-08 South Burnett Private Hospital Board (Founding Board Member);
- 2000-11 South Burnett Health Council Board;
- 2000-12 South Burnett Jobmatch Disability Employment Services Board;
- 2004-16 Health Workforce Queensland Board;
- 2012-16 Darling Downs Health and Hospital Service Board; and a
- Member of the Australian Institute of Company Directors.

“I have a strong affiliation with serving the South Burnett community as I have been a member of the Kingaroy Lions Club for 36 years and a patron of the Civilian Widows Association for five (5) years. My interests are community involvement, politics, cooking, art, sport, gardening and music. I am dedicated to serving the South Burnett community as Division 4 Councillor and believe I can make a positive change for our community.”

Cr Fleischfresser is the portfolio representative for Property and Planning and sits on the following Council committees:

- Australia Day Judging Panel;
- Community Grants Program Assessment Panel;
- Kingaroy Community Police Consultative Committee;
- Local Disaster Recovery Sub-Group: Infrastructure; and the
- Traffic Advisory Committee.



Cr Terry Fleischfresser attended a Down With Drought dinner at Wooroolin Hall and chatted with Year 8 Kingaroy State High School student Jacqui Young [photo courtesy of South Burnett Online]

Cr Ros Heit



First elected 2013 and re-elected this term

Cr Heit represents Division 6 which includes the localities of:

- Alice Creek
- Ballogie
- Benair
- Boondooma
- Boyneside
- Brigooda
- Chahpingah
- Charlestown
- Corndale
- Crawford
- Dangore
- Durong
- Fairdale
- Gordonbrook
- Greenview
- Haly Creek
- Inverlaw
- Ironpot
- Keysland
- Kingaroy
- Kumbia
- Mannuem
- Melrose
- Memerambi
- MP Creek
- Mt McEuen
- Tingoorra
- Wattle Grove
- Wilkesdale
- Wondai
- Wooroolin

Cr Heit was delighted to be re-elected in 2016 with an increased majority. Cr Heit and her husband Kerry have lived at Wooroolin for over 30 years raising their family. Cr Heit is well qualified and brings a wealth of farming, community and business management experience to Council and the South Burnett community.

Cr Heit takes the privilege and responsibility of being a local Councillor very seriously and has recently completed a Diploma in Local Government (Elected Members) to build her knowledge and skills to be the best Councillor she can be.

“As the Councillor for Division 6, the largest geographical division I travel thousands of kilometres across my division making it a priority to regularly meet with the local communities to discuss their concerns, issues and opportunities. I am mindful of the necessity to ensure that the interests of all residents and communities are represented. I recognise that there are unique challenges within my division, especially maintaining the extensive unsealed road network and preserving each community’s individual identity.”

Cr Heit promotes the South Burnett as a great place to live and is passionate about developing the potential of the area whilst maintaining the long term sustainability of its environment, the viability of rural industries and the friendliness of country living.

Cr Heit is the portfolio representative for Finance, Information Communication Technology and Human Resources and sits on the following Council committees:

- Audit Committee;
- Boondooma Homestead Management Advisory Committee;
- Burnett Inland Economic Development Organisation;
- Community Grants Program Assessment Panel;
- Local Disaster Recovery Sub-Group: Economic Development; and the
- Mayor’s Community Benefit Fund Management Advisory Committee (Chair).



Cr Heit at the opening day parade for Kerrie B’s Motor Bikers in Wooroolin [photo courtesy of South Burnett Online]

DIVISION 6

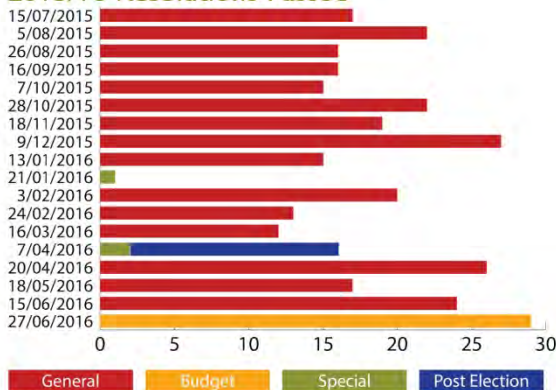


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Council Decisions

As shown below, 2016/17 was a busy year for the Elected Members and Council staff with 360 resolutions recorded.

2015/16 Resolutions Passed



2016/17 Resolutions Passed



Councillor Meeting Attendance

Pursuant to section 186(c) of the Regulation, a total of 12 Ordinary Council Meetings and three (3) Special Meetings were held during the period July 2016 to June 2017. Meeting attendance by Councillors for the reporting period is as follows:

July 2016 - June 2017	Cr Campbell Mayor	Cr Frohloff Councillor	Cr Jones Councillor	Cr Potter Councillor	Cr Fleischfresser Councillor	Cr Duff Deputy Mayor	Cr Heit Councillor
Council Meetings Attended	12	12	11	12	11	12	12
Special Meetings Attended	3	3	3	3	3	2	3
Total Meetings Attended	15	15	14	15	14	14	15

Councillor Expenses

Council is required under section 250 of the Regulation to adopt a Councillor Expenses Reimbursement Policy to provide for the payment of reasonable expenses incurred by Councillors for discharging their duties and responsibilities as Councillors and the provision of facilities to the Councillors for this purpose. A review of the Reimbursement of Expenses and the Provision of Facilities for Councillors Policy was undertaken and adopted by Council at the general meeting on March 2017.

Pursuant to section 186(b) of the Regulation, the Councillor expenses incurred during the year are outlined in the following tables:

July 2016 - June 2017	Cr Campbell Mayor	Cr Frohloff Councillor	Cr Jones Councillor	Cr Potter Councillor	Cr Fleischfresser Councillor	Cr Duff Deputy Mayor	Cr Heit Councillor
Telephone	\$1,650	\$327	\$1,370	\$1,112	\$327	\$2,459	\$1,331
Vehicle & Fuel	\$18,215	\$7,560	\$7,560	\$4,968	\$4,320	\$10,800	\$10,800
Accommodation, Meals and Incidentals	\$4,549	\$962	\$997	\$501	\$168	\$977	\$709
Hospitality	\$116	-	-	-	-	-	-
Training / Conferences	\$5,666	\$3,141	\$1,950	\$3,616	\$341	\$4,163	\$5,591
Travel	\$964	\$229	\$235	\$654	-	-	-
Other, General Operating Expense, Postage, Printing & Stationary	\$173	-	\$195	\$109	\$56	\$36	-

Councillor Remuneration

Remuneration levels for Councillors are set by an independent state government convened tribunal. Each year the Councillor Remuneration and Discipline Tribunal undertakes a review of the remuneration levels and publishes a report with their recommendations.

Previous arrangements requiring Councils to formally adopt the remuneration schedule no longer apply. Section 247 of the Regulation requires Councils to pay each member as per the schedule unless, by resolution within 90 days of the gazettal of the schedule, they decide to adopt a lesser amount.

In accordance with section 247 of the Regulation, Council pays the following remuneration rates based on the Councillor Remuneration and Discipline Tribunal 2015 Report:

- Mayor - the rate payable of \$122,631;
- Deputy Mayor - the rate payable of \$76,644; and
- Councillor - the rate payable of \$65,147.

Pursuant to section 186(a) of the Regulation, the Councillor remuneration and superannuation contributions for 2016/17 are outlined in the table above.

Councillor and Position	July 2016 - June 2017	
	Salary	Superannuation Contributions
Mayor Campbell	\$122,594	\$14,711
Cr / Deputy Mayor Duff	\$76,621	\$9,194
Cr Frohloff	\$65,127	\$7,815
Cr Jones	\$65,127	\$6,187
Cr Potter	\$65,127	\$7,815
Cr Fleischfresser	\$65,127	\$6,187
Cr Heit	\$65,127	\$7,815

Councillor Discretionary Funds

Pursuant to section 189 of the Regulation, Council must report on expenditure from Councillor discretionary funds. Councillors were allocated discretionary funds for the 2016/17 financial year as per the adjacent table.

Refer to "Councillor Discretionary Fund Allocations" on page 156 for the full details of each Councillors discretionary fund expenditure.

Councillor	Position	Total Funds
Mayor Campbell	Mayor	\$4,510
Cr Duff	Deputy Mayor	\$2,000
Cr Frohloff	Councillor	\$2,000
Cr Jones	Councillor	\$2,000
Cr Potter	Councillor	\$2,000
Cr Fleischfresser	Councillor	\$2,000
Cr Heit	Councillor	\$2,000

Councillor Professional Development

Conference/Training	Date	Attendees
LGAQ Civic Leaders Summit	13-15 July 2016	Mayor Campbell and Cr Duff
LGAQ Annual Conference	18-20 October 2016	Mayor Campbell, Cr Potter and Cr Heit
LGAQ Elected Members Diploma	11-12 August 2016	Cr Heit
	5-6 September 2016	
LGAQ Elected Members Diploma	19 August 2016	Cr Duff
DestinationQ Forum	25 October 2016	Mayor Campbell
ALGA Roads Congress 2016	9-11 October 2016	Cr Jones
Red Earth Leadership Program	12-14 February 2017	Cr Frohloff and Cr Potter
	12-14 March 2017	
Southern Qld Tourism Industry Conference	21-22 February 2017	Mayor Campbell, Cr Duff, Cr Potter
Sport and Recreation Conference	10-11 March 2017	Cr Fleischfresser
Toowoomba Industry Transformation Forum	16 March 2017	Mayor Campbell and Cr Potter
LGAQ Financial Sustainability Summit	29-30 March 2017	Mayor Campbell, Cr Jones and Cr Frohloff
Elected Members Update	7 April 2017	The Mayor and all Councillors
ALGA National General Assembly	18-21 June 2017	Mayor Campbell and Cr Potter

Councillor Conduct Complaints

Pursuant to section 186(f) of the Regulation, the following complaints relating to Councillors were reported in the 2016/17 reporting period:

Complaint Details	
Total number of orders and recommendations made under section 180(2) or (4) of the Act	0
Total number of orders made under section 181 of the Act	2
The name of each Councillor for whom an order or recommendation was made under section 180 of the Act or an order was made under section 181 of the Act	Cr Fleischfresser
Description of the misconduct or inappropriate conduct engaged in by each of the councillors	<ol style="list-style-type: none"> Lack of response to correspondence by Cr Fleischfresser Verbal abuse by Cr Fleischfresser during a phone conversation with a caller
A summary of the order or recommendation made for each councillor	<ol style="list-style-type: none"> Mayor Campbell reprimanded Cr Fleischfresser regarding the lack of response to correspondence A formal apology was made by Cr Fleischfresser to the complainant
Total number of complaints about the conduct or performance of Councillors for which no further action was taken under section 176C(2) of the Act	0
Total number of complaints to the department's Chief Executive under section 176C(3)(a)(i) of the Act	0
Total number of complaints referred to the Mayor under section 176C(3)(a)(ii) or (b)(i) of the Act	2
Total number of complaints referred to the department's Chief Executive under section 176C(4)(a) of the Act	0
Total number of complaints assessed by the Chief Executive Officer as being about corrupt conduct under the <i>Crime and Corruption Act 2001</i>	0
Total number of complaints heard by a regional conduct review panel	0
Total number of complaints heard by the Tribunal	0
Total number of complaints to which section 176C(6) of the Act applied	0



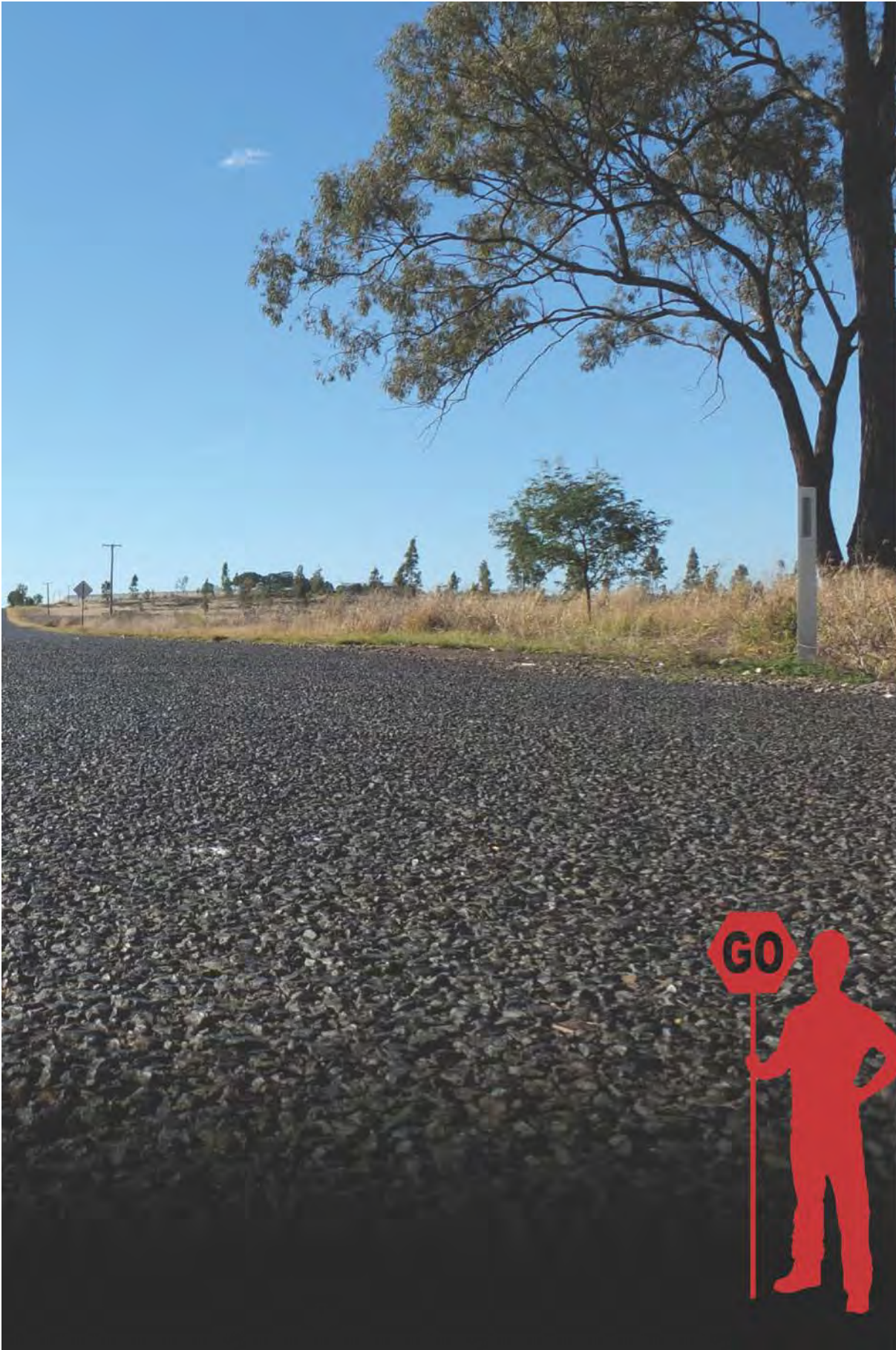
RELAY FOR LIFE 2016




ANNUAL REPORT 2016-2017



**OUR
ORGANISATION**



ANNUAL REPORT 2016-2017

Council plays a pivotal role within our local community providing and maintaining essential infrastructure and quality services for our growing community. Roads, bridges, footpaths, water and sewerage networks, refuse collections, parks, open spaces, libraries as well as community and sporting facilities - these and other vital services are fundamental to the provision of a quality lifestyle in our region.

Council pro-actively and responsibly manages both the region's built and natural environments to achieve a sustainable future for our local community and generations to come. Council achieves this through the delivery of a diverse range of environmental awareness programs, natural resource management, environmental protection activities and sustainable development.

Council actively contributes to a strong and sustainable regional economy by delivering services that support and promote local business, employment, economic investment and development within the region.

Council plays a fundamental role in influencing and maintaining the general health, well being and lifestyle of the community. Together we are building a vibrant, healthy, supportive and inclusive community by delivering a range of health, safety, social, cultural, lifestyle and leisure programs, services and activities across the region.

The Council is the governing body who appoints a Chief Executive Officer (CEO). The CEO has responsibility for the day to day management of operations in accordance with the strategic priorities and plans of Council. Three (3) General Managers together with the CEO form the Senior Executive Team (SET) and lead the organisation's administration.

The SET meet on a weekly basis to decide on strategic and policy issues and to oversee the operations of Council. A monthly meeting is set to examine and consider forthcoming council meeting agendas. Members of the SET attend all Council meetings and provide Council with information and advice to enable them to make informed decisions on strategic and policy matters. The SET is supported by Managers and staff who have the responsibility for effecting policies and directions set by the Council.

The Senior Management Team (SMT) includes the SET and all branch Managers. The SMT is characterised by a diverse skill set with gender, age, sector and geographical diversity, all contributing to the strength of the team underpinning the directions of Council.

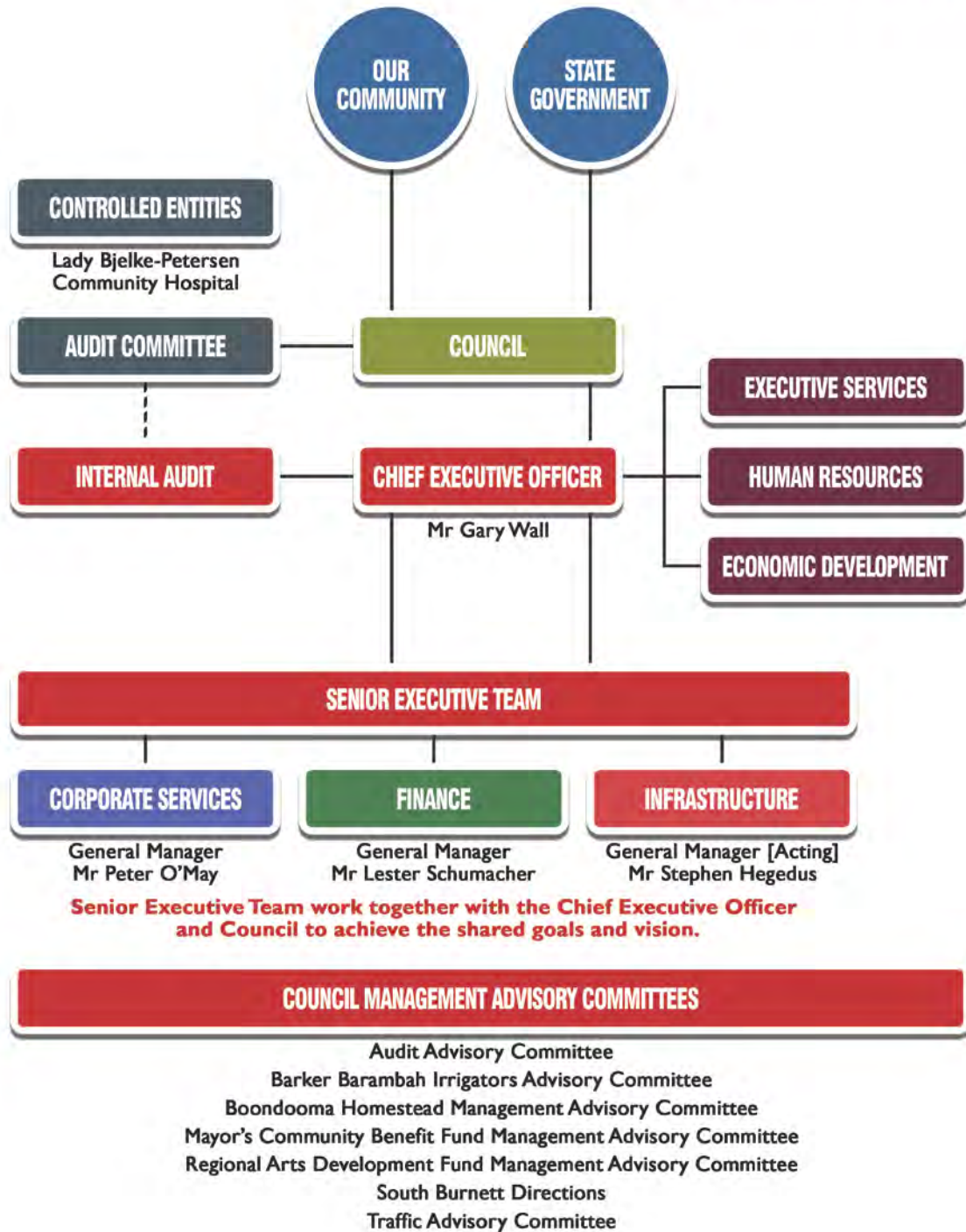


Council's Senior Management Team

OUR STRUCTURE



ANNUAL REPORT 2016-2017



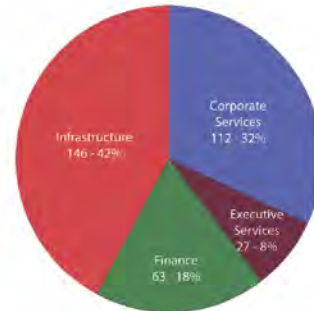
STAFF PROFILE

Council offers flexible employment arrangements including full time, part time, casual and fixed term. This flexibility provides benefits for not only the community but also our employees.

Workforce establishment

As at 30 June 2017, Council employed a total of 348 staff including senior management and twelve trainees / apprentices and ten (10) Works for Queensland staff (excluding the seven (7) elected representatives) and is distributed across the following four (4) Departments:

- Corporate Services - 112 staff;
- Executive Services - 27 staff;
- Finance - 63 staff; and
- Infrastructure - 146 staff.

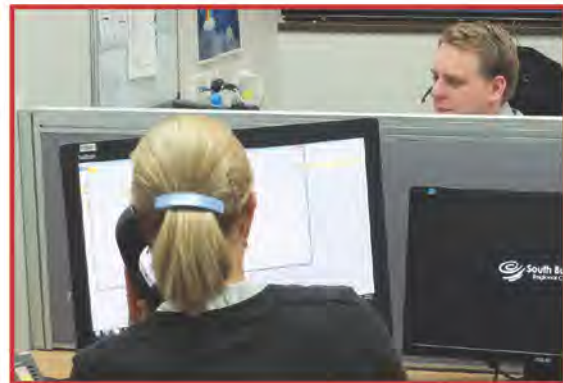


During the reporting period, Council's established workforce comprised a total of 310.00 full-time equivalent staff (FTE) with 285 full-time FTEs and 25.00 FTEs that are part-time (excluding the twelve trainees / apprentices and ten (10) Works for Queensland staff).

Award	Number
Management	13.70
Federal Award Staff	156.63
State Award Staff	139.67
Total	310.00

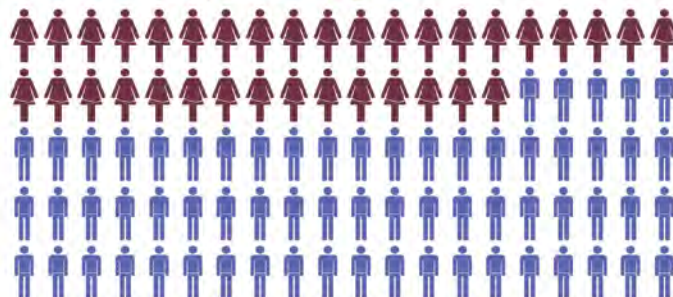
Part-time employees are incorporated into a number of work area of Council's business. Council considers these work arrangements based on the requirements of the business, work/life balance and the standardised requirements of the *Industrial Relations Act 2016*, particularly the QLD Employment Standards.

FTE allows part-time employees working hours to be stipulated against staff working full-time hours. The standard figure is 1.0, which refers to a full-time employee. 0.5 refers to an employee who works half the full-time hours. FTE also allows Council to standardise salaries by showing what the equivalent wages/salary would be of a part-time employee if they were working full-time hours, this is referred to as pro-rata.



Council had a staff turnover rate of 11.39% and advertised 64 external and internal positions during the reporting period. Learning and development spending for the reporting period was \$129,730.

Workforce composition by gender



Council's 2016/17 workforce was composed of 227 males and 121 females equating to a male to female ratio of 65:35.

This is a slight decrease of women participating in the Council's workforce since the 2015/16 financial year when the workforce was composed of 216 males and 125 females which equated to a male to female ratio of 63:37.

Workforce by generation

Council's workforce comprises a broad generational demographic with ages ranging from 17 to 70. The following table illustrates the total number of staff per generation and gender for the reporting period.

Generation	Female		Male		Total	
	#	%	#	%	#	%
Generation Z: 1995 - 2009	12	50.00%	12	50.00%	24	6.90%
Generation Y: 1981 - 1994	29	44.62%	36	55.38%	65	18.68%
Generation X: 1964 - 1980	55	38.46%	88	61.54%	143	41.09%
Baby Boomer: 1946 - 1963	25	21.55%	91	78.45%	116	33.33%
Total numbers and ratios	121	34.77%	227	65.23%	348	100.00%

Length of service by age and gender

Council has a dedicated and long serving workforce. The following tables illustrate the length of service by age group and are split between female and male.

During the reporting period Council had a number of staff reach the following milestones:

- 2 staff exceeding 40 years service;
- 21 staff exceeding 30 years service;
- 27 staff exceeding 20 years service; and
- 88 staff exceeding 10 years service.



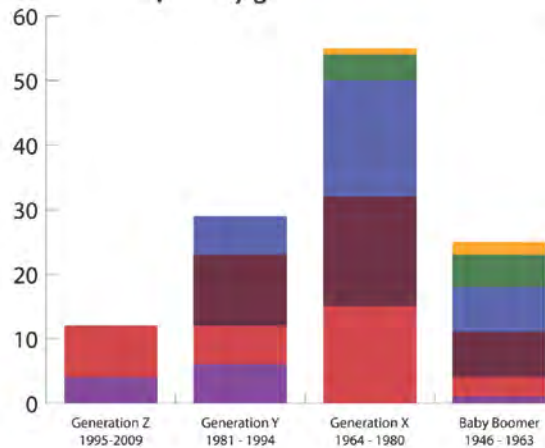
Female

Generation	Years						
	< 1	1-5	5-10	10-20	20-30	30-40	> 40
Generation Z: 1995 - 2009	4	8	0	0	0	0	0
Generation Y: 1981 - 1994	6	6	11	6	0	0	0
Generation X: 1964 - 1980	0	15	17	18	4	1	0
Baby Boomer: 1946 - 1963	1	3	7	7	5	2	0
Total	11	32	35	31	9	3	0

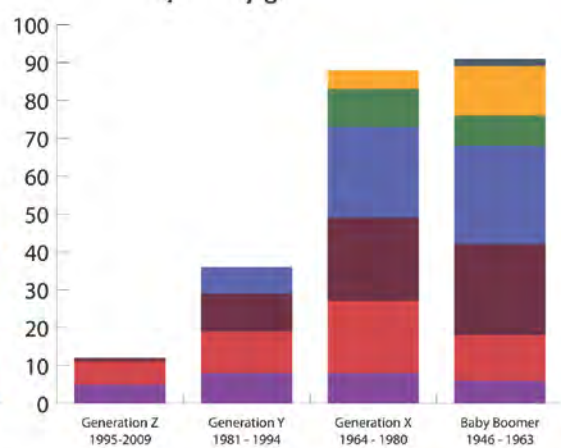
Male

Generation	Years						
	< 1	1-5	5-10	10-20	20-30	30-40	> 40
Generation Z: 1995 - 2009	5	6	1	0	0	0	0
Generation Y: 1981 - 1994	8	11	10	7	0	0	0
Generation X: 1964 - 1980	8	19	22	24	10	5	0
Baby Boomer: 1946 - 1963	6	12	24	26	8	13	2
Total	27	48	57	57	18	18	2

Workforce by generation - Female



Workforce by generation - Male



AUDIT COMMITTEE & INTERNAL AUDIT

Audit Committee

Council's Audit Committee operated in accordance with the *Local Government Act 2009* (the Act), the *Local Government Regulation 2012* (the Regulation) and the Council's Audit Advisory Committee Policy and Audit Advisory Committee Terms of Reference.

Audit Activities	2016/17
Number of meetings held	4
Internal Audit Reports reviewed	4
External Audit Reports reviewed	1

The table shown above lists the number of meetings held and reports reviewed during the 2016/17 financial year

The main purpose of the Committee is to provide advisory services to Council and CEO on the effective performance of its responsibilities in the areas of internal and external audit, governance, internal control, compliance and risk management. The Audit Committee's primary duties are:

- Oversee the internal audit and risk management functions;
- Ensure the independence, objectivity and effectiveness of internal audit in carrying out financial and operational assessments;
- Monitor and review the integrity of financial reports;
- Assess and evaluate the Internal Audit Plan to ensure that material business risks to Council's financial and operational environment are identified and addressed; and
- Promote transparency, integrity and ethical conduct.

The Audit Committee reports directly to Council and is composed of three (3) voting members. At 30 June 2017 the Audit Committee membership comprised: Mayor Keith Campbell, Cr Ros Heit and Ms Melissa Schroffel IPA (Independent Member).

The Chief Executive Officer, General Manager Finance, General Manager Infrastructure, General Manager Corporate Services, Manager Finance, Manager Social & Corporate Performance, Internal Auditor, representatives of Queensland Audit Office and the appointed external auditors Pitcher Partners attend committee meetings as standing invitees.

Internal Audit

As required by the Act, Council maintained efficient and effective internal audit function during 2016/17, which operationally reports through and is supported by Social and Corporate Performance.

Internal Audit adds value to Council by providing an independent, objective assurance and advisory service to improve its operations. It assists Council in achieving its goals and objectives by implementing a systematic, disciplined approach to evaluate and improve the effectiveness of governance, risk management and control processes.



Council's Internal Auditor, Arun Varghese

During 2016/17, the Internal Auditor position was vacated by Thamara Namarathna. Council engaged an external recruitment agency to ensure Council had access to a national talent pool of experienced internal auditors. Arun Varghese was appointed to the Internal Auditor position in January 2017.

Independence and Objectivity

Independence and objectivity are exercised in the conduct of internal audit work. Internal audit engagements are performed with an unbiased and impartial attitude.

The Internal Audit function has no managerial authority over the operational activities of Council except those related to the management of the internal audit activities and positioned within council to ensure its ability to deliver independent, objective and competent assurance and advisory service across Council operations.

Authority and Access

Internal Audit has direct and unrestricted access to Council's operations, data and records, assets and personnel within the scope of internal audit work.

Audit Approach and Reporting

A risk based internal audit approach is continued through 2016/17. The three (3) year Internal Audit Plan and the Annual Internal Audit Plan are based on identified strategic and operational risks. Internal Audit Reports that indicate audit findings and recommendations, management response, responsibility for implementation and implementation date are provided to the Audit Committee.

Internal Audits Conducted

The following table shows the list of reviews completed and presented to Audit Committee by Council's Internal Auditor during the Financial Year 2016/17:

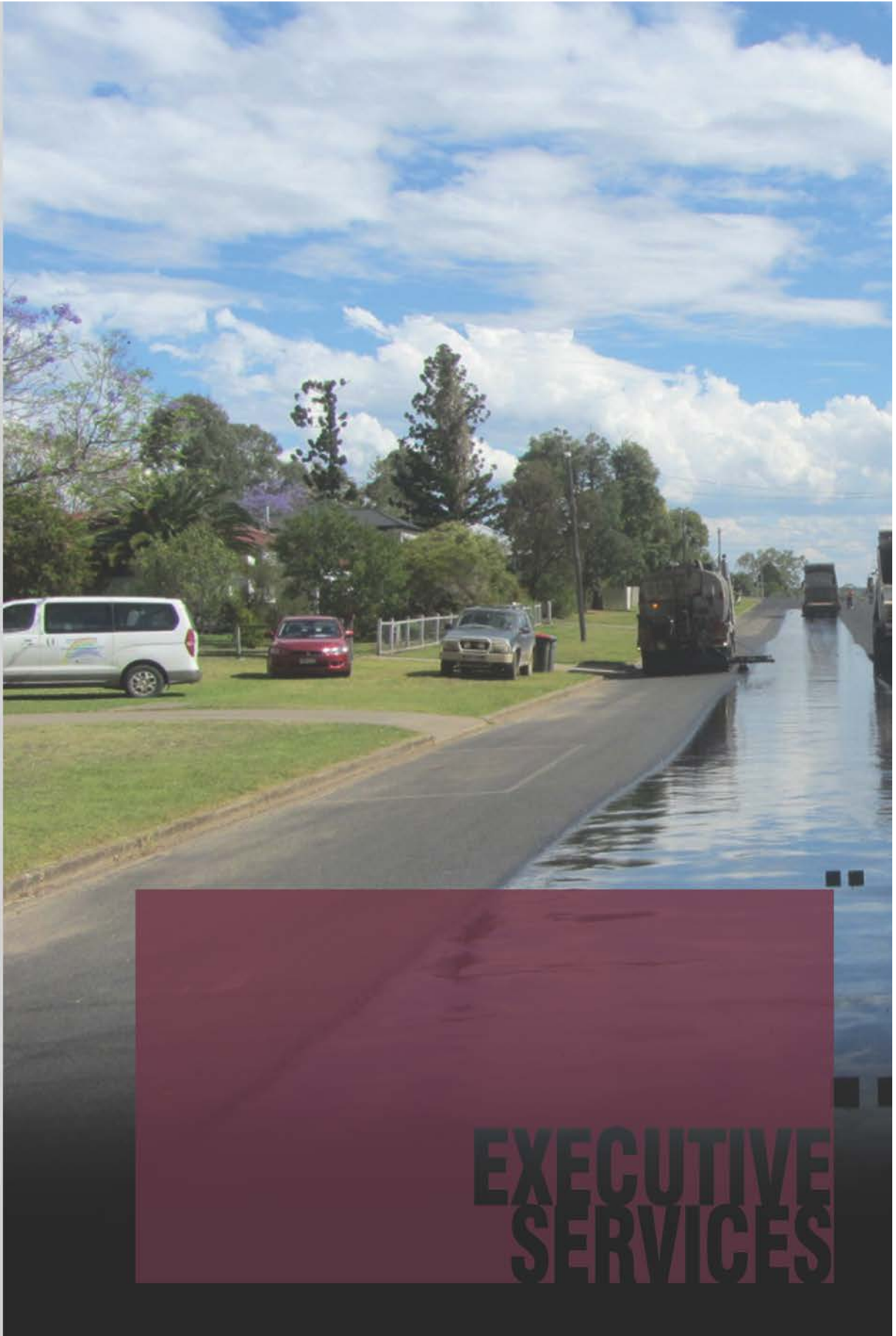
Audit Area	Date
Rates Management	15 August 2016
Environmental & Cultural Heritage Assessment of Council Projects	09 September 2016
Fuel Management	13 December 2016
Corporate Credit Cards	18 April 2017

Our Staff





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Providing a range of services including human resource management, workplace health and safety and industrial relations to assist in the overall effectiveness, productivity and performance of the organisation.

Strengthening the South Burnett economy by creating and delivering projects in partnership with South Burnett Directions.



Gary Wall
Chief Executive Officer

Executive Services

- Corporate Event Management
- Council Meetings & Workshops (Agendas and Minutes)
- Councillor Support
- Grants Coordination
- Policy Register
- Regional Bodies
- Wide Bay Burnett Regional Organisation of Councils (WBBROC)



Greg Lewis
Manager Human Resources

Human Resources

- Learning & Development
- Payroll Functions
- Performance Management
- Recruitment & Selection
- Workplace Health & Safety
- Workplace Relations



Phil Harding
Manager Economic Development *

Economic Development

- Art Gallery Associations
- Boondooma Homestead Management Advisory Committee
- Economic Development
- Museum Associations
- South Burnett Community Hospital Foundation Ltd
- South Burnett Directions Advisory Board
- Regional Economic Development Advisory Committee (REDAC)
- Tourism Development and Marketing
- Visitor Information Centres

* **Note:** Phil Harding finished in the Manager Economic Development role on 24 February 2017. This position was subsequently replaced with a Senior Executive Officer role.

Economic Development

South Burnett Directions Structure

South Burnett Directions (SBD) is Council's peak economic and tourism development organisation. It was established in 2013 to identify and oversee the implementation of economic development projects of regional significance.

SBD facilitates a close relationship between Council and the business community, undertaking projects across the South Burnett region with a population of 33,000 people, businesses and an industry base dominated by agriculture; mining and electricity generation; food processing; healthcare and social services.

SBD benefits from the collaboration with the Wide Bay Burnett Regional Organisation of Councils (WBBROC), Regional Economic Development Advisory Committee (REDAC), Community Economic Development Australia (CEDA), Toowoomba Surat Basin Enterprise (TSBE) and Southern Queensland Country Tourism (SQCT).

South Burnett Rewards

Launching in July 2017, the South Burnett Rewards campaign was the first of its kind to be rolled out at a regional level.

The project was established to add value to the traditional local buy activity through utilisation of digital customer retention tools, delivering tangible results for businesses.

The simple paper hole-punch card was given a digital make over and extended its utility with prepayment, gift card functionality, email marketing and push notifications to help track customer behaviour. South Burnett Rewards uses Rewardle, a digital customer engagement platform. Rewardle, a customer retention and engagement tool, assists businesses to connect with their customers through email and mobile marketing to grow their business, drive sales and improve engagement.



Customers become Rewardle members and are rewarded for their transactions. Each time they "check in" to a business, the customer adds to their points tally with customisable rewards developed by the business for redemption. Businesses can also use this data in their sales, marketing and business development activity. 50 businesses participated in the campaign, signing on over 4,368 members who in turn earned over \$1,612,305 worth of rewards points.



Ange Gallimore at Kingaroy Office Central



Shirley Keenan at Elray Jewellers

South Burnett Economic Development Strategy Review

A joint meeting between SBD Board members, Councillors and senior Council staff was held in March 2017 to review the South Burnett Economic Development Strategy. Dr Jim Cavaye from the University of Southern Queensland (USQ) Institute for Resilient Regions facilitated the workshop and Council's Economic Development staff compiled the results to enable documentation of a new Economic Development Strategy.

An alternate model for Economic Development, merging the results from the joint South Burnett Directions/ Council workshop and proposal from Council's Senior Economic Development Officer, will be presented for adoption later in 2017.

Lady Bjelke-Petersen Community Hospital



The Lady Bjelke-Petersen Community Hospital is a private hospital offering services to both public and private patients. The operators of the hospital (South Bank Day Hospital) have engaged various specialists who have undertaken minor procedures at the hospital. These procedures include, but not limited to - ophthalmic, endoscopes, dental, infusions, general surgery and gynaecological. During the past 12 months approximately 830 procedures have been undertaken.

The South Burnett Community Hospital Foundation are actively sourcing funding to ensure the sustainability of the community hospital. The funding will be utilised by way of purchasing essential medical equipment.

South Burnett Tourism Strategy

Implementation of the South Burnett Regional Tourism Strategy continued in 2016/17. Tourism projects undertaken include:

- An image library has been developed using both local and talent from partnerships (Australia's Country Way) and out of region (Bellingham). Ongoing development will continue using local photographers who are provided specific briefs provided by tourism team;
- Heritage team members have worked to develop the story of our region and researched, collated and put the call out to volunteers to come forward with details of their families past. Southern Queensland Country Tourism (SQCT) were also put in touch with local identities. The team continues to research and collate stories of the South Burnett region;
- The Discover South Burnett website was launched in July 2016 and feedback indicated that it was premature, however the launch coincided with the promotion of Regional Flavours 2016. Visitor Information Centre staff now manage and update the website;
- Discover South Burnett social media accounts were created in July 2016. Facebook currently has 1,435 likes and Instagram has 938 followers. Visitors and locals are engaged and are tagging both Discover South Burnett accounts with photos and posts;
- An audit of all overnight camping across the region was successfully completed;
- The South Burnett Food Forum was held in November 2016 to promote culinary tourism. A database of local food providers was created and the planning of a food network group to champion local produce is underway with the potential for this group to develop projects e.g. farmers markets to promote local produce and be the conduit between growers and on-sellers. The forum highlighted how many local eateries use local produce and this is a story SBD will promote more widely;
- Ambassador training conducted in each town by SBD and TAFE Queensland;
- Tourism Reference Group established, several meetings held to gain feedback for tourism projects, not used to potential;
- Council has committed to a new partnership arrangement with the Drive Inland Promotions with Leichhardt Way (formerly Australia's Country Way) and Cr Danita Potter represents Council on the committee as part of her portfolio commitments. During the reporting period Council promoted the region through a number of shows in Melbourne, Sydney and Brisbane as part of Australia's Country Way;
- Visitor Information Centre (VIC) surveys are conducted twice a year and the information collated is used to improve services and staff and volunteers knowledge of the region;
- Local operators were invited to host displays in the VICs to promote their businesses;
- A workshop funded in partnership by Council and SQCT was delivered to develop tourism packages with a couple of packaging options developed with little success. Further packages for Yallakool Park and Lake Boondooma are being considered to incorporate accommodation, activity hire, meals, wine tour, etc;
- Promotional campaigns were developed and promoted via local media to encourage visitors and locals to shop local and to visit local attractions. The South Burnett Rewards promotion was part of this campaign; and
- SBD staff attended or coordinated networking opportunities, including the SQCT Tourism Advisory Group meetings, the Tourism Reference Group, Small Business Week, the South Burnett Food Forum and workshops.

Southern Queensland Tourism Industry Conference (SQTIC)



Tourism Minister Kate Jones, South Burnett Mayor Keith Campbell and Southern Queensland Country Tourism CEO Mary-Clare Power

The Southern Queensland Country Tourism Industry Conference was hosted in Kingaroy on 21 and 22 February 2017 with the South Burnett region welcoming approximately 100 delegates. SQTIC promoted a digital theme for the conference and engaged industry experts to share their expertise. Kate Jones, Minister for Education, Tourism and Major Events officially welcomed the delegates and met with the hospitality students from Kingaroy's TAFE Queensland campus who were assisting with conference catering. The impressive menu for the two (2) days, provided by Saucy Fork Catering didn't fail to impress the attendees.

The program included an online customer experience, digital tourism and campaigns, experience storytelling and a practical experience development workshop. The keynote presentation delivered by Fred Sarkari, licensed psychotherapist and author, captured and inspired the audience and had everyone thinking 'how do I make people feel' - a vital reflection in the tourism industry.

A Taste of South Burnett function was hosted in the Dr Ellen Hughes forecourt of the Kingaroy Town Hall showcasing the regions local produce and growers with Edenvale Milling (Canary Flour), The Peanut Van, Bunya Red Farm, Chinchilli, Kingsley Grove Estate, Moffatdale Ridge Winery, Kingaroy Kitchen, Uncle Bob's Estate, Qld Fine Foods, Judy Crawford and South Burnett Produce proudly displaying their product and engaging with the delegates.

The Wakka Wakka indigenous performance enthralled the audience with the stories told through dance and music. The 2017 Chairman's Tourism Award presentations were made at the welcome reception with the competition of such a high standard that two (2) winners were selected. Ballandean Estate and Bestbrook Mountain Resort were the shared winners and the finalist included South Burnett operators Hillview Cottages and Kingsley Grove Estate.

Executive Services

Meeting Agendas and Workshops

Coordination of Council meetings and strategic workshops including the preparation of agendas, recording minutes and forwarding various action requests remains the highest priority for the executive services team. In excess of 90 Council meetings, strategic workshops, Senior Executive Team and Senior Management Team meetings were organised during 2016/17.

Corporate Event Coordination

The Executive Services Team successfully coordinated the following corporate events throughout the 2016/17 financial year:

- Australia Day including the Australia Day Awards (page 60) and Citizenship Ceremonies (page 72);
- ANZAC Day (page 74);
- Mayor's Breakfast (page 73);
- Mayor's Charity Ball (page 78);
- Mayor's Christmas Luncheon (page 77);
- Christmas Lights competition (page 76); and
- The opening of Roger Nunn Place (page 80).

A significant amount of work goes into the planning, preparation and coordination of these events and the success of these events was due to the hard work and diligence of the Executive Services Team.

The Executive Services Team also assists with the coordination of Councillors, the Chief Executive Officer and members of Council's Senior Management Team attendance at events throughout the South Burnett region and beyond.



The Executive Services Team: Bronwyn Barry, Amanda Litfin and Lynelle Paterson [photo courtesy of South Burnett Online]

Human Resources

Workplace Relations

The modernisation process has been undertaken to review our Local Government Awards. Our employees are now covered by a modernised Industry Award which will work in conjunction with the legislative changes made to the *Queensland Industrial Relations Act 2016*. The Act now includes the Queensland Employment Standards across the State.

Council's Human Resources policies are under continuous review to reflect legislative changes as well as any industrial decisions that may be made.

Policies for Human Resources are held centrally and are accessible to staff via the intranet page. Policy changes are disseminated across Council through awareness sessions to all staff to ensure all employees are kept up to date on changes that may impact on their employment.

Careers Market

Council participated in the annual Careers Market which was held at the Kingaroy TAFE campus. Council joined other organisations across the entire South Burnett region to showcase their business.

Council's display allowed students the opportunity to see what career options are available to them and to ask questions to find out more about what Council does.



Alicia Williams and Jessica Kerr from the Human Resources Team at the Careers Market

Council Traineeships

Council employed ten (10) trainees who will be with Council for a period of 12 months, while carrying out study to complete a Certificate in their relevant field.

Council worked in partnership with CTC Employment Services to screen a total of 337 applicants for these positions and selected ten (10) very motivated and capable trainees who should be very proud in gaining a traineeship with Council from such an extensive pool of applicants.

The trainees have been assigned to various locations across the region in the areas of:

- Civil Construction
 - Road Construction
 - Road Maintenance
 - Concreting
- Business Administration
 - Library
 - Finance
 - Design and Technical Services
 - Corporate Services
- Horticulture
- Warehousing



Front row (L to R): Travis Bice, Cheyenne Haley-Manders, Holly Wilson-Heise, Stacey McCallum Back row (L to R): Luke Holland, Keith Gadd, Hamilton Gillingham, Clinton Miller, Sharlyce Adams, Lara Hodson, Mayor Keith Campbell

Pot of Gold - Supervisor Training

Our supervisors were involved in two (2) sessions throughout the year focusing on a variety of topics including time management, changes to legislation and safety processes.

Training

Council continues to offer structured training opportunities through both internal and external learning and development opportunities for our staff.

Red Earth Community Leadership Program

Council sponsored two (2) employees to attend the annual Red Earth Community Leadership Program held at the Bunya Mountains over six (6) days. The selected employees give up their time to participate in this opportunity which allows them to build invaluable leadership skills and make lasting connections with other like-minded people within the South Burnett community.

Corporate Wellness

Council encourages corporate wellness and is aware of the impact of personal pressures on our employees which can affect their performance at work. To assist our employees, Council has now included a dedicated Wellness page on Council's intranet. This offers information in relation to:



The Wobbly Boots (L to R): Rodney Harvey, Phil Dugdell, Aaron Kerr, Jim Glenwright, and Nicki Mallias (in front)

This year Council again participated in the worldwide corporate health and wellbeing initiative, Stepathlon. Stepathlon is a 100 day virtual race around the world where teams of five (5) employees compete by recording their daily steps into an online virtual race. The more steps you walk the faster you will move through the virtual race course.

70 employees formed 14 teams to track their steps, physical activity and exercise to compete against teams from all over the globe and are recognised for both personal and team achievements. Employees averaged 11,589 steps per day and walked a combined total of 72,916,656 steps over the 100 days.

Workplace Health and Safety



Council's Commitment

Council is committed to providing a safe and healthy work environment for all workers, including employees, contractors, labour hire employees, work experience students, volunteers and visitors to Council premises and worksites.

Council's workplace health and safety obligations are achieved by adopting and promoting the provisions of the *Work Health and Safety Act 2011* and its associated regulations, codes and standards, together with significant importance placed in the areas of hazard and risk management and injury prevention strategies.

Council's primary workplace health and safety objective is to eliminate or reduce risk by developing proactive strategies and adopting a risk management approach to workplace health and safety.

Council understands that creating and maintaining a safe and healthy working environment is a major part of its overall responsibilities, and that all workers must ensure the health and safety of their fellow employees and visitors in their respective work areas.

To ensure continuous improvement, Council has established and monitors measurable workplace health and safety objectives and targets. Council is committed to the successful implementation and continual improvement of its Safety Management System and Zero Harm Strategic Plan.

Council regards its workplace health and safety responsibilities with the utmost importance and resources are made available to ensure Council complies with relevant legislation and implements its safety management system.

To achieve a safe and healthy work environment, commitment and co-operation from all Council's employees, contractors and visitors is essential.

External Workplace Health and Safety Audit

An external audit was conducted during the 2016/17 financial year on Council's Workplace Health and Safety Management System. The audit was a requirement under the Enforceable Undertaking with a further audit to be conducted over the next year.

The outcomes of the audit have assisted Council greatly by allowing us to make improvements to our Safety Management System and work practices.

WHS Training and Staff Induction

Training continues to underpin Council's safety initiatives with the majority of employees undertaking work health and safety training or induction through the year. Council provided a total of 1,717hrs of workplace health and safety training during the year and it was conducted across many topics including first aid, confined space entry, traffic management, working at heights, fire safety and a range of other requirements.

New staff continue to receive a workplace health and safety induction providing a platform for further training and safe work practices. Training is undertaken by use of external professionals and the use of qualified internal staff.

Healthy Workers - Healthy Lives Program

Council has continued with the program to increase the health and wellness of our staff. The program has continued to focus on advice on healthy eating and fitness, mental health awareness and skin cancer checks. An initiative through "Stepathlon" has provided motivation and information on increasing fitness and healthy eating. This was achieved through staff participating in a virtual 100 day race around the world. Staff entered steps taken during the day in an effort to go as far around the world as possible. Improvements in physical fitness, healthy eating and mental health were some of the biggest improvements by staff.

Employee Assistance Program

Council provides access to an Employee Assistance Program for all employees and their immediate family who experience work-related, personal or health problems.

Providing this support not only assists employees and their immediate family in times of stress, illness or need, but may also reduce the risk of injury or poor work performance occurring at the workplace.

Employee Consultation

To ensure Council fosters a climate of mutual understanding and confidence between itself and its employees, two (2) Health and Safety Committees have been established. The committees meet on a quarterly basis and are comprised of management representatives, specialist staff and health and safety representatives and advisors.

Additional workplace health and safety consultation is promoted by involving staff in risk assessments, workplace hazard inspections, incident investigations and through our Zero Harm Leadership Handbook.

Enforceable Undertaking

As a result of an incident in May 2013 Council entered into an Enforceable Undertaking with Workplace Health and Safety Queensland.

Enforceable Undertakings take the form of a written, legally-binding commitment to implement effective health and safety initiatives. These initiatives are designed to deliver tangible benefits for workers, industry, and the community as a whole.

The initiatives relating to the Enforceable Undertaking are to be implemented over a three (3) year period with due dates set out for each of the deliverables. Benefits that have been delivered during the 2016/17 reporting period are as follows:

- The installation of reversing cameras and proximity sensors on selected high risk mobile plant owned and operated by Council at the Kingaroy Waste Disposal Facility;
- Council's Workplace Health and Safety Management System Plan has been updated and the introduction of our Zero Harm Strategic Plan;
- Audits of Council's Workplace Health and Safety Management System have been conducted by an external Auditor leading to continual improvement;
- A workplace health and safety awareness program for Council Staff and the approximately 400 commercial users of the Nanango, Kingaroy, Wondai and Murgon waste disposal facilities has been undertaken;
- Sponsorship of a Recognition Award for the highest achieving undergraduate student studying the Bachelor of Occupational Health and Safety Science at University of Queensland for 2015 and 2016;
- An annual vocational internship to a selected University of Queensland student studying the Bachelor of Occupational Health and Safety Science for 2015 and 2016; and
- Electronic Safety Management System to improve how Council controls contractor management, incident reporting and risk management has been implemented.

Deliverables still due to be completed are as follows:

- The installation of reversing cameras and proximity sensors on other selected high risk mobile plant owned by Council;
- An audit of Council's Workplace Health and Safety Management System;
- Sponsor a Recognition Award for the highest achieving undergraduate student studying the Bachelor of Occupational Health and Safety Science in 2017 at University of Queensland; and
- Annual vocational internship for students studying a Bachelor of Occupational Health and Safety Science at University of Queensland.

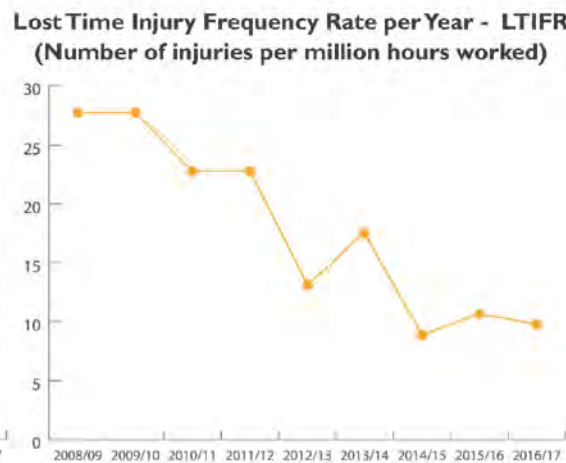
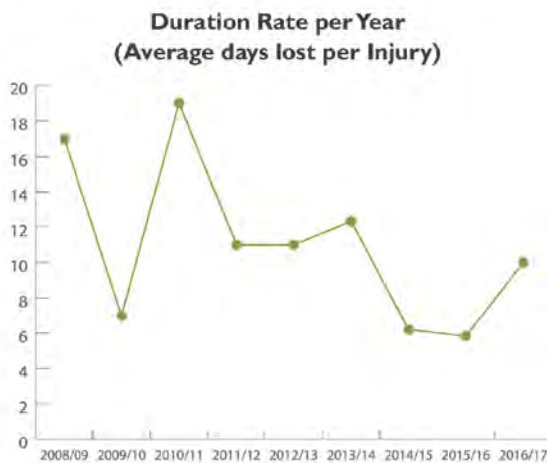
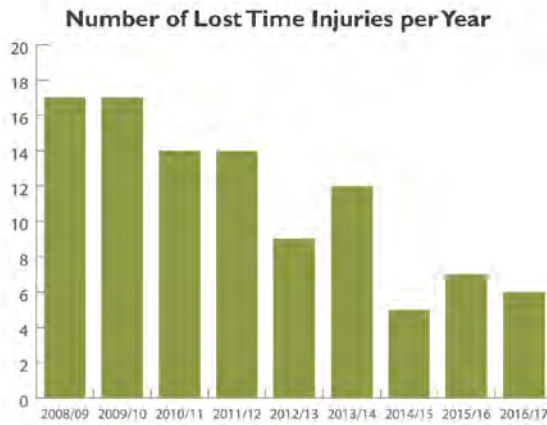
The Enforceable Undertaking outlined 26 deliverables for Council to comply with over the course of three (3) years. Currently 16 of these deliverables have been fully complied with and Council is on track to comply with the remaining deliverables.

Workplace Incidents and Injuries

Council recorded a total 115 incidents for the 2016/17 year. These incidents are made up of injuries, property damage, plant damage, near misses, report only, high potential events and safety procedural breach.

Only six (6) lost time injuries were recorded during the year with a total of 60 days lost time due to these injuries. The below graphs show that Council's injury rates have trended down over the last nine (9) years. Improvements in safety culture, reporting and actioning have all played a big part in the downward trend.

Financial Year	Lost Time Injuries	Days Lost	Duration	LTIFR
2008/09	17	297	17	27.71
2009/10	17	115	7	27.71
2010/11	14	259	19	22.82
2011/12	14	159	11	22.82
2012/13	9	77	11	13.16
2013/14	12	288	12.33	17.55
2014/15	5	31	6.2	8.87
2015/16	7	42	5.83	10.68
2016/17	6	60	10	9.78



Zero Harm Super Hero

Council's vision of Zero Harm requires continuous improvement to achieve zero work-related injuries. Our employees are expected to take personal responsibility and be involved in setting and complying with Council's standards and improvement initiatives. Council provides support and training to enable our people to maintain a safe working environment.

Council recognises that our employees do go above and beyond at times to maintain a safe working environment. Our Zero Harm Super Hero initiative was developed as a way of recognising the effort of these work groups or individuals. One of our Roads and Drainage teams undertaking the kerb and channel replacement along Haly Street, Wondai, was an example of a work team coming together and making safety a priority on the work site.



Kerb and channel replacement works at Haly Street, Wondai

Council has also developed a Zero Hero logo to support the promotion of good work practices by putting safety at the forefront of safety initiatives that assist the development and continuous improvement of our safety system.



Council's Zero Hero

VISITOR INFORMATION CENTRES

During the 2016/17 financial year the Visitor Information Centres (VICs) have worked hard to: enhance relationships with local operators; encourage volunteers to be more involved in the Centres; and attract more visitors to the region. Volunteers were also offered a number of training days and all volunteers took part in fire drills and fire extinguisher training.

A number of volunteer Familiarisation trips across the five (5) VICs were conducted where volunteers visited local operators to assist volunteers gain an understanding and appreciation of all the South Burnett and neighbouring regions have to offer.

During the 2016/17 financial year a desktop audit was undertaken and the VICs were found to be compliant in all areas needed to maintain accreditation.

At a Glance

- The number of Volunteers fluctuated throughout the year and ranged between the ages of 18 and 25;
- Four (4) of our volunteers are on Mutual Obligation contracts through Centrelink and two (2) are on the disability pension;
- Volunteers worked 3,800 hours during the reporting period;
- Volunteers undertake a number of roles including: customer service; maintenance of brochure displays; brochure ordering; collation of statistics; sales; and administration;
- The number of visitors during the 2016/17 financial year was 9,145, an increase of 827 from the 2015/16 reporting period; and
- Total sales achieved was \$2,130.40, an increase of \$514.35.

Volunteers Forum

The annual Volunteers Forum was held at the Kingaroy Town Hall where local operators including Boehringer Ingelheim, the Bunya Mountains Accommodation Centre and the Nanango Tourism and Development Association (NaTDA) spoke to approximately 60 volunteers to provide updates and refresh their knowledge. Deputy Mayor Kathy Duff opened the forum and Councillors Ros Heit and Danita Potter were in attendance, actively engaging with the group.

National Volunteers Week

Over 100 volunteers were treated to a day at The Gums at Memerambi to celebrate National Volunteers Week.

Volunteer service awards were presented to those who have generously donated their time and effort for five (5) years, ten years and fifteen years. Mayor Keith Campbell and the Councillors were present to thank the volunteers for their contribution.



Mayor Keith Campbell addressing the volunteers at National Volunteer Week celebrations

Wondai VIC and Timber Museum

The Wondai VIC and Timber Museum undertook a number of projects during the reporting period, the principal being the 15 years birthday celebration. Volunteers organised a day of festivities which saw over 500 people visit the museum and woodcrafter's workshop.

The Wondai VIC submitted a successful application for Wondai to become a Recreational Vehicle (RV) friendly town. This has increased Wondai's exposure to visitors with a promotion on the Campervan and Motorhome Club of Australia (CMCA) website and an article in Wanderer magazine.

Volunteers also designed magnets and postcards for sale in the centre, all of which are produced locally.

The centre purchased a new TV this year which has been placed in the viewing area of the museum. Visitors can now sit and watch documentaries including 'The Last of the Bullockies' and short films on Timber Getting. Additionally this area was used to showcase slides of the museums and volunteers during our 15 years celebration.

Murgon VIC

The Murgon VIC upgrades facilities regularly and this financial year was no exception. The Centre has installed a new slat wall brochure system with adjoining cabinetry to house brochures. This has vastly improved the aesthetic appearance to the entrance of the VIC.

The Murgon VIC also forwarded a successful application for Murgon to become an RV friendly town and was also highlighted in an article in CMCA's Wanderer magazine and promotion on the CMCA website.

An iPad was purchased this financial year and the volunteers undertook one-on-one training and each month volunteers are provided with a list of items to locate on the device to improve their skills.

The volunteers continue to enrich their knowledge of the area and beyond with regular familiarisation tours. This year the volunteers visited the Boondooma Homestead, Boondooma Dam and Childers region.

Kingaroy VIC and Heritage Museum

The Kingaroy Visitor Information Centre was busy during the last 12 months with an annual visit from the Fudooka Japanese students and a number of caravan clubs.

The VIC became a stockist for Canary flour produced by Edenvale Milling which has become a popular item for locals and visitors, so much so that the Centre sold out of its first delivery within two (2) weeks. There has also been a change in merchandise sold in the VIC with more locally produced items added, including a range of body lotions from Wondai based company Earth Blends.

The volunteers refreshed their knowledge base with regular familiarisation tours to the Blackbutt and Nanango regions, and a local Kingaroy trip taking in the wineries, Taste South Burnett and Kingaroy Kitchen.

Over the reporting period the VIC has seen an increase in Centrelink "New Start" clients requesting to volunteer to retain benefits. The Team Leader worked with local employment agencies to facilitate these requests.

The Kingaroy Heritage Museum introduced a permanent war exhibition featuring a 3D model of the Kingaroy airport during it's time as a wartime training facility. Volunteers also built a number of impressive smaller exhibitions including one on the Kingaroy Railway Station.



Model of the old Kingaroy Railway Station made by Kingaroy Heritage Museum volunteer Lindsay Gardiner

Nanango VIC

During the 2016/17 financial year the VIC continued to work closely with the Nanango Tourism and Development Association (NaTDA) on a number of joint activities including a local produce stall at the Nanango Music Muster and Waterhole Rocks festival.

School visits to the Centre increased during the reporting period with ten (10) Primary and High Schools visiting the Centre, where they learnt about the history of energy/power for Nanango and the South Burnett which featured presentations by staff from Stanwell.

The VIC's volunteers refreshed their knowledge base with regular familiarisation tours to the Blackbutt and Nanango region and a local Kingaroy trip taking in the wineries, Taste South Burnett and Kingaroy Kitchen.



AUSTRALIA DAY AWARD WINNERS

Council announced its 2017 Australia Day Award Winners at the region's official awards ceremony held on the eve of Australia Day, Wednesday 25 January 2017 at the Nanango State High School Hall.

The Australia Day Awards provide the community with an opportunity to acknowledge and reward outstanding groups and individuals committed to improving the lifestyle experience in our region. The award categories chosen provide individual communities equal opportunity to nominate those who have made special contributions to their local community.

Each year Council also assists with the organisation and funding of Australia Day events across the South Burnett region.

The 2017 Australia Day Award winners are as follows:

Award	Winner
Citizen of the Year	Elaine Madill
Young Citizen of the Year	Rebecca Clapperton
Community Organisation of the Year	Motors in Motion
Lifetime Achiever Award	Col Sippel
Volunteer of the Year	Fay Kerkow
Cultural Award (Senior)	Andrew Maddern
Cultural Award (Junior)	Lara-Maree Boyle
Sportsperson of the Year (Coach, Official or Administrator)	Darren Geiger
Senior Sportsperson of the Year	Mitch Argent
Junior Sportsperson of the Year	Brianna Pogany



South Burnett Mayor Keith Campbell and Australia Day Ambassador Annabel Pike [photo courtesy of South Burnett Online]

The 2017 Local Achiever of the Year by Town are as follows:

Award	Winner
Blackbutt/Benarkin	Jeff Connor
Hivesville/Proston	Noela Ardrey
Kingaroy	Gary Barron
Kumbia	Desiree Crawford
Murgon	Trevor Otto
Nanango	Merle Richards
Wondai / Tingoora	Greg Day
Wooroolin / Memerambi	Cliff Seiler



Citizen of the Year - Elaine Madill

Nominees: Gary Barron; Jan Barsby; Desiree Crawford; Greg Day; Yvonne (Peg) Downes; Russell Hood; Elaine Madill; Dafyd Martindale; Peter Peacey and Cliff Seiler

Elaine is a very generous person who gives her time freely to many community based projects.

Her selfless nature and determined spirit won't let an opportunity pass by to assist improving her beloved Wondai or the greater South Burnett.

Some of her community interests are the arts, singing, showcasing the South Burnett, cooking, markets, Tourism, Church, Quota and the Cherbourg Fun Run.

Elaine's passion for making the South Burnett the best possible place to live spreads across several organisations. "No" is a word Elaine doesn't understand or accept when her focus is set on improving the facilities and experiences of the region.

From tourism to the arts, rail trails to food preparation, or ensuring our ANZACs are not forgotten on cruise ships, Elaine is a wonderful ambassador for the South Burnett wherever she goes.

Some of the organisations and interests Elaine leads and supports are:

- Wondai Art Gallery - curator, volunteer and President of the Management Committee
- Wondai Business Breakfasts - founder and organiser
- Wondai Country Markets - lead volunteer
- Wondai Carols in the Park - organiser
- Wondai Ladies Lunch Group - founder and organiser
- Regional Arts Development Fund Committee member
- South Burnett Rail Trail committee member
- Wondai Country Fun Run Festival - founder and organiser
- Tourism Reference Group member for Southern Qld Country Tourism
- South Burnett and Cherbourg on Show Committee member
- Murgon to Cherbourg Fun Run
- Cherbourg Ration Shed
- Kingaroy Quota Club
- St Joseph's Catholic Parish Murgon
- Wondai Hospital Auxiliary Committee member
- "Charlotte The Emu" Committee member
- Steward of Fine Arts – Wondai Show Society
- South Burnett Chorale Society Member
- Wondai CWA Choir member.



Wondai Art Gallery curator Elaine Madill was presented with the 2017 South Burnett Citizen of the Year Award by South Burnett Mayor Keith Campbell [photo courtesy of South Burnett Online]



Other nominees for Citizen Of The Year: Desiree Crawford, Gary Barron, Cliff Seiler, Jan Barsby, Peg Downes, Russell Hood, Dafyd Martindale, Peter Peacey and Jack Day (substituting for his father, Greg) with Mayor Keith Campbell [photo courtesy of South Burnett Online]

Young Citizen of the Year - Rebecca Clapperton

Nominees: Rebecca Clapperton; Ellen Dalton and Rebekah Kapernick



Rebecca Clapperton with Australia Day Ambassador Annabel Pike [photo courtesy of South Burnett Online]

Since completing high schooling in Nanango in 2013, Rebecca has been busy acquiring knowledge and practical skills to promote and participate in the agricultural industry.

Studying full-time at University of New England has not stopped Rebecca from being a familiar face in the South Burnett where she is an active member of the Nanango Show Society, Nanango Campdraft Committee and on the steering committee for Young Farmer Section of the Nanango Show.

An enthusiastic sportswoman, playing representative netball for school, university and the local community, Rebecca actively participated and umpired in the 2016 South Burnett district competitions.

Studying a dual degree in business and agriculture, Rebecca was a finalist in the 2015 Australian Farmer of the Year Award for Agricultural students.

It appears Rebecca is also a good judge of meat, having been placed in the top 10 in Australia when she entered the Australian Intercollegiate Meat Judging Association competition.

Rebecca's achievements for a young person are lengthy, however each of them emphasises that when your roots are in the South Burnett there is no limit to the opportunities you can pursue.

Her short term study commitments are to bring added expertise to the region's agricultural industry. Her recent participation in a six (6) month university exchange program between the University of New England and University of Wyoming has seen her studying in Larramine and working part time at a ranch educating young horses. She has now returned home to Tarong to continue striving for her potential.

An exceptional role model for young rural women from the South Burnett, Rebecca's contribution and achievements were further rewarded in 2016 by being selected as the recipient of the National Council of Women Queensland South Burnett Mayor's Bursary for outstanding commitment to the promotion of agricultural enterprises.

Rebecca has utilised the knowledge and skills gained throughout her formative years where experiences such as school captain of Nanango State High School, participation in Duke of Edinburgh Awards, Science and Engineering challenges at a Queensland level, Lion Youth of the Year Quests have not gone to waste.

It is her willingness to give back to those currently working their way through school education that sets her apart as a future leader.



2017 Young Citizen nominees Rebekah Kapernick, Rebecca Clapperton (winner) and Ellen Dalton with Annabel Pike [photo courtesy of South Burnett Online]

Community Organisation of the Year - Motors in Motion

Nominees: Bloomin' Beautiful Blackbutt Festival; Kingaroy SES; Kingaroy Women's Golf; Kumbia P&C Association; Motors in Motion; Murgon Junior Rugby League Football Club; Murgon Area Community Health Nurses; Murgon Rotary Club; Nanango Mardi Gras Committee; Red Earth Community Foundation South Burnett and St Mary's Centacare

Delivering low cost, family friendly events drawing thousands of extra people to the South Burnett has become a notable achievement of the Motors in Motion organisation.

Seeing opportunity, overcoming obstacles and drawing together a dedicated team of visionary locals, Motors in Motion successfully delivered what is planned to be the first of many "Wondai Street Sprints" in 2016. Motors in Motion continually refine their operating model to deliver the best experiences for participants and attendees, with a strong focus on fundraising for local community organisations to share in the profits. During the lead up to the inaugural event, over 5,000 people from South East Queensland and beyond visited the South Burnett.

The Motors in Motion committee demonstrate the importance of community events, responding positively to change and tapping into the substantial visitor market to enhance the social and economic benefits of the South Burnett.



Cr Terry Fleischfresser and Cr Kathy Duff with Kevin Krosch and Ray Wilton from Motors In Motion [photo courtesy South Burnett Online]

From its roots in the former Kingaroy Peanut Festival, the Motors in Motion group has respectfully and successfully steered the development of their events into a place that creates a high profile event, that now enables Wondai to secure extra infrastructure to showcase the South Burnett to a much bigger national audience.

The aim is to attract over 15,000 spectators to the 2nd Annual "Wondai Street Sprints" to be held over the weekend of 10 and 11 June 2017.

Highly Commended

The Judges also awarded a highly commended to the Kingaroy SES for their contribution to the South Burnett and further commended all local SES branches for their contributions.



The Kingaroy SES were awarded a High Commendation in this year's Community Organisation of the Year [photo courtesy of South Burnett Online]

Lifetime Achiever Award - Col Sippel

Nominees: Bevin Barsby; Yvonne (Peg) Downes; Bevan Routledge; Col Sippel

Col has a lengthy list of service to a very grateful community.

Balancing his community service with family and farm responsibilities, Col's contribution to the South Burnett includes:

- Murgon Shire Councillor (25 years);
- Murgon Centenary Organising Committee (5 years);
- Foundation member of the Qld Dairy & Heritage Museum (at 88 years of age he is still active on this committee);
- Current vice president and former president for 26 years of Graham House Community Centre;
- Active member of the Murgon's Lions Club for last 42 years and currently the Membership Chairman;
- Member of the Murgon Church Council for past 50 years; and
- A member of the Castra Board for 21 years.

Col, along with Dermot Tiernan, were committed to Graham House when the Department of Communities bought the building and leased it to Council for \$1 per year. From there through dedication and determination programs were developed to suit the needs of the South Burnett.

Col said that over the years he has been part of Graham House, he has received a lot of satisfaction from his involvement with so many groups.



Lifetime Achievement Award Winner Col Sippel and Member for Nanango Deb Frecklington [photo courtesy of South Burnett Online]

Volunteer of the Year - Fay Kerkow

Nominees: Gary Barron; Greg Day; Fay Kerkow; Elaine Madill; Merle Richards; Bevan Routledge; Cliff Seiler; Rhonda Trivett; Jennifer Underwood and Val Wieland

In Wondai Fay is known as the “volunteers volunteer!”

Fay's volunteering covers a wide range of activities and organisations including Meals on Wheels, the Wondai Show, Ladies Tennis, the Wondai Garden Expo and is also a major contributor to the Wheatland's School and Wondai/Proston Junior Rugby League Club.

Regardless of the size of the project Fay is always willing to pitch in and lend a hand.

Whether it is running stalls or canteens, setting up, cooking, picking up rubbish, selling raffle tickets, if there is fundraising to happen, Fay is involved.

Fay has volunteered for South Burnett Junior League, holding treasurer positions with the Wondai Club and helps out at all clubs when she is at their grounds.



Volunteer of the Year nominees Merle Richards, Gary Barron, Cliff Seiler, Faye Kerkow (winner), Jennifer Underwood, Bevan Routledge, Jack Day (standing in for Greg Day), Rhonda Trivett and (front) Elaine Madill [photo courtesy of South Burnett Online]

Cultural Award (Senior) - Andrew Maddern

Nominees: Luke Green; Andrew Maddern; Elaine Madill; Rhonda Smith and Roza Leah

"Hitting the right notes" is very important to Andrew. To ensure this Andrew willingly gives his time and talent to support the growth and enjoyment of the South Burnett's cultural life.

A member of the South Burnett Community Orchestra since 2010, Andrew is both a musician and a 'doer' who ensures workshops, performances and opportunities for all musicians are first class.

Andrew has held the role of President of the Community Orchestra since 2012 and has provided valued leadership, guiding the Orchestra Committee and supporting the Music Director to ensure a professional and efficiently run operation which offers new initiatives to increase the range of performances and experiences both orchestra members and the community can enjoy.



Winner Andrew Maddern with nominees Rhonda Smith, Roza Lear, Elaine Madill and Luke Green, and presenters Cr Terry Fleischfresser and Cr Kathy Duff [photo courtesy of South Burnett Online]

Andrew's quiet and unassuming manner has directly impacted the South Burnett Community Orchestra's ability to successfully organise and deliver initiatives such as:

- Trips for members to Roma and St George providing instrumental workshops to local musicians and performing for those communities;
- Participate in charity dinner concerts raising funds for RACQ Lifeflight, "Soldier On", Relay for Life, local chaplaincy and more;
- Access funding through RADF and deliver workshops and performances with other community groups within the South Burnett and Chinchilla; and
- Workshops to engage professional tutors for South Burnett musicians.

Andrew's contribution to the South Burnett cultural life is generous and widely regarded across the region. His interest in developing adults and young people's interest and skills in music are creating a better South Burnett.

Cultural Award (Junior) - Lara-Maree Boyle

Nominees: Lara-Maree Boyle and Corissa Raines



Cr Kathy Duff, Junior Cultural Award winner Lara-Maree Boyle, Corissa Raines and Cr Terry Fleischfresser [photo courtesy of South Burnett Online]

Lara-Maree has spread her academic and cultural talents from a young age across many of Kingaroy State High School activities with a strong focus on performing arts and music activities.

These talents have seen her performing at many local functions including the Burrandowan Picnic Races, Food and Wine in the Park, The Mayor's Gala Ball and Kingaroy Christmas Carols.

Lara understands the importance of giving back to the community and has shown this through her additional involvement in Meals on Wheels, Big Buddies, Chaplaincy and the RSPCA.

As Cultural Committee Chairperson, Lara-Maree worked closely with the school's Indigenous Liaison Officer and assisted staff and students from Kingaroy State High School's sister school in Japan when they visited Fudooka High in July 2016.

Lara-Maree also helped organised the school-based music talent show and "40 hour famine" activities.

Lara-Maree's contribution to the cultural life of the South Burnett can be tracked back to 2011 where she performed with the High School's Big Band and Wind ensemble at the Brisbane Exhibition.

During her high school years Lara-Maree has contributed to the Big Band, Wind Ensemble, Stage Band, Symphonic Band playing at Anzac Day services at Kumbia and Kingaroy, Fanfare and Eisteddfod's.

An active member of vocal group and chamber choirs, Lara-Maree's dedication and service to making our community stronger is commended.

Sportsperson of the Year (Coach, Official or Administrator) - Darren Geiger

Nominees: Geoff French; Darren Geiger; Colin Pidgeon; Lauren Schipanski; Leanne Sippel and Vicky Parry
Darren has been a part of the South Burnett community for the past 23 years and has coached and administered a wide range of school and club sports during that time, including managing rugby league and cricket at South Burnett, Wide Bay and Queensland levels.

With Rugby League and Cricket his major passions, Darren has also been involved in convening or administering athletics, AFL, swimming and softball at inter-school levels, and has also organised trials for these sports at Wide-Bay level.

Darren is the Kingaroy Red Ants senior coach, a position he has held since 2013. He has also coached a number of the club's junior teams from 2003 to 2013.

President and coach of the A and B Grade sides for the Kingaroy RSL Services Cricket Club since 1997, Darren also captained the A grade team from 1995 to 2013.

The highlight for 2016 for Darren was coaching the Under 12 Queensland Rugby League team. Whilst winning is great, Darren says the greatest reward is to see people improve, succeed and enjoy their time in both training and playing.



Cr Roz Frohloff with Coach/Official Of The Year nominees Lauren Schipanski, Colin Pidgeon, Darren Geiger (winner), Geoff French, Vicky Parry and Cr Danita Potter (Leanne Sippel absent) [photo courtesy of South Burnett Online]

Junior Sportsperson of the Year - Bree Pogany

Nominees: Bree Pogany; Caleb Dalton; Zak Hartman; Madeleine Langan; Thomas Springate and Taylor Watt



Cr Roz Frohloff and Cr Danita Potter with Bree Pogany [photo courtesy of South Burnett Online]

Bree's passion for sport and representing her region and school has been alive since the age of nine (9).

2016 was a big year for Bree seeing her achieve some excellent results in volleyball, swimming, cross country, girl's football and track and field.

A highlight of her year was a trip to Western Australia in March having made the Queensland Heat team off the back of her silver medal in 200m hurdles.

Not one to be put-off by physical pain or challenging medical issues, Bree displays a wonderful sportsmanship and strives to always improve herself.

Giving up was an option when she discovered she had low ferritin levels, making it difficult for Bree to pursue her love of middle distance running. Bree took on the challenge of shorter distances and discovered through that journey a love for hurdles.

Bree could not initially jump hurdles however through her determination and self-discipline, Bree trained herself and made it to the Nationals. Now a hurdles coach, Bree travels regularly to Toowoomba to continue her development in this area.

Bree is actively involved in Little Athletics and is assisting the Nanango Little Athletics Club.

Bree plays soccer for the South Burnett's Golden Boot team and was selected in the Wide Bay 15 years team to play in the Queensland School Sport Football State Champions. Bree's team finished seventh on the ladder and Bree was selected as a shadow player for the Queensland squad in the upcoming tour of Japan.

Bree was awarded at her school awards night "Sportswoman of the Year" and currently holds Little Athletics Queensland's Best Performance for 300m hurdles.

The Matthew Hayden Bursary funded by the South Burnett Regional Council was also presented to Bree as part of this award.



Cr Danita Potter with Junior Sportsperson Award nominees Thomas Springate, Zak Hartman, Caleb Dalton, Bree Pogany (winner), Taylor Watt, Madeleine Langan and Cr Roz Frohloff [photo courtesy of South Burnett Online]

Senior Sportsperson of the Year - Mitch Argent

Nominees: Mitch Argent; Taylah Curley; Jayde Novak and Joanne-Marie Olsen

Mitch is a second generation wood chopper and has been competing in woodchop competitions for the past 10 years.

At age 22, Mitch continues to perform at the levels necessary to stay part of national woodchop teams travelling to international competitions in Germany and New Zealand.

Timbersport athletes use chainsaws, axes and single buck saws to compete. To qualify for the Australian team's effort in Germany Mitch ensured he remained within the top eight (8) Australian timbersport athletes. He successfully achieved this at Bathurst in early 2016 and headed off to Stuttgart.

Starting out at his home show at Blackbutt, Mitch describes one of his proudest moments as winning the Queensland Underhand Chop title in front of a home crowd.

Mitch's commitment to training and motivation to be the best has seen him part of the Stihl Timbersport Series teams since 2015.

His advice to others on how he achieves his wins - "Start flat out and get faster!"



Cr Danita Potter with Senior Sportsperson nominees Taylah Curley, Mitch Argent (winner), Jayde Novak, Joanne-Marie Olsen and Cr Roz Frohloff [photo courtesy of South Burnett Online]

Local Achiever Award: Blackbutt - Jeff Connor

Nominees: Jeff Connor

The man with “many hats” and not just the many different ones he wears on his head, Jeff is part of the team promoting the South Burnett’s southern entrance towns as the best of the best!

Moving to Blackbutt in 2006 Jeff, along with “Dr Daph” immediately became involved in ensuring the growth and social cohesion in Blackbutt and Benarkin would become the envy of other towns.

Jeff’s leadership skills have seen incredible success and progress with two (2) of his favourite groups - the Bloomin’ Beautiful Blackbutt Festival (now known as the Blackbutt Avocado Festival) and the Blackbutt Benarkin Aged Care Association. The improvements to the Scott Haven Independent Living Complex are widely appreciated by tenants and the local community.



Cr Gavin Jones and Cr Ros Heit with Jeff Connor [photo courtesy of South Burnett Online]

Jeff served for a number of years as a Board member on South Burnett Community Enterprises, the company that brings the Bendigo Bank branches to the South Burnett. He is very proud that he could be part of bringing Bendigo Bank to Blackbutt.

Jeff is actively involved in the Blackbutt Benarkin Community Council, working closely with community members and Council to address town issues and maintain communication lines.

Local Achiever Award: Hivesville/Proston - Noela Ardrey

Nominees: Noela Ardrey and Valerie Wieland



Cr Gavin Jones and Cr Ros Heit with Noela Ardrey [photo courtesy of South Burnett Online]

Since first moving to Proston in 1976, Noela’s community service has extended from raising funds for the Proston Relay for Life team, Meals on Wheels, Proston Over 50’s and a steward for the produce section of the Proston Show.

Noela has rolled up her sleeves since 1976 to improve other’s wellbeing. Noela plays a lead role in organising the fundraising effort for the Proston Relay for Life team by selling chips and manure! Her contribution often extends to “collecting the manure to sell!”

Along with her husband Col, the local community appreciates the way they go above and beyond the call of duty with their bus service to look after their clients.

Their annual Christmas lights display provides great cheer for residents and visitors passing through Proston.

Local Achiever Award: Kingaroy - Gary Barron

Nominees: Gary Barron; Lara-Maree Boyle; Taylah Curley; Caleb Dalton; Ellen Dalton; Darren Geiger; Russell Hood; Maddie Langan; Andrew Maddern; Jayde Novak; Corissa Raines; Rhonda Smith; Rhonda Trivett; Jennifer Underwood and Taylor Watt

Gary has a long history of practically supporting South Burnett community activities and generously invests his time, talents and resources to deliver better and more memorable community events such as those offered by the South Burnett Speedway.

One of Gary's recent contributions is designing and building a three (3) carriage train to chauffeur children around the Kingaroy Show. The engine, once used to pull aeroplanes has now found a new life at the showgrounds thanks to Gary's talents.

His vision and personal investment now see touring groups regularly staying at the Kingaroy Show grounds bringing further economic and social benefits to the area.



Kingaroy Local Achiever nominees Jennifer Underwood, Ellen Dalton, Rhonda Smith, Russell Hood, Gary Barron (winner), Andrew Maddern and Madeleine Langan [photo courtesy of South Burnett Online]

Local Achiever Award: Kumbia - Desiree Crawford

Nominees: Desiree Crawford and Stephanie Stevens

Desiree is one of the South Burnett's many heroes' who "don't roll their sleeves down!"

Kumbia and District is better for Desiree's "roll up your sleeves" attitude and example. After all, when you help out the second time round, as in some of Desiree's committee involvements, everyone gets the benefit refined from the first experience.

In the absence of a school P&C secretary, Desiree, now as a grandmother of children attending Kumbia School stepped up to help, ensuring her grandchildren's school is well resourced.

Her volunteering sees her part of the teams delivering events such as:

- the Kumbia Brain Drain;
- providing canteen services to the South Burnett Speedway in Kingaroy;
- Antique Machinery Rally;
- Melbourne Cup Day Wine and Cheese booth at the Kumbia Races; and
- weekly school tuckshop.

Desiree also supports the Kumbia Kindergarten by looking after the garden and has served in different ways on the Kumbia Hall Committee since 1993, helping organise the Kumbia Christmas Carnival and is the convener for the quarterly Kumbia Country Markets.



Cr Gavin Jones with Kumbia Local Achiever nominee Steph Stevens and winner Desiree Crawford, and Cr Ros Heit [photo courtesy of South Burnett Online]

Local Achiever Award: Murgon - Trevor Otto

Nominees: Trevor Otto; Colin Pidgeon; Bevan Routledge and Leanne Sippel

During a 500km walk from Gladstone to Kingaroy, Trevor’s efforts, along with his son Brett, raised over \$30,000 towards melanoma research.

Inspired by Linda Geiger’s personal battle with melanoma and the inspiration she was to so many, Trevor decided to join his son on this unique journey that would again bring the South Burnett together to show off one of its great strengths – raising large amounts of money to fight all forms of cancer!

Some of Trevor’s training for this epic walk involved him walking around local roads picking up and bagging rubbish.

Murgon’s Local Achiever Trevor Otto is a much loved and respected community member.

He was deeply touched by the generosity of people he met along the road from Gladstone to Kingaroy.



Cr Ros Heit with Murgon Local Achiever nominees Colin Pidgeon, Trevor Otto (winner), Bevan Routledge and Cr Gavin Jones [photo courtesy of South Burnett Online]

Local Achiever Award: Nanango - Merle Richards

Nominees: Zak Hartman; Terry and Rhonda Mackrell; Bree Pogany and Merle Richards

Born and bred in Nanango, Merle has generously given her time and talents to the Nanango Rugby League juniors and seniors since 1976 when her oldest son started playing junior football.

Merle is a very popular local caterer and was regularly used for fundraising events such as Daffodil Day and church events in Nanango and Kingaroy.

Holding committee positions and the bar and food canteen “boss”, she has been known to give orders from a hospital bed “to ensure catering is on track for the Nanango Races”.

A member of Elgin Vale QCWA, Manumbar Campdraft for over 15 years, Merle still works the BBQ at race days and campdrafts along with running her farm, all at the age of 76.



Cr Gavin Jones with Nanango Local Achiever nominees Zak Hartman, Bree Pogany, Merle Richards (winner), Rhonda and Terry Mackrell, and Cr Ros Heit [photo courtesy of South Burnett Online]

Local Achiever Award: Wondai/Tingoora - Greg Day

Nominees: Greg Day; Vicky Parry and David Sewell

The nomination summed Greg up this way - "Greg is a magnificent asset to the community".

Greg is a recent arrival to the South Burnett having moved here to set up his bobcat and excavating business in 2008.

Not one for being idle, Greg has helped develop and expand the McEuen Rural Fire Brigade over the past six (6) years. Progressing from Equipment Officer to First Officer in a short time, Greg takes his role seriously ensuring his team are well supported and relationships and communication with other Rural Fire Brigade units and the Queensland Fire and Emergency Service are up to date.

Greg joined the Wondai Show Society in 2008 where he has held the vice president role since 2012. Greg is a strong believer in the value of donating time, talent and treasure. Improvements at the Showgrounds, the SES and the Fire Brigade all showcase the story of his generosity and belief that "what goes around comes around!"



Cr Gavin Jones with Wondai-Tingoora Local Achiever nominees Vicky Parry, Jack Day (standing in for his father Greg who won the award), David Sewell and Cr Ros Heit [photo courtesy of South Burnett Online]

Local Achiever Award: Wooroolin/Memerambi - Cliff Seiler

Nominees: Cliff Seiler

In April 2014, the South Burnett Online recorded Cliff's commitment to transforming the Kingaroy Showground in these words "While he and junior president Gary Barron felt there was still a way to go, Mr Seiler said the committee was confident that within a few years the entire community would be genuinely proud of the Kingaroy Showgrounds."

Cliff has been part of the team that has overseen improvements at the showgrounds, and using the famous Fields of Dreams saying "build it and they will come" has seen the showgrounds hosting and feeding over 500 footballers in a tent city and providing improvements for Relay for Life events.

Cliff has given considerable practical support to groups such as the South Burnett Relay for Life, the Friendship Markets and is a mentor and advocate to the Junior Show Society; encouraging them to cultivate an interest in the South Burnett and develop leadership skills to ensure the region continues as a prosperous and desirable area to live.

Generous with his time and resources, Cliff's leadership skills that lead by example are contributing widely to the South Burnett region.



Cr Ros Heit, Wooroolin-Memerambi Local Achiever Cliff Seiler, and Cr Gavin Jones [photo courtesy of South Burnett Online]

CITIZENSHIP CEREMONIES

Citizenship ceremonies provide a formal welcome to new citizens as full members of the Australian community. The Mayor is authorised under the authority of the Minister for Immigration and Border Protection, The Honourable Peter Dutton MP to preside over Citizenship ceremonies in the South Burnett Region. Acquiring Australian citizenship enables those doing so to participate fully in our inclusive society, realise aspirations and achieve their full potential, regardless of their race, background, gender, religion, language or place of birth.

Month	No. Citizenship Ceremonies
September 2016	26
November 2016	11
January 2017	5
April 2017	10
TOTAL	52

It has been a busy year with quite a few South Burnett residents becoming Australian Citizens, the Mayor has officiated 52 ceremonies over the last financial year.

We offer our new candidates for Australian citizenship two (2) options in completing their citizenship ceremonies, the first is a public ceremony held on Australia Day, Australian Citizenship Day or at a Council Meeting. The second option is a private ceremony with the Mayor (this option has to be approved by the Department of Immigration and Border Protection case by case). For the public ceremonies the State and Federal members are also invited to attend.

The ceremony commences with the Mayor giving a welcome speech and reading a Message from the Minister, The Honourable Peter Dutton MP welcoming the new citizens. The new citizens will then take the Australian Pledge administered by the Mayor and concludes with the playing of the National Anthem. The Mayor also likes to present each new citizen with a copy of the "Landscapes of Change" book set which is a history of the South Burnett to commemorate this very special occasion.



Mayor Keith Campbell with Tyler Scott, Anna Niedzielska-Philp and Jinkie Cairns



Mayor Campbell with new Australian Citizen Delwyn Burton



South Burnett Mayor Keith Campbell and Member for Maranoa David Littleproud congratulated Mellie Kaitulo and her son Nigel [photo courtesy of South Burnett Online]



Five members of the Evangelista family were sworn in [photo courtesy of South Burnett Online]

MAYOR'S COMMUNITY BREAKFAST



ANNUAL REPORT 2016-2017

Mayor Keith Campbell hosted the annual Mayor's Community Charity Breakfast on 4 May 2017 at the Nanango Cultural Centre to officially launch the 2017 South Burnett Relay for Life fundraising campaign, which raises funds for the Queensland Cancer Council.

Internationally famous poet Rupert McCall was special guest speaker on the morning. Rupert recited some wonderful poems, which were enjoyed by everyone who attended. Rupert also generously donated \$5.00 from every book of his sold on the morning to Relay for Life.

John Bjelke-Petersen was named as this year's Face of Relay and the names of the three (3) captains who will be the guests at the 2017 Relay For Life Captain's Dinner in Kingaroy were announced, these being Rugby great Andrew Slack, Olympic Softballer Joyce Lester and Rugby League powerhouse Petero Civoniceva.

This year the breakfast raised nearly \$500.00 which was donated to the South Burnett Relay for Life.



Rupert McCall reciting his tribute to 150 Queensland icons



Mayor Keith Campbell with special guest speaker Rupert McCall



Last year's Face of Relay Allen Bassett, right, sashed the 2017 Face Of Relay John Bjelke-Petersen [photo courtesy of South Burnett



The foyer of the Nanango Cultural Centre was filled for the Mayor's Breakfast [photo courtesy of South Burnett Online]



Carl Rackemann received his 2017 Patron's sash from Jillian Huth [photo courtesy of South Burnett Online]

ANZAC DAY CEREMONIES

Council sponsored ANZAC Day ceremonies across the South Burnett with representation from Mayor Keith Campbell, Councillors and Senior Staff in attendance at the majority of ceremonies.

Ceremonies were held at the following locations:

- Blackbutt
- Boondooma
- Bunya Mountains
- Cherbourg
- Hivesville
- Kingaroy
- Kumbia
- Maidenwell
- Murgon
- Nanango
- Proston
- Wondai
- Wooroolin
- Yarraman



St John's Lutheran School students at the Nanango Service [photo courtesy of South Burnett Online]



Wreaths shroud the Wondai War Memorial [photo courtesy of South Burnett Online]



Deputy Mayor Kathy Duff and students from Wheatlands State School at the Hivesville ANZAC Day commemorations [photo courtesy of South Burnett Online]



ANZAC Day Observance Master of Ceremonies Nigel Goulding followed the flag bearers in the Kingaroy parade [photo courtesy of South Burnett Online]



War veterans march past the Murgon RSL Club [photo courtesy of South Burnett Online]



The Catafalque Party forming the Honour Guard at the Nanango Service [photo courtesy at South Burnett Online]



Cr Ros Heit with residents at the Proston Dawn Service [photo courtesy of South Burnett Online]



World War II veteran Charlie Howlett lays his tribute at the Wondai Memorial Service [photo courtesy of South Burnett Online]



War veterans proudly marching in the Wooroolin parade [photo courtesy of South Burnett Online]



Deputy Opposition Leader and Member for Nanango Deb Frecklington, centre, at the Yarraman service with veterans Peter Auer, Denis Riley (Morayfield), Paul Tunn, Terry Reid and Mick Wilson [photo courtesy of Deb Frecklington]

CHRISTMAS LIGHTS COMPETITION

This year's Community Christmas Lights Competition once again boasted a substantial prize pool thanks to the generosity and sponsorship of Hancock Prospecting and the Georgina Hope Foundation.

Fantastic prizes were on offer including trips to Singapore valued at \$15,000 and \$10,000 as well as cash prizes in all categories.

Listed below are the major winners of each category of the 2016 Hancock Prospecting Pty Ltd Christmas Lights Competition:

South Burnett Champion: Ken and Dianne Lawes, Nanango

South Burnett Champion Runner-Up: Malcolm and Cassandra Bayntun, Murgon

South Burnett Business Champion: Southern Cross Care Murgon - Castra

South Burnett Business Runner-Up: Copper Country Motor Inn and Restaurant, Nanango

Category	Winner
Blackbutt (inc. Benarkin) Urban Winner	Dale Gersekowski
Blackbutt (inc. Benarkin) Urban Runner-Up	Stephen and Annette Heit
Blackbutt (inc. Benarkin) Rural Winner	Patty Skilton
Kingaroy (inc. Kumbia, Wooroolin, Memerambi) Urban Winner	Geoff and Veronica Hartwig
Kingaroy (inc. Kumbia, Wooroolin, Memerambi) Urban Runner-Up - Tie	L Coutts and J McCullough
Kingaroy (inc. Kumbia, Wooroolin, Memerambi) Urban Runner-Up - Tie	David and Linda Marskell
Kingaroy (inc. Kumbia, Wooroolin, Memerambi) Rural Winner	The Lucas Family
Kingaroy (inc. Kumbia, Wooroolin, Memerambi) Rural Runner-Up	Tony Wilson
Murgon Urban Winner	Monica Dennis
Murgon Urban Runner-Up	The Le Du Family
Murgon Rural Winner	Louise and Wayne Thomas
Murgon Rural Runner-Up	Tim and Kahlia Huddleston
Nanango (inc. Maidenwell, Bunya Mountains) Urban Winner	Alan and Rosemary Strugnell
Nanango (inc. Maidenwell, Bunya Mountains) Urban Runner-Up	R Webb
Nanango (inc. Maidenwell, Bunya Mountains) Rural Winner	Cheryl Ashdown
Nanango (inc. Maidenwell, Bunya Mountains) Rural Runner-Up	D and S Hancock
Wondai (inc. Hivesville, Tingoorra, Proston) Urban Winner	Krystle and Michael Rose
Wondai (inc. Hivesville, Tingoorra, Proston) Urban Runner-Up	Andrew and Renita Olsen
Wondai (inc. Hivesville, Tingoorra, Proston) Rural Winner	K Kennedy
Wondai (inc. Hivesville, Tingoorra, Proston) Rural Runner-Up	D and M Bartlett-Kennedy



South Burnett Champion display by Ken and Dinanne Lawes at Muir Drive, Nanango [photo courtesy of South Burnett Online]



South Burnett Champion Runner-Up: Malcolm and Cassandra Bayntun, Murgon [photo courtesy of South Burnett Online]

MAYOR'S CHRISTMAS LUNCHEON



ANNUAL REPORT 2016-2017

Member for Maranoa David Littleproud was guest speaker at the annual Mayor's Christmas Luncheon held at Kingaroy Town Hall on 16 December 2016.

The luncheon raised almost \$6,000 which went towards food vouchers from Supa IGA, which were distributed to local families in need over Christmas.

Mayor Campbell said "There are many families that struggle during the Christmas period and this luncheon is our way to help support our community during this time".

Dynamic local musical duo, the MISFITZ and South Burnett Chorale provided live music on the day, while the QCWA once again prepared a wonderful two-course meal.

Mayor Campbell would like to acknowledge and thank the many local businesses who generously contributed towards the luncheon: Kingaroy Supa IGA; the QCWA; Jamaica Blue; Flamingo Wish; Nichols Printing; the South Burnett Times; South Burnett Online; CROW FM; Wayne's World; BGA AgriServices Kingaroy; TASTE South Burnett; Heartfelt Flowers; Big W; South Burnett Chorale and the MISFITZ. We couldn't have done it without their support.



Manager Supa IGA, Trace O'Neill with Mayor Keith Campbell with the donated food vouchers



Food Voucher recipients, David Ferguson from the Uniting Church, Father Nigel Sequeria from St Mary's, Erin Jeffs from Centacare, Sue Miller from South Burnett Peace of Mind, Joan Adams from Tablelands Hall Committee with Mayor Keith Campbell



Major Allan Kerr from the Salvation Army with Mayor Keith Campbell



Federal Member for Maranoa David Littleproud and South Burnett Mayor Keith Campbell [photo courtesy of South Burnett Online]



MISFITZ, aka Rob and Clare Fitz-Herbert, provided the musical entertainment [photo courtesy of South Burnett Online]



KINGAROY SUPA IGA MAYOR'S CHARITY BALL

The tears of laughter, cries of winning, celebrations and shoes that danced like they haven't danced before! These are the words that described the Mayor's Charity Ball for 2017. The Charity Ball housed 350 people on 20 May 2017. An array of amazing entertainment was provided by local musical duo 'Tucker & Chop' featuring Eri Carey, Matt Phillips and the Kingaroy State High School Jazz Band, stand up ventriloquist Mr Darren Carr and seven (7) piece powerhouse Brisbane band 'Honey'. The three (3) course meal was compliments to Chef Mike Giles with the assistance from the very talented students and trainers from TAFE Queensland, Kingaroy.

The Mayor set a goal in early 2017 to raise \$50,000 from the charity ball and this was certainly achieved. The evening raised \$56,000, all of which was donated to the South Burnett Community Hospital Foundation in June 2017. This donation will allow the foundation to purchase much needed medical equipment to ensure the sustainability of the community hospital.



Mayor Keith Campbell and his wife Marion [photo courtesy of South Burnett Online]

The South Burnett community and beyond hugely supported the event by attending or providing sponsorship in the form of items for auctions, raffles and/or cash donations. A special shout out is deserving to everyone below:

Event Sponsor: Kingaroy Supa IGA.

Gold Sponsors: King and Company Solicitors, Stanwell, Downer and Hitachi.

Silver Sponsors: Haly Health and Skin Medical Centre, Barry and Leanne Krosch, South Bank Medical Group, St Mary's Catholic College, Bunya Pine Family Medical, UGL, Swickers Bacon Factory, Ken Mills Toyota, Ergon Energy, Westlink Petroleum, Global Engineering and Bill Hull Car Centre.

There were over 50 businesses, groups and individuals who generously came forward and the contribution and effort of these people ensured the success of this event: Red Earth Leadership Program, Rotary Club of Kingaroy, TAFE Queensland Kingaroy students and trainers (Jason Ford and Sandra Perry), Nancy Jayde Photography, 'Tucker & Chop' (aka Darren Schmidt and Glenn Lumsden) featuring Eri Carey, Mitch Freeman, the SBRC Team, Kingaroy Rugby League Football Club, South Burnett Wine Industry, Kingaroy Refrigeration and Air-conditioning, McCullough Robertson, Peanut Company of Australia, AGL, Cr Gavin Jones, Musician's Oasis, Murgon Betta Home Living, Cr Kathy Duff, Mr Simon Neal, Woolerina Grazing – Nooroomba Feedlot, The Little Butcher, Maidenwell Community Group, Sunshine Mitre 10, Ollies Mower Service, The Bunyas, Anitta Stallwood, Pioneer Lodge Motel, Mrs Kay Dove, Flamingo Wish, Kingaroy Soaring Club, South Burnett Window Tinting, Kingaroy Stihl Shop, Blackbutt Hardware, Mr Michael Bishop, Kingaroy Plumbing Works, Kingaroy Canvas, BGA Agriservices, Capeview Apartments, BCF, Andersens Carpet, Thorps Jewellers, Elray Jeweller, Kingaroy Betta Electrical, Kingaroy Equipment Sales, Kingaroy Affordable Furniture, Blooms Chemist, Kingaroy Pharmacy, Burke & Wills Motel, Clovely Estate, Discount Drug Store, Prouds Jewellery Kingaroy, Ascot Lodge Motor Inn, Mr Jason Ford, Ms Sandra Perry, The Commercial Hotel, Pomfrets Hardware (Samios), Anderson's Produce, Motel Oasis, The Peanut Van, Studio J, Burtons Shoes and Kingaroy Satellite Cinema.

With the success of the Charity Ball in May 2017, the next one is one not to be missed. Be sure to block out your calendar - Saturday 25 May 2019!



Mayor Keith Campbell presents a \$56,000 cheque for the proceeds of this year's Mayor's Charity Ball to Hospital Foundation vice-chairman Scott McLennan [photo courtesy of South Burnett Online]



Eri Carey, Glen Lumsden and Darren Schmidt provided live entertainment as guests mingled in the Town Hall Forecourt [photo courtesy of Nancy Jayde Photography]



Former Mayor and current South Burnett Community Hospital Foundation Chairman Wayne Kratzmann with his wife Eleanor, Councillor Gavin "Spud" Jones and his wife Wendy [photo courtesy of South Burnett Online]



The Kingaroy State High School Jazz Band provided a musical start to the evening inside the Town Hall [photo courtesy of South Burnett Online]



South Bank Day Hospital director Jemma Elder and executive director Prof Mark Radford [photo courtesy of South Burnett Online]



Volunteers from the Red Earth Community Foundation's South Burnett Leadership Program [photo courtesy of South Burnett Online]



Brisbane band Honey had the crowd dancing the night away [photo courtesy of Nancy Jayde Photography]

OPENING ROGER NUNN PLACE

Former Kingaroy Shire Mayor Roger Nunn was honoured on 14 December 2016 when the Council officially renamed the Glendon Street car park “Roger Nunn Place”.

The car park was extensively refurbished to repair several long-standing problems, including subsidence in some sections of the road surface, replacement of ageing underground infrastructure, and the removal and replacement of inappropriate shade trees.

Council-owned buildings in the car park (the public toilets, the former Glendon Street Community Centre, the Glendon Street bus depot) were also refurbished as part of the project. A children’s play area was also built as part of the project.

Roger along with his wife Julie, and former Kingaroy Shire Council CEO Ron Turner attended the official renaming ceremony.

Former South Burnett Mayor Wayne Kratzmann, who had started the refurbishment project, also attended along with SB Care CEO Cheryl Dalton and former Kingaroy Shire Council CEO Ron Knopke, both of who had worked with Roger at the Council for many years.

The South Burnett Regional Council suspended the proceedings of the final meeting for the year so current Mayor Keith Campbell and his fellow Councillors could also take part in the ceremony.

Guests spoke about Roger’s many contributions to the development of Kingaroy during his 18 years service on Kingaroy Shire Council, the last 11 of them as Mayor.

Some, such as South Burnett Mayor Keith Campbell and Cr Terry Fleischfresser, had served with Roger on the Council themselves. Former South Burnett Mayor Wayne Kratzmann, who was Deputy CEO of Wondai Shire Council before being elected its Deputy Mayor, had worked with Roger over many years on cross-Shire projects through the former South Burnett Local Government Association.

Mayor Keith Campbell said he thought renaming the CBD parking area after Mr Nunn was a very appropriate gesture. Roger had left a positive and lasting mark on the region, he said, and the benefits of many of his initiatives were still being enjoyed by residents today.

After the renaming ceremony, guests chatted over a morning tea in the Town Hall Supper Room before Councillors excused themselves to resume their monthly meeting.



Current South Burnett Councillors with former Kingaroy Shire Mayor Roger Nunn

It's a wrap for Regional Flavours 2016...
South Burnett sticky pork belly wrap that is!



This local creation by Chef Jason Ford once again proved popular with the Brisbane crowd.

Infused with local ingredients the regional dish delighted the 'foodies' with many copies of the recipe also getting snapped up. The rain did not dampen festival goer's spirits and the initial report from Brisbane Marketing has indicated the two (2) day event attracted a crowd of approximately 82,000.

The South Burnett was well represented with stallholders including Kingsley Grove Estate, The Peanut Van, Taste South Burnett, Bunya Red Farm, Chinchilli, Bunya Cheese, Clovely Estate, Ben's Beef Jerky and Crane Wines.

Our food ambassador Chef Jason Ford appeared with crowd favourite Miguel Maestro and 2015 Masterchef runner up Georgia Barnes to talk South Burnett and all things peanuts. Chef Ford also held the Dukkah Down masterclass on the Queensland Taste stage alongside Chef Cameron Matthews and hosted by Anooska Tucker-Evans, the editor of The Courier-Mail's Queensland Taste liftout, Queensland's definitive guide to food news, recipes and reviews.

At this demonstration a taste of The Peanut Van's peanuts was shared with attendees and a wine tasting offered by Winemaker Simon Berry from Kingsley Grove Estate who was a passionate advocate for the South Burnett wine region.



Photos clockwise:

1. Simon Berry from Kingsley Grove Estate talks about South Burnett wines to Anooska Tucker-Evans, Jason Ford and Cameron Matthew
2. Miguel Maestre and Jason Ford on stage
3. The Sticky South Burnett Pork Belly Wrap showcased the South Burnett's best foods
4. The South Burnett stalls proved popular with the crowds





Supporting sustainable living in the South Burnett through the, administration of local Laws, building services, strategic land use and planning, open space, recreation and environmental planning, maintenance, programs and animal management.

Ensuring sound governance and quality customer service and the provision of community services in the areas of aged support, social and community services including arts and culture, library services, sports and recreation and grants and donations.



Peter O'May
General Manager Corporate Services



Craig Patch
Manager Environment and Waste



Greg Griffiths
Manager NRM and Parks

Corporate Services

- Indigenous Affairs
- Libraries

Environment & Waste

- Animal Management
- Environmental Protection
- Health Services
- Landfills & Transfer Stations
- Local Laws Policing
- Nuisance Control
- Waste Collection

NRM & Parks

- Aerodrome Operations
- Boondooma Tourist Park
- Cemetery Management
- Coolabunia Saleyard
- Ficks Crossing
- Natural Resources
- Parks & Gardens
- Public Conveniences
- Rail Trail
- Recreational Reserves



Chris Du Plessis
Manager Planning and Land Management



Carolyn Knudsen
Manager Social and Corporate Performance

- Sports Development
- Sporting Grants
- Stock Routes
- Straying Livestock
- Tick Facilities
- Weeds & Pest Management
- Yallakool Tourist Park

Planning & Land Management

- Building Assessment
- Building Compliance/ Inspection Development Assessment
- Planning Compliance/ Inspection
- Plumbing Assessment
- Plumbing Compliance/ Inspection
- Strategic Land Use Planning

Social & Corporate Performance

- Advertising
- Community Grants Program
- Community Engagement
- Complaints Management Process
- Corporate Brand
- Corporate Communications
- Corporate Media
- Corporate Registers
- Corporate Risk Management

- Corporate Strategic Planning and Performance
- Community Events
- Customer Service
- Delegations and Authorisations
- Fraud and Corruption Prevention Management
- Governance
- Information Privacy
- Internal Audit

- Legal
- Local Disaster Recovery
- Operational Planning and Performance
- Quality Management
- Right to Information
- Social Media
- Website

Indigenous Affairs

The General Manager, Corporate Services oversees and maintains a small budget allocated to support or sponsor initiatives relating to indigenous affairs. Cr Kathy Duff, Portfolio holder for Indigenous Affairs, actively works with the Cherbourg Aboriginal Shire Council to support joint initiatives such as 'South Burnett and Cherbourg on Show Weekend', NAIDOC week celebrations and other regional events. Council regularly meets with Councillors and senior management from Cherbourg Aboriginal Shire Council to collaborate on issues effecting both local governments and respective communities.



Cr Kathy Duff, the Indigenous Affairs portfolio holder for Council enjoying NAIDOC celebrations [photo courtesy of South Burnett Online]



Construction of the Tingoora bridge on the Kilkivan to Kingaroy Rail Trail

Environment and Waste

Public and Environmental Health Regulatory Functions

During the 2016/17 Financial Year Council received and processed:

- 89 Food Licence applications including Temporary Food Licence applications;
- 227 Environmental Health customer requests;
- 555 Waste customer requests;
- 70 Local Law applications, principally footpath permits;
- 708 impounded animals; and
- 578 By-Law Enforcement applications were received for overgrown properties.

Public Health Initiatives

During the 2016/17 financial year Council participated in a research program with the Queensland Health Department into managing private drinking water supplies in commercial and community premises.

The results of this investigation will be guiding the direction and development of Queensland Health's position on proposed Tank Water legislation.



Animal Management

The Department of Agriculture and Fisheries (DAF) introduced amendments to the *Animal Management (Cats and Dogs) Act 2008* which commenced on 26 May 2017 in relation to mandatory dog breeder registration and restrictions on the supply of dogs in Queensland.

The key purpose of these amendments promotes the responsible breeding of dogs. The responsibility for superintending the enforcement of these new dog breeder registration provisions in the Legislation was delegated to local government.

Council and DAF actively disseminated information into the public domain prior to the 26 May 2017 commencement date. Council has followed up a number of complaints regarding unregistered dog breeders in the last portion of the 2016/17 financial year.

Number of registered dogs: 4,362

Number of registered breeders: 155



Legacy Landfills

Council's environmental responsibilities to the following sites and other legacy landfill sites will continue for many years into the future monitoring and negating any potential impacts upon the surrounding environment.



Completed capping of the Wondai Sanitary Disposal Depot

Wondai

Council has substantially completed remediation works at the closed Wondai sanitary disposal depot site, which involved capping works and the establishment of groundwater monitoring bores.

Memerambi

Council successfully completed the closure of the closed Memerambi Landfill during the 2016/17 financial year. Capping was achieved during the 2015/16 financial year with groundwater monitoring bores installed at the site during the 2016/17 period.

Hivesville

During 2016/17, Council determined the available air space for waste disposal purposes at the Hivesville Landfill was due to expire. In preparation Council had been progressively capping the Hivesville landfill area over the 2016/17 financial year.

Council continue to undertake capping earthworks and it is expected that profiling will be completed early during the 2017/18 financial year. Groundwater monitoring bores have also been established at the Hivesville landfill site.

The Hivesville Transfer Station, established a number of years earlier in preparation for the closure of the landfill, is available for use by Hivesville residents and the surrounding community.



The Hivesville landfill

Mosquito Control

The Murgon and Wondai areas, where the *Aedes aegypti* mosquito had previously been found, were again treated and monitoring activities conducted. No positive identification of the *Aedes aegypti* mosquito were found. However, this does not mean that the mosquitoes have been eliminated as their eggs can lie dormant for many years before the right weather conditions result in a re-emergence. Also, the dry weather has meant that not much breeding of any domestic container breeding mosquitoes was evident.



The *Aedes aegypti* mosquito

Further surveillance and monitoring in areas to the south of these townships within the South Burnett Regional Council area was also undertaken and no *Aedes aegypti* mosquitoes were detected.

Council continues to remain positive about controlling this particular vector of Dengue Fever & Zika Virus, but Council will need to continue with its Mosquito Management Program for many years into the future, before it may be able to assert that it has been able to eradicate this mosquito from Wondai and/or Murgon.

Council was also successful in having one (1) of its staff accepted as a representative on the Local Government Mosquito Advisory Group with the State Government Health Department and the Review Committee for the Mosquito Management Framework Review.

drumMUSTER

drumMUSTER is a national collection and recycling scheme for empty and cleaned crop protection and animal health chemical containers. Both plastic and steel agricultural containers are accepted.

Council manages the drumMUSTER program throughout the South Burnett region, however the Kumbia State School P&C generously looks after the logistics for the Kumbia area. Council continued to partner with the P&C by allowing the drumMUSTER containers to be stored at the old Kumbia landfill.

Across the South Burnett region 8,157 triple rinsed Agsafe eligible plastic and steel chemical containers were received during the 2016/17 financial year - this is a significant increase from 3,885 during the 2015/16 period.

MobileMuster

MobileMuster is the Australian mobile phone industry's free mobile phone recycling program that accepts all brands and types of mobile phones and their batteries, chargers and accessories. It is the industry's way to ensure mobile phone products do not end up in landfill - but instead are recycled in a safe, secure and ethical way.

All Council Customer Contact Centres continued to support this recycling program during the 2016/17 Financial Year, and continue to do so in the current period.

Swickers Fire - Disposal of Animal Products and Emergency Evacuation Centre

A fire on Sunday morning, 1 November 2016 saw extensive damage to Swickers Kingaroy Bacon Factory Pty Ltd's (Swickers) Export Boning Room.

This resulted in 2,076 pig carcasses and some 200m³ of associated pig products needing to be disposed of.



Over 2,000 pig carcasses and 200m³ were disposed of at the Wondai Landfill

Council assisted Swickers in this regard by obtaining approval from the Department of Environment and Heritage Protection (DEHP) for this putrescible waste to be deeply buried at the Council's Wondai Landfill.

No public evacuations because of toxic smoke exposure were necessary as air emissions monitored by Queensland Fire Services did not trigger any health related thresholds. However, Council activated one (1) of its Emergency Evacuation Centres in the event that sections of the community had to be evacuated. There were no voluntarily evacuations and the Evacuation Centre was subsequently closed on the afternoon of the fire.

For further information regarding Council's response to the Swickers fire, please refer to "Swickers Fire" on page 122.

Environment and Waste Highlights and Challenges

Highlights

- Council participated in the development and successful awarding of a regional water sampling tender with the other Wide Bay Burnett Region of Councils (WBBROC) which stands to deliver considerable savings to the WBBROC supported Councils.
- Hosting final year Environmental Officer students from Griffith University for field training experience as part of their university studies.
- Hosting a University of Queensland Workplace Health and Safety student in fulfilment of their practical study requirements.
- Ensuring that 99.9% of all 240L wheelie bins have been collected on their scheduled day of service.

Challenges

- The Environment and Waste section has experienced a high number of staff turnover during the 2016/17 financial year which has impacted Council's ability to maintain the high level of service expected. For example, Council's Landfill Operator who has worked for this organisation for 42 years retired last financial year. His departure was not only a loss to Council's workforce but was also a loss of substantial knowledge to the organisation.
- Long term planning for waste disposal needs.
- Implementing measures for Council's Enforceable Undertaking.
- Dealing with state licensing enquiries with limited resources within the Waste Management section.
- Resource demands in dealing with large numbers of unregistered dogs found during the dog registration house-to-house program.
- Educating the Public in relation to Asbestos awareness and control.
- Complaint management and monitoring.
- Transitioning to the closure of Council's Regulated Waste Disposal Facilities.
- Consideration of the impact of the State Government's proposed Container Deposit Scheme, the details of which are still to be finalised.
- The handling of high volumes of Animal Management Customer Requests.

Natural Resource Management (NRM) and Parks

Aerodrome

Council operates and maintains three (3) airports:

Kingaroy Airport YKRY (Certified for RPT operations)

The Kingaroy Airport is located at Warren Truss Drive, 4km south of Kingaroy. The airport offers a 1,600m bitumen sealed main runway and a 1,432m grass secondary runway.

The airport is the home of the Whitney Boomerang, is a major gliding facility, offers a pilot-activated lighting (PAL) system, accommodates up to and including EMBRAER 170/190 aircraft, and has an automatic aircraft refuelling facility utilising a AVGAS H24 Card swipe Bowser.

The main airport terminal building features rest room facilities. Provision for business and private hangerage operators and Automatic Weather Information Service (AWIS) for all aircraft operators.



New line marking at the Kingaroy Airport

A generator has been installed at the Kingaroy Airport to ensure the PAL system at the airport is operational at all times. The generator will also be connected to the AVGAS fuelling and chemical sump systems to ensure all services can be delivered during man-made and natural disaster events. This connection will occur during the 2017/18 financial year.

Runway line marking was completed through capital works in the 2016/17 financial year at the Kingaroy Airport. The Sir Joh Bjelke-Petersen Airport terminal building received a fresh coat of paint on both the interior and exterior of the building during the reporting period - this work was also completed as part of Council's capital works program.

Nanango Aerodrome (Uncertified)

The Nanango Aerodrome is located on Racecourse Road, 2km from Nanango, and offers a 1,100m grass runway. This airport is currently closed due to the infringement of tree obstacles within the approach and take-off zones. The airport is closed until further notice.

Wondai Aerodrome YWND (ALA)

The Wondai Aerodrome is located on the Wondai Proston Road, 6km north of Wondai. The airport offers a 1,400m constructed grass runway, gliding operations, and a Pilot Activated Lighting System. The airport terminal building features rest room facilities.

Dams

Boondooma Dam

Boondooma Dam hosted 15,409 overnight visitors during the 2016/17 financial year, with an average stay of three (3) nights.

In April 2017, works commenced to upgrade cabins one (1) to five (5), general maintenance of the kiosk building and manager's residence, drainage works to protect the road and campground assets, and upgrade the pathway and steps to the cabins. These works are due to be completed in the 2017/18 financial year.

Boondooma Dam continued to host a number of fishing events, drawing large crowds during the period.

Bjelke-Petersen (BP) Dam and Yallakool Park

Yallakool Park hosted 10,873 overnight visitors during the 2016/17 financial year, with an average stay of three (3) nights.

In April 2017, works commenced at Yallakool Park to upgrade cabins one (1) to nine (9) and general maintenance of the kiosk building with works to be completed in the 2017/18 financial year.

BP Dam continued to host a number of fishing events, drawing large crowds during the period.

NRM

Equipment Loan Program

Council offers a variety of equipment for landholders to borrow to assist with weed and pest control. Landholders conducted a total of 864 hours of weed treatment with borrowed equipment.

Number of Item's Borrowed

• Cat Traps - 36	• Pig Traps - 13	• Spray Trailer - 33
• Dog Traps - 48	• Rabbit Traps - 43	• Surveillance Cameras - 14
• Hog Hopper - 1	• Splatter Gun - 16	• Tree Spear - 2

Feral Animal Management Program

A total of 7,192 dog baits and 2,668 pig baits were distributed to 222 landholders to assist in the control of wild dogs and feral pigs across 373 properties covering a total 151,741 hectares.

A total of 57 rabbits were trapped and infected with Calici virus and released to enable the virus to spread through and control the rabbit population.

Landholders trapped the following numbers of feral animals using traps borrowed from Council: 30 Dogs; 18 Cats; 148 Pigs; and 57 Rabbits.

Fire Management

Fire breaks were maintained or established in 23 reserves across the region and 17 prescribed burns were conducted in partnership with the Queensland Fire and Emergency Service and Rural Fire Brigades.

Weed Spraying

Council's Weed Spraying program targets numerous species including restricted invasive species such as Groundsel, Mother of Millions, Honey Locust, Parthenium, Tree Pear, Lantana and Giant Rats Tail Grass on Council controlled roadsides and reserves as well as environmental weeds such as Madeira Vine and Cats Claw Creeper in strategic environmental reserves.

Control Type

Total hectares treated	371
Hectares of declared weeds treated	88
Hectares of environmental weeds treated	283
Hectares of Lantana treated	241

During the 2016/17 financial year, Council coordinated two (2) separate herbicide treatment programs:

- African Boxthorn Assistance program which saw 32 landholders apply for assistance in the form of herbicide or on-ground treatment by pest management contractors to manage African Boxthorn across 55 properties in the Wondai, Chelmsford and Tingooora districts; and
- African Love Grass Containment program which saw 180 litres of herbicide distributed to nine (9) applicants.

Saleyards and Clearing Facilities

Large numbers of cattle were processed through Council's Saleyard and Clearing Facilities for the period as follows:

- 10,674 cattle sold through Coolabunia Saleyard;
- 18,691 cattle inspected for cattle ticks at Coolabunia;
- 25,931 head were dipped at Coolabunia, Wondai, East Nanango and Proston; and
- 1,050 consignment / in transit cattle were held at Coolabunia and Wondai.



Coolabunia Saleyards [photo courtesy of South Burnett Online]

Wandering Livestock

Council's Stock Route and Pest Officer received 86 calls with 38 callouts discovering the following numbers of wandering stock:

- | | | |
|-------------|------------|------------|
| • 44 cattle | • 8 goats | • 2 camels |
| • 17 horses | • 12 sheep | • 3 pigs |

Parks, Gardens and Cemeteries

The Parks and Garden teams undertook the following general maintenance programs during the 2016/17 financial year:

Mowing, whipper snipping

- | | | |
|----------------------|--------------------------|-------------------------------|
| • All parks | • Lookouts | • Maintenance of garden beds |
| • Council owned land | • Town entrances | • Mulching and weeding |
| • Town centres | • Planting programs | • Installation of new gardens |
| • Public amenities | • Removal and replanting | |



Park Maintenance

- | | |
|--|---------------------------------------|
| • Re-oiling, repainting and wash down park shelters, tables and chairs and Council buildings | • Annual playground safety inspection |
| • Street cleans | • Toilet block cleaning |

Cemeteries

- | | |
|---|---------------------------------------|
| • Site preparations | • Maintain the cemetery record system |
| • Assist digging and backfilling graves | • Surveying new grave sites |
| • Cemetery grounds maintenance | |

During the 2016/17 period, Council received 179 burial applications, broken down as follows:

- 117 burials requiring new grave sites; and
- 25 ashes ceremonies involving placement in columbarium niches, gardens of remembrance or existing gravesites (reserved gravesites or re-opening existing graves); and
- 37 burials requiring the re-opening of existing graves / removal of concrete grave tops and placement of the recently deceased with previously interred.

The Parks and Gardens team were instrumental in preparatory work for a number of community festivals and events across the region, including but not limited to:

- | | |
|---|--|
| • Burrandowan Picnic Races | • The Maidenwell Easter Running Festival |
| • South Burnett Food and Wine in the Park | • Regional Show Days |
| • ANZAC Day Parades and Ceremonies | • Christmas Carnivals |
| • Bloomin' Beautiful Festival | |

The following projects were successfully completed by the Parks and Gardens team during this period:

Location	Project
Blackbutt	• Cemetery fence replaced
Boondooma Dam	• Design of Helipad for medical emergency and evacuations
Durong	• Replacement of public toilet amenities
Hivesville	• Refurbishment of public toilet amenities
Kingaroy	• Commencement of planning and installation of walking tracks and exercise equipment at Bjelke-Petersen Park • Memorial Park rotunda refurbishment commenced, installation of new pathway and new garden edging completed • Installation of new playground equipment at Apex Park • Runway line-marking and painting of the terminal building at Kingaroy Aerodrome • Installation of plinths at the Kingaroy Cemetery
Kumbia	• Replacement of playground softfall at Apex Park
Maidenwell	• Replacement of public toilet treatment system
Memerambi	• New public toilet amenities
Murgon	• Installation of new plinths at Murgon Cemetery and surveys conducted for new plots and the planning of a new lawn section • Refurbishment of the Murgon Hospital walkway bridge (still underway) • Installation of new playground equipment at Murgon Skate Park
Nanango	• Shelter, table and fencing installation at Butter Factory Park • Replacement of shade structure at Pioneer Park
Proston	• Installation of cemetery columbarium • Refurbishment of Railway Park public toilet amenities • Upgraded gardens in CBD
Wondai	• New gazebo and pathway at Wondai Cemetery • Upgrade of Dingo Creek Park playground upgrade and improved drainage and installation of shelters, barbecues and bollards



The toilet block at Memerambi nearing completion



The Apex Park 'Pirate Ship'



Council employees Brad Fooks and Murray Beitzel finishing off the new raised flower beds at the entrance to Kingaroy's Memorial Park

Planning and Development

Building

All building work declared to be assessable development under the *Building Act 1975* and *Building Regulations 2006* requires a development permit prior to work commencing on site. Council provides a building certification service to the community that is primarily focused at assessing and approving development permits. This service compliments the service provided by private building certifiers in the South Burnett by providing an alternative approval authority for residents.

Applications for building work are assessed against the legislative requirements and should the proposed building demonstrate compliance with the Act and Regulations then Council must issue a development permit. Council has a 20 business day timeframe to assess and issue the permit subject to the applicant providing all the information required by Council to complete an assessment.

Council's building certifier provided certification services and advice to a number of developments relating to facilities for the processing and storage of Duboisia (Cork Wood) Plant products. Certification services were also provided to developments involving the establishment of piggeries consisting of breeding and grow out facilities. The total value of this building work is approximately \$2.4m.

Council's building certifier continued to provide advice to Council's Property Section regarding the development of Council owned facilities. The relocation of the Blackbutt Community Hall was a significant project for Council. Council was engaged by the contractor to act as the building certifier for the project. Council's building certifier suggested changes to the position of the hall resulting in significant cost savings to Council and a more practical site layout.



An artist's concept of the completed Blackbutt Memorial Hall



The relocated Blackbutt Hall [photo courtesy of South Burnett Online]

Planning

The *Sustainable Planning Act 2009* and Integrated Development Assessment System (IDAS) remained as the prescribed process to consider and assess development applications throughout the 2016/17 reporting period. This process generally provides that a development application that is considered properly made to Council must be assessed and decided within 20 business days from the properly made date. Council has the ability to request further information to allow a better understanding of the application or to address aspects of the development that may impact on the environment. The applicant's response to this request must be received within six (6) months before Council can proceed to make a decision.

The relatively low volume of applications received during the 2016/17 financial year is indicative of the somewhat depressed land market in the South Burnett. Very few applications were for new commercial developments.

Council consistently met the 20 business days statutory timeframe and the recently implemented Technology One business management software assisted in monitoring internal workflows and compliance with timeframes.

Plumbing

Throughout the 2016/17 period Council's plumbing inspectors have continued to provide assessment services and advice to customers regarding the requirements for plumbing and drainage work under the *Plumbing and Drainage Act 2002* and *Standard Plumbing and Drainage Regulations 2003*.

Council's plumbing inspector provided extensive advice and inspection of work undertaken during the continued rebuilding at the Kingaroy Swickers Bacon Factory as a result of the devastating fire in early November 2016. In order to minimise disruptions to the factory's operations and ensuring that production was returned to full capacity, Council undertook an average of four (4) inspections per week. This allowed the newly rebuilt boning room and freezer building to be commissioned in stages as the construction work was completed.

The construction of the new Kingaroy Wastewater Treatment Plant required a number of inspections to confirm that the proposed plant met the relevant legislative standards and requirements.

Council's plumbing inspector provided timely inspections and made a significant contribution to assist the delivery of the project within time and budget.



The upgraded Wastewater Treatment Plant [photo courtesy of South Burnett Online]

Proposed South Burnett Planning Scheme

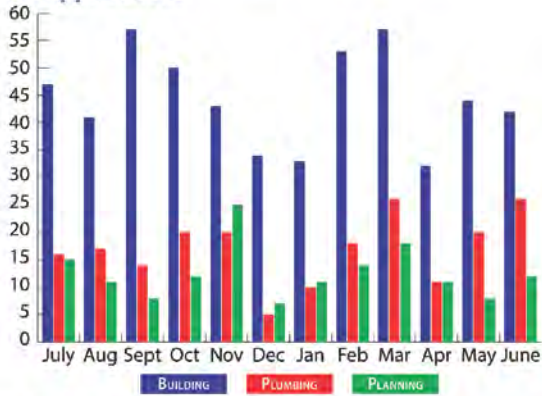
Council continued to progress with the development of the Proposed South Burnett Planning Scheme. Following the approval from the Deputy Premier, Jackie Trad MP in July 2016, Council commenced with the public notification of the planning scheme documents and associated maps.

Public notification activities included giving formal notice of the document and inviting the public to make a formal submission. The submission period commenced in August 2016 and provided a period of 60 business days for submissions. Council received a total of 23 submissions on the proposed document, mostly related to specific properties and requested changes to the proposed zoning of properties. All submissions were properly considered by Council and a formal response was provided to each submitter. Council agreed to make a number of zone changes to better reflect the current development in the area and to streamline the development process within the South Burnett.

A revised Planning Scheme based on the responses to the public submissions was submitted to the Deputy Premier's office in early 2017 with a request to approve the proposed Planning Scheme as revised. It is anticipated that adoption of the South Burnett Planning Scheme will occur during the latter part of the 2017/18 financial year.

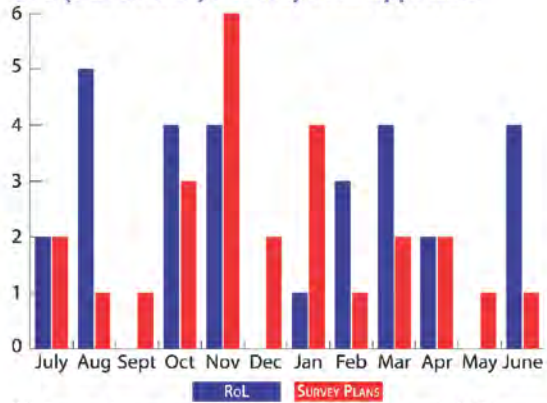
Planning and Development Statistics

All Applications



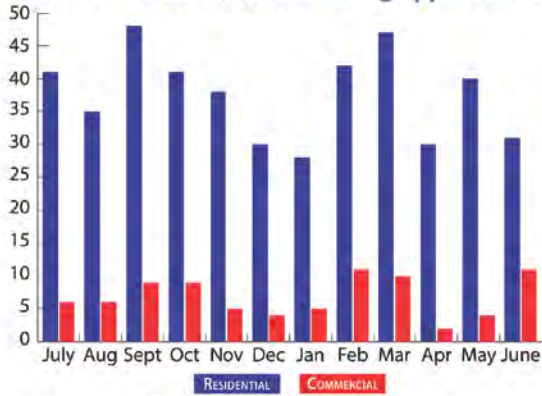
A total of 888 building, plumbing and planning applications were issued within the South Burnett region.

RoL (Subdivision) / Survey Plan Approvals



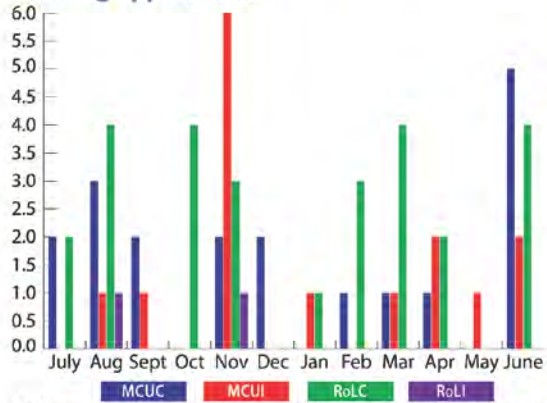
29 Reconfiguration of a Lot (subdivision) and 26 Survey Planning Applications were issued by Council.

Residential / Commercial Building Applications



A total of 533 Residential and Commercial building applications were issued within the South Burnett region.

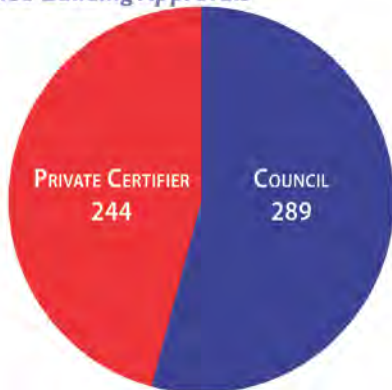
Planning Applications



36 Material Change of Use (MCUC¹ and (MCUI²) and 29 Reconfiguration of Lot (RoLC³ and RoLI⁴) applications were issued by Council.

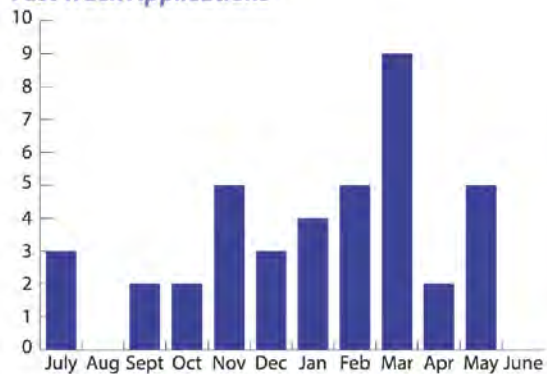
1. MCUC - Material Change of Use Code applications are assessed against the planning scheme code
2. MCUI - Material Change of Use Impact applications are assessed against planning scheme and include public notification
3. RoLC - Reconfiguration of Lot Code applications are assessed against the planning scheme code
4. RoLI - Reconfiguration of Lot Impact applications are assessed against planning scheme and include public notification

Certified Building Approvals



A total of 533 Certified Approvals were issued by Council and Private Building Certifiers.

Fast Track Applications



40 Fast Track planning applications were issued by Council - Fast Track applications are approved only where they are considered low risk, code assessable developments and meet all requirements of the code.

Social and Corporate Performance

Risk Management

Council embraces a positive culture towards the corporate risk management functions as prescribed by both the *Local Government Act 2009* and *Local Government Regulation 2012*. Risk Management is a process to identify, assess, manage and control potential events that will have an impact on the achievement of Council's objectives.

Risk Awareness

Having implemented an Enterprise Risk Management (ERM) framework in 2011, Council continues to recognise that ERM is essential in the achievement of the organisational plans and projects as ERM facilitates a proactive approach to problem solving thus enhancing program delivery.

Additionally, Council has been able to improve its decision making process by effectively managing potential opportunities and probable adverse effects. ERM has been further integrated through the implementation of Council's Risk Management Policy and Framework which was developed in compliance with ISO 31000:2009 Risk Management – Principles and Guidelines. The ERM framework and associated policies were reviewed in late 2016. After consultation with key stakeholders, the revised Risk Management Policy and associated Risk Management Committee Terms of Reference were adopted by Council at the Ordinary Meeting on 16 November 2016.

Risk Reduction

In 2016/17, Council's most significant level of risk reduction was linked to the annual Operational Plan. Council continued with the effective process implemented in 2015/16 whereby the risk reduction approach of reviewing the Annual Operational Plan 2016/17 with each responsible Branch Manager and their respective teams as required, culminated in the development of the Corporate Risk Register and Treatment Plan by November 2016. The High and Extreme rated risks were further captured in an organisational Corporate Risk Register and Treatment Plan which was reported to the Senior Executive Team for monitoring on a six (6) monthly basis. Additionally, once authorised by the Chief Executive Officer, this Register and Treatment Plan was tabled at the Audit Advisory Committee for review.

Corporate Risk Appetite

It is good management practice for Council to develop a corporate risk appetite statement to assist in the determination of the types and amount of risk Council is prepared to accept to achieve our Corporate Plan and Annual Operational Plans.

Council embraced the multifaceted process to develop the risk appetite statement. Council formally adopted the corporate risk appetite statement on 16 November as part of the Risk Register Matrix. Council manage low and moderate risks by routine procedures within existing resources with sign-off by the Chief Executive Officer, and manage Extreme and High Risks by immediate / prioritised corrective action with sign off by the Chief Executive Officer and the Audit Advisory Committee. All risks are reviewed on a six (6) monthly basis.

Fraud and Corruption Prevention Management

Council is committed to acting in the best interest of the community and upholding the principles of honesty, integrity and transparency.

Council operates as an organisation in which ethical conduct is expected, encouraged and supported with zero tolerance for corrupt conduct, fraudulent activities or maladministration. Risk management principles and matching fraud and corruption prevention measures are applied across all areas of Council operations to protect the assets and resources of Council.

Council has developed and implemented a Fraud and Corruption Prevention Management Plan 2016-2019 which sets out the actions and responsibilities for the organisation. This plan is reviewed and updated by the Fraud and Corruption Prevention Management Steering Group with quarterly updates provided through to the Audit Advisory Committee.

Both the Policy and Plan encompasses any instances or suspected instances of fraud and corruption involving Council employees, Councillors, contractors, consultants, volunteers, vendors or any other party with a business relationship with the Council. Council has appointed the Manager Social and Corporate Performance as the Fraud and Corruption Prevention Management Coordinator reporting directly to the CEO on all matters relating to Fraud and Corruption.

Local Disaster Recovery

Council has taken a proactive approach with a thorough review of the South Burnett Local Disaster Recovery Plan (SBLDRP). The review commenced in November 2016 with the re-establishment of the Local Disaster Recovery Group (LDRG) and appointing Coordinators to the four (4) sub-groups of Human-social, Economic, Infrastructure and Environment. The LDRG and sub-groups proceeded to meet on a quarterly basis to review relevant sections of the SBLDRP, establish communication channels with key stakeholders and commence the development of sub plans to assist in recovery process. The SBLDRP was reviewed by the sub-groups, the LDRG, the LDMG, the Council and its Senior Management Team with adoption of the plan occurring in June 2017.

Effective recovery after a disaster is vital to ensure the well-being of individuals and our community. It is more than simply the replacement of what has been destroyed and the rehabilitation of those affected. It is a complex social and developmental process that involves all aspects of society working together to return the community to normality and to improve aspects beyond previous conditions by enhancing social infrastructure, natural and built environments, and the economy.

The complexity and timeframes of recovery demand sound planning, effective coordination and above all, community involvement. This plan addresses these aspects and articulates how the South Burnett will undertake recovery operations after a disaster. In doing so this plan provides a framework for the management and coordination of recovery as well as guidance on the major considerations for recovery across the spectrum of Human/Social Recovery, Infrastructure Recovery, Economic Recovery and Environment Recovery.

The South Burnett Disaster Recovery Plan complements the South Burnett Local Disaster Management Plan and was first adopted by Council in February 2013.

Both Local Disaster Management and Recovery Plans are regularly tested and reviewed. Periodically a full revision of the plans is required.

In November 2016 the LDRG was activated to work with Swickers Bacon Factory and the State Government to coordinate the immediate and medium term recovery from the local disaster (fire) which destroyed a substantial component of the factory in Kingaroy.

Swickers Bacon Factory is one of the largest businesses in the South Burnett region not only through the employment but also through the associated suppliers and wholesalers.



The fire at Swickers on 6 November 2017 [photo courtesy of South Burnett Online]

The LDRG subgroups of Environment, Economic and Human-social rallied to enable Swickers Bacon Factory to mitigate the recovery process and subsequently minimising the impact on the region.

The LDRG expedited the process and approval for the removal of waste, relocation of operations to various external locations and supported the human social recovery efforts culminating in the hosting of a recovery social event funded by State Development. The LDRG assisted the Factory, providing the necessary resources, to continue operations such as releasing a contractor to Council from high profile whole of region works so as to provide a contracted service to the Factory.

During the local disaster event in March (ex tropical cyclone Debbie) recovery had a 'watch and wait' brief, subsequently activating the recovery response through the Local Disaster Recovery Sub-Group Infrastructure specifically in relation to Roads & Drainage.

As stated above, the proactive approach through Recovery has minimised the impact on our region through both local disasters.

Administrative Action Complaints

Council's Administrative Action Complaints process was instituted to ensure that, to the greatest practicable extent, any complaint is dealt with fairly, promptly, professionally, in confidence (subject to any legal requirements) and in a manner respectful to the complainant.

Council treats complaints seriously and has implemented a policy and procedure with Council's endorsement. As per the policy, a complainant may lodge a complaint via written, electronic and verbal means.

Details of the number of Administrative Action Complaints processed during 2016/17 are available on "Administrative Action Complaints" on page 146.

Information Privacy and Right to Information

Under Queensland's *Right to Information Act 2009* and *Information Privacy Act 2009*, members of the community are able to apply for access to documents held by Council (subject to statutory exemptions).

The Acts also allows members of the community to apply for and make amendments to documents concerning their personal affairs, where it is believed the information is incomplete, out-of-date, inaccurate or misleading.

The Governance section receives and processes all Council's Right to Information and Information Privacy requests.

Details of the number of Right to Information and Information Privacy requests processed during 2016/17 are available on "Right to Information (RTI)" on page 146.

Media Communications

Council is committed to ensuring meaningful community engagement as demonstrated by the variety of ways in which Council makes contact with the community.

Council regularly provides information to over 40 media contacts linked to a variety of mediums such as radio, television, online and print. During 2016/17, Council engaged with media by providing media releases and alerts, quotes, interviews and information relating to areas of both general operations and strategic planning. In total, Council provided:

- 91 Media releases;
- 519 Responses / Follow up to media enquiries;
- 719 Facebook social media posts; and received a
- 2,803,639 reach with Facebook posts.

In addition, the Mayor conducts weekly interviews with local radio stations and regular interviews with regional radio and commercial television. Councillors also make themselves available for regular radio interviews and media coverage of their respective portfolios.

Council adopted a Media Relations Policy to provide the framework for engagement and this is coordinated by the Social and Corporate Performance branch through a part-time administration officer position.

Communication Community Survey

During 2016/17 Council sought to understand how the South Burnett community finds out information about what is happening locally.

Council recognises the value in periodically surveying the community to ensure it not only understands how best to provide information, but also to determine how the community prefers to provide feedback on plans, strategies and decisions of Council.

To ascertain this information Council released a short community survey in April 2017. The survey results assisted Council in improving community engagement and communication processes and allowed for consideration of where and how best to disperse the budget allocation for advertising in 2017/18.



Customer Contact

Council is committed to ensuring meaningful community engagement as demonstrated by the variety of ways in which Council makes contact with the community and equally in which the community makes contact with Council.

During 2016/17, customer contact staff across the offices of Blackbutt, Nanango, Kingaroy, Wondai and Murgon received 29,108 calls to Council's main number. Customer contact furthermore issued 20,117 receipts to customers over the counters. Customer requests are an important element of Council's day-to-day operations with 8,827 customer requests processed during the 2016/17 reporting period. Of the 42 categories to which a customer request can be allocated, the top ten (10) were:

Request Category	Processed
Animals	1,449
Roads	1,353
Water supply	1,118
Call backs	610
Waste collection	555
Mowing	521
Council buildings	458
Trees	366
Parks and gardens	259
Signage	244

Additionally, Council received a total of 6,049 applications across a possible 27 categories. The top ten (10) being:

Application Type	Received
Plumbing	1,681
Searches	1,406
Animal impoundment	716
Local law enforcement	587
Cemeteries	311
Building work	293
Private building certification	245
Social performance	134
Planning	132
Roads and drainage	121

During the 2016/17 reporting period, Customer Contact staff processed 1,212 bookings for the following community halls:

Hall Location	Processed
Kingaroy	277
Kingaroy Town Common	253
Maidenwell	38
Murgon	106
Nanango	215
Proston	90
Wondai	233



Community Grants Program

Council provides a range of grants and rate remissions to support our local community organisations. Council commenced the review of Council's community service obligations in December 2016 with a view to strengthen and revitalise this provision.

During the review Council determined to combine all grant programs under one program so that the process will be easier for community groups to understand and access, in a fair and equitable way.

Council took a proactive communication approach whereby past recipients of Council funding were contacted to explain how the new grant program would work and how to access the funding commencing 2017/18. As part of the 2017/18 budget preparations, Council determined the amount of funding to be made available under the Community Grants Program as this funding is important to assist our community organisations, who in the majority of cases double or triple the value of this support in the delivery of their programs, activities and events.



Murgon Men's Shed president Jim Rook, Nigel Scullion, Llew O'Brien, David Mollenhauer and Deputy Mayor Kathy Duff [photo courtesy of South Burnett Online]



Magician Glen Rhodes at the C&K Blackbutt Community Kindergarten's 'Friendship Fete' [photo courtesy of South Burnett Online]

Council adopted the new Community Grants Program policy at the April 2017 Ordinary Meeting recognising the important contribution community organisations and individuals make to the South Burnett region. Through the provision of community grants, Council is committed to investing in initiatives and partnerships that align with Council's corporate priorities and encourage individuals and groups to make a positive and ongoing contribution to the region.

The new Community Grants Policy set the scope and parameters by which Council administers the Program so that the grants contribute to Council achieving its strategic goals, identified key initiatives; and align with the intent of the *Local Government Act 2009* and the *Local Government Regulation 2012*, which state that (community) assistance will be used for a purpose that is in the public interest.

The new Community Grants Program includes the following categories:

- Community Event Sponsorship
- Community Regionally Significant Events Sponsorship
- Project/Program One-off Sponsorship
- Community Hall Public Liability Insurance Grant
- Elite Performance Youth Grant
- In-kind Sponsorship
- Healthy Communities Sponsorship
- Councillor Discretionary Fund
- Regional Arts Development Fund
- Mayor's Community Benefit Fund
- Subsidised Hire of Council Facilities



Council sponsors major Community Events including the Burrandowan Picnic Races [photo courtesy of South Burnett Online]

Mayor’s Community Benefit Fund

The Mayor’s Community Benefit Fund (MCBF) established in 2013 provides funds to eligible South Burnett community organisations to assist in the delivery of services, activities and programs for the benefit of the region. The fund is governed through a Council Management Advisory Committee.



The Kingaroy Kindergarten received funding from Round 1 of the MCBF [photo courtesy of South Burnett Online]

The Committee is comprised of seven (7) community representatives and Council provides administrative support.

At the April inaugural meeting, the newly elected Council unanimously supported the recommendation to appoint a Council representative to the Management Advisory Committee as per the “Conduct of Council and Committee Meetings” policy adopted December 2015.

Councillor Ros Heit was appointed to the committee and subsequently appointed to the Chair position.

The MCBF delivered two (2) rounds of funding to the community in 2016/17 with a breakdown of recipients and amounts available on page 148.

Regional Arts Development Fund (RADF)

In 2008, the former Shire Councils of Nanango, Kingaroy, Wondai and Murgon amalgamated. At this time there was an organisational structure implemented which defined a management area of responsibility for Arts Culture and Heritage (ACH). This management area included the functions of Heritage (including the Local Heritage Register and Museums), Arts Development including (Regional Arts Development Fund and Art Galleries), Tourism, Council Tourist Attractions, Marketing, Visitor Information Centres, Community, Libraries, Aged Persons / Youth, Sports and Recreation.

The ACH Management Advisory Committee was formed from the membership of the RADF committees of the former Shire Councils of Nanango, Kingaroy and Murgon. In 2011, Council adopted the ACH Policy replacing the three (3) RADF policies from the former Shire Councils. It was noted at that time that the Wondai Shire Council (former) did not have a RADF policy nor an external committee established to administer the fund.

Since 2013, subsequent to an organisational restructure, the ACH Management Advisory Committee has provided advice to Council limited to the Arts and specifically the assessment of RADF applications. Council, in partnership with Arts Queensland, fund and administer the Regional Arts Development Fund. Council calls for applications from the community through predetermined funding rounds to disperse the budget allocation each financial year.

In August 2016 it was timely that Council rename the ACH Management Advisory Committee to the RADF Management Advisory Committee whereby the scope of the committee was solely RADF.

For details of all recipients for 2016/17, please refer to page 155.



Mayor Keith Campbell with the South Burnett Woodcrafters



Some of the pieces from the Jumping Ants Arts Exhibition

Libraries

During the 2016/17 financial year South Burnett Libraries undertook a variety of projects to assist in providing the community with a range of services and programs that were hosted in welcoming environments.

Library Rejuvenation

Proston Library

To create a multi-purpose space and to enable access to all community members, the Proston Library was rearranged. The relocation of shelving and the addition of a dual computer desk designed and constructed specifically for the purpose by the Proston Men's Shed, was well received by the community. This facelift has provided space for the many Author talks, information sessions and craft workshops that were hosted at the Proston Library throughout the year.

Murgon Library

An open Junior area was created in Murgon to better facilitate the delivery of First 5 Forever programming and to encourage the younger members of the community to use a space designed specifically to meet their needs.

Wondai Library

The Wondai Library was given a major makeover to facilitate the installation of new Workplace Health and Safety compliant shelving. An open layout and reshuffle of the existing collections resulted in the creation of a welcoming space, able to accommodate a variety of library programs and activities, including Rhyme Time, information talks and groups that meet at the library.

Key Programs and Events

Fun Palace

On Saturday 1 October 2016 the Kingaroy Library was transformed into a Fun Palace, where art, science and fun prevailed.

Open to all ages, activity stations were designed by staff to capture the imagination of participants, and included plaster creations, a digital microscope, special effects make up, the Lego robot and a maKey maKey. The maKey maKey proved very popular on the day, as it turned everyday objects into touchpads, resulting in banana keyboards and the ability to control the beat and lyrics of Michael Jackson's "Billy Jean" with play-dough! This device was amongst a variety of books, art supplies and gadgets sent by the State Library of Queensland in a Mystery Box, valued at \$1,000 and granted to the library as a result of a successful expression of interest.



Learning to program the LEGO Robot

Feedback received on the day included "Very engaging!" and "Very well done!" with 652 people visiting the Kingaroy Library during the 2 hour Fun Palace session.



The Fun Palace

Holiday Activities

School Holiday Activities were very entertaining across South Burnett Libraries during the 2016/17 financial year with over 600 children attending our various fun-filled events. This started with the June/July holidays where everyone became mad scientists and conducted different experiments from exploding lunch bags to erupting volcanoes.

Our very own LEGO Robot was introduced across the region during the September holidays, with children using block coding on the computer to instruct the robot to follow a path and do tricks. September also saw the libraries very first game of Friendly Feud (Disney Edition), with the registered children coming dressed as their favourite Disney Characters. A Heroes and Villains themed Summer Reading Club was launched in the December/January school holidays. This year's club included a special mystery scavenger hunt which ran during the month of January, and involved kids visiting the library to solve the case of the missing books.

Other activities for the Summer Reading Club included designing a comic book and creating ninjas and superheroes. A special Summer Reading Club breakup party was held at the end of January with participants coming dressed as their favourite superheroes. Library Mini Golf was the hit of the Easter school holidays in many of our branches with participants putting their way around the library using courses that were designed around children's book characters.



Rocket to Reading

Launching in April 2017, "Rocket to Reading" is a Library Loyalty Program for children 0 to 12 years old which has already been very popular with our youngest community members. The club was designed to encourage children not only to use the library, but also to be comfortable and confident in asking staff for help and support when needed. This is achieved by providing each club member with a special booklet to present to staff for a stamp or sticker each time they visit. Since its launch, over 158 children have registered to be a part of this "out of this world" loyalty program. A third of these registrations are linked to new junior memberships.

Computer Classes and Tech Savvy Seniors

Digital literacy skills play an important part in today's world and increasingly people are being directed to the web to complete applications, for information as well as for fast and efficient communication or simply for pleasure.

To meet these growing needs of the South Burnett community, this year our libraries rolled out digital classes at most of our branches. Some of these classes were on an ad-hoc base whereas others used a more structured approach through the Tech Savvy Seniors program.

Tech Savvy Seniors is a hands on program that uses either library computers or the community members device and includes quick reference workbooks. All sessions have been very well received by the community, with basic skills of how to search the web and how to send emails being some of the most popular. The sessions also include training on how to use mobile devices, how to interact on Social Media and the safety precautions that should be taken when using any online platform. The training is designed to make it easy for people to get safely and confidently connected on line and for them to learn at their own pace. Classes were intentionally kept small and friendly so beginners would not be intimidated or overwhelmed by the experience. In total there were 161 classes held throughout the year with 355 community members in attendance.

Child Health Drop in Centres



The 2016/17 financial year proved to be a vital year for the growing partnership with Child Health across the region. A larger than expected turnout for the trial drop-in clinic at the Kingaroy Library in November cemented a continuing long-term relationship. Regular drop-in clinics at the library with reciprocated pop-up libraries at Child Health on a three (3) monthly basis have been established with a large number of new faces to our weekly Rhyme Time sessions a result of this growing partnership.

This partnership has extended to the Nanango Library where the library space has been opened for Child Health drop-in clinics on a weekly basis. Numbers have shown this to be a fantastic relationship with already 140 children and parents visiting from its inception in late February to the end of June. Families are able to have their child/newborn weighed and have a discussion with a Child Health Nurse while also being introduced to the library and the First 5 Forever programs on offer.

A key element in the momentum of this partnership was a jointly run information session hosted by a Speech Pathologist from the Centre for Children's Health and Wellbeing (Queensland Health) and the South Burnett Libraries First 5 Forever Coordinator at the Kingaroy Hospital in April 2017. This session focussed on explaining the background and importance of the First 5 Forever program and highlighted the specific programs on offer at the South Burnett Libraries and why this is important to local families. Both Child Health and Queensland Health nurses and midwives attended this session resulting in an eagerness to start sharing the fundamental First 5 Forever key messages. We are seeing this message-sharing first hand, as new mums are coming into the library having received information and brochures from their hospital stay.

Highlights

- 170,415 people visited South Burnett Libraries in the 2016/17 financial year
- Loans for the 2016/17 period totalled 159,899
- 1,478 new members were welcomed to the library service
- A total of 10,317 resources were added to the collection through the Public Libraries Grant of \$166,583 provided by State Library of Queensland
- Across the region a total of 977 programs and events hosted with 8,896 attendees
- A total of 13,928 hours of computer time was used on the 17 Public Access PCs across the region
- In addition to this 9,495 hours of Wi-Fi was used by the community across the 6 libraries
- The third year First 5 Forever grant payment of \$33,188 was received and assisted our libraries to provide targeted programming for 0-5 year olds and their families. This included:
 - 108 Story Time sessions throughout the region with 3,452 attendees:
 - Including 3 special Story Time mornings hosted in conjunction with Queensland Fire and Rescue, Melanoma Awareness Foundation, Child Health and Bushkids; and
 - A 39% increase in Story Time attendance during the 2016/17 financial year.
 - 118 Rhyme Time sessions took place throughout the region with 1,447 attendees:
 - A 124% increase in Rhyme Time attendance from the 2015/16 financial year to the 2016/17 financial year.

Challenges

- To overcome the challenge of providing fresh stock to all libraries using the funding provided by State Library of Queensland, library staff have been working behind the scenes to rotate the collection resources across the region. Beginning with the Adult Fiction collection, over 2,500 items were moved throughout the libraries in the latter part of the financial year. This is an ongoing project with all of the collections held by South Burnett Libraries.
- Space to house our collection is an ongoing challenge in all branches. To combat this issue, staff have been comparing duplicate copies of resources and de-selecting those that are no longer in high demand. Part of this process includes replacing copies that have been well read but may be worn or that are beyond repair.

Corporate Services Major Projects

Biodiversity Tree Planting Project

In July 2011, Council received Federal Government funding under Round One of the Biodiversity Fund Program, an initiative of the \$1.7b Land Sector Package. The Biodiversity Fund Program administered by the Department of the Environment was established as a merit-based grants program to provide assistance to land managers to store carbon, enhance biodiversity, promote environmental resilience by supporting the establishment of native vegetation and contribute to the improved management of existing native vegetation.

In total, Council received \$1.6m over the life of the project with a total local economic spend of \$1.48m between 2012 and 2017. The project was successfully completed in 30 June 2017.



A customer at the Free Tree Program

Highlights of the Biodiversity Tree Planting Project were as follows:

- Involved more than 1,000 participants and 400 farming businesses;
- Sourced local project materials and contractors (where available);
- Developed a Carbon Management Plan for the region;
- Undertook threatened species mapping in roadside reserves;
- Installed bollards and car parking facilities at the culturally significant Coomba Falls rest area;
- Engagement and consultation with the University of Southern Queensland and the CSIRO to assess the feasibility of applying, or adapting, the savannah burning methodology to promote low-emission burns for the South Burnett region;
- Developed site based burn plans for 31 priority environmental reserves;
- The preparation of a Natural Resource Fire Management Strategy for the region;
- Implemented a procedure for landowners to undertake fuel reduction within Council controlled road reserves;
- Undertook regular fire-break maintenance activities and regular planned burns on environmental reserves;
- Contributed to the formation and growth of a local brigade alliance;
- The provision of registered training in planned burning to volunteers and Council employees;
- Conducted a field day workshop with landholders on burning methodologies to reduce carbon release during fuel reduction fires;
- Presented a poster at the 2016 South East Queensland Fire and Biodiversity Consortium Bushfire conference at the University of Queensland to demonstrate fire management activities implemented by the local government;
- Planted 21,233 native tubestock across various sites in the region;
- Developed a Free Tree program and Street Tree Planting Guideline for residents;
- Implemented a Parthenium Assistance Program, the Barambah Catchment Parthenium Program and an African Love Grass Containment line at Durong;
- Investigated biocontrol of Cats Claw Creeper at Barkers Creek;
- Undertook environmental weed treatment targeting Tree Pear, Groundsel and Cat's Claw Creeper on local roads and environmental reserves;
- Removed Madeira Vine infestations within threatened semi evergreen vine thicket communities at Mount Wooloolin to protect threatened species habitat;
- Treated approximately 1,168 hectares of Lantana on roadsides and reserves throughout the region; and
- Implemented an African boxthorn trial and assistance program.

Cemetery Management Audit

For the period December 2016 through March 2017, a NRM and Parks Administration Officer was taken offline to undertake the training and to work exclusively on an audit of cemetery management. This incorporated:

- Collating data from:
 - The original handwritten Cemetery Registers;
 - Cemetery maps;
 - Council's archived 'Practical' data system; and
 - Headstones and Plaques at cemeteries.
- Verification of all collated data and manual input into Council's new Tech 1 Cemetery Management system; and
- Development of new electronic maps for use by Council and funeral directors to assist families locate and select suitable burial sites.

To verify the collated data, the project officer spent a significant amount of time at cemeteries cross-checking information from the registers and maps with the names on the monuments and plaques. During this audit, a number of discrepancies were found with some reservations which have now been successfully resolved.

The project officer liaised with funeral directors in Kingaroy (Virgos and Generations) to determine how funerals are planned and what information is most helpful to families when reserving burial plots and or planning funerals. This information assisted with the development of Council's forms and how the information is collected, entered and on-forwarded to funeral directors.

With the new TechOne Cemetery Management system now operating effectively, Burial Permits for funeral directors, Rights of Burial Certificates and Sexton Forms are now automatically generated in the Council Approved format. All Council staff now have the ability to search for possible interments and/or reservations to assist members of the public locate interred family members buried in cemeteries across the region and new maps can now be printed, updated and sent for convenience.



Some headstones required translation to update Council records

Operational Plan 2017/18

Council is required to adopt an Operational Plan pursuant to Section 174(1) of the *Local Government Regulation 2012*, which states how Council will progress the implementation of the Corporate Plan 2014/18 during the 2017/18 financial year.

This year, in the development of the plan Council have taken an innovative and succinct approach for a local government whereby the most poignant and critical elements of the operational delivery for 2017/18 have been encompassed within the plan. This approach provides a more compact digestible document for our community to understand and monitor.

The Plan consists of four (4) streams being Executive Services, Corporate Services, Finance and Infrastructure.

The Annual Operational Plan 2017/18 was adopted at the June 2017 Ordinary Council meeting.

Review of Administrative Action Complaints and Councillor Conduct Process

Pursuant to section 306 of the *Local Government Regulation 2012*, Council must adopt a complaints management process that effectively manages Administrative Action Complaints from receipt to resolution.

Council reviewed its general complaints policy updating terminology and the process for dealing with Administrative Action as well as Councillor Conduct Complaints. On 15 February, Council formally adopted the Administrative Action and Councillor Conduct Complaints Management Policy.

The policy was tested in the following four (4) months to 30 June with no changes required. The policy and process is being monitored ongoing to ensure that the more effective and efficient approach is delivered by Council in response to complaints received from the community.

Kilkivan to Kingaroy Rail Trail

Council in partnership with Gympie Regional Council received funding from the Queensland Government for the development of the Kilkivan to Kingaroy Rail Trail running through the townships of Kingaroy, Crawford, Memerambi, Wooroolin, Tingooro, Wondai, Murgon, Goomeri and finishing in Kilkivan.

Community consultation was undertaken and a number of formal and informal Rail Trail committees were formed, planning and running events along sections of the trail.

Bitumen surfacing of the Murgon to Kingaroy section was completed on 23 June 2017 and the Rail Trail is scheduled to be officially opened in the 2017/18 financial year.



The Kingaroy to Kilkivan Rail Trail features:

- 44km of sealed surface between Murgon and Kingaroy with a further 7km of gravel from Murgon to Goomeri;
- The Rail Trail is the second longest section of sealed surface for a Rail Trail in Australia, preceded only by the Murray to the Mountains in Victoria; and
- A total of ten (10) bridges, two (2) level crossings and 138 culvert/pipes.



Funding of the Kilkivan to Kingaroy sources are as follows:

- \$1.4m through Royalties for Regions (R4R);
- \$350k through Work For Queensland (W4Q);
- \$22.5k donation by the Memerambi Hall Committee; and
- \$20k donation by David Littleproud, Federal Member for Maranoa.

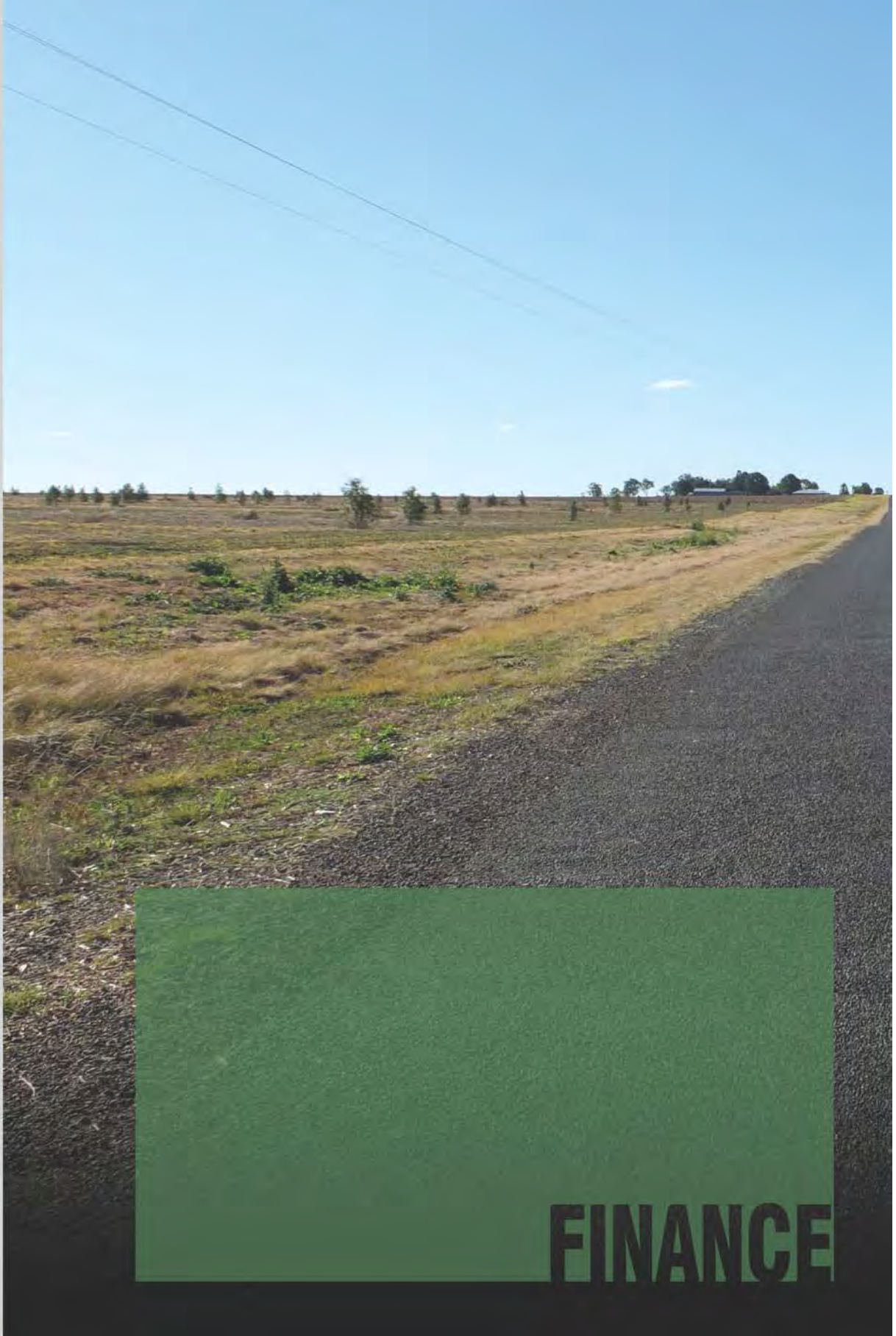
Two (2) Skilling Queensland Programs were run in partnership with South Burnett CTC which saw 20 participants working on the Rail Trail and gaining a Certificate I in Construction for their efforts.

The Rail Trail is already heavily utilised with large number of individuals and groups using the facility and further interest has been received from groups external to the South Burnett to hold official and social events, including Triathlon Queensland, Paraplegic bike riders, tandem cycle clubs and a vintage bike club.





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The Finance Department deliver a range of internal support services and services direct to the community including financial services, information and communications technology, and property management.



Lester Schumacher
General Manager Finance

- Asset Management
- Budget Monitoring
- Budget Preparation
- Cash Management
- Contract Compliance
- Finance Registers
- Financial Compliance
- Financial Planning
- Financial Reporting
- Insurance
- Preferred Suppliers
- Pre-qualified Suppliers
- Rates / Revenue
- Stores
- Taxation
- Trust Accounts

Information and Communication Technology

- Computer Hardware
- GIS System Administration
- Internet Operating Systems
- Intranet Operating Systems
- Network Systems
- Operating Software
- Telecommunications
- Technology

Plant and Fleet

- Council Workshops
- Plant and Fleet Management

Property

- Land Management (Sales)
- Leases and Licences

Building Maintenance

- Administration Buildings
- Aerodrome Buildings
- Art Gallery Facilities
- Boondooma Homestead Facility
- Heritage Buildings
- Library Facilities
- Museum Facilities
- PCYC Facility
- Private Hospital Facility
- Ringsfield House Facility
- Showground Facilities
- Sport ground Facilities

Facility Operations

- Caravan Parks
- Commercial Housing
- Commercial Shops
- Community Housing
- Depots
- Halls
- Swimming Pools

Business Systems and ERDMS

- Business Systems (TechOne)
- Records Management
- Security System Administration

Finance

- Accounts Payable
- Accounts Receivable



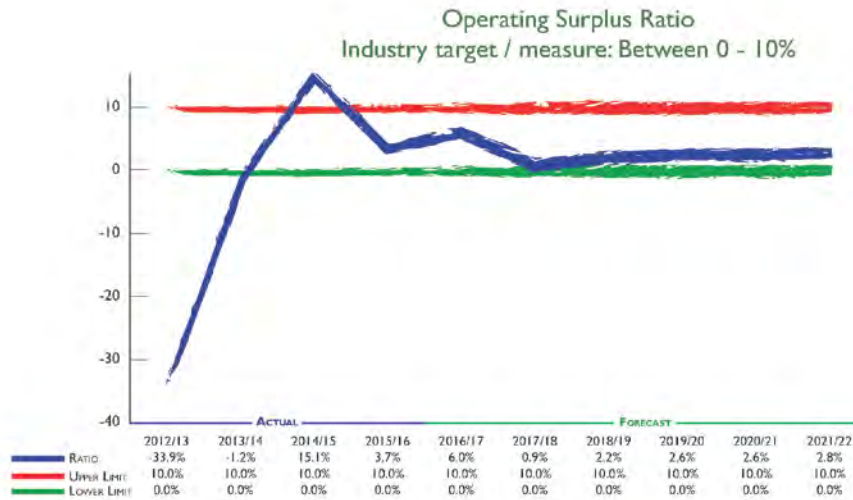
Joy Manalo
Manager Finance



Anthony Bills
Manager ICT

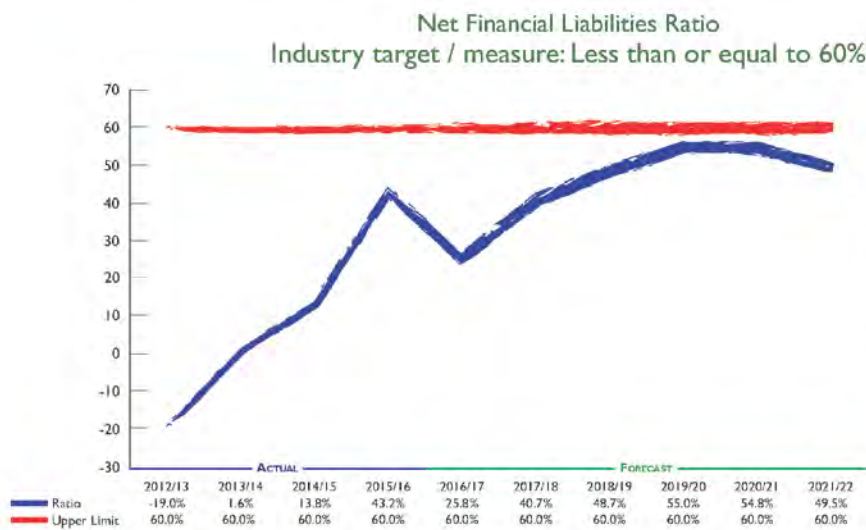


Leanne Peterson
Manager Property



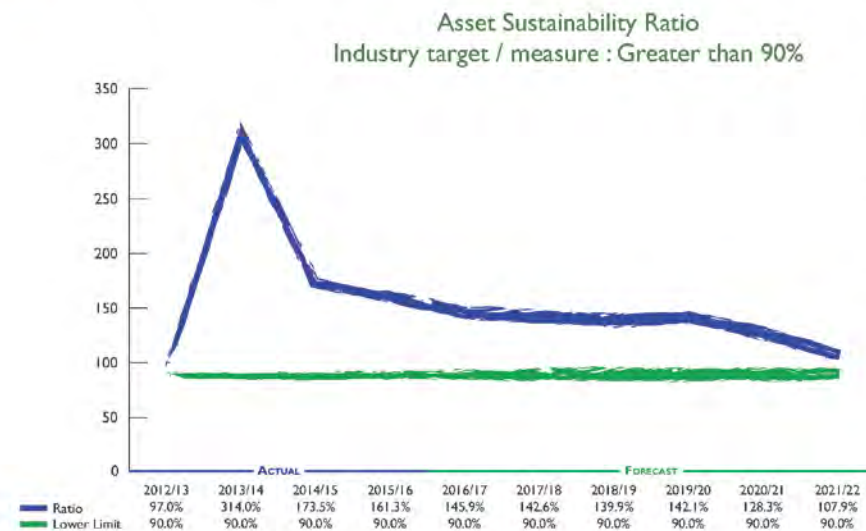
What the Ratio Means

This ratio indicates the extent to which revenues raised cover operational expenses or are available for capital funding purposes or other purposes. A positive ratio indicates that surplus revenue is available.



What the Ratio Means

This ratio indicates the extent to which the net financial liabilities of a local government can be serviced by its operating revenues. A ratio less than zero (negative) indicates that current assets exceed total liabilities. Therefore the local government appears to have significant financial capacity and the ability to increase its loan borrowings if necessary.



What the Ratio Means

This ratio indicates whether a local government is renewing or replacing existing non-financial assets at the same rate that its overall stock of assets is wearing out.

Finance

Long Term Financial Plan

The Long Term Financial Plan remains a focus of review and ongoing development to ensure that this plan not only remains current but is also reflective of Council's forecast financial position for at least the next nine (9) years.

While general parameters are applied to line items such as employee costs, energy charges and other cost inputs, the difficulty arises on the revenue side and how to budget for future government grants. Council takes the view that the same level of grants will occur into the future except where it knows that specific grants will not be received.

Given the uncertainty of future government funding, Council makes strategic sustainability decisions around the level of own source revenue. Own source revenue is that which Council can determine: rates and charges and fees and charges. Currently own source revenue is in excess of 80% which is a good position that needs to be balanced with the economic capacity of the region.

Council undertakes rate modelling during each budget year to determine future rating implications and to build in the costs of, and potential funding sources for major capital projects identified in the forward works program.

Ultimately Council has an eye on producing surplus budgets into future years which augers well for the sustainability of the region.

Asset Management

During the year Council undertook considerable work on improving the Asset Registers for the following asset classes: Roads and Drainage, Property and Parks, Water, Waste Water and Waste.

Physical inspections were carried out on the active assets for Water and Waste Water along with the final 33% of the Road and Drainage Assets. 66% of this asset class was undertaken in the prior two (2) financial years.

Annual valuations are undertaken as follows:

- All assets are inspected on a three (3) year basis at least; and
- All assets are subject to a desktop valuation where no inspection is carried out during the year.

The asset registers are also reviewed to ensure that the condition, unit rates and useful life assumptions are correct and that the asset has been properly componentised. All of these elements are used to estimate depreciation.

The ongoing development of the Strategic Asset Management (SAM) system continued during the 2016/17 financial year. This will be the predictive tool used to model forward capital and maintenance expenditure levels. Those outputs will assist in making the long term financial plan a more robust document. Preparation of the Expression of Interest document commenced during the 2016/17 period. Consultants were engaged to assist with the review of renewal of Council's Asset Management Plans. Those documents will be used in the predictive modelling output from SAM.

Further steps were taken with a view to making mobile ICT devices available to field staff. Making technology available in the field will be a major improvement for the capture of data and to better use available technology in place of antiquated paper based systems and practises. The organisation is ready for the roll out of this project.

Business Continuity and Recovery

Development of the Business Continuity and Recovery Plan commenced during the year in review and is being developed not only as good practice but to respond to an item raised during the external audit of the 2015/16 financial year. The Plan is to be a realistic organisational response to a significant event and one which would impact on Council's service delivery

Key resilience activities have been identified and are expected to be funded within the Capital Budget over the two (2) financial years, 2017/18 and 2018/19. These include:

- A new software based phone system;
- Improve the Information Technology backup system at another Council facility or utilise available Cloud based solutions if possible;
- Install backup power sources at the key offsite communication sites for Council's Information Technology (IT) Network;

- Document Council's existing IT Network Service Delivery Strategy along with existing and proposed intrusion controls; and
- Implement an alternate records facility within the region and to utilise the services of a third party to store long-term/permanent records offsite.

Information and Communication Technology (ICT)

Microsoft SharePoint Implementation

ICT staff undertook the process to migrate Council's Intranet from a dated legacy system to a modern SharePoint platform. Council's Intranet houses information resources for council business such as knowledge bases, forms and templates, internal facilities booking and notifications.

The new SharePoint platform was implemented seamlessly and has provided Council staff with a user-friendly interface offering more functionality which complies with the pre-requirements of emerging technologies and alleviate compatibility issues.

Transition to Microsoft Windows 10

Testing of the Windows 10 operating system to verify and address compatibility issues with Council software applications has been successfully completed. Council is now deploying a Windows 10 standard operating environment (SOE) to all Windows based devices.

Council has also tested numerous hybrid devices to enhance mobility and improve remote connection operations. The annual PC replacement program consisted of 60 units aligning with a four (4) to five (5) year replacement cycle.

Kingaroy Town Hall Audio System

Council implemented a new audio solution within the Kingaroy Town Hall. The existing audio unit was replaced because it was an aged system which was difficult to use and had sound clarity issues.

The new system promotes great overall sound, is simple to use and offers compatibility with current devices. This ensures external parties who book the hall for private events, conduct performances or to run presentations have an improved experience with less reliance on Council facilities staff.

Feedback received from recent major events, including the Relay for Life 'Dinner with the Captains' and Kingaroy State High School events has been overwhelmingly positive.

Kingaroy Depot Link Upgrade and Wastewater Treatment Plant Connection

The Kingaroy depot had reached capacity on the existing link implemented at amalgamation. An upgraded connection was implemented and now provides increased bandwidth and acts as a repeater point for connection of the newly established Kingaroy Wastewater Treatment Plant.

The link connects the treatment plant to the Council's corporate network and assists with the remote monitoring and management of the facility.

Business Systems & ERDMS

TechOne Business Systems

The Business Systems team successfully completed a number of projects during the year in review. The solutions implemented are all designed to provide more effective and efficient business systems and processes and in most cases dispense with time intensive, paper-based systems. These projects include:

- Implementation of eServices, an online customer self-service platform providing greater access to services and information on a 24/7 basis with the ability to: lodge some applications and/or customer requests; view property and rates data; pay fees and charges; and manage animal registrations. This service, known as *myCouncil*, will assist with improving Council productivity by empowering the community to access information and lodge requests online reducing calls to Council;
- Employee Self Service providing staff the ability to manage timesheets, leave requests, update personal details, access payslips, and more from any web-enabled device;



- Ongoing improvements in the Contracts Module to facilitate more effective management of contracts being undertaken with Council;
- Implementation of the Lease Register to manage property leases;
- Fleet Management and Maintenance Scheduling to ensure Council's plant and fleet operate at peak performance to increase efficiencies, reliability and asset availability; and
- Enhancements to the Electronic Content Management (ECM) system, Council's principal records management system.

Preparatory work has also been undertaken for the further development and/or implementation of the following modules:

- CiAnywhere, providing connection to Council systems, anywhere, anytime using mobile devices;
- Regulatory Section Mobility providing a suite of software enabling field workers to efficiently operate using mobile devices for conducting inspections, submitting requests and responding to requests and enquiries, even while offline;
- Mobile Task Booking providing easy to use search, select and booking capabilities available on any device enabling Council staff to book inspection tasks dynamically to achieve optimum resource utilisation;
- Mobile Asset Management providing crews to undertake asset management tasks in the field and accept and complete work requests both online and offline;
- Plant and Fleet management to perform fleet replacement forecasting and maintenance budget planning; and
- Migration of ECM to the CiAnywhere platform.

Additionally, the Business Systems team have been updating the Asset Registers for the various asset classes to allow for the implementation of a new Strategic Asset Management system.

Records System

Records staff capture and manage incoming correspondence to Council and maintain best practice recordkeeping throughout Council's operations.

Key objectives of the Records section include:

- Registering inward hard copy letters and emails into Council's Electronic Content Management System;
- Directing correspondence to the appropriate Council officer for action;
- Complying with legislative requirements relevant to the *Public Records Act 2002* to ensure appropriate and accurate retention and disposal of Council's records; and
- Providing guidance to Council officers in relation to meeting recordkeeping responsibilities.



Council's Records Management Team (L to R): Team Leader, Tracy Baillie, Jodi-Ann Rowell, Maddison Wall, Jocelyn Krelle and Gaylene Gosney

During the 2016/17 financial year, Records staff logged 6,936 pieces of incoming correspondence into Council's electronic recordkeeping system, comprising 2,962 pieces of hard copy correspondence and 3,974 Emails.

Plant and Fleet

Council invested \$2,294,350 in the Fleet Replacement and Renewal Program for 2016/17 for the following fleet items:

Replacement:

- | | | |
|--|------------------------------|-----------------------|
| • 2 x skid steer loaders | • 2 x heavy tip trucks | • 17 x utilities |
| • 1 x 5.5 tonne excavator (replace of backhoe) | • 2 x medium duty tip trucks | • 1 x mid mount mower |
| • 1 x trench roller | • 1 x sign truck | • 1 x 6 foot slasher |
| • 1 x paveline patching truck | • 1 x sedan | |

New fleet items purchased as fit for purpose:

- | | |
|---|----------------------------|
| • 1 x new quad dog trailer | • 2 x new utilities |
| • 1 x second-hand semi water tanker trailer | • 4 x tandem axle trailers |

Property

2016/17 Sale of Land

Council has vacant properties throughout the South Burnett Region surplus to Council needs. During the 2016/17 financial year Council sold five (5) vacant properties in the Murgon, Wondai and Kumbia areas. The net proceeds of these sales to Council was \$172,336 and the revenue will be utilised for future capital expenditure programs.

Disposal of Asset



Council was successful in securing funding to assist with the removal of a Council owned building located at Glendon Street, Kingaroy. This building was previously utilised as the Glendon Street Medical Centre. Due to the excessive costs to repair, maintain and remove the asbestos from this building, Council made the decision to have the building demolished.

Tenders were called for the demolition of the building and local business Burnett House Removals was successful in their bid. Burnett House Removals removed the building instead of demolishing which saved Council costs.

This parcel of land has been retained by Council for future use.

Kingaroy Town Hall Upgrades

Council undertook works to improve the Kingaroy Town Hall by installing new curtains, upgrading the audio system, replacing the reception room roof and installing a new court yard fence.

These upgrades were a part of Council's commitment to supporting community needs by improving these facilities. The town hall provides an affordable and accessible location for a variety of community generated activities and events throughout the year. Further details of these upgrades are listed below.

Audio System and Curtains

The installation of the curtains and the upgrade of the sound system began 10 April 2017 and all works were completed by 20 April 2017.

Installation of the side door curtains were replaced to enhance the appearance of the facility, along with the hanging of the acoustic curtain located on the rear wall of the auditorium for the purpose of sound quality. This has enabled the sound from the new three (3) dimensional speakers to produce a more equalised sound throughout the town hall.

Speaker and lighting bars were also installed to the ceiling allowing the system to be located anywhere within the hall to suit various productions. This upgrade is a part of the final stage of Council's intention to improve audio and lighting amenities within this facility. Since this upgrade Council has received positive feedback from hall users including the Relay for Life 'Dinner with the Captains' and various dance performances.

Reception Room Roof

The replacement of the Reception Room roof commenced 6 June 2017 and has since been completed in the 2017/18 financial year.

The new clip lock roof was a significant renovation and was required due to the low fall of the roof line ensuring the drainage of rain and reduces future maintenance of the building.

Roof sarking and insulation were installed in the ceiling area to assist with climate control and cost efficiencies. New, efficient air-conditioning units were also installed, with the condenser units relocated from the roof to ensure easy access for service contractors.



Court Yard Fence

The final stage of the Kingaroy Town Hall upgrade consisted of demolition of the existing, and installation of a new court yard fence. This entailed the complete removal of the existing brick to a more modern slim line, light weight fencing product.

The new fence panels are designed to be more accommodating to ground movement and the colour of the panels in conjunction with the installation of the soft lighting were chosen to enhance the background of the court yard. These works commenced in the 2016/17 period and are due for completion in the 2017/18 financial year.

Refurbishment of Lady Bjelke-Petersen Community Hospital

Medical Suites

Kingaroy Joinery were engaged to refurbish the old QML area at the back of the Lady Bjelke-Petersen Community Hospital. This project involved transferring the QML Section into the new medical suite of offices.

These renovations commenced 18 October 2016 and were successfully completed by 18 November 2016.

During this short time frame the following works were undertaken: painting of the walls and ceiling; installation of new split system air-conditioning; and the laying of new vinyl flooring.

The refurbishment comprises of seven (7) medical suites built ready for lease by specialised medical services to service the community.



Sullivan Nicolaides



On the 22 February 2017 the west wing of the Lady Bjelke-Petersen Community Hospital was transformed into a pathology clinic to accommodate Sullivan Nicolaides. This project was successfully completed on 24 March 2017.

The transformation comprised: the reconfiguration of internal walls to suit requirements; modifying existing wards to collection rooms; new vinyl flooring; painting of internal walls; and new split system air-conditioning.

Additional works included an upgrade of the fire alarm system to ensure compliance with regulatory standards, and upgrades to electrical wiring of the sub-switchboard in order to gauge the electricity running costs.

In addition to the internal project work, external wheel chair access was also incorporated to ensure access availability to all visitors.

Since opening, Sullivan Nicolaides have provided Kingaroy with additional pathology services that are easily accessible by patients of the Lady Bjelke-Petersen Community Hospital and the community in general.



Opening of Heritage Lodge

Heritage Lodge, a joint project between South Burnett CTC, Heritage Bank Nanango and Council was officially opened on 17 November 2016.

Heritage Lodge which is managed by South Burnett CTC, provides long-term accommodation for up to five (5) people with disability, and a 'good neighbour' - a person carefully selected by South Burnett CTC who assists and supports the other tenants in the complex.

Council was instrumental in securing the land on which Heritage Lodge was built. The property was previously a State Government reserve and Council applied for tenure conversion to freehold through the Department of Natural Resources and Mines which was subsequently approved. Council retains title of the land which is leased to South Burnett CTC.

Council also assisted this project with the funding and provision of the roads and infrastructure.



Photos clockwise:

1. Donna Lockyer Regional Director for Department of Communities, Child Safety and Disability Services with Mayor Keith Campbell
2. South Burnett CTC CEO Nina Temperton and Chairman John Box
3. Cr Ros Heit and Cr Roz Frohloff
4. Former Mayor Wayne Kratzmann with former Councillor Barry Green

[All photos courtesy of South Burnett Online]



ANNUAL REPORT 2016-2017



INFRASTRUCTURE



Delivering and maintaining critical infrastructure and services ensuring the current and future needs of the South Burnett.



Russell Hood
General Manager Infrastructure *

Infrastructure

- Disaster Management
- State Emergency Services

Design and Technical Services

- Design Services and Infrastructure Planning
- Infrastructure Charges
- Quality Assurance
- Road Naming
- Soil Laboratory
- Street Lighting
- Traffic Assessments

Roads and Drainage

- Bridges
- Cycle ways
- Drainage
- Flood Mitigation
- Footpaths
- Road Mowing and Slashing
- Roads
- Streetscapes
- Traffic Facilities

Water and Wastewater

- Bulk Water Storage and Supply
- Bulk Water Treatment
- Water Service Delivery
- Waste Water Service Delivery
- Waste Water Treatment



James D'Arcy
Manager Design and Technical Services



Jeff Stephan
Manager Roads and Drainage



Nerida Airs
Manager Water and Wastewater

* **Note:** Russell Hood did not elect to renew his contract for the General Manager Infrastructure position. Mr Stephen Hegedus agreed to act in the General Manager Infrastructure role until the end of the 2016/17 financial year.

Infrastructure

Disaster Management

There were two (2) major disaster events that activated the Local Disaster Management Group (LDMG) in the South Burnett during the 2016/17 financial year and under the *Disaster Management Act 2003 and Regulation 2014*, Council was the lead agent in the region for the management of and recovery from a local disaster - these events are outlined below.

The LDMG continued with preparedness and prevention functions as follows:

- On-going review and updating of the LDMG Plan (and sub-plans);
- Development and adoption of Council's Local Disaster Recovery Plan;
- Development of Council's Business Continuity Plan;
- Hosted quarterly LDMG Meetings in September and December 2016, and March and June 2017;
- Implementation of LDMG Recovery sub-groups to encompassing all sections of the community and include human-social, infrastructure, environment and economic - these groups will meet quarterly;
- Ongoing skill maintenance and training of additional resources to operate in the Local Disaster Coordination Centre (LDCC) including training in the Guardian, Local Government Queensland's Disaster Management system;
- Working with nursing homes across the South Burnett to access disaster management plans;
- Participated in Get Ready Week in October 2016;
- Participated in a series of disaster related networks, workshops and training events, including:
 - Disaster Management Conference held in Gympie in August 2016;
 - Disaster Training exercise held in December 2016 (see below for further details);
 - Warnings and Alerts Training run by Emergency Management Queensland in May 2017;
 - Red Cross Evacuation Centre Training in June 2017;
 - Queensland Disaster Management Awareness and Recovery Training run by Emergency Management Queensland in June 2017; and
 - Flood Warning Gauge Network, run by the Bureau of Meteorology.



Council's 'Be Prepared' brochure distributed across the region as part of 'Get Ready Week'

'Double Bass' South Burnett Local Disaster Management Group (LDMG) Exercise



The Local Disaster Coordination Centre during the 'Double Bass' exercise

On the 6 December 2016, an exercise was undertaken providing the opportunity for the LDMG and Local Disaster Coordination Centre staff to practice the coordination of disaster operations, including the preparation and response to a sudden onset disaster event involving a rapid evacuation.

The 'Double Bass' exercise tested the activation of local disaster coordination arrangements in response to a severe thunderstorm, which had the potential to cause damage and create the need for the coordination of a sudden evacuation of potentially vulnerable persons at Boondooma Dam.

The scenario brief involved notification from the Bureau of Meteorology that conditions were ripe for supercell thunderstorms to develop causing unstable conditions with damaging wind gusts and hail expected.

This was a highly valuable exercise and highlighted the need for all agencies to communicate effectively in order to successfully coordinate the evacuation of an area with limited mobile phone connection and non-permanent residents.

Swickers Fire

A fire started at approximately 7.40am on Sunday 6 November at Swickers Bacon Factory in their boning room. Swickers are a major employer in the South Burnett region employing upwards of 590 staff, and the ramifications of the fire had the potential to devastate the community.

From 11.00am through to Thursday afternoon, Council staff and resources worked around the clock to support Swickers in their management of and recovery from impact of the fire.

Swickers Management, through the LDMG were provided immediate support from group members, including the Queensland Fire and Emergency Services, Queensland Police Service, Queensland Ambulance Service and various State Government Departments.

Council’s response was immediate to requests for support providing access to halls, facilities, equipment, communication assistance as well as environmental technical expertise. An example of this is in relation to the urgent need for the disposal of some 2,000 carcasses (approximately 400 cubic metres) and some 200 cubic metres of other boxed pig meat product. Council officers gained the necessary approvals and undertook the preparations factoring in the logistics in record time to make ready the landfill site.

Mayor Keith Campbell said he was very proud of how our Council coordinated the disaster management and recovery response for the event, saying “It is a credit to the staff and my fellow Councillors who immediately stopped their everyday lives and commitments dedicating themselves to ensuring the best approach to minimise the impact on our region. I would also like to commend Swickers Bacon Factory and Sunpork management for their fast acting dedicated efforts in ensuring that staff, suppliers and customers were a priority at this challenging time as well as their efforts to re-establish operations and productions.”



Swickers [photo courtesy of South Burnett Online]

Ex-Tropical Cyclone Debbie



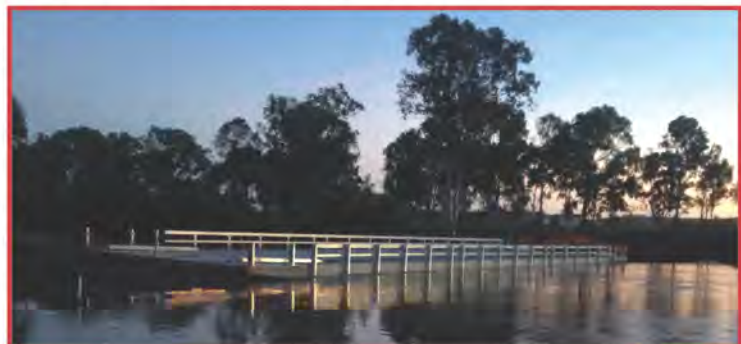
Flash flooding occurred across the region

On 29 March 2017, a severe weather warning was issued by the Bureau of Meteorology predicting Ex-Tropical Cyclone Debbie to deliver rainfall for our region upwards of 300mm within a 24 hour period.

The South Burnett LDMG immediately commenced preparations, putting in place contingency plans and working behind the scenes to lead and support the community through the potential disaster.

The South Burnett received rainfall totals over a 48 hour period from between 120mm to 180mm resulting in localised flooding. Deputy Mayor, Councillor Kathy Duff took up the position of Chair of the Local Disaster Management Group during this period due to the absence of Mayor Keith Campbell.

Mayor Campbell praised the efforts of all members of the LDMG, including the Queensland Police Service, Queensland Ambulance Service, State Emergency Service (SES), Queensland Fire and Rescue Service, Queensland Health, Ergon Energy, Stanwell, Telstra, Department of Communities and Child Safety can be difficult and challenging during such events.



Marshlands Bridge was inundated during Ex-Tropical Cyclone Debbie

State Emergency Services (SES)

Council continues to support the operations of the six (6) SES groups within the South Burnett through the provision of motor vehicles and the buildings and facilities where the groups operate from.

A total of 2,605.25 hours were spent on operations and broken down per the adjacent table.

A total of 7,857.50 hours routine which support operational activity:

Operation	Hours
Assist other agencies	689.00
Incident management	126.00
Search	810.25
Storm damage	604.75
Traffic management	375.25

Activity	Hours
Competitions - Emergency service skills and events	50.00
Equipment maintenance and management	492.50
Facility maintenance and management	217.25
Fund raising	140.00
Group exercises	132.75
Information day	80.75
Joint emergency service exercises	91.75
Media activities	11.00
Meetings and conferences	411.25
Member management	16.50
Peer support	87.25
Public education	805.50
Recruitment	69.25
Training administration	32.50
Training courses	912.50
Transport operations	20.00
Unit / group administration	727.00
Unit / group training	3,559.75



Get Ready Week events were held in Murgon and Kingaroy, October 2016

Design and Technical Services

2016/17 Timber Bridge Replacement Program

Under the 2016/17 Timber Bridge Replacement Program, Council replaced Kings and Marshlands Road bridges to manage the risk to the economy and community of the failure of South Burnett timber bridges in poor condition. Each project was determined following Level two (2) and three (3) structural assessments in order to identify their failing conditions. Both bridges were either load limited or reduced to single lane operation and were prioritised based on impacts to the adjacent community should the bridges deteriorate further and be required to be closed.

Marshlands Bridge on Silverleaf Road was nominated for application under Round 2 of the Bridge Renewal Program and successful in accessing up to \$800k as a 50% contribution. The allocation in the 2016/17 Budget for both bridges in total was \$2.2m.

Council invited tenders for the design and construction of both bridges through LG Tender Box and received responses from ten (10) tenders. The tender was structured to allow for immunity improvements at Marshlands Bridge on Silverleaf Road. The Evaluation Panel reviewed the conforming tenders and identified the preferred tenderer as Kay & Associates Pty Ltd for providing the best value for money for Council

Kings Bridge, Kings Bridge Road, Wyalla

This bridge site is located on Kings Bridge Road, approximately 300m from the intersection with the Burnett Highway. The timber bridge was a two (2) span timber bridge with driven timber pile foundations. The new concrete bridge was constructed along the same alignment as the existing bridge. The road was not closed during the construction phase of the bridge works and accessible by means of a temporary side track.

The design features of the constructed bridge were as follows:

- Designed as a two (2) span structure with overall deck length of 22.1m; and
- Width of the carriageway crossing is 4.2m minimum (between front face of kerbs) and the overall deck width is 4.6m.



Marshlands Bridge, Silverleaf Road, Silverleaf

This bridge site is located 8.0km north east of Hivesville on Barambah Creek near the intersection of Silverleaf and Bradley’s Road. The existing bridge was a three (3) span timber bridge with driven timber pile foundations. The new concrete bridge was constructed along the same alignment as the existing bridge and raised to improve flood immunity and the northern road approach improved for visibility. The road was not closed during the construction phase of the bridge works and accessed by means of a temporary side track. The design features of the constructed bridge as follows:

- Designed as a three (3) span structure with overall deck length of 33.1m; and
- Width of the carriageway crossing is 8.1m minimum (between front face of kerbs) and overall deck width is 8.6m



Road Naming

Activity	Number
External road name investigations	5
Internal road name investigations	15
Rural addressing and chainage investigations	4

Traffic Assessments

Activity	Number
Project planning investigations	17
Street lighting investigations	4
Speed review investigations	11
Safety investigations	45

Soil Laboratory

In addition to undertaking testing for Council, the Soil Laboratory provided services to 39 private clients, including:

- Meandu Mine;
- Watpac
- Main Roads; and
- Roadtek Bundaberg.

These works included major projects including: the new dam, weir, pipeline and wash plant at Meandu Mine; Ridge Road construction in the Yarraman Forestry; Boondoomba Dam ground anchors; construction work at Swickers; and Main Roads projects at multiple locations.

The laboratory carried out 4,830 tests in total with 1,400 being concrete tests.

Roads and Drainage

The Roads and Drainage branch manage all Capital and Maintenance Work for roads (Department of Transport and Main Roads (DTMR) and Council's road - sealed and unsealed), bridges, car parks, drainage and footpaths.

The branch comprises 99 skilled staff performing a diverse range of duties including plant operation, general labouring, technical support, administration and supervision.

Road construction and maintenance continues to be a high priority for Council with a total expenditure of \$20.895m for the 2016/17 financial year with a budgeted investment in roads and associated infrastructure of:

- Maintenance - \$6.30m (roads); and
- Construction - \$14.58m (roads, bridges, drainage and footpaths).

The Roads and Drainage branch successfully achieved 100% of both the allocated 2016/17 operational budget and performance target in accordance with the recently implemented Quality Management System.

Construction

Council receives a significant amount of its funding from Federal and State Government through external funding including:

- Royalties for the Region (R4R);
- Roads to Recovery (RTR);
- Traffic Infrastructure Development Scheme (TIDS);
- Queensland Rail (QRAIL);
- Works for Queensland (W4Q);
- Blackspot Funding;
- Bridge Renewal Program;
- Cycle Network; and
- Community Resilience Fund.

Additional capital works projects are funded through Council's own revenue.

Roads, drainage, construction, and rehabilitation works commenced or completed during the year included:



Gravel Resheeting at Hodges Dip Road

Royalties for the Region (R4R)

Project	Description
Kingaroy Barkers Creek Road and Clark and Swendson Road, Kingaroy	Upgrade intersection

Roads to Recovery (RTR)

Project	Description
Clark and Swendson Road, Kingaroy	Construct concrete floodway
King Street, Memerambi	Widen and seal, kerb and channel
Franks Road, Blackbutt	Widen and seal
Drayton Street, Nanango	Asphalt resurfacing of parking bays
Booie Road, Booie	Shoulder resheeting
Copper Creek Road, Maidenwell	Gravel resheeting
Corndale Road, Memerambi	Shoulder resheeting
Flats Road, Chelmsford	Gravel resheeting
Glenmore Road, Sandy Ridges	Gravel resheeting
Hamilton Road, South East Nanango	Gravel resheeting
Hodges Dip Road, Chahpingah	Gravel resheeting
Hoggs Road, Charlestown	Gravel resheeting
Kitoba Road, Kitoba	Pavement rehabilitation
Kearneys Road, Kumbia	Gravel resheeting
Kumbia Road, Ellesmere	Shoulder resheeting
Memerambi Barkers Creek Road, Wattle Camp	Gravel resheeting
Mt Stanley Road, East Nanango	Pavement rehabilitation
Old Wondai Road, Charlestown	Gravel resheeting

Transport Infrastructure Development Scheme (TIDS)

Project	Description
Blackbutt Crows Nest Road	Widen and seal
Kumbia Road	Widen and seal
TIDS Reseals	Reseal various roads in the Region
Durong State School	Passenger set-down facility
St John's Lutheran School	Construction of footpath



Work undertaken at Durong State School

Queensland Rail (QRAIL)

Project	Description
Proston Boondooma Road	Reconstruction and widening

Works for Queensland (W4Q)

Project	Description
Silverleaf Road, Silverleaf	Pavement rehabilitation
Ellesmere Road, Haly Creek	Shoulder resheeting
Burra Burri Road, Ironpot	Gravel resheeting
Ironpot Road, Ironpot	Gravel resheeting
Ivy Street, Kingaroy	Construction of footpath

Blackspot Funding

Project	Description
D'Aguilar Highway at Coolabunia Road and Mary Street, Coolabunia	Intersection upgrade
Bunya Highway and Taylor's and Meier's Road, Kingaroy	Intersection upgrade

Bridge Renewal Program

Project	Description
Marshlands Bridge	Replace bridge

Cycle Network

Project	Description
Alford Street, Kingaroy – shared cycle path	Memorial Park to First Avenue

Community Resilience Fund

Project	Description
Alford Street Crossing, Kingaroy	Culvert upgrade

Council Funded Projects**Council Revenue**

Project	Description
Unsealed road gravel resheeting	Various locations
Sealed roads pavement rehabilitation	Various locations
Cross road culverts renewals	Various locations
Replacement of gully pits	Various locations
Alford Street crossing, Kingaroy	Culvert upgrade

Regional Footpath Program

Project	Description
Alford Street, Kingaroy – shared cycle path	Memorial Park to First Avenue

Timber Bridge Replacement

Project	Description
Stonelands Bridge, Stonelands	Replace with culverts
Kings Bridge West, Wyalla	Replace bridge

Town Development

Project	Description
Coulson Street, Blackbutt – stormwater upgrade	Blackbutt town development
Estate development	Memerambi



Reseal Projects

- Allen Road
- Barbara Street
- Barsby Road
- Bell Street
- Bill Place
- Boldery Road
- Booth Street
- Bottlebrush Street
- Brown Street
- Burnett Street
- Burra Burri Road
- Butt Street
- Carbeen Crescent
- Chappell Road
- Cobby Service Road
- Collier Street
- Coolabunia Malar Road
- Count Street
- Dalby Street
- Dalkeith Street
- Drayton Street
- Earl Street
- East Nanango Road
- Edward Street
- Forrest View Road
- Franklins Road
- Granite Crescent
- Hodgeleigh North Road
- Janetzki Road
- Kingaroy Street
- Kitoba Road
- Knight Street
- Kumbia Road
- Kurrajong Drive
- Major Road
- Mary Street
- Mary Street School Turnaround
- McClymont Street
- Middle Road
- Morgans Road
- Nanango Brooklands Road
- Neilson Street
- Phipps Street West
- Reagons Road
- Redmans Road
- Rodney Street
- Sawtell Street
- South Lane
- Wattlecamp Road



Second Coat Seals

- Aerodrome Road
- Agnus Street
- Blackbutt Crows Nest Road
- Drayton Street
- Hodges Dip Road
- Holliday Street
- Kearneys Road
- Kingaroy Street
- Knight Street
- Kumbia Road
- Lankowskis Road
- Lysdale Road
- Nanango Neumgna Road
- Railway Road

Department of Transport and Main Roads (DTMR)

Council continues to deliver its Routine Maintenance Performance Contract (RMPC) to DTMR. This year's contract totalled \$1,589,948 inclusive of reseal preparation and gravel resheeting. Council completed 100% of this year's contract.

Project	Description
Kingaroy Barkers Creek Road, Booie	Rock protection
Kingaroy Burrandowan Road, Chahpingah	Gravel resheeting
Main Roads reseal preparations	Various State controlled roads
Bunya Mountains and Maidenwell Bunya Mountains Road, Maidenwell	Vegetation clearing

Maintenance

Council's road maintenance program continues to be a challenge to deliver the communities expectations. Delivering a safe sealed and unsealed road network to a level of service acceptable to the community continues to be our main focus.

Traffic Infrastructure Development Scheme (TIDS) Projects

Blackbutt - Crows Nest Road, Blackbutt

Blackbutt Crows Nest Road is a single lane sealed rural collector road providing connections to the access roads and ultimately southern properties of Blackbutt. Usage is approximately 152 vehicles per day, comprising 11% heavy vehicles. The road requires frequent reactive maintenance due to justifiable complaints from road users. Existing high traffic volumes, constrained horizontal and vertical geometry, restricted visibility, higher 85th percentile speeds and frequent reactive maintenance warranted the upgrade. The constrained geometry and visibility limits providing access to high productivity commercial vehicles such as B-Doubles. Council delivered reconstruction and widening of 2.7km Blackbutt Crows Nest Road between Ch460 to Ch3150. Survey and design work for this project was carried out by Council staff. Project works involved land acquisition, intersection and drainage upgrades, pavement works and was completed with a two (2) coat bitumen seal. The project provided safe transport suitable for the operation of B-Doubles which promotes economic growth and enhances liveability.

The total project cost was \$1,87m, with TIDS funding \$935k and the remaining \$935k funded by Council.



Kumbia Brooklands Road, Haly Creek

Kumbia Brooklands Road is a significant part of the region’s road network. It is a rural major collector road providing connection to the major localities Kumbia, Ellesmere and Nanango. Usage is approximately 238 vehicles per day, comprising 12% heavy vehicles. Narrow lane width, high speeds and frequent reactive maintenance warranted the upgrade.

The project was a dual lane, two (2) way sealed surface from the Stuart River Bridge at Alice Creek for 1.2km towards Kumbia. Survey and design work for this project was carried out by Council staff.

Construction works involved subgrade preparation, clear zone clearing, construction of a 175mm sub-base and 150mm base layers of type 3.2 gravel material, and completed with a two (2) coat bitumen seal. Completion of these upgrade works has resulted in significant safety improvements for the travelling public and significant reductions in reactive maintenance costs for Council.

The total project cost was \$671k, with TIDS funding \$335k and the remaining \$336k funded by Council.



Renaming and opening of Kathy Duff Bridge

At the December 2016 Council meeting, Councillors voted to accept a request from the Murgon Business and Development Association (MBDA) to name the newly constructed bridge at Campbell's Road Bridge at Silverleaf in honour of the person primarily responsible for getting it built: Deputy Mayor Kathy Duff.

The \$1m concrete bridge has replaced an old wooden bridge across Barambah Creek.

Following the bridge's closure in January 2015 due to structural defects, Councillor Duff campaigned tirelessly to have the bridge replaced.

At the time Council engineers were replacing several other wooden bridges across the region and ruled out immediate action on the problem until funds became available.

Cr Duff continued to explore alternatives and in August 2015 Council put three (3) bridges (including Campbell's Road Bridge) out to tender resulting in a quote \$500k below the initial estimates which was approved by Council.

Last December the Murgon Business and Development Association (MBDA) put forward the suggestion of naming the bridge in Cr Duff's honour, but kept it a secret from her. The MBDA contacted local farmers seeking views about the idea which was keenly supported.

Cr Duff's fellow Councillors also kept the MBDA's request secret until it was listed in Council's agenda items.

Cr Duff was visibly moved by the unanimous support for the motion and joked "You usually have to die to have a bridge named after you.", saying further "But it's a very great honour, completely unexpected, and I really do appreciate it."

Later on that afternoon following the Council meeting, MBDA representatives and local farmers gathered at the bridge to congratulate Cr Duff.

The bridge was officially opened on 12 March 2017 by Cr Duff, surrounded by 35 family members, friends, local farmers and representatives from Murgon, Kingaroy and Nanango business groups.

At the opening ceremony, Cr Duff stated "In 30 or 40 years no one will know who Kathy Duff was," she said. "But this bridge will still be here helping our farmers do their work. I think that's a victory for agriculture, and I hope there'll always be people who'll go into bat for our farmers."



Photos [courtesy of South Burnett Online]

1. Top: Cr Duff was presented with a bottle of wine to officially open the renamed bridge
2. Bottom left: Opening the bridge (Back, L to R) Peter Enkelmann, Lance Ray, Brett Enkelmann, Paul Pratt and Candice Pratt and (Front, L to R) Leo Geraghty, Janelle Smith, Cr Kathy Duff, Stacey Pratt and Marg Enkelmann
3. Bottom right: Cr Duff unveils the new bridge sign

Water and Wastewater

Significant investment into the Region’s Water and Wastewater networks has continued during the 2016/17 reporting period. Some of the projects undertaken include:

- Water Main replacement and upgrade at Henry Street in Kingaroy;
- Hodge Street Water Main extension in Wondai;
- Replacement of the chlorine dose station at Mt Wooroolin Reservoir, Kingaroy;
- Dalby Street Sewer extension;
- Upgrade/replacement of Pump Stations at Houghton and Retschlag Streets in Murgon;
- Design and planning of Class A Recycled Water facilities at Wondai and Murgon Sewage Treatment Plants;
- Purchase of four (4) card operated standpipe facilities for Nanango, Blackbutt, Benarkin and Murgon. Installation will be completed early in the 2017/18 financial year;
- Replacement work at the Blackbutt Water Treatment Plant; and
- Continued upgrades to Council’s telemetry systems for Water and Waste Water including new controls at Proston and within the Proston Rural system.

Kingaroy Wastewater Treatment Plant

Final commissioning of the new Kingaroy Wastewater Treatment Plant continued into the 2016/17 financial year including the completion of the overall project, including:

- Construction of a Recycled Water pipeline to supply Class A water to local sporting fields;
- Demolition of the old plant;
- Establishment of a commercial water and wastewater analytical laboratory; and
- Upgrade of the irrigation area to reuse as much effluent water as possible.

The total estimated cost of this project was close to \$24m which includes a \$9.3m grant from the Queensland Government. Overall, by utilising the new Nereda technology, in excess of \$2m was saved on this project against the initial cost estimates as well as allowing additional ancillary works to be completed.

The Kingaroy Wastewater Treatment Plant also won an Excellence Award from Institute of Public Works Engineering Australasia, Queensland (IPWEAQ) for water and wastewater projects over \$10m. Again this was a fantastic achievement for the project team (see page 134 for further details).



The stamp featuring the wastewater treatment plant

The award-winning plant has also been honoured by featuring on a stamp in the Netherlands, Royal Haskoning DHV home country.

It is one (1) of six (6) items on a set of six (6) limited edition stamps that celebrate the long-standing relationship between the Netherlands and Australia which were released prior to the recent royal visit from the King and Queen of the Netherlands to Australia.

An Aquatec Maxcon spokesman said the company was honoured to have the Wastewater Treatment Plant featured by the Netherlands Post.

Murgon Water Treatment Plant

Upgrading of the Murgon Water Treatment Plant was completed in the 2016/17 financial year. This project has allowed all three (3) of the existing filters to be refurbished, new control and automation of the plant and raw water pumps and improved backwash capabilities at the plant. It has resulted in improved operational efficiency and has reduced operational costs as a result of the increase in capacity.



The newly refurbished filter trains at the Murgon Water Treatment Plant

Gordonbrook Water Treatment Plant

The Gordonbrook Water Treatment Plant was officially opened by Mayor Keith Campbell on 27 October 2016 but had been supplying water since May 2016.

Mayor Campbell said half the plant's cost had been paid using the South Burnett Regional Council's cash reserves, while the balance had been paid with a \$680,000 grant from the State Government and borrowings. Because the treatment plant will be a long-lived asset, funding the balance through a low-interest Treasury loan would help ensure inter-generational equity and was the most fiscally responsible thing to do, he said.

The plant draws water from both Gordonbrook and Boondooma dams and the water goes through a five stage purification process. A computerised system of monitors measures water quality and purity at each stage of treatment. Once treated, the clean water is pumped from the plant to the Mount Wooroolin Reservoir, from where it goes to homes connected to the Kingaroy water supply

Assessment and planning work has commenced on supplying Nanango with water from the Gordonbrook Water Treatment Plant. This has included an assessment of the Kingaroy water supply trunk infrastructure. Work on the assessment of this project will continue in 2016/17 before any firm decisions are made.

The plant was awarded an Excellence Award from IPWEAQ for Innovation (see page 134 for further details). This award recognised the Australian first technology employed at the plant and was a fantastic achievement by the project team. Council's operators continue to do a great job fine-tuning this plant.



Manager of Water and Wastewater, Nerida Airs and Mayor Keith Campbell officially open the new plant [photo courtesy of South Burnett Online]



The Gordonbrook Water Treatment Plant [photo courtesy of South Burnett Online]



Celebrating the award! (from L to R) Craig White, Senior Principal Engineer of Hunter H20; Allen Christensen, Director of AT Consulting; Peter Ferrando, State Manager of Aquatec Maxcon; Nerida Airs, Mayor Keith Campbell; Russell Hood; Cr Roz Frohloff; Greg Johnson, Managing Director of Aquatec Maxcon; and Dr Craig Jakubowski, Principal Engineer of Hunter H20

Council's Infrastructure Team take out Awards

Council's Infrastructure team has taken out several awards at this year's Institute of Public Works Engineering Australasia, Queensland (IPWEAQ) Excellence Awards, winning two of the three (3) categories in the Water and Wastewater Public Works categories.

The Kingaroy Wastewater Treatment Plant upgrade project received an excellence award for projects over \$10m. The construction of this plant saw the introduction of the Nereda Technology, an Australian first. The plant, designed and constructed by Aquatec Maxcon, saves capital, operations and maintenance costs while also reducing energy consumption and improving water quality, compared to the traditional treatment plant technology. This project was made possible by a \$9.3m grant from the Queensland State Government.



Dawson Wilkie, Chair of the Board of Professional Engineers and Chair of the IPWEAQ Foundation, Cr Roz Frohloff, Council's General Manager Infrastructure Russell Hood, Council's Manager Water and Wastewater Nerida Airs and Mayor Keith Campbell

In a surprise win, Gordonbrook Water Treatment Plant upgrade project won the Innovation category and was also a finalist in the Water and Wastewater projects under \$10m. This plant upgrade allows for a more cost effective raw water source for Council and provides a secure water supply to customers. This project also received \$680k funding from the Queensland Government.

Council's Manager of Water and Wastewater, Nerida Airs said "These two (2) infrastructure projects are a great asset for the community. Both will ensure that Kingaroy has water and wastewater treatment plants capable of servicing the local community for at least the next 20 years. It's an honour to receive these two (2) awards and everyone involved in the projects should be very proud."



Council's Manager of Design and Technical Services James D'Arcy with Joe Bannan President IPWEAQ State Division

Council's Manager of Design and Technical Services, James D'Arcy was also honoured by the Association by taking home the President's Award. Mr D'Arcy has been a strong advocate for IPWEAQ for many years, devoted to the betterment of the local government engineering industry.

"It's a credit to Council Staff, their hard work and dedication which has resulted in the Water & Wastewater Treatment Plants being nominated and winning the Innovation and the Excellence Awards" said Mayor Keith Campbell "We are also thrilled that one of our own, James D'Arcy was honoured with the President's Award, which again highlights the dedication of our staff."

The awards, which have been running since 2002, recognise Councils and Individuals who have demonstrated best practice and innovation in public works projects across Queensland.

A total of 15 awards were presented at the gala dinner and awards ceremony held at the Brisbane Convention and Exhibition Centre where 400 of the state's leading authorities on engineering gathered for the three (3) day conference.

IPWEAQ Chief Executive Officer Leigh Cunningham said the 2016 Awards had attracted a record number of nominations, with 43 projects and 11 individuals submitted from Councils both large and small across Queensland.

Opening of the Kingaroy Wastewater Treatment Plant

On Monday, 24 April 2017, the South Burnett Regional Council’s Kingaroy Wastewater Treatment Plant was officially opened by Mayor Keith Campbell, Aquatec Maxcon Managing Director Greg Johnson and Royal Haskoning DHV Rosalie Rosink.

This particular treatment plant is a first in Australia. The NEREDA® Granular activated sludge wastewater treatment plant was developed in The Netherlands by Royal Haskoning DHV and then designed and built by Ipswich based company Aquatec Maxcon.

With the installation of this particular treatment plant, Council will be able to effectively reduce energy consumption and at the same time increase the amount of safe recycled water that can be used amongst other things to irrigate local sports fields.

“I’d like to acknowledge the previous Council for having the foresight to venture into an Australian first technology and having confidence in the technical advice being provided to them to make the decision.” said Mayor Keith Campbell “This proves that small regional organisations can be leaders in excellence.”

At the opening, Royal Haskoning DHV’s Rosalie Rosink announced that the Kingaroy Wastewater Treatment Plant is now featured on a postage stamp in the Netherlands and Council are proud to have a link between Kingaroy and the Netherlands.

In 2016, the Kingaroy Wastewater Treatment Plant upgrade project received an excellence award for “Projects over \$10m” for this innovative system.

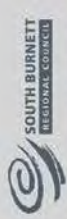
A project of this magnitude would not be possible without funds and Council would like to acknowledge the financial support of \$9.3m received from the Queensland State Government to build this plant. Without support from grant programs like this, projects of this magnitude for Councils would not be possible.

Approximately \$7m was directly injected to the local community through the contract works and up to an additional \$2.5m has been injected to the local community through ancillary works such as demolition, irrigation system, recycled water system, road upgrades, fencing and other associated minor works

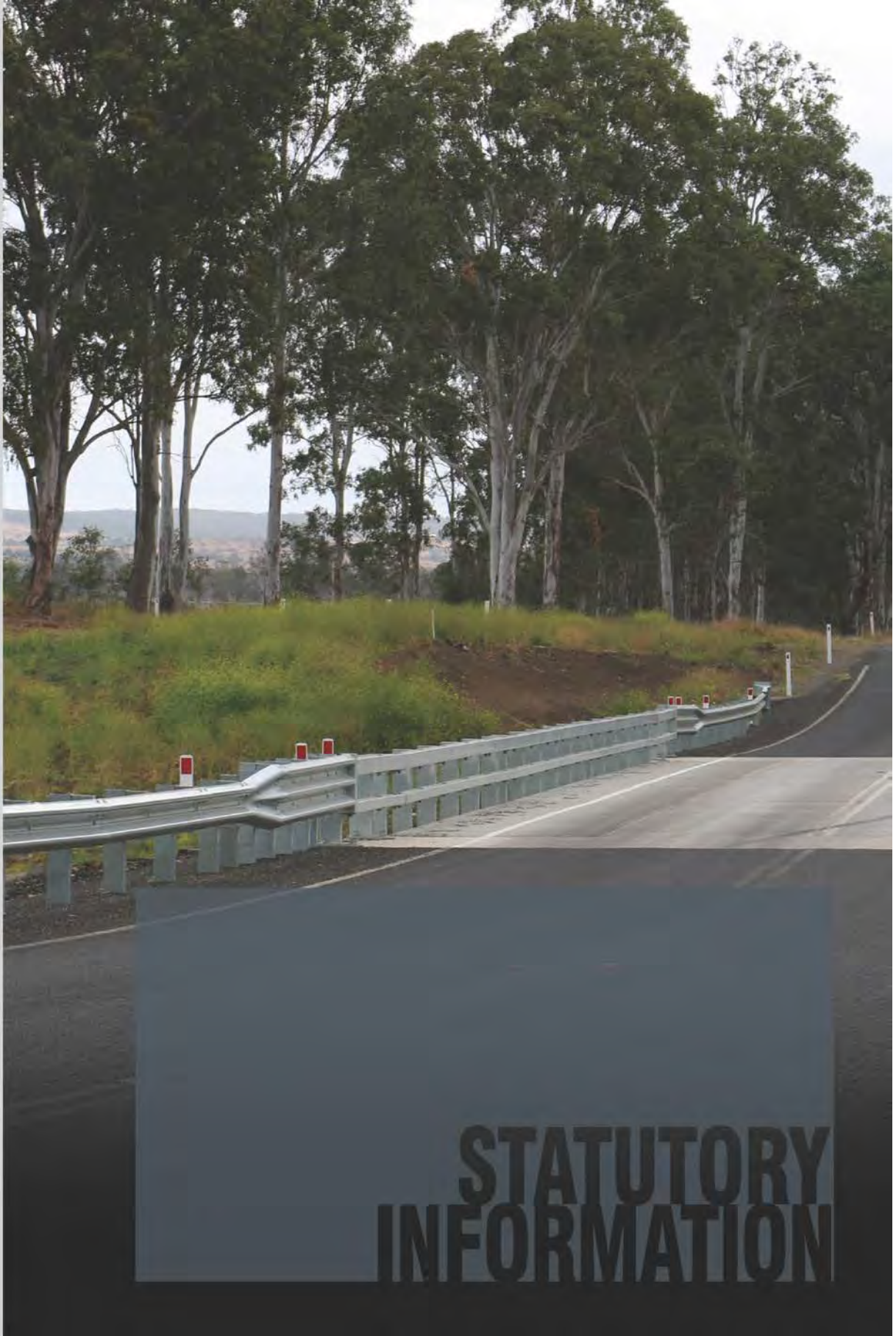


Photos clockwise:

1. Mayor Keith Campbell
2. Cutting the ribbon: Rosalie Rosink from Royal Haskoning DHV, Aquatec Maxcon managing director Greg Johnson, and Mayor Keith Campbell
3. Aquatec Maxcon managing director Greg Johnson
4. Engineer Allen Christensen, Cr Terry Fleischfresser, Cr Roz Frohloff, former Councillor Barry Green, SBRC Water Manager Nerida Airs and Cr Danita Potter [photo courtesy of South Burnett Online]



ANNUAL REPORT 2016-2017



**STATUTORY
INFORMATION**



In line with Council's ongoing commitment to accountability and transparency and in accordance with the *Local Government Act 2009* (the Act) and Section 190(1)(d)(ii) of the *Local Government Regulation 2012* (the Regulation) details of Council levies and charges are presented below. This section also details organisational information regarding staff policies and other information considered of interest in an Annual Report. All special and separate levies and charges listed apply for the 2016/17 financial year.

Rates and Charges

Separate Charge - Environmental Levy

That in accordance with Section 92(5) of the Act and Chapter 4 Part 8 of the Regulation and on the basis of the principles set out in Council's Revenue Statement, Council make and levy a Separate Charge - Environmental Levy of \$28.00 for the year ended 30 June 2017 to be levied equally on all rateable properties within the Council area for the purpose of funding projects specifically for the protection of the environment. Such projects have been identified as:

- To design and implement natural resource management strategies or plans at a local or regional scale;
- To implement on ground works for the enhancement and protection of areas identified as having significant environmental values within the South Burnett Region such as reserves, waterways, flora and fauna habitats, remnant vegetation, cultural or heritage significant sites, etc;
- To design and implement renewable energy initiatives to address climate change issues;
- To address salinity and water quality issues in the South Burnett Region;
- To address declining remnant vegetation issues in the South Burnett Region;
- To research control measures, carry out field trials and eradication works for environmental weeds identified in Council's Pest Management Plan;
- To deliver Natural Resource Management training to Council staff and community organisations;
- To develop education and awareness materials relevant to Natural Resource Management and sustainable communities within the region;
- To purchase land for conservation purposes;
- The time for implementing the overall plan is one (1) year commencing 1 July 2016 and ending 30 June 2017;
- The estimated cost of implementing the overall plan in 2016/17 is \$491,850; and
- This levy generated total revenue of \$496,156.97 (including interest of \$3,667.65 for the 2016/17 financial year).

Programs	Expenditure
Environmental Levy Operating Expenses	\$109,630
Biodiversity Programs	\$365,250
Significant Environment Areas Operating Expenses	\$83,825
Fire Management Programs	\$34,039
Total	\$592,744

\$96,587 was taken from the 2015/16 carry forward balance of \$361,162 to fund the 2016/17 program, resulting in a carry forward balance of \$264,575 as at 30 June 2017.

Special Charge - Rural Fire Levy

That in accordance with Section 92(3) of the Act and Chapter 4 Part 6 of the Regulation and section 128A of the *Fire and Emergency Services Act 1990*, Council will make and levy a special charge of \$25 on all rateable land within the region, other than rateable land that is liable to pay an urban district fire levy (pursuant to section 107 of the *Fire and Emergency Services Act 1990*).

Revenue raised will fund the ongoing provision and maintenance of rural fire-fighting equipment for the rural fire brigades that operate throughout the rural areas of the South Burnett Region.

The overall plan for the Rural Fire Levy is as follows:

- The rateable land to which the plan applies is all rateable land within the region, other than rateable land that is liable to pay an urban district fire levy (pursuant to section 107 of the *Fire and Emergency Services Act 1990*);
- The service, facility or activity for which the plan is made is the ongoing provision and maintenance of rural fire-fighting equipment for the rural fire brigades that operate throughout the rural areas of the region;
- The time for implementing the overall plan is one (1) year commencing 1 July 2016 and ending 30 June 2017; and
- The estimated cost of implementing the overall plan is \$220,000.

Area	Allocation	Paid
Abbeywood/Hivesville	\$6,000.00	\$6,067.56
Ballogie	\$13,000.00	\$13,146.40
Booie Rise	\$6,500.00	\$6,573.20
Brigooda	\$450.00	\$ 455.07
Brooklands	\$11,500.00	\$11,629.52
Bullcamp	\$2,400.00	\$2,427.03
Bunya Mountains	\$8,000.00	\$8,090.10
Cloyna	\$7,000.00	\$7,078.83
Coverty	\$12,000.00	\$12,135.15
Dangore	\$1,000.00	\$1,011.27
Durong	\$500.00	\$505.64
East Nanango	\$9,000.00	\$9,101.35
Glencoe	\$8,500.00	\$8,595.73
Gordonbrook	\$2,800.00	\$2,831.54
Kunioon Hodgeleigh	\$5,000.00	\$5,056.31
Maidenwell District	\$8,000.00	\$8,090.10
Malar Booie	\$9,000.00	\$9,101.35
McEuen	\$15,000.00	\$15,168.92
Mondure District	\$10,000.00	\$10,112.62
Rocky Creek	\$650.00	\$657.33
Sandy Ridges	\$8,000.00	\$8,090.10
South Nanango	\$14,000.00	\$14,157.66
Speedwell	\$1,000.00	\$1,011.27
Stuart River	\$13,000.00	\$13,146.40
Tablelands	\$15,000.00	\$15,168.89
Taromeo	\$20,000.00	\$20,225.20
Waringa	\$500.00	\$505.64
Wattle Grove	\$1,000.00	\$1,011.27
Wattlecamp	\$10,000.00	\$10,112.62
Total	\$218,800.00	\$221,264.07

This charge generated revenue of \$220,337.50 (\$222,451.01 with interest) for the 2016/17 financial year which was distributed to brigades during the year.

Separate Charge - Waste Management Levy

That pursuant to Section 92(5) of the Act and Chapter 4 Part 8 of the Regulation, Council makes a separate charge of \$125.00 per rate assessment for the 2016/17 financial year to be levied equally on all rateable assessments.

The separate charge will be called the Waste Management Levy and will fund a service, facility or activity identified as:

- Providing and maintaining waste facilities and services that are not met from other fees and charges collected on a user pays basis;
- Meeting public expectations in matters of disposal of refuse that affect public health and visual amenity of the area; and
- Rehabilitation of closed Waste Disposal sites.

The levy generated a total revenue of \$2,198,279.58 in the 2016/17 reporting period.

Separate Charge - Community Rescue and Evacuation Levy

That in accordance with Section 92 (5) of the Act and Chapter 4 Part 8 of the Regulation and on the basis of the principles set out in Council's Revenue Statement, Council make and levy a Separate Charge - Community Rescue & Evacuation levy of \$4.00 per annum for the year ended 30 June 2017, to be levied equally on all rateable properties within the Council area for the purpose of sponsoring the airborne emergency rescue & evacuation transport providers that service the South Burnett Region.

The levy generated a total revenue of \$70,355.39 in the 2016/17 reporting period.

Separate Charge - Road Infrastructure Levy

That in accordance with Section 92(5) of the Act and Chapter 4 Part 8 of the Regulation and on the basis of the principles set out in Council's Revenue Statement, Council make and levy a Separate Charge – Road Infrastructure Levy of \$200.00 for the year ended 30 June 2017 to be levied equally on all rateable properties within the Council area to defray part of the cost of maintaining and upgrading its road network including associated infrastructure such as:

- Kerb and channelling;
- Road signage and line marking;
- Footpaths and bikeways;
- Bridges and culverts;
- Causeways and floodways; and
- Drainage.

The levy generated a total revenue of \$3,123,545.42 in the 2016/17 reporting period.



Special Charge - Road & Drainage Works Memerambi Estate

That in accordance with Section 92(3) of the Act and Chapter 4 Part 6 of the Regulation, Council will make and levy a special charge on each parcel of land to recoup the annual finance costs incurred by Council borrowing funds over ten (10) years to complete the three (3) associated projects, to provide road infrastructure and/or stormwater drainage infrastructure to the unfinished Memerambi Estate.

Concessions on Various Special Separate and Utility Charges

That in accordance with Section 93 of the Act and the provisions of Chapter 4 Part 10 of the Regulation, Council grant a concession off various rates and charges for the financial period ending 30 June 2017 as identified hereunder:

Land Owned By a Religious Entity

Aged Care Facilities:

- Remission of Environmental Levy, Waste Management Levy, Road Levy and Community Rescue and Evacuation Levy.

Land Owned by a Community Entity

Queensland Country Women Associations:

- Remission of Environmental Levy, Waste Management Levy, Road Levy and Community Rescue and Evacuation Levy; and
- Remission of Water Access Charges, Sewerage Charges and Waste Collection Charges.

Scout Associations, Girl Guides Associations and Blue Light Organisations:

- Remission of Environmental Levy, Waste Management Levy, Road Levy and Community Rescue and Evacuation Levy; and
- Remission of Water Access Charges, Sewerage Charges and Waste Collection Charges.

Kindergarten, Child Care, Endeavour, Senior Citizen and other Welfare Facilities:

- Remission of Environmental Levy, Waste Management Levy, Road Levy and Community Rescue and Evacuation Levy; and
- Remission of Water Access Charges, Sewerage Charges and Waste Collection Charges.

Land used for Showgrounds or Horse Racing

Showgrounds:

- Remission of Environmental Levy, Waste Management Levy, Road Levy and Community Rescue and Evacuation Levy; and

- Remission of 75% of cost of water access, sewerage and waste collection charges provided to showground's facility. Services provided to commercial activities such as caravan parks, sub-leases or recreational facilities are not exempt.

Race grounds

- Remission of Environmental Levy, Waste Management Levy and Community Rescue and Evacuation Levy; and
- Remission of Water Access Charges, Sewerage Charges and Waste Collection Charges.

Land used for Charitable Purposes

Aged Care Facilities – Non Religious:

- Remission of Environmental Levy, Waste Management Levy, Road Levy and Community Rescue and Evacuation Levy.

Charitable Organisations:

- Remission of Environmental Levy, Waste Management Levy, Road Levy and Community Rescue and Evacuation Levy.

Land used for other Community Purposes

Community Owned Halls:

- Remission of Environmental Levy, Waste Management Levy and Community Rescue and Evacuation Levy.

Museums, Theatres, etc:

- Remission of Environmental Levy, Waste Management Levy and Community Rescue and Evacuation Levy; and
- Remission of Water Access Charges, Sewerage Charges and Waste Collection Charges.

Sporting Groups and Associations:

- Remission of Environmental Levy, Waste Management Levy and Community Rescue and Evacuation Levy; and
- Remission of Water Access and Sewerage Charges.

Concession of Water Consumption Charges - Haemodialysis Machines

The Council has determined that where ratepayers or residents require the use of a Haemodialysis machine for health reasons, then Council will grant a remission of water consumption charges.

That, in accordance with Chapter 4, Part 10 of the Regulation, Council allow an annual remission of 190kl on the water usage to any patient who qualifies for and operates a home Haemodialysis machine supplied by Queensland Health.

Waiving Minimum General Rates

Council has determined that some classes of properties should be exempt from the minimum general rate. Generally these properties are small parcels of land used for a pump site or small parcels of land worked in conjunction with other properties held in the same ownership.

That in accordance with Chapter 4, Part 10 of the Regulation, Council grant an exemption from the requirement to pay the Minimum General Rate for properties identified hereunder:

- Any rateable land held as a Permit to Occupy for water facility purposes, namely bore and pump site and associated purposes only; and
- Properties that are small parcels of land worked in conjunction with properties held in the same ownership.

Councillor's Remuneration

In accordance with Section 247 of the Regulation Council pays the following remuneration rates based on the Local Government Remuneration and Discipline Tribunal 2016 Report:

Mayor - the rate payable of \$125,084;

Deputy Mayor - the rate payable of \$78,177; and

Councillor - the rate payable of \$66,450.

Previous arrangements requiring Councils to formally adopt the remuneration schedule no longer apply. Section 247 of the Regulation requires Councils to pay each member as per the schedule unless, by resolution within 90 days of the gazetted of the schedule, they decide to adopt a lesser amount.

Expenses Reimbursement Policy for Councillors

(Adopted 15 March 2017)

Policy Statement

This policy ensures that Council's reimbursement of expenses incurred by Councillors and facilities provided to Councillors is consistent with the local government principles and financial sustainability criteria as defined in the *Local Government Act 2009 (LGA2009)*.

The local government principles are:

- transparent and effective processes, and decision-making in the public interest;
- sustainable development and management of assets and infrastructure, and delivery of effective services;
- democratic representation, social inclusion and meaningful community engagement;
- good governance of, and by, local government; and
- ethical and legal behaviour of councillors and local government employees.

Furthermore, additional principles that underpin this policy are:

Public Interest

The use of public monies in the public interest by responsible budgeting and accounting.

Fair and Reasonable

Fair and reasonable allocation of Council resources in the form of allowances, facilities and other benefits, to enable all Councillors to conduct the duties of their office.

Transparent

Transparent decision-making by the public disclosure of policy and resolutions.

Accountability

Accountability for expenditure and use of facilities through full justification and acquittal.

Councillors should not be financially disadvantaged when carrying out their roles and should be fairly and reasonably compensated in accordance with statutory requirements and community expectations. Councillors should not receive a private benefit through their role as a Councillor and as such this policy provides for actual reimbursement of legitimate expenses and full disclosure through appropriate accountability requirements.

Scope

This policy applies to the Mayor, Deputy Mayor and Councillors of South Burnett Regional Council.

This policy does not provide for Councillor Remuneration. Councillor Remuneration is in accordance with the determination of the Local Government Remuneration and Discipline Tribunal.



Policy Objectives

The purpose of this policy is to provide for the proper control of the reimbursement of reasonable expenses incurred, or to be incurred by Councillors in discharging their duties and responsibilities.

The policy covers:

- the reimbursement to Councillors of legitimate expenses incurred; and
- the facilities to be provided to Councillors.

Background and/or Principles

Pursuant to section 250 of the *Local Government Regulation 2012 (LGR2012)* Council is required to adopt an Expenses Reimbursement Policy that provides the payment of reasonable expenses incurred, or to be incurred, by Councillors for discharging their duties and responsibilities as Councillors and the provision of facilities to Councillors for that purpose.

General Information

The Regulation legislates that Council must maintain a policy providing for payment of reasonable expenses incurred, or to be incurred, by Councillors for discharging their duties and responsibilities as Councillors and provision of facilities to the Councillors for that purpose.

The Expenses Reimbursement Policy for Councillors must be consistent with the five (5) local government principles under section 4(2) of the Act and meet the financial sustainability criteria under section 104 of Act. The Regulation legislates that Council must in its Annual Report detail the expenses incurred by each Councillor during the year under the local government's expenses reimbursement policy.

Payment of Expenses

Expenses will be paid to Councillors in accordance with the relevant administrative processes as approved by the Chief Executive Officer (CEO). Wherever possible most expenses will be booked and paid for by Council in advance. Councillors making a claim for legitimate expenses incurred for Council business must submit the appropriate form detailing the relevant expense within one (1) month of the expense being incurred or invoiced.

Professional Development

Council will pay for/reimburse expenses incurred for:

- mandatory professional development; and
- discretionary professional development deemed essential for the Councillor's role and approved by Council.

Corporate Uniform

Council will make available a professional Corporate Uniform pack (1 blouse/shirt, 1 skirt/trouser, and 1 jacket).

Legal Assistance and Insurance Cover

Council shall pay all approved 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 duties. The provision of legal assistance/payment of legal costs shall be provided subject to prior approval being granted by the CEO by Council Resolution. Where it has been found that the Councillor has acted dishonestly or neglectfully or breached the provisions of the Act, 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.

Travel as required to represent Council

Council may reimburse local and in some cases interstate and overseas travel expenses (e.g. flights, car, accommodation, meals and associated registration fees) deemed necessary to achieve the business of Council where:

- a Councillor is an official representative of Council; and
- the activity/event and travel have been endorsed by resolution of Council.

Councillors are to travel via the most direct route, using the most economical and efficient mode of transport. Council will pay for reasonable expenses incurred for overnight accommodation when a Councillor is required to stay outside the South Burnett region.

NOTE: Any fines incurred while travelling in Council-owned vehicles or privately owned vehicles when attending Council business, will be the responsibility of the Councillor (driving or in charge of the motor vehicle) incurring the fine.

Travel bookings

All Councillor travel approved by Council will be booked and paid for by Council. Economy class is to be used where possible although Council may approve business class in certain circumstances. Airline tickets are not transferable and can only be procured for the Councillor's travel on Council business. They cannot be used to offset other unapproved expenses (e.g. cost of partner or spouse accompanying the Councillor).

Travel transfer costs

All travel transfer expenses associated with Councillors travelling for Council approved business will be reimbursed, e.g. trains, taxis, road tolls, buses and ferry fares. Cab charge vouchers may also be used if approved by Council where Councillors are required to undertake duties relating to the business of Council.

Accommodation

All Councillor accommodation for Council business will be booked and paid for by Council. Council will pay for the most economical deal available. Where possible, the minimum standards for Councillors' accommodation should be three (3) star rating. Where particular accommodation is recommended by conference organisers, Council will take advantage of the package deal that is the most economical and convenient to the event.

Meals

Council will reimburse costs of meals for a Councillor when:

- the Councillor incurs the cost personally and can produce original documents sufficient to verify the actual meal cost; and
- the meal was not provided within the registration costs of the approved activity/event; or during a funded flight.

The following limits are considered to be reasonable for reimbursement by Council.

- Breakfast - \$ 25.00 inc GST
- Lunch - \$ 25.00 inc GST
- Dinner - \$ 70.00 inc GST

Should the cost be for a greater value than those listed above and the cost is deemed reasonable by the CEO, then reimbursement for the full cost may be provided.

Hospitality

Council may reimburse the Mayor up to \$2,000 per annum for hospitality expenses deemed necessary in the conduct of Council business. Each Councillor may claim up to \$500.00 per annum for hospitality expenses deemed necessary in the conduct of Council business. In claiming hospitality expenses, a Councillor or the Mayor, will be required to complete the relevant form to identify why the hospitality occurred and who attended.

Responsibility

Councillors accept full responsibility for the accuracy of each claim. Failure to comply with this policy, falsifying claims or the misuse of facilities may represent official misconduct and be referred to the Crime and Corruption Commission.

Facilities

All facilities provided to Councillors remain the property of Council and must be returned to Council when a Councillor's term expires.

Private use of Council owned facilities

Based on the principle that no private benefit is to be gained, the facilities provided to Councillors by Council are to be used only for Council business unless prior approval has been granted by resolution of Council. The Council resolution authorising private use of Council owned facilities will set out the terms under which the Councillor will reimburse Council for the percentage of private use. This would apply to Council vehicles and mobile telecommunication devices

Councillors will be provided facilities as detailed below which have been based on the principle that no private benefit is to be gained from the facilities provided.



Administrative tools

Administrative tools will be provided to Councillors as required to assist Councillors in their role. Administrative tools include:

- office space and meeting rooms;
- computer including internet access and wireless remote where appropriate;
- stationery;
- access to photocopiers, printers, and facsimile machines;
- publications; and
- use of Council landline telephones and internet in Council offices.

Administration support will be provided to the Mayor with limited administration support provided to Councillors with approval from the CEO.

Maintenance costs of Council owned equipment

Council will be responsible for the ongoing maintenance and reasonable wear and tear costs of Council-owned equipment that is supplied to Councillors for official business use. This includes the replacement of any facilities, which fall under Council's asset replacement program.

Name Badge and Safety equipment for Councillors

Council will provide Councillors with one name badge and one identification card. Councillors will have access to the necessary safety equipment for use on official business when needed. (i.e. safety helmet, vest and boots). Councillors are expected to observe the appropriate Workplace Health and Safety policy and procedures while at any workplace.

Use of Council vehicles on Council business

Councillors may have access to a Council vehicle for official business in emergent or exceptional circumstances as approved by the CEO.

Private Use of Mayor's Council Vehicle

The Mayor will be provided with a Council vehicle with full private use.

Telecommunication needs - mobile devices

Mobile telecommunication devices owned by Council will be provided to each Councillor for official Council business.

Contribution to Councillor's telephone costs

Council will contribute a maximum amount of \$2,000.00 per annum to each Councillor (excluding the Mayor) to offset the cost of fixed and mobile telephone costs. This will only be reimbursed on the production of appropriate invoices/tax receipts. For the Council supplied mobile telephone Council will pay the monthly account and when the \$2,000.00 is used Council will issue an invoice for any balance outstanding. Reimbursement above \$2,000.00 may be approved subject to the CEO's approval.

Contribution to Mayor's telephone costs

Council will contribute a maximum amount of \$3,000.00 per annum to the Mayor to offset the cost of fixed and mobile telephone costs. This will only be reimbursed on the production of appropriate invoices/tax receipts. For the Council supplied mobile telephone Council will pay the monthly account and when the \$3,000.00 is used Council will issue an invoice for any balance outstanding.

Vehicle Fuel and Operation costs

A weekly amount will be paid to each Councillor covering the cost of fuel and fair wear and tear on the private vehicle of the Councillor as follows:

- Division Four (4) - \$80.00
- Division Three (3) - \$92.00
- Division One (1) Two (2) - \$140.00
- Division Five (5) and Six (6) - \$200.00

Car parking amenities

Council will reimburse Councillors for parking costs paid by Councillors while attending to official Council business.

Limit

Council may by resolution reduce or limit benefits receivable under this policy.

Definitions

To assist in interpretation, the following definitions shall apply:

Council business

Shall mean official business conducted on behalf of Council, where a Councillor is required to undertake certain tasks to satisfy legislative requirements or achieve business continuity for the Council, for example official Council meetings, Councillor forums and workshops, Committees/Boards as Council's official representative, scheduled meetings relating to portfolios or Council appointments.

Council Business should result in a benefit being achieved either for the local government and/or the local government area, for example Council may decide that Council business includes civic ceremony duties such as opening a school fete.

Participating in a community group event or being a representative on a Board not associated with Council is not regarded as Council business.

Councillors

Shall mean the Mayor, Deputy Mayor and Councillors unless otherwise specified.

Expenses

Shall mean costs reasonably incurred, or to be incurred, in connection with Councillors discharging their duties. The expenses may be either reimbursed to Councillors or paid direct by Council for something that is deemed a necessary cost or charge. Expenses are not included as remuneration.

Facilities

Shall mean the facilities deemed necessary to assist Councillors in their role.

Legislative Reference

Local Government Act 2009 (the Act)

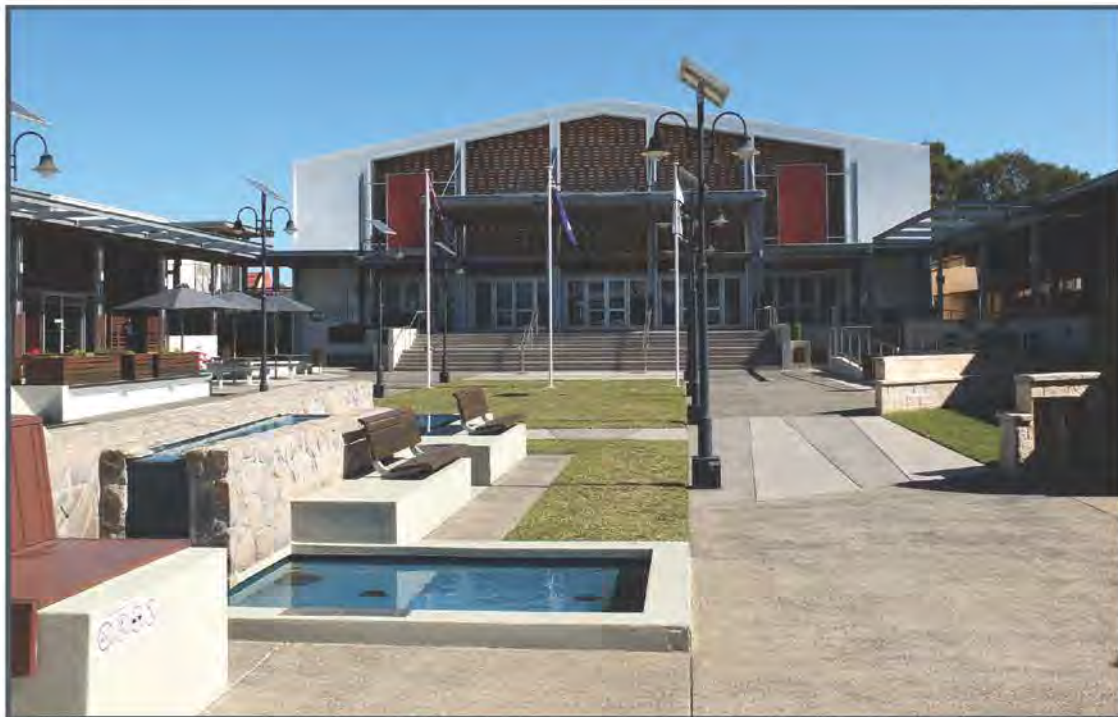
Local Government Regulation 2012 (the Regulation)

Related Policies/Procedures

Councillor Code of Conduct

Next Review

April 2019



Council Meetings and Minutes

General Meetings of Council are held on the third Wednesday of every month unless otherwise advertised.

Unconfirmed minutes are available for inspection no later than ten (10) days after each meeting and copies of confirmed minutes are available for purchase at applicable photocopying charges. Council minutes may also be accessed via Council's website www.southburnett.qld.gov.au.

Executive Remuneration

Pursuant to Section 201 of the Act, Council is required to report remuneration packages payable to the Chief Executive Officer and senior contract employees in bands. Senior contract employees are employees that report directly to the Chief Executive Officer and are considered to be in a senior position e.g. General Managers.

Remuneration packages for 2016/17 were four (4) senior contract employees each with a total remuneration package in the range of \$200,000 to \$300,000.

Changes to Tenders

Pursuant to Section 190(1)(d) of the Regulation, no invitations were extended to change tenders under Section 228(7) of the Regulation during the reporting period.

Overseas Travel

Pursuant to section 188 of the Regulation, overseas travel made by a Councillor or local government official must be reported. No overseas travel was undertaken by a Councillor or local government employee in official capacity during the 2016/17 financial year.

Councillor's Statement of Interest Extracts

Pursuant to Section 295(b) of the Regulation, the Councillor's Register of Interests is available on Council's website in a consolidated form and full copies are open to inspection at the Kingaroy Customer Contact Centre, Glendon Street, Kingaroy.

Controlled Entities

Council has one (1) local government owned controlled entity during the reporting period, being the Lady Bjelke-Petersen Community Hospital.

Land and Reserves

Council has control of:

- Land under infrastructure - 3,704km roads (includes 690km of main roads); and
- Reserve land that are reserves under the *Land Act 1994* - 250 hectares.

This land does not have a value for the Council's financial statements.

Administrative Action Complaints

Pursuant to Section 187 of the Regulation Council reports that 35 complaints were received through this process during the 2016/17 financial year and the investigations were assigned to a senior officer to resolve the issues as quickly as possible in accordance with statutory timeframes.

There was one (1) Administrative Action Complaint carried over from 2015/16 financial year.

A total of 35 complaints were finalised during the 2016/17 financial year and one (1) complaint has been carried forward to the 2017/18 financial year.

Right to Information (RTI)

In 2016/17 Council's Governance branch dealt with seven (7) applications under this process.

One (1) application received in the 2015/16 financial year was also finalised during the 2016/17 financial year.

Applicants who are not satisfied with the response provided by Council are able to have matters referred for consideration by the Information Commissioner. During 2016/17 there was one (1) application for external review indicating that most applicants were satisfied with the approach taken by the Governance section in processing requests for information. The one (1) external review is currently ongoing and Council is awaiting further advice from the Office of the Information Commissioner.



Commercial Business Units

Pursuant to Section 27 of the Regulation, Council did not operate any commercial business units during the reporting period.

Beneficial Enterprises

Pursuant to Section 41 of the Act, nil beneficial enterprises of the local government were conducted during the financial year.

Significant Business Activities

Section 45 of the Act requires Council to identify significant business activities during the 2016/17 financial year. Council determines that those activities listed in the table below are the Business Activities requiring identification in accordance with the Act.

Statement of Business Activities	Operating Cost
Water & Waste Water	\$7,977,617
Caravan & Tourist Parks	\$1,249,640
Cemeteries	\$422,525
Shops	\$12,360
Community Housing	\$16,515
Saleyards	\$254,337
Waste	\$3,577,086
Airport	\$345,261
Plant	\$3,790,150
Total	\$17,645,491

Council determines that those Business Activities listed above are categorised as Other Business Activities in accordance with the Act and the Regulation.

Council resolves not to apply the Code of Competitive Conduct to any business activity in 2016/17 in accordance with the Act section 47(7) and the Regulation.

Council Registers

Section 190 (1(f)) of the Regulation requires Council to report 'a list of the registers kept by the local government'. The registers include:

- All development applications (s730(1)(c) *Sustainable Planning Act 2009*);
- All development applications given to a referral agency under section 272 (s731(1) *Sustainable Planning Act 2009*);
- All request for compliance assessments received by the compliance assessor (s735(1) *Sustainable Planning Act 2009*);
- Register of Interests of Councillors, CEO and senior executive employees (chapter 8, part 5 *Local Government Regulation 2012*);
- Delegations (s260 *Local Government Act 2009*);

- Local Laws (s31 *Local Government Act 2009*);
- Roads Map (s74 *Local Government Act 2009*);
- Burials (s79 *Land Act 1994*);
- Cost Recovery Fees (s98 *Local Government Act 2009*);
- Infrastructure Charges (s724(1(r)) *Sustainable Planning Act 2009*);
- Contact by Lobbyists (s49 *Integrity Act 2009*);
- Environmental Authorities (s540 (1)(a)(i) of the *Environmental Protection Act 1994*);
- Assets (s104(5)(b)(ii) of the *Local Government Act 2009*);
- Local Heritage Register (s113 of the *Queensland Heritage Act 1992*);
- Register of Enterprise Operational Risks; and
- Register of Enterprise Corporate Risks

General Purpose Financial Statement, Auditor-General's Audit Report and Community Financial Report

Pursuant to Sections 179 of the Regulation, Council prepares a Community Financial Report which is included on page 16 of this Annual Report. The report is intended to simplify complex financial information, making it easier to understand Council's income statement, balance sheet and cash flow statement which are prepared in accordance with legislation.

Council's Financial Statements including the Auditor-General's Audit Reports commence on page 158.



Grants to Community Organisations

Pursuant to section 189(a) of the Act, Council must report a summary of expenditure on grants to community organisations. Council expended a total of \$130,759.96 on Community Grants for the 2016/17 financial year.

School Award Nights

School	Amount
Kingaroy State High School	\$500.00
Murgon State School	\$500.00
Nanango State High School	\$500.00
Proston State School	\$250.00
St. John's Lutheran School	\$250.00
St. Mary's Catholic College	\$500.00
Wondai State School	\$250.00
Yarraman State School	\$250.00



Mayor's Community Benefit Fund - Round 1

Committee / Club	Amount
Kingaroy Kindergarten Association Inc.	\$260.00
Nanango and District Kindergarten	\$547.00
Qld Police Citizens Youth Welfare Association (South Burnett Branch) - PCYC South Burnett	\$5,000.00

Mayor's Community Benefit Fund - Round 2

Committee / Club	Amount
Graham House Community Centre	\$3,000.00
South Burnett CTC	\$7,000.00



Mayor Keith Campbell at the Kingaroy Kindergarten

Major Events

Event	Amount
Burrandowan Picnic Race Club Races	\$3,000.00
Nanango Mardi Gras	\$2,000.00
South Burnett Events Inc. - Food and Wine in the Park	\$3,000.00
Bloomin' Beautiful Blackbutt Festival Event Inc.	\$2,000.00



South Burnett Times GM Daniel Pelci, Cr Roz Frohloff, Cr Ros Heit and South Burnett Mayor Keith Campbell presented a prize to the connections of Sir Bam, which won the first race of the day [photo courtesy of South Burnett online]

Halls - Public Liability Insurance

Hall	Amount
Blackbutt Benarkin Community Council	\$1,000.00
Booie Hall and Recreation Reserve Association Inc.	\$1,000.00
Chahpingah Reserve Association Inc.	\$1,000.00
Durong Hall Committee	\$1,000.00
Farmers Hall Inverlaw Inc.	\$1,000.00
Ironpot Farmers Hall Association	\$1,000.00
Kumbia Hall Committee	\$1,000.00
Mondure Hall Committee	\$1,000.00
Queensland Dairy and Heritage Museum Murgon Inc.	\$1,000.00
Tableland Hall Association Inc.	\$1,000.00
Wooroolin Community Committee Inc.	\$1,000.00

Race Clubs

Committee / Club	Amount
Kumbia Race Club Inc.	\$1,000.00
Nanango Race Club	\$1,000.00
South Burnett Race Club (Wondai)	\$1,000.00

Community

Organisation	Purpose	Amount
Salvation Army	Refuse Costs	\$500.00
St Vincent de Paul	Refuse Costs	\$500.00

Other Events

Event	Amount
Boondooma Historical Society Restoration Committee - Spirit of the Bush	\$1,000.00
Burrandowan Campdraft Association Inc.	\$1,000.00
Endeavour Car Rally - Les Porter	\$250.00
Kumbia & District Charity Campdraft Association	\$1,000.00
Motors in Motion - Wondai Street Sprints	\$1,000.00
Murgon Music Muster - Rotary Club of Murgon	\$1,000.00
Nanango Campdraft Association	\$1,000.00
Nanango Country Music Muster - Nanango AP&M Society	\$1,000.00
Proston Goldenspurs Campdraft Association	\$1,000.00
Proston Rally Car Club Inc.	\$500.00
South Burnett Relay for Life	\$1,000.00
RSPCA - Paws Walk	\$500.00
South Burnett Reserve Forces Day Committee	\$500.00
Tanduringie State School P&C Association - Maidenwell Marathon	\$1,000.00
Wondai Hospital Auxiliary Fete	\$500.00
Wondai Proston Mini Mods Carnival	\$500.00



The 2016 South Burnett Relay for Life was a soaring success [photo courtesy of Jason Ford]

Christmas Carnivals

Committee / Club	Event	Amount
Blackbutt Benarkin Lions Club Inc - Christmas Carnival	Christmas Carnival	\$500.00
Hivesville Christmas Carnival Committee - Christmas Carnival	Christmas Carnival	\$500.00
Kingaroy & District Ministry Assoc. Inc.	Kingaroy Christmas Carols	\$500.00
Kumbia Hall Committee - Christmas Carnival	Christmas Carnival	\$500.00
Lions Club of Nanango Inc. - Christmas Carnival	Christmas Carnival	\$500.00
Proston Christmas Carnival Committee - Christmas Carnival	Christmas Carnival	\$500.00



Spike Butler and Santa Claus arrive at the Hivesville Christmas Carnival [photo courtesy of South Burnett Online]



Santa arrived at Kumbia's Christmas Carnival in a golf cart [photo courtesy of South Burnett Online]

Cultural

Committee / Club / Event	Purpose	Amount
NAIDOC School Week Initiatives	Donation to NAIDOC Week	\$450.00
South Burnett Community Orchestra Association	Operational Costs	\$500.00
South Burnett Regional Pipes & Drums	Operational Costs	\$500.00
The Blackbutt Singers	Operational Costs	\$500.00
Wondai & District Town Band Association	Operational Costs	\$500.00



Wakka Gubbi singers and dancers performed for the large crowd gathered at The Ration Shed for NAIDOC Week [photo courtesy of South Burnett Online]

Show Societies

Society	Purpose	Amount
Blackbutt Show Society	Event Costs	\$1,000.00
Murgon Show Society	Event Costs	\$1,000.00
Nanango AP&I Society	Event Costs	\$1,000.00
Proston Show Society	Event Costs	\$1,000.00
South Burnett National Show Society (Kingaroy)	Event Costs	\$1,000.00
South Burnett Sub-chamber of Agricultural Societies - Rural Ambassadors & Miss Showgirl	Rural Ambassadors & Miss Showgirl	\$500.00
Wondai AP&I Society	Event Costs	\$1,000.00



QCAS South Burnett delegate Richard O'Neill OAM, Blackbutt Show Society treasurer David Robison, secretary Jeanette Berry, Mayor Keith Campbell and president Jamie Marriott [photo courtesy of South Burnett Online]



Wondai Rural Ambassador Amanda Graham with Estelle Drinan, president of the Qld Chamber of Agricultural Societies [photo courtesy of South Burnett Online]



The equestrian event at the Proston Show [photo courtesy of South Burnett Online]



Archie and Jodie Beutel from Crows Nest won the Jack and Jill championship in 15 seconds at the Kingaroy Show [photo courtesy of South Burnett Online]



The Grand Parade was led by riders from the "Rings Of Fire" Horse Spectacular [photo courtesy of South Burnett Online]



South Burnett Miss Showgirl Jordanne Green, Queensland Miss Showgirl Kaitlyn Shultz and Queensland Rural Ambassador Justin Matthews [photo courtesy of South Burnett Online]

Garden Expos

Committee / Club	Event	Amount
Blackbutt Benarkin Lions Club	Blackbutt Garden & Country Lifestyle Expo	\$500.00
SB Orchid Society	South Burnett Orchid Society Annual Show	\$500.00
Wondai Garden Expo Inc.	Wondai Garden Expo (Autumn)	\$500.00
Wondai Garden Expo Inc.	Wondai Garden Expo (Spring)	\$500.00



Horticulturist and ABC Radio gardening expert Claire Bickle at the Easter Wondai Garden Expo [photo courtesy of South Burnett Online]



The Champion Orchid of Show, another Dendrobium bigibbum, was shown by Bob Raabe [photo courtesy of South Burnett Online]

Healthy Communities

Recipient	Purpose	Amount
Graham House Community Centre	Lunch Learn Laughter - PA System	\$1,000.00
Kingaroy Junior Football League	Kickstart Soccer Youth (Pre-season)	\$360.00
Kingaroy Netball Association	Kingaroy Netball umpire training and mentoring program	\$600.00
Murgon Junior Rugby League Association	Upgrade to current facilities	\$1,500.00
South Burnett Branch Shooters	Mobile Shade Shelter	\$1,800.00
South Burnett Peace of Mind Association	Insurance	\$500.00
South Burnett Western Performance	Come & Try Day - Western Ranch Riding	\$840.00
The Barbershop Boys	The Barbershop Seniors Entertainers	\$1,500.00
Wesleyan Methodist Church	Healthy Programs - Healthy eating/cooking	\$1,000.00
Wondai Art Gallery	Bike Riding Fundamentals	\$499.20
Total Healthy Communities		\$9,599.20



The Murgon Mustang's Under 12's [photo courtesy of South Burnett Times]



The South Burnett Branch Shooters enjoying the mobile shade shelters

Community Assistance Round 1

Recipient	Purpose	Amount
Blackbutt State School P&C	Bursting Angry Blackbutt Bubbles	\$500.00
Butt Arts Gallery	Laptop and program	\$795.00
Kingaroy Kindergarten	Community Awareness for Our Community Kindergarten	\$800.00
Kingaroy Men's Shed	Tools needed	\$1,500.00
Kumbia Hall Committee	Kumbia Grant Writing Workshop	\$600.00
Murgon Bowls Club	Disabled unisex toilet	\$2,000.00
Murgon Men's Shed	Rail Trail Opening - Murgon	\$1,500.00
Nanango Men's Shed	Purchase of tools	\$1,000.00
Nanango Stamp Club	23rd Annual Stamp Fair	\$500.00
Nanango Wesleyan Methodist Church	Community Christmas Carols Party Celebration and Hangi	\$3,000.00
Queensland Dairy & Heritage Museum	Heritage Working Day in conjunction with Cherbourg on Show	\$400.00
South Burnett Peace of Mind	White Dove Ball	\$650.00
Wondai Cricket Club	Purchasing of equipment	\$1,035.00
Wondai Regional Art Gallery	Wondai Country Fun Run	\$2,800.00
Total Round 1		\$17,080.00

Community Assistance Round 2

Recipient	Purpose	Amount
Blackbutt Art Galley	Insurance	\$842.76
Blackbutt Singers	Gala Concert & Reopening of Blackbutt Memorial Hall	\$2,100.00
Bloomin' Beautiful Avocado Festival	Blackbutt Avocado Festival	\$3,000.00
C&K Blackbutt Community Kindergarten	Friendship Fete	\$400.00
Nanango Tourism & Development Association	Open House - South Burnett	\$1,250.00
Proston Pastoral, Agricultural & Horticultural Society	Internal boundary for stud cattle	\$1,000.00
Queensland Limousin Youth Camp	QLD Limousin Youth Camp 2017	\$2,500.00
South Burnett First Aid Volunteers Inc	Purchase of equipment	\$2,500.00
Kumbia Hack & Pony Club	Monthly rally days and gymkhana	\$2,271.00
Murgon Local Ambulance Committee	CPR Awareness	\$700.00
Proston Community Kitchen C/- Proston Lions	Ingredients for Proston Community Kitchen	\$600.00
Wondai & District Tennis Association	Keep Our Courts Playable	\$2,280.00
Total Round 2		\$19,443.76



Alvin The Avocado with Amanda Wilcox at the Blackbutt Avocado Festival [photo courtesy of South Burnett Online]



Kylie and Grant Geddes with Dr Sam Stevens, centre [photo courtesy of South Burnett Online]

Regional Arts Development Fund (RADF)**Round 1**

Recipient	Purpose	Amount
Jumping Ant Arts Inc.	Connecting the Elements - Heat, Water & Air	\$5,700.00
Barambah Branch Photographers	Faces of the South Burnett Exhibition	\$340.00
South Burnett Woodcrafters Inc.	Box making and embellishment	\$1,490.00
Total Round 1		\$7,530.00

Round 2

Recipient	Purpose	Amount
Blackbutt Art Gallery	Acrylic Workshop	\$1,500.00
Blackbutt Singers	ANCA Choralfest 2017	\$575.00
Kingaroy Concerned Citizens Group	385 ALIVE	\$3,450.00
South Burnett Woodcrafters Inc.	Basic Skills of Wood Segmentation	\$1,075.00
Total Round 1		\$6,600.00



KCCG members with sponsors of the competition (back row, from left) John Bjelke-Petersen (Bethany Cottages), Sonie Crumpton (Crumptons), John Dalton (KCCG), Jon Kotzur (St John's Lutheran School) and Gary Tessmann (KCCG); (middle row) Steve Magnussen (PCA), Angela Myles (St Mary's Catholic College) and Cr Roz Frohloff; (front row) James Barclay (Kingaroy Observatory), Emma Tait (Em's Photography Phactory), Deputy Mayor Kathy Duff and Rebecca Humphrey (Swickers)

Councillor Discretionary Fund Allocations

The Council determined that for the 2016/17 financial year each Councillor shall have a budget allocation for Councillor Discretionary Funds - the total amount allocated for the 2016/17 financial year was \$16,510.00. Discretionary funds are funds available for allocation by a Councillor to community purposes, or to capital works that are for community purposes or meeting requests for financial assistance from community organisations for a community purpose. Pursuant to Section 189(b) *Local Government Act 2009*, Council must report on expenditure from Councillor discretionary funds. Council expended a total of \$15,539.35 in Councillor Discretionary Funds during the 2016/17 financial year with the breakdown as follows:

MAYOR

Butt Art - Wine & Cheese night at Butt Art Gallery	\$300.00
Proston Over 50s Club - Luncheon for Senior Citizens Week 2016	\$200.00
Blackbutt and District Tourism and Heritage Association - Donation towards purchasing statue of Roy Emerson to be erected in Blackbutt	\$500.00
Nanango Tourism and Development Association Inc. (NaTDA) - Donation towards Halloween night 'trick or treat' for the local children	\$150.00
South Burnett Peace of Mind Association Incorporated - Donation towards 2016 White Dove Ball	\$200.00
Kingaroy Christmas Carnival Committee - Donation towards erection of Kingaroy Christmas Carnival Street Banner	\$495.00
Kingaroy State High School P&C - Donation for Kingaroy Town Hall hire for the Kingaroy State High School's Annual Instrumental Music Concert 2016	\$200.00
Blackbutt Benarkin Lions Club - Donation towards food supplies at official Christmas Festival opening	\$100.00
National Council of Women Queensland Inc. - Donation for the South Burnett Council Bursary	\$1,000.00
Kumbia and District Hall Committee - Donation towards Kumbia Débutante Ball 2017	\$500.00
Wondai AP&I Society Inc - Donation towards 2017 Wondai Annual Show 100th year celebration	\$100.00
Nanango Wesley Methodist Church - Donation towards the cost of a new tank water filter for the Church Coffee Shop	\$765.00

DIVISION I

Nanango Tourism and Development Association Inc. (NaTDA) - Donation towards Halloween night 'trick or treat' for the local children	\$100.00
Nanango Tourism and Development Association Inc. (NaTDA) - Donation towards cover of hall hire - Brushes and Flashes of the South Burnett	\$150.00
South Burnett Women - Donation towards South Burnett Enlighten Program	\$250.00
Nanango Wesley Methodist Church - Donation towards food licence renewal	\$300.00
South Burnett Gas Guzzlers - Donation towards annual Independence Day Car Show'n'Shine weekend	\$300.00
Nanango Tourism and Development Association Inc (NaTDA) - Sponsorship of second prize Open House Project Photography Competition	\$250.00
Nanango Lions - Donation to repair swing seats in Lions Park	\$250.00
Nanango Senior Citizens Group Incorporated - Donation towards monthly hall hire expenses for Group meetings	\$250.00
Nanango Community Men's Shed - Donation towards concreting to improve disability access around Men's Shed	\$250.00

DIVISION 2

Blackbutt-Benarkin Garden Club - Sponsorship Blackbutt's Autumn Garden Fair	\$250.00
South Burnett Gas Guzzlers - Donation towards annual Independence Day Car Show'n'Shine weekend	\$300.00
Blackbutt Tennis Club - Donation towards upgrading clubhouse and toilet facilities	\$500.00
Maidenwell Marathon Community Group - Donation for Maidenwell Easter Bull Ride	\$500.00
Blackbutt Benarkin Community Council - Donation towards the Parklands Project	\$450.00

DIVISION 3

SB Care - Donation towards transporting liberty swing for Disability Week	\$150.00
Kingaroy Junior Motorcycle Speedway Club Inc - Bronze sponsorship for Queensland State Championships	\$250.00
South Burnett Women - Donation towards South Burnett Enlighten Program	\$250.00
South Burnett Saints AFC - Donation to assist with ground hire fees for Auskick Program	\$300.00
Nanango Tourism and Development Association Inc (NaTDA) - Sponsorship of first prize Open House Project Photography Competition	\$500.00
Proston Playgroup - Donation to support Proston Playgroup	\$300.00
Nanango Wesley Methodist Church - Donation to assist with the cost of a new tank water filter for the Church Coffee Shop	\$250.00
Quota International of Kingaroy Inc. - Donation towards banner and Base	\$250.00

DIVISION 4

Kingaroy Swimming Club Inc. - Donation towards the Annual Swimming Carnival	\$250.00
St John's Lutheran School P&F - Donation towards furnishing new school library	\$500.00
Kingaroy State High School - Donation towards plants and landscaping equipment	\$750.00

DIVISION 5

Proston Over 50s Club - Luncheon for Senior Citizens week 2016	\$200.00
Proston QCWA - Purchase of kitchen equipment for QCWA Hall	\$294.00
South Burnett Pantry - Sponsorship Lachlan Smart South Burnett Country Fair	\$500.00
South Burnett Women - Donation towards South Burnett Enlighten Program	\$250.00
Tablelands Hall Committee - Donation towards purchase of wheelie bins	\$200.00
Tablelands Rural Fire Brigade - Donation towards purchase of wheelie bins	\$200.00
Murgon Men's Shed - Donation towards signage for Men's Shed	\$100.00
Proston Men's Shed - Donation towards signage for Proston overnight stay	\$185.35

DIVISION 6

Kumbia Cricket Association - Donation towards security screen door & mesh grill to window of new Kumbia Cricket Clubhouse	\$525.00
Wondai AP&I Society - Donation towards Wondai Show Christmas Carnival	\$100.00
South Burnett Women - Donation towards South Burnett Enlighten Program	\$250.00
Kumbia & District Memorial School of Arts - Sponsorship Kumbia Débutante Ball	\$250.00
Kumbia Neighbourhood Watch Rural Association Inc. - Donation towards Neighbourhood Watch trailer insurance and registration	\$250.00
South Burnett Motors in Motion Inc. - Donation towards timing wires for Wondai Street Sprint	\$400.00
Kumbia Kindergarten - Donation towards Kumbia Cricket Club's 7-A-Side Cricket Day	\$203.00
Wondai and District Town Band Association Inc. - Donation to cover Wondai Town Hall hire	\$22.00



ANNUAL REPORT 2016-2017

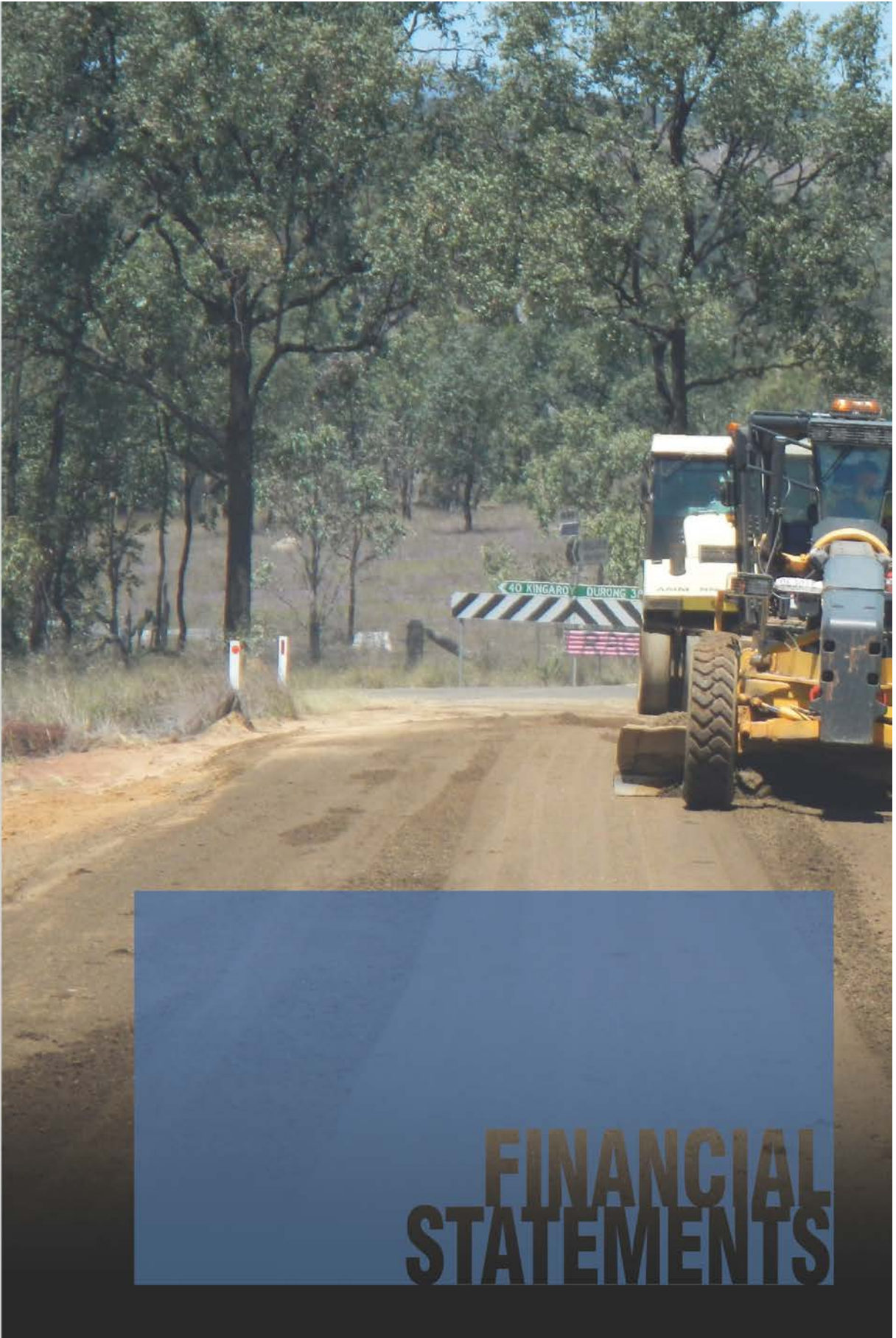






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South Burnett Regional Council
Statement of Comprehensive Income
For the Year Ended 30 June 2017

Statement of Comprehensive Income					
	Note	Consolidated		Council	
		2017	2016	2017	2016
		\$	\$	\$	\$
Income					
Revenue					
Recurrent Revenue					
Rates, Levies and Charges	3(a)	44,255,995	42,198,772	44,255,995	42,198,772
Fees and Charges		4,292,575	4,271,652	4,292,575	4,271,652
Rental Income		535,772	568,589	476,525	527,220
Interest Received		1,081,168	1,409,786	1,080,903	1,409,731
Sales of Contract and Recoverable Works		5,174,726	4,463,236	5,174,726	4,463,236
Other Income		747,486	533,036	747,486	532,428
Grants, Subsidies, Contributions and Donations	4(a)	11,681,843	8,791,432	11,418,361	8,791,432
		<u>67,769,565</u>	<u>62,236,503</u>	<u>67,446,571</u>	<u>62,194,471</u>
Capital Revenue					
Grants, Subsidies, Contributions and Donations	4(b)	11,863,078	10,627,226	11,463,078	10,627,226
Total Revenue		<u>79,632,643</u>	<u>72,863,729</u>	<u>78,909,649</u>	<u>72,821,697</u>
Expenses					
Recurrent Expenses					
Employee Benefits	5	(23,381,683)	(22,961,508)	(23,381,683)	(22,961,508)
Materials and Services	6	(23,869,144)	(21,049,281)	(23,725,924)	(21,049,281)
Finance Costs	7	(2,657,976)	(2,399,312)	(2,657,930)	(2,399,165)
Depreciation and Amortisation		(14,727,930)	(13,505,686)	(14,713,661)	(13,504,366)
		<u>(64,636,733)</u>	<u>(59,915,787)</u>	<u>(64,479,198)</u>	<u>(59,914,320)</u>
Capital Expenditure	8	(12,486,326)	(15,441,025)	(12,486,326)	(15,441,025)
Total Expenditure		<u>(77,123,059)</u>	<u>(75,356,812)</u>	<u>(76,965,524)</u>	<u>(75,355,345)</u>
Net Result		<u>2,509,584</u>	<u>(2,493,083)</u>	<u>1,944,125</u>	<u>(2,533,648)</u>
Other Comprehensive Income					
Items that will not be Reclassified to Net Result					
Increase / (Decrease) in Asset Revaluation Surplus	18	59,842,264	17,047,963	59,842,264	17,047,963
Total Other Comprehensive Income for the Year		<u>59,842,264</u>	<u>17,047,963</u>	<u>59,842,264</u>	<u>17,047,963</u>
Total Comprehensive Income for the Year		<u>62,351,848</u>	<u>14,554,880</u>	<u>61,786,389</u>	<u>14,514,315</u>

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

South Burnett Regional Council Statement of Financial Position

For the Year Ended 30 June 2017

		Consolidated		Council	
		2017	2016	2017	2016
	Note	\$	\$	\$	\$
Current Assets					
Cash and Cash Equivalents	9	36,844,055	31,025,107	36,609,387	30,981,431
Trade and Other Receivables	10	6,171,651	6,576,696	6,155,905	6,562,163
Inventories	11	1,103,354	1,128,944	1,103,354	1,128,944
Total Current Assets		44,119,060	38,730,747	43,868,646	38,672,538
Non-Current Assets					
Trade and Other Receivables	10	2,223,751	-	2,223,751	-
Property, Plant and Equipment	12	944,155,827	888,644,978	943,775,467	888,642,524
Intangible Assets	14	8,651,368	8,663,089	8,651,368	8,663,089
Total Non-Current Assets		955,030,946	897,308,067	954,650,586	897,305,613
Total Assets		999,150,006	936,038,814	998,519,232	935,978,151
Current Liabilities					
Trade and Other Payables	15	4,044,666	5,158,198	4,036,019	5,154,203
Borrowings	16	3,975,066	3,889,377	3,975,066	3,889,377
Provisions	17	3,512,680	3,539,244	3,512,680	3,539,244
Unearned Revenue		127,440	-	127,440	-
Total Current Liabilities		11,659,852	12,586,819	11,651,205	12,582,824
Non-Current Liabilities					
Borrowings	16	38,604,815	41,042,167	38,604,815	41,042,167
Provisions	17	13,814,990	11,910,078	13,814,990	11,910,078
Unearned Revenue		2,218,751	-	2,218,751	-
Total Non-Current Liabilities		54,638,556	52,952,245	54,638,556	52,952,245
Total Liabilities		66,298,408	65,539,064	66,289,761	65,535,069
Net Community Assets		932,851,598	870,499,750	932,229,471	870,443,082
Community Equity					
Asset Revaluation Surplus	18	507,673,393	447,831,129	507,673,393	447,831,129
Retained Surplus / (Deficiency)		425,178,205	422,668,621	424,556,078	422,611,953
Total Community Equity		932,851,598	870,499,750	932,229,471	870,443,082

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

South Burnett Regional Council
Statement of Cash Flows
 For the Year Ended 30 June 2017

Statement of Changes in Equity				
Consolidated		Asset Revaluation Surplus	Retained Surplus	Total
		18		
	Note	\$	\$	\$
Balance as at 1 July 2016		447,831,129	422,668,621	870,499,750
Net Operating Surplus		-	2,509,584	2,509,584
<i>Other Comprehensive Income for the Year</i>				
Increase / (Decrease) in Asset Revaluation Surplus		59,842,264	-	59,842,264
Total Comprehensive Income for the Year		59,842,264	2,509,584	62,351,848
Balance as at 30 June 2017		507,673,393	425,178,205	932,851,598
Balance as at 1 July 2015		430,783,166	425,161,704	855,944,870
Net Operating Surplus		-	(2,493,083)	(2,493,083)
<i>Other Comprehensive Income for the Year</i>				
Increase / (Decrease) in Asset Revaluation Surplus		17,047,963	-	17,047,963
Total Comprehensive Income for the Year		17,047,963	(2,493,083)	14,554,880
Balance as at 30 June 2016		447,831,129	422,668,621	870,499,750

Statement of Changes in Equity				
Council		Asset Revaluation Surplus	Retained Surplus	Total
		18		
	Note	\$	\$	\$
Balance as at 1 July 2016		447,831,129	422,611,953	870,443,082
Net Operating Surplus		-	1,944,125	1,944,125
<i>Other Comprehensive Income for the Year</i>				
Increase / (Decrease) in Asset Revaluation Surplus		59,842,264	-	59,842,264
Total Comprehensive Income for the Year		59,842,264	1,944,125	61,786,389
Balance as at 30 June 2017		507,673,393	424,556,078	932,229,471
Balance as at 1 July 2015		430,783,166	425,145,601	855,928,767
Net Operating Surplus		-	(2,533,648)	(2,533,648)
<i>Other Comprehensive Income for the Year</i>				
Increase / (Decrease) in Asset Revaluation Surplus		17,047,963	-	17,047,963
Total Comprehensive Income for the Year		17,047,963	(2,533,648)	14,514,315
Balance as at 30 June 2016		447,831,129	422,611,953	870,443,082

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

South Burnett Regional Council Statement of Cash Flows

For the Year Ended 30 June 2017

		Consolidated		Council	
		2017	2016	2017	2016
Note		\$	\$	\$	\$
Cash Flows from Operating Activities					
	Receipts from Customers	58,999,879	59,151,920	58,999,879	59,151,312
	Payments to Suppliers and Employees	(52,328,829)	(50,576,848)	(52,189,047)	(50,574,631)
		6,671,050	8,575,072	6,810,832	8,576,681
	Interest Received	1,081,168	1,409,773	1,080,903	1,409,731
	Rental Income	535,772	558,206	476,525	527,220
	Non Capital Grants and Contributions	11,681,843	8,791,432	11,418,361	8,791,432
	Borrowing Costs	(2,095,056)	(2,065,847)	(2,095,010)	(2,065,700)
	Net Cash Inflow (Outflow) from Operating Activities	23 17,874,777	17,268,636	17,691,611	17,239,364
Cash Flows from Investing Activities					
	Payments for Property, Plant and Equipment	(21,827,719)	(44,002,558)	(21,435,545)	(44,002,558)
	Payments for Intangible Assets	(271,439)	(356,651)	(271,439)	(356,651)
	Advances/(Repayments) of Loans and Advances	3,795	34,092	3,795	34,092
	Proceeds from Sale of Property, Plant and Equipment	528,119	555,961	528,119	555,961
	Grant, Subsidies, Contributions and Donations	11,863,078	10,627,226	11,463,078	10,627,226
	Net Cash Inflow (Outflow) from Investing Activities	(9,704,166)	(33,141,930)	(9,711,992)	(33,141,930)
Cash Flows from Financing Activities					
	Proceeds from Borrowings	-	2,700,000	-	2,700,000
	Repayments from Borrowings	(2,351,663)	(2,197,597)	(2,351,663)	(2,197,597)
	Net Cash Inflow (Outflow) from Financing Activities	(2,351,663)	502,403	(2,351,663)	502,403
	Net Increase (Decrease) in Cash and Cash Equivalents Held	5,818,948	(15,370,891)	5,627,956	(15,400,163)
	Cash and Cash Equivalents at the Beginning of Financial Year	31,025,107	46,395,998	30,981,431	46,381,594
	Cash and Cash Equivalents at End of Financial Year	9 36,844,055	31,025,107	36,609,387	30,981,431

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

South Burnett Regional Council
Notes to the Financial Statements
 For the Year Ended 30 June 2017



I. Significant Accounting Policies

I.A Basis of Preparation

These general purpose financial statements are for the period 1 July 2016 to 30 June 2017 and have been prepared in compliance with the requirements of the *Local Government Act 2009* and the *Local Government Regulations 2012*. 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 financial assets and liabilities, and certain classes of property, plant and equipment which are measured at fair value.

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.

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

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

Council and its controlled entities together form the economic entity which is referred to in these financial statements as the consolidated entity. The financial statements of controlled entities are included in the consolidated financial statements where material by size or nature, from the date when control commences until the date when control ceases.

Transactions between Council and entities controlled by Council have been eliminated when prepared consolidated accounts. In addition, the accounting policies of controlled entities have been adjusted on consolidation where necessary, to ensure the financial report of the consolidated entity is prepared using accounting policies that are consistent with those of the Council.

Council has only one controlled entity, being South Burnett Community Hospital Foundation Limited (the "Foundation"). The Foundation was consolidated into Council's financial statements for the first time in the 2017 financial year as it was not previously considered to be material.

Recurrent/capital classification

Revenue and expenditure are presented as "recurrent" or "capital" in the Statement of Comprehensive Income on the following basis:

Capital Revenue includes grants and subsidies received which are tied to specific projects for the replacement or upgrade of existing non-current assets and/or investment in new assets. It also includes non-cash contributions which are usually infrastructure assets received from developers.

The following transactions are classified as either "Capital Income" or "Capital Expenses" depending on whether they result in accounting gains or losses:

- Disposal of non-current assets
- Discount rate adjustments to restoration provisions
- Revaluations of property, plant and equipment

All other revenue and expenses have been classified as "recurrent".

I.B Adoption of New and Revised Accounting Standards

This year Council has applied AASB 124 *Related Party Disclosures* for the first time. As a result Council has disclosed more information about related parties and transactions with those related parties. This information is presented in note 25.

South Burnett Regional Council has not applied any Australian Accounting Standards and Interpretations that have been issued but are not yet effective.

At the date of authorisation of the financial report, the following new accounting standards with a future application date have been identified as those which may potentially have a material impact on Council's finance report in the period of initial application:

AASB 9 *Financial Instruments*

AASB 9, which replaces AASB 139 *Financial Instruments: Recognition and Measurement*, is effective for reporting periods beginning on or after 1 January 2018 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. Council is still assessing the potential impact of the initial application of this standard.

South Burnett Regional Council Notes to the Financial Statements

For the Year Ended 30 June 2017

AASB 15 Revenue from Contracts with Customers

AASB 15 is effective for financial years beginning on or after 1 January 2018 and will replace both AASB 118 Revenue, and AASB 111 Construction Contracts, as well as a number of Interpretations. It contains a comprehensive and robust framework for the recognition, measurement and disclosure of revenue from contracts with customers. Council is still reviewing the way that revenue is measured and recognised to consider whether the new standard will have a material impact.

AASB 16 Leases

AASB 16, effective for reporting periods beginning on or after 1 January 2019, will replace both AASB 117 Leases and introduces a single lessee accounting model that will require a lessee to recognize right-of-use assets and lease liabilities for all leases with a term of more than 12 months, unless the underlying asset is of low value. Right-of-use assets are initially measured at their cost and lease liabilities are initially measured on a present value basis. Subsequent to initial recognition:

- Right-of-use assets are accounted for on a similar basis to non-financial assets, whereby the right-of-use asset is accounted for in accordance with a cost model unless the underlying asset is accounted for on a revaluation basis.
- Lease liabilities are accounted for on a similar basis as other financial liabilities, whereby interest expenses is recognized in respect of the liability and the carrying amount of the liability is reduced to reflect lease payments made.

Although Council anticipates that the adoption of AASB 16 will have an impact on Council's accounting for its operating leases, it is impracticable at this stage to provide a reasonable estimate of such impact.

AASB 1058 Income of Not-for-Profit Entities

AASB 1058, which is effective for reporting periods beginning on or after 1 January 2019, replaces the income recognition requirements in AASB 1004: Contributions applicable to not-for-profit entities with a model based on the principles of AASB 15: Revenue from Contracts with Customers. Consequently, AASB 1058 requires ultimate beneficiary of the goods or services provided by the not-for-profit entity is the grantor of the funds or another entity. An agreement involving a not-for profit entity would be classified as a contract with a customer if the agreement:

- Creates enforceable rights and obligations between the parties; and
- Includes a promise by the not-for-profit entity to transfer a good or service that is sufficiently specific for the entity to determine when the obligation is satisfied.

For contracts with customers that comprise of a donation component, AASB 1058 requires such components to be treated as part of the performance obligation(s) unless the entity can demonstrate that component is not related to the promised goods or services. When an arrangement does not meet the criteria for a contract with a customer, the inflows are accounted for in accordance with AASB 1058, which requires:

- The asset received by the not-for-profit entity to be accounted for in accordance with the applicable Australian Accounting Standard; and
- Any difference between the consideration given for the asset and its fair value to be recognized in accordance with its substance (such as a contract liability, a financial instrument and/or a contribution by owners), and any residual amount recognized as income.

Although Council anticipates that the adoption of AASB 1058 and related Standards may have an impact on the group's reported revenue, it is impracticable at this stage to provide a reasonable estimate of such impact.

All other new and amended Australian Accounting Standards and Interpretations which were issued at the date of authorization of the financial report, but have future commencement dates, are not likely to have a material impact on the financial statements.

I.C Critical Accounting Judgments and Key Sources of Estimation Uncertainty

In the application of Council's accounting policies, management is required to make judgments, 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.

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

Valuation and Depreciation of Property, Plant and Equipment – Note 1.I and Note 13
Provisions – Note 1.M and Note 1.N and Note 17
Contingences – Note 20
Impairment of Water Allocation Assets – Note 1.K and Note 14

I.D Revenue

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. Internal restrictions that have been placed on Council's cash and cash equivalents are disclosed in Note 9.

South Burnett Regional Council Notes to the Financial Statements

For the Year Ended 30 June 2017

Non-Cash Contributions

Non-cash contributions with a value in excess of the recognition thresholds set out in Note 1.I 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 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

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.

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 services such as contracts for road and earthworks. Revenue from contracts and recoverable works generally comprises of a recoupment of material costs together with an hourly charge for use of equipment and employees or at agreed contract rates. 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 the 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.

I.E 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.

South 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.F)
Receivables – measured at amortised cost – (Note 1.G)

Financial Liabilities

Payables – measured at amortised cost – (Note 1.L)
Employee Leave Liabilities – measured at amortised cost – (Note 1.M)
Borrowings – measured at amortised cost

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

I.F Cash and Cash Equivalents

Cash and cash equivalents includes cash on hand, all cash and cheques receipted but not banked at 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.

I.G 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.

All known bad debts were written off at 30 June 2017.



South Burnett Regional Council Notes to the Financial Statements

For the Year Ended 30 June 2017

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 receivable.

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 or where paid in full within 12 months is interest free. Security is not normally obtained.

1.H Inventories

Stores, raw materials and water held for resale are valued at the lower of cost or net realizable 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 average cost.

Inventories held for distribution are:

- goods to be supplied at no or nominal, charge, and
- goods to be used for the provision of services at no or nominal, charge.

These goods are valued at cost, adjusted, when applicable, for any loss of service potential.

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 realizable 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 recognized as sales revenue on the signing of a valid unconditional contract of sale.

1.I 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 and infrastructure assets and buildings with a total value of less than \$5,000 (excluding IT assets which are capitalised above \$1,500) 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 and Improvements
Other Plant and Equipment
Waste Water
Buildings
Roads, Drainage and Bridge Network
Work in progress
Water

Acquisitions 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, 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 is the price that would be received to sell the asset in an orderly transaction between market participants at the measurement date.

Capital and Operating Expenditure

Direct labour and materials and an appropriate proportion of overheads incurred in the acquisition or construction of assets are treated as capital expenditure. Assets under construction are not depreciated until they are completed and commissioned, at which time they are reclassified from work in progress to the appropriate property, plant and equipment class.

Routine operating maintenance, repair costs and minor renewals to maintain the operational capacity and useful life 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.

Expenditure incurred in accordance with Natural Disaster Relief and Recovery Arrangements on road assets is analysed to determine whether the expenditure is capital in nature. The analysis of the expenditure requires Council engineers to review the nature and extent of expenditure on a given asset. For example, expenditure that patches a road is generally maintenance in nature, whereas a kerb to kerb rebuild is treated as capital. Material expenditure that extends the useful life or renews the service potential of the asset is capitalised.

Valuation

Land and improvements, buildings, major plant and all infrastructure assets are measured on the revaluation basis, at fair value, in accordance with AASB 116 *Property, Plant and Equipment* and AASB 13 *Fair Value Measurement*. 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 engaging independent, professionally qualified valuers to determine the fair value for each class of property, plant and equipment assets at least once every 3 years.

South Burnett Regional Council Notes to the Financial Statements

For the Year Ended 30 June 2017

This process involves the valuer physically sighting a representative sample of Council assets across all asset classes and making their own assessments of the condition of the assets at the date of inspection.

In the intervening years, Council uses internal engineers and asset managers to assess the condition and cost assumptions associated with all infrastructure assets, the results of which are considered in combination with an appropriate cost index for the region. Together these are used to form the basis of a management valuation for infrastructure asset classes in each of the intervening years. In addition, management may engage independent, professionally qualified valuers to perform a "desktop" valuation in these intervening years. A desktop valuation involves management providing updated information to the valuer regarding additions, deletions and changes in assumptions such as useful life, residual value and condition rating. The valuer then determines suitable indices which are applied to each of these asset classes.

An analysis performed by management has indicated that, on average, the variance between an indexed asset value and the valuation by an independent valuer when performed is not significant and the indices used by Council are sound. Further details in relation to valuers, the methods of valuation and the key assumptions used are disclosed in Note 13.

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 the 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.

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 (typically considered to be nil), progressively over its estimated useful life to the Council.

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.

In accordance with the depreciation requirements of AASB 116, "complex assets" are componentized into short-life and long-life components based on planned asset management strategies and are depreciated separately.

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 shorter.

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 are performed as part of the annual valuation process for assets at each reporting date.

I.J Intangible Assets

Intangible assets with a cost or other value exceeding \$5,000 are recognised as intangible assets in the financial statements, items with a lesser value being expensed.

Water allocation assets are held at cost less accumulated impairment charges. It has been determined that Council's water allocation intangible assets have an indefinite useful life, and the assets are therefore not amortised.

Costs associated with the purchase and development of council's new business system, TechOne, have been capitalised and are being amortised on a straight-line basis over the period expected benefit to Council, being 5 years.

Amortisation methods, estimated useful lives and residual values are reviewed at the end of each reporting period and adjusted where appropriate.

I.K Impairment of Non-Current Assets

Each non-current physical and intangible asset and group of assets is assessed for indicators of impairment annually.

South Burnett Regional Council Notes to the Financial Statements

For the Year Ended 30 June 2017

I.L 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.

I.M Liabilities - Employee Benefits

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 15 as a payable.

Annual Leave

A liability for annual leave is recognised. Amounts expected to be settled within 12 months are calculated on current wage and salary levels and includes related employee on-costs. Amounts not expected to be settled within 12 months 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 15 as a payable.

As council does not have an unconditional right to defer this liability beyond 12 months annual leave is classified as a current liability.

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 Council's employment or other associated employment which would result in 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 the 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 17 as a provision.

Where employees have met the prerequisite length of service and council does not have an unconditional right to defer this liability beyond 12 months long service leave is classified as a current liability. Otherwise it is classified as non-current.

I.N Restoration Provision

Waste Restoration

The provision is measured at the expected cost of the work required, discounted to current day values using the interest rates attaching to the Queensland Treasury Corporation Debt Pool rate with a date corresponding to the anticipated date of the restoration.

The provision represents the present value of the anticipated future costs associated with the closure of 27 old and operating refuse disposal sites, decontamination and monitoring of historical residues and leaching on these sites. The calculation of this provision requires the use of assumptions such as application of environmental legislation, site closure dates, available technologies and engineering cost estimates.

These uncertainties may result in future actual expenditure differing from amounts currently provided. Because of the long-term nature of the liability, the most significant uncertainty in estimating the provision is the costs that will be incurred. The provision recognised for refuse disposal sites is reviewed at least annually and updated based on the facts and circumstances available at the time. Management estimates that the current longest useable site will close in 2037 and that the restoration on the various sites will occur progressively after closing.

I.O 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 asset 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 in the surplus in respect of that asset is retained in the asset revaluation surplus and not transferred to retained surplus, unless the asset disposed is the last remaining asset in its particular asset category.

South Burnett Regional Council
Notes to the Financial Statements
For the Year Ended 30 June 2017

I.P National Competition Policy

Council has resolved not to apply the code of competitive conduct to any of its prescribed activities.

I.Q 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.

I.R 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 Australian Taxation Office (ATO) or payable to the ATO is shown as an asset or liability respectively.

Council pays payroll tax to the Queensland Government on certain activities.



South Burnett Regional Council Notes to the Financial Statements

For the Year Ended 30 June 2017

2. Analysis of Results by Function

2.A Statement of Compliance

The activities relating to the Council's components reported on in Note 2.B are as follows:

ORGANISATIONAL EXCELLENCE

The objective of organizational excellence is for Council to deliver effective financial and business management which is ethical, accountable and transparent in its decision-making, whilst informing and engaging the community. This function includes activities and services relating to risk management, strategic and operational planning which includes both financial and human resources, information services and corporate governance. The Mayor, Councillors and Chief Executive Officer are included in this function.

ENHANCING OUR COMMUNITIES

The goal of enhancing our communities is to ensure South Burnett Regional Council assists in the facilitation of building healthy, vibrant, supportive and inclusive communities. This function includes activities and services related to social and corporate performance, sports and recreational development, libraries, halls, arts and culture, public health, pools and disaster management.

GROWTH AND OPPORTUNITY

The objective of this function is to provide the region with growth and opportunities through innovative planning mechanisms which both preserves and enhances our region, and tourism to promote a strong and sustainable regional economy. This function includes activities and services related to tourism, planning and land management and economic development.

OUR ENVIRONMENT

The goal of this function is a strong and sustainable environment, proactively and responsibly managed in partnership with the community for future generations. This function includes activities relating to the region's environment and waste management, rural services and parks.

SERVICE DELIVERY AND INFRASTRUCTURE

This functions objective is the provision of quality services and infrastructure for our growing community that is planned, provided and managed on sound asset management principles. Activities and services included in this function relate to infrastructure that meets our communities needs including roads, water and sewerage and quality customer service.

**South Burnett Regional Council
Notes to the Financial Statements**
For the Year Ended 30 June 2017

**2B. Analysis of Results by Function
Year Ended 30 June 2017**

Functions	Gross Program Income				Total Income	Gross Program Expenses		Total Expenses	Net Result from Recurrent Operations	Net Results	Assets
	Recurrent		Capital			Recurrent	Capital				
	2017	Other	Grants	Other							
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Organisational Excellence:	10,914,950	24,193,992	2,491,774	-	37,600,716	7,679,101	13,013,392	20,692,493	27,429,811	16,906,223	210,088,445
Enhancing Our Communities	54,459	307,055	-	-	361,514	2,312,884	-	2,312,884	(1,951,370)	(1,951,370)	37,644,175
Growth & Opportunity	82,431	2,304,565	718,182	-	3,105,178	3,910,445	-	3,910,445	(1,523,499)	(805,267)	1,098,371
Our Environment	307,697	5,756,882	52,364	-	6,116,943	9,367,189	(8,280)	9,358,909	(3,302,610)	(3,241,966)	48,328,331
Service Delivery & Infrastructure	58,824	23,465,716	8,200,758	-	31,725,298	41,209,579	(518,786)	40,690,793	(17,685,039)	(8,965,495)	701,359,910
Total Council	11,418,361	56,028,210	11,463,078	-	78,909,649	64,479,198	12,486,326	76,965,524	2,967,373	1,944,125	998,519,232
Controlled Entity Net of Eliminations	263,482	59,512	400,000	-	722,994	157,535	-	157,535	165,459	565,459	630,774
Total Consolidated	11,681,843	56,087,722	11,863,078	-	79,632,643	64,636,733	12,486,326	77,123,059	3,132,832	2,509,584	999,150,006

Year Ended 30 June 2016

Functions	Gross Program Income				Total Income	Gross Program Expenses		Total Expenses	Net Result from Recurrent Operations	Net Results	Assets
	Recurrent		Capital			Recurrent	Capital				
	2016	Other	Grants	Other							
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Organisational Excellence:	7,514,041	23,537,143	-	-	31,051,184	7,754,422	15,996,986	23,751,408	23,296,762	7,299,776	196,929,802
Enhancing Our Communities	893,579	299,568	-	-	1,193,147	1,038,903	-	1,038,903	154,244	154,244	35,286,376
Growth & Opportunity	33,499	2,500,446	209,071	-	2,743,016	4,176,485	-	4,176,485	(1,672,540)	(1,433,469)	1,029,576
Our Environment	297,661	5,471,002	-	-	5,768,663	7,199,951	(23,236)	7,176,715	(1,431,288)	(1,408,052)	45,301,343
Service Delivery & Infrastructure	52,652	21,594,880	10,418,155	-	32,065,687	39,744,559	(532,725)	39,211,834	(18,097,027)	(7,146,147)	657,431,054
Total Council	8,791,432	53,403,039	10,627,226	-	72,821,697	59,914,320	15,441,025	75,355,345	2,280,151	(2,533,648)	935,978,151
Controlled Entity Net of Eliminations	-	42,032	-	-	42,032	1,467	-	1,467	40,565	40,565	60,663
Total Consolidated	8,791,432	53,445,071	10,627,226	-	72,863,729	59,915,787	15,441,025	75,356,812	2,320,716	(2,493,083)	936,038,814

South Burnett Regional Council | Financial Statements 2016/17

South Burnett Regional Council
Notes to the Financial Statements
 For the Year Ended 30 June 2017

Note	Consolidated		Council	
	2017	2016	2017	2016
	\$	\$	\$	\$
3. Revenue Analysis				
(a) Rates, Levies and Charges				
General Rates	24,936,460	24,230,507	24,936,460	24,230,507
Separate Rates	6,475,254	6,164,034	6,475,254	6,164,034
Water	6,020,936	5,537,798	6,020,936	5,537,798
Water Consumption, Rental and Sundries	3,095,329	2,938,987	3,095,329	2,938,987
Sewerage	5,663,014	5,176,981	5,663,014	5,176,981
Waste Management	2,182,616	2,126,026	2,182,616	2,126,026
Total Rates and Utility Charge Revenue	48,373,609	46,174,333	48,373,609	46,174,333
Less: Discounts	(3,338,972)	(3,208,213)	(3,338,972)	(3,208,213)
Less: Pensioner Remissions	(778,642)	(767,348)	(778,642)	(767,348)
	44,255,995	42,198,772	44,255,995	42,198,772

4. Grants, Subsidies, Contributions and Donations

(a) Recurrent

General Purpose Grants	10,337,450	6,951,256	10,337,450	6,951,256
State Government Subsidies and Grants	661,472	562,944	661,472	562,944
Donations	283,705	96,538	20,223	96,538
Commonwealth Government Subsidies and Grants	356,021	328,609	356,021	328,609
Contributions	39,932	9,022	39,932	9,022
NDRRA Funding	3,263	843,063	3,263	843,063
	11,681,843	8,791,432	11,418,361	8,791,432

(b) Capital

State Government Subsidies and Grants	8,201,762	6,974,471	8,201,762	6,974,471
Contributions	175,000	82,400	175,000	82,400
Donations	400,000	-	-	-
Commonwealth Government Subsidies and Grants	3,086,316	3,570,355	3,086,316	3,570,355
	11,863,078	10,627,226	11,463,078	10,627,226

South Burnett Regional Council
Notes to the Financial Statements
 For the Year Ended 30 June 2017



Note	Consolidated		Council	
	2017	2016	2017	2016
	\$	\$	\$	\$
5. Employee Benefits				
Total Staff Wages and Salaries	19,546,308	19,145,109	19,546,308	19,145,109
Councillors' Remuneration	680,292	640,576	680,292	640,576
Annual, Sick and Long Service Leave Entitlements	3,043,943	3,264,539	3,043,943	3,264,539
Superannuation	21	2,470,982	2,484,753	2,470,982
		25,741,525	25,534,977	25,741,525
Other Employee Related Expenses	634,144	675,650	634,144	675,650
		26,375,669	26,210,627	26,375,669
Less: Capitalised Employee Expenses		(2,993,986)	(3,249,119)	(2,993,986)
		23,381,683	22,961,508	23,381,683

Councillor remuneration represents salary, superannuation contributions and other allowances paid in relation to the carrying out of their duties.

	2017	2016	2017	2016
	#'s	#'s	#'s	#'s
Total Council Employees at the Reporting Date:				
Elected Members	7	7	7	7
Staff Members	310	307	310	307
Total Full Time Equivalent Employees	317	314	317	314

6. Materials and Services

Advertising and Marketing	309,303	346,007	309,158	346,007
Administration Supplies and Consumables	217,500	245,688	217,500	245,688
Audit of Annual Financial Statements by the Auditor-General of Queensland	173,627	195,070	173,627	195,070
Communications and IT	1,159,425	1,233,484	1,159,425	1,233,484
Consultants	615,187	783,296	615,187	783,296
Contractors	9,075,186	7,535,311	9,074,343	7,535,311
Donations Paid	552,277	549,770	552,277	549,770
Repairs and Maintenance	5,878,237	4,369,415	5,771,571	4,369,415
Rentals - Operating Leases	162,486	176,055	162,486	176,055
Subscriptions and Registrations	298,072	210,454	298,072	210,454
Travel	39,904	54,635	39,904	54,635
Power	2,298,175	1,806,856	2,262,175	1,806,856
Other Materials and Services	3,089,765	3,543,240	3,090,199	3,543,240
	23,869,144	21,049,281	23,725,924	21,049,281

South Burnett Regional Council Notes to the Financial Statements

For the Year Ended 30 June 2017

Note	Consolidated		Council	
	2017	2016	2017	2016
	\$	\$	\$	\$
7. Finance Costs				
Finance Costs Charged by the Queensland Treasury Corporation	2,013,916	1,985,125	2,013,916	1,985,125
Bank charges	81,140	80,723	81,094	80,575
Quarry Rehabilitation	577,209	22,725	577,209	22,725
Refuse Restoration	(14,289)	310,739	(14,289)	310,739
	<u>2,657,976</u>	<u>2,399,312</u>	<u>2,657,930</u>	<u>2,399,165</u>

8. Capital Expenditure

Gain/(Loss) on Disposal of Plant and Equipment

Proceeds on disposal	364,483	336,219	364,483	336,219
Less: Book value of assets disposal	(215,292)	(318,872)	(215,292)	(318,872)
	<u>149,191</u>	<u>17,347</u>	<u>149,191</u>	<u>17,347</u>

Gain/(Loss) on Disposal of Land

Proceeds on disposal	163,636	219,742	163,636	219,742
Less: Book value of assets disposal	(86,000)	(462,000)	(86,000)	(462,000)
	<u>77,636</u>	<u>(242,258)</u>	<u>77,636</u>	<u>(242,258)</u>

Loss on Write-off of Infrastructure and building assets	(12,713,153)	(15,216,114)	(12,713,153)	(15,216,114)
Total Capital Expenditure	<u>(12,486,326)</u>	<u>(15,441,025)</u>	<u>(12,486,326)</u>	<u>(15,441,025)</u>

South Burnett Regional Council
Notes to the Financial Statements
For the Year Ended 30 June 2017



Note	Consolidated		Council	
	2017	2016	2017	2016
	\$	\$	\$	\$
9. Cash and Cash Equivalents				
Cash at bank and on hand	664,411	263,812	429,743	220,136
Deposits at call	36,179,644	30,761,295	36,179,644	30,761,295
Balance per Statement of Cash Flows	36,844,055	31,025,107	36,609,387	30,981,431

Council's cash and cash equivalents are subject to a number of internal and external restrictions that limit amounts available for discretionary or future use. These include:

Unspent government grants and subsidies	5,096,039	735,459	5,096,039	735,459
Unspent developer contributions	4,566,833	4,371,833	4,566,833	4,371,833
Unspent loan monies	4,888,583	7,468,866	4,888,583	7,468,866
Internally imposed expenditure restrictions at the reporting date:				
Future capital works	8,387,059	8,526,229	8,387,059	8,526,229
Future recurrent expenditure	1,289,400	1,219,400	1,289,400	1,219,400
Total unspent restricted cash	24,227,914	22,321,787	24,227,914	22,321,787

Cash, cash deposits and term deposits are held with the National Australia Bank, Commonwealth Bank of Australia, Westpac Banking Corporation and Queensland Treasury Corporation in normal term deposits, deposits at call and business cheque accounts.

The previously mentioned banking institutions currently have a short and long term credit rating of:

Banking Institution	Short Term	Long Term
QTC	A-1+	AA+
NAB	A-1+	AA-

South Burnett Regional Council's sensitivity to an assumed 1% maximum fluctuation in interest rates if all other variables held constant is \$361,796 (2016: \$307,613).

South Burnett Regional Council Notes to the Financial Statements

For the Year Ended 30 June 2017

Note	Consolidated		Council	
	2017	2016	2017	2016
	\$	\$	\$	\$
10. Trade and Other Receivables				
Current				
Rateable revenue and utility charges	4,305,169	4,550,681	4,305,169	4,550,681
Other debtors	1,130,848	913,208	1,125,388	898,675
Less: provision for impairment of receivables	(15,603)	(14,618)	(15,603)	(14,618)
GST recoverable	288,037	599,176	277,751	599,176
Loans and advances to community organisations	-	3,795	-	3,795
Prepayments	463,200	524,454	463,200	524,454
	6,171,651	6,576,696	6,155,905	6,562,163
Non-current				
Rateable revenue and utility charges	2,218,751	-	2,218,751	-
Loans and advances to community organisations	5,000	-	5,000	-
	2,223,751	-	2,223,751	-

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.

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.

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

By the nature of the Council's operations, there is a geographical concentration of risk in the Council's area, because the area is largely food manufacturing, as well as a large concentration in the mining and agricultural sectors.

Ageing of past due receivables and the amount of any impairment is disclosed in the following table:

Note	2017	2016	2017	2016
	\$	\$	\$	\$
Not Past Due	2,816,868	1,181,100	2,806,583	1,166,567
Past Due 31-60 days	100,573	75,423	95,112	75,423
Past Due 61-90 days	47,517	85,710	47,517	85,710
More than 90 days	4,982,847	4,724,627	4,982,847	4,724,627
Impairment	(15,603)	(14,618)	(15,603)	(14,618)
Total	7,932,202	6,052,242	7,916,456	6,037,709

South Burnett Regional Council
Notes to the Financial Statements
 For the Year Ended 30 June 2017

Note	Consolidated		Council	
	2017	2016	2017	2016
	\$	\$	\$	\$

II. Inventories

Inventories Held for Sale

Land Held for Sale	74,508	74,508	74,508	74,508
	74,508	74,508	74,508	74,508

Inventories Held for Distribution

Quarry and Road Materials	33,682	33,682	33,682	33,682
Plant and Equipment Stores	995,164	1,020,754	995,164	1,020,754
	1,028,846	1,054,436	1,028,846	1,054,436
Total Inventories	1,103,354	1,128,944	1,103,354	1,128,944

**South Burnett Regional Council
Notes to the Financial Statements**
For the Year Ended 30 June 2017

12. Property, Plant and Equipment

Consolidated - 30 June 2017

Note

Basis of Measurement

Asset Values

Opening Gross Value as at 1 July 2016

Additions

Disposals

Revaluation Adjustment to Asset Revaluation Surplus

Transfers from Work in Progress

Transfers Between Classes

Closing Gross Value as at 30 June 2017

Accumulated Depreciation and Impairment

Opening Balance as at 1 July 2016

Depreciation Provided in Period

Depreciation on Disposals

Revaluation Adjustment to Asset Revaluation Surplus

Transfers Between Classes

Accumulated Depreciation as at 30 June 2017

Consolidated Book Value as at 30 June 2017

Range of Estimated Useful Life in Years

Additions Complete:

Renewals

Other Additions

Total Additions

Land and Improvements	Buildings		Other Plant and Equipment		Road, Drainage and Bridge Network		Water		Wastewater		Work in Progress		Total
	Fair Value	Fair Value	Cost	Fair Value	Fair Value	Fair Value	Fair Value	Fair Value	Fair Value	Cost	Cost		
\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
43,324,200	140,462,336	30,506,397	536,544,154	157,849,965	96,225,978	52,932,634	1,057,845,664						
1,300,082	-	392,174	-	-	-	21,435,545	23,127,801						
(86,000)	(388,309)	(2,154,463)	(9,979,846)	(19,914)	(6,627,600)	750,000	(18,506,132)						
141,986	4,651,401	-	58,136,533	2,544,159	3,427,705	-	68,901,784						
-	4,024,599	2,709,352	14,279,064	288,395	23,353,213	(44,654,623)	-						
206,171	(206,171)	-	-	-	-	-	-						
44,886,439	148,513,886	31,453,460	598,979,905	160,662,605	116,379,296	30,463,556	1,131,369,117						
-	29,289,621	18,126,737	63,864,238	33,912,948	24,007,142	-	169,200,686						
-	2,153,184	2,204,422	6,757,730	1,987,217	1,342,218	-	4,444,771						
-	(37,446)	(1,939,170)	(1,536,470)	(4,479)	(1,974,123)	-	(5,491,687)						
-	(1,230,832)	-	(6,903,460)	11,919,166	5,274,646	-	9,059,520						
-	-	-	-	-	-	-	-						
-	30,174,527	18,391,989	62,182,038	47,814,852	28,649,884	-	187,213,290						
44,886,439	118,369,329	13,061,471	536,797,867	112,847,753	87,729,412	30,463,556	944,155,827						
Not Depreciated	40 - 100	3 - 20	5 - 100	20 - 80	20 - 60	Not Depreciated							
\$	\$	\$	\$	\$	\$	\$	\$					\$	\$
1,300,082	-	-	-	-	-	12,995,574	12,995,574						
1,300,082	-	392,174	-	-	-	8,439,971	10,132,227						
		392,174	-	-	-	21,435,545	23,127,801						

**South Burnett Regional Council
Notes to the Financial Statements**
For the Year Ended 30 June 2017

Council - 30 June 2017

Note

Basis of Measurement
Asset Values
Opening Gross Value as at 1 July 2016
Additions
Disposals
Revaluation Adjustment to Asset Revaluation Surplus
Transfers from Work in Progress
Transfers Between Classes
Closing Gross Value as at 30 June 2017

Accumulated Depreciation and Impairment
Opening Balance as at 1 July 2016
Depreciation Provided in Period
Depreciation on Disposals
Revaluation Adjustment to Asset Revaluation Surplus
Transfers Between Classes
Accumulated Depreciation as at 30 June 2017

Consolidated Book Value as at 30 June 2017
Range of Estimated Useful Life in Years
Additions Comprise:

Renewals
Other Additions
Total Additions

Land and Improvements	Buildings	Other Plant and Equipment	Road, Drainage and Bridge Network		Water	Wastewater	Work in Progress		Total
			Fair Value	Cost			Fair Value	Cost	
\$ 43,324,200	\$ 140,462,336	\$ 30,500,290	\$ 536,544,154	\$ 157,849,965	\$ 96,225,978	\$ 52,932,634	\$ 21,435,545	\$ 1,057,839,557	
1,300,082	-	-	-	-	-	-	-	22,735,627	
(86,000)	(388,309)	(2,154,463)	(9,375,846)	(19,914)	(6,627,600)	750,000	-	(18,506,132)	
141,986	4,651,401	-	58,136,533	2,544,159	3,427,705	-	-	68,901,784	
-	4,024,599	2,709,352	14,279,064	288,395	23,353,213	(44,654,623)	-	-	
206,171	(206,171)	-	-	-	-	-	-	-	
44,886,439	148,543,886	31,055,179	598,975,905	160,662,605	116,379,296	30,463,556	-	1,130,970,836	

-	29,289,621	18,123,084	63,864,238	33,912,948	24,007,142	-	-	169,197,033
-	2,153,184	2,190,154	6,757,730	1,987,217	1,342,218	-	-	14,430,503
-	(37,446)	(1,939,170)	(1,536,470)	(4,479)	(1,974,123)	-	-	(5,491,687)
-	(1,230,832)	-	(6,903,460)	11,919,166	5,274,646	-	-	9,059,520
-	-	-	-	-	-	-	-	-
-	30,174,527	18,374,068	62,182,038	47,814,852	28,649,884	-	-	187,195,369

44,886,439	118,369,329	12,681,111	536,797,867	112,847,753	87,729,412	30,463,556	-	943,775,467
Not Depreciated	40 - 100	3 - 20	5 - 100	20 - 80	20 - 60	Not Depreciated	-	-

\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-	12,995,574	-	12,995,574
1,300,082	-	-	-	-	-	8,439,971	-	9,740,053
1,300,082	-	-	-	-	-	21,435,545	-	22,735,627

**South Burnett Regional Council
Notes to the Financial Statements**
For the Year Ended 30 June 2017

Consolidated - 30 June 2016

Basis of Measurement	Land and Improvements		Buildings		Other Plant and Equipment		Road, Drainage and Bridge Network		Water		Wastewater		Work in progress		Total	
	Fair Value	Fair Value	Fair Value	Cost	Fair Value	Cost	Fair Value	Fair Value	Fair Value	Fair Value	Fair Value	Cost	Cost	Cost	Cost	Cost
Asset Values																
Opening Gross Value as at 1 July 2015	43,297,496	134,252,770	29,491,100	505,869,965	155,493,488	94,814,532	41,447,594	1,004,666,945								
Additions	43,990	-	-	-	-	-	-	44,002,558								
Disposals	(462,000)	(336,011)	(1,485,238)	(12,429,306)	(3,526,867)	(2,495,506)	(20,734,928)									
Revaluation Adjustment to Asset Revaluation Surplus	444,714	3,712,215	-	24,324,845	1,913,274	(527,949)	29,867,099									
Transfers from Work in Progress	-	2,833,362	2,500,535	18,778,650	3,970,070	4,434,901	(32,517,518)									
Transfers Between Classes	-	-	-	-	-	-	-	-								
Closing Gross Value as at 30 June 2016	43,324,200	140,462,336	30,506,397	536,544,154	157,849,965	96,225,978	52,932,634	1,057,845,664								
Accumulated Depreciation and Impairment																
Opening Balance as at 1 July 2015	-	21,574,853	17,544,206	51,661,575	33,366,620	23,714,046	-	147,861,300								
Depreciation Provided in Period	-	2,156,305	1,748,897	6,041,412	1,959,841	1,351,737	-	13,258,192								
Depreciation on Disposals	-	(149,781)	(1,166,366)	(1,634,316)	(713,564)	(1,073,915)	-	(4,737,942)								
Revaluation Adjustment to Asset Revaluation Surplus	-	5,708,244	-	7,795,567	(699,949)	15,274	-	12,819,136								
Transfers Between Classes	-	-	-	-	-	-	-	-								
Accumulated Depreciation as at 30 June 2016	-	29,289,621	18,126,737	63,864,238	33,912,948	24,007,142	-	169,000,686								
Consolidated Book Value as at 30 June 2016	43,324,200	111,172,715	12,379,660	472,679,916	123,937,017	72,218,836	52,932,634	888,644,978								
Range of Estimated Useful Life in Years	Not Depreciated	40 - 100	3 - 20	5 - 100	20 - 80	20 - 60	Not Depreciated	-								
Additions comprise:																
Renewals	-	-	-	-	-	-	-	21,363,520								
Other Additions	43,990	-	-	-	-	-	-	22,639,038								
Total Additions	43,990	-	-	-	-	-	-	44,002,558								

**South Burnett Regional Council
Notes to the Financial Statements**
For the Year Ended 30 June 2017

Council - 30 June 2016

Note

Basis of Measurement
Asset Values
 Opening Gross Value as at 1 July 2015
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Closing Gross Value as at 30 June 2016
Accumulated Depreciation and Impairment
 Opening Balance as at 1 July 2015
 Depreciation Provided in Period
 Depreciation on Disposals
 Revaluation Adjustment to Asset Revaluation Surplus
 Transfers Between Classes
Accumulated Depreciation as at 30 June 2016

Consolidated Book Value as at 30 June 2016
 Range of Estimated Useful Life in Years
 Additions comprise:

Renewals
 Other Additions
Total Additions

Land and Improvements	Buildings		Other Plant and Equipment		Road, Drainage and Bridge Network		Water		Wastewater		Work in progress		Total
	Fair Value	Cost	Fair Value	Cost	Fair Value	Cost	Fair Value	Cost	Fair Value	Cost	Fair Value	Cost	
\$ 43,297,196	\$ 134,252,770	\$ 29,484,993	\$ 505,869,965	\$ 94,814,532	\$ 155,493,488	\$ 41,447,594	\$ 1,004,660,838	\$ 43,990	\$ -	\$ -	\$ 44,002,558	\$ 44,046,548	
(462,000)	(336,011)	(1,485,238)	(12,429,206)	(2,495,506)	(3,526,867)	(20,734,928)							
444,714	3,712,215	-	24,324,845	(527,949)	1,913,274	-	29,867,099	-	-	-	-	-	
-	2,833,362	2,500,335	18,778,650	4,434,901	3,970,070	(32,517,518)	-	-	-	-	-	-	
43,324,200	140,462,336	30,500,290	536,544,154	96,225,978	157,849,965	52,932,634	1,057,839,557	-	-	-	-	-	
-	21,574,853	17,541,873	51,661,575	23,714,046	33,366,620	-	147,858,967	-	-	-	-	-	
-	2,156,305	1,747,577	6,041,412	1,351,737	1,959,841	-	13,256,872	-	-	-	-	-	
-	(149,781)	(1,166,366)	(1,634,316)	(1,073,915)	(713,564)	-	(4,737,942)	-	-	-	-	-	
-	5,708,214	-	7,795,567	15,274	(699,949)	-	12,819,136	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	-	-	-	-	
-	29,289,621	18,123,084	63,864,238	24,007,142	33,912,948	-	169,197,033	-	-	-	-	-	
43,324,200	111,172,715	12,377,206	472,679,916	72,218,836	123,937,017	52,932,634	888,642,524	-	-	-	-	-	
Not Depreciated	40 - 100	3 - 20	5 - 100	20 - 60	20 - 80	Not Depreciated	-	-	-	-	-	-	
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
-	-	-	-	-	-	-	21,363,520	-	-	-	-	21,363,520	
43,990	-	-	-	-	-	-	22,639,038	-	-	-	-	22,683,028	
43,990	-	-	-	-	-	-	44,002,558	-	-	-	-	44,046,548	

South Burnett Regional Council Notes to the Financial Statements

For the Year Ended 30 June 2017

13. Fair Value Measurements:

(i) Recognised Fair Value Measurements

To provide an indication about the reliability of the inputs used in determining fair values, council classifies assets which are measured at fair value into the three levels prescribed under AASB 13: Fair Value Measurements, as follows:

- Level 1:** Fair value based on quoted prices (unadjusted) in active markets for identical assets or liabilities.
Level 2: Fair value based on inputs that are directly or indirectly observable for the asset or liability.
Level 3: Fair value based on unobservable inputs for the asset and liability.

Council measures and recognises the following assets at fair value on a recurring basis.

- Property, plant and equipment
- Land and improvement
 - Buildings
 - Road, drainage and bridge network
 - Water infrastructure
 - Wastewater infrastructure

Council does not measure any liabilities at fair value on a recurring basis.

Council has assets and liabilities which are not measured at fair value, but for which fair values are disclosed in other notes. Council borrowings are measured at amortised cost with interest recognised in profit or loss when incurred. The fair value of borrowings disclosed in Note 16 is provided by the Queensland Treasury Corporation and represents the contractual undiscounted cash flows at balance date (level 2). The carrying amount of trade receivables and trade payables are assumed to approximate their fair value due to their short-term nature (level 2).

There were no transfers between levels during the year.

The fair values of financial and non-financial assets that are not traded in an active market are determined using valuation techniques. These valuation techniques maximise the use of observable data where it is available and rely as little as possible on entity specific estimates. If all significant inputs required to fair value an asset are observable, the asset is included in level 2. If one or more of the significant inputs is not based on observable market data, the asset is included in level 3. This is the case for council infrastructure assets, which are of a specialist nature and where there is no active market for the assets.

The following table categorises fair value measurements as with level 2 or level 3 in accordance with AASB 13. Council does not have any assets measured at fair value which meet the criteria for categorization as level 1.

2017

Asset	Level	Valuation Technique	Gross (RC or MV)	Accumulated Depreciation	Fair Value
Land	2	Market	44,886,439	-	44,886,439
Specialised Buildings	3	Cost	104,512,000	22,117,053	82,394,947
Residential / Commercial	2	Market	1,073,000	-	1,073,000
Other Structures	3	Cost	42,958,856	8,057,474	34,901,382
Road Network	3	Cost	598,979,905	62,182,038	536,797,867
Water Infrastructure	3	Cost	160,662,605	47,814,852	112,847,753
Wastewater Infrastructure	3	Cost	116,379,296	28,649,884	87,729,412
			1,069,452,101	168,821,301	900,630,800

2016

Asset	Level	Valuation Technique	Gross (RC or MV)	Accumulated Depreciation	Fair Value
Land	2	Market	43,324,200	-	43,324,200
Specialised Buildings	3	Cost	99,433,117	21,516,730	77,916,387
Residential / Commercial	2	Market	1,073,000	-	1,073,000
Other Structures	3	Cost	39,956,219	7,772,891	32,183,328
Road Network	3	Cost	536,544,154	63,864,238	472,679,916
Water Infrastructure	3	Cost	157,849,965	33,912,948	123,937,017
Wastewater Infrastructure	3	Cost	96,225,978	24,007,142	72,218,836
			974,406,633	151,073,949	823,332,684

South Burnett Regional Council Notes to the Financial Statements

For the Year Ended 30 June 2017

The table below summarises the level of detail applied in determining the value of Council's assets as at 30 June 2017.

Asset Category	Valuation Effective 30 June 2017	Performed By	Effective Date of Last Comprehensive Valuation	Performed By
Land	Desktop	APV Valuers and Asset Management	30/06/2016	APV Valuers and Asset Management
Buildings	Desktop	APV Valuers and Asset Management	30/06/2016	APV Valuers and Asset Management
Roads, Drainage and Bridge Network	Remaining 33% Comprehensive/ Remaining Desktop	APV Valuers and Asset Management	30/06/2017	APV Valuers and Asset Management
Water Infrastructure Network	Comprehensive	APV Valuers and Asset Management	30/06/2017	APV Valuers and Asset Management
Sewerage Infrastructure Network	Comprehensive	APV Valuers and Asset Management	30/06/2017	APV Valuers and Asset Management

(ii) Valuation Techniques Used to Derive Fair Values

Land (Level 2)

Level 2 valuation inputs were used to value land held in freehold title (investment and non-investment) as well as land used for special purposes which is restricted in use under current zoning rules. Sales prices of comparable land sites in close proximity are adjusted for differences in key attributes such as property size. The most significant inputs into this valuation approach are price per square meter.

Buildings (Level 2 and Level 3)

The valuation of buildings, structural improvements and site services includes those items that form part of the building services installation (e.g. heating, cooling and climate control equipment, lifts, escalators, fire alarms, sprinklers and firefighting equipment, and general lighting, etc). The valuation excludes all items of plant, machinery, equipment, cranes, tools, furniture or chattels.

Where there is a market for council building assets, fair value has been derived from the sales prices of comparable properties after adjusting for differences in key attributes such as property size. The most significant inputs into this valuation approach were price per square meter. These are classified as level 2 fair value measurements.

Where council buildings are of a specialist nature and there is not an active market for the assets, fair value has been determined using the cost approach (level 3). Under this approach the cost to replace the asset is calculated and then adjusted to take account of an accumulated depreciation, reflective of the decline in service potential of the asset. The approach includes componentising the buildings into different components with each component assigned a value based on the inter-relationship between a range of factors.

The following table illustrates the description of different components:

Component	Description
Sub Structure	Includes the floor structure – including foundations, entrance steps, ramps and their finishes, upper floors and stairs.
Super Structure	Incorporates the external and all weight bearing walls as well as external windows and doors.
Floor Coverings	Includes coverings such as carpet, vinyl, tiles, etc.
Fit-Out & Fittings	Includes all internal non-weight bearing walls, partitions, ceilings, and specialized areas such as kitchens and amenities.
Roof	Includes the roof structure (such as trusses) and cladding.
Electrical Services	Includes all electrical light and power, power outlets and light fittings, including main distribution board.
Hydraulic Services	Includes plumbing fit out (Water Supply and Wastewater removal).
Mechanical Services	Includes Air-conditioning and other ventilation or heating systems.
Fire Services	Includes sprinkler systems, alarms and miscellaneous fire or security related systems.
Transport Services	Including lifts, hoists and conveyor systems such as escalators.
Security Services	Including alarm systems.

Inputs to the valuation include the design and construction, average cost of construction, condition and consumption score for each component. The unobservable inputs used to assess the level of remaining service potential required extensive professional judgment and impacted significantly on the final determination of fair value. As such these assets were classified as having been valued using level 3 valuation inputs.

To derive a value for the decline in service potential, an asset is first split between short-life and long-life (recyclable) parts based on planned asset management strategies. The remaining service potential percentage (RSP%) of the short-life part is evaluated using an asset consumption rating scale for each asset type based on the inter-relationship between key holistic factors (functionality, capacity, utilization, and obsolescence) and component specific factors (physical condition and maintenance history). The RSP% for the long-life part is estimated based on the assumption that the cost to bring the asset back to its full service potential is nil, based on a principle of perpetual renewal. The RSP% for the long-life part of an asset would therefore typically be 100% unless asset management strategies or physical obsolescence indicated otherwise.

South Burnett Regional Council Notes to the Financial Statements

For the Year Ended 30 June 2017

The consumption rating scales used were based initially on the past experience of the valuation firm and industry guides and were then updated to take into account the experience and understanding of Council's own engineers, asset management and finance staff. The results of the valuation were further evaluated by confirmation against Council's own understanding of the assets and the level of remaining service potential.

The percentage service potential remaining at each condition score within the consumption rating scales employed in the valuation of building assets is summarized in the table below:

Consumption Score	Description	% Remaining Service Potential of Short-life Depreciable Amount				
		Straight Line	Low	Mod	High	Extreme
1	New or very good condition – very high level of remaining service potential	100%	100%	100%	100%	100%
2	Not new with minor deterioration but in very good condition with no indicators of any future obsolescence and providing a high level of remaining service potential	85%	92%	94%	98%	100%
3	Aged and in fair condition providing an adequate level of remaining service potential. No signs of immediate or short term obsolescence	38%	53%	64%	78%	96%
4	In poor condition, at intervention point. No longer providing an acceptable level of service. If remedial action is not taken immediately the asset will need to be closed or decommissioned.	10%	20%	34%	45%	70%
5	Requires Renewal – fully written off	0%	0%	0%	0%	0%

As noted above the last comprehensive valuation of Building assets was undertaken effective 30 June 2016. The desktop valuation undertaken in the current period adjusts the figures from the previous valuation by reference to indexation to make them current as at 30 June 2017. The indexation percentages have been derived from reference to actual costs where details have been provided of recent construction, costing guides issued by Australian Institute of Quantity Surveyors, Rawlinson's (Australian Construction Handbook), Construction Data from the Australian Bureau of Statistics and the valuer's own internal market research and costings. The analysis of these construction cost guides and research has determined that the approximate increase in building costs over the period from 30 June 2016 to 30 June 2017 for each building type is as follows:

Asset Category	2017 Index%
Residential	3.5%
Commercial	3.5%
Industrial	3.5%
Civic	3.5%
Amenities	3.5%
Other Structures	3.0%

Road, Drainage and Bridge Network Infrastructure Assets (Level 3)

Council has engaged APV Valuers to provide a comprehensive valuation of all road network assets over a three year period which was completed as at 30 June 2017. As at 30 June 2017, a 33% sample of the Roads network was comprehensively valued with the balance being a desktop valuation based on revised unit rates.

All road, bridge and drainage network assets were valued using level 3 valuation inputs under a cost approach. The approach estimated the replacement cost of each asset by componentising the assets into significant parts with different useful lives and taking into account a range of factors. While unit rates based on square meters or similar capacity could be supported from market evidence (level 2) other inputs (such as estimates of useful life, pattern of consumption and asset condition) required extensive professional judgment and impacted significantly on the final determination of fair value. As such these assets were classified as having been valued using level 3 valuation inputs.

Under the cost approach (level 3) the estimated cost to replace the asset is calculated and then adjusted to take account of an accumulated depreciation, reflective of the decline in service potential of the asset. The methodology for deriving the decline in service potential of road infrastructure assets is consistent with that described for buildings above.

As observable in Note 12 the current period revaluation exercise resulted in an increase in Council's road, bridge and drainage network asset valuation of approximately \$55.9million, or 9% of the pre-valuation carrying value due to inflation, updates to lengths, widths and types and the inclusion of new found assets. In addition Council's depreciation expense decreased by 6% predominately due to changes in assumptions for the short useful life of gravel pavement and spray seal as applied in the 30 June 2016 valuations.

South Burnett Regional Council Notes to the Financial Statements

For the Year Ended 30 June 2017

Water and Wastewater Network Infrastructure Assets (Level 3)

All water and wastewater network assets were valued using level 3 valuation inputs under a cost approach. The approach estimated the replacement cost of each asset by componentising the assets into significant parts with different useful lives and taking into account a range of factors. While unit rates based on square meters or similar capacity could be supported from market evidence (level 2) other inputs (such as asset condition, useful life, pattern of consumption for the future economic benefit including the split between short-life and long-life parts of each component) required extensive professional judgment and impacted significantly on the final determination of fair value. As such these assets were classified as having been valued using level 3 valuation inputs.

Under the cost approach (level 3) the estimated cost to replace the asset is calculated and then adjusted to take account of an accumulated depreciation, reflective of the decline in service potential of the asset. The methodology for deriving the decline in service potential of water and wastewater infrastructure assets is consistent with that described for buildings above.

The nature of water and wastewater network infrastructure is that there are a very large number of assets which comprise the networks and as a result it is not physically possible to inspect every asset for the purposes of completing a valuation. As a consequence, reliance was placed on the accuracy of data held in the asset management system and its associated internal controls. This includes regular planned inspections and updates to the system following maintenance activities and renewal treatments. Likewise, a large portion of these networks is located underground and may only be inspected on an irregular basis.

The comprehensive valuation undertaken in the current period increases the total gross by 0.2% explained greatly by the decommissioning of the Kingaroy WTP and the addition of the Tourist Park Water and Sewer Active Assets. There was also a reduction in fair value due to changes in condition of council assets and changes to assumptions around asset consumption profiles. Components are now split into long life and short life apportionments and depreciated separately. The long-life component of the asset is subject to depreciation and reduction in service potential, which puts upward movement on depreciation expense and downward movement on fair value. The useful life of the long life portion has been assessed taking into account the normal range of time between major renewals.

(iii) *Changes in fair value measurements using significant unobservable inputs (level 3)*

The changes in level 3 assets with recurring fair value measurements are detailed in Note 12 (property, plant and equipment). However, since the buildings disclosed in that note comprise both level 2 and level 3 assets, the movements in level 3 buildings are detailed below. There have been no transfers between level 1, 2 or 3 measurements during the year.

Changes in commercial and other non-residential buildings (level 3)

	2017	2016
<u>Gross replacement cost</u>	<u>\$</u>	<u>\$</u>
Opening gross value as at beginning of year	139,389,336	133,265,270
Transfers from work in progress	3,818,428	2,833,362
Disposals	(388,309)	(336,011)
Revaluation adjustment to asset revaluation surplus	4,651,401	3,626,715
Closing gross value as at end of financial year	<u>147,470,856</u>	<u>139,389,336</u>
<u>Accumulated depreciation</u>		
Opening balance as at beginning of year	29,289,620	21,574,853
Depreciation provided in period	2,153,184	2,107,084
Depreciation on disposals	(37,445)	(149,781)
Transfers between classes	-	-
Revaluation adjustment to asset revaluation surplus	(1,230,832)	5,757,464
Accumulated depreciation as at end of financial year	<u>30,174,527</u>	<u>29,289,620</u>
Depreciated replacement cost as at end of financial year	<u>117,296,329</u>	<u>110,099,716</u>

South Burnett Regional Council Notes to the Financial Statements

For the Year Ended 30 June 2017

Note	Consolidated		Council	
	2017	2016	2017	2016
	\$	\$	\$	\$
14. Intangible Assets				
Water Allocation				
Closing Gross Carrying Value	6,234,639	6,234,639	6,234,639	6,234,639
Computer Software				
Opening Gross Carrying Value	2,428,450	2,319,293	2,428,450	2,319,293
Additions	271,439	356,651	271,439	356,651
Amortisation	(283,160)	(247,494)	(283,160)	(247,494)
Closing Gross Carrying Value	2,416,730	2,428,450	2,416,730	2,428,450
Total Intangible Assets	8,651,368	8,663,089	8,651,368	8,663,089

The software has a finite useful life of 10 years and is amortised on a straight line basis with no residual values.

The water allocation assets are considered to have an indefinite useful life. The assets were tested for impairment at 30 June 2017 by comparing the carrying value of the water distribution network cash-generating unit (incorporating the tangible water infrastructure and the intangible allocation assets) against the net present value of forecast future cash flows to be generated over the maximum replacement lifecycle of network assets. While Council does not operate the water distribution network to generate a profit, Council does set rates for water access and distribution with the view to recovering the costs of maintaining the distribution network. Key assumptions employed in this analysis included net first year recurrent cash flows of \$4.283m, annual cash flow growth of 3.82% and a discount rate of 5.21%. The results of the impairment assessment performed indicated that the water allocation assets were not impaired as at 30 June 2017.

Note	Consolidated		Council	
	2017	2016	2017	2016
	\$	\$	\$	\$
15. Trade and Other Payables				
Current				
Creditors and Accruals	1,705,508	2,736,677	1,696,861	2,732,682
Annual Leave	2,214,973	2,312,002	2,214,973	2,312,002
Other Entitlements	124,185	109,519	124,185	109,519
	4,044,666	5,158,198	4,036,019	5,154,203

South Burnett Regional Council
Notes to the Financial Statements
For the Year Ended 30 June 2017

Note	Consolidated		Council	
	2017	2016	2017	2016
	\$	\$	\$	\$
16. Borrowings				
Current				
Loans - Queensland Treasury Corporation	3,975,066	3,889,377	3,975,066	3,889,377
Non-Current				
Loans - Queensland Treasury Corporation	38,604,815	41,042,167	38,604,815	41,042,167
Loans - Queensland Treasury Corporation				
Opening Balance at Beginning of Financial Year	44,931,544	44,429,141	44,931,544	44,429,141
Loans Raised	-	2,700,000	-	2,700,000
Principal Repayments	(2,351,663)	(2,197,597)	(2,351,663)	(2,197,597)
Book Value at End of Financial Year	42,579,881	44,931,544	42,579,881	44,931,544

The QTC loan market value at the reporting date was \$46,237,010 representing 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 to these accounts.

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

No interest has been capitalised during the current or comparative reporting period. Expected final repayment dates vary from 15 September 2022 to 15 September 2030.

South Burnett Regional Council manages its exposure to liquidity risk by maintaining sufficient cash deposits, both short and long term, to cater for unexpected volatility in cash flows.

Council's borrowings with QTC are either fixed rate loans, or form part of the QTC generic debt pool. The generic debt pool products approximate a fixed rate loan. As such, council is not subject to any material level of interest rate risk on borrowings with QTC.

There have been no defaults or breaches of the loan agreement during the period.

Principal and interest repayments are made quarterly in arrears.

South Burnett Regional Council Notes to the Financial Statements

For the Year Ended 30 June 2017

Note	Consolidated		Council	
	2017	2016	2017	2016
	\$	\$	\$	\$
17. Provisions				
Current				
Long Service Leave	3,444,628	3,477,565	3,444,628	3,477,565
Other	68,052	61,679	68,052	61,679
	<u>3,512,680</u>	<u>3,539,244</u>	<u>3,512,680</u>	<u>3,539,244</u>
Non-Current				
Quarry Rehabilitation	981,391	944,589	981,391	944,589
Refuse Restoration	12,163,360	10,361,111	12,163,360	10,361,111
Long Service Leave	670,239	604,378	670,239	604,378
	<u>13,814,990</u>	<u>11,910,078</u>	<u>13,814,990</u>	<u>11,910,078</u>

*Details of Movements in Provisions***Refuse Restoration**

Initial Recognition	10,361,111	9,978,500	10,361,111	9,978,500
Increase / (Decrease) in Estimate of Future Cost	449,966	(261,962)	449,966	(261,962)
Increase / (Decrease) Due to Change in Discount Rate	775,074	333,834	775,074	333,834
Increase Due to Unwinding of Discount	577,209	310,739	577,209	310,739
Balance at End of Financial Year	<u>12,163,360</u>	<u>10,361,111</u>	<u>12,163,360</u>	<u>10,361,111</u>

18. Asset Revaluation Surplus

The closing balance of the asset revaluation surplus comprises the following asset categories:

Land and Improvements	15,044,356	14,902,370	15,044,356	14,902,370
Buildings	59,240,130	53,357,897	59,240,130	53,357,897
Road, Drainage and Bridge Network	319,545,471	254,505,478	319,545,471	254,505,478
Water	58,655,538	68,030,545	56,655,538	68,030,545
Sewerage	55,187,898	57,034,839	55,187,898	57,034,839
	<u>507,673,393</u>	<u>447,831,129</u>	<u>507,673,393</u>	<u>447,831,129</u>

South Burnett Regional Council
Notes to the Financial Statements
 For the Year Ended 30 June 2017

Note	Consolidated		Council	
	2017	2016	2017	2016
	\$	\$	\$	\$

19. Commitments for Expenditure

Contractual Commitments

Contractual commitments at end of financial year but not recognised in the financial statements are as follows:

Garbage Collection Contract	6,529,999	7,686,012	6,529,999	7,686,012
Security	48,098	-	48,098	-
Cleaning Contractors	263,717	30,830	263,717	30,830
	<u>6,841,814</u>	<u>7,716,842</u>	<u>6,841,814</u>	<u>7,716,842</u>

20. Contingent Liabilities

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

Local Government Mutual

The South Burnett Regional 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 being 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 2017 the financial statements of LGM Queensland reported an accumulated surplus and it is not anticipated any liability will arise.

Local Government Workcare

The South Burnett Regional 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 to cover outstanding liabilities. Only the government's worker's 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 \$443,903 for 30 June 2017 and was \$552,980 in the prior year ended 30 June 2016.



South Burnett Regional Council Notes to the Financial Statements

For the Year Ended 30 June 2017

21. Superannuation

The South Burnett Regional 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 AASB 119 *Employee Benefits*.

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

The scheme has three elements referred to as:

- The City Defined Benefits Fund (CDBF) which covers former members of the City Super Defined Benefits Fund;
- The Regional Defined Benefits Fund (Regional DBF) which covers defined benefit fund members working for regional local governments; and
- The Accumulation Benefits Fund (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*.

Council does not have any employees who are members of the CDBF and, therefore, is not exposed to the obligations, assets or costs associated with this fund.

The Regional DBF is a defined benefit plan as defined in AASB 119. The Council is not able to account for the Regional DBF as a defined benefit plan in accordance with AASB 119 because the scheme is unable to account to the Council for its proportionate share of the defined benefit obligation, plan assets and costs. The funding policy adopted in respect of the Regional DBF is directed at ensuring that the benefits accruing to members and beneficiaries are fully funded as they fall due.

To ensure the ongoing solvency of the Regional DBF, the scheme's trustee can vary the rate of contributions from relevant local government employers subject to advice from the scheme's actuary. As at the reporting date, no changes had been made to prescribed employer contributions which remain at 12% of employee assets and there are no known requirements to change the rate of contributions.

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

At the reporting date, 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 2015. The actuary indicated that "the Regional DBF is currently in a satisfactory but modest financial position and remains vulnerable to adverse short and medium term experience".

In the 2015 actuarial report the actuary has recommended no change to the employer contribution levels at this time.

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 Regional DBF when the actuary advises such additional contributions are payable - normally when the assets of the Regional DBF are insufficient to meet members' benefits.

There are currently 65 entities contributing to the Regional DBF plan and any changes in contribution rates would apply equally to all 65 entities. South Burnett Regional Council made less than 4% of the total contributions to the plan in the 2016-17 financial year.

The next actuarial investigation will be conducted as at 1 July 2018.

		2017	2016	2017	2016
	Note	\$	\$	\$	\$
The amount of superannuation contributions paid by Council to the scheme in this period for the benefit of employees was:	5	2,470,982	2,484,753	2,470,982	2,484,753

South Burnett Regional Council Notes to the Financial Statements

For the Year Ended 30 June 2017

Note	Consolidated		Council	
	2017	2016	2017	2016
	\$	\$	\$	\$

22. Trust Funds

Trust Funds Held for Outside Parties

Security Deposits	722,372	757,670	722,372	757,670
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Trust Funds are monies collected or held on behalf of other individuals and/or entities yet to be paid out to or on behalf of those individuals and/or entities. The South Burnett Regional Council performs only a custodial role in respect of these monies. As these funds cannot be used by Council, they are not brought to account in these financial statements.

23. Reconciliation of Result from Ordinary Activities to Net Cash Inflow / (Outflow) from Operating Activities

Net Result	2,509,584	(2,493,083)	1,944,125	(2,533,648)
Non-Cash Items:				
Depreciation and Amortisation	14,727,931	13,505,686	14,713,663	13,504,366
Unwinding of discount - restoration provisions	562,920	333,465	562,920	333,465
Bad Debt Expense	14,044	226,497	14,044	226,497
Stores Write Off	-	3,443	-	3,443
Investing and Development Activities:				
Net (Profit) / Loss on Disposal of Non-Current Assets	12,486,326	15,441,025	12,486,326	15,441,025
Capital Grants and Contributions	(11,863,078)	(10,627,226)	(11,463,078)	(10,627,226)
	623,248	4,813,799	1,023,248	4,813,799
Changes in Operating Assets and Liabilities:				
(Increase) / Decrease in Receivables	(1,836,545)	1,540,776	(1,835,332)	1,555,308
(Increase) / Decrease in Inventory	25,590	(74,545)	25,590	(74,545)
Increase / (Decrease) in Payables	(1,113,532)	(736,280)	(1,118,184)	(738,200)
Increase / (Decrease) in Other Provisions	15,346	148,879	15,346	148,879
Increase / (Decrease) in Other Liabilities	2,346,191	-	2,346,191	-
	(562,950)	878,830	(566,389)	891,442
Net Cash Inflow from Operating Activities	17,874,777	17,268,636	17,691,611	17,239,364

24. Events after the Reporting Period

There are no material adjusting events after the balance date.



South Burnett Regional Council Notes to the Financial Statements

For the Year Ended 30 June 2017

25. Transactions with Related Parties

(a) Subsidiaries

The following transactions occurred with subsidiaries:

Council leases the Lady Bjelke-Petersen hospital building facilities to the South Burnett Community Hospital Foundation Limited for a nominal fee. All funding support given to the Foundation was agreed to by the Council for the 2016-2017 financial year.

(b) Transactions with key management personnel (KMP)

KMP include the Mayor, councilors, council's Chief Executive Officer, some executive management and Directors of South Burnett Community Hospital Foundation. The Directors of South Burnett Community Hospital Foundation receive no remuneration for their services. The compensation paid to KMP for 2016/17 comprises:

	2017
	\$
Short-term employee benefits	1,552,193
Post-employment benefits	-
Long-term benefits	9,407
Termination benefits	-
Total	1,561,600

Detailed remuneration disclosures are provided in the annual report.

(c) Transactions with other related parties

Other related parties include the close family members of KMP and any entities controlled or jointly controlled by KMP or their close family members. Close family members include a spouse, child and dependent of a KMP or their spouse.

Details of transactions between council and other related parties are disclosed below:

Details of Transaction	Additional information	2017
		\$
Employee expenses for close family members of key management personnel	25 c(i)	227,788

(i) All close family members of key management personnel were employed through an arm's length process. They are paid in accordance with the Award for the job they perform.

The council employs 310 staff of which only 3 are close family members of key management personnel.

(d) Loans and guarantees to/from related parties

Council does not make loans to or receive loans from related parties. No guarantees have been provided.

(e) Transactions with related parties that have not been disclosed

Most of the entities and people that are related parties of council live and operate within the South Burnett Regional Council Shire. Therefore, on a regular basis ordinary citizen transactions occur between Council and its related parties. Some examples include:

- Payment of rates
- Normal use of council's sport and recreational facilities
- Dog registration
- Normal fees and charges

Council has not included these types of transaction in its disclosure, where they are made on the same terms and conditions available to the general public.



South Burnett Regional Council
Management Certificate
For the Year Ended 30 June 2017

These general purpose financial statements have been prepared pursuant to Sections 176 and 177 of the *Local Government Regulation 2012* (the Regulation) and other prescribed requirements.

In accordance with Section 212(5) of the Regulation we certify that:

- (i) The prescribed requirements of the *Local Government Act 2009* and *Local Government Regulation 2012* for the establishment and keeping of accounts have been complied with in all material respects; and
- (ii) The general purpose financial statements present a true and fair view, in accordance with Australian Accounting Standards, of the Council's transactions for the financial year and financial position at the end of the year.

Mayor
Keith Campbell

6.10.2017

Date

Chief Executive Officer
Gary Wall

6/10/2017

Date

INDEPENDENT AUDITOR'S REPORT

To the Councillors of South Burnett Regional Council

Report on the Audit of the Financial Report

Opinion

I have audited the financial report of South Burnett Regional Council.

In my opinion, the financial report:

- a) gives a true and fair view of the council's financial position as at 30 June 2017, and of its financial performance and cash flows for the year then ended
- b) complies with the *Local Government Act 2009*, the *Local Government Regulation 2012* and *Australian Accounting Standards*.

The financial report comprises the statement of financial position as at 30 June 2017, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes to the financial statements including significant accounting policies and other explanatory information, and the certificate given by the Mayor and Chief Executive Officer.

Basis for opinion

I conducted my audit in accordance with the *Auditor-General of Queensland Auditing Standards*, which incorporate the *Australian Auditing Standards*. My responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial report* section of my report.

I am independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's *APES 110 Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General of Queensland Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Other information

Other information comprises the information included in South Burnett Regional Council's annual report for the year ended 30 June 2017, but does not include the financial report and my auditor's response thereon. At the date of this auditor's report, the other information prepared and approved by the Councillors was the *Current Year Financial Sustainability Statement* and *Long-Term Financial Sustainability Statement*.

My opinion on the financial report does not cover the other information and accordingly I do not express any form of assurance conclusion thereon. However, as required by the *Local Government Regulation 2012*, I have expressed a separate opinion on the *Current Year Financial Sustainability Statement*.

In connection with my audit of the financial report, my responsibility is to read the other information approved by the Councillors and, in doing so, consider whether the other information is materially inconsistent with the financial report and my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this information; I am required to report that fact. I have nothing to report in this regard.

Responsibilities of the council for the financial report

The council is responsible for the preparation of the financial report that gives a true and fair view in accordance with the *Local Government Act 2009*, the Local Government Regulation 2012 and Australian Accounting Standards, and for such internal control as the council determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

The council is also responsible for assessing the council's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless it is intended to abolish the council or to otherwise cease operations.

Auditor's responsibilities for the audit of the financial report

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for expressing an opinion on the effectiveness of the council's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the council.
- Conclude on the appropriateness of the council's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the council's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. I base my conclusions on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the council to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the council regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Report on other legal and regulatory requirements

In accordance with s.40 of the *Auditor-General Act 2009*, for the year ended 30 June 2017:

- a) I received all the information and explanations I required.
- b) In my opinion, the prescribed requirements in relation to the establishment and keeping of accounts were complied with in all material respects.



D A STOLZ
as Delegate of the Auditor-General



Queensland Audit Office
Brisbane

South Burnett Regional Council
Notes to the Financial Statements
For the Year Ended 30 June 2017

South Burnett Regional Council

Current Year Financial Sustainability Statement

Certificate of Accuracy – for the Current Year Financial Sustainability Statement

Independent Auditor’s Report (Current Year Financial Sustainability Statement)

Long Term Financial Sustainability Statement

Certificate of Accuracy – for the Long Term Financial Sustainability Statement

**South Burnett Regional Council
Current-year Financial Sustainability Statement**
For the Year Ended 30 June 2017

**Current-year Financial Sustainability Statement
For the year ended 30 June 2017**

Measures of Financial Sustainability

How the measure is calculated **Actual – Council** **Target**

Consolidated	How the measure is calculated	Actual – Council	Target
Operating surplus ratio	Net result (excluding capital items) divided by total operating revenue (excluding capital items)	4.6%	Between 0% and 10%
Asset sustainability ratio	Capital expenditure on the replacement of assets (all asset renewals) divided by depreciation expense.	90.0%	Greater than 90%
Net financial liabilities ratio	Total liabilities less current assets divided by total operating revenue (excluding capital items).	32.7%	Not greater than 60%
Council			
Operating surplus ratio	Net result (excluding capital items) divided by total operating revenue (excluding capital items)	4.4%	Between 0% and 10%
Asset sustainability ratio	Capital expenditure on the replacement of assets (all asset renewals) divided by depreciation expense.	90.1%	Greater than 90%
Net financial liabilities ratio	Total liabilities less current assets divided by total operating revenue (excluding capital items).	33.2%	Not greater than 60%

Note 1 - Basis of Preparation

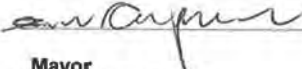
The current year financial sustainability statement is a special purpose statement prepared in accordance with the requirements of the Local Government Regulation 2012 and the Financial Management (Sustainability) Guideline 2013. The amounts used to calculate the three reported measures are prepared on an accrual basis and are drawn from the Council's audited general purpose financial statements for the year ended 30 June 2017.



Certificate of Accuracy
For the Year Ended 30 June 2017

This current-year financial sustainability statement has been prepared pursuant to Section 178 of the *Local Government Regulation 2012* (the Regulation).

In accordance with Section 212(5) of the Regulation we certify that this current-year financial sustainability statement has been accurately calculated.



Mayor
Keith Campbell
6.10.2017

Date



Chief Executive Officer
Gary Wall
6/10/2017

Date

INDEPENDENT AUDITOR'S REPORT

To the Councillors of South Burnett Regional Council

Report on the Current-Year Financial Sustainability Statement

Opinion

I have audited the accompanying current year financial sustainability statement of South Burnett Regional Council for the year ended 30 June 2017, comprising the statement, explanatory notes, and the certificate of accuracy given by the Mayor and the Chief Executive Officer.

In accordance with section 212 of the Local Government Regulation 2012, in my opinion, in all material respects, the current year financial sustainability statement of South Burnett Regional Council for the year ended 30 June 2017 has been accurately calculated.

Basis of opinion

I conducted my audit in accordance with the *Auditor-General of Queensland Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the current year financial sustainability statement* section of my report.

I am independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the statement in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General of Queensland Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of matter – basis of accounting

I draw attention to Note 1 which describes the basis of accounting. The current year financial sustainability statement has been prepared in accordance with the Financial Management (Sustainability) Guideline 2013 for the purpose of fulfilling the council's reporting responsibilities under the Local Government Regulation 2012. As a result, the statement may not be suitable for another purpose. My opinion is not modified in respect of this matter.

Other information

Other information comprises the information included in South Burnett Regional Council's annual report for the year ended 30 June 2017, but does not include the Current Year Financial Sustainability Statement and my auditor's response thereon. At the date of this auditor's report, the other information prepared and approved by the Councillors was the General Purpose Financial Report and Long-Term Financial Sustainability Statement.

My opinion on the Current Year Financial Sustainability Statement does not cover the other information and accordingly I do not express any form of assurance conclusion thereon. However, as required by the Local Government regulation 2012, I have expressed a separate opinion on the General Purpose Financial Report.

In connection with my audit of the financial report, my responsibility is to read the other information approved by the Councillors and, in doing so, consider whether the other information is materially inconsistent with the financial report and my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this information; I am required to report that fact. I have nothing to report in this regard.

Responsibilities of the council for the current year financial sustainability statement

The council is responsible for the preparation and fair presentation of the current year financial sustainability statement in accordance with the Local Government Regulation 2012. The council's responsibility also includes such internal control as the council determines is necessary to enable the preparation and fair presentation of the statement that is accurately calculated and is free from material misstatement, whether due to fraud or error.

Auditor's responsibilities for the audit of the current year financial sustainability statement

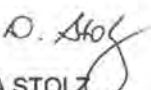
My objectives are to obtain reasonable assurance about whether the current year financial sustainability statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this statement.

My responsibility does not extend to forming an opinion on the appropriateness or relevance of the reported ratios, nor on the council's future sustainability.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the statement, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the council.
- Evaluate the overall presentation, structure and content of the statement, including the disclosures, and whether the statement represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the council regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.


 D A STOLZ
 as Delegate of the Auditor-General



Queensland Audit Office
Brisbane

**South Burnett Regional Council
Long-term Financial Sustainability Statement**
For the Year Ended 30 June 2017

Long-term Financial Sustainability Statement
Prepared as at 30 June 2017

Measures of Financial Sustainability How the measure is calculated

	Actuals at 30 June 2017	30 June 2018	31 June 2019	30 June 2020	30 June 2021	30 June 2022	30 June 2023	30 June 2024	30 June 2025	30 June 2026
Consolidated										
Operating surplus ratio	4.6%	0.9%	2.2%	2.6%	2.6%	2.8%	3.1%	3.4%	3.7%	4.0%
Asset sustainability ratio	90.0%	142.6%	139.9%	142.1%	128.3%	107.9%	95.9%	93.2%	88.7%	88.1%
Net financial liabilities ratio	32.7%	40.7%	48.7%	55.0%	54.8%	49.5%	41.1%	32.2%	22.1%	11.8%
Council										
Operating surplus ratio	4.4%	0.9%	2.2%	2.6%	2.6%	2.8%	3.1%	3.4%	3.7%	4.0%
Asset sustainability ratio	90.1%	142.6%	139.9%	142.1%	128.3%	107.9%	95.9%	93.2%	88.7%	88.1%
Net financial liabilities ratio	33.2%	40.7%	48.7%	55.0%	54.8%	49.5%	41.1%	32.2%	22.1%	11.8%

Net result (excluding capital items) divided by total operating revenue (excluding capital items)
 Capital expenditure on the replacement of assets (all asset renewals) divided by depreciation expense.
 Total liabilities less current assets divided by total operating revenue (excluding capital items).

Net result (excluding capital items) divided by total operating revenue (excluding capital items)
 Capital expenditure on the replacement of assets (all asset renewals) divided by depreciation expense.
 Total liabilities less current assets divided by total operating revenue (excluding capital items).

Council measures revenue and expenditure trends over time as a guide to future requirements and to make decisions about the efficient allocation of resources to ensure the most effective provision of services. Council ensures that its financial management strategy is prudent and that its long-term financial forecast shows a sound financial position whilst also being able to meet the community's current and future needs. In summary, we achieved the financial targets, performing strongly in our ability to generate cash from day-to-day operations, meeting all financial commitments in the financial year. This was achieved while maintaining community services and making ongoing investment in community infrastructure.



Certificate of Accuracy
For the Long-Term Financial Sustainability Statement Prepared
as at 30 June 2017

This long-term financial sustainability statement has been prepared pursuant to Section 178 of the *Local Government Regulation 2012* (the Regulation).

In accordance with Section 212(5) of the Regulation we certify that this long-term financial sustainability statement has been accurately calculated.

Handwritten signature of Keith Campbell.

Mayor
Keith Campbell

6.10.2017

Date

Handwritten signature of Gary Wall.

Chief Executive Officer
Gary Wall

6/10/2017

Date

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ACRONYMS

AASB	Australian Accounting Standards Board	NDRRA	Natural Disaster Relief Recovery Arrangements
ACW	Australia's Country Way	NRM	Natural Resource Management
ACH	Arts Culture and Heritage	PCYC	Police Citizens Youth Club
APV	Adjusted Present Value	PIA	Planning Institute of Australia
BIEDO	Burnett Inland Economic Development Organisation	QAO	Queensland Audit Office
BP	Bjelke-Petersen	QMS	Quality Management System
BVRT	Brisbane Valley Rail Trail	QRAIL	Queensland Rail
CASA	Civil Aviation Safety Authority	QTC	Queensland Treasury Corporation
CBA	Commonwealth Bank of Australia	RADF	Regional Arts Development Fund
CEDA	Community Economic Development Australia	REDAC	Regional Economic Development Advisory Committee
CEO	Chief Executive Officer	RLCIP	Regional and Local Community Infrastructure Program
Cr	Councillor	RMPC	Routine Maintenance Performance Contract
CTC	(South Burnett) Community Training Centre	RPO	Recovery Point Objective
DLGP	Department of Local Government and Planning	RRG	Regional Road Group
DTMR	Department of Transport and Main Roads	RSVP	Rapid Surveillance for Vector Presence (Mosquito trap)
EBA	Enterprise Bargaining Agreement	RTI	Right to Information
ECM	Electronic Content Management	RTO	Recover Time Objective
EEO	Equal Employment Opportunity	RTR	Roads to Recovery
EOC	Emergency Operations Centre	SBD	South Burnett Directions
ERM	Enterprise Risk Management	SBHCP	South Burnett Healthy Communities Plan
EVNT	Endangered, Vulnerable and Near Threatened	SES	State Emergency Service
F5F	First 5 Forever Reading Program	SET	Senior Executive Team
FTE	Full-time Equivalent Staff Member	SMT	Senior Management Team
GAT	Gravid Aedes (Mosquito) Traps	SOE	Standard Operating Environment
GPS	Global Positioning Satellite	SQCT	Southern Queensland Country Tourism
GST	Goods and Services Tax	TGWSBT	Toowoomba Golden West South Burnett Tourism
HARRY	Helping Access Relevant Resources for You	TIDS	Traffic Infrastructure Development Scheme
HCC	Healthy Communities Committee	TSBE	Toowoomba Surat Basin Enterprise
ICT	Information and Communications Technology	USQ	University of Southern Queensland
IDAS	Integrated Development Assessment System	VIC	Visitor Information Centre
IPA	Independent Public Accountant	WBBROC	Wide Bay Burnett Regional Organisation of Councils
JCC	Joint Consultative Committee	WBBRRG	Wide Bay Burnett Regional Road Transport Group
KPI	Key Performance Indicator	WBC	Westpac Banking Corporation
LAC	Local Ambulance Committee	WBRP	Wide Bay Regional Plan
LLA	Local Level Alliance	WHS	Workplace Health and Safety
LDCC	Local Disaster Coordination Centre	WHSMS	Workplace Health and Safety Management System
LDMG	Local Disaster Management Group	WIOA	Water Industry Operators Association
LG	Local Government	WMP	Waste Management Plan
LGAQ	Local Government Association of Queensland		
LGGSPIS	Local Government Grants and Subsidies Program Infrastructure Subsidy		
MCBF	Mayor's Community Benefit Fund		
NAB	National Australia Bank		





CUSTOMER FEEDBACK FORM

We want to hear your views on the Annual Report so we can continually improve our reporting to the community. We would appreciate your feedback by completing this survey and returning to:

Chief Executive Officer
 South Burnett Regional Council
 PO Box 336
 Kingaroy Qld 4610

Your Details:

Name: _____ Organisation: _____
 Postal Address: _____ Email: _____

Content:

	Excellent	Good	Satisfactory	Poor
How do you rate the usefulness of the information?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
How do you rate the degree of detail provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
How could the information be made more useful?	_____			

Structure:

	Excellent	Good	Satisfactory	Poor
How do you rate the grouping of information in each section?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
How do you rate the sequencing of the sections?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
How could grouping and sequencing be improved?	_____			

Style and Design:

	Excellent	Good	Satisfactory	Poor
How do you rate the style of writing?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
How do you rate the clarity of information in tables and graphs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
How could the style and design be improved?	_____			

Overall rating of the report:

	Excellent	Good	Satisfactory	Poor
Please provide an overall rating of this report.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Stakeholder:

Please indicate what stakeholder group you belong to (tick appropriate category):

- | | |
|---|--|
| <input type="checkbox"/> Resident | <input type="checkbox"/> Local government |
| <input type="checkbox"/> Ratepayer | <input type="checkbox"/> Government Department |
| <input type="checkbox"/> Customer | <input type="checkbox"/> Potential Investor |
| <input type="checkbox"/> Community Organisation | <input type="checkbox"/> Industry Organisation |

Any other suggestions for improvement:

Thanks for the feedback



www.southburnett.qld.gov.au

South Burnett Regional Council
PO Box 336, Kingaroy Qld 4610

email: info@southburnett.qld.gov.au | phone: 1300 789 279 or (07) 4189 9100 | fax: (07) 4162 4806

Customer Service Centres

Blackbutt | 69 Hart Street, Blackbutt, 4306
Kingaroy | Glendon Street, Kingaroy, 4610
Murgon | 42 Stephens Street West, Murgon, 4605
Nanango | 48 Drayton Street, Nanango, 4615
Wondai | Cnr Scott and Mackenzie Streets, Wondai, 4606

Libraries

Blackbutt Library | 69 Hart Street, Blackbutt, 4306
Kingaroy - TJ O'Neill Memorial Library | Glendon Street, Kingaroy, 4610
Murgon - Dermot Tiernan Memorial Library | 2/43 Stephen Street West, Murgon, 4605
Nanango Municipal Library | Drayton Street, Nanango, 4615
Proston Public Library | 34 Blake Street, Proston, 4613
Wondai - Col Morris Library | 78 Mackenzie Street, Wondai, 4606

Stores and Depots

Kingaroy Depot | Ivins Street, Kingaroy, 4610
Murgon Depot | Macalister Street, Murgon, 4605
Nanango Stores | Dalby Street, Nanango, 4615
Proston Depot | 46 Okden Road, Proston, 4613
Wondai Stores | 30 Peroone Street, Wondai, 4606

Visitor Information Centres

Blackbutt Visitor Information Centre | Hart Street, Blackbutt, 4306
Murgon Visitor Information Centre | Lamb Street, Murgon, 4605
Nanango Visitor Information Centre | Henry Street, Nanango, 4615
South Burnett Visitor Information Centre | Haly Street, Kingaroy, 4610
Wondai Visitor Information Centre | 80 Haly Street, Wondai, 4606

Recreational Facilities

Boondooma Dam Caravan and Recreation Park | 40 Bushcamp Rd, Proston, 4613
Yallakool Park on Bjelke-Petersen Dam | Barambah Road, Murgon, 4605



ANNUAL REPORT 2016-2017



Financial and Resource Implications

No direct financial implications arise from this report.

Link to Corporate/Operational Plan

EXC4.1 - A governance framework that delivers good organisational management

EC1 - An informed and engaged community.

Communication/Consultation (Internal/External)

The preparation of the Annual Report involved a collaborative approach whereby all departments within Council provided an update on not only the highlights and achievements but also the challenges the department faced for the reporting year. Once all the information was compiled and the report was prepared, consultation took place with the Senior Management Team and the Councillors to ensure details were cross checked and any changes made.

Legal Implications (Statutory Basis, Legal Risks)

The Annual Report is required pursuant to section 182 of the Regulation.

Policy/Local Law/Delegation Implications

No direct legal implications arise from this report.

Asset Management Implications

No direct policy/local law/delegation implications arise from this report.

2.2 CONF - 2420223 - SBRC 2016/2017-12 Mount Wooroolin Water Main Project

Document Information

IR No 2420223

Author Coordinator Reticulation Water & Wastewater

**Endorsed
By Manager Water and Wastewater
General Manager Infrastructure**

Date 20 October 2017

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 275(1)(e) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to the following:

- (e) contracts proposed to be made by it.

