



SOUTH BURNETT

REGIONAL COUNCIL

Minutes

Of The

Special Council Meeting

Held in the Warren Truss Chamber, 45 Glendon Street Kingaroy

On Wednesday 9 November 2016

Acting Chief Executive Officer: Lester Schumacher

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 MINUTES

Wednesday 9 November 2016

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Minutes of the Special meeting of the South Burnett Regional Council, held in the Warren Truss Chamber, 45 Glendon Street Kingaroy on 9 November 2016 at 8.35am

PRESENT:

Councillors:

Cr KM Campbell (Mayor), Cr RJ Frohloff, Cr GA Jones, Cr DA Potter, Cr TW Fleischfresser, Cr KA Duff, Cr RLA Heit

Council Officers:

Lester Schumacher (Acting Chief Executive Officer), Joy Manalo (Acting General Manager Finance), Peter O'May (General Manager Corporate Services), Russell Hood (General Manager Infrastructure)

1. Leave Of Absence

Nil.

2. Business

2.1 G - 1670842 - Adoption of Council's Annual Report 2015/16

Summary

Pursuant to section 182 of the *Local Government Regulation 2012*, 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 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 our Corporate Plan.

Officer's Recommendation

That Council adopt the 2015/16 Annual Report as follows:-



**SOUTH BURNETT
REGIONAL COUNCIL**

**2015/
2016**

Stability *and Sustainability is our future*

**ANNUAL
REPORT**





ONE COUNCIL

BUILDING A STRONGER
REGION TOGETHER

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Introduction

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, 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.



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.

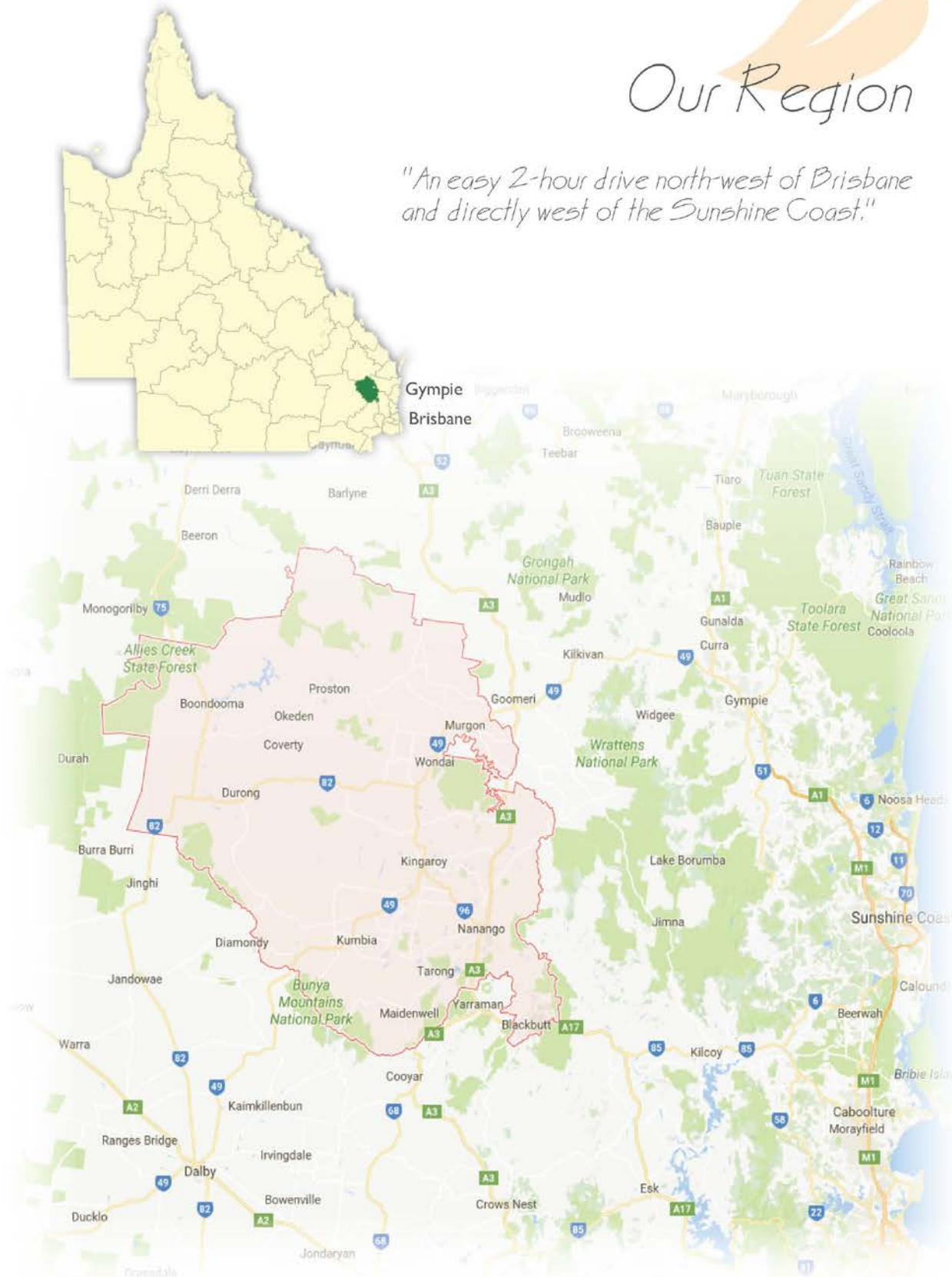
One of the best known attractions in the area is the peanut-growing district centred around Kingaroy. Further to the north there is the spectacular and scenic Bjelke-Petersen Dam, 12km from Murgon. Another dam in the region popular for it's excellent fishing is the beautiful and tranquil Boondooma Dam. 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."



Strategic Highlights

Strategic Priority: Enhancing our Communities

Goals	Achievements
An informed and engaged community	130 media releases issued - page 85
A community with the capacity to continue to develop the area of arts, culture and heritage	11 successful applicants of the Regional Arts Development Fund - page 88 Every Man Remembered - page 73 Community Assistance Grant program - page 86 Mayor's Community Benefit fund - page 86
An active, safe and healthy community	Police Consultative Committee - page 47
Work towards a community being prepared and resilient to natural and man-made disasters	'Be Prepared' community safety guide and combined Emergency Services exercise - page 108

Strategic Priority: Growth and Opportunity

Goals	Achievements
A strong and sustainable regional economy	South Burnett Business Excellence Awards - page 68
Balanced development that preserves and enhances our region	Planning and Development projects - page 80
The South Burnett is a recognised tourism destination	New Zealand Tourism campaign - page 53

Strategic Priority: Our Environment

Goals	Achievements
Our region's environment assets are promoted, protected and enhanced	Kilkivan to Kingaroy Rail Trail project - page 95
Environmentally responsible and efficient waste management	Transfer Stations completed - page 79

Strategic Priority: Organisational Excellence

Goals	Achievements
Effective financial management	Good current financial ratio - page 101
Effective business management	Fraud and Corruption Framework - page 94
A skilled and sustainable workforce	Pot of Gold Training for employees - page 58
Ethical, accountable and transparent decision-making	Council Decisions for the year - page 35
Effective advocacy and strategic partnerships	South Burnett Tourism Strategy - page 53
Quality customer service	Customer Contact - page 84

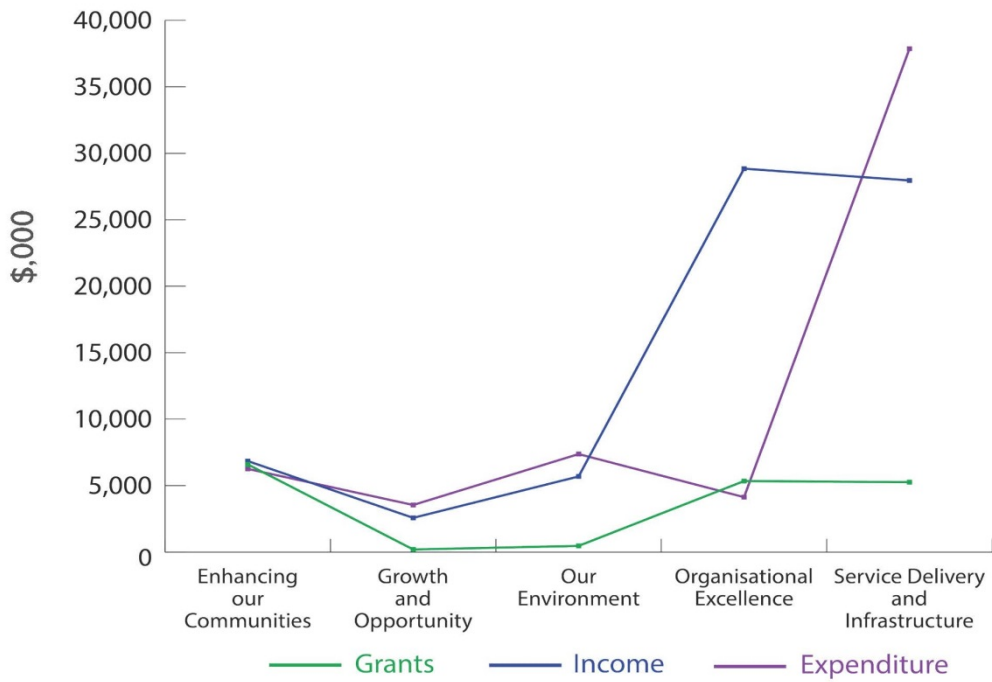
Strategic Priority: Service Delivery and Infrastructure

Goals	Achievements
Infrastructure that meets our communities needs	Timber bridge replacements - page 108 Swimming Pool upgrades - page 104 Water/waste water treatment plant upgrades - page 114

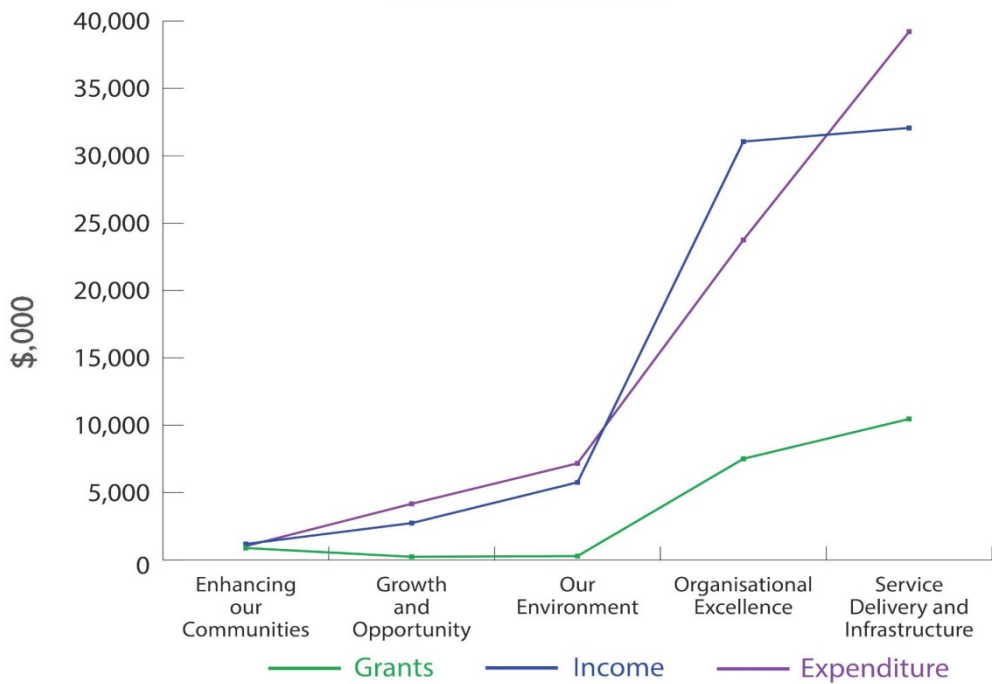


Analysis of Results by Strategic Priority

2014/15 Financial Year



2015/16 Financial Year



Refer to “Note 2: Analysis of Results by Function” on page 148 and 149 of the Financial Statements for an explanation of the Strategic Priorities and the above graphs.



Mayor and Chief Executive Officer's Report

Welcome to the South Burnett Regional Council 2015/16 Annual Report. It is with great pleasure and pride that we present our key achievements from the last financial year. The theme of "Stability and Sustainability" is timely and apt continuing the focus of the last two (2) terms of Council into this new term.

The last few months following the Local Government Elections on the 19 March 2016 have been very hectic for the newly elected Council. The protracted delay in counting meant the new councillors could not take up their role until 3rd April. This meant a very short space of time for Councillors to be inducted and obtain a basic understanding of Council operations before preparing the 2016/17 budget.

The new team comprising of four (4) new councillors and three (3) existing councillors have established a great working relationship and a very clear direction to deliver on core infrastructure and operational efficiencies while still retaining our financial sustainability which underpins our ability to deliver the services expected by our community.

We need to place on record our appreciation to the former Council led by Mayor Wayne Kratzmann for the outstanding achievements over the last four (4) years and reflected throughout this report.

Council's improved financial position at 30 June 2016 reflects the work undertaken by Councillors and staff to continue to look for cost efficiencies and deliver value for money services that our community wants and can afford.

We were fortunate during the year to obtain a health provider in South Bank Day Hospital willing to take over the operations of the Lady Bjelke-Petersen Community Hospital. While it will no longer function as a full hospital but rather a day hospital it will provide much needed specialist surgery in the South Burnett. Some initial dental surgery has already taken place on public patients as part of a contract with Queensland Health. Why Council has been so focused on delivering this outcome which is not part of our core business is for the economic and social benefit it brings to ratepayers of our region. When trying to attract business to the region key questions always asked are the availability of health and educational services. The day hospital is proposed to open in August 2016.

Our new planning scheme which combines the four (4) former shire schemes into one (1) scheme has finally been approved by the State Government for us to now go out for public submissions. This will happen during August to October with the draft plan likely to go to Council for its adoption around December 2016. The Scheme has clear objectives – to promote growth and deliver surety to the development sector and encourage investment to the region.

An extensive capital works program was undertaken to support the growth and development of the region with \$14.2m on roads and bridges, \$7.8m in water and \$14.3m in waste water.

Projects of significance included:

- A new Waste Water Treatment Plant for Kingaroy;
- An upgrade of the Kingaroy Water Treatment Plant;
- Finalisation of the Streetscape in Nanango;
- Commencement of the improvements to the Blackbutt CBD with improved drainage and road resealing; and
- Commencement of construction of the Kingaroy to Murgon section of the Rail Trail.

Finally we wish to thank our community, Councillors and Council staff for the valuable contribution they make towards making this region a great place to live. It is an exciting time for us to be leading this organisation and contributing to shaping the future of this region.



Keith Campbell
Mayor



Gary Wall
Chief Executive Officer



Our Vision, Our Values

Our Vision

Individual communities building a strong and vibrant region.

Our Values

Corporate values are fundamental to Councils 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.

*A*ccountability ~ we accept responsibility for our decisions and actions

*C*ommunity ~ building partnerships, supporting communities and delivering quality services

*H*armony ~ our people working cooperatively to achieve common goals in a supportive and safe environment

*I*nnovation ~ encouraging an innovative and resourceful workplace and community

*E*thical Conduct ~ we behave fairly with open, honest and accountable behaviour and consistent decision-making

*V*ision ~ our vision is the driving force behind our actions and responsibilities

*E*xcellence ~ striving to deliver excellent environmental, social and economic outcomes



Our Five Strategic Priorities

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.

Fast Facts

32,575
persons as at
30 June 2015

21.7%
council's workforce have
over 10 years service



6,369
customer service
requests received

7
timber bridges
upgraded

27
schools



\$17.23M
spent on roads
construction

5,960
SES volunteer hours



40
citizenship
ceremonies



22.1%
of persons undertook
voluntary work

5
hospitals



24
early childcare education
& care services



7,934
private dwellings have
internet connection



5
visitor information
centres





8,397km²
total area



2,911
persons in the South Burnett
were born overseas



\$6.15M
spent on roads
maintenance



916km²
parks & forest estate
protected areas



20
right to information
& information privacy
applications processed

340
certified building
approvals

3.7%
operating
surplus



472
aged care service
operational places

9,684
trees planted across
the region



778
events held in
libraries



167,875
library patrons

3
aerodromes



\$240
median rent
per week



29,192
calls received by council
customer service

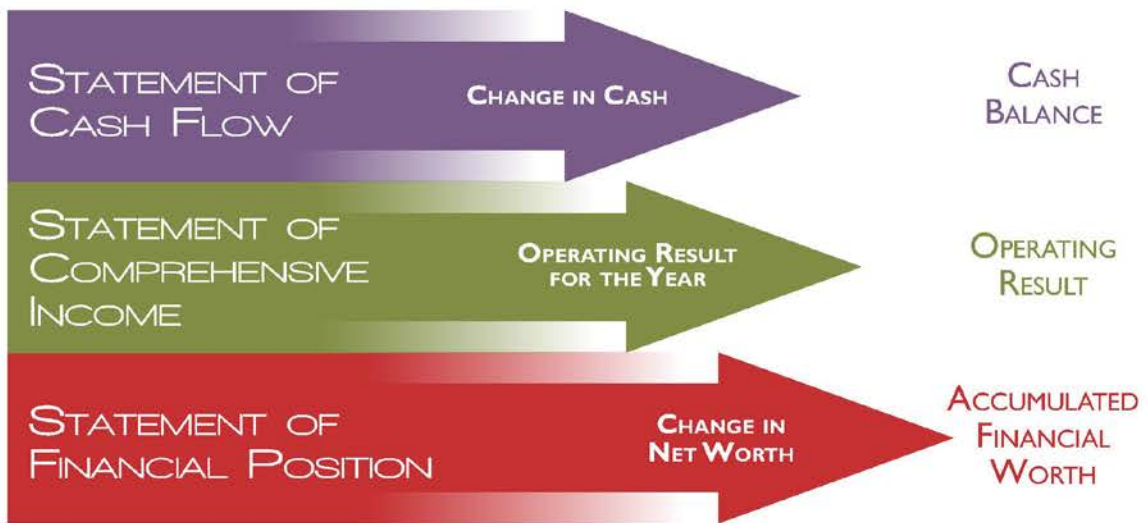


Community Financial Report

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 134.

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 134)

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 \$46,381,594 banked and ended the year with \$30,981,431. Therefore Council spent \$15,400,163 more than was received. This was primarily due to loan monies drawn down by Council at the end of the 2014/15 financial year being utilised for the capital projects the funds had been allocated to.

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				
	2016	2015	2014	2013
Opening Cash Balance	46,381,594	51,390,970	34,697,138	46,222,303
Net Cash Flow from Operating Activities	17,239,364	17,246,443	12,616,218	(4,358,781)
Net Cash Flow from Investing Activities	(33,141,930)	(30,323,106)	(19,772,044)	(10,647,125)
Net Cash Flow from Financing Activities	502,403	8,067,287	23,849,658	3,480,741
Closing Cash Balance	30,981,431	46,381,594	51,390,970	34,697,138

Statement of Comprehensive Income

(Refer to “Financial Statements” on page 134)

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 2016 was (\$2,533,648) and \$12,739,174 for the financial year ending 30 June 2015.

The net result of (\$2,533,648) in 2016 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

	2016	2015	2014	2013
Net Result	(2,533,648)	12,739,174	14,568,051	(24,330,405)
Other Comprehensive Income	17,047,963	34,917,597	282,302,452	(13,064,317)
Total Comprehensive Income	14,514,315	47,656,771	296,870,503	(37,394,722)

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 \$6.4 Million decrease in revenue is due to lower operating grants for the year 2015/16 as a result of the completion of the NDRRA funding.

SNAPSHOT

	2016	2015	2014	2013
Revenue (R)	62,194,471	68,579,120	81,522,601	77,673,240
Expenses (E)	(59,914,320)	(58,189,757)	(82,468,067)	(104,030,971)
Operating Result - Profit/(Loss) (R-E)	2,280,151	10,389,363	(945,466)	(26,357,731)

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 134)

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 95% 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 2016, Council held total assets worth \$935,978,151 (for a breakdown of these assets refer to “Note 12: Property, Plant and Equipment” on page 156 of the Financial Statements).

Liabilities - What our community owes

The major components of our liabilities include:

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

Council borrowed an additional \$2.7M in June 2016 and made loan repayments for the year of \$2,197,597. This resulted in Council’s overall borrowings increasing by \$502,403 in the financial year.

SNAPSHOT

	2016	2015	2014	2013
Assets (A)	935,978,151	921,173,299	871,203,957	537,914,521
Liabilities (L)	(65,535,069)	(65,244,532)	(62,931,961)	(26,513,028)
Equity (A-L)	870,443,082	855,928,767	808,271,996	511,401,493

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.

Whilst Council’s current ratio of 3.1:1 is down from last year, Council is in a sound position to pay all of its current debts when they fall due.

Council Borrowings


In June 2015 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.



Our *Council*





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:

- a) transparent and effective processes, and decision-making in the public interest; and
- b) sustainable development and management of assets and infrastructure, and delivery of effective services; and
- c) democratic representation, social inclusion and meaningful community engagement; and
- d) good governance of, and by, local government; and
- e) 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.

Role of the Mayor

The Mayor has the duties of a Councillor with the added responsibility of:

- 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) proposing the adoption of the local government's budget;
- c) liaising with the Chief Executive Officer on behalf of the other Councillors;
- d) leading, managing, and providing strategic direction to the Chief Executive Officer in order to achieve the high quality administration of the local government;
- e) directing the Chief Executive Officer, in accordance with the local government's policies;
- f) conducting a performance appraisal of the Chief Executive Officer, at least annually, in the way that is decided by the local government;
- g) 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;
- h) being a member of each standing committee of the local government; and
- i) representing the local government at ceremonial or civic functions.

Role of Councillors

The South Burnett region covers an area of 8,397 km² 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 the Act;
 - (ii) achieves its corporate plan;
 - (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; and
- e) complying with the Queensland Contact with Lobbyists Code.

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.

Councillors Register of Interest Extracts

Pursuant to section 295 of the *Local Government Regulation 2012*, 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 *Local Government Regulation 2012*, 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 2015/16 reporting year are on page 36.

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 *Local Government Act 2009*.

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 *Local Government Act 2009*, 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 of 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 *Local Government Act 2009*, 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:

- implementing the policies and priorities of the local government in a way that promotes
 - the effective, efficient and economical management of public resources; and
 - excellence in service delivery; and
 - continual improvement;
- carrying out their duties in a way that ensures the local government
 - discharges its responsibilities under the Act; and
 - complies with all laws that apply to local governments; and
 - achieves its corporate and operational plans;
- providing sound and impartial advice to the local government;
- 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;
- improving all aspects of the employee's work performance;
- observing all laws relating to their employment;
- observing the ethics principles under section 4 of the *Public Sector Ethics Act 1994*;
- complying with a code of conduct under the *Public Sector Ethics Act 1994* (including the Queensland Contact with Lobbyists Code, for example).

The CEO has the following extra responsibilities:

- managing the local government in a way that promotes -
 - the effective, efficient and economical management of public resources; and
 - excellence in service delivery; and
 - continual improvement;
- managing the other local government employees through management practices that -
 - promote equal employment opportunities; and
 - are responsive to the local government's policies and priorities;
- establishing and implementing goals and practices in accordance with the policies and priorities of the local government;
- establishing and implementing practices about access and equity to ensure that members of the community have access to
 - local government programs; and
 - appropriate avenues for reviewing local government decisions;
- keeping a record, and giving the local government access to a record, of all directions that the Mayor gives to the CEO.

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 has been finalised and 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 twelve 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

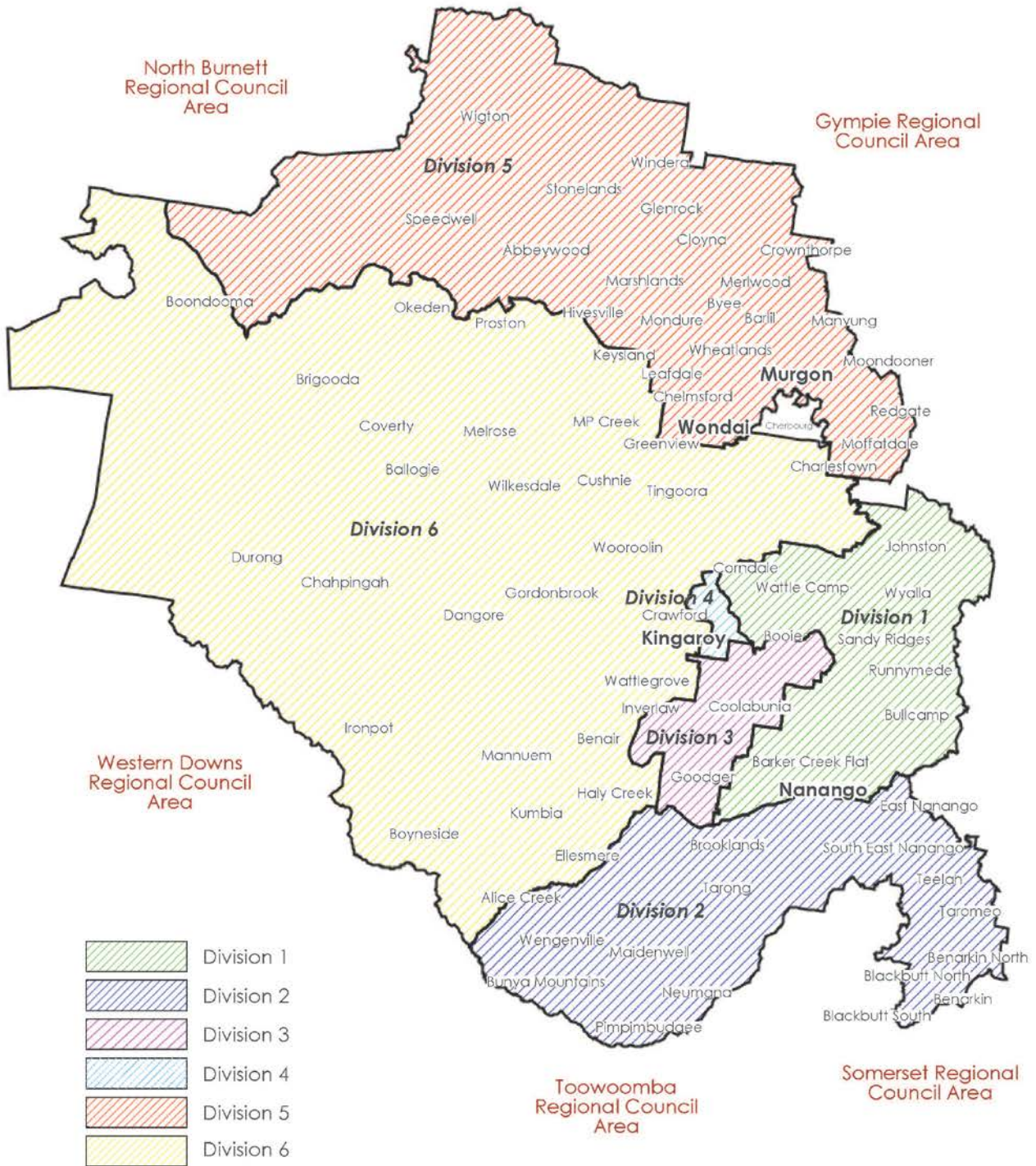
Performance monitoring and reporting are ongoing processes throughout the financial year.

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.



Council Chambers, Glendon Street, Kingaroy





Our Elected Representatives

past and present

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 wellbeing 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.



The 2016 Council: From Left to right: (back row) Cr Terry Fleishfresser; Cr Danita Potter; Cr Kathy Duff (Deputy Mayor); Cr Gavin (Spud) Jones; (front row) Cr Roz Frohloff; Mayor Keith Campbell; Cr Ros Heit.



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 continue 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 & Communications and sits on the following Council Committees:

- Audit Committee;
- 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;
- Traffic Advisory Committee;
- Wide Bay Burnett Regional Organisation of Councils (WBBROC); and the
- Wide Bay Burnett Regional Road Transport Group (WBBRRG).

Mayor



Deputy Mayor & Division 5

Cr Kathy Duff

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
- Winderera
- 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. She has a strong interest in the equine industry and judges horses at local shows as well as pursuing her hobby as a silversmith when she can find the time. 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;
- Grants & Donations Committee;
- 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).



Bjelke-Peterson Dam, Moffatdale

Division 1

Cr Roz Frohloff

First elected March 2016

Cr Frohloff represents Division 1 which includes the localities of:

- Barker Creek Flat
- Boobie
- Bullcamp
- Corndale
- Glen Devon
- Hogleigh
- 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) beautiful 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 & Recreation and sits on the following Council Committees:

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



The recently completed Nanango Streetscape

Division 2

Cr Gavin 'Spud' Jones

First elected March 2016



Cr Jones represents Division 2 which includes the localities of:

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

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.



Coomba Falls, Maidenwell

Division 3

Cr Danita Potter

First elected March 2016

Cr Potter represents Division 3 which includes the localities of:

- Boobie
- Coolabunia
- Goodger
- Inverlaw
- Kingaroy
- 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. Born and bred third-generation local, Cr Potter’s family has run local businesses including a butchery, sewing, photographic, tyre shops, a fuel station, a 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 is a wife and mum, and wants to make the South Burnett the best place to work and live.

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 the portfolio representative for Community, Health Services and The Arts and sits on the following Council committees:

- Grants & Donations Committee;
- Local Disaster Recovery Sub-Group Community (Chair);
- Reconciliation Action Plan Committee;
- Regional Arts Development Fund Management Advisory Committee;
- South Burnett Community Consultative Committee; and the
- South Burnett Community Network Committee.



Taabinga Homestead

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:

- 2002-2008 South Burnett Private Hospital Board (Founding Board Member);
- 2000-2011 South Burnett Health Council Board;
- 2000-2012 South Burnett Jobmatch Disability Employment Services Board;
- 2004-2016 Health Workforce Queensland Board;
- 2012-2016 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;
- Grants & Donations Committee;
- Kingaroy Community Police Consultative Committee; and the
- Traffic Advisory Committee.



Kingaroy from the Mt Wooroolin Lookout



Division 6

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. Ros 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 is currently studying 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;
- Grants and Donations Committee; and the
- Mayor’s Community Benefit Fund Management Advisory Committee.



Wooroolin Wetlands

Former Mayor Wayne Kratzmann

past



First Elected 2012 and served until March 2016

Mayor Kratzmann brought a wealth of local government experience to Council having worked as Deputy Chief Executive Officer for 29 years at the former Wondai Shire Council, from 1979 to 2003, then from 2004 to 2008 as Deputy Mayor of the Wondai Shire Council.

Mayor Kratzmann was born in Kingaroy and attended the Taabinga State School, then Kingaroy State High School. Wayne has close ties with the local community and donates a lot of his time and effort with local charities and committees to further aged care, education and tourism, just to name a few.

Mayor Kratzmann was the former General Manager of Crow FM 90.7, South Burnett's Community Radio Station. He resides at the Bunyas with his wife Eleanor and enjoys music, sport and a round of golf when time permits.

Mayor Kratzmann was the Portfolio representative for Governance, Economic Development and Communication.

Former Cr Barry Green

First elected 2008, re-elected 2012 and served until March 2016

Cr Green represented Division 1.

Cr Green was a Councillor for eight (8) years with Nanango Shire Council during the 1980's, a period of growth following the construction of Tarong Mine. Cr Green has a long association with rugby league and sport in general, and spent many years working in radio in the South Burnett area.

Cr Green was elected in 2008 as the Division 1 Councillor for South Burnett Regional Council and successfully again contested the 2012 elections.

Cr Green was the Portfolio representative for Water and Wastewater and Sport and Recreation.



Former Cr Debra Palmer

First elected 2008, re-elected 2012 and served until March 2016

Cr Palmer represented Division 2.

Determined to make a difference to the community, and representing Division 2, Cr Palmer was elected for the first time at the 2008 elections and re-elected unopposed at the 2012 elections. Cr Palmer decided not to contest the 2016 elections after two (2) very successful terms as Councillor for her division.

Cr Palmer enjoyed the challenge of working through community issues with residents and being part of the South Burnett Regional Council.

Cr Palmer was the Portfolio representative for Property and Human Resources during her last term.

Former Cr Damien Tessmann

First elected 2008, re-elected 2012 and served until March 2016

Cr Tessmann represented Division 3.

Cr Tessmann described himself as a “True South Burnett Local”, having spent his entire life in Kingaroy where he is the fifth generation of Tessmanns to live on the family property “Hillside” located at Coolabunia; something he is extremely proud of. After completing his schooling, Cr Tessmann started work at Swickers whilst completing study at USQ. Cr Tessmann then returned to working on the family’s dairy farm before being elected to the South Burnett Regional Council in 2008, aged 21.

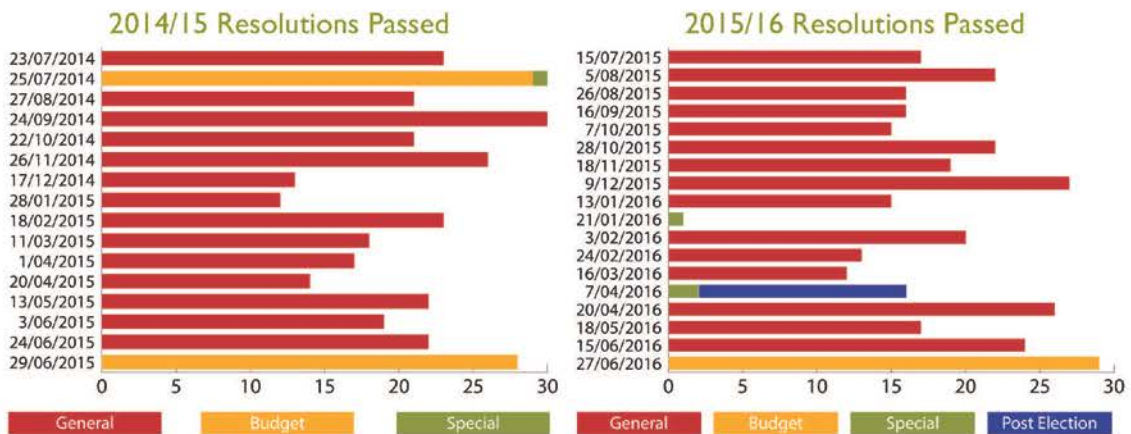
Cr Tessmann contested the 2016 Elections for the position of Mayor but was unsuccessful in his first attempt.

Cr Tessmann was the Portfolio representative for Roads and Drainage.



Council Decisions

As shown below, 2015/16 was a busy year for the Elected Members and Council staff with 327 resolutions recorded.



The 2015 Councillors and the Leadership Team - from left to right: (back row) General Manager Russell Hood, Cr Debra Palmer; General Manager Lester Schumacher; Cr Ros Heit; General Manager Stan Taylor; Cr Kathy Duff (front row) Cr Barry Green; Deputy Mayor Keith Campbell; Mayor Wayne Kratzmann (Former); CEO Gary Wall; Cr Damien Tessmann

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 *Local Government Regulation 2012* Council pays the following remuneration rates based on the Councillor Remuneration and Discipline Tribunal 2015 Report:

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

Pursuant to Section 186(a) of the *Local Government Regulation 2012*, the Councillor remuneration and superannuation contributions for 2015/16 are outlined below:

Councillor and Position	July 2015 - March 2016		March 2016 - June 2016	
	Salary	Superannuation Contributions	Salary	Superannuation Contributions
Cr Kratzmann Mayor	\$92,460	\$11,095	-	-
Cr Green Councillor	\$49,119	\$5,894	-	-
Cr Palmer Councillor	\$49,119	\$5,894	-	-
Cr Tessmann Councillor	\$49,119	\$5,894	-	-
Cr Campbell Deputy Mayor / Mayor	\$57,787	\$6,934	\$27,744	\$3,329
Cr Duff Councillor / Deputy Mayor	\$49,119	\$5,894	\$17,340	\$2,080
Cr Heit Councillor	\$49,119	\$5,894	\$14,739	\$1,768
Cr Frohloff Councillor	-	-	\$14,739	\$1,768
Cr Jones Councillor	-	-	\$14,739	\$1,400
Cr Potter Councillor	-	-	\$14,739	\$1,768
Cr Fleischfresser Councillor	-	-	\$14,739	\$1,400

Councillor Expenses

Council is required under Section 186(b) of the *Local Government Regulation 2012* 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 in March 2016 and adopted by Council at the general meeting on April 2016.

Pursuant to Section 186(b) of the *Local Government Regulation 2012*, Councillors were provided with electronic equipment and facilities to enable them to perform their duties.

The Councillor expenses incurred during the year are outlined in the following tables:

July 2015 - March 2016	Cr Kratzmann Mayor	Cr Green Councillor	Cr Palmer Councillor	Cr Tessmann Councillor	Cr Campbell Deputy Mayor	Cr Duff Councillor	Cr Heit Councillor
Telephone	\$2,925	\$795	\$475	\$771	\$1,249	\$1,641	\$1,150
Vehicle	\$19,382	\$2,706	\$3,231	\$4,684	\$3,879	\$4,615	\$2,578
Hospitality	\$641	-	-	-	-	-	-
Discretionary Training	\$4,134	-	-	-	\$1,445	\$482	-
Accommodation, Meals and Incidentals	\$10,429	-	-	-	\$1,706	-	\$676
Other (Mandatory Training, Travel)	\$958	-	-	-	\$682	-	-

March 2016 - June 2016	Cr Campbell Mayor	Cr Frohloff Councillor	Cr Jones Councillor	Cr Potter Councillor	Cr Fleischfresser Councillor	Cr Duff Deputy Mayor	Cr Heit Councillor
Telephone	\$233	\$90	\$159	\$153	\$90	\$267	\$195
Vehicle	\$2,780	\$1,680	\$1,680	\$1,104	\$960	\$2,400	\$2,400
Hospitality	\$119	-	-	\$68	-	-	-
Discretionary Training	\$2,035	-	-	-	-	\$1,739	-
Accommodation, Meals and Incidentals	\$1,473	\$155	\$82	\$133	-	\$909	-
Other (Mandatory Training, Travel)	\$450	\$450	\$450	\$450	-	\$450	-

Councillor Meeting Attendance

Pursuant to Section 186(c) of the *Local Government Regulation 2012*, a total of 15 Ordinary Council Meetings and four (4) Special Meetings were held during the period July 2015 to June 2016. Meeting attendance by Councillors for the reporting period is as follows:

July 2015 - March 2016	Cr Kratzmann Mayor	Cr Green Councillor	Cr Palmer Councillor	Cr Tessmann Councillor	Cr Campbell Deputy Mayor	Cr Duff Councillor	Cr Heit Councillor
Council Meetings Attended	12	12	11	12	12	12	10
Special Meetings Attended	1	1	1	1	1	1	1
Total Meetings Attended	13	13	12	13	13	13	11

March 2016 - June 2016	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	3	3	3	3	3	3	2
Special Meetings Attended	3	3	3	3	3	3	2
Total Meetings Attended	6	6	6	6	6	6	4

Councillor Discretionary Funds

Pursuant to Section 189 of the *Local Government Regulation 2012*, Council must report on expenditure from Councillor discretionary funds. Councillors were allocated the following discretionary funds for the 2015/16 financial year:

Councillor July 2015 - March 2016	Councillor March 2016 - June 2016	Allocation	Total Funds
Cr Kratzmann - Mayor	Cr Campbell - Mayor	Mayor	\$4,400
Cr Campbell - Deputy Mayor	Cr Duff - Deputy Mayor	Deputy Mayor	\$2,210
Cr Palmer - Councillor	Cr Jones- Councillor	Councillor	\$1,765
Cr Tessmann - Councillor	Cr Potter - Councillor	Councillor	\$1,765
Cr Green - Councillor	Cr Fleischfresser - Councillor	Councillor	\$1,765
Cr Duff - Councillor	Cr Frohloff - Councillor	Councillor	\$1,765
Cr Heit - Councillor	Cr Heit - Councillor	Councillor	\$1,765

Refer to page 132 for the full details of each Councillors discretionary fund expenditure.

Code of Conduct for Councillors

Pursuant to Section 186(f) of the *Local Government Regulation 2012*, the following complaints relating to Councillors were reported in the 2015/16 reporting period:

Complaint Details	
Total number of orders and recommendations made under section 180(2) or (4) of the Act	-
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	2
Total number of complaints to the department's Chief Executive under section 176C(3)(a)(i) of the Act	-
Total number of complaints referred to the Mayor under section 176C(3)(a)(ii) or (b)(i) of the Act	-
Total number of complaints referred to the department's Chief Executive under section 176C(4)(a) of the Act	-
Total number of complaints assessed by the Chief Executive officer as being official misconduct	-
Total number of complaints heard by a regional conduct review panel	-
Total number of complaints heard by the Tribunal	-
Total number of complaints to which section 176C(6) of the Act applied	1

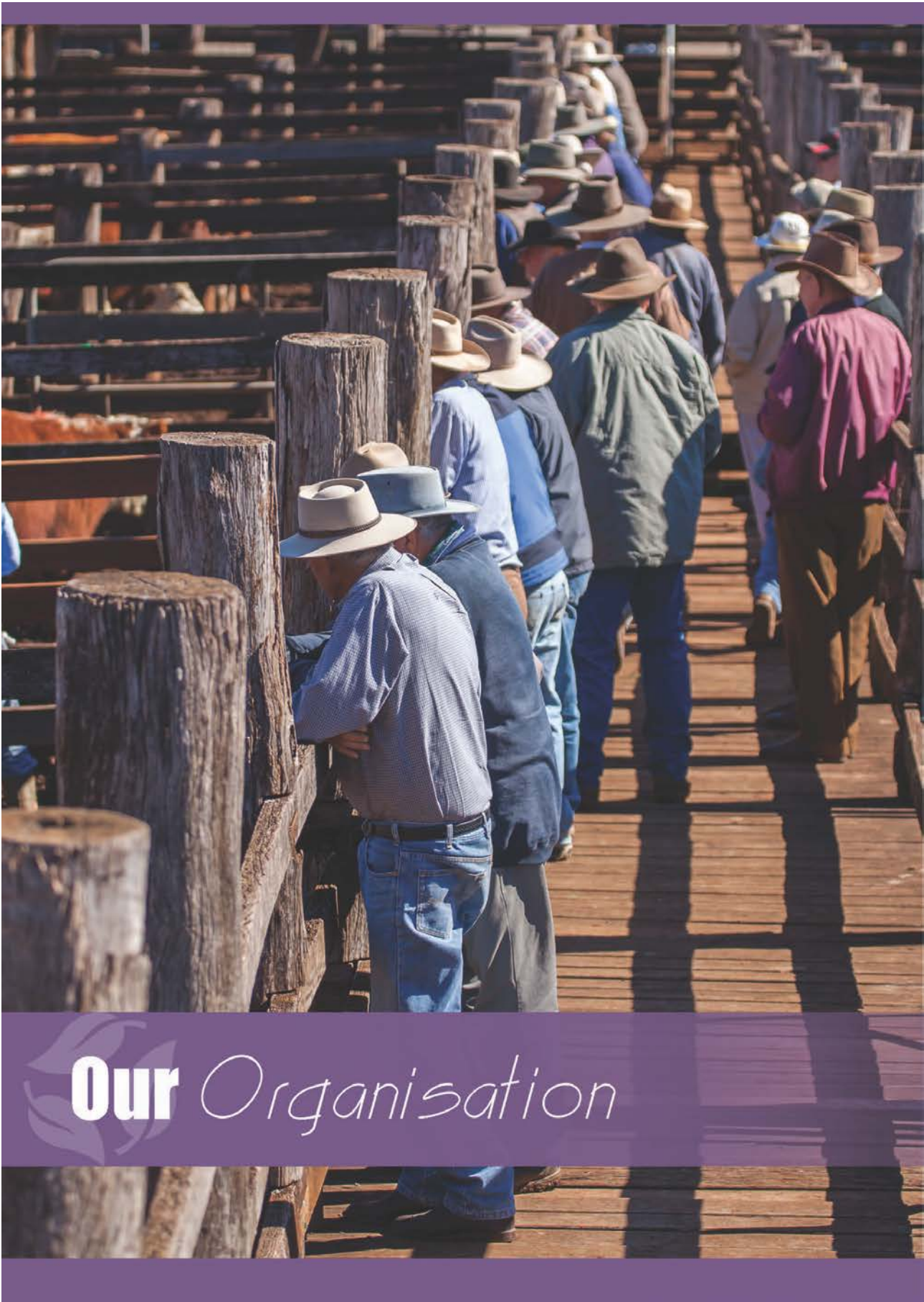
Councillor Professional Development

Conference/Training	Date	Attendees
Bush Council Convention – St George	29-31 July 2015	Mayor Wayne Kratzmann (Former)
Qld Economic Development Forum – Brisbane	6 August 2015	Mayor Wayne Kratzmann (Former)
CEDA Health Services Forum – Brisbane	3 September 2015	Mayor Wayne Kratzmann (Former)
China City Summit Business Forum – Melbourne	22-23 September 2015	Mayor Wayne Kratzmann (Former) and Cr Keith Campbell
DestinationQ Forum – Townsville	8-9 October 2015	Mayor Wayne Kratzmann (Former)
RACQ Southern Queensland Tourism Industry Conference – Toowoomba	13-14 October 2015	Mayor Wayne Kratzmann (Former)
Diploma of LG - Elected members (I Course) – Toowoomba	19 October 2015	Cr Kathy Duff and Cr Keith Campbell
LGAQ 119th Annual Conference – Toowoomba	19-21 October 2015	Mayor Wayne Kratzmann (Former) and Cr Keith Campbell
Elected Members Update – Gayndah	26-27 April 2016	Mayor Keith Campbell; Cr Roz Frohloff; Cr Danita Potter; Cr Kathy Duff; Cr Ros Heit
AGLA National General Assembly – Canberra	19-22 June 2016	Mayor Keith Campbell and Cr Kathy Duff
Red Earth Community Foundation Dinner & Discussion – Kingaroy	29 June 2016	Mayor Keith Campbell and Cr Danita Potter

Supporting our Community



Council's 2015 Relay for Life Team 'Pink Lifesafers'



Our *Organisation*

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 environment to achieve a sustainable future for the 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 meets 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 responsibility for effecting the 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.



Audit Committee and 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 Council's Audit Committee Policy and Audit Committee Terms of Reference.

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 & 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 30th June 2016 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 and Corporate Performance, Internal Auditor and representatives of QAO attend committee meetings as standing invitees.

Audit Activities	2015/16
Number of meetings held	4
Internal Audit Reports reviewed	5
External Audit Reports reviewed	1



Council's Internal Auditor, Thamara Namarathna

Internal Audit

As required by the Act Council maintained efficient and effective internal audit function during 2015/16.

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.

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 2015/16. The Three 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.

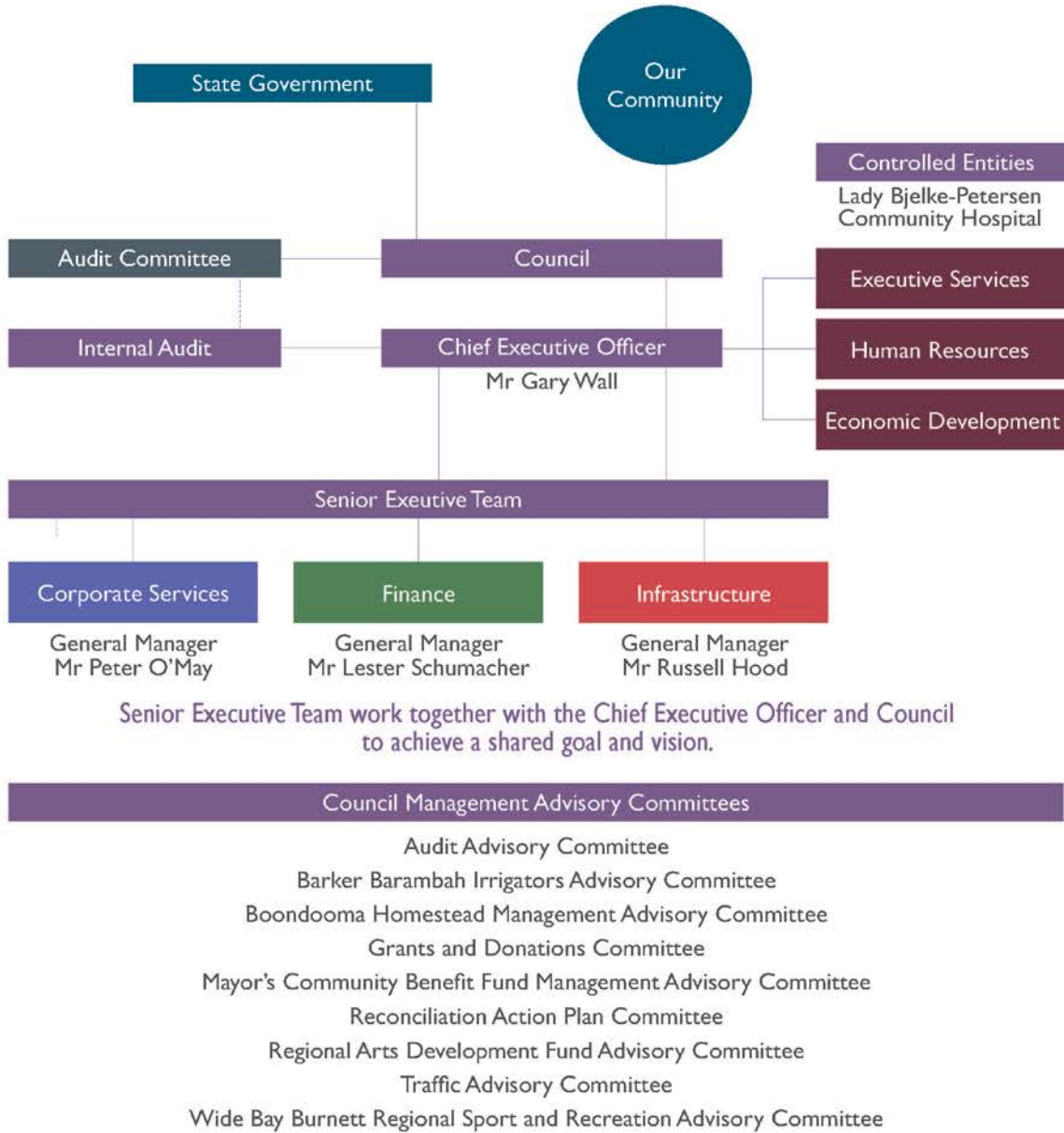
Internal Audits Conducted

The following table shows the list of assessments completed and presented to the Audit Committee by Council's internal audit officer during the 2015/16 financial year.

Audit Area	Date
Procurement management system	25/08/2015
Cash receipt handling, system and process and controls	27/11/2015
Saleyard operations	15/12/2015
Payroll process	18/03/2016
Development applications and infrastructure charges, handling management and controls	19/04/2016



Our Structure



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 2016, Council employed a total of 341 staff including senior management and eight (8) trainees (excluding the seven (7) elected representatives) and is distributed across the following four (4) Departments:

- Corporate Services - 109 staff;
- Executive Services - 26 staff;
- Finance - 61 staff; and
- Infrastructure - 145 staff.

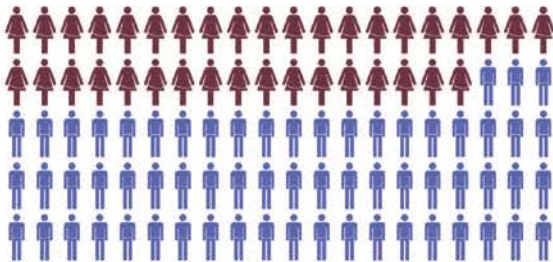
During the reporting period, Council's established workforce comprised a total of 307 full-time equivalent staff (FTE) with 284 full-time FTEs and 23 FTEs that are part-time (excluding the eight (8) full-time trainees).

The definition of FTE is the number of working hours that represents one (1) full-time employee during a fixed time period, such as one month or one year. FTE simplifies work measurement by converting work load hours into the number of people required to complete that work.

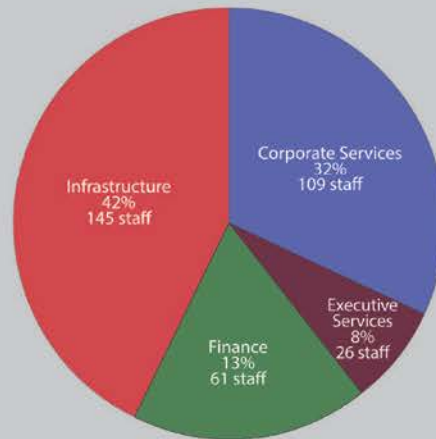
Council had a staff turnover rate of 11.82% and advertised 67 external and internal positions during the reporting period. Learning and development spending for the reporting period was \$118,002.00.

Workforce composition by gender

Council's 2015/16 workforce was composed of 216 males and 125 females equating to a male to female ratio of 63:37. This is an increase of 2% of women participating in Council's workforce since the 2014/15 financial year and this has been a steady increase since amalgamation.



Workforce by Department



Workforce by employment type

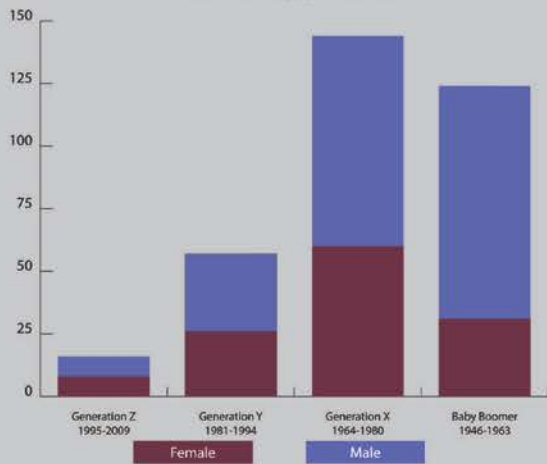


Workforce by gender





Workforce by generation



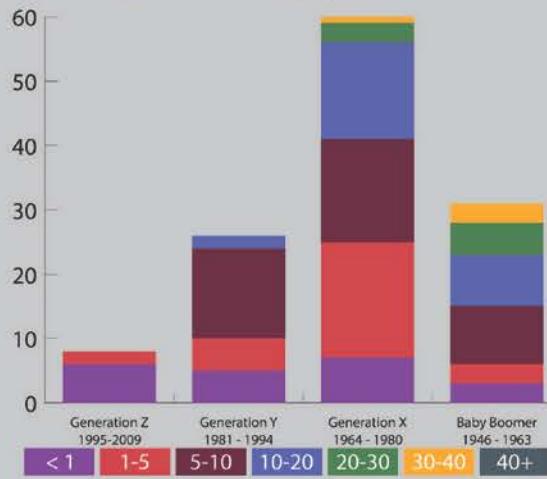
Workforce by generation

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.

This data indicates Generation Y and Z have a more balanced male female ratio than the generation X and Baby Boomer generations.

Generation	Female	Male	Total
Generation Z - 1995-2009	8	8	16
Generation Y - 1981 - 1994	26	31	57
Generation X - 1964 - 1980	60	84	144
Baby Boomer - 1946 - 1963	31	93	124
Total	125	216	341

Length of service by age group - Female



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.

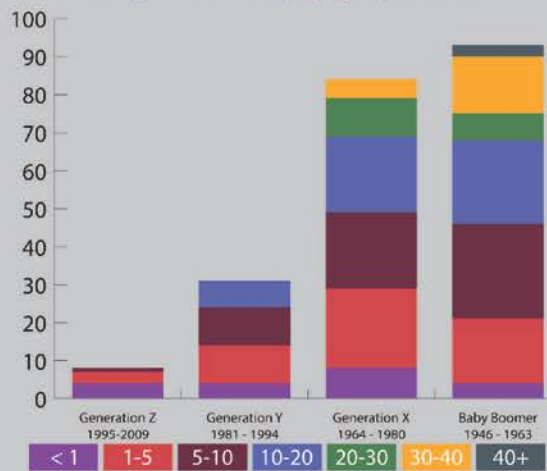
During the reporting period Council had a number of staff reach the following milestones:

- 3 staff exceeding 40 years service;
- 24 staff exceeding 30 years service;
- 25 staff exceeding 20 years service; and
- 74 staff exceeding 10 years service.

Female

Generation	Years						
	< 1	1-5	5-10	10-20	20-30	30-40	> 40
Gen Z	6	2	0	0	0	0	0
Gen Y	5	5	14	2	0	0	0
Gen X	7	18	16	15	3	1	0
Baby Boomer	3	3	9	8	5	3	0
Total	21	28	39	25	8	4	0

Length of service by age group - Male



Male

Generation	Years						
	< 1	1-5	5-10	10-20	20-30	30-40	> 40
Gen Z	4	3	1	0	0	0	0
Gen Y	4	10	10	7	0	0	0
Gen X	8	21	20	20	10	5	0
Baby Boomer	4	17	25	22	7	15	3
Total	20	51	56	49	17	20	3

Community and Corporate Events

Regional Flavours



During the weekend of 18-19 July, the Courier Mail hosted the 2016 Regional Flavours at the Southbank Parklands.

Kingaroy Chef Jason Ford along with the Economic Development team from South Burnett Regional Council were on the ground at this annual event promoting the South Burnett region and delivering the South Burnett Sticky Pork Belly wrap. This regional creation infused with local ingredients delighted the 'foodies' with many copies of the recipe also getting snapped up.

Brisbane Marketing has reported 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.



Miguel Maestro, Jason Ford and Georgia Barnes



Kristy and Sheena, part of the Economic Development Team representing the South Burnett



Simon and Jo Berry at the Kingsley Grove Estate stall

25 Years Recognition Police Consultative Committee and Community Safety Awareness

Council together with members of the Kingaroy Community Police Consultative Committee celebrated 25 years Recognition of the Police Consultative Committee and Community Safety Awareness with a morning tea in the Kingaroy Town Hall Forecourt on 17 September 2015.

There were demonstrations and information stands from Police, Fire, Ambulance, the State Emergency Service (SES) and South Burnett Community Training Centre (CTC). Each child received a sample bag full of goodies from each community group, emergency service and Council. There were free apple slinkys and a sausage sizzle, followed by the cutting of the anniversary cake.

Mayor's Breakfast

During the year, three (3) Mayor's Breakfast functions were held in Kingaroy and Kumbia. All three (3) events were well supported by local residents and businesses. Guest speakers included Dave Davies from Hancock Prospecting, Mayor Paul Pisasale, Mayor of Ipswich and Olympic Swimmer Tracey Wickham.

With over \$1,200 being raised, local community groups Kumbia Kindergarten and South Burnett Relay for Life received much needed support.



Mayor Keith Campbell and compere John Carey presenting Tracey Wickham with a bunch of flowers [photo courtesy of South Burnett Online]

Mayor's Charity Golf Day - Murgon



Eleanor Kratzmann, Mayor Wayne Kratzmann (Former), special guest Heather Foord and Cr Kathy Duff

The Mayor's Charity Golf Day was held in Murgon on 11 September 2015. 30 teams of three (3) registered for the day and the special guest was LG Ambassador, Heather Foord. Cr Kathy Duff was the "Pink Sheriff", who together with Heather Foord kept an eye on proceedings during the day and 'fined' teams for misdemeanours and infringements. With amazing prizes and raffles donated by local businesses, Council was able to raise \$8,725.93 towards the Mayor's Community Benefit Fund.

Mayor's Charity Golf Day - Kingaroy

The second Charity Golf day for the year was held in Kingaroy on 4 December 2015 with special guest Olympic Swimmer and Gold Medallist, Duncan Armstrong. A total of 39 teams of three (3) registered and due to the massive support in sponsorship, raffles and prizes, Council were able to raise \$13,368 towards the Mayor's Community Benefit Fund.



The Winners! From left to right: Matthew Allen, Ben O'Callaghan and Steven Fiedler with Telstra Manager Jason Koy, special guest Duncan Armstrong and Mayor Wayne Kratzmann (Former)

Mayor's Community Christmas Luncheon

The 2015 Mayor's Community Christmas Luncheon was held in the Kingaroy Town Hall on 11 December 2015 with guest speaker poet Rupert McCall. A total of 204 people attended and 94 \$50 food vouchers were distributed via local agencies, with \$4,700 raised.

Naming of Dalton Place

Dalton Place at Wooroolin was opened by Mayor Kratzmann on 30 October 2015 with 50 people in attendance. The park was named in recognition of the Dalton family's contribution within the community.

Safer Families, Better Community Campaign LGAQ

As a part of LGAQ's Domestic Violence Week and the Safer Family's Better Communities Campaign, Council delivered rallies across the region to demonstrate that the South Burnett Community says no to domestic violence. The rallies were held on 7 October 2015 in Kingaroy, Nanango, Proston, Murgon and Wondai. All rallies included a minute silence and balloon release to remember those who have tragically lost their lives at the hand of domestic violence. Guest speakers from South Burnett organisations whom assist victims of domestic violence were also present at each rally, along with information on where to find support.

- Kingaroy: Held in the Kingaroy Forecourt. IGA Kingaroy sponsored a gold coin breakfast and the Moonya Street Store Coffee Van donated 50c per cup of coffee served.
- Nanango: Held by Uniting Care and Centacare at IGA Nanango. IGA sponsored a gold coin sausage sizzle.
- Proston: The Proston Library along with the Proston CWA hosted a gold coin morning tea.
- Murgon: Graham House hosted a gold coin sausage sizzle in Coronation Park, along with Star weaving workshop (International One Million Stars to End Violence campaign)
- Wondai: Held in the Wondai Town Memorial Hall foyer. The Wondai QCWA hosted a gold coin morning tea and Corky from Crow FM broadcasted live crosses throughout the morning. Local singer/songwriter Steve Hart performed two (2) songs written from his own experiences with domestic violence.

The aim of the campaign was to recognise that domestic violence is a constant threat to community well-being and that the whole community has a responsibility to ensure families can feel safe. Participants at each event were encouraged to donate to, or show support for those organisations within our region at the forefront of dealing with domestic violence.

To further demonstrate that Council says no to domestic violence, staff were invited to dress in white and/or blue for a \$2 donation. Participants also received a "South Burnett Says NO to Domestic Violence" sticker worn to express their disgust at the scourge of domestic violence and support those helping the victims and working to protect families. Councillors whom assisted with the sausage sizzles also wore aprons embroidered with "South Burnett Says NO to Domestic Violence".



The Safer Family's Better Communities Campaign in Wondai

South Burnett and Cherbourg on Show



South Burnett and Cherbourg on Show (SBCOS) committee's aim is to promote the South Burnett and Cherbourg Regions over the long weekend in October each year encouraging locals to remain in the area, appealing to the visiting friends and relatives market, increase visitor numbers to the region and extend the length of their stay.

The SBCOS committee's role is to market the events hosted by operators by program compilation, event host signage, regional signage year round, social media platforms, dedicated website and program availability through the Visitor Information Centres. Another benefit is the working relationships developed between the South Burnett and Cherbourg communities. A competition run over the long weekend has enabled us to begin and build on a contact database for outreach of return visitation.



#Save our Hospital campaign

Overwhelming support was shown by the South Burnett community throughout the #saveOURhospital campaign, which quickly gained momentum after a plea from Mayor Wayne Kratzmann for people to vocalise their support and need for the health service provided by the former South Burnett Private Hospital.

On Friday, 24 July 2015 there was a great turnout for #saveOURhospital campaign breakfast with all media reporting the breakfast a resounding success, with a sizeable region-wide crowd in attendance who put on a t-shirt, stuck on a sticker, held a red balloon and signed the support wall.

An emotive Mayor Wayne Kratzmann spoke from the heart to the crowd saying “it is imperative that a new health service provider be found who can once again partner with Council to deliver effective health services for the people of the South Burnett. As Mayor of the South Burnett, I am a very proud ambassador for the health services that the community require, that being the South Burnett Private Hospital.”

Strong support for the #saveOURhospital and the Mayor’s speech was evident by the loud support from vocal community members in attendance wearing emblazoned ‘Save Lives, #saveOURhospital’ T-shirts in the crowd, with most taking the opportunity to enjoy an open tour of the hospital facility afterwards.

Breakfast was donated by Kingaroy SUPA IGA and Kingaroy Rotary Club, with Crow FM broadcasting live at the event.



Deputy Mayor Keith Campbell and Brett Hanwright



Corky from Crow FM

Murgon Swimming Pool Upgrade Opening

The refurbishment of the Murgon pool was opened by Mayor Kratzmann with special guest, the Hon Jeff Seeney.

With over 250 people including special guests and locals, it was a fun filled day.

Sydney Supershow – Australia’s Country Way (ACW)

Tourism and Events Queensland offered a proposal for Regional Tourism Organisations and State Strategic Touring Routes to attend three (3) Caravan and Camping Shows in 2016. This allowed Australia’s Country Way presence at three (3) shows (Victoria, New South Wales and Queensland) for the same cost as previously attending only the New South Wales event. Nine (9) RTO’s, one (1) State Strategic Touring Route (ACW) and Queensland Parks and Wildlife Service were promoted under the Drive Queensland banner.

Total attendance numbers:

- Victoria: 50,418;
- New South Wales: 71,502; and
- Queensland 50,712.

Australia’s Country Way was represented across the seven (7) shows by seven (7) members from various Councils including: Toowoomba Regional Council, South Burnett Regional Council and North Burnett Regional Council.



Executive *Services*

Providing a range of 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.



Chief Executive Officer:
Gary Wall

Executive Services

- Corporate Event Management
- Council Meetings & Workshops (Agendas & Minutes)
- Councillor Support
- Grants Coordination
- Policy Register
- Regional Bodies

Human Resources

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

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
- Wide Bay Burnett Regional Organisation of Councils (WBBROC)
- Regional Economic Development Advisory Committee (REDAC)
- Tourism Development & Marketing
- Visitor Information Centres



Manager Human Resources:
Greg Lewis



Manager Economic Development:
Phil Harding

Economic Development

South Burnett Directions Structure

South Burnett Directions 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. Its charter included the responsibility to determine the most suitable operating structure to deliver economic development for the South Burnett.

The Steering Committee has determined that the existing structure should continue for another two (2) years before it is reviewed again. The committee believes the structure facilitates a close relationship between Council and the business community and suits the South Burnett region with a population of 33,000 people and business and industry base dominated by agriculture; mining and electricity generation; food processing; health care and social services.

South Burnett Directions 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).

Business Excellence Awards and South Burnett Rewards Program

Building on the success of the 2014/15 South Burnett Business Excellence Awards, South Burnett Directions conducted the 2015/16 Business Excellence Awards. Local businesses throughout the region participated in the awards and benefitted from the opportunity to work on their businesses, participate in mentoring opportunities, network and enjoy the Awards function where local businesses were celebrated.

To continue the momentum created by local businesses coming together, South Burnett Directions proposed to introduced an innovative shop local campaign named South Burnett Rewards. This will be an innovative electronic swipe card loyalty program that captures individual shoppers’ purchases through the accumulation of points which are redeemable for local rewards.



Lady Bjelke-Petersen Community Hospital

Faced with the dilemma of the South Burnett Private Hospital closing, Council explored the possibility of re-opening the hospital for the benefit of the community.

Economic development undertook an intensive business attraction plan to attract a new hospital operator to the region.

South Bank Day Hospital was approached by Council and subsequently entered into negotiations to operate the hospital.



Lady Bjelke-Petersen Community Hospital

Together, South Bank Day Hospital and Council developed a new business model. The hospital has become a community hospital facility that offers both private and public services by identifying and seeking new services through tendering to Queensland Health. The facility is a Day Hospital that is expanding its hospital services, provides theatre surgery and Specialists consulting services. Minimal overnight stays are available for some procedures.

Growing health services is identified in the South Burnett Economic Development Strategy as a project of regional significance. The Lady Bjelke-Petersen Community Hospital provides the venue to deliver new health services and to work with the medical community.



Lady Bjelke-Petersen Community Hospital Board: Scott McLennan, Dr Graham McAllister, Phil Harding, Wayne Kratzmann (Former), Prof Mark Radford, Dr Robyn Ogle, Cr Danita Potter, Cr Ros Heit and Dr Debbie Tellam



South Burnett Tourism Strategy

Tourism is recognised in the South Burnett Economic Development Strategy – 2014/2019 as a regional significant project that will contribute to gross regional product growth and create employment. South Burnett Directions developed the South Burnett Tourism Strategy. This plan sets the foundation for tourism growth throughout the region.

Tourism projects currently underway include:

- Improving the region’s digital imagery library and collecting stories about the region both of which will be an integral part of promoting the region;
- Building a South Burnett tourism website together with creating a digital marketing program;
- Encouraging collaboration through the industry by creating a strong relationship between the tourism industry, Visitor Information Centres, Volunteers, Southern Queensland Country Queensland Tourism Regional Tourism Organisation and Council;
- Improving and leveraging partnership opportunities;
- Creating packaging and bundling tourism products; and
- Focussing on a customer service culture together with improving the knowledge of South Burnett attractions and experiences by the wider business community.

In addition, the strategy identifies other projects that will benefit tourism such as establishing culinary tourism throughout the region and capacity building of industry leaders to improve their ability to lead the tourism industry.

New Zealand Tourism Campaign

South Burnett tourism operators and businesses can expect more visitors from New Zealand, thanks to a grant awarded to Southern Queensland Country Tourism and the Outback Queensland Tourism Association.

Council Mayor Wayne Kratzmann (Former) said the grants were awarded under the Tourism and Events Queensland Contestable Grants Funding Scheme.

“For the South Burnett, it’s about getting more visitors to the region, who will stay overnight, visit businesses, and spend money here,” Mayor Kratzmann (Former) said.

“From Council’s point of view, any increase in visitor numbers, length of stay and expenditure will support the sustainability and profitability in our region, and that is a good thing,” Mayor Kratzmann (Former) said.

“And because the funding is from a grant, there is no cost to ratepayers. Council regularly seeks funding that benefits the region, including tourism projects.”

The campaign will target the New Zealand long-haul drive market arriving into Brisbane, as part of a three-year strategy. It is aimed at repeat visitors to Australia, aged 50-plus, looking for new experiences.

“It’s very much in its infancy, with the first stage focussed on developing itineraries and getting the message right,” Mayor Kratzmann (Former) said. “Southern Queensland Country will work with New Zealand travel trade wholesalers and media to develop driving itineraries to bring tourists through our region and to the Outback.”



Building the South Burnett’s regional digital imagery library with professional photographer Nancy Jayde

The strategy includes raising awareness through telling stories of both regions, including characters and experiences; profiling events; and creating self-drive itineraries and new drive routes that suit the New Zealand market.

All the usual South Burnett attractions are included in the campaign, including dams, fishing, wineries, museums, accommodation, camping, produce, restaurants, and parks. The experience of being able to enjoy all four seasons in the region will also be highlighted.

New Telecommunication Towers

The submissions to the Australian Government’s Mobile Blackspot Program from Council, South Burnett Directions and the Wide-Bay Burnett Organisation of Councils (WBBROC) have succeeded. After two (2) years of scoping, planning and lobbying, the South Burnett Region was awarded funding for four (4) new telecommunication base stations located in Durong, Kumbia, Wattlecamp and Boyneside.

Mayor Wayne Kratzmann (Former) and Chairman of South Burnett Directions said: “It’s impressive that out of 77 Queensland Local Government Areas, the South Burnett Regional Council Area was awarded four (4) of the 68 locations announced in Queensland. This will provide significant improvements for mobile phone and broadband coverage.”

The selection of tower locations throughout Australia was determined by the Commonwealth Government based on a variety of factors including the demographics, potential coverage, cost and stakeholder co-contributions compared to all other candidate locations submitted nationally.

Mayor Kratzmann (Former) continued, “We lobbied and made submissions to the Federal Government to ensure that we had done everything in our power to have our needs heard. This project has been at the forefront of priorities for the Economic Development portfolio and we are more than pleased to see new parts of our region able to properly connect to the rest of the world.”

“This is a basic requirement to see the rest of our Development Strategies come to fruition. When we ask what businesses want the most, they answer faster internet and reliable telephone services. Whilst personal customers will share the joy, this will further connect our business owners and allow for other businesses to decentralise from metropolitan areas to the South Burnett” said Mayor Wayne Kratzmann (Former).

Blackbutt Supermarket

In June 2015 Council approved the relocation of the Blackbutt Memorial Hall to the Brisbane Valley Rail Trail between the Rural Fire Brigade Building and the Showgrounds.

Once the Hall is relocated and functional, the Developer will commence building a contemporary supermarket on the existing hall site in the Blackbutt CBD.

Mayor Campbell said ‘that this Council will not stand in the way of assisting, wherever it is financially responsible, the community of Blackbutt/Benarkin to achieve what the majority of people in this region want – a Supermarket. The Hall cannot be moved until there is absolute certainty that the Supermarket will go ahead. The Development Application for the Supermarket project is currently being assessed by Council. This Council will face up to the fact that future capital cost at the site and external works to the hall building will be required to benefit the community. Such infrastructure will be funded from Council’s capital budget to lessen the burden on ratepayers’.

The Developer is responsible for ensuring the relocated Hall complies with building legislation, is connected to all services and is fully operational. In addition, new internal toilets will be built and existing roof leaks will be repaired by the Developer. This will improve the facility and save Council incurring necessary maintenance costs. Council’s Building Certifier will oversee the relocation of the Hall to ensure it meets all legislative requirements.

Council has spent time in the Blackbutt community to provide interested residents the opportunity to view the proposed drawings and plans of the relocated hall and new supermarket.



Cr Terry Fleischfresser, Steve Maller (Breezeway Developments), Economic Development Manager Phil Harding, Manager Planning and Land Management Chris Du Plessis and Cr Gavin Jones discuss the Blackbutt Supermarket [photo courtesy of South Burnett Online]



Celebrating Local Small Business

To recognise and celebrate the efforts and success of our local small business owners and operators, South Burnett Directions hosted a series of Business Breakfasts across the region during 2016 Small Business Week.

Mayor Keith Campbell, South Burnett Directions Chairman, encouraged business owners to attend the breakfasts which included the launch of a shop local campaign, and discussion on how local businesses could best participate to share the benefits.



Manager Economic Development Phil Harding, South Burnett Directions Committee Member Graham Archdall and Economic Development Officer Sharyn Garrett

Small businesses are essential to our local economy as they provide employment to a large proportion of the workforce, facilitate innovation and entrepreneurship, as well as provide an avenue for offering specialised and niche products and services to the local market. This valuable contribution is recognised and supported by Council and South Burnett Directions continue to undertake a number of activities to support local business development and growth.

Economic Development Projects

The South Burnett Economic Development Strategy includes a range of projects of regional significance which South Burnett Directions Steering Committee oversees. Other projects worked on during the year include:

- Agriculture Growth and Value Add – The aim of this project is to review the current state of agricultural production, value add products, destinations, sales channels and analyse distribution systems to identify strengths and weaknesses. South Burnett Directions will work with industry champions to better understand agricultural production together with domestic and export supply markets. Over the long term the objective is to identify and supply growth pathways for South Burnett agriculture to existing and new markets. This project also incorporates developing trade opportunities as part of the Sister City project;
- Accessible Tertiary Pathways – South Burnett Directions is working closely with tertiary education providers investigating satellite campus' and research project opportunities to develop accessible tertiary education pathways across the region; and
- Digital Connectivity – South Burnett Directions continues to lobby the State and Federal governments for improved telecommunication services for the region and will apply for additional Mobile Blackspot funding to increase mobile coverage across the South Burnett region.



South Burnett Directions continue to seek opportunities to improve domestic and export supply markets

Executive Services

Meeting Agendas and Workshops

Coordination of Council meetings and strategic workshops including the preparation of agendas, taking of minutes and forwarding various action requests remains the highest priority for the executive services team. In excess of 70 Council meetings, strategic workshops, senior executive team and senior management team meetings were organised during 2015/16.

Councillor Induction

The election of the new Council which took place in March 2016 saw four (4) new Councillors elected to Council. This resulted in a two (2) week intensive induction program led by the Chief Executive Officer, Mr Gary Wall. The program provided the newly elected Council members with an understanding of the diverse operations of the Council as well as the current strategic long term direction as determined by the former Council and relevant information to enable them to undertake their duties as a Councillor.

The Mayor and Councillors heard from State Government representatives of the Department of Infrastructure, Local Government and Planning on legislative responsibilities and requirements governing Council operations. Council's senior management team provided an insight into the services and financial support provided to the Community.

The Councillors and I have valued the opportunity afforded by the induction program. We have had an opportunity to discuss Council operations as well as understand the current direction of the Council so that we as a team can consider how we may lead the region into a brighter more prosperous future. The process of ensuring we are able to fulfil our roles appropriately is a critical component of achieving the most effective outcomes for our community during this term of office.

~ Mayor Keith Campbell ~



South Burnett Regional Council - from left: Cr Roz Frohloff; Cr Terry Fleischfresser; Cr Kathy Duff; CEO Gary Wall; Cr Gavin Jones; Cr Ros Heit; Mayor Keith Campbell and Cr Danita Potter

Week 1

- Councillor remuneration, reimbursement of expenses and office allocation, access and security;
- Conduct of Council meetings;
- Roles and responsibilities of other agencies;
- Presentation by executive officer of Wide Bay Burnett Regional Organisation of Councils;
- Safety Induction and distribution of Personal Protective Equipment;
- Legal and ethical responsibilities (Code of Conduct and Complaints Process);
- Presentation from the Department of Local Government; and
- Post-Election Meeting.

Week 2

- Overview of organisational structure & linkages to portfolios;
- Financial Reporting;
- Explanation of Rates, Fees and Charges;
- Budget process;
- Councillor policies (Gifts and Benefits Policy; Discretionary Funds etc);
- Presentation by each of the Senior Management Team on their team make-up, functions and major projects; and
- Strategic Workshop on Councillor's objectives for their term of Council.

Human Resources

Human Resource Policy and Procedures Manual

Council's Human Resources Policies are under constant review to reflect Legislative changes as well as any Industrial decisions that may be made from time to time.

Policies are held centrally and are readily available to staff via the Intranet. Policy changes are disseminated across the organisation to ensure all employees are kept up to date on changes that may impact on their employment.

The Human Resources procedure manuals are updated as processes are reviewed with the Payroll manual recently completed and the new processes adopted and implemented.

Human Resource Management Standards have been reviewed and are now awaiting the outcome of any Legislative changes with regard to entitlement.

Council Traineeships

Council employed eight (8) 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 283 applicants for these positions and selected eight (8) 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:

- Water and Wastewater Treatment;
- Construction and Administration;
- Civil Construction Roads;
- Civil Construction Concrete;
- Warehousing; and
- Horticulture.

Employee Assistance Program

Council in partnership with Assure Programs has made available to employees a counselling service equal to none.

Uptake on the service has remained steady in comparison to previous years. The employee assistance program is a confidential counselling service offered to employees and their immediate families in times of need and in relation to personal issues, family problems as well as work related problems. This program is a confidential service and therefore Council is not informed of who attends or the specifics of the sessions conducted.

The provision of this service can contribute to the reduction of poor work performance, risk of injury in the workplace and assist families and individuals to cope with the stresses of modern living.

Healthy Workers

This year Council became involved with the worldwide corporate health and wellbeing program Stepathlon, a virtual race around the world without leaving the country.

Eight (8) teams comprising five (5) staff members tracked their steps, movement and exercise to compete against teams from around the world and are recognised for team and personal achievements. Throughout the year healthy lifestyle information was made available to employees on subjects covering all manner of diet, foods, exercise and healthy habits to encourage our employees to live healthy and productive lives.

Skin Checks

As part of Council's commitment to a healthy workforce, skin check examinations were carried out on over a 100 staff in two (2) days, free of charge to the employee.

A number of potential cancer related issues were identified and staff were encouraged to consult with their own medical practitioners, to take on further investigation.



Mayor Keith Campbell and some of Council's latest trainees. From left to right: Jo-Anne Downie, Tahlia Gerber, Ayden Parrag, Angus Oliver, Lisa Towells and Lachlan Jones. Absent are Alister Robinson and Courtney Van Oostveen

Training - Pot of Gold

The Pot of Gold supervisor training was expanded this year to encompass team leaders. The expansion of the program came from direct requests from a number of team leaders who had seen the positive changes occurring in the workplace as a result of the training.

Throughout the year the sessions covered managing poor behaviour, performance improvement, Human Resource management standards, leading by example, basic computer/systems training and employee development reviews refresher.

The skills and knowledge that these staff gained from this training was taken back to the workplace and practically applied through their management of staff under their control.

Workplace Health and Safety

Council's Commitment

Council is committed to providing a workplace that is safe and without risk to the health and safety of all employees, contractors, volunteers, work-experience students, visitors and members of the public.

Council recognises the importance of developing and maintaining healthy and safe working conditions in all workplaces and the importance of keeping the work health and safety practices in these workplaces under constant review.

Council's work health and safety duties are achieved through the adoption and promotion of the *Work Health and Safety Act 2011* provisions and its associated regulation, codes and standards. Additionally, Council places significant importance on the areas of hazard and risk management as well as injury prevention strategies. To assist in meeting these requirements Council has developed a safety management system known as "Safeplan".

Enforceable Undertaking

On 20 May 2013 a Council front end loader operating at the main waste disposal area at the Kingaroy Waste Disposal Facility reversed into a stationary skip bin truck owned by a private company seriously injuring the driver of that vehicle.

Council is genuinely committed to the health and safety of its employees and people visiting its workplaces and sincerely regrets that this incident occurred and the injuries it caused to the individual.

As a result of the incident, legal proceedings were launched against Council and on 26 June 2015 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 set out below are to be implemented over a three (3) year period with due dates set out for each of the deliverables. These deliverables are as follows:

- The installation of reversing cameras and proximity sensors on selected high risk mobile plant owned by Council;
- An upgrade of Council's workplace health and safety management system plan;
- An annual audit of Council's workplace health and safety management system over the next three (3) years;
- A work health and safety awareness program for the approximately 400 commercial users of the Nanango, Kingaroy, Wondai and Murgon waste disposal facilities;
- An agreement with the University of Queensland to sponsor a Recognition Award for the highest achieving undergraduate student studying the Bachelor of Occupational Health and Safety Science in 2015, 2016 and 2017;
- Providing an annual vocational internship to selected University of Queensland students studying the Bachelor of Occupational Health and Safety Science; and
- Payment of Workplace Health and Safety Queensland costs associated with the enforceable undertaking.

Council has 26 deliverables to comply with over the course of the Enforceable Undertaking and has currently complied with eight (8) of the deliverables and is on track to comply with all requirements.

Employee Consultation

To ensure Council fosters a climate of mutual understanding and confidence between itself and its employees, a Health and Safety Committee was established. This committee meets on a quarterly basis and is comprised of management representatives, specialist staff and health and safety representatives and advisors.

Additional work health and safety consultation is also promoted by involving staff in risk assessments, workplace inspections and incident investigations.



Workplace Incidents and Injuries

Statistics relating to incidents and injuries during the 2013/14, 2014/15 and 2015/16 financial years are as follows:

Financial Year	Number of Lost Time Injuries	Days Lost due to Injuries	Average days lost per Injury	Injuries per million hours worked	Incidents Reported
2015/16	7	42	5.83	10.68	115
2014/15	5	31	6.2	8.87	95
2013/14	12	288	12.33	17.55	109

Although a slight increase occurred in the number of lost time injuries, the cost to Council has reduced by accommodating various pathways for staff to return to work early. The number of incidents reported by Council staff has increased as the workforce have actively embraced the principles of a safe work environment and this is clearly evident with an increase of 80% in near misses reported.

External Workplace Health and Safety Audit

An external audit was conducted during the year on Council’s workplace health and safety management system. The audit was a requirement under the Enforceable Undertaking with further audits to be conducted over the next two (2) years.

The outcomes of the audit have assisted Council greatly by allowing us to make improvements to our safety management system and work practices, including:

- Management review of WHS documents;
- Access of Health and Safety Legislation to all staff; and
- Current Legislation reflected in procedures.

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. Training was conducted for first aid, confined space entry, traffic management, working at heights, fire safety and a range of other requirements.

100% of new staff received an induction to Council, providing a platform in further training and safe work practices. Training is undertaken by use of internal and external professionally qualified trainers.

Take 5 For Safety

Council’s Take 5 For Safety Process is a simple and effective way to increase safety awareness across the workforce. The Take 5 concept involves staff taking 5 minutes to think about the job and the potential workplace hazards.

During the 2015/16 financial year Council achieved an 82% return rate of staff completing the distributed Take 5’s. The topics covered included:

- Drug and Alcohol use in the workplace;
- Managing stress;
- Fire Safety – first response;
- General electrical safety; and
- Sun and heat safety.



Australia Day Awards 2016

Council announced its 2016 Australia Day Award Winners at the region’s official awards ceremony held on the eve of Australia Day, Monday 25 January at the Proston Community Town Hall.

“Being nominated for an Australia Day award is an honour and it is a wonderful opportunity for our Community to recognise and show their appreciation of your achievements. To all this year’s nominees and winners, I hope you are proud and I would like to congratulate you on your achievements. The support from our Community each year reflects the high calibre of nominees and I would like to pass on my personal thanks to everybody involved.”

~ Mayor Wayne Kratzmann (Former) ~



The 2016 Australia Day Award winners are as follows:

Award	Winner
Citizen of the Year	Jason Black
Young Citizen of the Year	Becky Miller
Community Organisation of the Year	South Burnett Relay for Life
Lifetime Achiever Award	John Lee
Volunteer of the Year	Helen Young
Cultural Award (Senior)	Daun Clapperton and Robyn Peterson
Cultural Award (Junior)	Emily Kinsella
Sportsperson of the Year (Coach, Official or Administrator)	Alicia Pidgeon
Junior Sportsperson of the Year	Courtney Sippel

The 2016 Local Achiever of the Year by Town are as follows:

Award	Winner
Hivesville/Proston	Geoff Rea
Kingaroy	Maldon Goodger
Maidenwell / Bunya Mountains	John and Sandy Learmont
Murgon	David Mollenhauer
Nanango	Jane Erkens
Wondai / Tingoorra	Jean Clark
Wooroolin / Memerambi	Roderick Obel



Mayor Wayne Kratzmann (Former) with Cr Keith Campbell, Cr Debra Palmer, Cr Barry Green, Cr Kathy Duff, Cr Ros Heit and Cr Damien Tessmann



Australia Day Award Winners

Citizen of the Year - Jason Black

Nominees: Jason Black, Oriel Black, Kristy Frahm, Glenda McCardle, Roy Radunz and Geoffrey Rea



Mayor Wayne Kratzmann (Former) with Jason Black, Citizen of the Year

Jason has a long and proud history of supporting the Nanango and South Burnett communities beginning at the Nanango Show Society at the age of eight (8) years through to his current Life Membership. He continues to this day supporting the various show societies across the South Burnett and has served on the management committee of the Nanango Show Society since the age of 17, holding the position of Vice President for the past three (3) years. This involvement has seen him become a valued member who started and grew the Ute Musters which he built to become an integral part of local shows in the region, including Murgon, Kingaroy, Blackbutt and Proston. He created the Boots 'n Bulldust South Burnett Ute Muster Championship which brought competitors from across the country to our area.

Jason has been running the Sub-Chamber and Brisbane Ekka Ute Musters for the past five (5) years, he represented Nanango and the South Burnett as Rural Ambassador twice, he assisted John Calvert in setting up the very successful Country Music Muster held each September in Nanango, has run the Nanango cattle sales, has been pivotal in organising the Nanango Markets and has shown dairy cattle all of his life. He is also a member of the Kingaroy Show Society where he readily volunteers his time to ensure the show goes off without a hitch.

Jason has been a member of the Hodgeleigh Kunioon Rural Fire Brigade (RFB) and has assisted with many fires, accidents, floods and storm damage with his trucks and tractors, giving freely of his time and knowledge. He has a close working relationship with the police and Council who often call upon his expertise and equipment in emergent situations, such as removing round bales from the highway during the floods.

He is and has been involved with a number of community groups aside from the Show Societies and the RFB, such as Boots'n Bulldust, the Art Gallery and Stags Football Club. All the while, Jason continues to support his family, run the family farm, run his contracting business and be there to support farmers in their times of need. For a young man of just 30 years, Jason is very well respected and with his commitment to the South Burnett, Show Societies and farming, one can only look to the future with great confidence.



Mayor Wayne Kratzmann (Former) with the Citizen of the Year Award nominees. From left to right: Mayor Wayne Kratzmann (Former), Glenda McCardle, Kristy Frahm, Oriel Black, Geoffrey Rea, Jason Black and Roy Radunz

Young Citizen of the Year - Becky Miller

Nominees: Daniel Favier, Jasmine Kidman, Becky Miller, Georgia Toohey and James Webb

Becky has an outstanding record of academic, cultural and sporting achievements as well as school and community involvement.

She has been both Senior and Junior Dux at Nanango State High School and has received over 20 subject awards at the school. She has received the Envirospheres Award for excellence in science, the Fallen Comrades Bursary for top academic performance and the USQ Future Leaders Award.

Becky is a highly active sportsperson involved in numerous clubs and teams. She is a 2nd degree black belt in taekwondo and has represented our local area, state, national and international levels winning a silver and two (2) gold medals at her last international event. She has gained selection to compete at Queensland Netball State Championships five (5) times.

At school Becky has willingly accepted leadership roles including Science Ambassador, Vice Sports Captain, Peer Skills Leader and QIP Leader. In recognition of her upstanding values and commitment to school and community, she was the 2015 ADF Long Tan Leadership and Teamwork Award recipient.



Mayor Wayne Kratzmann (Former) with James Webb, Becky Miller and Daniel Favier

Becky has achieved Gold, Silver and Bronze Duke of Edinburgh Awards including completing a sailing voyage as a crew member aboard the "South Passage".

Through her involvement in the community Becky loves to inspire and encourage others. She has been an assistant instructor for Bai Rui Taekwondo for five (5) years, is a tap teacher at La Creme Dance Academy, has danced at countless public events for the enjoyment of local residents, and coached netball teams and umpired for many years at Nanango Netball Club. She has worked as a volunteer at Kingaroy RSPCA and participates in Relay for Life every year.

Community Organisation of the Year - Relay for Life

Nominees: Graham House Community Centre, Murgon Junior Rugby League, Relay for Life, South Burnett Gas Guzzlers Rods & Customs Inc, Tanduringie State School Centenary Committee, Wondai and District Garden Club Inc, Wondai District Band and Wondai Garden Expo



Cr Kathy Duff, Heather Rowberry, Frances Wyeth and Cr Keith Campbell

Relay for Life is a chance for our community to recognise and celebrate those who have overcome cancer or are undergoing treatment as well as the people who care for them. Relay for Life also provides an opportunity to celebrate the memory of loved ones lost to cancer.

This year Relay for Life had a record 494 participants registered, including many high school teams. Every year this number grows. As well as participants, a record number of community members also attended the event. So far \$134,000 has been raised this year and the event is close to raising \$1,000,000 over its 10 years in the South Burnett. A phenomenal effort for a relatively small community.



Lifetime Achiever Award - John Lee

Nominees: Maldon Goodger, John Lee and Edna O'Neill



Mayor Wayne Kratzmann (Former) with John Lee

John retired in 2015 after serving as president of the Nanango Race Club for 39 years. He received life membership in 1982 with the Nanango Race Club and Life membership with the South East Queensland Country Racing Association in 2012. John was recognised by the Queensland Turf Club and was awarded an administration award for country racing, only three (3) such awards have ever been given, he also received an inaugural Queensland Racing Community award, again, awarded to only three (3) individuals. The Nanango Race Club precinct was named Lee Park in recognition of his long years of service.

John also served as Councillor of the Nanango Shire for 34 years. During this time he was Finance Committee Chairman for 13 years, Deputy Shire Mayor, Chairperson of the Town Planning Committee, Council representative on the Nanango/Yarraman Fire Brigade Board, Police Consultative Committee member, Rural Watch Coordinator, Treasurer of the Sesquicentennial Committee and involved in the fund raising committees to establish Karinya Aged Care, now a vital part of the life of the Nanango Community.

John Lee has made an outstanding contribution to the beef industry in Australia. He has concentrated on and succeeded in breeding Santa Gertrudis cattle of the highest quality. He is not only a well-known and respected cattle breeder, but his ability as a cattle judge is also widely recognised, judging many shows throughout Queensland.

John began voluntary work for the Nanango Show Society as a youngster and was ringmaster for 18 years. He is a life member of the Show Society from whom he has received a certificate of appreciation for the continuous showing of prime beef cattle for 50 years (now 64 years).

John is currently the fire warden for the district of 'Broadmere'. He is an original member of the Sandy Ridges Rural Fire Brigade formed in the early 1950's. In 2007, he received a 50 year service medal and has now been actively involved with the volunteer fire brigade for 58 years. He is also an honorary fauna officer for his district.

John has been described as an exceptional citizen whose lifetime of dedicated community service to South Burnett organisations has set a standard which is rarely achieved by others, John has been, and still is, a pillar of strength in the South Burnett community.

Volunteer of the Year - Helen Young

Nominees: Mario Chrizzi, Gloria Kirkness, David Mollenhauer, Rhonda Trivett, Peter Verbakel, Helen Young

Helen Young grew up in a small community with parents who believed that "you only receive from a community as much as you are prepared to give". Helen began her life of service as a steward and a competitor at the Proston show. This love of agricultural shows led to a lifelong commitment. Helen served as president of the Ladies Auxiliary for many years and was the driving force behind the Brahman Promotion Show and the Rubies and Diamonds Show.

Helen, along with her husband helped to improve South Burnett Sub-chamber, building a cohesive body with innovations which strengthened all local shows. Helen is a life member, patroness and president of the Proston Show Society.

Helen enjoys a successful career as an exhibitor at other shows, promoting horticulture, improving show schedules and officiating as a judge on a voluntary basis. Her knowledge of gardening and a gifted ability to communicate led to many years of teaching people to be better guardians of the soil through garden club visits and lectures, written articles and plant stalls.



Mayor Wayne Kratzmann (Former) and Helen Young

Helen is President of the Wondai Garden Expo Committee and has served several terms as Secretary of the Garden Expo and Wondai District Garden Club during a difficult period and was instrumental in getting both organisations back on track and in good standing with the community.

During her presidency at the Garden Club, Helen was awarded the Garden Clubs of Australia President's Medal for Services to Horticulture.

Helen has served as President of Proston CWA, in the late 70's rescuing it from closure, served a term as President of the South Burnett Poultry Club and rescued it from financial trouble, served on the founding committee of the Proston Community Swimming Pool, the local Ambulance fundraising committee, Proston Apexiannes Associates, the Proston Development Committee and is a member of the Proston Lions. Helen is also the group leader of the Proston Garden Group.

Helen says that she enjoys a life richer than she could have ever imagined and is grateful for the chance to grow old doing what she enjoys.

Cultural Award (Senior) - Daun Clapperton and Robyn Peterson

Nominees: Linda Archdall, Daun Clapperton and Robyn Peterson, and Melanie Hanwright



Cr Kathy Duff, Daun Clapperton, Robyn Peterson and Cr Keith Campbell

The contribution of Daun and Robyn to bring awareness to our local communities of the South Burnett Anzac legacy is unsurpassed. These two Nanango ladies worked voluntarily for six (6) years to produce the "Every Man Remembered - South Burnett Heroes" database.

This massive project yielded a stunning result with details collated for some 1300 South Burnett Soldiers and a small number of nurses. It required immense persistence, absolute commitment, research and recording skills of the highest order and thousands of hours of work. The project culminated with the launch of the database on 24 April 2015 and its publication on the South Burnett Regional Council's Website.

Their work did not cease on Anzac Day. The database has been upgraded, and a hard copy produced with a companion volume of 30 individual stories, to be available in the South Burnett Libraries. The value of Daun and Robyn's efforts to enhance the cultural heritage of the South Burnett is immeasurable.

Cultural Award (Junior) - Emily Kinsella

Nominees: Emily Kinsella

Emily is a musician that has represented Murgon State High School frequently which has resulted in her being awarded the Music Award twice.

Emily is a young woman who is highly involved in several cultural pursuits: She is a representative of the South Burnett wine industry, a musician and also enjoys showing cattle. A young woman with diverse interests!

As a member of the Kinsella family at Moffatdale Ridge Winery, Emily is involved in all aspects of wine making and frequently assists at wine tasting events and cultural celebrations. Emily has close ties to the Queensland wine industry and is recognised as a junior ambassador for the South Burnett wine industry. She is an active participant in wine growing and every stage of production. Emily's involvement in festivals, functions and wine-tasting events has given her a strong sense of the industry's importance to the region.



Cr Kathy Duff, Emily Kinsella and Cr Keith Campbell



Sportsperson (Coach, Official or Administrator) - Alicia Pidgeon

Nominees: Helen Maudsley and Alicia Pidgeon

Alicia started with the Murgon Senior Rugby League Football Club under the presidency of Bill Adcock in 1994. At that time, only one other woman was involved in the care of the players. Alicia approached Bill and asked if she was able to donate her time to help her gain experience as she had just completed her qualification in Massage Therapy. She asked if it was okay for her to go into the dressing sheds (that wasn't common practice at the time). His reply "If you're prepared to go in there, I'm not going to stop you".



Cr Damien Tessmann, Alicia Pidgeon and Cr Barry Green

In 1997 Alicia completed her Sports Medicine Australia's Level I First Aid Officers Course and continues to assist the Murgon Mustangs Senior Team. Alicia was later selected to look after the South Burnett Senior representative side and has done so for six (6) years and has travelled the Wide Bay country side for the last four (4).

In her time, Alicia has been selected as the South Burnett Trainer of the year; been Secretary of the Senior Club for nine (9) years, has been Murgon Junior Secretary, was the South Burnett delegate from Murgon Seniors, coordinated fundraising, completed Level two (2) first aid, helped run the Centenary of League Dinner, was instated as the South Burnett Rugby League First Aid Officer Coordinator and has also joined the local St. John's Ambulance crew to gain more knowledge and experience as she is currently studying to be a First Responder.

Junior Sportsperson - Courtney Sippel

Nominees: Michael Evans, James Hadley, Zak Hartman, Jack Hourn, Taylah Kidman, Shikira-Lee Matherson, Jayde Novak, Ebony Otto, James Packer and Courtney Sippel



Cr Damien Tessman, Courtney Sippel and Cr Barry Green

Courtney started playing cricket at the age of six (6). She represented Wide Bay in the 12 and under school cricket and captained during this time.

At the National Championships in 2014, Courtney was named in the Team of the Championships and selected in a 20 girl squad to train for four (4) days at the National Cricket Centre.

She has represented Wide Bay in the Queensland Junior Championship (QJC) and was again selected to play for Wide Bay in the 2015 QJC.

Courtney plays senior cricket for Murgon and District Cricket Club. Due to excellent numbers of children wanting to play for Murgon, Courtney offered to give up her spot in the junior team so that others could have more of a chance to compete.

Courtney returns to Moffatdale State School for the Barambah Cluster Athletics Carnival where she assists with time keeping and running field events. She has represented Wide Bay in touch football and is currently coaching touch football to the children of Cloyna State School.

Australia Day Local Achiever Award Winners



Cr Ros Heit, Geoffrey Rea and Cr Debra Palmer

Local Achiever for Hivesville / Proston - Geoff Rea

Geoff has been described as always willing to help, whether for people of the Community that require personal help or organisations, you will find Geoff there. Geoff is a person anyone can go to for any type of duty or simply a chat. Geoff is a life member of the Hivesville Market, has seen 10 years in Campdraft, nine (9) years as a volunteer news presenter on 1071 and 4SB, Proston Show Society for 10 years and Executive Committee Member of the Proston Men's Shed.

Local Achiever for Kingaroy - Maldon Goodger

When most of the farms were purchased by Tarong Energy in 2008, many Goodger residents left the area. Since that time Maldon, his wife Val and sister Betty have been instrumental in organising get-togethers at the school that has seen up to 50 previous Goodger residents attend. For the 100 year Centenary, many came from all across QLD and NSW. Maldon is instrumental in keeping the original Goodger residents in touch with each other. The Goodger family have been involved in community events since day one. The area was named after Howard Goodger, Maldon's grandfather.



Cr Ros Heit, Maldon Goodger and Cr Debra Palmer

Local Achiever for Nanango - Jane Erkens

Jane is a current member of the Nanango Tourism & Development Association Inc and is conducting negotiations to amalgamate the Chamber of Commerce within this organisation. This will be of great benefit to the town.



Cr Ros Heit, Jane Erkens and Cr Debra Palmer

Over the years Jane has had a significant influence on community events. One of her recent initiatives has been the establishment of what is called The Music Shed in little Drayton Street Nanango. Jane has established this shed for budding musicians, singers and poets to express themselves.

Jane has been nominated by the Nanango community for her commitment to The Pony Club, The Chamber of Commerce, Community Consultative Committee, the South Burnett Health Council, South Burnett Masters Swimming Club and the Nanango Darts Club.

Local Achiever for Maidenwell / Bunya Mountains - John and Sandy Learmont

Since their retirement to the Bunya Mountains in 2007, John and Sandy Learmont have been fully and actively involved in the life of this small community.

They have a prominent leadership role in the Bunya Mountains Natural History Association Inc (BMNHA), especially in the promotion of the 'Cedarvale' Museum and historical displays. This interest in history led them to research the story of Wengenville, a tiny timber town which once stood in the foothills of the Bunyas. Together with members of the BMNHA,



Cr Ros Heit, Sandy and John Learmont and Cr Debra Palmer

John and Sandy were the driving force in organising Back to Wengenville Day on 5 October, 2013. The degree of interest in this reunion was astonishing with 259 visitors in attendance. An intense period of gathering and sorting stories and photos followed, which resulted in the compilation of the Wengenville book, launched in 2015. Over this period of three (3) years, John and Sandy devoted their lives almost entirely to the Wengenville project which brought immense joy to former residents and their families.

Local Achiever for Murgon - David Mollenhauer

David is a foundation member of both the Barambah and Murgon Men's Sheds. Often paying for running costs from his own pocket and providing constant invaluable labour to these organisations. David funded the purchase of several thousand dollars worth of tools as the Men's shed did not have sufficient funds for the purchase at the time. He was later reimbursed, however without David's help the shed would not be where it is today. Amongst many other things, David spends hours each week looking for possible projects for the shed. He has also repaired a cherry picker for no labour charge with the provision that the Men's Shed use it when required for no charge. David can do wood-work, metal-work, weld, is a mechanic, panel beater, carpenter, painter - well, you name it, he can do it.



Cr Debra Palmer, David Mollenhauer and Cr Ros Heit

From the rebuilt German wagon to the beautifully renovated tractor, the windmill through to the bee boxes, David's expertise has been foremost. One could say that he is indispensable.

David is also an active member of his Church and has been the maintenance person for many years. He is on the Church Board and serves wherever needed...from tree lopping to roof repairs - Dave does it all.

David is also a member of the local Fishing Club and gives up valuable time to teach children the techniques of fishing. Aside from this, he is also involved in the fish re-stocking of various dams in the South Burnett.

David has been described as being generous with his time, his equipment and sharing his talents and has been referred to as the unsung hero in the background who makes it all run smoothly.

Local Achiever for Wondai / Tingooora - Jean Clark

Nominees: Jean Clark and Dennis Morris



Cr Ros Heit, Jean Clark and Cr Debra Palmer

Jean Clark actively supported her husband Murray in Scouts, SES and P&C until his passing at the age of 42. She was also an office bearer in the Girl Guides and continued to work and raise two (2) daughters by herself until retirement.

Jean worked for the Wondai Hospital Auxiliary for 25 years, being treasurer for the past five (5) years, fete organiser and Melbourne Cup Day RSL. She has been a carrier for Meals on Wheels for 12 years, a member of the Wondai Senior Citizens and Secretary for 11 years, a member of the Wondai Choir that entertains at Aged Care Homes and community functions.

Jean taught Sunday school for 50 years at her beloved Baptist Church and religious education at the school up until last year. She holds a 'coffee and chat' morning for lonely citizens once a month, ferrying people who have no transport to and from this function. Jean has been a Deaconess or 'Elder' at the church for seven (7) years and has prepared the Church Bulletin for 12 years until becoming redundant by computerisation. She is Secretary of the Woman's Fellowship and runs a pre-loved clothing stall in the Manse twice a month with the proceeds going to a Mission's Committee of which she is an active member.

Jean has been described as a lovely lady who works tirelessly for others, not wanting to accept praise and shows true value of a community.

Local Achiever for Wooroolin / Memerambi - Roderick Obel

Rod has lived in the Wooroolin post code area his whole life. Joining Queensland Fire Emergency Service 26 years ago he worked his way to become Fire Captain in 2011. Rod is a quiet Community Leader and works at the Department of Agriculture & Fisheries.



Cr Ros Heit, Rick Obel and Cr Debra Palmer

South Burnett Business Excellence Awards

The South Burnett Business Excellence Awards are proudly hosted by South Burnett Directions as the region's only comprehensive and prestigious awards scheme, offering specific and meaningful benefits to the South Burnett business community. Primarily a vehicle to recognise and share local business success, the South Burnett Business Excellence Awards have been developed to ensure all nominees gain value out of the process.

The 2015 South Burnett Business Excellence Awards received in excess of 60 nominations and culminated in a gala dinner on 21 October 2015 where over 300 business leaders joined together to celebrate each other's success.

South Burnett Directions committee member and compere for the evening, John Carey said, "The South Burnett Business Excellence Awards are part of the overall commitment to help improve our region's business capability through offering training, mentoring and recognition."

The list of finalists and winners are as follows:

Business of the Year Award (sponsored by Heritage Bank)

Finalists: Hansen Kitchens; James Giles Plumbing; Kingaroy Joinery; Mulanah Gardens; and Proteco Oils

Winner: Kingaroy Joinery

Small Business Award (sponsored by Burnett Business Centre)

Finalists: Bill Hull Car Centre; Blackbutt Medical Centre; Jamaica Blue Kingaroy; Kingsley Grove Estate; and Proteco Oils

Winner: Proteco Oils

Micro Business Award (sponsored by Bill Hull Car Centre)

Finalists: Beauty Finesse; James Giles Plumbing; Mulanah Gardens; Somethings Country; and TASTE South Burnett

Winner: Mulanah Gardens

Enterprise Award (sponsored by Supa IGA Kingaroy)

Finalists: Bean Growers Australia; Dusty Hill Vineyards (including Joe's Grand Hotel); and Kingaroy Joinery

Winner: Kingaroy Joinery

Emerging Business Award (sponsored by Proteco Oils)

Finalists: Charj Juice'n'Sushi; Christene Nissen & Associates; Elray Jewellers; Hansen Kitchens; Nancy Jayde Photography; and Wondai Hotel

Winner: Hansen Kitchens

Distinguished Business Service Award (sponsored by Swickers)

Winner: Graham Archdall

Young Business Leader Award (sponsored by Tarong Power Station)

Finalists: A-Z Web & Design Services; Cook's Bakery; James Giles Plumbing; Kingaroy Fitness Centre; and Mangan Joinery

Winner: James Giles Plumbing

People's Choice Customer Service Award for Professional, Personal and Business Services (sponsored by Meandu Mine)

Finalists: A-Z Web & Design Services; Blackbutt Medical Centre; and Glendon Street Medical Centre

Winner: Glendon Street Medical Centre

People's Choice Customer Service Award for Retail and Hospitality (sponsored by Meandu Mine)

Finalists: Bunya Nut Café Blackbutt; Charj Juice'n'Sushi; and Cook's Bakery

Winner: Charj Juice'n'Sushi

People's Choice Customer Service Award for Trades and Auto (sponsored by Meandu Mine)

Finalists: Bill Hull Car Centre; Go Green Generation; and Kingaroy Joinery

Winner: Bill Hull Car Centre



Blackbutt Benarkin Community Council Award

Winner: Bunya Nut Cafe Blackbutt

Murgon Business Development Association Award (MBDA)

Winner: Moffatdale Ridge Winery

Kingaroy Chamber of Commerce and Industry Award (KCCI)

Winner: South Burnett CTC

Nanango Tourism Development Association Award (NaTDA)

Winner: Orchys Fresh

Wondai Town Award

Winner: Hobbs and Associates



Award Winners on the night.

Top row left to right: Micro Business Award winners Lindsay and Rhonda Kath from Mulanah Gardens; Business of the Year Award and Enterprise Award winners Darrin and Amanda Kefford from Kingaroy Joinery; Emerging Business Award winners Clinton and Michelle Hansen from Hansen Kitchens

Bottom Row left to right: Small Business Award winners Jo and Josh Gadischke from Proteco Oils; Kingaroy Chamber of Commerce Award Winners Mark Reinbolt and Nina Temperton from South Burnett CTC; Distinguished Business Service Award winner Graham Archdall; and Young Business Leader Award winners Justin and James Giles from James Giles Plumbing

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.

It has been a busy year with quite a few South Burnett residents becoming Australian Citizens, the Mayor has officiated 40 ceremonies over the last financial year.

Month	No. Citizenship Ceremonies
July 2015	12
October 2015	7
January 2016	1
February 2016	9
April 2016	7
June 2016	4
TOTAL	40



Mayor Keith Campbell reciting the Australian Pledge with new citizens 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.

We offer our new citizens 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. 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 citizen will then take the Australian Pledge administered by the Mayor and concludes with the playing of the National Anthem. The Mayor also likes to

The Mayor conducts Australian Citizenship Ceremonies throughout the year. The figures illustrated in the table above are for the 2015/16 financial year:



Darrin Wallace with Mayor Keith Campbell



Fualau Graham with Mayor Keith Campbell

Christmas Lights Competition

Mrs Gina Rinehart was grateful for the support of our residents, farmers and businesses in the South Burnett Region and sponsored the South Burnett Community Christmas Lights Competition as her way of saying thank you.

In a touching gesture of community spirit, Mrs Rinehart generated extra Christmas cheer this year by sponsoring the annual competition, with prizes that are the most generous on record. The South Burnett community have shown that they welcome Gina Rinehart's interests in our region, in our unique country style.



South Burnett Champion - Frank Honey, Nanango



South Burnett Champion Runner-Up - Christine Collett, Proston

Mrs Rinehart had already invested substantially in our region, and this was an added and very generous offer to the community. Mrs Rinehart came up with the idea of bringing widespread Christmas joy to the region, by sponsoring the 2015 Christmas Light Competition and offered some fantastic prizes, including a \$15,000 and \$10,000 trip to Singapore – and substantial prizes which Council had offered.

Below are the major winners of each category of the 2015 Christmas Lights Competition:

South Burnett Champion: Frank Honey, Nanango

South Burnett Champion Runner-Up: Christine Collett, Proston

South Burnett Business Champion: Hillview Kidz Family Day Care, Kingaroy

South Burnett Business Runner-Up: Nanango Taxi & Delivery, Nanango

Category	Winner
Blackbutt (inc. Benarkin) Urban Winner	The Cavanough Family
Blackbutt (inc. Benarkin) Urban Runner-Up	Wingfield Family
Blackbutt (inc. Benarkin) Rural Winner	Clinton & Brenda Stretton
Blackbutt (inc. Benarkin) Rural Runner-Up	Nil Entries
Nanango (inc. Maidenwell, Bunya Mountains) Urban Winner	Diane Bosel
Nanango (inc. Maidenwell, Bunya Mountains) Urban Runner-Up	Allan & Rosemary Strugnell
Nanango (inc. Maidenwell, Bunya Mountains) Rural Winner	Ken & Dianne Lawes
Nanango (inc. Maidenwell, Bunya Mountains) Rural Runner-Up	Cheryl Ashdown
Kingaroy (inc. Kumbia, Wooroolin, Memerambi) Urban Winner	Geoff & Veronnicca Hartwig
Kingaroy (inc. Kumbia, Wooroolin, Memerambi) Urban Runner-Up	Lisa Coutts
Kingaroy (inc. Kumbia, Wooroolin, Memerambi) Rural Winner	Tony Wilson
Kingaroy (Inc Kumbia, Wooroolin, Memerambi) Rural Runner-Up	Paul & Kristine Winter
Murgon Urban Winner	Monica Dennis
Murgon Urban Runner-Up	Geddes Family
Murgon Rural Winner	Wayne & Louise Thomas
Murgon Rural Runner-Up	McUtchen Family
Wondai (inc. Hivesville, Tingooro, Proston) Urban Winner	Andrew & Renita Olsen
Wondai (inc. Hivesville, Tingooro, Proston) Urban Runner-Up	Krystle Walters & Liam Baker
Wondai (inc. Hivesville, Tingooro, Proston) Rural Winner	Dwayne & Michelle Barlett-Kennedy
Wondai (inc. Hivesville, Tingooro, Proston) Rural Runner-Up	Keith McConnell

ANZAC Day Ceremonies

Council sponsored ANZAC Day ceremonies across the South Burnett with representation from Mayor Keith Campbell and all Councillors 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



Warrant Officer Christopher Ahern, Mayor Keith Campbell and Cr Roz Frohloff at the Nanango ANZAC Day ceremony [photo courtesy of South Burnett Online]



Standing guard at the Nanango memorial during the Anzac Day service [photo courtesy of South Burnett Online]



The Wondai Memorial surrounded by wreaths by the end of the service [photo taken by Bronwyn Marquardt courtesy of South Burnett Online]



The Kingaroy Cenotaph [photo courtesy South Burnett Online]



Army Cadets marching in Murgon [photo courtesy of South Burnett Online]

ANZAC of the Year Award for Dedicated Nanango Volunteers

Daun Clapperton and Robyn Peterson were awarded the 2016 ANZAC of the Year Award in recognition of their dedicated commitment to the construction of the South Burnett World War I veterans database 'Every Man Remembered – South Burnett Heroes'.

The ANZAC of the Year Awards are made annually to recognise the efforts and achievements of up to seven (7) Australians who have given service to their fellow Australians and to the community in a positive, selfless and compassionate manner.

Daun and Robyn, a couple of years ago began the mammoth endeavour of extracting the World War I histories from the cenotaphs, memorial honour boards and memorial plaques from every location within the South Burnett region.



Robyn Peterson (left) and Daun Clapperton (right) receiving the "2016 ANZAC of the Year" Award with Mary Green (centre)

"Council has supported, behind the scenes, the development of the 'Every Man Remembered – South Burnett Heroes' database. It is wonderful to see this national recognition of Daun and Robyn's tireless efforts" Mayor Keith Campbell said. "Council supports the project by providing access to the database through our website which has proven to be very popular with genealogical historians."

Jane McGrath Rose planted to celebrate Mother's Day

Council planted a Jane McGrath Rose at Memorial Park in Kingaroy to celebrate Mother's Day and support the McGrath Foundation.

Celebrated on May 8, this year Mother's Day was marked on the Australian calendar just four (4) days after what would have been McGrath Foundation co-founder Jane McGrath's 50th birthday.

"We are delighted to show our support for the McGrath Foundation by planting this beautiful rose in our park, as the Foundation helps so many families through uncertain times." Mayor Keith Campbell said.

Mayor Campbell and Councillor Ros Heit were joined by Sue Cox, our local McGrath Breast Care Nurse.



Sue Cox, Mayor Keith Campbell and Cr Ros Heit

"The work I do, and the support that I provide to patients and their families, would have never been possible without the vision of Jane McGrath and the ongoing support from communities across the country and I'm honoured to represent an organisation that helps provide so much for so many people experiencing breast cancer" Sue Cox said.



Corporate *Services*



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.



General Manager Corporate Services:
Peter O'May



Manager Planning & Land Management:
Chris Du Plessis



Manager NRM & Parks:
Greg Griffiths



Former General Manager Corporate
Services: Stan Taylor



Manager Social & Corporate
Performance:
Carolyn Knudsen



Manager Environment & Waste:
Craig Patch

Corporate Services

- Indigenous Affairs
- Libraries

Environment & Waste

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

Planning & Land Management

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

NRM & Parks

- Aerodrome Operations
- Boondooma Tourist Park
- Cemetery Management

- Coolabunia Saleyard
- Ficks Crossing
- Natural Resources
- Parks & Gardens
- Public Conveniences
- Rail Trails
- Recreational Reserves
- Sports Development
- Sporting Grants
- Stock Routes
- Straying Livestock
- Tick Facilities
- Weeds & Pest Management
- Yallakool Tourist Park

Social & Corporate Performance

- Advertising
- Arts Development
- Community Assistance (Grants & Donations)
- Community Consultation
- Community Engagement
- Complaints Management Process
- Corporate Brand

- Corporate Media
- Corporate Registers
- Corporate Risk Management
- Corporate Strategic Planning & Performance
- Cultural Events
- Customer Service
- Delegations & Authorisations
- Governance
- Healthy Communities
- Information Privacy
- Internal Audit
- Legal
- Mayor's Community Benefit Fund Program
- Operational Planning & Performance
- Quality Management
- Regional Arts Development Fund
- Right to Information
- Risk Management
- Social Media
- Strategic Planning
- Website

Salute Stan Taylor

Council would like to acknowledge the contribution made by the former General Manager of Corporate Services, Stan Taylor who retired from Council on Wednesday 18 November 2015. Stan takes with him a wealth of Local Government knowledge and experience. Stan's career as a public servant in local government spanned a number of decades across multiple local authorities and states. Stan specialised in Town Planning, but due to his many years with the State Emergency Services he also played an integral part in Local Government Disaster Management.



CEO Gary Wall farewelling Stan Taylor

Stan obtained his Associate Diploma of Built Environment from the Queensland University of Technology in 1982, his Graduate Diploma in Urban & Regional Planning from the University of New England in 1986 and then followed up with a Graduate Certificate of Management from the Australian Institute of Management in 2002.

Stan had two (2) stints of working for the South Burnett Regional Council commencing first as the Manager Planning and Development in 2010 and then after a short stint in the Whitsundays returned as Director for Built and Natural Environment. This position became General Manager Corporate Services after a restructure with the addition of the Social and Corporate Performance department to the portfolio in 2014.

Apart from his professional contributions to Council, Stan was well known for his great stories and jokes (even if you'd heard them before) and his jovial disposition. Stan left an indelible footprint in the organisation, a lasting legacy through the hallways of the office with his interest in photography and has been missed since his departure. We wish you and the family all the very best for the future Stan!



Environment and Waste

Animal Registrations

4,100 dogs were registered by Council in the 2015/16 financial year.

Local Law Compliance including Animal Control

During the 2015/16 Financial Year Council received and processed:

- 1664 Customer Requests, 1163 of which were Animal Management based complaints, 284 fewer than the 2014/15 Financial Year; and
- 685 animals were impounded during this period, 100 animals fewer than the 2014/15 Financial Year.

School Based Immunisation

The final school immunisation clinics were conducted during September with a total of 158 students receiving the Human Papilloma Virus (HPV) vaccine. 100% of vaccines were administered to those students who presented.

Queensland Health has now engaged one (1) service provider for the entire Darling Downs region therefore Council will no longer be providing school based immunisations.

Council will still continue to be the holder for Immunisation Records and all enquiries are logged in Council's enquiry system. There were 28 enquiries recorded for the 2015/16 period.

Flu Vaccination

The Environmental Health team successfully organised and coordinated the Council staff flu vaccination program with 117 staff taking up the offer to be vaccinated.

Public and Environmental Health Regulatory Functions

During the 2015/16 Financial Year Council received and processed:

- 120 Food Licence applications including Temporary Food Licence applications;
- 217 Environmental Health Customer requests;
- 593 Waste Customer requests;
- 80 Local Law applications, principally footpath permits; and
- 707 By-Law Enforcement applications were received for Overgrown Properties.



Council continued to assist with the administering of the Human Papilloma Virus (HPV) vaccine during the reporting period

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 3,885 triple rinsed Agsafe eligible plastic and steel chemical containers were received during the 2015/16 financial period.



The Wondai DrumMUSTER yard

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's the industry's way of ensuring mobile phone products don't 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 2015/16 Financial Year, and continue to do so in the current period.

Mosquito Control

Council's Mosquito Management Program continued throughout the 2015/16 financial year. The *Aedes aegypti* species was found in Wondai and Murgon and the appropriate treatment of these breeding sites was undertaken.



Gravid Aedes Trap

Council is working collaboratively with Queensland Health in two (2) surveillance programs using Gravid Aedes Traps (GAT) and RSVP Traps. These traps were deployed around the South Burnett and to date there have been no *Aedes aegypti* detected any further south than Wondai.

Council took part in piloting the new Rapid Surveillance for Vector Presence (RSVP) program during the 2015/16 breeding season. These traps allow adult mosquitoes to lay eggs, which are then sent to a lab for hatching and the larvae DNA is then used to ascertain if the Dengue Mosquito *Aedes aegypti* is present. Council has been successful in securing this program again for Kingaroy and Nanango in the 2016/17 breeding season.

During the 2015/16 breeding season Council trialed the residual spraying of *Aedes aegypti*. This was a success with Queensland Health and other government organisations eager to learn more about Council's response to *Aedes aegypti*.

With the increased risk of the Dengue, Zika and Chikungunya viruses being imported into Australia it is important for all Local Governments who have confirmed the breeding of the known vector *Aedes aegypti* in their regions are proactively undertaking the reduction of breeding to negate the public risk of disease outbreaks. Council continues to be vigilant with its monitoring and eradication programs, predominantly during the spring and summer seasons.



Spraying for the *Aedes aegypti*

Council has joined the Mary Burnett Vector Management and Local Government Mosquito Advisory Groups.

These groups work collectively to keep up to date with Mosquito Borne Diseases in Australia and our Regions, keep up to date with new mosquito management techniques including surveillance and treatment and plan for the mosquito breeding seasons and continually work towards reducing vector borne diseases in Queensland.



Aedes Aegypti



Dengue Fever Case

Council’s Environmental Health Officers quickly responded to a confirmed imported case of Dengue Fever in the South Burnett region. Council Officers attended and undertook surveillance and the successful treatment of areas where the person had visited where the known vector *Aedes aegypti* could have transmitted to other people.

No locally acquired cases were subsequently recorded.

Regional Waste Collection Service

In excess of 700,000 individual wheelie bin services were provided within the South Burnett during the 2015/16 financial year.

Regional Waste Strategy

The Wide Bay Burnett Regional Organisation of Councils (WBBROC) Regional Waste Strategy was formally adopted at the November 2015 meeting.

All member Councils, namely the Bundaberg Regional Council, the Fraser Coast Regional Council, the North Burnett Regional Council, the Cherbourg Aboriginal Shire Council, the Gympie Regional Council and the South Burnett Regional Council, had previously endorsed the Strategy.

Transfer Stations

As per Council’s Waste Management Plan, the transfer stations at Hivesville and Durong were successfully finalised during the 2015/16 financial year, as were the upgrades to the existing Wattlecamp and Chahpingah waste facilities.



Recently completed Waste Transfer Stations at Durong

Legacy Landfills

The over burden of soil from the Memerambi Housing Estate was used to finalise the capping of the disused Memerambi Landfill. This was beneficial in assisting Council to meet its responsibilities to adequately and effectively close off this old landfill site.

The Proston Landfill final cap was also completed in the 2015/16 financial year.



The finalised Memerambi Landfill site using excess soil from the Memerambi Housing Estate

Planning and Development

Building

Council’s building certifier provides building certification services to the community that includes the assessment of applications for building work against the Building Act, Regulations and Development Codes prior to the issue of a development permit. The development permit approves the development and confirms that the proposed development complies with the relevant Act and Regulations and identifies the required mandatory inspections of the building work in progress. Council managed to consistently maintain high standards in the assessment while complying with the mandatory Integrated Development Assessment System (IDAS) timeframes.

Continued support was provided to Council’s Property Section to facilitate the sound maintenance of Council buildings and properties.

Plumbing

Throughout the financial year Council maintained consistent assessment services for Plumbing and Drainage work pursuant to the *Plumbing and Drainage Act 2002*, Regulations and Codes. Council managed to consistently maintain high service levels and assessments within the statutory timeframes of the relevant legislation.

Planning

The IDAS process prescribed in the *Sustainable Planning Act 2009* remains the stipulated process for Council to follow when assessing development applications for planning, building and plumbing developments.

IDAS generally provides specific timeframes that both Council and the applicants need to comply with. The timeframe for planning applications is generally between 20 and 60 business days depending on the level of public notification required, while building and plumbing applications are subject to a 20 business day timeframe.

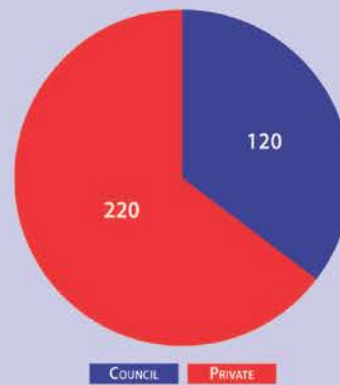
The continued refinement of and implementation of business software assisted in monitoring compliance within these timeframes. As a result, Council processed 90% of applications within the established timeframes.

Proposed South Burnett Planning Scheme

Council continued with the development of a proposed South Burnett Planning Scheme to replace the four (4) current planning schemes that Council currently operates under: (Pre-amalgamation Planning Schemes - Kingaroy, Murgon, Nanango, Wondai)

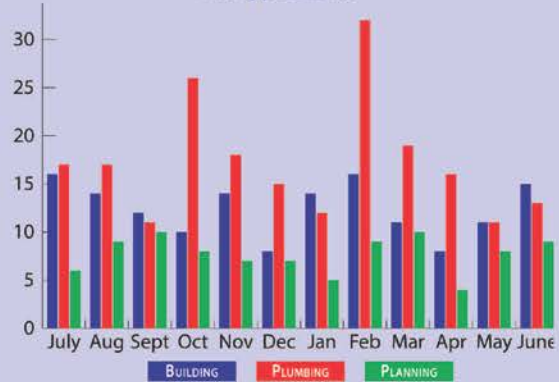
On Wednesday, 15 June 2016 the Deputy Premier, Jackie Trad MP, Minister for Infrastructure, Local Government and Planning and Minister for Trade and Investment gave Council approval to undertake public consultation (subject

Certified Building Approvals



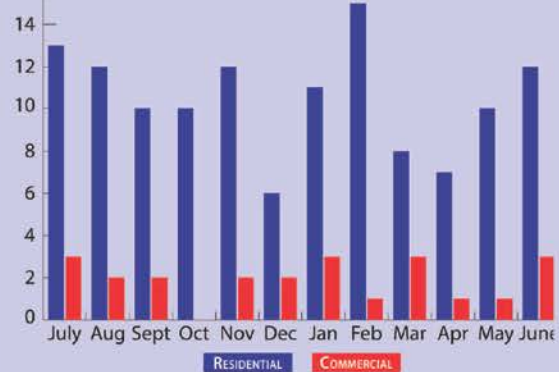
A total of 340 Certified Approvals were issued by Council and Private Building Certifiers.

All Applications

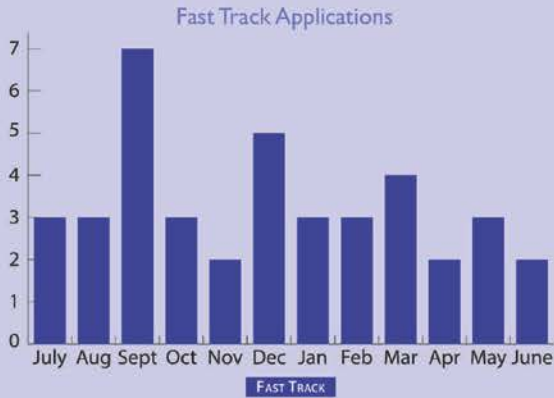


A total of 448 building, plumbing and planning applications were processed by Council.

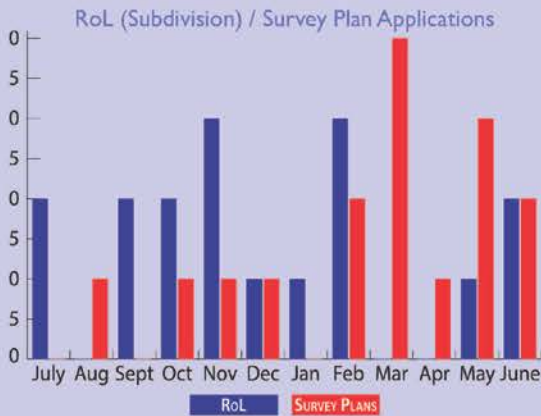
Residential / Commercial Building Applications



A total of 149 Residential and Commercial building applications were processed by Council.



40 Fast Track planning applications were processed by Council - Fast Track applications are approved only where they are considered low risk, code assessable developments.



33 Reconfiguration of a Lot (subdivision) and Survey Planning Applications were processed by Council.



36 Material Change of Use (MCUC¹ and MCUI²) and Reconfiguration of Lot (RoLC³ and RoLI⁴) planning applications were processed 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

to conditions relating to state interests and legislative requirements) on the proposed South Burnett Planning Scheme.

Public Notification of the proposed Planning Scheme will be undertaken in 2016/17. Following consideration of public submissions adoption of the planning scheme is anticipated in late April early May 2017.

Planning Reform in Queensland

In Queensland, state-wide legislation establishes the framework and overarching policy for land use planning. Commencing in mid-2017, the new *Planning Act 2016* (the Act) will establish a new planning system for the state and replace the *Sustainable Planning Act 2009*. The new legislation will provide the foundation for Australia's best planning system and put Queensland at the forefront of contemporary planning practice and prepare the way for a renewed focus on quality planning and development outcomes.

The Act provides for the development of documents to guide all strategic planning and development throughout the state. The primary document is the Local Planning Scheme that captures the aspirations of the community and the state's interests.

The Act mandates the framework and process for development assessment and also the basics required for an application. The local government's planning scheme sets out what development can occur in an area and applications are made against the scheme. The new framework will replace the current IDAS process.

Queensland has a strong and well regarded dispute resolution framework that supports the entire system, including the Planning and Environment Court and the Development Tribunal. Local government, applicants and community members can access dispute resolution avenues as specified under the legislation. Each party bears their own costs, except in limited circumstances to do with frivolous, vexatious or improper action. Council has not been involved in court proceedings throughout the year in relation to development permits issued.

It is unlikely the new Act will have significant implications for the adoption of the proposed Planning Scheme as the new Act provides that Council may adopt the Proposed Planning Scheme and make minor amendments later to align terminology used in the new Act.

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, Kingaroy 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 System, accommodates up to and including EMBRAER 170/190 aircraft, has an automatic aircraft refueling 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.



Kingaroy Aerodrome

Nanango Aerodrome (Uncertified)

The Nanango Aerodrome is located on Racecourse Road, Nanango, 2km from Nanango, and offers a 1,100m grass runway.

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.

Runway counter devices were installed at the Kingaroy and Wondai Airports in December 2015 and capital works are planned during the 2016/17 financial year at the Kingaroy Airport for runway line marking and painting the terminal building.

CASA Safety Audit

The Civil Aviation Safety Authority (CASA) conducted its annual surveillance event in May 2015. These audits are necessary to ensure that certification requirements are met and aviation safety systems are up to date and operational.

Dams

Boondooma Dam

Boondooma Dam hosted 18,347 overnight visitors during the 2015/16 financial year, with an average stay of four (4) nights.

The following capital works were undertaken during this period to construct new, enhance or maintain the existing facilities:

- Construction of a new Camp Kitchen;
- Repainting of existing Bunk Houses;
- The refurbishment of four (4) Toilet Blocks; and
- Cabin upgrades.

A number of fishing events were held during the year, including two (2) Bassnation tournaments, one (1) Basstastic tournament and one (1) Yellowbelly Fishing Competition

Bjelke-Petersen (BP) Dam and Yallakool Park

Yallakool Park hosted 12,570 overnight visitors during the 2015/16 financial year, with an average stay of 3.5 nights.

The following capital works were undertaken during this period to enhance or maintain the existing facilities:

- Cabin upgrades;
- Villa upgrades;
- Caravan ensuite upgrades;
- Replace the pool surface and upgrade the pump; and
- The Camp Kitchen was upgraded with two (2) store rooms built.

A number of fishing events were held during the year, including the Austackle Country Fishing Classics tournament and grand final, the Bassnation and Basstastic tournaments, and the Yellowbelly Fishing Competition.



The Yellowbelly comp drew a large crowd to BP Dam [photo courtesy of South Burnett Online]

Natural Resource Management

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 651 hours of weed treatment with borrowed equipment

Number of Item's Borrowed

Spray Trailer	27
Splatter Gun	23
Cat Traps	24
Dog Traps	28
Pig Traps	11
Rabbit Traps	48

Feral Animal Management Program

A total of 8,508 dog baits and 2,242 pig baits were distributed to 194 landholders to assist in the control of wild dogs and feral pigs across 456 properties.

A total of 66 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:

- 24 Dogs;
- 30 Cats;
- 126 Pigs; and
- 90 Rabbits.

Fire Management

Fire breaks were maintained or established in 15 reserves across the region and 16 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 Mother of Millions, Groundsel, 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.

During this period Council successfully completed African Boxthorn herbicide treatment trials using low volume techniques and the registration of off-label permits. This trial was carried out in partnership with Department of Agriculture Fisheries and Forestry who provided the relevant permits and assistance with data analysis. As a result the technique will now be rolled out state-wide.

Control Type	Hectares
Environmental weed control	269
Declared weed control	241
Total	510

Parks, Gardens and Cemeteries

The Parks and Garden teams undertook the following general maintenance programs during the 2015/16 financial year:

Mowing, whipper snipping:

- All parks;
- Council owned land;
- Town centres;
- Public amenities;
- Cleaning;
- Sewerage and septic system maintenance
- Vandalism repairs;
- Lookouts; and
- Town entrances.



Memorial Park Gardens

Planting Programs:

- Removal and replanting;
- Street tree inspections, removal and replacements;
- Maintenance of garden beds including mulching and weeding; and
- Installation of new gardens.

Park Maintenance:

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

Cemeteries:

- Site preparations;
- Assist digging and backfilling graves;
- Digging ashes holes;
- Cemetery grounds maintenance;
- Maintain cemetery record system; and
- Surveying new grave sites.

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

Location	Project
Benarkin	Toilet block replacement
Kingaroy	Cemetery plinths installation
Kingaroy	Glendon Street toilet block refurbishment
Kingaroy	Glendon Street playground installed
Kingaroy	Memorial Park playground upgraded
Kumbia	Refurbishment of Kumbia Apex Park
Murgon	Installation of paths, lighting, BBQ, tables and chairs at the Youth/Skate Park
Nanango	Cemetery lawn plinths installed
Nanango	Major storm clean-up
Proston	Cemetery shed installed
Proston	Cemetery fence replacement
Wondai	Donated shelter erection and pathway at Cemetery
Wondai	New amenity building
Wondai	Dingo Creek Park Playground upgrade
Wondai	New shade sail at skate park

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;
- South Burnett Food and Wine in the Park;
- ANZAC Day parades and ceremonies;
- Bloomin' Beautiful Festival;
- Wondai Garden Expo;
- Murgon Country Music Muster;
- Nanango District Health and Wellbeing Expo;
- Regional Show days; and
- Christmas Carnivals.

Saleyards and Clearing Facilities

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

- 10,865 cattle sold through Coolabunia Saleyards;
- 13,124 cattle inspected for cattle ticks at Coolabunia;
- 24,237 head were dipped at Coolabunia, Wondai, East Nanango and Proston; and
- 1,054 consignment / in transit cattle were held at Coolabunia and Wondai.

Social and Corporate Performance

Risk Management

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

In 2011, Council implemented an Enterprise Risk Management (ERM) framework as Council determined that moving forward, formal ERM would be a crucial part of its corporate governance.

Council continues to recognise that ERM is essential in the achievement of the organisational plans and projects as ERM facilitates promotes 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 was integrated through 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 will be reviewed and updated in 2016/17.

Risk Reduction

In 2015/16, the Councillors and Senior Leadership Team conducted an annual review of Council's strategic risks associated with the Corporate Plan 2014-2018. This review was undertaken in a workshop environment revisiting the existing register and reviewing by exception.

Council's most significant level of risk reduction is linked to the Annual Operational Plan. Council implemented a risk reduction method of reviewing the Annual Operational Plan 2015/16 with each responsible Branch Manager; subsequently developing a Branch Risk Register and Treatment Plan by October 2015. From these Branch Risk Registers and Treatment Plans, the High and Extreme rated risks were captured in an organisational Operational Risk Register and Treatment Plan 2015/16 which was reported to the CEO for monitoring on a six (6) monthly basis.

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 2015/16, customer contact staff across the offices of Blackbutt, Nanango, Kingaroy, Wondai and Murgon received 29,192 calls to Council's main number. Customer

contact furthermore issued 24,406 receipts to customers over the counters.

Customer requests are an important element of Council's day to day operations with 6,369 customer requests processed during 2015/16. Of the 29 categories to which a customer request can be located, the top ten (10) were:

Request Category	Processed
Roads	1,323
Animals	1,161
Water supply	786
Mowing	539
Waste collection	460
Trees	383
Drainage issues	252
Signage	213
Parks & gardens	175
Waste	133

Additionally, Council received a total of 4,668 applications across a possible 18 categories. The top ten (10) being:

Application Type	Received
Searches	1,382
Local laws	1,108
Community	362
Cemeteries	250
Private certifier (building)	234
Building work	215
Plumbing	206
Lease	162
Food	152
Roads & drainage	147

Council provides community halls across the South Burnett receiving bookings for Nanango, Kingaroy (2 halls), Wondai, Proston and Murgon. During 2015/16, customer contact processed 988 bookings as follows:

Hall Location	Processed
Kingaroy	341
Nanango	238
Wondai	226
Murgon	94
Proston	89

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 and equally in which the community makes contact with Council.

Council regularly provides information to over 40 media

contacts linked to a variety of mediums such as radio, television, online and print. During 2015/16, Council engaged with media by providing media releases/alerts, quotes and information as well as providing information directly to the community. With over 1,100 points of engagement Council has provided information across all areas of general operations and strategic planning.

Healthy Communities – Partnerships and Funded Programs

Council established the Healthy Communities Committee (HCC) in 2008 in response to a growing population and rising prevalence of chronic disease within the community. The group met on a monthly basis to drive a strategic direction for HCC activities in the region. The HCC was a Management Advisory Committee (in accordance with the *Local Government Act 2009*) and reported to Council on a formal basis with reports being tabled at Council meetings. Council used this group to provide expert advice on issues affecting the region.

The committee comprised members from Australian Sports Commission, CTC Youth Services, Darling Downs Population Health Unit, Department of Communities (Sport and Recreation), Disability Services Queensland, Go Getta Girls Running Group Inc. (Community Member), Graham House Community Centre, Queensland Health, RHealth, Rotary (Community Member), South Burnett Community Network, South Burnett PCYC, Tarong Energy, Endeavour Foundation, Burnett Inland Economic Development Organisation (BIE DO), South Burnett Regional Council and Active South Burnett.

In 2013, Council changed the Healthy Communities Committee from a Management Advisory Committee to a Committee with no formal reporting or advisory duties.

In 2013 and 2014, workshops were held with members to determine where the Healthy Communities Committee could best service the community. The outcomes of these workshops were that the committee members attending felt there was value in continuing to meet to share information. During 2015/16, the meetings were predominantly for the purposes of sharing information with a Sport and Recreation focus. In May 2016, a review was undertaken of the effectiveness of the committee and how best to support the healthy communities portfolio. Council determined that, during 2016/17, the Healthy Communities Committee would morph into the Sport and Recreation Management Advisory Committee under the Councillor Portfolio of Water Waste Water, Waste Management, Sport and Recreation. It was determined at that time that the Healthy Communities budget would remain within the Councillor Portfolio of Community, Health Services and the Arts.

Community Presentation (Grants & Donations)

Held at the Kingaroy Town Hall on 16 September 2015, the Community Presentation for Grants and Donations, representatives from 65 organisations were presented with cheques under Council's annualised funding.

Refer to "Grants to Community Organisations" on page 127 for further information regarding the allocation of the Community Assistance Funding grants and donations,



Mayor Wayne Kratzmann (Former), Deputy Mayor Keith Campbell and Councillors Kathy Duff, Ros Heit and Damien Tessmann present the Community Assistance Funding cheque [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 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 & Committee Meetings" policy adopted December 2015. Councillor Ros Heit was appointed to the committee and subsequently appointed to the Chair position.

The MCBF delivered four (4) rounds of funding to the community in 2015/16 with a breakdown as follows:

Round 5 - August 2015

Organisation	Project	Amount
Kingaroy State High School	To implement a sport mentoring program that supports at risk youth.	\$3,325.00
Moffatdale State Primary School P&C	To facilitate additional amenities and activities to host the Moffatdale State School Centenary Celebrations	\$3,600.00
Kumbia Kindergarten Inc.	Towards "Hello Highway" signage project	\$2,046.00
Nanango Play Group	Banner funding	\$484.00
South Burnett Arts	Winter Warming event	\$3,000.00
Proston Golden Spurs Campdraft Association	Establishment of Proston Pony Club	\$3,000.00



Round 6 - October 2015

Organisation	Project	Amount
Boots n Bulldust	"Christmas with Friends" – a Christmas lunch for local people in need of uplifting	\$1,000.00
South Burnett CTC	Emergency relief Youth Services	\$2,500.00
Tablelands Hall Committee	Towards 'Feed the Farmers Body & Soul Ho-Ho-Ho' Christmas event	\$1,545.00
South Burnett Community Orchestra	Towards 'South Burnett Community Orchestra Celebrates 2015! End of Year Concert'	\$500.00

Round 7 - December 2015

Organisation	Project	Amount
Wesleyan Methodist Church Community Cafe	Cold room to support the 'Wesleyan Methodist Church Grace Community Food Hamper'	\$8,947.00
Jason Rich Foundation	Towards 'Defensive Driving Project for the South Burnett'	\$10,000.00
Murgon Bowls Club	Water usage fees	\$5,000.00
Kumbia Kindergarten Inc.	Donation	\$513.00

Round 8 - February 2016

Organisation	Project	Amount
South Burnett Women in support of International Women's Day	Donation to South Burnett Women in support of International Women's Day	\$1,000.00



The beneficiaries of the Mayor's Community Benefit Fund with Deputy Mayor Keith Campbell, Mayor Wayne Kratzmann (Former) and Councillor Damian

Regional Arts Development Fund (RADF)

Council's Arts Culture & Heritage Management Advisory Committee approved a total of 11 applications under the RADF partnership program with Arts Queensland. These applications ranged from a variety of workshops through to an exhibition.

Total funding for this year was \$45,022.45 of which Arts Queensland contributed 60% and the 40% balance was allocated from Council's.



Tingoorra artist Robyn Dower takes her 'Sense Of Wonder' Art Exhibition on the road

The applications approved for the year were:

Applicant	Purpose	Amount
Round 1		
Robyn Dower	'Sense of Wonder' Art Exhibition	\$14,980.00
Round 2		
Bloomin' Beautiful Blackbutt	Small Town Culture - Blackbutt Benarkin Song (Josh Arnold)	\$5,100.00
Round 3		
South Burnett Woodcrafters	Embellishment of Vacuum Pressed Timber	\$1,710.00
Wondai Regional Art Gallery	Creative Acrylics with Jenni Kelly Workshop	\$760.00
Round 4		
Butt Arts Gallery	Charcoal Workshop with Noel Miller	\$1,600.00
Butt Arts Gallery	Art & Fun Weekend	\$1,150.00
Kirsten Butters	Good Old Fashioned Gratification Project	\$2,184.00
South Burnett Choral	Conductor Workshop	\$495.00
South Burnett Woodcrafters	Specialist Woodturning Techniques	\$1,190.00
Quick Responses		
Kingaroy Art Group	Noel Miller Workshop and Public Talk	\$2,067.00
Nanango Art Society	Beginners and Intermediate	\$2,700.00
Total Funded for 2015/16		\$33,936.00



Josh Arnold performing "Bloomin' Beautiful" with local children from Blackbutt and Benarkin

Heritage Bank Nanango Film Festival

The 2015 Heritage Bank Nanango Film Festival celebrated its 10th Anniversary this year. It was held from 27 to 29 May at the Nanango Cultural Centre, with iconic Australian actor Michael Caton as the special guest. Michael attended the sold out Red Carpet opening on Friday night for the screening of “Eddie the Eagle” where Michael mingled with the crowd, signing autographs and having photos taken.

Michael also introduced the Saturday showing of “Last Cab to Darwin” followed by a Q&A session with the audience.

Saturday night was our Gala Fundraiser which included the popular chocolate fountain. Over \$300 was raised for the Lynda Geiger Young Mums Program.

Over 1,300 patrons were treated to nine (9) Australian movies during the course of the weekend.

The festival concluded on Sunday, 29 May with three (3) movies being screened during the course of the day and were well supported, with the popular family screening of “Oddball” attracting eighty-three patrons through the doors.



Pictures clockwise: Michael Hunter, Michael Caton, Helen Esakoff, Mayor Keith Campbell with wife Marion and Kimberley Donohue
 Mayor Keith Campbell cutting the cake with Michael Caton and Michael Hunter
 Michael Caton meeting the Councillors - from left Mayor Keith Campbell, Cr Ros Heit, Michael Caton, Cr Danita Potter, Cr Kathy Duff, Cr Gavin Jones and Cr Roz Frohloff
 Michael Caton with film goers [all photos courtesy of Clive Lowe Photography]

Libraries

The annual Book Grant provided by State Government totalled \$167,468 this financial year with these funds enabling more than 8,500 items to be added to the South Burnett Libraries collections. During the year 1,400 new members were welcomed to the library service with a total of 167,875 people visiting one of the six (6) library facilities. Across the region 162,459 items were loaned to members. To meet community needs, our libraries developed and delivered a variety of programs and events designed to engage and encourage lifelong learning for all age groups in the region. A total of 778 programs and events were hosted in either one of the libraries or out in the community with 8,022 attendees taking advantage of these free events.



Story Time is a popular part of the Library Services Reading Program

Two (2) of our libraries received makeovers. Proston Library was repainted and underwent minor repairs, this process was reliant on the assistance of library and Men's Shed volunteers who packed up the library and then reassembled the shelving and re-shelved books once the work was completed. Blackbutt Library was also refreshed with new carpet throughout, along with new table and chair settings in the meeting rooms.



The library service entered the second year of the First 5 Forever (F5F) initiative, funded by State Government, focusing this year on training session facilitators along with taking this initiative out into the community through various outreach programs. With the aim to reach families who do not regularly attend the library, these outreach programs consisted of storytelling sessions for Proston Playgroup run in conjunction with Bushkids along with sessions at the Blackbutt Kindy. A number of pop-up libraries were held across the region including at the Proston Show, Under 8's Day at Kingaroy Memorial Park and at the Kingaroy Child Health Clinic. This is in addition to the Rhyme Time and Story Time sessions held across the six (6) libraries. Figures suggest that the outreach programs are having an effect with a 46% increase in participants at regular in-library F5F sessions.

From a social standpoint, our libraries were host to more than 370 group meetings. The various groups met regularly to play cards, mah-jong, chess and scrabble, create knitted items for local charities, discuss a shared passion for writing while helping each other improve skills or just to simply socialise. This is in addition to the monthly bookclubs and conversation sessions hosted at a number of our libraries that provided community members the chance to discuss their opinions of a variety of books or other topics throughout the year with the Blackbutt based 'First Wednesday Book Club' partaking in a book launch. Proston Library worked closely with other Council departments and community organisations on the 'Say No to Domestic Violence Campaign' aiming to raise awareness and funds for this important issue.

Lifelong learning continued across the region with the addition of fortnightly Spanish classes at Kingaroy Library. This provided members of the community the chance to learn another language and interact with one another using their newly developed skill. Over the year, a number of author talks entertained attendees, with local authors Errol Bishop, Don Pinwill and Graham Braddock visiting various libraries across the region to speak about their newly published novels. Information talks also proved popular with events held during Seniors Week providing the community in Wondai with aged care information, Nanango hosted an event featuring local historian Judith Grimes as guest speaker, while in Kingaroy, local larrikin Tony Turton entertained his audience with clever cartoons and cheeky jokes. A moving talk about the Kokoda trail was hosted by Kingaroy Library with the two (2) sessions covering the presenters' experiences on the track and how it has impacted them since their return. In addition to these events, local artists were encouraged to display their work by booking the art display spaces in Kingaroy and Nanango Libraries.



Local author Don Pinwill discusses his latest novel

From a technological standpoint, our libraries embraced the Year of Digital Literacy, by introducing the Tech Savvy Seniors program, developed by the state government in partnership with Telstra. These lessons aimed to help seniors and other members of the community with the concepts surrounding information technology. This was in addition to the computer classes already being delivered in a number of our branches by both volunteer facilitators and library staff, including basic internet lessons, the Broadband for Seniors program and the Family History Workshops.

For the young people in our community, by far the most exciting event this year was the performance by narrator Stig Wemyss. This event saw 620 attendees from 10 schools across the region come together at the Kingaroy Town Hall to partake in an interactive performance. In what can only be described as a phenomenal event, the children joined Stig in exploring the wonders of the written word through his humorous and sometimes unpredictable show. This hilarious show added a new dimension to reading and left the attendees wanting more! National Simultaneous Storytime held on Wednesday 25 May at 11.00am was again well received with children from a variety of schools and childcare centres visiting our libraries to participate in this annual event. The popularity of school holiday programs continued to grow with sessions including a variety of crafts such as egg painting, science experiments and even Life Size Monopoly. Additionally, numerous visits were hosted across the service, with students being privy to a tour of the libraries including the inner workings that would otherwise be unseen.



The Kingaroy Library Services team with Stig Wemyss and Cr Danita Potter.



Miss Shelley Eagle and Storytime during First 5 Forever



Proston Rhyme Time

Visitor Information Centres (VIC)

During the last 12 months the South Burnett Visitor Information Centres have focussed on improving relationships with local tourism and business operators and encouraged volunteers to be more involved in the Centres to attract more visitors into the region.

Volunteers were treated to a number of training days including each Centre participating in fire drills and fire extinguisher training. The annual Volunteers Forum was held at the Kingaroy Town Common Hall where local operators including Wellcamp Airport spoke to approximately 60 volunteers, providing updates and refreshing their knowledge. It was a great day for the volunteers with the opportunity to meet some of the recently elected Councillors and Mayor.



There were a number of volunteer Familiarisation trips across the five (5) Centres over the past 12 months. Volunteers also visited local operators as well as visiting neighbouring regions.

For National Volunteer Week the volunteers were treated to a mystery familiarisation trip to Old Petrie Town where volunteers stepped back in time and enjoyed the old world charm of this unique location.



National Volunteers Week and a trip to Old Petrie Town

In June a bus load of volunteers received tickets to the Spirit of ANZAC Exhibition at the Brisbane Convention Centre. This World War I exhibition was presented by the Australian War Memorial and featured genuine artefacts and historical stories placed within a fully immersive space which the volunteers found to be a fascinating and informative experience.

In May 2015, Council undertook a soft restructure to more effectively deliver on the priorities of the newly elected Council. Subsequently, the Council operated Visitor Information Centres and Museums were moved to the Economic Development and Tourism branch.

Below is an overview of each Visitor Information Centres activities for the 2015/16 Financial Year:

Blackbutt

During this period, volunteers have been offered the opportunity to attend a number of familiarisation trips, including: Wiikiri B'n'B, The Fragile Web, Kingsley Grove Estate, Bunya Red Farm, The Kingaroy Observatory, Ringsfield House, Qld Dairy and Heritage Museum, Bellisiima Pizza, Pasta & Bar & B'n'B and the Cherbourg Ration Shed Museum.

This financial year an onsite internal audit was undertaken and the Blackbutt VIC was found to be compliant across all relevant areas ensuring ongoing accreditation of the service.

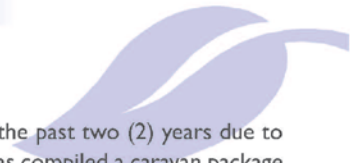
The Blackbutt VIC continues to support a host of local ventures including: the sale of the Shoo Roo animal alerts for FEAT; supporting Timbertowns Photographic and Digital Arts Association Inc including acting as a collection point for entries for annual photographic competitions; selling merchandise for the Bloomin' Beautiful Blackbutt Festival Inc; selling Railway Dogs for The Blackbutt/Benarkin Heritage and Tourism Association Inc; and the sale of tickets for the Blackbutt Singers.

Kingaroy

2015/16 saw the Kingaroy VIC introduce a monthly Tourism Operator Display. Each month, local Tourism operators are invited to come into the VIC and set up a display showcasing their business to assist the volunteers when discussing the region with visitors.

There were 15,029 visitors through the Kingaroy VIC during this period. Volunteer numbers for the Kingaroy VIC have been low and strategies are being implemented to boost these numbers.

The VIC has also become a stockist for the Kingaroy Choofer. The Choofer is a locally made camp oven and has become a very popular item for visitors.



Murgon

The Murgon VIC has experienced an 18% increase in visitors to the Murgon area over the past two (2) years due to the positive response of the free camp. To take advantage of this influx the Murgon VIC has compiled a caravan package specifically targeting the visitors to the Murgon Free Camp. This package includes maps and brochures showcasing all the area has to offer. The response to the package from the visitors has been positive.

Over the past 12 months volunteers have been collecting data from visitors to the caravan park on their current spending habits whilst staying in Murgon. Visitors are more than happy to provide this information and as a result we have seen a significant increase in spending at the local businesses.

This year Murgon VIC has updated its local brochure to include the Wondai and Proston district. The new brochure features a scenic drive map with embedded QR Codes to direct visitors to relevant websites. The scenic drive map has been enlarged to fit on the wall in the VIC. It has become a useful tool for volunteers in directing visitors around the area.

Recent additions to the Murgon VIC this financial year include the installation of cupboards underneath the brochures to provide extra storage space and a new cable display system used to display information to visitors on the inside of the windows.

Nanango

This period saw a major change to the Nanango VIC with Mary Green, the long term Team Leader taking on a new role within Council. Fiona Kemp, the Team Leader from the Kingaroy VIC stepped up and successfully took an opportunity to act as Team Leader for both the Nanango and Kingaroy VICs.

The Nanango Country Music Muster had another successful year, seeing an influx of visitors and country music enthusiasts to the VIC during the time of the festival.

The VIC continued to work closely with the Nanango Tourism and Development Association (NaTDA) with a number of joint activities in planning for the 2016/17 period.

There were 10,258 visitors through the Nanango VIC during the 2015/16 period.

The start of the year saw very low numbers of volunteers however the Centre now has a healthy number of dedicated and willing volunteers.

Wondai

This year the Wondai VIC commenced digital cataloguing all photos donated to the museum. This has been a mammoth task which is still currently underway.

With assistance from Council's Information and Communication Technology section we have installed a TV Monitor which showcases some of the stories and history behind the timber industry as a slide show.

In recent years, Wondai has seen a decline in visiting tour buses to the township and surrounding area. A new promotional brochure has been developed to showcase what the Wondai area has to offer and this will be professionally printed and forwarded to tourism groups who specialise in bus tours.



The Wondai Visitor Information Centre and Timber Museum

Corporate Services Major Projects

Biodiversity Tree Planting Project

Council's Biodiversity Tree Planting Project continued throughout the 2015/16 financial year with a total of 9,684 trees planted comprising 47 species, all of which are Endangered, Vulnerable and Near Threatened (EVNT) plants. Trees were planted along road sides, in reserves, along the Rail Trail, on private properties, passing lanes, and on cleared Council land.

Native trees were provided to private landholders for the creation of tree corridors with the aim of connecting these corridors with existing forests.

The NRM team also undertook the following tasks as part of this project:

- Spraying Lantana infected areas;
- The investigation of illegal land clearing;
- General maintenance of new plantings plus GPS photo-point references for all sites taken for six (6) monthly progress reports;
- Vegetation management and identification advice provided to general public and internal clients; and
- Four (4) large trees were provided to the Murgon State High School for National Tree day.



Craig Knight planting a young Leopard Ash tree along Dickens Lane, Haly Creek

Additionally, Council representatives attended and assisted on National Tree Day on Sunday 31 July 2015 with planning and action for new community activity within the existing Carroll Nature Reserve, Fisher Street Kingaroy. In association with the Field Naturalists Group, Kingaroy Landcare Group, and Kingaroy Society for Growing Australian Plants, a group of 15 people planted native trees and removed a significant amount of ground asparagus and climbing asparagus.



Boehringer site planting to link vegetation communities



National Tree Day at Carroll Nature Reserve



Weeks Road site

Community Engagement / Communication Strategy and Framework

The Community Engagement / Communication strategy and framework was deferred to 2016/17 due to competing priorities on the deliverables for the Social and Corporate Performance branch.

Fraud and Corruption Prevention and Management

In June 2015, the Auditor General tabled the report 'Fraud Management in Local Government' which included the recommendation that:

All councils assess themselves against the findings of the report and where needed develop, revise or update their:

- Policies and procedures for fraud and corruption management;
- Fraud and corruption control plans;
- Fraud risk assessments; and
- Data analysis capabilities for fraud detection.

Council followed a project plan which involved establishing a Fraud and Corruption Prevention Management Steering Group with Senior Management and operational staff representing Finance, Governance, Human Resource Management, Executive Services, Internal Audit functions. The Steering Group reviewed the 2014 Council Fraud Control Plan against the benchmark framework and templates provided by the Local Government Association Queensland. In June 2016, Council introduced the Fraud & Corruption Prevention Management Plan 2016-2019 for implementation.

Council's commitment to progress and maintain a structured integrated fraud & corruption prevention management framework supporting the development, implementation and regular review of fraud and corruption prevention and detection strategies, and response and reporting strategies was articulated in the Fraud & Corruption Prevention Management Policy adopted in May 2016 at the Ordinary Council Meeting.

Local Heritage Register

A Local Heritage Study was undertaken between July 2015 and April 2016.

As a result of this study, the significance of local places of cultural significance was determined through the application of recognised best practice heritage criteria.

As part of this study, phone consultation with key stakeholders was undertaken during August 2015 and September 2015 with Council's consultant Converge Heritage + Community. Field work was also carried out during September 2015 validating information received.

A Local Heritage Register will be developed as a result of this study which will be supported by 'place cards' for places of cultural significance which will include a description noting the significance of the place, supporting information such as history, mapping and photographs all of which are intended to provide a representative list of places that reflect the important historic themes of the South Burnett.

The Local Heritage Study identified 78 places of cultural heritage significance for entry into the Register. Affected land owners were notified of the proposed Local Heritage Register in accordance with Section 117 of the *Queensland Heritage Act 1992*. Public notification and a call for submissions on the proposed Local Heritage Register was also undertaken between June 2016 and July 2016.

Review of submissions and finalisation of the Local Heritage Register will be completed early in the 2016/17 financial year.

Queensland Health Tank Water Project

The Environmental Health team assisted in Queensland Health's Tank Water Project testing for the E.coli bacteria in water tanks at food premises, workplaces and schools across South Burnett. The project has assisted in the development of draft Water Management Documents and assisted Queensland Health and Local Government agencies determine how to address the matter of non-potable water use in food businesses.

Rail Trail



The newly constructed Memerambi North Bridge

Construction of the Kingaroy to Kilkivan Rail Trail continued with seven (7) walkway bridges constructed at the following sites:

- Kingaroy Railway Bridge
- Crawford South Rail Bridge
- Crawford North Rail Bridge
- Memerambi South Railway Bridge
- Memerambi North Railway Bridge
- Wondai Railway Bridge
- Wooroolin Rail Bridge

Other works included:

- The clean-up of vegetation along the rail trail by means of mulching on and alongside the track bed in preparation for laying of bituminous surface; and
- The replacement of decking on the Tingoora Bridge by the Gympie Regional Council Bridge Crew.

Additionally, South Burnett CTC providing two (2) skilling Queenslanders for work program volunteers who undertook a Certificate I Traineeship in Construction through TAFE Queensland South-West and completed the following works:

- Removal of disused fencing materials from Murgon section of the Rail Trail;
- Concreting of approaches to Rail Trail bridges;
- Erection of Rail Trail bridge balustrade;
- Oiling of timber decking and sub structure of Rail Trail bridges;
- Construction of Rail Trail outdoor furniture;
- Conducted an emu parade of the Rail Trail to collect railway hardware such as dog spikes, jointing plates, nuts and bolts, etc;
- Undertook bridge timber decking work;
- Painted old railway storage sheds and weigh bridge;
- Erosion control works/creek bank stabilisation; and
- Safety fence construction.



#saveOURhospital campaign

#saveOURhospital campaign conducted over the month of July 2015 was a planned series of newspaper articles, television/radio interviews, community driven submissions and campaign community events intended to achieve the particular aim to #saveOURhospital from imminent closure.

The South Burnett Private Hospital is owned by Council and was operated by an external health provider. The campaign generated over 10,000 signatures from a local regional community of a population of approximately 33,000. The campaign was successful in that the Lady Bjelke-Petersen Community Hospital reopened in August 2016.



Sports Club Survey 2014/15 Action Plan

With an increase in corporate events for the Community and Events Team during 2015/16, the action plan to address the recommendations from the Sports club survey 2014/15 was not developed.

In May 2016, as a result of a review as to how the organisation structure aligned with the newly elected Council priorities, the Community and Events Section was disbanded. Sport and Recreation moved to the NRM Parks Branch providing greater synergy and will more effectively allow for the development and delivery of an action plan in the coming year.

Upgraded Pool Gives Murgon Man A New Lease On Life

The upgraded Murgon Jubilee Swimming Pool has given local man Peter Law a new lease on life.

The Murgon man, who was diagnosed with Multiple Sclerosis in 2007, has been using the pool daily to improve his muscle tone, strength and energy.

The former truck driver and takeaway shop operator, was forced to give up work more than five years ago due to the severity of his condition, which has caused muscle wasting, weakness, vision problems and extreme fatigue.

He now uses a combination of an electronic wheelchair, scooter and wheelie walker to get around, and is cared for by his partner Roxanne.



Peter Law using the Para Mobility Pool and Spa Hoist at the Murgon Pool
[photo courtesy of South Burnett Online]

“It’s the most debilitating disease, because your mind is active but your body no longer allows you to do anything,” he says. “I was once a fit and strong man, but the MS has turned me into a weakling. It’s very frustrating.”

However, Mr Law, 56, has grown stronger in body and mind since the Murgon Pool reopened.

The \$1.2 million upgrade included the addition of a Para Mobility Pool and Spa Hoist, which allows people in wheelchairs or with physically limiting conditions, to get in and out of pools easily, without any manual lifting.

That enabled Mr Law to exercise safely for the first time since his diagnosis.

“My exercise physiologist designed exercises for me to do in the water because it would be weightless, and there is no risk of falling over,” he says. “I could get into the pool okay, but I couldn’t get out without using the hoist. I reckon it’s a great service for the community.”

Mr Law visits the pool daily from Monday to Friday, and his exercises include walking laps of the pool and doing squats.

Initially pool manager Lori Hall assisted Mr Law use the hoist to get in and out of the pool.

“I told Lori my goal was to get out of the pool by myself without using that thing,” he says. “Now I can manage to get out by myself, so the difference is amazing. My goal has changed to getting fitter and stronger.”

Mr Law says his muscle tone, energy and mood has improved since he started his daily exercise routine in October.

“It was hard at first, but I look forward to my pool sessions now,” he says. “I think more people should know about the hoist and the facilities. There are toilets and showers for people in wheelchairs and scooters. It’s wonderful. There must be a lot of people in the community who would benefit.”



Finance

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.



General Manager Finance: Lester Schumacher

Business Systems & ERDMS

- Business System (Tech One)
- Records management
- Security system administration

Finance

- Accounts payable
- Accounts receivable
- Asset management

- Budget monitoring
- Budget preparation
- Cash management
- Contract compliance
- Finance registers
- Financial compliance
- Financial planning
- Financial reporting
- Insurance
- Preferred suppliers
- Prequalified suppliers
- Rates / Revenue
- Stores
- Taxation
- Trust accounts

Information & Communication Technology

- Computer hardware
- GIS system administration
- Internet operating systems
- Intranet operating systems
- Network systems
- Operating software
- Telecommunications
- Technology

Plant & Fleet

- Council workshops
- Plant and fleet management

Properties

- Land management (Sales)
- Leases and licences

Building Maintenance

- Administration buildings
- Aerodrome building
- 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



Manager Finance: Joy Manalo



Manager ICT: Anthony Bills



Manager Property: Leanne Petersen

Finance

Compliance with Australian Accounting Standard AASB 124 Related Party Disclosures

Effective 1 July 2016, Council must disclose certain related party relationships and related party transactions together with information associated with those transactions in its general purpose financial statements, in order to comply with Australian Accounting Standard AASB 124 Related Party Disclosures.

During the financial year 2015/16, preparations for full compliance of AASB 124 were completed. The Related Party Disclosure Policy was developed based on the pronouncements of the Department of Infrastructure, Local Government and Planning and the Queensland Audit Office. The policy stipulates the identification of key management personnel, related party relationships and related party transactions. It also establishes the systems to capture and record these transactions and determines the required financial statement disclosures.

Prior to adoption of the policy, internal consultation was conducted through discussions with the Councillors, the Audit Committee and the Senior Management Team. Legal advice was also sought to address privacy issues regarding the collection of related party information.

Compliance with the accounting standard on Related Party Disclosures reinforces Council's commitment to good governance and transparency by ensuring that the existence of certain related party relationships and transactions, are properly identified, recorded in Council's systems, and disclosed in Council's general purpose financial statements.

Long Term Financial Plan

The Long Term Financial Plan is Council's long term financial strategy based on the Corporate Plan, Operational Plan, Operating and Capital Budgets and the Asset Management Plan. It is also aligned with Council's Revenue, Debt and Investment policies. Council's Long Term Financial Forecast incorporated in the Long Term Financial Plan is in accordance with the provisions of Section 171 of the *Local Government Regulation 2012*.

The plan completed in 2015/16 determines the financial framework required to make long term sustainable financial decisions. The 10 year financial forecast integrated in the plan consists of income, expenditure, cash flow projections, asset, liabilities and community equity. Historical and projected sustainability ratios are also reflected in the plan to highlight comparative data on Council's actual and projected financial performance.

The main objective of the Long Term Financial Plan is to deliver operational surpluses in the medium to long term while still achieving Council's strategic outcomes as specified in the Corporate Plan. The key financial indicators utilised to evaluate long term financial sustainability are the Operating Surplus Ratio, Net Financial Liabilities Ratio and the Asset Sustainability Ratio. Throughout the forecast period, Council is expected to generate modest operating surplus, fund its debt repayments and renew its assets to the required level.

Asset Management

The formation of an Asset Management Team in 2015/16 attests to Council's continued commitment to the implementation of efficient asset management processes. The team focussed on the review of the asset register; the capitalisation of completed projects, the verification of asset valuation methodology, validation of unit rates and asset condition assessment in coordination with the respective stakeholders.

The Asset Management Policy was revisited in consultation with the re-established Asset Management Working Group that is composed of stakeholder representatives from the different departments in Council.

An Asset Management Strategy was developed to ensure a better understanding of the alignment of the asset portfolio with the current and future service delivery needs of the community.

Asset Management Plans that were adopted by Council in the financial year 2012 and supports the Long Term Financial Forecast will be reviewed and updated in 2017.

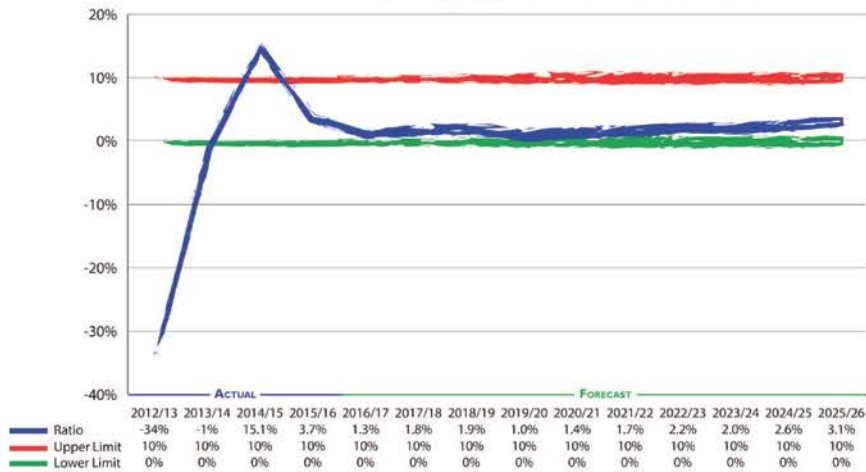
Finance Major Projects

The following projects were successfully completed during the 2015/16 financial year:

- Repair and upgrade of surrounds at the Kingaroy Swimming Pool;
- Major upgrade of facilities at the Murgon Swimming Pool;
- Refurbishment of the Murgon PCYC;
- Improvements to various regional sporting facilities across the region;
- Ongoing development of Council's business system and associated infrastructure; and
- Ongoing Fleet replacement and renewal program.



Operating Surplus Ratio Industry target / measure: Between 0 - 10%

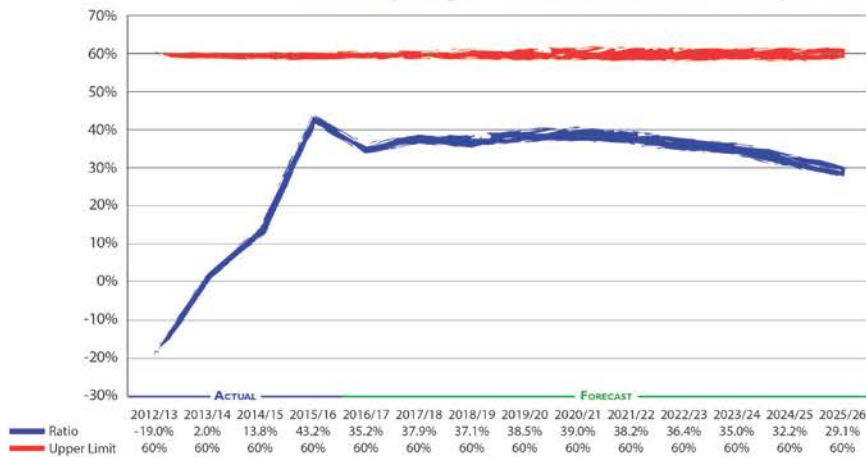


What the Ratio Means

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.

Net Financial Liabilities Ratio Industry target / measure: Less than or equal to 60%



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.

Asset Sustainability Ratio Industry target / measure : Greater than 90%



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.

Techone Business Systems

The following projects were completed within the Business System and implemented to improve Council's processes during the year in review:

- Implementation of the Grants Module which facilitates the better control, acquittal and reporting on grants;
- Enterprise Cash Receipting;
- Implementation of the Cemeteries Module; and
- Ongoing improvements to Electronic Content Management (ECM) which is the primary records management system.

Preparatory work has also been undertaken for the further development and implementation of other modules:

- Ci Anywhere – this allows connection to Council's systems, anywhere, anytime using any device;
- Mobile Asset Management – Mobile Asset Management allows work crews to perform work in the field and accept and complete work in action in a connected or disconnected environment;
- Employee Self Service – is a process improvement within the payroll environment;
- Fleet management and fleet maintenance scheduling;
- Ongoing improvements in the Contracts Module which facilitates the better control of major contracts being undertaken for Council; and
- Development of the Lease Register.

The Asset Registers for the various asset classes have also been reviewed to better understand the requirements for the implementation of Strategic Asset Management.

IT Projects

It is essential that the Information Communications Technology (ICT) infrastructure is in place to enable the introduction of the business system modules within Techone. Therefore the following projects have been undertaken:

eServices Preparation

Preparations to allow for the development of the Techone eServices components allowing the payment of rates balance online, animal registration and update and planning applications are underway. The hardware implementation stage has been completed and configuration has been scheduled for completion in the 2017 financial year.

Staff Mobility

A Telstra connection has been established to allow Council corporate devices such as laptops, tablets and phones access to the Council's network remotely (Ci Anywhere and Mobile Asset Management). This will allow Council operators to approve Council workflows, purchase orders and internal processes via their devices while not in the office. This solution applies the relevant security policies and allows the management, control and monitoring of select services.

Computer Replacement Program

The annual PC replacement program was undertaken during the year under review and consisted of the replacement of 40 computers, 20 tablets and 40 laptops based on a four (4) to five (5) year life cycle. The new devices were introduced in operations using the Standard Operating Environment (SOE) of Windows 8.1.

Two Way Radio

Council's two way radio network has been finalised with repeater sites located throughout the region at key locations. This solution provides greater communications for Council staff across the region particularly in poor mobile phone coverage areas. Some of the benefits included in this project are the higher safety functions such as lone worker, man down and GPS locations of Council plant and vehicle fleet. Improving the radio networks backbone also provides greater level of communication redundancy in the event of a disaster.

Plant and Fleet

Council invested \$1,907,564 in the fleet replacement and renewal program for 2015/16 for the following fleet items:

Replacement:

- 1 skid steer loader;
- 4 front deck mowers;
- 1 sewage jetter trailer;
- 2 water trucks;
- 1 vibratory steel drum roller;
- 1 sedan; and
- 22 utilities.

New fleet items purchased as fit for purpose:

- 1 skid mounted vacuum excavation unit;
- 2 single axle water trailers and pumps;
- 1 flail mower for the Kingaroy to Kilkivan Rail Trail;
- Data Fuel, a fuel management and control system, was introduced into the Murgon Depot; and
- 1 sedan.

Council adopted six monthly rating frequency following consultation

Council adopted six (6) monthly rate billing cycles at the Ordinary General meeting on 18 May 2016. Mayor Keith Campbell explained that the issuing of six (6) monthly rate notices will provide efficiency advantages.

“There will be financial savings of over \$150,000 due to larger cash flows each six (6) months rather than the current quarterly cash flow, along with reduced costs for areas such as postage & printing. The savings may be considered small in a multimillion dollar annual budget, however this Council is about making the necessary changes to ease the financial burden on the ratepayer in the long term. These savings will add up over the coming years and assist Council to provide the necessary services.” Mayor Campbell said.

In 2015, Council conducted a region wide survey asking the community as to whether Council should adopt annual, half-yearly or quarterly rating frequency. Council received a combined 2,138 responses. The combined preferences for annual and half-yearly rating frequency equated to 63% with 49% of respondents preferring half-yearly rating.

Portfolio Councillor for Finance, ICT and Human Resources, Cr Ros Heit explained that the introduction of six (6) monthly rating notices will commence in the new financial year. “Council understands that not all ratepayers take advantage of the option to pay their rates by regular instalments so allowing for a longer discount period for the first six (6) monthly account of 60 days rather than 30 days will assist ratepayers through this transitional period. Additionally, Council will be extending the time for charging interest on overdue rates for the first six (6) monthly account to 90 days from the issue date of the rate notice rather than the standard 60 days.” Cr Heit encourages ratepayers to look now at how this will impact their individual circumstances and possibly consider starting instalments now, to ensure they still get the rates discount.

The half yearly or six (6) monthly rate notices would be generally issued in August and February of the relevant financial year and would include water consumption charges for the previous six (6) months.



Property

Community Swimming Pools

Murgon Jubilee Swimming Pool

The upgrade to Murgon's Jubilee Swimming Pool was successfully completed and officially opened on 17 October 2015.

These upgrades included the construction of a new kiosk, rest-room amenities, First Aid room and change rooms, ensuring the facility meets the new safety standards and building codes regulations.

The facility now has a single entrance point and the new kiosk provides a clear view of all pools and outdoor playing areas. Internally the kiosk provides accessible work spaces for the sale of merchandise, food and drinks, collecting of pool fees, coordinating swimming lesson bookings and access to the PA system.

The First Aid Room affords privacy to an injured or ill person. The location and size of the room has easy access, and movement of injured people who may need to be supported or moved by a stretcher or wheelchair. Other portable first aid kits are also located around the facility.

The new amenities and change rooms provide modern cubicles consisting of compliant bathrooms to be used by all persons. The number of cubicles, toilets and showers was determined by calculating the projected increase in the number of people using the facility and the application of guidelines provided by the Building Code of Australia.

The outdoor showers enable children and parents to rinse off pool water before entering other areas of the facility or leaving for home. This pool has a high number of rural users and persons living within a 40km radius from Murgon therefore they will need to change from their wet swimming togs into dry clothes to travel home. All school children are required to be changed back into their uniforms to go back to school, as no wet clothing is allowed on bus seats. The modern change rooms allow school classes of up to 50 children to use the new change rooms.

This project also included the construction of a new pool concourse around the entire pool to remove the lips and raised edges (trip and slip hazards caused by the existing tiles and step). The concourse is slip resistant and has a non-abrasive surface which meets International Standard Grade C resistance providing a safe entry to the pool for all users.

The indigenous translation for Murgon is believed to mean lily pond which was originally found on Barambah Station. This is a beautiful, fun and water related symbol or cultural story and this has been applied to the overall master plan of the upgraded facility.

This new facility has increased community participation as it is a clean, safe and environmentally friendly facility. The constructed buildings are modern, low maintenance, highly durable and environmentally safe. New lighting is primarily LED lights, solar hot water system for hot showers and solar security lighting throughout landscape areas.



The upgraded Murgon Jubilee Swimming Pool offers a safe and modern environment for patrons

Kingaroy Swimming Pool

The Kingaroy swimming pool is a significant sport and recreation facility within the Kingaroy community. The pool offers a range of fitness and training opportunities for infants, school children and adults through programs like Learn to Swim, Adult Learn to Swim, Squad, Master Training, Water Aerobics and Water Exercise classes.

To enhance the life of the asset Council has invested into upgrading the 50m pool shell through removing the cracked fibreglass structure and replacing with concrete, sanding and repainting of the pool, replacing the expansion joints and replacing the damaged wet deck. Also the Kingaroy Swimming Club secured funding and purchased the diving starter blocks which were installed during the upgrade of the pool shell.

The local community have demonstrated it's support through a local petition for Council to fund additional shade structures at the Kingaroy swimming pool grounds. Council funded a new large shade structure over the grassed area and replacement of a shade structure over the outdoor toddler pool. Council also funded a green landscape buffer along the southern boundary fence to provide natural shade in the future. This also provides a nicer natural area for visitors and families to utilise on weekends and holidays.

Community Sport and Recreation Facilities

The South Burnett community will be able to continue to access and utilise a first class sporting and recreation facility in Murgon as the Murgon PCYC building has had major capital improvements. Council has funded a new roof and guttering over the stadium, squash courts, gym and offices. This facility houses specialised sporting and recreation equipment and is utilised by many groups, organisations, individuals.

The facility also provides a venue to host blue light discos for the Murgon and surrounding districts. The centre provides a safe and modern venue for children to attend and participate in community activities, training, recreational and sporting development.

The carpark has been resealed and painted to ensure maximum parking spaces are provided for sporting and community functions.

The Murgon and District Show Committee utilise the PCYC stadium for a show pavilion and the kitchen as a canteen to sell refreshments to the show spectators and vendors. The facility now has a new compliant grease trap to ensure waste is removed from site.

The grandstand located at the Murgon sportsground has also had capital improvements to expand the long term life of the asset. The grandstand railing and seating has

been re-nailed and upgraded, with broken timber backing boards replaced and repainted. The grandstand was once a popular location for families to sit and watch sports or showground entertainment.

Council has funded these capital improvements to ensure the facility and grounds are maintained and available for the Murgon community into the future.

Remote Community Libraries

Council's libraries provide the community with more than just books to read! With new technology and resources, community libraries have become places to meet to access computers, WiFi, and community information. Both Proston and Blackbutt Libraries are important community hubs that have had capital improvements to the buildings. Painting and re-carpeting on Blackbutt office/library and repainting the Proston Library have contributed to providing a fresh look and nice place for community members to meet.

Nanango SES Training Centre & Equipment Shed

The Nanango SES group have been active since 1975 providing emergency services during flood and storm events. They also provide support to other agencies such as Queensland Police Service through performing additional functions including search and rescue, emergency traffic management, and road crash rescue.

Nanango SES group and Council identified that the old storage and equipment shed had been severely damaged by white ants and was uneconomical to repair or rebuild on the current site.

Council funded the construction of a new SES Storage and Equipment Shed on Grey Street, Nanango. This shed and compound stores emergency equipment, vehicles, boats and trailers, sand and barrier equipment.

Council and the Nanango SES are working in collaboration to secure additional funding for a new training and office facility to be located on the same site as the equipment shed.



The new SES Storage & Equipment Shed on Grey Street, Nanango



Infrastructure

Delivering and maintaining critical infrastructure and services ensuring the current and future needs of the South Burnett.



General Manager Infrastructure:
Russell Hood

Infrastructure

- Disaster Management
- State Emergency Services

Design & Technical Services

- Design Services & Infrastructure Planning
- Infrastructure Charges
- Quality Assurance
- Road Naming
- Soil Laboratory
- Street Lighting
- Traffic Assessments

Roads & Drainage

- Bridges
- Cycle ways
- Drainage
- Flood Mitigation
- Footpaths
- Road Mowing & Slashing
- Roads
- Streetscapes
- Traffic Facilities

Water & Wastewater

- Bulk Water Storage & Supply
- Bulk Water Treatment
- Water Service Delivery
- Waste Water Service Delivery
- Waste Water Treatment



Manager Design & Technical Services:
James D'Arcy



Manager Roads & Drainage: Jeff Stephan



Manager Water & Wastewater:
Nerida Airs

Infrastructure

The following activities continue to be managed directly by the infrastructure management team.

Quality Assurance

The Department of Infrastructure has now achieved certification to the *Australian Standard AS NZS ISO9001* for their Quality Management System (QMS) for the design, construction and maintenance of roads in the region. The principal reason for Council to acquire this accreditation was to satisfy the requirements of:

1. Transport and Main Roads Contracts; and
2. Traffic Management Registration Scheme.

This accreditation ensures Council can tender for contracts with the Department of Transport and Main Roads and have Council staff operate as traffic controllers at our job sites.

In addition, this accreditation provides the following benefits to Council:

- Provides senior management with an efficient management process;
- Sets out areas of responsibility across the organisation;
- Mandatory if you want to tender for some public sector work;
- Communicates a positive message to staff and customers;
- Having a 'much better handle' on what they are doing;
- Identifies and encourages more efficient and time saving processes;
- Highlights deficiencies;
- Reduces your costs;
- Provides continuous assessment and improvement; and
- Reduced rework and frustration.

This accreditation has already resulted in teams within the Infrastructure Department achieving 100% of their operational and performance targets.

Disaster Management

There was no disaster events declared in the South Burnett during 2015/16. None the less, the South Burnett Local Disaster Management Group continued with preparedness and prevention functions as follows:

- Successfully obtaining funding for flood mitigations upgrade to major culverts in Alford Street, Kingaroy;
- Preparation of the South Burnett "Be Prepared" Tips for Community Safety Guide;

- All agencies exercise in December 2015;
- Ongoing skill maintenance and training of additional resources to operate in the Local Disaster Coordination Centre (LDCC).

State Emergency Services

Council continues to support the operations of the many SES groups within the South Burnett through the provision of motor vehicles and the buildings and facilities where the groups operate from. Council also assists with the supply of food and other consumables when activated.

A total of 794 hours was spent on operations and broken down as follows:

Operation	Hours
Assist other agencies	129.5
Search	65.5
Storm damage	514.75
Traffic management	84.25

A total of 5,159 hours routine which support operational activity:

Activity	Hours
Community education	922
Exercises	362.25
Fundraising	139.75
Local training	3,047
Maintenance	352
Peer support	41.75
Unit management	420.75

Design and Technical Services

2015/16 Timber Bridge Replacement Program

One of Council's most highlighted infrastructure projects is the delivery of this multi-year program, which included the replacement of three (3) timber bridges:

- Silverleaf Bridge on Campbells Road;
- Hansen's Gully Bridge on Mondure Road; and
- Daniel's Bridge on Weens Road.

The allocated budget was \$3.0 million dollars and was delivered under a Design and Construct contract by private contractor Construction Project Management. Each bridge was load limited or about to be load limited and due to their function in supporting the road network, it was determined that they were to be replaced in accordance with good asset management practice.

The bridge on Campbells Road was a single lane, five (5) span timber bridge, 46m long and was replaced with a



single lane, three (3) span concrete bridge that is 48m long.

The bridge on Mondure Road was a single lane, three (3) span timber bridge, 24m long and was replaced with a single lane, single span concrete bridge of equivalent length.

The bridge on Weens Road was also a single lane, three (3) span timber bridge, 24m long and was also replaced with a single lane, single span concrete bridge of equivalent length and raised by 1.2m.

The contract was delivered to the community with a twelve month defects liability period at a cost of \$2.53 million dollars and was completed in May this year.

Road Naming

Activity	Number
Road name investigations (from external customers)	20
Road name investigations (from internal staff and as part of the Master Road Review process)	50
Rural addressing and chainage investigations	10

Soil Laboratory

In addition to undertaking testing for Council, the Soil Laboratory provided services to 36 private clients, including:

- Meandu Mine;
- Aquatec Maxcon;
- Main Roads; and
- Roadtek Bundaberg.

These works included major projects including the passing lanes near Wooroolin, Proston Boondooma Road and the Kingaroy Wastewater Treatment Plant.

The lab carried out 4,029 tests in total with 1,100 being concrete tests.

Traffic Assessments

Activity	Number
Project planning reports	25
Road safety audits	5
Speed reviews	12
Safety investigations	50



Silverleaf Bridge on Campbell's Road



Hansen's Gully Bridge on Mondure Road



Daniel's Bridge on Ween's Road

Roads and Drainage

The Roads and Drainage branch manage all Capital and Maintenance Work for roads, bridges, car parks, drainage and footpaths.

The branch comprises 95 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 \$23.38M for the 2015/16 financial year with a budgeted investment in roads and associated infrastructure of:

- Maintenance - \$6.15M (roads, drainage and footpaths); and
- Construction - \$17.23M (roads and bridges).

The Roads and Drainage Team successfully achieved 100% of both the allocated 2015/16 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:

- Queensland Rail (QRAIL);
- Traffic Infrastructure Development Scheme (TIDS); and
- Roads to Recovery (RTR).

Additional capital works projects are funded through Council's own revenue.

Roads, drainage, construction, and rehabilitation works commenced or completed during the year included:

Queensland Rail (QRAIL)

Project	Description
Proston Boondooma Road	Reconstruction and Widening
Bunya Highway (between Kingaroy and Goomeri)	Passing Lane North of Wooroolin

Transport Infrastructure Development Scheme (TIDS)

Project	Description
Stuart River Bridge – Weens Road	Timber Bridge Replacement
Blackbutt Crows Nest Road	Widen and Seal
Tingoorra State School	Passenger Set-down Facility
Murgon State School	Construction of Carpark at Angel Avenue and Gore Street Intersection

Roads to Recovery (RTR)

Project	Description
Deep Creek Road, Inverlaw to Benair	Reseal
McCauley Broome Road, Barkers Creek Flat, Nanango	Reseal
Reedy Creek Road, Benair to Mannuem	Reseal
Hazeldean Road, South Nanango	Widen and seal
Clark and Swendson Road, Kingaroy	Construct concrete floodway
Weens Road, Kingaroy	Widen and seal
Ellesmere Road, Kingaroy	Intersection upgrade
Johnson Street, Hivesville	Bitumen sealing
Rodney Street, Proston	Widen and seal
Appin Street West, Nanango	Widen and seal
Tingoorra Chelmsford Road, Tingoorra	Curve realignment
Glendon Street Car Park, Kingaroy	Upgrade carpark
Fisher / Moore Street intersection, Kingaroy	Construct roundabout
King Street, Memerambi	Upgrade drainage
Ironpot Road	Bitumen sealing



Intersection upgrade at Ellesmere Road, Kingaroy



Other Council funded projects

Project	Description
Minmore Road, Benair	Widen crest and seal
Gladys Street, Blackbutt	Road construction, kerb and channel
Semgreens Road, Coolabunia	Upgrade missing link to seal pavement
Blake Street, Proston	Foothpath upgrade
Dalby Street, Nanango	Road construction
Wondai Industrial Estate	Asphalt overlay
Unsealed Road - various locations	Gravel resheeting
Sealed Roads - various locations	Pavement rehabilitation
Cross Road - various locations	Culverts renewals



Road construction, kerbing and sealing in Gladys Street, Blackbutt

Timber Bridge Replacement

Project	Description
Hansens Gully Bridge – Mondure Road	Replace bridge
Stuart River Bridge – Weens Road	Replace bridge
Barambah Creek Bridge – Campbells Road	Replace bridge
Webbers Creek Bridge	Timber bridge rehabilitation
Horse Gully Bridge	Timber bridge rehabilitation
AB Grimes Bridge	Timber bridge rehabilitation
Stumckes Road Bridge	Timber bridge rehabilitation

Town Development

Project	Description
Coulson Street, Blackbutt	Stormwater upgrade
Memerambi	Historical estate development
Nanango	Streetscaping

Reseal Projects

Beers Road, Wheatlands
Bellbird Road, Coolabunia
Benair Road, Benair
Bike Track - Nanango
Boat Mountain Road, Murgon
Bright Street, Nanango
Brights Road, Nanango
Brights Road, Nanango - 2nd Seal
Crumpton Drive, Blackbutt
Florence Street, Kingaroy
Goodger Kunioon Road, Goodger
Jean Street, Kingaroy
Kumbia Road, Brooklands - 2nd Seal
Lamb Street, Murgon
North Kerton Road, Nanango
PCYC Car Park, Murgon
Reeve Road, Nanango
Semgreens Road, Coolabunia
South Kerton Road, Nanango
Steinhardts Road, Moffatdale
Taylor Street, Murgon
West Coolabunia Road, Coolabunia
Wooden Hut Road, Inverlaw

Footpath Construction

Angel Avenue, Murgon
Kent Street, Wondai
Youngman Street, Kingaroy
King Street, Nanango



Carpark upgrade at Glendon Street, Kingaroy

Department of Transport and Main Roads

Council continues to deliver the Routine Maintenance Performance Contract (RMPC) for DTMR. This year's contract totalled \$1,626,000 inclusive of reseal preparation and gravel re-sheeting. Council completed 100% of this year's contract.

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.

Flood Mitigation

Crossroad drainage upgrade - Gayndah Hivesville Road

Regular occurrences of cross road scouring have been alleviated by the installation of improved road drainage. A total of 6 cross road pipe culverts with 450mm diameter were installed at various sites.

Floodway upgrade - Clarke and Swendson Road, Kingaroy

To reduce the flood susceptibility of this road during major storm events a large concrete floodway was installed with increased cross road drainage pipe capacity.

Stormwater project - Coulson Street, Blackbutt

To alleviate local flooding of the footpaths through the commercial area of Blackbutt during major storm events, large diameter stormwater pipes were installed along both southern sides of Coulson Street from Taromeo Creek to well above the commercial area.



Stormwater upgrade near completion at Coulson Street, Blackbutt

Streetscape Projects

Construction and sealing - Dalby Street, Nanango

A sealed urban roadway was constructed for access to the new South Burnett CTC Heritage Lodge unit complex. The urban standard sealed roadway was constructed between Fitzroy Street and the entrance to the unit complex.

Footpath - Angel Avenue, Murgon

Improved pedestrian access has been provided to the Murgon Hospital with a 1.5m wide concrete footpath constructed.

Footpath - Kent Street, Wondai

Improved pedestrian access has been provided to Wondai School with a 1.5m wide concrete footpath constructed between the Wondai Showgrounds and the School.

Footpath - King Street, Nanango

Improved pedestrian access has been provided towards Lions Park and the Caravan Park on Arthur Street with a 1.5m wide concrete path constructed from near the Bowls club to midway between Mill Flat Road and Arthur Street along the eastern side of King Street (D'Aguiar Highway).

Footpath - Youngman Street, Kingaroy

Improved pedestrian access has been provided to the Kingaroy Hospital with a 1.5m wide concrete footpath constructed along the western side of Youngman Street from near Haly Street to Albert Street.

Road Sealing and Kerb and Channelling - Gladys Street, Blackbutt

An unsealed roadway was upgraded to provide a sealed surface. The works extended between Morris and Miller Streets, Blackbutt and consisted of forming, gravelling, sealing and constructing concrete kerb and channelling of both sides.

Streetscape - Drayton Street, Nanango

This project has improved traffic and pedestrian safety as well as better visual amenity to the commercial area of Drayton Street. The works included constructing a roundabout, conversion to angle parking, constructing three alfresco shade structures and installing landscaping garden beds and plantings from Henry to Elk Streets.



Drayton Street, Nanango takes shape



Traffic Facilities

Carpark upgrade - Angel Avenue, Murgon

Additional carparks have been provided near the Murgon State Primary School with pavement and seal widening, an additional concrete pathway and improved stormwater drainage of an existing carpark.

Carpark upgrade - Glendon Street, Kingaroy

The old carpark and surrounding roadway has been fully reconstructed as its surface was in a state of disrepair. Work included fully excavation and replacement with new deeper pavement gravel and asphalt surfacing.

Crest widening - Hazeldean Road, Nanango

Two (2) dangerous single lane narrow crests have been widened to two lanes with a painted centreline to separate opposing traffic and gravel pavement widening, overlay and seal widening works were completed.



Crest widening at Hazeldean Road, Nanango

Crest widening and sealing - Minmore Road, Inverlaw

A dangerous unsealed roadway crest was widened and sealed to two (2) lanes with a painted centreline to separate opposing traffic and gravel pavement widening, overlay and seal widening works were completed.



The Glendon Street Car Park upgrade during construction

Crest widening - Weens Road, Kingaroy

Two (2) dangerous single lane narrow crests have been widened to two (2) lanes with a painted centreline to separate opposing traffic and gravel pavement widening, overlay and seal widening works were completed.

Intersection Upgrade - Ellesmere Road, Stuart Valley Road and Old Taabinga Road, Taabinga

A dangerous narrow intersection has been reconstructed for improved safety. The work involved widening, realignment and reconstruction of the roadways leading into the intersection.

Roundabout - Fisher and Moore Street, Kingaroy

Road safety has been improved by replacing an offset cross junction with a roundabout. Work included a full reconstruction of the intersection and forming a centre concrete oval island along with approach splitter islands.

Set down facility upgrade - Tingoorra School

An existing carpark in front of Tingoorra School has been reconstructed to ensure all parking, set down and bus stop areas are on the school frontage to prevent students having to cross the road to parked vehicles. The gravel pavement has been widened and sealed with new kerb and channelling, improved drainage and line-marking to define carpark spaces.



The completed Glendon Street car park

Water and Wastewater

Significant investment into the Region's Water and Wastewater networks has continued during 2015/16. Some of the projects undertaken during this period include:

- Water Main replacement and upgrade at Booth Street in Kingaroy;
- Upgrade and replacement of water and sewer mains at Glendon Street carpark, Kingaroy;
- Dalby Street Sewer extension in Nanango;
- Upgrade and replacement of water and sewer mains at Fisher and Moore intersection, Kingaroy;
- Upgrade of Perkins Street sewer pump station at Murgon;
- Mount Wooroolin and Orana Chlorine Dosing upgrade/replacement;
- Thorne Street Water Main replacement;
- Pring Street Water Main replacement in Wondai;
- Mount McEuen Road Water Main replacement and upgrade in the Proston Rural Water Scheme; and
- Upgrades to Council's telemetry systems for Water and Wastewater.

Kingaroy Wastewater Treatment Plant

Significant progress was made during the 2015/16 financial year with construction of the new Kingaroy Wastewater Treatment Plant. Raw sewage cutover was achieved on 16 May 2016 and the commissioning of the plant has been progressing since then. The new plant utilises an Australian first technology which will provide significantly reduced running costs and energy consumption over the life of the plant. Commissioning of the new plant will continue into the 2016/17 financial year including the completion of the overall project which also includes:

- 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;
- Upgrade of the irrigation area to reuse as much effluent water as possible; and
- Replacement of the trunk sewer main and removal of old cement pipework.

The total estimated cost of this project is \$26 million which includes a \$10 million grant from the Queensland Government.



The Gordonbrook Water Treatment Plant under construction



Murgon Water Treatment Plant

Upgrading of the Murgon Water Treatment Plant also commenced in the 2015/16 financial year. This project will see all three (3) of the existing filters refurbished, new control and automation of the plant and raw water pumps and improved backwash capabilities at the plant. It will result in improved operational efficiency and will reduce operational costs as a result of the increase in capacity. This project has also been partially funded by a grant for the amount of \$366,800 from the Queensland Government under the Local Government Grants and Subsidies Program Infrastructure Subsidy (LGGSPIS).

Gordonbrook Water Treatment Plant

The new Gordonbrook Water Treatment Plant was commissioned in May 2016.

This was a significant achievement for the project team and included the installation of a lamella plate clarifier, Dissolved Air Floatation over Filters (DAFF) units, upgrades to the clear water storage and pumping facilities as well as a new control and operations building. The plant is also capable of blending water sources so a combination of water from Boondooma Dam and the Council-owned Gordonbrook Dam can be treated by the plant to supply Kingaroy. This means:

- Improved potable water quality for customers;
- Increased automation and reduced operational hours and costs; and
- Increased capacity for future development of Kingaroy.

Operators are busy calibrating the treatment process to determine the ratio of each water source to be used. The overall taste of town water in Kingaroy has improved significantly which is a great community outcome. Some remaining work including upgrading the offtake from the Boondooma pipeline and demolition of the old plant will continue into the 2016/17 financial year.

The estimated project cost is \$10 Million including \$680,000 in grants from the Queensland Government under LGGSPIS.



Hams Crane Hire lifting one of three DAFF units into position



The Kingaroy Wastewater Treatment Plant under construction



Statutory *Information*

In line with Council's ongoing commitment to accountability and transparency and in accordance with the *Local Government Act 2009* and Section 190(1)(d)(ii) of the *Local Government Regulation 2012*, 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 2015/16 financial year.

Separate Charge - Environmental Levy

That in accordance with Section 92(5) of the *Local Government Act 2009* and Chapter 4 Part 8 of the *Local Government Regulation 2012* and on the basis of the principles laid down in Council's Revenue Statement, Council make and levy a Separate Charge - Environmental Levy of \$27 for the year ended 30 June 2016 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 2015 and ending 30 June 2016;
- The estimated cost of implementing the overall plan in 2015/16 is \$478,600; and
- This levy generated total revenue of \$475,883.94 (including interest of \$3,480.35 for the 2015/16 financial year).

<u>Programs</u>	<u>Expenditure</u>
Environmental Levy Operating Expenses	\$91,146
Biodiversity Programs	\$273,664
Significant Environment Areas Operating Expenses	\$25,992
Fire Management Programs	\$15,442
Total	\$406,244

\$69,640 will be carried forward to 2016/17 and this will be added to the \$291,522 carried forward from the 2014/15 financial year resulting in an amount of \$361,162.

Special Charge - Rural Fire Brigades

That in accordance with Section 92(3) of the *Local Government Act 2009* and Chapter 4 Part 6 of the *Local Government Regulation 2012* and section 128A of the *Fire and Emergency Services Act 1990*, Council will make and levy a special charge of \$25.00, on all rateable land within the region, other than rateable land that is liable to pay an urban fire district 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 1 year commencing 1 July 2015 and ending 30 June 2016; and
- The estimated cost of implementing the overall plan is \$224,000.

Area	Allocation	Paid
Abbeywood/Hivesville	\$6,000.00	\$5,892.50
Ballogie	\$13,000.00	\$12,767.08
Booie Rise	\$6,500.00	\$6,383.53
Brigooda	\$600.00	\$589.24
Brooklands	\$11,500.00	\$11,293.96
Bullcamp	\$1,200.00	\$1,178.50
Bunya Mountains	\$8,000.00	\$7,856.66
Cloyna	\$10,900.00	\$11,704.70
Coverty	\$11,000.00	\$10,802.92
Dangore	\$1,000.00	\$982.08
Durong	\$500.00	\$491.05
East Nanango	\$9,500.00	\$9,329.79
Glencoe	\$8,500.00	\$8,347.71
Gordonbrook	\$3,000.00	\$2,946.25
Keysland	\$500.00	\$491.05
Kunioon Hodgeleigh	\$5,000.00	\$4,910.41
Maidenwell District	\$8,000.00	\$7,856.66
Malar Booie	\$9,000.00	\$8,838.74
McEuen	\$15,000.00	\$16,731.24
Mondure District	\$10,000.00	\$9,820.83
Sandy Ridges	\$6,000.00	\$5,892.50
South Nanango	\$14,000.00	\$13,749.16
Stuart River	\$13,000.00	\$12,767.08
Tablelands	\$15,500.00	\$15,222.28
Taromeo	\$21,000.00	\$20,623.73
Waringa	\$600.00	\$589.24
Wattle Grove	\$1,000.00	\$982.08
Wattlecamp	\$10,000.00	\$10,820.83
Total	\$219,800.00	\$219,861.80

This charge generated revenue of \$218,123.91 for the 2015/16 financial year which was distributed to brigades during the year.

Separate Charge - Waste Management Levy

That pursuant to Section 92(5) of the *Local Government Act 2009* and Chapter 4 Part 8 of the *Local Government Regulation 2012*, Council makes a separate charge of \$121.00 per rate assessment for the 2015/16 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:

- a) Providing and maintaining waste facilities and services that are not met from other fees and charges collected on a user pays basis;
- b) Meeting public expectations in matters of disposal of refuse that affect public health and visual amenity of the area; and

c) Rehabilitation of closed Waste Disposal sites.

The levy generated a total revenue of \$2,117,878.39 in the 2015/16 reporting period.

Separate Charge - Community Rescue & Evacuation

That in accordance with Section 92 (5) of the *Local Government Act 2009* and Chapter 4 Part 8 of the *Local Government Regulation 2012* and on the basis of the principles laid down 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 2016, 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 \$70,041.14 in the 2015/16 reporting period.

Separate Charge - Road Infrastructure Levy

That in accordance with Section 92(5) of the *Local Government Act 2009* and Chapter 4 Part 8 of the *Local Government Regulation 2012* and on the basis of the principles laid down in Council's Revenue Statement, Council make and levy a Separate Charge – Road Infrastructure Levy of \$200 for the year ended 30 June 2016 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 \$3,115,118.79 in the 2015/16 reporting period.



Special Charge - Road & Drainage Works Memerambi Estate

That in accordance with Section 92(3) of the *Local Government Act 2009* and Chapter 4 Part 6 of the *Local Government Regulation 2012* 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.

These charges were due to commence from 1 January 2016 but were deferred until the 2016/17 financial year due to a delay in the commencement of works.

Concessions on Various Special Separate and Utility Charges

That in accordance with Section 93 of the *Local Government Act 2009* and the provisions of Chapter 4 Part 10 of the *Local Government Regulation 2012*, Council grant a concession off various rates and charges for the financial period ending 30 June 2016 as identified hereunder:

Land Owned By a Religious Entity

a) Aged Care Facilities:

- Remission of Environmental Levy, Waste Management Levy, Road Levy and Community Rescue and Evacuation Levy.

Land Owned by a Community Entity

a) 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.

b) 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.

c) 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

a) Showground's:

- 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.

b) 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

a) Aged Care Facilities – Non Religious:

- Remission of Environmental Levy, Waste Management Levy, Road Levy and Community Rescue and Evacuation Levy.

b) Charitable Organisations:

- Remission of Environmental Levy, Waste Management Levy, Road Levy and Community Rescue and Evacuation Levy.

Land used for other Community Purposes

a) Community Owned Halls:

- Remission of Environmental Levy, Waste Management Levy and Community Rescue and Evacuation Levy.

b) 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.

c) 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 *Local Government Regulation 2012*, 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.

- 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.

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 *Local Government Regulation 2012*, Council grant an exemption from the requirement to pay the Minimum General Rate for properties identified hereunder:

Councillor's Remuneration

In accordance with Section 247 of the *Local Government Regulation 2012* 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.

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 7 April 2016)

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; 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.

Furthermore, additional principles that underpin this policy are:

a) Public Interest

The use of public monies in the public interest by responsible budgeting and accounting.

b) 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.

c) Transparent

Transparent decision-making by the public disclosure of policy and resolutions.

d) 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 *LGR2012* 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 local government principles under section 4(2) of the *LGA2009* and meet the financial sustainability criteria under section 104 of *LGA2009*.

The *LGR2012* 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. 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).

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 Chief Executive Officer, 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.

Secretarial support will be provided to the Mayor.

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 Chief Executive Officer.

Private Use of Mayor's Council Vehicle

The Mayor will be provided with a Council vehicle with full private use. Alternatively the Mayor may choose to be paid an allowance determined by the Chief Executive Officer in lieu of a Council Vehicle.

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 \$1,200.00 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 \$1,200.00 is used Council will issue an invoice for any balance outstanding. Reimbursement above \$1,200.00 may be approved subject to the CEO's approval.

Contribution to Mayor's telephone costs

Council will contribute a maximum amount of \$2,500.00 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 \$2,500.00 is used Council will issue an invoice for any balance outstanding.

Insurance cover

Council will indemnify and insure Councillors in the event of injury sustained while discharging their duties. Council will pay the excess for injury claims made by a Councillor resulting from conducting official Council business.

Vehicle Fuel and Operation costs

Councillors may choose either option but not both.

Option 1

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

Option 2

Council provides a monthly allowance of \$170.00 for use of Councillors own vehicle (to cover wear and tear on the vehicle) plus a fuel card will be provided to the Councillor. The requirements are that a monthly statement is provided outlining fuel purchases and each Councillor will need to sign off their respective fuel invoice indicating whether there is any private fuel purchase and return the signed invoice to Council. If there are private fuel purchases the Councillor will be issued with an invoice by the Council requesting payment of that amount.

Car parking amenities

Councils will reimburse Councillors for parking costs paid by Councillors while attending to official Council business.

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.

Reasonable

Shall mean Council must make sound judgements and consider what is prudent, responsible and acceptable to the community when determining reasonable levels of facilities and expenditure.

LEGISLATIVE REFERENCE

Local Government Act 2009 (LGA2009)

Local Government Regulation 2012 (LGR2012)

RELATED POLICIES/PROCEDURES

Councillor Code of Conduct

DATE REVIEWED

- 16 July 2014
- 7 April 2016

NEXT REVIEW

April 2018

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 *Local Government Act 2009*, 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 2015/16 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 *Local Government Regulation 2012*, three invitations were extended to tenderers to change tenders under Section 228(7) of the Regulation during the reporting period.

Overseas Travel

Pursuant to section 188 of the *Local Government Regulation 2012*, overseas travel made by a councillor or local government official must be reported. No overseas travel was undertaken by a Councillor in the 2015/16 financial year.

Administrative Action Complaints

Council's General 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.

Pursuant to Section 187 of the *Local Government Regulation 2012* Council reports that 34 complaints were received through this process and the investigations were assigned to a senior officer to resolve the issues as quickly as

possible in accordance with statutory timeframes. One (1) complaint has been carried forward to 2016/17.

There was no unresolved Administrative Action Complaints carried over from 2014/15 financial year.

Controlled Entities

Council has one (1) local government Owned Controlled Entity during the reporting period, being the Lady Florence 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.

Right to Information (RTI)

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 allow members of the community to apply for and make amendments to be made 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. In 2015/16 they dealt with 20 applications under this process.

Applicants who are not satisfied with the response provided by Council are able to have matters referred for consideration by the Information Commissioner. During 2015/16 there were two (2) applications for independent review indicating that most applicants were generally satisfied with the approach taken by the Governance section in processing requests for information. The two (2) independent reviews were successfully resolved through negotiation between the applicant and the Office of the Information Commissioner.

Councillor's Statement of Interest Extracts

Pursuant to Section 295(b) of the *Local Government Regulation 2012*, Councillor's Register of Interests are on our website www.southburnett.qld.gov.au in a consolidated form and full copies are open to inspection at the Kingaroy Customer Contact Centre, Glendon Street, Kingaroy.

Commercial Business Units

Pursuant to Section 27 of the *Local Government Regulation 2012*, Council did not operate any commercial business units during the reporting period.

Beneficial Enterprises

Pursuant to Section 41 of the *Local Government Act 2009*, nil beneficial enterprises of the local government were conducted during the financial year.

Significant Business Activities

Section 45 of the *Local Government Act 2009* requires Council to identify significant business activities during the 2015/16 financial year. Council determines that those activities listed in the table below are the Business Activities requiring identification in accordance with the *Local Government Act 2009*.

Statement of Business Activities	Operating Cost
Water & Wastewater	\$7,091,865
Caravan & Tourist Parks	\$843,754
Cemeteries	\$364,001
Shops	\$5,063
Community Housing	\$32,577
Saleyards	\$207,860
Waste	\$3,427,875
Airport	\$289,833
Plant	\$3,410,036
Total	\$15,672,864

Council determines that those Business Activities listed above are categorised as Other Business Activities in accordance with the *Local Government Act 2009* and the *Local Government Regulation 2012*.

Council resolve not to apply the Code of Competitive Conduct to any business activity in 2015/16 in accordance with the *Local Government Act 2009* Section 47(7) and the *Local Government Regulation 2012*.

Council Registers

Section 190 (1(f)) of the *Local Government Regulation 2012* 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*);
- Councillors' Interests (s295 *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*);
- Contact by Lobbyists (s49 *Integrity Act 2009*);
- Infrastructure Charges (s724(1(r)) *Sustainable Planning Act 2009*); and
- Environmental Authorities (s540 (1)(a)(i) of the *Environmental Protection Act 1994*).

General Purpose Financial Statement, Auditor-General's Audit Report and Community Financial Report

Pursuant to Sections 179 of the *Local Government Regulation 2012*, 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 General Purpose Financial Statement and Auditor-General's Audit Report commence on page 134.

Grants to Community Organisations

Pursuant to Section 189(a) *Local Government Act 2009*, Council must report a summary of expenditure on grants to community organisations. Council expended a total of \$87,142.77 on Community Grants for the 2015/16 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



Deputy Mayor Keith Campbell with St Mary's Catholic College Community Award winner Bridget Barkle; the award was sponsored by the SBRC [photo courtesy of South Burnett Online]



Deputy Mayor Campbell with USQ Excellence Award (Year 11) winner Alexandra Almond, UQ Achievement Award winner Zoe Basham and USQ Excellence Award winners Mikhaela Williams (Year 12) and Callum Tucker (Year 11) [photo courtesy of South Burnett Online]

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

Major Events

Event	Amount
Burrandowan Picnic Race Club Races	\$3,000.00
Nanango Funfest Inc. - Heritage 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



The 2016 Burrandowan Races [photo courtesy of South Burnett Online]

Halls - Public Liability Insurance

Hall	Amount
Blackbutt Benarkin Community Council	\$1,000.00
Boobie Hall and Recreation Reserve Association Inc.	\$1,000.00
Chahpingah Reserve Association Inc.	\$1,000.00
Farmers Hall Inverlaw Inc.	\$1,000.00
Ironpot Farmers Hall Association	\$1,000.00
Kumbia 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

Christmas Carnivals

Committee / Club	Carnival	Amount
Kingaroy and District Ministry Association Inc.	Kingaroy Christmas Carols	\$500.00
Lions Club of Nanango Inc.	Nanango Christmas Carnival	\$500.00
Proston Christmas Carnival Committee c/- Proston and District Lions Club	Proston Christmas Carnival	\$500.00
Blackbutt Benarkin Lions Club Inc.	Blackbutt Christmas Carnival	\$500.00
Hivesville Christmas Carnival Committee	Christmas Carnival	\$500.00
Kumbia Hall Committee	Christmas Carnival	\$500.00



Cultural

Committee / Club / Event	Amount
NAIDOC School Week Initiatives - Donation to NAIDOC Week	\$450.00
South Burnett Community Orchestra Association	\$500.00
The Blackbutt Singers	\$500.00
South Burnett Regional Pipes and Drums	\$500.00
Wondai and District Town Band Association	\$500.00
Tanduringie State School P&C Association - Maidenwell Hotel Bull Ride	\$1,000.00
South Burnett Reserve Forces Day Committee	\$500.00
Wondai Hospital Auxiliary Inc.	\$500.00
Kumbia and District Charity Campdraft Association Inc.	\$1,000.00
Proston Goldenspurs Campdraft Association	\$1,000.00
Burrandowan Campdraft Association Inc.	\$1,000.00
Nanango Campdraft Association	\$1,000.00
Wondai Proston Junior Rugby League Mini Mods - Carnival	\$500.00
Australian Brahmousin Association Inc. - Annual Cattle Handling and Judging School	\$1,000.00
Proston Rally Car Club Inc.	\$500.00
Nanango Country Music Muster	\$1,000.00
The Rotary Club of Murgon Inc. - Murgon Music Muster Event Costs	\$1,000.00
Boondooma Museum and Heritage Association Inc - Spirit of the Bush Festival	\$1,000.00
Peanut Festival Inc. - Motors in Motion	\$1,000.00
South Burnett Relay for Life Committee	\$1,000.00
Endeavour Car Rally	\$250.00
RSPCA - Million Paws Walk	\$500.00

Garden Expos

Committee / Club	Event	Amount
Blackbutt Benarkin Lions Club Inc.	Blackbutt Garden and Country Lifestyle Expo	\$500.00
Wondai Garden Expo Committee	Wondai Garden Autumn Expo	\$500.00
Wondai Garden Expo Committee	Wondai Garden Spring Expo	\$500.00
South Burnett Orchid Society	Wondai Garden Expo "Orchid Show"	\$500.00

Show Societies

Society	Event	Amount
Wondai AP&I Society	Wondai Show	\$1,000.00
South Burnett National Show Society	Kingaroy Show	\$1,000.00
Nanango AP&M Society Inc. and Nanango Show Society	Nanango Show and Country Music Muster	\$1,000.00
Blackbutt Agricultural Show Society	Blackbutt Show	\$1,000.00
Murgon PA&H Show Society Inc.	Murgon Show	\$1,000.00
Proston Pastoral, Agricultural and Horticultural Association Inc.	Proston Show	\$1,000.00
South Burnett Sub-Chamber of Agricultural Societies	Rural Ambassador and Miss Showgirl Competition	\$500.00

Community

Organisation	Purpose	Amount
St.Vincent de Paul Society	Refuse costs	\$500.00
The Salvation Army	Refuse costs	\$500.00

Community Assistance Round 1

Recipient	Purpose	Amount
Kingaroy Photographic Club	The Arthur Hansen Photographic Collection Preservation Project	\$3,000.00
Nanango State School P&C Association	150 year celebration meet and greet evening	\$1,000.00
South Burnett Gas Guzzlers Rods and Customs Inc.	Raising Hell in Maidenwell	\$1,000.00
Nanango Stamp Club	Annual Nanango Stamp Fair and South Burnett Schools Stamp Education Program	\$1,500.00
Blackbutt Benarkin Aged Care Association	Connecting Heart to Hart	\$3,000.00
Kingaroy Kindergarten Association	Kingaroy Kindergarten Family Bushdance	\$1,000.00
South Burnett Peace of Mind Associated Inc.	White Dove Ball	\$2,000.00
Queensland Dairy and Heritage Museum	Assistance for the running of events for the South Burnett and Cherbourg on Show Weekend	\$1,500.00

Community Assistance Round 2

Recipient	Purpose	Amount
South Burnett Motors in Motion	Wondai Sprints	\$1,000.00
South Burnett Karate Association	SBKA Classic Cup August 2016	\$1,000.00
Nanango Tourism and Development Association	Guy Fawkes Rock and Blues Explosion	\$1,000.00
Kingaroy Scout Group	Canoe Safety Program	\$1,000.00
Cloyna Hall Committee	Purchase Ride on Lawn Mower	\$1,500.00
Tableland Hall Committee	Purchase and install 3 ceiling fans	\$800.00
Butt Arts Gallery	Insurance	\$842.77
Go Getta Girls	Mothers Day Classic 2016 Fun Run	\$1,500.00
South Burnett Peace of Mind Associated Inc.	Drop-in Centre	\$1,300.00
Queensland Police and Clay Target Club	2016 Australasian Police and Services Trap Carnival	\$1,900.00



Wondai Sprints [photo courtesy of South Burnett Online]



Elite Performance

Recipient	Purpose	Amount
Laura Gray	NPL Queensland U15's Championships	\$500.00
Kirby Rubesaame	China Nomadic Cultural Tourism Festival - Horse Riding	\$500.00
Zak Hartman	Wako National Kickboxing Titles	\$500.00
Beth Weier	Australian Indoor Bias Bowls Championships	\$500.00
Clive Weier	Australian Indoor Bias Bowls Championships	\$500.00
Daphne Ladlow	Australian Indoor Bias Bowls Championships	\$500.00
Vincent Lakin	Australian Indoor Bias Bowls Championships	\$500.00
Shikira-Lee Matheson	2015 Pacific School Games	\$500.00
Sharon Davey	National Restricted Tenpin Bowling Challenge	\$500.00
Sylvia Hiltunen	Multi Disability Lawn Bowls State Championships	\$200.00
Darryl Bridges	Queensland School Sport 19 years and Under Cross Country	\$500.00
Taylah Kidman	2015 Pacific School Games (Softball)	\$500.00
Erin Stewart	2015 Oceanic Shooting Federation Championships	\$500.00
Lachlan Montgomery	2015 Pacific School Games (Softball)	\$500.00
South Burnett Karate Association	ISKA National Titles	\$900.00



The South Burnett Karate Association drew a large crowd of competitors to the IKSA Tournament [photo courtesy of South Burnett Online]

Councillor Discretionary Fund Allocations

The Council determined that for the 2015/16 financial year each Councillor shall have a budget allocation for Councillor Discretionary Funds - the total amount allocated for the 2015/16 financial year was \$15,435.00. 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 the following in Councillor Discretionary Funds for the 2015/16 financial year.

MAYOR	Total Allocation	\$4,400.00
Previous Council - Mayor Wayne Kratzmann (Former)		
Butt Arts Gallery Inc. - Donation to purchase new equipment, update the exterior façade and update display areas and lighting		\$1,500.00
Butt Arts Gallery Inc. - Donation to promote Gallery Exhibition		\$350.00
Blackbutt and District Tourism and Heritage Association - Donation for the purchase of a statue of Roy Emerson to be erected in Blackbutt		\$2,000.00
NaTDA (Nanango Tourism and Development Association Inc.) - Donation towards Halloween night 'trick or treat' at the Shed		\$100.00
National Council of Women Queensland Inc. - Donation NCWQ 2016 South Burnett Rural Woman Bursary		\$450.00
Current Council - Mayor Keith Campbell		
No additional expenditure		\$0.00
	Total Expenditure	\$4,400.00
DIVISION 1	Total Allocation	\$1,765.00
Previous Council - Councillor Barry Green		
Nanango Funfest Inc. - Donation towards Battle of the Bands Prizes		\$1,000.00
Burnett Bird Keepers Association Inc. - Donation towards cost of promotion for Bird Sale on 14 May 2016		\$700.00
Current Council - Councillor Roz Frohloff		
NaTDA (Nanango Tourism and Development Association Inc.) - Donation towards member to attend 'Sowing Seeds for the Future of the South Burnett' function		\$65.00
	Total Expenditure	\$1,765.00
DIVISION 2	Total Allocation	\$1,765.00
Previous Council - Councillor Debra Palmer		
Blackbutt and District Tourism and Heritage Association Inc. - Donation for installation of security cameras at 6 Nukku Nook		\$1,000.00
Nanango Race Club - Donation to upgrade audio facilities		\$765.00
Current Council - Councillor Gavin Jones		
No additional expenditure		\$0.00
	Total Expenditure	\$1,765.00
DIVISION 3	Total Allocation	\$1,765.00
Previous Council - Councillor Damien Tessmann		
Maidenwell Community Group - Contribution to top dress oval		\$400.00
South Burnett Women - Contribution towards International Women's Day Breakfast		\$800.00
Current Council - Councillor Danita Potter		
No additional expenditure		\$0.00
	Total Expenditure	\$1,200.00

DIVISION 4	Total Allocation	\$2,210.00
Previous Council - Deputy Mayor Keith Campbell		
Maidenwell Community Group Inc. - Donation towards top dressing the Maidenwell Oval		\$500.00
South Burnett Young Leaders Association Inc. - Donation to the 2015 Kingaroy Christmas Carnival		\$500.00
Kumbia Cricket Association - Donation towards new Kumbia Cricket Club Community Clubhouse		\$500.00
Kingaroy Police and Rotary Charity Ball - Donation towards Kingaroy Town Hall hire		\$300.00
Kingaroy/Memerambi RSL Sub Branch - Donation towards catering for Anzac Day		\$300.00
Current Council - Councillor Terry Fleischfresser		
No additional expenditure		\$0.00
	Total Expenditure	\$2,100.00

DIVISION 5	Total Allocation	\$1,765.00
Previous Council - Councillor Kathy Duff		
QPCYC South Burnett - Murgon Pool Hire fees for three hours for function		\$190.91
Murgon Business and Development Association Inc. - Donation towards Murgon Music Muster		\$493.50
South Burnett Parkinson's Support Group - Donation to purchase library books, CDs and DVDs		\$300.00
Murgon Junior Rugby League Inc. - Donation toward Murgon JRL club hosting two events		\$780.59
Current Council - Deputy Mayor Kathy Duff		
Murgon Business & Development Association Inc - Donation for Murgon promotional signage		\$110.00
	Total Expenditure	\$1,875.00*

*The additional \$110.00 was transferred from the Division 4 balance when Councillor Duff was appointed to the position of Deputy Mayor.

DIVISION 6	Total Allocation	\$1,765.00
Previous Council - Councillor Ros Heit		
Queensland Country Women's Association (Wooroolin Branch) - Donation towards repairs to QCWA Rooms Wooroolin building		\$200.00
Durong Green Frog Guides - Donation towards assisting rural girls participating in meaningful activities		\$350.00
Kingaroy Police and Rotary Charity Ball - Donation towards Kingaroy Town Hall hire		\$300.00
Current Council - Councillor Ros Heit		
CWA Kumbia Branch - Donation towards fundraising function for Qld Drought Relief		\$515.00
Wondai Regional Art Gallery Inc. - Funding towards providing sound equipment for Music in the Park, Wondai		\$400.00
	Total Expenditure	\$1,765.00



Cr Ros Heit with Nola Wingfield and Janice Jamieson outside the freshly painted Wooroolin QCWA Hall



Cr Kathy Duff with President of the Murgon Business & Development Association, Leo Geraghty and Karen Geraghty



Financial *Statements*



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South Burnett Regional Council
Statement of Comprehensive Income
For the Year Ended 30 June 2016

Statement of Comprehensive Income

		2016	2015
	Note	\$	\$
Income			
Revenue			
Recurrent Revenue			
Rates, Levies and Charges	3(a)	42,198,772	40,987,681
Fees and Charges		4,271,652	4,281,416
Rental Income		527,220	478,674
Interest Received		1,409,731	1,660,068
Sales Revenue	3(b)	4,463,236	5,782,539
Other Income		532,428	857,774
Grants, Subsidies, Contributions and Donations	4(a)	8,791,432	14,530,968
		<u>62,194,471</u>	<u>68,579,120</u>
Capital Revenue			
Grants, Subsidies, Contributions and Donations	4(b)	10,627,226	3,340,387
Total Revenue		<u>72,821,697</u>	<u>71,919,507</u>
Expenses			
Recurrent Expenses			
Employee Benefits	5	(22,961,508)	(22,038,042)
Materials and Services	6	(21,049,281)	(21,607,979)
Finance Costs	7	(2,399,165)	(2,112,269)
Depreciation and Amortisation		(13,504,366)	(12,431,467)
		<u>(59,914,320)</u>	<u>(58,189,757)</u>
Capital Expenditure	8	(15,441,025)	(990,576)
Total Expenditure		<u>(75,355,345)</u>	<u>(59,180,333)</u>
Net Result		<u>(2,533,648)</u>	<u>12,739,174</u>
Other Comprehensive Income			
Items that will not be Reclassified to Net Result			
Increase / (Decrease) in Asset Revaluation Surplus	18	17,047,963	34,917,597
Total Other Comprehensive Income for the Year		<u>17,047,963</u>	<u>34,917,597</u>
Total Comprehensive Income for the Year		<u>14,514,315</u>	<u>47,656,771</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 2016

Statement of Financial Position

		2016	2015
	Note	\$	\$
Current Assets			
Cash and Cash Equivalents	9	30,981,431	46,381,594
Trade and Other Receivables	10	6,562,163	8,357,818
Inventories	11	1,128,944	1,057,842
Total Current Assets		38,672,538	55,797,254
Non-Current Assets			
Trade and Other Receivables	10	-	20,242
Property, Plant and Equipment	12	888,642,524	856,801,871
Intangible Assets	14	8,663,089	8,553,932
Total Non-Current Assets		897,305,613	865,376,045
Total Assets		935,978,151	921,173,299
Current Liabilities			
Trade and Other Payables	15	5,154,203	5,892,403
Borrowings	16	3,889,377	2,213,721
Provisions	17	3,539,244	3,310,381
Total Current Liabilities		12,582,824	11,416,505
Non-Current Liabilities			
Borrowings	16	41,042,167	42,215,420
Provisions	17	11,910,078	11,612,607
Total Non-Current Liabilities		52,952,245	53,828,027
Total Liabilities		65,535,069	65,244,532
Net Community Assets		870,443,082	855,928,767
Community Equity			
Asset Revaluation Surplus	18	447,831,129	430,783,166
Retained Surplus / (Deficiency)		422,611,953	425,145,601
Total Community Equity		870,443,082	855,928,767

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

South Burnett Regional Council
Statement of Changes in Equity
 For the Year Ended 30 June 2016

Statement of Changes in Equity

		Asset Revaluation Surplus	Retained Surplus	Total
		18		
	Note	\$	\$	\$
Balance as at 1 July 2015		430,783,166	425,145,601	855,928,767
Net Operating Surplus		-	(2,533,648)	(2,533,648)
Other Comprehensive Income for the Year				
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
Balance as at 1 July 2014		395,865,569	412,406,427	808,271,996
Net Operating Surplus		-	12,739,174	12,739,174
Other Comprehensive Income for the Year				
Increase / (Decrease) in Asset Revaluation Surplus		34,917,597	-	34,917,597
Total Comprehensive Income for the Year		34,917,597	12,739,174	47,656,771
Balance as at 30 June 2015		430,783,166	425,145,601	855,928,767

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 2016

Statement of Cash of Flows

	2016	2015
Note	\$	\$
Cash Flows from Operating Activities		
Receipts from Customers	59,151,312	57,072,959
Payments to Suppliers and Employees	(50,574,631)	(54,665,901)
	8,576,681	2,407,058
Interest Received	1,409,731	1,660,068
Rental Income	527,220	478,673
Non Capital Grants and Contributions	8,791,432	14,530,968
Borrowing Costs	(2,065,700)	(1,830,324)
Net Cash Inflow (Outflow) from Operating Activities	23 17,239,364	17,246,443
Cash Flows from Investing Activities		
Payments for Property, Plant and Equipment	(44,002,558)	(34,270,686)
Payments for Intangible Assets	(356,651)	(483,172)
Advances/(Repayments) of Loans and Advances	34,092	20,850
Proceeds from Sale of Property, Plant and Equipment	555,961	1,069,515
Grant, Subsidies, Contributions and Donations	10,627,226	3,340,387
Net Cash Inflow (Outflow) from Investing Activities	(33,141,930)	(30,323,106)
Cash Flows from Financing Activities		
Proceeds from Borrowings	2,700,000	9,738,400
Repayments from Borrowings	(2,197,597)	(1,671,113)
Net Cash Inflow (Outflow) from Financing Activities	502,403	8,067,287
Net Increase (Decrease) in Cash and Cash Equivalents Held	(15,400,163)	(5,009,376)
Cash and Cash Equivalents at the Beginning of Financial Year	46,381,594	51,390,970
Cash and Cash Equivalents at End of Financial Year	9 30,981,431	46,381,594

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 2016

I. Significant Accounting Policies

I.A Basis of Preparation

These general purpose financial statements are for the period 1 July 2015 to 30 June 2016 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.

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

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

South Burnett Regional Council has not applied any Australian Accounting Standards and Interpretations that have been issued but are not yet effective with the exception of AASB 2015-7 *Amendments to Australian Accounting Standards – Fair Value Disclosures of Not-for-Profit Public Sector Entities*. Generally council applies standards and interpretations in accordance with their respective commencement dates. The retrospective application of AASB 2015-7 has exempted council from the disclosure of quantitative information and sensitivity analysis for some valuations categorized within Level 3 of the fair value hierarchy.

At the date of authorization 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:



South Burnett Regional Council Notes to the Financial Statements

For the Year Ended 30 June 2016

AASB 124 Related Party Disclosures

From 1 July 2016 AASB 124 *Related Party Disclosures* will apply to Council, which means that Council will be required to disclose more information about related parties and transactions with those related parties. The initial application of this standard is therefore anticipated to result in increased disclosure in Council's financial statements. Council is currently preparing for this change by identifying related parties, which include the Mayor, councillors and some senior council staff. In addition, the close family members of those people and any organisations that they control or have influence over will be classified as related parties. Information on related party transactions and balances will only be disclosed to the extent that such transactions and balances are relevant (i.e. direct dealings between a related party and council) and are material.

AASB 9 Financial Instruments

AASB9, 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. As a result, Council will be required to measure its financial assets, including its investment in Kingaroy Private Hospital Limited, at fair value. Council is still assessing the potential impact of the initial application of this standard.

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.

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.

South Burnett Regional Council Notes to the Financial Statements

For the Year Ended 30 June 2016

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 I.I and Note I3

Provisions – Note I.M and Note I.N and Note I7

Contingences – Note 20

Impairment of Water Allocation Assets – Note I.K and Note I4

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.

Non-Cash Contributions

Non-cash contributions with a value in excess of the recognition thresholds set out in Note I.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 lodgment of the relevant applications or documents, issuing of the infringement notice or when the service is provided.



South Burnett Regional Council Notes to the Financial Statements

For the Year Ended 30 June 2016

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 I.F)
Receivables – measured at amortised cost – (Note I.G)

Financial Liabilities

Payables – measured at amortised cost – (Note I.L)
Employee Leave Liabilities – measured at amortised cost – (Note I.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 2016.

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.

I.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.

South Burnett Regional Council Notes to the Financial Statements

For the Year Ended 30 June 2016

1.1 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. 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

South Burnett Regional Council Notes to the Financial Statements

For the Year Ended 30 June 2016



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.

South Burnett Regional Council Notes to the Financial Statements

For the Year Ended 30 June 2016

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.

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.



South Burnett Regional Council Notes to the Financial Statements

For the Year Ended 30 June 2016

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.

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 2016

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 2016

2B. Analysis of Results by Function

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				
	Grants	Other	Grants	Other							
2016	2016	2016	2016	2016	2016	2016	2016	2016	2016	2016	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
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	(1,642,540)	(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	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

Year Ended 30 June 2015

Functions	Gross Program Income				Total Income	Gross Program Expenses		Total Expenses	Net Result from Recurrent Operations	Net Results	Assets
	Recurrent		Capital			Recurrent	Capital				
	Grants	Other	Grants	Other							
2015	2015	2015	2015	2015	2015	2015	2015	2015	2015	2015	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Organisational Excellence	5,345,898	23,497,500	-	-	28,843,398	4,134,301	-	4,134,301	24,709,097	24,709,097	193,833,957
Enhancing Our Communities	6,548,055	252,025	50,000	-	6,850,080	6,258,764	-	6,258,764	541,316	591,316	34,750,763
Growth & Opportunity	73,358	2,377,678	125,656	-	2,576,692	3,545,953	-	3,545,953	(1,094,917)	(969,261)	987,500
Our Environment	417,361	5,223,767	49,270	-	5,690,398	7,388,815	(13,623)	7,375,192	(1,747,687)	(1,684,794)	44,617,000
Service Delivery & Infrastructure	2,146,296	22,697,182	3,115,461	-	27,958,939	36,861,924	1,004,199	37,866,123	(12,018,446)	(9,907,184)	646,984,079
Total	14,530,968	54,048,152	3,340,387	-	71,919,507	58,189,757	990,576	59,180,333	10,389,363	12,739,174	921,173,299

South Burnett Regional Council
Notes to the Financial Statements
For the Year Ended 30 June 2016

	2016	2015
Notes	\$	\$
3. Revenue Analysis		
(a) Rates, Levies and Charges		
General Rates	24,230,507	23,591,415
Separate Rates	6,164,034	6,086,809
Water	5,537,798	4,954,081
Water Consumption, Rental and Sundries	2,938,987	3,471,246
Sewerage	5,176,981	4,661,350
Waste Management	2,126,026	2,035,311
Total Rates and Utility Charge Revenue	<u>46,174,333</u>	<u>44,800,212</u>
Less: Discounts	(3,208,213)	(3,056,350)
Less: Pensioner Remissions	(767,348)	(756,181)
	<u>42,198,772</u>	<u>40,987,681</u>

(b) Sales Revenue		
Sale of Services		
Contract and Recoverable Works	4,463,236	5,782,539

4. Grants, Subsidies, Contributions and Donations

(a) Recurrent		
General Purpose Grants	6,951,256	7,272,702
State Government Subsidies and Grants	562,944	348,700
Donations	96,538	137,795
Commonwealth Government Subsidies and Grants	328,609	333,889
Contributions	9,022	29,029
NDRRA Funding	843,063	6,408,853
	<u>8,791,432</u>	<u>14,530,968</u>

(b) Capital		
State Government Subsidies and Grants	6,974,471	2,467,416
Contributions	82,400	213,880
Commonwealth Government Subsidies and Grants	3,570,355	659,091
	<u>10,627,226</u>	<u>3,340,387</u>

South Burnett Regional Council
Notes to the Financial Statements
 For the Year Ended 30 June 2016



	2016	2015
Note s	\$	\$
5. Employee Benefits		
Total Staff Wages and Salaries	19,145,109	18,018,013
Councillors' Remuneration	640,576	581,447
Annual, Sick and Long Service Leave Entitlements	3,264,539	3,016,630
Superannuation	21 2,484,753	2,317,838
	25,534,977	23,933,928
Other Employee Related Expenses	675,650	893,330
	26,210,627	24,827,258
Less: Capitalised Employee Expenses	(3,249,119)	(2,789,216)
	22,961,508	22,038,042

Councillor remuneration represents salary, superannuation contributions and other allowances paid in relation to the carrying out of their duties.

	2016	2015
	#s	#s
Total Council Employees at the Reporting Date:		
Elected Members	7	7
Staff Members	307	307
Total Full Time Equivalent Employees	314	314

6. Materials and Services

Advertising and Marketing	346,007	308,900
Administration Supplies and Consumables	245,688	231,146
Audit of Annual Financial Statements by the Auditor-General of Queensland	195,070	266,824
Communications and IT	1,233,484	1,263,837
Consultants	783,296	511,162
Contractors	7,535,311	9,112,557
Donations Paid	549,770	393,159
Repairs and Maintenance	4,369,415	4,033,554
Rentals - Operating Leases	176,055	535,334
Subscriptions and Registrations	210,454	242,568
Travel	54,635	45,400
Power	1,806,856	1,782,968
Other Materials and Services	3,543,240	2,880,570
	21,049,281	21,607,979

South Burnett Regional Council
Notes to the Financial Statements
 For the Year Ended 30 June 2016

	2016	2015
Notes	\$	\$
7. Finance Costs		
Finance Costs Charged by the Queensland Treasury Corporation	1,985,125	1,750,367
Bank charges	80,575	79,957
Quarry Rehabilitation	22,725	17,807
Refuse Restoration	310,739	264,138
	2,399,165	2,112,269

8. Capital Expenditure

Gain/(Loss) on Disposal of Plant and Equipment		
Proceeds on disposal	336,219	643,679
Less: Book value of assets disposal	(318,872)	(740,526)
	17,347	(96,847)
Gain/(Loss) on Disposal of Land		
Proceeds on disposal	219,742	425,836
Less: Book value of assets disposal	(462,000)	(1,319,565)
	(242,258)	(893,729)
Loss on Write-off of Infrastructure and building assets	(15,216,114)	-
Total Capital Expenditure	(15,441,025)	(990,576)

South Burnett Regional Council
Notes to the Financial Statements
 For the Year Ended 30 June 2016



	2016	2015
Notes	\$	\$
9. Cash and Cash Equivalents		
Cash at bank and on hand	220,136	485,612
Deposits at call	30,761,295	45,895,982
Balance per Statement of Cash Flows	30,981,431	46,381,594

Councils 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	735,459	1,647,626
Unspent developer contributions	4,371,833	4,876,857
Unspent loan monies	7,468,866	22,329,400
Internally imposed expenditure restrictions at the reporting date:		
Future capital works	8,526,229	10,337,603
Future recurrent expenditure	1,219,400	959,512
Total unspent restricted cash	22,321,787	40,150,998

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+
CBA	A-1+	AA-
NAB	A-1+	AA-
WBC	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 \$307,613 (2015: \$458,960).

South Burnett Regional Council
Notes to the Financial Statements
 For the Year Ended 30 June 2016

	2016	2015
Notes	\$	\$
10. Trade and Other Receivables		
Current		
Rateable revenue and utility charges	4,550,681	4,799,582
Other debtors	898,675	1,733,980
Less: provision for impairment of receivables	(14,618)	(20,000)
GST recoverable	599,176	1,298,690
Loans and advances to community organisations	3,795	17,645
Prepayments	524,454	527,921
	6,562,163	8,357,818
Non-current		
Loans and advances to community organisations	-	20,242

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:

	2016	2015
Notes	\$	\$
Not Past Due	1,166,567	2,389,246
Past Due 31-60 days	75,423	35,396
Past Due 61-90 days	85,710	49,593
More than 90 days	4,724,627	5,395,904
Impairment	(14,618)	(20,000)
Total	6,037,709	7,850,139



South Burnett Regional Council
Notes to the Financial Statements
 For the Year Ended 30 June 2016

Note	2016	2015
s	\$	\$

II. Inventories

Inventories Held for Sale

Land Held for Sale	74,508	-
	<u>74,508</u>	<u>-</u>

Inventories Held for Distribution

Quarry and Road Materials	33,682	33,682
Plant and Equipment Stores	1,020,754	1,024,160
	<u>1,054,436</u>	<u>1,057,842</u>
Total Inventories	<u>1,128,944</u>	<u>1,057,842</u>

**South Burnett Regional Council
Notes to the Financial Statements**
For the Year Ended 30 June 2016

12. Property, Plant and Equipment

	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	Fair Value	Cost	Fair Value	Cost
Basis of Measurement																
Asset Values																
Opening Gross Value as at 1 July 2015	43,297,496	134,252,770	43,990	29,484,993	505,869,965	155,493,488	94,814,532	41,447,594	1,004,660,838	44,002,558	44,046,548	-	-	-	-	-
Additions	(462,000)	(336,011)	-	(1,485,238)	(12,429,306)	(3,526,867)	(2,495,506)	-	(20,734,928)	-	-	-	-	-	-	-
Disposals	444,714	3,712,215	-	24,324,845	1,913,274	(527,949)	-	-	29,867,099	-	-	-	-	-	-	-
Revaluation Adjustment to Asset Revaluation Surplus	-	2,833,362	-	2,500,535	18,778,650	3,970,070	4,434,901	(32,517,518)	-	-	-	-	-	-	-	-
Transfers from Work In Progress	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers Between Classes	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Closing Gross Value as at 30 June 2016	43,324,200	140,462,336	43,990	30,500,290	536,544,154	157,849,965	96,225,978	52,932,634	1,057,839,557	52,932,634	52,932,634	52,932,634	888,642,524	888,642,524	888,642,524	888,642,524
Accumulated Depreciation and Impairment																
Opening Balance as at 1 July 2015	-	2,157,485	-	17,541,873	51,661,575	33,366,620	23,714,046	-	147,858,967	-	-	-	-	-	-	-
Depreciation Provided in Period	-	2,156,305	-	1,747,577	6,041,412	1,959,841	1,351,737	-	13,256,872	-	-	-	-	-	-	-
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	-	18,123,084	63,864,238	33,912,948	24,007,142	-	169,197,033	-	-	-	888,642,524	888,642,524	888,642,524	888,642,524
Consolidated Book Value as at 30 June 2016	43,324,200	111,172,715	43,990	12,377,206	472,679,916	123,937,017	72,218,836	52,932,634	888,642,524	52,932,634	52,932,634	52,932,634	888,642,524	888,642,524	888,642,524	888,642,524
Range of Estimated Useful Life in Years	Not Depreciated	40 - 100	40 - 100	3 - 20	5 - 100	20 - 80	20 - 60	Not Depreciated	Not Depreciated	Not Depreciated	Not Depreciated	Not Depreciated	Not Depreciated	Not Depreciated	Not Depreciated	Not Depreciated
Additions Comprise:																
Renewals	-	-	-	-	-	-	-	-	21,363,520	-	-	-	21,363,520	21,363,520	21,363,520	21,363,520
Other Additions	43,990	-	-	-	-	-	-	-	22,639,038	-	-	-	22,639,038	22,639,038	22,639,038	22,639,038
Total Additions	43,990	-	-	-	-	-	-	-	44,002,558	-	-	-	44,002,558	44,002,558	44,002,558	44,002,558

**South Burnett Regional Council
Notes to the Financial Statements**

For the Year Ended 30 June 2016

30-Jun-15	Note	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	\$	Cost	\$	\$
	Basis of Measurement																
	Asset Values																
	Opening Gross Value as at 1 July 2014	44,490,256	132,435,535	29,834,929	468,475,936	152,525,820	91,781,566	25,201,894	944,745,936								
	Additions	-	-	-	-	-	-	-	-	-	-	-	-	34,929,883	-	-	34,929,883
	Disposals	(1,319,565)	-	(3,225,305)	-	-	-	-	-	-	-	-	-	-	-	-	(4,544,870)
	Revaluation Adjustment to Asset Revaluation Surplus	(684,225)	(1,806,990)	-	30,561,505	(1,407,579)	2,867,178	-	29,529,889								
	Transfers from Work in Progress	811,030	3,624,225	2,875,369	6,832,524	4,386,272	154,763	(18,684,183)	-								
	Transfers Between Classes	-	-	-	-	(11,025)	11,025	-	-								
	Closing Gross Value as at 30 June 2015	43,297,496	134,252,770	29,484,993	505,869,965	155,493,488	94,814,532	41,447,594	1,004,660,838								
	Accumulated Depreciation and Impairment																
	Opening Balance as at 1 July 2014	-	20,495,751	18,238,354	49,062,023	32,728,773	22,930,735	-	143,455,636								
	Depreciation Provided in Period	-	1,812,688	1,788,298	5,440,521	1,925,822	1,308,489	-	12,275,818								
	Depreciation on Disposals	-	-	(2,484,779)	-	-	-	-	(2,484,779)								
	Revaluation Adjustment to Asset Revaluation Surplus	-	(732,239)	-	(2,842,316)	(1,287,975)	(525,178)	-	(5,387,708)								
	Transfers Between Classes	-	(1,347)	-	1,347	-	-	-	-								
	Accumulated Depreciation as at 30 June 2015	-	21,574,853	17,541,873	51,661,575	33,366,620	23,714,046	-	147,858,967								
	Consolidated Book Value as at 30 June 2015	43,297,496	112,677,917	11,943,120	454,208,390	122,126,868	71,100,486	41,447,594	856,801,871								
	Range of Estimated Useful Life in Years	Not Depreciated	40 - 240	3 - 20	5 - 200	20 - 200	20 - 200	Not Depreciated	-								
	Additions comprise:																
	Renewals	\$	\$	\$	\$	\$	\$	\$	\$					\$			\$
	Other Additions	-	-	-	-	-	-	-	-					21,303,767			21,303,767
	Total Additions	-	-	-	-	-	-	-	-					13,626,116			13,626,116
		-	-	-	-	-	-	-	-					34,929,883			34,929,883

South Burnett Regional Council
Notes to the Financial Statements
 For the Year Ended 30 June 2016

13. Fair Value Measurements:

Council has early adopted AASB 2015-7; therefore sensitivity analysis and description of relationships between significant inputs, for level 3 fair value measurements are not included.

(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 15 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.

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 2016

2015

Asset	Level	Valuation Technique	Gross (RC or MV)	Accumulated Depreciation	Fair Value
Land	2	Market	43,297,496	-	43,297,496
Specialised Buildings	3	Cost	93,360,053	16,420,398	76,939,655
Residential / Commercial	2	Market	987,500	-	987,500
Other Structures	3	Cost	39,905,217	5,154,455	34,750,762
Road Network	3	Cost	505,869,965	51,661,575	454,208,390
Water Infrastructure	3	Cost	155,493,488	33,366,620	122,126,868
Wastewater Infrastructure	3	Cost	94,814,532	23,714,046	71,100,486
			933,728,251	130,317,094	803,411,157

The table below summarises the level of detail applied in determining the value of Council's assets as at 30 June 2016.

Asset Category	Valuation Effective 30 June 2016	Performed By	Effective Date of Last Comprehensive Valuation	Performed By
Land	Comprehensive	APV Valuers and Asset Management	30/06/2016	APV Valuers and Asset Management
Buildings	Comprehensive	APV Valuers and Asset Management	30/06/2016	APV Valuers and Asset Management
Roads, Drainage and Bridge Network	32% Comprehensive/ Remainder Desktop	APV Valuers and Asset Management	Due to flood events and other issues a comprehensive valuation of the whole road network has not been completed since amalgamation. A comprehensive revaluation exercise is presently being undertaken over a four year period, as described in note 13(ii).	
Water Infrastructure Network	Desktop	APV Valuers and Asset Management	30/06/2014	APV Valuers and Asset Management
Sewerage Infrastructure Network	Desktop	APV Valuers and Asset Management	30/06/2014	APV Valuers and Asset Management

(ii) Valuation Techniques Used to Derive Fair Values

Land (Level 2)

Except in the circumstance of any assets being held for sale (valued in accordance with AASB 5 Assets Held for Sale) or in accordance with specific accounting standards (such as Investment Properties) the balance of the portfolio is valued in accordance with AASB 116 Property Plant and Equipment at Fair Value. Land is valued on the basis of the estimated amount which the interest in each property being valued might reasonably be expected to realize on the date of valuation in an exchange between market participants given higher and best use or highest and best alternative use. This was determined by comparison to recent sales of land with similar characteristics, as adjusted to reflect condition and comparability. All valuations are based on the assumption that contaminants such as asbestos, chemicals, toxic wastes or other hazardous materials do not exist on these land parcels. As the valuation of land is based on observable evidence, land assets are classified with level 2 of the fair value hierarchy.

South Burnett Regional Council Notes to the Financial Statements

For the Year Ended 30 June 2016

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 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.

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.

South Burnett Regional Council Notes to the Financial Statements

For the Year Ended 30 June 2016



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%

Road, Drainage and Bridge Network Infrastructure Assets (Level 3)

Council has engaged APV Valuers and Asset Management to provide a comprehensive valuation of all road network assets over a three year period. As at 30 June 2016 a 32% sample of the 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 (i.e. for road assets formation, pavement and seal) 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.

The nature of the road network infrastructure is that there are a very large number of assets which comprise the network 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.

The consumption rating scales employed in the valuation of road, bridge and drainage network assets and the percentage service potential remaining of each short-life part at each condition score within those consumption rating scales are consistent with those disclosed for buildings above.

As observable in Note 12 the current period revaluation exercise resulted in a minor increase in Council's road, bridge and drainage network asset valuation of approximately \$16.5m, or 3.6% of the pre-valuation carrying value.

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

South Burnett Regional Council Notes to the Financial Statements

For the Year Ended 30 June 2016

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 consumption rating scales employed in the valuation of water and wastewater network assets and the percentage service potential remaining of the short-life part at each condition score within those consumption rating scales are consistent with those disclosed 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.

As noted above the last comprehensive valuation of water and sewerage infrastructure assets was undertaken effective 30 June 2014. 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 the reporting date. The indexation percentages for the water and sewerage infrastructure valuations have been derived from reference to actual costs of recent construction where details were available, costing guides issued by the 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. The analysis of these construction cost guides and research has determined that the approximate increase in infrastructure costs over the period from the 30 June 2015 to 30 June 2016 for each asset type is as follows:

	2016	2015
Asset Category	Index %	Index %
Water – Civil, Electrical and Pipeworks and Associated Services	1.5%	2.0%
Water – Mechanical	1.5%	2.0%
Sewerage – Civil and Electrical	1.5%	2.0%
Sewerage – Mechanical	1.5%	1.0%
Sewerage – Pipeworks and Associated Services	1.5%	3.0%

(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)

	2016	2015
<u>Gross replacement cost</u>	\$	\$
Opening gross value as at beginning of year	133,265,270	130,825,584
Transfers from work in progress	2,833,362	3,624,225
Disposals	(336,011)	-
Revaluation adjustment to asset revaluation surplus	3,626,715	(1,184,539)
Closing gross value as at end of financial year	139,389,336	133,265,270
<u>Accumulated depreciation</u>		
Opening balance as at beginning of year	21,574,853	19,848,304
Depreciation provided in period	2,107,084	1,727,151
Depreciation on disposals	(149,781)	-
Transfers between classes	-	(1,347)
Revaluation adjustment to asset revaluation surplus	5,757,464	745
Accumulated depreciation as at end of financial year	29,289,620	21,574,853
Depreciated replacement cost as at end of financial year	110,099,716	111,690,417

South Burnett Regional Council
Notes to the Financial Statements
 For the Year Ended 30 June 2016



Note	2016	2015
s	\$	\$
14. Intangible Assets		
Water Allocation		
Closing Gross Carrying Value	6,234,639	6,234,639
Computer Software		
Opening Gross Carrying Value	2,319,293	1,991,770
Additions	356,651	483,172
Amortisation	(247,494)	(155,649)
Closing Gross Carrying Value	2,428,450	2,319,293
Total Intangible Assets	8,663,089	8,553,932

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 2016 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 \$3.943m, annual cash flow growth of 4.00% 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 2016.

15. Trade and Other Payables

Current

Creditors and Accruals	2,732,682	3,285,614
GST Payable	-	287,894
Annual Leave	2,312,002	2,196,278
Other Entitlements	109,519	122,617
	5,154,203	5,892,403

South Burnett Regional Council
Notes to the Financial Statements
 For the Year Ended 30 June 2016

	2016	2015
Notes	\$	\$
16. Borrowings		
Current		
Loans - Queensland Treasury Corporation	3,889,377	2,213,721
Non-Current		
Loans - Queensland Treasury Corporation	41,042,167	42,215,420
Loans - Queensland Treasury Corporation		
Opening Balance at Beginning of Financial Year	44,429,141	36,361,854
Loans Raised	2,700,000	9,738,400
Principal Repayments	(2,197,597)	(1,671,113)
Book Value at End of Financial Year	<u>44,931,544</u>	<u>44,429,141</u>

The QTC loan market value at the reporting date was \$50,727,458 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 2016



	2016	2015
Notes	\$	\$
17. Provisions		
Current		
Long Service Leave	3,477,565	3,220,570
Other	61,679	89,811
	3,539,244	3,310,381
Non-Current		
Quarry Rehabilitation	944,589	949,745
Refuse Restoration	10,361,111	9,978,500
Long Service Leave	604,378	684,362
	11,910,078	11,612,607
<i>Details of Movements in Provisions</i>		
Refuse Restoration		
Initial Recognition	9,978,500	9,097,182
Increase / (Decrease) in Estimate of Future Cost	(261,962)	45,140
Increase / (Decrease) Due to Change in Discount Rate	333,834	572,040
Increase Due to Unwinding of Discount	310,739	264,138
Balance at End of Financial Year	10,361,111	9,978,500
Long Service Leave		
Balance at Beginning of Financial Year	3,904,931	3,794,536
Long Service Leave Entitlement Arising	591,863	553,134
Long Service Entitlement Paid	(414,851)	(442,739)
Balance at End of Financial Year	4,081,943	3,904,931

18. Asset Revaluation Surplus

The closing balance of the asset revaluation surplus comprises the following asset categories:

Land and Improvements	14,902,370	14,457,656
Buildings	53,357,897	55,353,926
Road, Drainage and Bridge Network	254,505,478	237,976,200
Water	68,030,545	65,417,322
Sewerage	57,034,839	57,578,062
	447,831,129	430,783,166

South Burnett Regional Council
Notes to the Financial Statements
 For the Year Ended 30 June 2016

Notes	2016	2015
	\$	\$

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	7,686,012	8,927,349
Security	-	49,896
Cleaning Contractors	30,830	354,488
	<u>7,716,842</u>	<u>9,331,733</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.

The most recent financial statements of LGM Queensland reported an accumulated surplus and that it was not anticipated that any liability would 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 \$552,980 for 30 June 2016 and was \$633,856 in the prior year ended 30 June 2015.



South Burnett Regional Council Notes to the Financial Statements

For the Year Ended 30 June 2016

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 AASB119 *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 AASB119. 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".

Following the previous actuarial assessment in 2012, councils were advised by the trustee of the scheme, following advice from the scheme's actuary, that additional contributions may be imposed in the future at a level necessary to protect the entitlements of Regional DBF members. 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 69 entities contributing to the Regional DBF plan and any changes in contribution rates would apply equally to all 69 entities. South Burnett Regional Council made less than 4% of the total contributions to the plan in the 2015-16 financial year.

The next actuarial investigation will be conducted as at 1 July 2018.

	2016	2015
Note	\$	\$
The amount of superannuation contributions paid by Council to the scheme in this period for the benefit of employees was:	5	
	2,484,753	2,317,838

South Burnett Regional Council | Financial Statements 2015/16

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South Burnett Regional Council
Notes to the Financial Statements
For the Year Ended 30 June 2016

	2016	2015
Notes	\$	\$
22. Trust Funds		
Trust Funds Held for Outside Parties		
Security Deposits	757,670	830,639

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	(2,533,648)	12,739,174
Non-Cash Items:		
Depreciation and Amortisation	13,504,366	12,431,467
Unwinding of discount - restoration provisions	333,465	281,945
Bad Debt Expense	226,497	-
Stores Write Off	3,443	-
Investing and Development Activities:		
Net (Profit) / Loss on Disposal of Non-Current Assets	15,441,025	990,576
Capital Grants and Contributions	(10,627,226)	(3,340,387)
	4,813,799	(2,349,811)
Changes in Operating Assets and Liabilities:		
(Increase) / Decrease in Receivables	1,555,308	1,073,324
(Increase) / Decrease in Inventory	(74,545)	(233,798)
Increase / (Decrease) in Payables	(738,200)	(6,806,696)
Increase / (Decrease) in Other Provisions	148,879	110,837
	891,442	(5,856,332)
Net Cash Inflow from Operating Activities	17,239,364	17,246,443

24. Events after the Reporting Period

There are no material adjusting events after the balance date.

South Burnett Regional Council
Financial Statements
For the Year Ended 30 June 2016




South Burnett Regional Council
Management Certificate
For the Year Ended 30 June 2016

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

11. 10. 2016

Date



Chief Executive Officer
Gary Wall

11/10/2016

Date

INDEPENDENT AUDITOR'S REPORT

To the Mayor of South Burnett Regional Council

Report on the Financial Report

I have audited the accompanying financial report of South Burnett Regional Council, which comprises the statement of financial position as at 30 June 2016, 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 certificates given by the Mayor and Chief Executive Officer.

The Council's Responsibility 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 prescribed accounting requirements identified in the *Local Government Act 2009* and *Local Government Regulation 2012*, including compliance with Australian Accounting Standards. The Council's responsibility also includes such internal control as the Council determines is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express an opinion on the financial report based on the audit. The audit was conducted in accordance with the *Auditor-General of Queensland Auditing Standards*, which incorporate the Australian Auditing Standards. Those standards require compliance with relevant ethical requirements relating to audit engagements and that the audit is planned and performed to obtain reasonable assurance about whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of the financial report that gives a true and fair view 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 entity's internal control, other than in expressing an opinion on compliance with prescribed requirements. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Council, as well as evaluating the overall presentation of the financial report.

I believe that the audit evidence obtained is sufficient and appropriate to provide a basis for my audit opinion.

Independence

The *Auditor-General Act 2009* promotes the independence of the Auditor-General and all authorised auditors. The Auditor-General is the auditor of all Queensland public sector entities and can be removed only by Parliament.



The Auditor-General may conduct an audit in any way considered appropriate and is not subject to direction by any person about the way in which audit powers are to be exercised. The Auditor-General has for the purposes of conducting an audit, access to all documents and property and can report to Parliament matters which in the Auditor-General's opinion are significant.

Opinion

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

- (a) I have received all the information and explanations which I have required; and
- (b) in my opinion -
 - (i) the prescribed requirements in relation to the establishment and keeping of accounts have been complied with in all material respects; and
 - (ii) the financial report presents a true and fair view, in accordance with the prescribed accounting standards, of the financial performance and cash flows of South Burnett Regional Council for the financial year 1 July 2015 to 30 June 2016 and of the financial position as at the end of that year.

Other Matters - Electronic Presentation of the Audited Financial Report

Those viewing an electronic presentation of these financial statements should note that audit does not provide assurance on the integrity of the information presented electronically and does not provide an opinion on any information which may be hyperlinked to or from the financial statements. If users of the financial statements are concerned with the inherent risks arising from electronic presentation of information, they are advised to refer to the printed copy of the audited financial statements to confirm the accuracy of this electronically presented information.

A handwritten signature in blue ink, appearing to read 'J Macgregor'.

J MACGREGOR CPA
(as Delegate of the Auditor-General of Queensland)



Queensland Audit Office
Brisbane

South Burnett Regional Council
Notes to the Financial Statements
For the Year Ended 30 June 2016

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 2016

**Current-year Financial Sustainability Statement
For the year ended 30 June 2016**

Measures of Financial Sustainability

	How the measure is calculated	Actual - Council	Target
Council's performance at 30 June 2016 against key financial ratios and targets:			
Operating surplus ratio	Net result (excluding capital items) divided by total operating revenue (excluding capital items)	3.7%	Between 0% and 10%
Asset sustainability ratio	Capital expenditure on the replacement of assets (all asset renewals) divided by depreciation expense.	161.3%	Greater than 90%
Net financial liabilities ratio	Total liabilities less current assets divided by total operating revenue (excluding capital items).	43.2%	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 2016.

South Burnett Regional Council
Financial Statements
For the Year Ended 30 June 2016



Certificate of Accuracy
For the Year Ended 30 June 2016

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

11. 10. 2016

Date

Chief Executive Officer
Gary Wall

11/10/2016

Date



INDEPENDENT AUDITOR'S REPORT

To the Mayor of South Burnett Regional Council

Report on the Current-Year Financial Sustainability Statement

I have audited the accompanying current-year financial sustainability statement, which is a special purpose financial report of South Burnett Regional Council for the year ended 30 June 2016, comprising the statement and explanatory notes, and certificates given by the Mayor and Chief Executive Officer.

The Council's Responsibility 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 Responsibility

My responsibility is to express an opinion on the current-year financial sustainability statement based on the audit. The audit was conducted in accordance with the *Auditor-General of Queensland Auditing Standards*, which incorporate the Australian Auditing Standards. Those standards require compliance with relevant ethical requirements relating to audit engagements and that the audit is planned and performed to obtain reasonable assurance about whether the statement is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the statement. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Council's preparation and fair presentation of the statement 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. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Council, as well as evaluating the overall presentation of the statement.

My responsibility is to form an opinion as to whether the statement has been accurately calculated based on the Council's general purpose financial report. 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.

I believe that the audit evidence obtained is sufficient and appropriate to provide a basis for my audit opinion.

Independence

The *Auditor-General Act 2009* promotes the independence of the Auditor-General and all authorised auditors. The Auditor-General is the auditor of all Queensland public sector entities and can be removed only by Parliament.

The Auditor-General may conduct an audit in any way considered appropriate and is not subject to direction by any person about the way in which audit powers are to be exercised. The Auditor-General has for the purposes of conducting an audit, access to all documents and property and can report to Parliament matters which in the Auditor-General's opinion are significant.

Opinion

In accordance with s.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 2016, has been accurately calculated.

Emphasis of Matter – Basis of Accounting

Without modifying my opinion, attention is drawn 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.

Other Matters - Electronic Presentation of the Audited Statement

Those viewing an electronic presentation of this special purpose financial report should note that audit does not provide assurance on the integrity of the information presented electronically and does not provide an opinion on any information which may be hyperlinked to or from the financial statements. If users of the financial statements are concerned with the inherent risks arising from electronic presentation of information, they are advised to refer to the printed copy of the audited financial statements to confirm the accuracy of this electronically presented information.



J MACGREGOR CPA
(as Delegate of the Auditor-General of Queensland)



Queensland Audit Office
Brisbane



**South Burnett Regional Council
Long-term Financial Sustainability Statement**

For the Year Ended 30 June 2016

Long-term Financial Sustainability Statement

Prepared as at 30 June 2016

Measures of Financial Sustainability	How the measure is calculated	Target	Actuals at 30 June 2016	30 June 2017	31 June 2018	32 June 2019	30 June 2020	30 June 2021	30 June 2022	30 June 2023	30 June 2024	30 June 2025
Operating surplus ratio	Net result (excluding capital items) divided by total operating revenue (excluding capital items)	Between 0% and 10%	3.7%	1.3%	1.8%	1.9%	1.0%	1.4%	1.7%	2.2%	2.0%	2.6%
Asset sustainability ratio	Capital expenditure on the replacement of assets (all asset renewals) divided by depreciation expense.	Greater than 90%	161.3%	149.9%	116.4%	96.4%	99.6%	98.4%	95.6%	94.1%	93.4%	92.0%
Net financial liabilities ratio	Total liabilities less current assets divided by total operating revenue (excluding capital items).	Not greater than 60%	43.2%	35.2%	37.9%	37.1%	38.5%	39.0%	38.2%	36.4%	35.0%	32.2%

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.

South Burnett Regional Council
Financial Statements
For the Year Ended 30 June 2016




Certificate of Accuracy

**For the Long-Term Financial Sustainability Statement Prepared
as at 30 June 2016**

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.



Mayor
Keith Campbell
11. 10. 2016

Date



Chief Executive Officer
Gary Wall
11/10/2016

Date



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

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BACK PAGE OF FEEDBACK FORM**

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



SOUTH BURNETT
REGIONAL COUNCIL

Resolution:

Moved Cr RLA Heit, seconded Cr DA Potter.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

ATTENDANCE:

General Manager Russell Hood left the meeting at 8.48am.
General Manager Russell Hood returned to the meeting at 8.49am.

2.2 Requesting confirmation of Council's representative on the SQCT Board of Directors for the term 2016-18

Summary

Council has been asked to appoint a representative to the SQCT Board for the term 2016-2018.

Officer's Recommendation

That Council nominates Cr Danita Potter on the Southern Queensland Country Tourism Limited Board.

Resolution:

Moved Cr GA Jones, seconded Cr RJ Frohloff.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

There being no further business the meeting was declared closed at 8.50am.

Confirmed before me this day of2016

..... **MAYOR**

