



## Correspondence

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| BURDEKIN SHIRE COUNCIL |     |
| File ID No.            | 678 |
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Department of  
**Natural Resources and Mines**

67 OCT 2014

Mr Matthew Magin  
Chief Executive Officer  
Burdekin Shire Council  
PO Box 974  
AYR QLD 4807

Dear Mr Magin

**RE: ANNUAL VALUATION EFFECTIVE 30 JUNE 2015**

Thank you for your response to my request seeking your opinion on whether or not an annual valuation (effective 30 June 2015) should be undertaken in the Burdekin local government area. You have advised that an annual valuation should be undertaken.

The *Land Valuation Act 2010* (the Act) requires that the Valuer-General undertake an annual valuation of all land in a local government area except in unusual circumstances or after consideration of:

- a market survey report for the local government area which reviews sales of land and the probable impact of the sales on the value of land since the last annual valuation, and
- the results of consultation with the local government for the area and appropriate local and industry groups.

After considering the statutory criteria, the Valuer-General has decided that an annual valuation for the Burdekin local government area will not be undertaken in 2015. Where new valuations are not issued, the most recent annual valuation remains effective for local government rating, State land tax and State land rental purposes until the next valuation is undertaken.

Should you wish to discuss this matter further, please contact Brett Bowen, Area Manager of the department on telephone 4222 5500.

Yours sincerely

Vern Di Salvo  
**Acting Executive Director, State Valuation Service**  
**Delegate for the Valuer-General**

|           |       |          |          |
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| VIEW      | CEO   | AGENDA   | C12      |
| FIN RATES | MAYOR | DATE     | 11.11.14 |
| NOTED     | GLL   | APPLIC # |          |
| TENDER    |       | PROP #   |          |
| ACTION    |       | LAND #   |          |
| DEADLINE  |       |          |          |

State Valuation Service  
Department of Natural Resources and Mines  
Level 14, 61 Mary Street, Brisbane  
PO Box 15216, City East 4002  
Telephone: 3199 7770 Facsimile: 3199 7960  
Email: [valuation.enquiries@dnrm.qld.gov.au](mailto:valuation.enquiries@dnrm.qld.gov.au)  
Website: [www.dnrm.qld.gov.au](http://www.dnrm.qld.gov.au)  
ABN 46 640 294 485



PARLIAMENTARY SECRETARY  
TO THE PRIME MINISTER

Reference: C14/64826

26 SEP 2014

Councillor Bill Lewis  
Mayor  
Burdekin Shire Council  
PO Box 974  
AYR QLD 4807

|                        |     |
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| BURDEKIN SHIRE COUNCIL |     |
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Dear Mayor

Thank you for your letter dated 24 July 2014 to the Prime Minister, the Hon Tony Abbott MP, regarding the Senate inquiry into the Great Barrier Reef Marine Park Authority. The Prime Minister has asked me to reply on his behalf.

The Australian Government is determined to improve the health of the Reef for generations to come and is committed to addressing crown-of-thorns starfish.

The Government is investing a total of \$10.5 million in crown-of-thorns eradication, including \$2 million from the Reef Trust. The Reef Trust will also address water quality and sediment runoff.

Thank you again for taking the time to write to the Prime Minister. I have referred your letter to the Minister for the Environment, the Hon Greg Hunt MP, who has portfolio responsibility for the protection of the Great Barrier Reef.

Yours sincerely

JOSH FRYDENBERG

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| VIEW     | MAJOR | AGENDA   | C12      |
|          | CEO   | DATE     | 11.11.14 |
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| TENDER   |       | PROP #   |          |
| ACTION   |       | LAND #   |          |
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PO Box 374,  
Home Hill QLD 4806

1 October 2014

|                        |     |
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| BURDEKIN SHIRE COUNCIL |     |
| File ID No.            | 925 |
| 10 OCT 2014            |     |
| Document No.           |     |
| Retention Period       |     |



PO Box 852,  
Ayr QLD 4807

Burdekin Shire Council  
Mayor Bill Lewis  
PO Box 974  
Ayr QLD 4807

Dear Mr. Lewis,  
The Home Hill and Ayr Tennis Associations would like to sincerely thank the Burdekin Shire Council for their bronze sponsorship of the ERGON Burdekin Open and Age Tournament held from the 27 – 30 September, 2014.

We are pleased to advise that this year's tournament was a huge success. This was the fifth year of the junior tournament and the third year of the Open Tournament. Entries in 2014 were up with a total of 170 players, an increase of 25 on the previous year (17.25%). This is a great result for the Burdekin as we attracted players from Victoria, the Northern Territory as well as all over Queensland. With many visitors coming to the district it added to the Burdekin economy by way of accommodation, food outlets and entertainment.

We were extremely fortunate to have a quality field to contest the Open events with Gavin van Peperzeel ranked inside the top 20 in Australia the top contender. Jack Walton, Dallan Garvey and former winners Hannah Casswell and Patrea Bojack also competed in the Open events. Our best performing local was Jack Walton who made the semifinal of the Open Men's Singles being beaten by Gavin van Peperzeel in 2 sets. There was great local support with 33 locals taking to the courts with 15 players in the winner's circle. This shows the level of local talent that we have. For full details of results go to <http://tournaments.tennis.com.au/home.aspx> or [www.tennis.com.au/homehilltennis](http://www.tennis.com.au/homehilltennis)

Sponsors are very important to us and so I have included a certificate of appreciation from the clubs. For your information I have included some examples of the ways we recognized your business at our event. New to the event this year was Tournament TV which shows a rundown of the matches and their scores, upcoming matches and acknowledging sponsors. This was a great way to keep everyone informed about where we up to in the tournament. Sponsors were also recognized during and at the conclusion of the tournament both on the PA system and on the sponsors' board at each club. Banners were on display and sponsors tents erected.

Much praise was given to the committee over the weekend saying that the organization and standard of prizes were excellent and that they would definitely be back in 2015. In 2013 the parents of a junior player who travelled a great distance to come to the Open went out of their way to say how well we had recognized our sponsors and wanted to pass on their thanks to all the sponsors. They indicated that they would definitely be back in 2014 and they were. So I think this is a great testimony to the quality of the tournament.

In 2015 we are excited to announce that our Open will still be part of the "Northern Swing" a tour that starts in Rockhampton, moves to the Burdekin and then finishes with Tennis Townsville's North Queensland Open. As this tour becomes more well-known in the same time slot we anticipate that even more players will come to the Burdekin. We look forward to your wonderful support again in 2015.

Thank you once again.

Yours sincerely

*Kate Casswell*

Kate Casswell  
Tournament Referee

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| VIEW     | COMDEV | AGENDA   | C12      |
| MAYOR    | CEO    | DATE     | 11.11.14 |
| NOTED    |        | APPLIC # |          |
| TENDER   |        | PROP #   |          |
| ACTION   |        | LAND #   |          |
| DEADLINE |        |          |          |

Kate Casswell 0447 384 441 / 07 4782 2126  
Arron Klumpp 0419 795 548  
Glen Griffin 0417 730 576 / 07 4783 5804

Tournament Referee  
Tournament Director  
Tournament Treasurer



Sponsor Board on display at the club



Entrance to Home Hill Tennis with flags and tents of sponsors

| tournament software           |   | Results |
|-------------------------------|---|---------|
| 14-15 - B Grade Mixed Doubles | Barry Baker/Sharon McDermott            | 8       |
|                               | Michael Woods/Kiri Spalding             | 5       |
| 15-20 - B Grade Mixed Doubles | Bradley Mcallister/Robyn Mcallister     | 2       |
|                               | John Maynard/Roslyn Wyngaard            | 8       |
| 17-19 - A Grade Mixed Doubles | Justin Vidler/Patree Bojack             | 6       |
|                               | Daniel Kienzner/Keren Richardson        | 0       |
| 22-15 - AMT Women's Doubles   | Lily Clements-Markham/Samantha Nyika[1] | 6 6     |
|                               | Taylor Douglas/Chelsea Olditch[2]       | 3 4     |
| 22-15 - AMT Men's Doubles     | Bradley Clews/Ryan Schwab[1]            | 6 6     |
|                               | Ryan Coffey/Travis Dragojo[2]           | 2 4     |

Use of Tournament TV showing match results & sponsor logos



Winners Gavin van Peperzeel and Brad Clews pictured with Rosemary Menkens MP



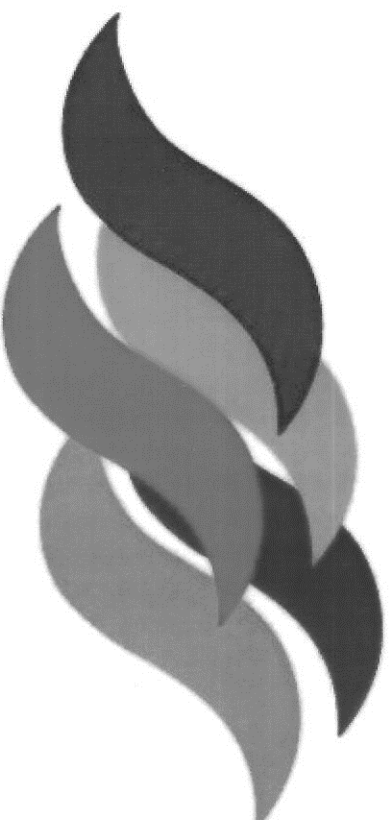
ERGON

# Burdekin Open & Age Tennis Championships



# Certificate of Appreciation

This certificate is awarded to



**Burdekin Shire Council**

Thank you for your generous support.



Hon Andrew Cripps MP  
Minister for Natural Resources and Mines

|                        |     |
|------------------------|-----|
| BURDEKIN SHIRE COUNCIL |     |
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| 14 OCT 2014            |     |
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CTS 22921/14

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Queensland 4002 Australia  
Telephone +61 7 3199 8215  
Facsimile +61 7 3224 2491  
Email nrm@ministerial.qld.gov.au

10 OCT 2014

Councillor Bill Lewis  
Mayor  
Burdekin Shire Council  
PO Box 974  
AYR QLD 4807

Dear Councillor 

Thank you for your email of 15 September 2014 regarding your concerns about proposed changes to water management in the Burdekin district.

I understand that you have also had discussions with Mr Gary Jensen, Acting Regional Manager Water Services, Department of Natural Resources and Mines (the department) who provided further advice on the matter you have raised.

The presentation provided by the department at the North Queensland Local Government Association Conference in Richmond in August was to provide information about the benefits of water reform processes. The process of converting licences to water allocations or making existing licences tradeable is seen to be a priority to support and facilitate development by removing barriers to water trading. This is in line with the Intergovernmental Agreement on a National Water Initiative.

I can confirm that the transitional arrangements of the North and South Burdekin Water Boards into the proposed new entity Lower Burdekin Water will provide for continuity of their existing powers as specified in the Orders in Council and the *Water Act 2000* (the Act).

Discussions relating to a potential Interim Resource Operations Licence for Lower Burdekin Water (the board) are to ensure that the board's operations are appropriately transitioned into any proposed amendment to the existing Burdekin Resource Operations Plan (ROP). If this amendment is progressed, groundwater management will be required to be incorporated into the Burdekin Water Resource Plan (WRP). As part of this process, the department will engage all key stakeholders including Burdekin Shire Council (the council) to ensure all appropriate management objectives are achieved, including the council views on town water supply.

With regard to your concerns about the retention of constructing authority status, under the *Acquisition of Land Act 1967*, the board will continue to have authority status as it is authorised under the Act to perform specific activities in accordance with its existing authority. This does not exclude the board from following due process and making application to the council in accordance with the provisions stated in the *Sustainable Planning Act 2009*. As the resultant infrastructure constructed by the board relates to water distribution, the Levee Regulation is triggered which requires the board to obtain council approval.

The board is able to carry out any activities outside of its authority area as long as the board does not limit its ability to perform its main function or financially prejudice its customers, in accordance with section 569 of the Act.

The area managed by the board is not a declared groundwater area and as such, customers accessing groundwater within the board area, including the council, do not hold groundwater entitlements under the Act. Any future amendments to the Burdekin WRP and ROP that require groundwater within the board area to be managed will include a process that recognises existing use of the groundwater resource in deciding entitlements. The department will ensure that the council is engaged in any future WRP and ROP amendments to address groundwater including the required volumetric entitlement for town water supply.

I suggest that you continue discussions with the board to ensure the council's groundwater requirements are suitably addressed. The board has the ability to levy charges on either an area or volumetric basis. It would be up to the council to negotiate with the board an equitable arrangement.

I have asked the department to investigate how other similar boards treat the pricing of town water supply and the department will contact you to discuss the outcomes once the review has been completed.

If you have any questions about my advice to you, Mr Les Cox, Senior Policy Advisor, will be pleased to assist you and can be contacted on telephone 3719 7367.

Yours sincerely



**Andrew Cripps MP**  
**Minister for Natural Resources and Mines**

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| VIEW     | MAYOR | AGENDA   | CI 2     |
|          |       | DATE     | 10/11/14 |
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# North Queensland Sports Foundation

*Proud to be North Queensland*

Established in 1983 by the Local Government Authorities of North Queensland

|                        |
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| BURDEKIN SHIRE COUNCIL |
| File ID No. <b>853</b> |
| <b>15 OCT 2014</b>     |
| Document No. ....      |
| Retention Period ..... |

14 October 2014

Mr Matthew Magin  
Chief Executive Officer  
Burdekin Shire Council  
PO Box 974  
AYR QLD 4807

Dear Matthew,

Following the most recent Board Meeting of the North Queensland Sports Foundation on 25 September 2014, in Townsville, I would like to inform you of some issues that were raised.

## Audited Financial Report

Due to the rescheduling of the Annual General Meeting to coincide with timeframes for our Constitution changes, the Foundation's Audited Financial Report was tabled and accepted at our Board Meeting. A copy will be included with your Annual report, to be sent out following our AGM to be held on Friday 31<sup>st</sup> October 2014.

## Recommendations from Review Meetings

Discussions were held on the two days prior to the Board Meeting to discuss the recommendations of the Business Structure and Governance Review of the Foundation. The review recommendations regarding the structure and constitution of the Foundation were tabled and accepted with some small amendments. The updated recommendations are included in your meeting booklet.

Please contact Jaime Collas or myself at this office if you are unsure of anything.

Yours sincerely,

Andrew Bligh

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| VIEW     |  | AGENDA   | C12      |
| COMDEV   |  | DATE     | 11-11-14 |
| NOTED    |  | APPLIC # |          |
| TENDER   |  | PROP #   |          |
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| DEADLINE |  |          |          |

SCAN BOARD MEETING BOOKLET &

Reports kept on FILE

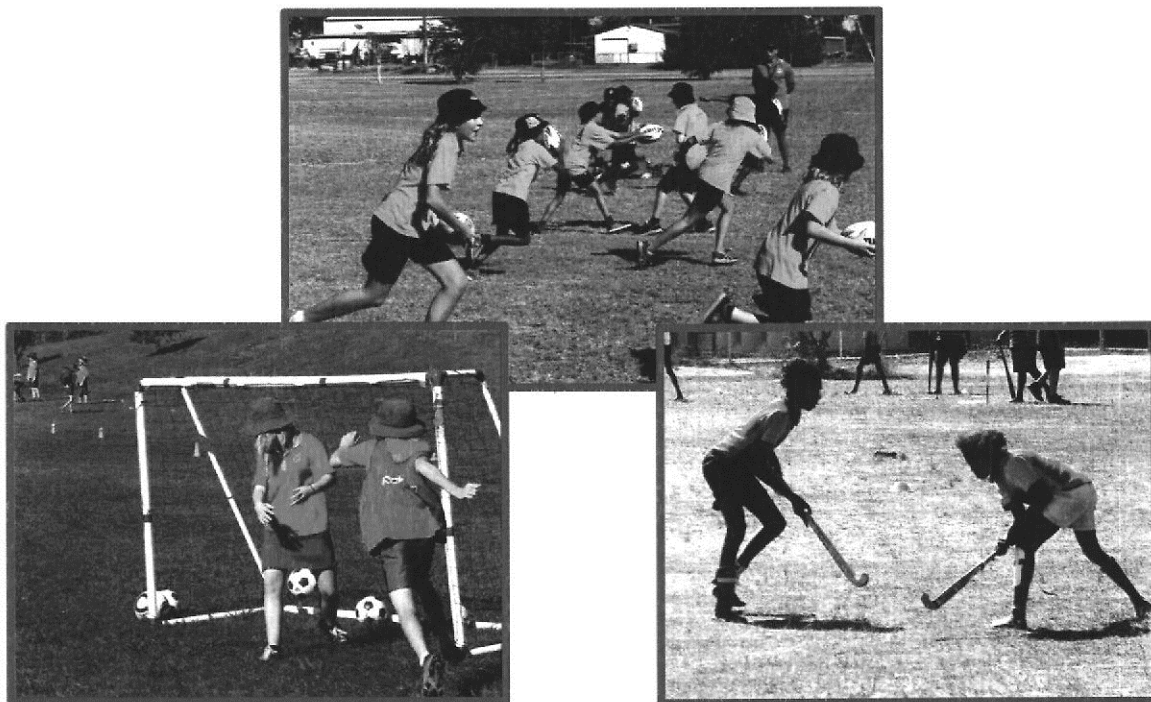


# North Queensland Sports Foundation

*"Proud to be North Queensland"*



## Board Meeting



25 September, 2014

[www.nqsports.com.au](http://www.nqsports.com.au)



**North Queensland Sports Foundation**  
***Important Dates in 2014***

**Thursday 25<sup>th</sup> September 2014 - Board Meeting (Townsville)**

13<sup>th</sup> to 17<sup>th</sup> October – Cape Sports Education Tour

**Friday 31<sup>st</sup> October 2014 – AGM (Townsville)**

**Friday 28<sup>th</sup> November 2014 (Townsville)**

**- Extraordinary General Meeting**

**- Board Meeting**

**- Planning Workshop**

*Christmas Drinks*

**Saturday 29<sup>th</sup> November 2014 – Planning workshop cont.**



**A MEETING OF THE  
BOARD OF THE  
NORTH QUEENSLAND SPORTS FOUNDATION  
WILL BE HELD AT  
TOWNSVILLE SPORTS HOUSE,  
REDPATH STREET  
TOWNSVILLE,  
THURSDAY 25<sup>TH</sup> SEPTEMBER 2014  
10:30AM**

**AGENDA**

1.     **ATTENDANCE**  
Present and Welcome  
Apologies
2.     **MINUTES OF PREVIOUS BOARD MEETING**
3.     **BUSINESS ARISING FROM MINUTES**
4.     **DOCUMENTS TO BE TABLED:**
  - a)    Inward/Outward correspondence
5.     **REPORTS**
  - a)    Manager's Report
  - b)    Treasurer's Report
  - c)    Sub – Committee Reports
6.     **GENERAL BUSINESS**
  - a)    Audited financial report
  - b)    2015 Sportstar update
  - c)    Recommendations from review meeting
  - d)    Facilitator payment
  - e)    Cassowary Coast Regional Council

**MINUTES OF THE BOARD MEETING OF THE  
NORTH QUEENSLAND SPORTS FOUNDATION  
HELD AT  
TOWNSVILLE SPORTS HOUSE,  
REDPATH STREET, TOWNSVILLE  
ON FRIDAY 27 JUNE 2014**

Margaret Cochrane opened the meeting at 10.34am and welcomed all attending, with a special mention to Nipper Brown from Mareeba Shire Council, who was attending his first Foundation meeting.

**1 ATTENDANCE**

**1.1 PRESENT**

Margaret Cochrane (President, Life Member), Cr Pat Ernst (Vice-President, Townsville), Ross Contarino (Treasurer, Life Member), Lawrence Molachino (Secretary, Hinchinbrook), Cr Paul Steindl (Mackay), Alf Pearce (Whitsunday), Tony Vaccaro (Burdekin), Cr Jessie Richardson (Cairns), Dan Jackson (Townsville), Cr Sean O'Neill (Flinders), Cr Jane Charuba (Flinders), Lyn McLaughlin (Life Member), Cr Frank Beveridge (Charters Towers), Ashleigh Lowe (Cairns), Nipper Brown (Mareeba), Andrew Bligh (Manager) and Jaime Collas (Administration Officer)

**1.2 APOLOGIES**

Cr Marjorie Pagani (Tablelands), Cr Colin Ferguson (Cloncurry), Cr Mark Nolan (Cassowary Coast), Cr Kim Coghlan (Mount Isa) and Rebecca Love (Hinchinbrook)

**Moved Cr Frank Beveridge, seconded Dan Jackson to suspend standing orders to allow Peter Cummiskey (CEO, Q Sport) to address the Board.**

**Moved Cr Frank Beveridge, seconded Cr Lawrence Molachino to resume standing orders following the completion of Peter Cummiskey's address to the Board.**

Margaret Cochrane passed on congratulations to former Board Member Gemma O'Neill on the recent birth of her baby boy and suggested a card be sent to Gemma on behalf of the Foundation.

|  |
|--|
| <b>Jaime Collas to send congratulatory card to Gemma O'Neill for the birth of her new son.</b> |
|--|

**2 MINUTES OF PREVIOUS MEETING**

**Moved Alf Pearce seconded Cr Sean O'Neill that the minutes of the last Board Meeting be accepted.**

Margaret asked if there were any comments regarding the minutes and Cr Paul Steindl stated that Mackay Council had sent a letter to the Secretary noting that they believed the minutes were not a true and accurate record of the previous meeting. Cr Lawrence Molachino advised that emails had been sent directly to him from both Gemma O'Neill (Mackay) (received 28 May 2014) and Cr Jessie Richardson (received 29 May 2014) raising concerns about the minutes' accuracy. He requested a copy of the handwritten notes of the meeting, with both the notes and a recording of the meeting being supplied by the Foundation office.

Cr Lawrence noted that the emails from Mackay and Cairns raised similar points and listed their concerns by reading the email from Mackay (numbered excerpts below), followed by his findings after consulting the hand written notes and tape.

- a) Page 2, 5.1 Chair's Report, paragraph four (4) – it is worded that '*Margaret directly questioned whether there had been a teleconference held between the Townsville Mackay, and Cairns Councils to discuss the withdrawal of funds from the NQSF*'. We believe that this was not the case, that Margaret STATED she had been told by an anonymous informant that this HAD happened.
  - Page 4 of the hand written minutes contains the words "*MC (Margaret Cochrane) Teleconference between TSV/MKY/CNS?*"
  - In the tape recording of the minutes, Margaret Cochrane raised the issue of a teleconference held between Townsville, Mackay and Cairns on at least two (2) occasions
  - Regarding the statement that Margaret had been told by an anonymous informant that this had happened, page 3 of the hand written notes contains the words "*MC – made aware of what is happening*"
- b) The minutes do not mention that Paul requested a retraction of this statement made by Margaret, nor the fact that one was not forthcoming.
  - The hand written minutes do not contain any reference to a retraction of the statement regarding the teleconference. Regarding the tape recording, it is noted that some voices came across loud and clear and one could surmise that these persons were in close proximity to the tape recorder, and other voices were hard to hear and one could surmise that those persons were some further distance from the tape recorder. It was difficult to determine from the recording if a retraction was requested.
- c) It does not mention that Cr Frank Beveridge suggested a 'vote of no confidence' and that this was turned down.
  - Page 4 of the hand written minutes contains the words "*Frank – vote of confidence?*" Regarding the tape recording, see the above paragraph (RE: difficulty hearing in tape recording).
- d) Page 5, 7.3, paragraph two (2) onwards – the manager, who is not a member of the Board, cannot speak against a recommendation/motion (in regards to their being no need for a committee to help source funding) that in the end was voted against. He can be asked for his advice or information to help the Board members.
  - I (Cr Lawrence) am not in a position to comment on this statement.

Margaret asked Cr Paul if he would like to make an amendment to the minutes prior to their acceptance by the Board. Cr Paul advised that the email to the Secretary had been sent through for consideration directly after receiving a copy of the minutes, but no further action had been taken. Margaret commented that the correspondence could not be accepted as the amendment, but that an amendment could be made with alternate wording supplied. Ross Contarino stated that his recollection of the meeting was similar to that of the Mackay email so would be happy to second a motion of an amendment.

Cr Jessie said that her main point of concern was the section relating to the question that the three Mayors had had a teleconference (*Page 2, 5.1 Chair's Report, paragraph four (4)*), where she believes this was a statement and not a question. She commented that accusations like this should not be made on hearsay and that the person responsible for providing the information should be made known.

Mayor Frank commented that he remembered the discussions noted by Mackay and Cairns, but did not recall the "vote of no confidence." Margaret said that he asked if she wanted a "vote of confidence" moved, not a "vote of no confidence", which was validated by the hand written minutes.

Rather than making a specific amendment, Cr Paul stated that he would be voting against the acceptance of the minutes as he believed they were not a true and accurate representation of the previous meeting due to specific points (as raised in their email) not being correct or not clearly stated.

As the motion had already been moved (Alf Pearce) and seconded (Cr Sean O'Neill), the motion that the minutes of the last Board Meeting be accepted was put to a vote:

**Motion passed**

For: 5 – Lyn McLaughlin, Alf Pearce, Cr Frank Beveridge, Cr Lawrence Molachino, Margaret Cochrane

Against: 3 – Cr Paul Steindl, Dan Jackson, Cr Jessie Richardson

Remaining present Board Members abstained from voting due to not being present at the previous Board Meeting.

**3 BUSINESS ARISING FROM MINUTES**

**3.1** Douglas Shire Council was forwarded NQSF membership information and cost details, however they were yet to respond and advise their continued membership of the Foundation

**3.2** Andrew Bligh checked into other BHP centres for possible inclusion into the current 3 council limitation, however there were no other suitable mines within the NQSF footprint.

**3.3 Motion: That the resolution to accept the President's Report adopted on the First day of March, 2014 be rescinded**

Margaret advised that she had forwarded her letter, containing the motion to rescind, to the Secretary following the previous meeting. She stated that she was withdrawing her notice and would not be seeking to rescind the motion, with today being her last meeting as President.

**4 MINUTES OF THE EXECUTIVE TELECONFERENCE**

**Moved Cr Lawrence Molachino seconded Dan Jackson that the minutes of the last Executive meeting of the Board be accepted.**

Margaret informed the meeting that she had met with Andy Cassidy from PCYC regarding possible funding for this year's Sports Education Tours; however was yet to receive a response from the submission.

Following the request from the Mayors of Cairns, Mackay, and Townsville for a governance audit and the flying minute (to be ratified later in the meeting), Margaret said that she had emailed the 3 Mayors but had yet to receive a status update. Cr Pat Ernst stated that he had also requested an update that morning but also had not received a response as yet.

Peter Elliott arrives 12:00pm.

With Councils in budget discussions, the Executive made a recommendation that a CPI increase of 2.5% be made to the Local Area Contributions, with this requiring discussion and ratification. Tony Vaccaro advised that Burdekin Shire Council had already resolved to accept the increase, with Mayor Frank supporting the increase on behalf of Charters Towers Regional Council. Cr Pat stated that, pending the outcome of the audit, Townsville City Council would accept the CPI increase should they continue to fund the Foundation.

**Moved Cr Pat Ernst, seconded Cr Jane Charuba that the Board accepts the Executive decision to increase the Council Levies by CPI of 2.5%. CARRIED**



With Peter Elliott on limited time, Margaret requested that the meeting defer to General Business and discuss "Review of Constitution".

## 7.8 GENERAL BUSINESS - Review of Constitution

Margaret drew the Board's attention to the draft Constitution supplied. She advised that changes had been made in red, with a lot of the old commentary removed and new definitions added. She noted that while a new constitution had been submitted by Mackay, she requested clarification from Peter if there would be any implication to the Foundation with one Constitution completely replaced by another, as she was of the understanding that the Foundation would need to be wound up and a new "body" created with the new Constitution.

Peter noted that he had not seen the Constitution proposed by Mackay, but advised the following: There would be no issue changing Constitutions completely providing the new Constitution was under the same Act. Currently, the Foundation was a "Company Limited by Guarantee", which was under the Companies Code (Commonwealth Act). The Associations and Corporations Act (State Act) is commonly used by general bodies (e.g. football and hockey clubs) as they have Model Constitutions. Being community based and not just controlled by Councils allows for more funding prospects, and as a funded body the State Act would not be appropriate for the Foundation, and remaining as a Company Limited by Guarantee would be recommended.

Cr Paul said that the example provided by Mackay was only an updated version and did not change the Act that the Constitution was currently under. He also noted that at the special Constitution briefing, held preceding the November Board Meeting, that a copy of the draft would be supplied prior to this meeting to allow time to read and make notes. With the draft being tabled today, Margaret proposed that a special meeting be called for 10:30am on the day of the AGM to discuss changes and allow them to be agreed on at the AGM.

Dan noted that the Constitution discussions were likely to take several hours and a meeting directly before the AGM would not provide sufficient time. The Board discussed options for a more suitable meeting time and proposed **2:00pm Thursday 25 September** to allow for the Constitution to be redrafted for the AGM the following day.

Items noted as requiring amendment in draft:

- 3.02 *Membership Fees* (Ross Contarino – funding model not relevant and needs to be reworded)
- 13.01 *...there shall be a Board of the Company which shall consist of...* (Lyn McLaughlin – no mention of life members or their constitutional rights)
- 15.01.01 *Only elected members of a local Government Authority, who specifically resides in the LGA, can be nominated to the Foundation's Board* (Lyn McLaughlin –requires clarity as to if it only relates to the Executive or the entire board as it currently cuts out the community member)

Lyn prompted the Board to ask the hard question of whether the NQSF had outlived its usefulness. She spoke of how it was formed initially to help youth from the North who had little access to participation. The same question was raised in the 1990's, and if we want to continue we need to focus on what we want to achieve and the relevance. With the Foundation growing to include the Sportstar Awards, Western Games, and Sports Education Tours, the question still remained as to if we are doing what the community wants.

Following the passing of her father and brother recently, Lyn thanked the Board for those who travelled to funerals and were there as support. Margaret proffered the thoughts and prayers of the Board to Lyn during this trying time.

Meeting adjourned for lunch 12:30pm. Some members had to leave due to prior engagements (Tony Vaccaro, Lyn McLaughlin, Ashleigh Lowe, Cr Frank Beveridge, Cr Pat Ernst)

During the adjournment for lunch the Board was joined by Trevor Walch and Lyn Doyle from RACQ Insurance with Margaret Cochrane presenting them with a NQ Games montage as a token of appreciation.

Returned from lunch 1:00pm

## **5 CORRESPONDENCE**

Inward/Outward correspondence was tabled.

Margaret said that most of the correspondence was Games and flying minute related, with Ross also noting that he provided a possible option for the governance audit with "Effective Governance".

**Moved Cr Jessie Richardson seconded Cr Nipper Brown that the inward correspondence be accepted as received and the outward correspondence be adopted. CARRIED**

## **6 REPORTS**

### **6.1 Chair's Report**

Margaret Cochrane tabled and read her report.

As this would be her last meeting as President, Margaret sincerely thanked those who had supported her during her term on the Foundation.

**Moved Margaret Cochrane seconded Alf Pearce that the President's Report be accepted. CARRIED**

On behalf of the Board, Ross thanked Margaret for her time with the Foundation and acknowledged her as the longest serving President. He commended her positive movements forward and commented that her input was 4-fold what he contributed during this time as President.

### **6.2 Manager's Report**

Andrew Bligh tabled and read his report.

**Moved Cr Sean O'Neill seconded Cr Nipper Brown that the Manager's Report be accepted. CARRIED**

### **6.3 Treasurer's Report**

The Treasurer's report was tabled.

Ross noted that the income was down due to the lack of a Sportstar sponsor as well as lower Games competitors than anticipated, however he said that a \$10,000 loss in a Games year is quite normal.

Cr Jane Charuba asked if the medals purchased could be used for future Games, with Andrew advising that the left over sets of medals could be used again for the 2016 Games, though with different ribbons.

**Moved Ross Contarino seconded Cr Lawrence Molachino that the Treasurer's Report be accepted and that cheques listed be passed for payment CARRIED**

### **6.4 Sub-Committee Reports – Development Committee**

Dan Jackson thanked those who participated in the Development Committee teleconference and tabled their recommendation for approval of 6 nominees for the 2014 BHP Billiton Bursaries.

**Moved Dan Jackson, seconded Cr Paul Steindl that the 6 recommended nominees be approved for the 2014 BHP Billiton Bursaries. CARRIED**

## **7 GENERAL BUSINESS**

### **7.1 2014/2015 Budget**

Ross tabled the 2014/2015 Budget and commented that the figures are less than a standard Games year, and a small profit has been forecast at the end of the year. He drew the Board's attention to the budget notes on the following pages. Margaret noted that cash assets (being the top 2 lines of the budget) were not included in the calculations, only the budgeted income and expenditure.

**Moved Ross Contarino, seconded Cr Lawrence Molachino that the proposed budget for 2013/2014 be adopted.**

**CARRIED**

### **7.2 NQSF review request – flying minute**

**Moved Ross Contarino, seconded Nipper Brown that the flying minute to proceed with the review of the Foundation be ratified.**

**CARRIED**

### **7.3 NQ Games Report**

Margaret tabled the RACQ Insurance North Queensland Games Report. She thanked the staff for their efforts in producing a detailed, professional report and said that it would be sent to funding bodies, Councils and a condensed version to sponsors.

Dan made reference to Margaret's Games Message (page 2) regarding the Opening Ceremony and Johnathan Thurston's eventual non-attendance. Margaret noted Dan's disappointment and said that her report was indicating his featured involvement and confirmed she was unaware of the withdrawal until after the event.

Ross conveyed thanks to Margaret on behalf of Games volunteer Jean-Marie Gontier, who was thankful for the opportunity of continued involvement with the Games, and for how Margaret looks after him. Margaret commented that Jean-Marie is a lynch pin for the Games, and Andrew said that he was appreciative for Jean's insight and work ethic.

### **7.4 2015 Sportstar Host**

Flinders Shire Council requested to host the 2015 Sportstar Awards, with a date yet to set. Cr Sean O'Neill was advised that the Awards are generally hosted late March/early April.

**Moved Alf Pearce, seconded Cr Lawrence Molachino that Flinders Shire Council be accepted as the 2015 Sportstar Awards Host.**

**CARRIED**

**Cr Sean O'Neill/Cr Jane Charuba to forward date choice to NQSF office**

### **7.5 Western Games Date**

Andrew advised that he had spoken to Mount Isa City Council regarding the initial proposed date of 1 August 2015 and they rejected it due to the conflict with the Mount Isa Rodeo festivities. MICC suggested to possibly move the Games to the school holidays.

**Western Centres (Charters Towers, Flinders, Richmond, Julia Creek, Cloncurry, Mount Isa) to check western activities calendar and advise NQSF probably date options and exclusions.**

Cr Pat Ernst returns to meeting 1:40pm

## 7.6 Photocopier

Andrew informed the meeting that the old NQSF photocopier was available to a new residence as it was unable to be sold due to grant regulations. The Board agreed that a local club within collection distance would be the best option, with Andrew to forward an email to contacts to check who would be interested.

**Andrew Bligh to contact local clubs to source a new home for old NQSF photocopier.**

## 7.7 Staff Contract Renewal

Andrew and Jaime were asked to leave the meeting during contract renewal discussions.

**Moved Cr Lawrence Molachino, seconded Dan Jackson that the staff contracts be renewed.**

**CARRIED**

## 7.8 Review of Constituion (as per page 4 of minutes)

Margaret opened the floor for any other discussion points from members present.

**7.9** Alf queried why Townsville was contained within the centres for the BHP Billiton Bursaries. Dan explained that it was included by BHP following the presentation to the 2013 Townsville recipients. BHP said that they view Townsville as their base and hence one of their centres.

Following the voicing of his concerns about Whitsunday participation numbers in the NQ Games at the last meeting, Alf asked why more hadn't been done to boost awareness. He raised swimming as an example, as he said they normally have a 2 day competition for the Games but only had it over one this year. Andrew commented that while Townsville was being saturated and the media were featuring the Games extensively, he too was disappointed that the media releases he was sending out weren't being picked up in other centres. He also noted that he had partially relied on sports filtering the information down to other clubs, which didn't appear to be happening. For the 2016 Games he said that he would be making personal contact with the media outlets instead of relying on the information trail, and also sending information further afield. With regard to the size of the swimming competition, Andrew advised that both swimming and athletics, which usually ran 2 day events, decided in their early planning to only run over 1 day. Both sports ended up with larger than expected numbers and could have run 2 day events with the registered competitors. Cr Jane said that it would be good to know in future Games whether the competitors were already part of a club prior to competition, or if they were competing as individuals.

**7.10** Margaret presented Dan Jackson with his 10 year service trophy. Dan thanked the Foundation and commented on the ups and downs, also complimenting Andrew and Jaime on their great efforts with the recent NQ Games.

**7.11** Margaret presented Cr Pat Ernst with the Games collage for Townsville City Council. He received it with thanks, and congratulated the Foundation on a job well done.

Meeting closed at 2:00pm.

### NEXT MEETING

**Constitution Review meeting: Thursday 25 September at 2:00pm  
AGM to be followed by Board Meeting: Friday 26 September at 10:30am  
Venue: Townsville Sports House**

.....  
**Acting President**  
**Cr Pat Ernst**



# NORTH QUEENSLAND SPORTS FOUNDATION

## ACTION ITEMS

### From June Meeting

| Action  | Person(s) responsible   | Status |
|---|---|--------|
| Send congratulatory card to Gemma O'Neill   | Jaime Collas  |        |
| Flinders Shire Council to send date choice to NQSF for Sportstar Awards                       | Cr Sean O'Neill,<br>Cr Jane Charuba   |        |
| Western Centres to check western activity calendar and notify of suitable Western Games dates | Mount Isa,<br>Cloncurry,<br>McKinlay,<br>Richmond,<br>Flinders, Charters<br>Towers Board<br>Members |        |
| Source new home for old NQSF photocopier  | Andrew Bligh  |        |

### From March Meeting

| Action   | Person(s) responsible         | Status                                     |
|--|-------------------------------|--|
| Contact Douglas Shire Council with NQSF Membership cost breakdown          | Jaime Collas/<br>Andrew Bligh | <b>In progress</b><br>(awaiting response)  |
| Board members to think of possible alternatives for Service to Sport Award | NQSF Board members            | <b>In progress</b>                         |
| Check into BHP centres and write for consideration of inclusion            | Andrew Bligh                  | <b>Completed</b><br>(no centres available) |
| Send NQ Games registration numbers of WRC to Alf Pearce                    | Jaime Collas                  | <b>Completed</b>                           |
| Send out Indigenous Sports Funding documents to Board                      | Jaime Collas                  | <b>Completed</b>                           |
| Flinders to request 2014 Sportstar Awards in writing to NQSF               | Cr Sean O'Neill               | <b>Completed</b>                           |
| Look into which area is next due for the Sportstar Awards                  | Jaime Collas                  | <b>Completed</b><br>(West)                 |

## INWARD CORRESPONDENCE

|   |  |
|---|--|
| 1/07/2014 Andy Cassidy - PCYC                       | Sports Tour Funding                                  |
| 7/07/2014 Andy Cassidy - PCYC                       | Sports Tour Funding                                  |
| 9/07/2014 Tourism & Events Queensland               | 2014 NQ Games successful acquittal                   |
| 17/07/2014 Michael Creedy - Judo                    | RE: Photocopier re-homing                            |
| 22/07/2014 Cr Pat Ernst - Townsville CC             | RE: correspondence with Minister Dickson             |
| 22/07/2014 Brian Stewart                            | Letter of support req - Atherton Cricket Assoc.      |
| 23/07/2014 Hinchinbrook Shire Council               | Board representation                                 |
| 23/07/2014 Mark Tyrrell                             | Ordinary Membership                                  |
| 27/07/2014 TNQ Events Calendar                      | 2015 Western Games listing                           |
| 30/07/2014 Brian Stewart                            | Letter of support req - Cairns Motorcycle Club       |
| 30/07/2014 Brian Stewart                            | Letter of support req - Georgetown All Sports Assoc. |
| 1/08/2014 Barry Omundson - Mackay RC CEO            | NQSF Levies  |
| 1/08/2014 Phil Clarke - Azab Business Advisory      | NQSF Review  |
| 1/08/2014 Emilio Cianetti - Mount Isa CC CEO        | 2015 Western Games support                           |
| 4/08/2014 Richmond Shire Council                    | Western Games letter of support                      |
| 4/08/2014 Peter Homan - Outback Queensland Tourism  | 2015 Western Games support                           |
| 5/08/2014 Community Benefit Funds Unit              | Photocopier grant acquittal                          |
| 6/08/2014 Bob McCullough - Life Member              | NQSF Review  |
| 6/08/2014 Flinders Shire Council                    | Western Games letter of support                      |
| 6/08/2014 Charters Towers Regional Council          | Western Games letter of support                      |
| 14/08/2014 Phil Clarke - Azab Business Advisory     | NQSF Review  |
| 20/08/2014 Bob McCullough - Life Member             | NQSF Review  |
| 21/08/2014 Tony Quinn - NRL                         | 2015 Sportstar Awards guest                          |
| 22/08/2014 Tammy McDonald - Whitsunday RC           | Board representation                                 |
| 22/08/2014 Peter Elliott - Legal Advisor            | NQSF election voting protocol                        |
| 24/08/2014 Bob McCullough - Life Member             | NQSF Review  |
| 26/08/2014 Tony Bligh - Townsville CC               | NQSF Constitution request                            |
| 26/08/2014 Bob McCullough - Life Member             | NQSF Review  |
| 26/08/2014 Malanda Horse & Pony Club                | Letter of support request                            |
| 1/09/2014 Mel Driscoll - Flinders SC                | Letter of support request                            |
| 4/09/2014 Phil Clarke - Azab Business Advisory      | Governance & Structure Review Report                 |
| 4/09/2014 Karina Lynch - James Cook University      | RE: NQSF website design                              |
| 4/09/2014 Karina Lynch - James Cook University      | Social marketing                                     |
| 5/09/2014 Lynne Eagle - James Cook University       | Social marketing and website design                  |
| 8/09/2014 Townsville City Council                   | Completed outcome report                             |
| 9/09/2014 Cr Frank Beveridge - Charters Towers RC   | NQSF review  |
| 9/09/2014 Ross Contarino - Treasurer                | RE: AGM Postponement                                 |
| 12/09/2014 Lee Hughes - Bupa                        | RE: NQSF Events                                      |
| 15/09/2014 Tony Vaccaro - Burdekin SC               | RE: NQSF review facilitator                          |
| 15/09/2014 Dan Jackson - Townsville                 | RE: NQSF review facilitator                          |
| 15/09/2014 Ross Contarino - Treasurer               | RE: NQSF review facilitator                          |
| 15/09/2014 Cr Lawrence Molachino - Hinchinbrook SC  | RE: NQSF review facilitator                          |
| 15/09/2014 Peter Stevens - Rabobank                 | RE: Partnership opportunity                          |
| 15/09/2014 Brett Spencer - Cairns RC                | Meeting representation                               |
| 17/09/2014 Jackson Todd - Athletics North Qld       | Letter of Support request                            |
| 18/09/2014 Lauren McKaig - Burdekin SC              | 10,000 Steps Program                                 |
| 22/09/2014 Bob McCullough - Life Member             | NQSF review submission                               |
| 22/09/2014 Robyn Potts - Athletics North Queensland | ANQ Track & Field Championships invitation           |

## OUTWARD CORRESPONDENCE

|   |  |
|---|--|
| 2/07/2014 Cr Pat Ernst - Townsville CC              | RE: PCYC funding response                      |
| 3/07/2014 Cr Pat Ernst - Townsville CC              | Sports Education Tours                         |
| 3/07/2014 Cr Tony McGrady - Mount Isa CC            | 2015 Western Games                             |
| 3/07/2014 Jemma Schweikert - Glencore Mine          | 2015 Western Games                             |
| 4/07/2014 Headlines North Queensland                | 2015 Western Games                             |
| 4/07/2014 Dennis DiBartolo                          | Sportstar sponsorship opportunities            |
| 4/07/2014 Lee Hughes - Bupa                         | Mount Isa Health Expo                          |
| 7/07/2014 Andy Cassidy - PCYC                       | Sports Tour Funding                            |
| 10/07/2014 Townsville City Council                  | NQ Games grant acquittal                       |
| 10/07/2014 Stephanie McCallum - Mount Isa CC        | 2015 Western Games dates                       |
| 14/07/2014 Brian Stewart                            | Mulgrave Little Athletics letter of support    |
| 15/07/2014 NQSF "Western" members                   | 2015 Western Games dates                       |
| 15/07/2014 Mel Driscoll - Hughenden Hawks JRL       | Letter of Support                              |
| 17/07/2014 Gordonvale Golf Club                     | Letter of Support                              |
| 17/07/2014 NQSF local sports contacts               | Photocopier re-homing                          |
| 21/07/2014 Cr Kim Coghlan - Mount Isa CC            | 2015 Western Games support                     |
| 21/07/2014 Peter Homan - Outback Queensland Tourism | 2015 Western Games support request             |
| 21/07/2014 Emilio Cianetti - Mount Isa CC CEO       | 2015 Western Games support request             |
| 22/07/2014 Brian Stewart                            | Atherton Cricket Assoc letter of support       |
| 22/07/2014 NQSF Board Members                       | Community Grants information                   |
| 23/07/2014 Peter Cummiskey - Qsport                 | Sports Tour funding                            |
| 23/07/2014 Mark Tyrrell                             | Ordinary membership                            |
| 29/07/2014 Emilio Cianetti - Mount Isa CC CEO       | 2015 Western Games support                     |
| 29/07/2014 NQSF Executive Committee                 | NQSF update                                    |
| 30/07/2014 Brian Stewart                            | Cairns Motorcycle Club letter of support       |
| 31/07/2014 NQSF "Western" members                   | 2015 Western Games letter of support request   |
| 31/07/2014 Mel Driscoll - Flinders SC               | "Get Started" holiday program                  |
| 4/08/2014 NQSF Board Members                        | NQSF Review process                            |
| 5/08/2014 NQSF Board Members                        | NQSF Reviewer information (Azab Bus. Advisory) |
| 11/08/2014 Jemma Schweikert - Glencore Mine         | 2015 Western Games submission                  |
| 20/08/2014 Bob McCullough - Life Member             | NQSF Review                                    |
| 21/08/2014 Tony Quinn - NRL                         | 2015 Sportstar Awards guest                    |
| 22/08/2014 NQSF Board Members                       | AGM & Meeting reschedule                       |
| 22/08/2014 Peter Elliott - Legal Advisor            | NQSF election voting protocol                  |
| 25/08/2014 Bob McCullough - Life Member             | NQSF Review                                    |
| 28/08/2014 Malanda Horse & Pony Club                | Letter of support                              |
| 28/08/2014 NQSF Board Members                       | Review meetings                                |
| 29/08/2014 Tourism & Events Queensland              | 2015 Western Games funding application         |
| 1/09/2014 Cr Jessie Richardson - Cairns RC          | 2016 NQ Games                                  |
| 1/09/2014 Phil Clarke - Azab Business Advisory      | Appendix D update                              |
| 4/09/2014 NQSF Board Members                        | Governance & Structure Review Report           |
| 4/09/2014 CEOs & Mayors of NQSF Member Councils     | Governance & Structure Review Report           |
| 4/09/2014 Karina Lynch - James Cook University      | RE: Website design                             |
| 4/09/2014 Phil Clarke - Azab Business Advisory      | Review meetings                                |
| 8/09/2014 NQSF Board Members                        | AGM postponement                               |
| 10/09/2014 Lee Hughes - Bupa                        | NQSF Events update                             |
| 10/09/2014 Paul Blake - Aurizon                     | NQSF Events update                             |
| 10/09/2014 Penny Ross - Defence Force Recruiting    | NQSF Events update                             |
| 10/09/2014 Dalle Cort                               | NQSF Events update                             |
| 10/09/2014 Paynter Dixon                            | NQSF Events update                             |
| 11/09/2014 Peta Lewis - Clubs Queensland            | Partnership proposal                           |
| 12/09/2014 Lee Hughes - Bupa                        | Sportstar sponsorship opportunities            |
| 15/09/2014 NQSF Executive Committee                 | Review meetings facilitator                    |
| 15/09/2014 Peter Stevens - Rabobank                 | Partnership opportunity                        |
| 15/09/2014 Ross Contarino - Treasurer               | School shirt reimbursement                     |
| 16/09/2014 Julie Davies - Burdekin SC               | 10,000 Steps program                           |
| 18/09/2014 Townsville Bulletin                      | Stadium debate                                 |

**Manager's Report**  
**North Queensland Sports Foundation**  
**Board Meeting 25 September 2014**

The last few months could be said have been a period of consolidation and refocus. The office although not at present in 'event' mode has been active none the less. The period that we are moving through at the moment has fast become a watershed for the future of the Foundation and has taken much of the time from both Jaime and I.

The review, which has now been conducted, occupied the majority of the office's time. Much preparation and supply of documentation took place during the period, as we sought to supply Phil Clarke with information to aid in his recommendations and examination of the Foundation. Although this was a disruption to the routine of the office, I must admit it came as a timely opportunity to be able to speak with Phil and assess where both Jaime and I were in regards to benchmarks.

During the process we spoke on matters of procedural development and how to strengthen many of the operations of the Foundation so as to be more proactive in many aspects. The review was timely as we were at the end of the organisational development plan. The results, which have surfaced during the process as we both analysed its effectiveness, have highlighted opportunities for improvement which will be incorporated for the future. I have looked at several financial reporting templates utilised in other organisations and begun discussions with one to possibly adopt their systems into ours. I have also entered into discussions with James Cook University and Designee around website development and marketing initiatives.

The questions and recommendations which have been unearthed from the process are now in the hands of the Membership to digest and decide where to from here.

During this period we began planning of the Great Western Games for 26-28 June 2015. I have spoken with Glencore and have lodged the necessary applications for funding with the Community Relations Department. Discussion with Jemma Schweikert have assisted our submission to be as concise as possible so as to once again secure the funding from Mount Isa Mines. We have spoken about multiyear funding from this year and will continue those discussions in October.

I have also spoken with Emilio Cianetti (CEO Mt Isa) to request the additional funding which historically has been contributed to the event. In years past it has been a simpler process to this request. The recommendation for Funding has been approved by Council at a recent meeting for both cash and in kind.

Additionally to these funding streams we also requested funding from Tourism and Events Queensland for assistance in marketing the event. The shift towards "bringing in visitors to events" now underpins all applications to the State Government. With this also is a much more extensive application and supporting documentation process. The Foundation has requested \$25,000 for marketing to be spent across radio, TV and print in North Queensland and Northern Territory. There are also provisions for direct marketing into the Darwin Community and overall planning of the campaign under the guidance of a funded Marketing Co-ordinator. Finally there are also plans to conduct a Games Baton Relay throughout the communities along the "Overlander Way" in the months leading up to the event.

With this application we have garnered letters of support from several sources, listed the event on the Australian Tourism Data Warehouse and established a working relationship with the Outback Queensland Tourism, who will now spruik the event through its channels. For this event I have re-developed market activation planning documents, business plan and checklist so as to be ready for the event.



We are now just awaiting the outcomes of all the applications which should be known in the coming weeks. Once this occurs I will look to travel to Mount Isa to establish the signing off of necessary documentation and begin the task of exciting the Host Sports and initial meetings with relevant Councils and Stakeholders.

During August I conducted the Goldfields Sports Tour over three days in Charters Towers, Greenvale and Ravenswood. I was joined by soccer, rugby league, netball, golf, and tennis development officers on the tour. One of the highlights for me personally was the opportunity to work and meet with Ian Gooloogong. He was a wealth of information and shared great stories over the three days. As a tennis player/ coach it was fantastic to hear about both he and his sister's playing days. Morgan has also been busy on both the Gulf and Cassowary Coast tours. I received a call from Ian Lowth (NPRSR Far North Manager) who was unaware that the tours were not being continued.

Following the tour I joined Jaime in Hughenden to begin planning the 2015 NQ Sportstar Awards. I am happy to report that already Hughenden Shire Council has a committee in place (headed by Mel Driscoll) and have begun the planning to Host the event in collaboration with the Foundation. We toured the venue which has been used in the past and have had some initial discussion re guests and entertainment. I have utilised the Foundation contacts to facilitate the special guest and have received encouraging replies.

The closing of the State Governments sport facilities and small grants program have had the Foundation being called on to write numerous letters of support for clubs and organisations in the region. I have always broadcast that the Foundation is more than pleased to do all we can to support these applications from the community.

We also continue to approach sponsors and partners for the Foundation, with continuing discussions and several avenues still taking place. I am hopeful of announcing a Sportstar partner shortly from within the financial sector.

On a personal note my ride from Townsville to Cairns went without any hiccups and resulted in some weary legs for a couple of weeks. It has provoked me looking for the next challenge and the Cairns-Karumba ride looks interesting next year. During the upcoming period we bid bon voyage to Jaime and Jake as they head to Europe for 5 weeks in October/ November. It has been a long period since she enjoyed some down time and I am sure she will be thinking of us whilst she is away.

Regards

A handwritten signature in black ink, appearing to be 'ABL' with a stylized flourish.

Andrew Bligh  
Manager

## NORTH QUEENSLAND SPORTS FOUNDATION

Income Expenditure - 2014/2015

As at 19 September 2014

|    | A  | B                | C              | D               | E               | F                | G                   | I                   | J |
|----|--|------------------|----------------|-----------------|-----------------|------------------|---------------------|---------------------|---|
|    |  | General          | NQ Games       | Western Games   | Sports Tours    | Sportstar Awards | Budget 2014/15      |                     |   |
| 1  |  |                  |                |                 |                 |                  |                     |                     |   |
| 2  | O/ Balance - Cheque Account              |                  |                |                 |                 |                  | 130,000             | 130000              |   |
| 3  | O/ Balance - Investment Acc              |                  |                |                 |                 |                  | 60,000              | 60000               |   |
| 4  |  |                  |                |                 |                 |                  |                     | As at 19.9.14       |   |
| 5  | Income                                   |                  |                |                 |                 |                  |                     |                     |   |
| 6  | Host Council(s) Support                  |                  |                | 10000           |                 |                  | 10,000              |                     |   |
| 7  | Interest                                 | 4,000            |                |                 |                 |                  | 4,000               | 207.56              |   |
| 8  | LA Contributions                         | 129,000          |                |                 |                 |                  | 129,000             | 66,196.63           |   |
| 9  | Membership                               | 40               |                |                 |                 |                  | 40                  |                     |   |
| 10 | Merchandise                              |                  |                | 6,500           |                 |                  | 6,500               | 72.72               |   |
| 11 | Western Games Host Fees                  |                  |                | 3,000           |                 |                  | 3,000               |                     |   |
| 12 | Competitor Levies                        |                  |                |                 |                 |                  | 0                   | 278.19              |   |
| 13 | Qld Events                               |                  | 1,500          | 15,000          |                 |                  | 16,500              |                     |   |
| 14 | Sponsorship - BHP Bursaries              | 6,000            |                |                 |                 |                  | 6,000               | 6,000.00            | * |
| 15 | Sponsorship - RACQ                       | 50,000           |                |                 |                 |                  | 50,000              |                     |   |
| 16 | Sponsorship - Glencore                   |                  |                | 25,000          |                 |                  | 25,000              |                     |   |
| 17 | Sponsorship - Sportstar                  |                  |                |                 |                 | 15,000           | 15,000              |                     |   |
| 18 | Sport & Rec Grant (Sports Ed Tours)      |                  |                |                 | 75,000          |                  | 75,000              | 60,000.00           | * |
| 19 | Sports Education Tours (Council contrib) |                  |                |                 | 7,500           |                  | 7,500               | 4,500.00            |   |
| 20 | <b>Total Income</b>                      | <b>\$189,040</b> | <b>\$1,500</b> | <b>\$59,500</b> | <b>\$82,500</b> | <b>\$15,000</b>  | <b>\$347,540.00</b> | <b>\$137,255.10</b> |   |
| 21 | Expenditure                              |                  |                |                 |                 |                  |                     |                     |   |
| 22 | Employment Expenses                      | 141,525          |                |                 | 6,750           |                  | 148,275             | 34,910.05           |   |
| 23 | Advert & Prom - Television               |                  |                |                 |                 | 3,000            | 3,000               |                     |   |
| 24 | Advert-Television Production             |                  |                |                 |                 | 7,500            | 7,500               |                     |   |
| 25 | Advert & Prom - Newspaper                |                  |                | 2,000           |                 |                  | 2,000               |                     |   |
| 26 | Advert & Prom - Other                    | 500              |                | 1,000           |                 | 500              | 2,000               | 449.73              |   |
| 27 | Advert & Prom - Radio                    |                  |                |                 |                 |                  | 0                   |                     |   |
| 28 | Advert & Prom - Signage                  |                  |                | 8,000           | 500             | 1,000            | 9,500               |                     |   |
| 29 | Audit Fees                               | 3,000            |                |                 |                 |                  | 3,000               | 2,154.00            |   |
| 30 | Bank Charges                             | 1,000            |                |                 |                 |                  | 1,000               |                     |   |
| 31 | Bursaries                                | 4,500            |                |                 |                 |                  | 4,500               | 4,500.00            |   |
| 32 | Computer Software                        | 1,000            |                |                 |                 |                  | 1,000               | 763.64              |   |
| 33 | Conference & Seminars                    | 1,000            |                |                 |                 |                  | 1,000               |                     |   |
| 34 | Consultancy Fees                         |                  |                |                 |                 | 500              | 500                 |                     |   |
| 35 | Event Support (ANQ Student Games)        | 4,000            |                |                 |                 |                  | 4,000               |                     |   |
| 36 | Freight                                  | 200              |                |                 |                 |                  | 200                 |                     |   |
| 37 | Games Competitor Kits                    |                  |                | 7,000           |                 |                  | 7,000               |                     |   |
| 38 | Hire                                     |                  |                |                 | 4,000           |                  | 4,000               | 4,391.22            | * |
| 39 | Hospitality                              | 1,000            |                |                 |                 |                  | 1,000               |                     |   |
| 40 | Insurance                                | 4,500            |                |                 |                 |                  | 4,500               | 2,094.74            |   |
| 41 | Mascot                                   |                  | 5,000          |                 |                 |                  | 5,000               |                     |   |
| 42 | Medals                                   |                  |                | 15,000          |                 |                  | 15,000              |                     |   |
| 43 | Meeting Expenses                         | 2,000            |                |                 |                 |                  | 2,000               | 84.00               |   |
| 44 | Merchandise                              |                  |                | 7,500           |                 |                  | 7,500               |                     |   |
| 45 | Motor Vehicle - Fuel                     | 3,000            |                | 1,000           | 2,000           |                  | 6,000               | 2,197.51            |   |
| 46 | Motor Vehicle - Lease                    | 11,800           |                |                 |                 |                  | 11,800              | 3,405.71            |   |
| 47 | Office Equipment                         | 1,000            |                |                 |                 |                  | 1,000               | 271.82              |   |
| 48 | Office Expenses                          | 1,000            |                |                 |                 |                  | 1,000               | 79.02               |   |
| 49 | Opening/Closing Ceremonies               |                  |                | 500             |                 |                  | 500                 |                     |   |
| 50 | Postage                                  | 6,000            |                |                 |                 |                  | 6,000               | 409.28              |   |
| 51 | Printing & Stationery                    | 6,000            |                | 500             | 500             | 500              | 7,500               | 143.98              |   |
| 52 | Prize Money - Sportstar Awards           |                  |                |                 |                 | 7,500            | 7,500               |                     |   |
| 53 | Rent                                     | 5,000            |                |                 |                 |                  | 5,000               | 1,348.84            |   |
| 54 | Repair & Maintenance                     | 1,000            |                |                 |                 |                  | 1,000               | 681.82              |   |
| 55 | Sports Equipment                         |                  |                |                 | 500             |                  | 500                 |                     |   |

As at 19 September 2014

\* Line 38 - Hire - over budget due to:

- ~ late arrival of 2013/2014 Tour car hire invoice
- ~ hire requirement following repair of NQSF car
- ~ there is still to be approx \$1000 spend on hire for last Tour

**Balance Sheet**

As of 19/09/2014

PO Box 347  
BELGIAN GARDENS QLD 4810

ABN: 18 010 492 127

Email: admin@nqsports.com.au

**Assets****Current Assets**

|                               |             |
|-------------------------------|-------------|
| QCCU Cheque Account           | \$30,674.22 |
| QCCU - Cash Management Acc    | \$88,453.79 |
| QCCU - Fixed Term Deposit (2) | \$60,000.46 |
| QCCU - Visa Account           | -\$69.00    |
| Petty Cash                    | \$200.00    |
| Tour Float                    | -\$84.94    |

|                      |              |
|----------------------|--------------|
| Total Current Assets | \$179,174.53 |
|----------------------|--------------|

|               |             |
|---------------|-------------|
| Trade Debtors | \$79,945.43 |
|---------------|-------------|

**Fixed Assets****Plant & Equipment**

|                           |            |
|---------------------------|------------|
| Plant & Equipment at Cost | \$7,838.28 |
|---------------------------|------------|

|                         |            |
|-------------------------|------------|
| Total Plant & Equipment | \$7,838.28 |
|-------------------------|------------|

|                    |            |
|--------------------|------------|
| Total Fixed Assets | \$7,838.28 |
|--------------------|------------|

|              |              |
|--------------|--------------|
| Total Assets | \$266,958.24 |
|--------------|--------------|

**Liabilities**

|                 |            |
|-----------------|------------|
| Trade Creditors | \$2,583.62 |
|-----------------|------------|

**Payroll Liabilities**

|                        |            |
|------------------------|------------|
| PAYG Staff Withholding | \$2,004.00 |
|------------------------|------------|

|                |            |
|----------------|------------|
| Superannuation | \$1,025.03 |
|----------------|------------|

|                           |            |
|---------------------------|------------|
| Total Payroll Liabilities | \$3,029.03 |
|---------------------------|------------|

**GST Control**

|                               |             |
|-------------------------------|-------------|
| Gst - received from customers | \$14,403.96 |
|-------------------------------|-------------|

|                       |             |
|-----------------------|-------------|
| Gst - paid to vendors | -\$4,043.90 |
|-----------------------|-------------|

|                   |             |
|-------------------|-------------|
| Total GST Control | \$10,360.06 |
|-------------------|-------------|

**Sports Nominations**

|             |          |
|-------------|----------|
| Nominations | \$660.00 |
|-------------|----------|

|                          |          |
|--------------------------|----------|
| Total Sports Nominations | \$660.00 |
|--------------------------|----------|

**Non Current Liabilities**

|                            |            |
|----------------------------|------------|
| Provisions for Staff Leave | \$3,322.46 |
|----------------------------|------------|

|                   |             |
|-------------------|-------------|
| Total Liabilities | \$19,955.17 |
|-------------------|-------------|

|            |              |
|------------|--------------|
| Net Assets | \$247,003.07 |
|------------|--------------|

**Equity**

|                   |              |
|-------------------|--------------|
| Retained Earnings | \$189,517.40 |
|-------------------|--------------|

|                       |             |
|-----------------------|-------------|
| Current Year Earnings | \$57,485.67 |
|-----------------------|-------------|

|              |              |
|--------------|--------------|
| Total Equity | \$247,003.07 |
|--------------|--------------|



**North Queensland Sports Foundation**  
**Accounts to be Approved for Payment.**  
**(Board Meeting 25 September, 2014)**

| Date       | Cq No. | Payee                  | Amount      | Details                               |
|------------|--------|------------------------|-------------|---------------------------------------|
| 27/06/2014 | EFT    | Townprint              | \$1,738.00  | Calendars                             |
| 27/06/2014 | EFT    | Townprint              | \$154.00    | Games collage prints                  |
| 27/06/2014 | EFT    | Dept. NPRSR            | \$213.86    | Office Rent - June 2014               |
| 27/06/2014 | EFT    | Margaret Cochrane      | \$49.05     | Fuel reimbursement                    |
| 10/07/2014 | EFT    | Allianz                | \$750.00    | Car insurance excess                  |
| 11/07/2014 | BPAY   | ATO                    | \$10,092.00 | April-June BAS                        |
| 11/07/2014 | EFT    | Margaret Cochrane      | \$268.10    | Accommodation & fuel reimbursement    |
| 11/07/2014 | EFT    | Avis                   | \$612.15    | Southern North Tour car hire          |
| 11/07/2014 | EFT    | Pragmatic              | \$15.15     | Teleconference fees                   |
| 11/07/2014 | EFT    | Complete TAG Solutions | \$494.70    | Bursary jackets & embroidery          |
| 21/07/2014 | BPAY   | WorkCover QLD          | \$476.97    | Accident Insurance Policy             |
| 21/07/2014 | EFT    | Morgan Regan           | \$32.71     | Tour cost reimbursement               |
| 31/07/2014 | EFT    | Savannah Lodge         | \$1,261.00  | Gulf Tour accomm & meals              |
| 31/07/2014 | EFT    | Savannah Aviation      | \$7,062.00  | Gulf Tour charter flights             |
| 31/07/2014 | BPAY   | Dept. NPRSR            | \$214.60    | Office Rent - May 2014                |
| 31/07/2014 | BPAY   | Dept. NPRSR            | \$102.00    | Canteen hire - opening ceremony       |
| 31/07/2014 | BPAY   | Dept. NPRSR            | \$92.40     | Meeting room hire                     |
| 5/08/2014  | EFT    | Complete TAG Solutions | \$247.50    | Sports Tour uniforms                  |
| 11/08/2014 | BPAY   | ATO                    | \$3,205.00  | July IAS                              |
| 11/08/2014 | EFT    | Andrew Bligh           | \$30.00     | Fuel reimbursement                    |
| 11/08/2014 | EFT    | Avis                   | \$645.41    | Gulf Tour car hire                    |
| 11/08/2014 | EFT    | Avis                   | \$669.38    | Gulf Tour car hire                    |
| 18/08/2014 | EFT    | Jaime Collas           | \$57.61     | Fuel reimbursement (hire car)         |
| 22/08/2014 | EFT    | Avis                   | \$251.58    | Goldfields Tour car hire              |
| 22/08/2014 | EFT    | Avis                   | \$551.45    | Hire car replacement during repairs   |
| 3/09/2014  | EFT    | Avis                   | \$352.04    | Cassowary Coast Tour hire car         |
| 3/09/2014  | EFT    | Jonathon Orman         | \$72.70     | Fuel reimbursement (Cass Coast Tour)  |
| 3/09/2014  | EFT    | Pragmatic              | \$234.43    | Teleconference fees                   |
| 3/09/2014  | EFT    | Dept. NPRSR            | \$213.86    | Office Rent - July 2014               |
| 3/09/2014  | EFT    | Avis                   | \$481.95    | Hire car replacement during repairs   |
| 10/09/2014 | BPAY   | ATO                    | \$2,313.00  | August IAS                            |
| 10/09/2014 | EFT    | Avis                   | \$421.71    | Cassowary Coast Tour hire car         |
| 12/09/2014 | BPAY   | AON Risk Services      | \$2,262.18  | Public Liability Insurance            |
| 19/09/2014 | BPAY   | Dept. NPRSR            | \$213.86    | Office Rent - August 2014             |
| 19/09/2014 | EFT    | Fahey & Ponti          | \$2,369.40  | 2013/2014 Financial audit             |
| 19/09/2014 | EFT    | Avis                   | \$382.22    | Tablelands Tour car hire              |
| 19/09/2014 | EFT    | Avis                   | \$360.44    | Tablelands Tour car hire              |
| 19/09/2014 | EFT    | Morgan Regan           | \$440.51    | Tablelands Tour expense reimbursement |

| Date       | Cq No. | Payee                   | Amount     | Details                           |
|------------|--------|-------------------------|------------|-----------------------------------|
| 24/06/2014 | VISA   | Super Cheap Auto        | \$41.98    | Jumper cables                     |
| 26/06/2014 | VISA   | Officeworks             | \$26.04    | Stationery                        |
| 26/06/2014 | VISA   | Country Plaza Motor Inn | \$2,308.50 | Mackay Sports Tour accomm & meals |
| 27/06/2014 | VISA   | Foodworks               | \$156.00   | Meeting catering                  |
| 30/06/2014 | VISA   | Whitsunday Palms Motel  | \$433.00   | Mackay Sports Tour accomm & meals |
| 3/07/2014  | VISA   | MYOB                    | \$840.00   | Updated accounting software       |
| 8/07/2014  | VISA   | Officeworks             | \$76.73    | Stationery & office supplies      |
| 21/07/2014 | VISA   | Heat Valley             | \$4.99     | Mobile phone case                 |
| 21/07/2014 | VISA   | Easy Technology         | \$1.98     | Mobile phone screen protectors    |
| 22/07/2014 | VISA   | Pick-A-Bunch            | \$79.95    | Board condolences flower delivery |
| 22/07/2014 | VISA   | Normanton Tourist Park  | \$130.00   | Gulf Tour accomm                  |
| 26/07/2014 | VISA   | Gulfland Motel          | \$992.00   | Gulf Tour meals & accomm          |
| 30/07/2014 | VISA   | Lalara Resort Motel     | \$832.50   | Gulf Tour meals & accomm          |

| Date       | Cq No. | Payee                       | Amount     | Details                                 |
|------------|--------|-----------------------------|------------|---|
| 31/07/2014 | VISA   | Croydon Club Hotel          | \$646.50   | Gulf Tour meals & accomm                |
| 4/08/2014  | VISA   | Ravenshoe Club Hotel        | \$922.50   | Gulf Tour meals & accomm                |
| 4/08/2014  | VISA   | Ash's Holiday Units         | \$1,044.70 | Gulf Tour meals & accomm                |
| 7/08/2014  | VISA   | Regional Express            | \$138.82   | Flight to Hughenden RE 2015 Sportstar   |
| 12/08/2014 | VISA   | Foodworks                   | \$19.50    | Goldfields Tour meals                   |
| 12/08/2014 | VISA   | Woolworths                  | \$58.92    | Goldfields Tour meals                   |
| 12/08/2014 | VISA   | Golden Mine Chinese         | \$91.00    | Goldfields Tour meals                   |
| 13/08/2014 | VISA   | Subway                      | \$55.00    | Goldfields Tour meals                   |
| 13/08/2014 | VISA   | Cattleman's Rest Steakhouse | \$182.00   | Goldfields Tour meals                   |
| 13/08/2014 | VISA   | BP                          | \$73.21    | Goldfields Tour fuel                    |
| 14/08/2014 | VISA   | Heritage Lodge Motel        | \$766.80   | Goldfields Tour accomm & meals          |
| 14/08/2014 | VISA   | Millchester State School    | \$37.20    | Goldfields Tour meals                   |
| 14/08/2014 | VISA   | Royal Hotel                 | \$31.00    | Hughenden trip meal RE 2015 Sportstar   |
| 15/08/2014 | VISA   | Royal Hotel                 | \$107.00   | Hughenden trip accomm RE 2015 Sportstar |
| 15/08/2014 | VISA   | Windmill Inn                | \$37.50    | Hughenden trip meal RE 2015 Sportstar   |
| 15/08/2014 | VISA   | BP                          | \$32.67    | Fuel                                    |
| 17/08/2014 | VISA   | BP                          | \$70.46    | Fuel                                    |
| 22/08/2014 | VISA   | Telstra                     | \$80.00    | Mobile internet data                    |
| 26/08/2014 | VISA   | Barrier Reef Motel          | \$310.00   | Cassowary Coast Tour accomm & meals     |
| 26/08/2014 | VISA   | Barrier Reef Motel          | \$272.00   | Cassowary Coast Tour accomm & meals     |
| 26/08/2014 | VISA   | Barrier Reef Motel          | \$419.00   | Cassowary Coast Tour accomm & meals     |
| 28/08/2014 | VISA   | Officeworks                 | \$309.75   | External hard drive/backup              |
| 29/08/2014 | VISA   | Cardwell Beachcomber Motel  | \$583.50   | Cassowary Coast Tour accomm & meals     |
| 29/08/2014 | VISA   | Herbert Valley Motel        | \$1,390.55 | Cassowary Coast Tour accomm & meals     |
| 2/09/2014  | VISA   | Lake Tinaroo Holiday Park   | \$1,240.00 | Tablelands Tour accomm                  |
| 19/09/2014 | VISA   | Enetica                     | \$69.00    | nqsports domain name renewal            |

## North Queensland Sports Foundation Business Structure and Governance Review Recommendations

The following recommendations were made by the NQSF Members attending the review meetings on Tuesday 23 and Wednesday 24 September 2014 in reference to the "Review Report" completed by Azab Business Advisory.

- 1.2.7 Change the structure of the organisation to a new model, as per the attached diagram.
- a) Each Council can nominate two (2) delegates to the forum. Forums are advisory only, with the capacity to make recommendations to the Board.
  - b) The Large/Medium/Small Council clusters be determined as (refer attached table):
    - i) **Large:** Mackay, Cairns, Townsville,
    - ii) **Medium:** Douglas, Hinchinbrook, Charters Towers, Burdekin, Mareeba, Mount Isa, Tablelands, Whitsunday
    - iii) **Small:** Croydon, Boulia, Burke, Richmond, Etheridge, Mckinlay, Mornington, Winton, Flinders, Carpentaria, Cloncurry, Cook
  - c) Board representation:
    - i) **Large** Councils can nominate **one** (1) delegate each to the Board
    - ii) **Medium** Councils will vote via a preferential voting process to elect **two** (2) delegates to the Board from the medium council cluster of delegates
    - iii) **Small** Councils will vote via a preferential voting process to elect **one** (1) delegate to the Board from the small council cluster of delegates
    - iv) The forum can elect **one** (1) **Ordinary** forum member to the Board
    - v) The elected board can appoint up to **two** (2) independent persons with special expertise lacking from Board
    - vi) Board Members to be elected on a staggered 2 year cycle
    - vii) The President must be a Board Member and will be elected by the Board
  - d) Committees: The Board may develop committees on a needs basis except for a specified standing committee (Audit and Risk Committee)
- 4.1 A new draft constitution be developed to reflect more modern practices.
- 4.2 Remote meeting attendance by use of technology be permitted.
- 4.3
- a) The organisation's Constitution Principal Objective be simplified to: "To encourage and promote sport within the North Queensland region."
  - d) The Local Government delegate must reside within the LGA, with discretion by the Board for extenuating circumstances.
  - f) i) Life Members have no voting rights unless they hold other membership/office
    - ii) Life Members can hold office if elected by the forum
    - iii) Life Members can hold other membership
  - g) A quorum of members at a Board Meeting will be 50% plus one (1). A quorum can be reached by the inclusion of proxy votes and remote attendance.
  - h) Board Members cannot nominate an alternate director to take their place in their absence, however may nominate a proxy vote to another sitting Board Member.

## **North Queensland Sports Foundation Business Structure and Governance Review Recommendations**

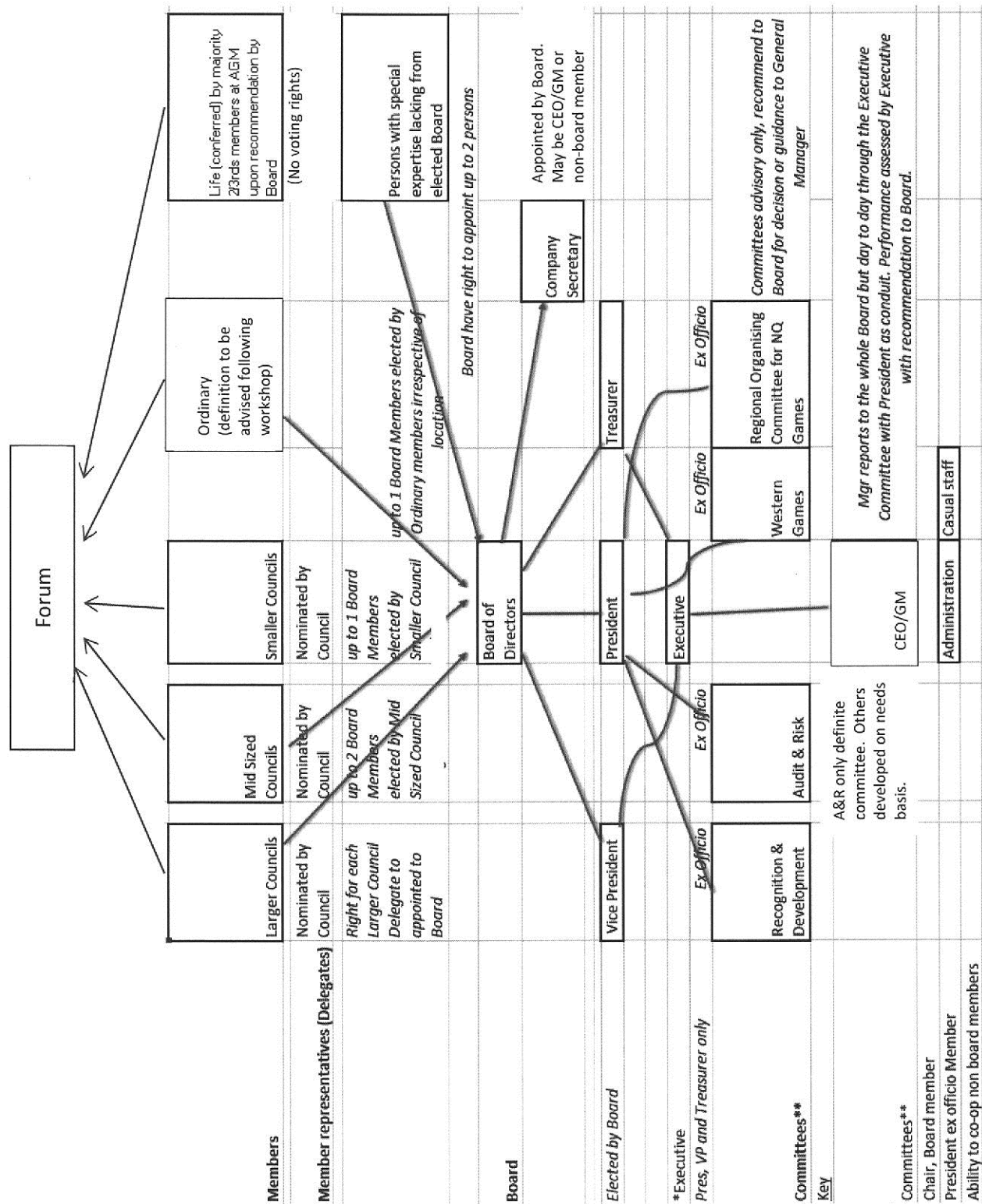
- i) The section pertaining to Role of Directors should include (as per AICD extract):
  - Determining, reviewing and maintaining the vision, purpose and values of the organisation
  - Approval of short and long-term strategies,
  - Approval of annual budgets
  - Approval of expenditure over pre-specified limits
  - Appointment, performance evaluation and (if the circumstances necessitate) termination of the employment contract of the senior Management person
  - Risk oversight
  - Providing a check on the integrity of external financial and non-financial reports
  - Any additional monitoring of the activities of the organisation in order to satisfy itself that the Organisation is being properly managed
  - Supporting effective engagement with key stakeholders
- j) i) The Board will meet a minimum of 4 times per year
- ii) The Forum will meet a minimum of 2 times per year
- iii) Resolutions can be passed by flying minute
- iv) In the event of a deadlock, the chair will have the casting vote
- k) Remuneration and recompensation to Directors will be a matter for discretion of the Board on a case by case basis
- l) The Board may delegate powers to management
- m) The Constitution will reference the AICD Code of Conduct for Board Members
- n) Mechanism for an independent assessment of the Board to be written into the Constitution
- o) The CEO/General Manager can be appointed as Company Secretary
- p) The General Manager's position description be updated to Chief Executive Officer
- q) i) Committee members do not have to be on the Board
- ii) Committee Chair must be a Board Member
- iii) The Board may delegate powers to the Committees as it sees fit
- r) A payment threshold be set for management, with any amounts over requiring Board permission

### **New Constitution adoption process**

- Through consultation with a legal representative a new constitution will be drawn up and forwarded to members for comment
- AGM to be called for Friday 31<sup>st</sup> October, with any final amendments to be made
- Extraordinary General Meeting to take place immediately prior to 28 November Board meeting for adoption

### **Workshop date for Development and Organisation Plan – following Board Meeting on 28 Nov. and continued on Saturday 29 November**

# North Queensland Sports Foundation proposed Corporate Governance Structure



| Proposed Council size definition |               | Residents<br>2011<br>Census |
|----------------------------------|---------------|-----------------------------|
| <b>Council</b>                   | <b>Small</b>  |                             |
| Croydon                          |               | 313                         |
| Boulia                           |               | 480                         |
| Burke                            |               | 514                         |
| Richmond                         |               | 828                         |
| Etheridge                        |               | 895                         |
| McKinlay                         |               | 1048                        |
| Mornington                       |               | 1142                        |
| Winton                           |               | 1336                        |
| Flinders                         |               | 1791                        |
| Carpentaria                      |               | 2055                        |
| Cloncurry                        |               | 3227                        |
| Cook                             |               | 4152                        |
|                                  |               |                             |
|                                  | <b>Medium</b> |                             |
| Douglas                          |               | 10829                       |
| Hinchinbrook                     |               | 11568                       |
| Charters Towers                  |               | 12169                       |
| Burdekin                         |               | 17362                       |
| Mareeba                          |               | 20020                       |
| Mount Isa                        |               | 21237                       |
| Tablelands                       |               | 23708                       |
| Whitsunday                       |               | 31427                       |
|                                  |               |                             |
|                                  | <b>Large</b>  |                             |
| Mackay                           |               | 112797                      |
| Cairns                           |               | 145341                      |
| Townsville                       |               | 174462                      |





Hon David Crisafulli MP  
Minister for Local Government,  
Community Recovery and Resilience

Our ref: MC14/3434

16 OCT 2014

Councillor Bill Lewis  
Mayor  
Burdekin Shire Council  
PO Box 974  
AYR QLD 4807

Level 18 Mineral House  
41 George Street  
PO Box 15031 City East  
Queensland 4002 Australia  
**Telephone +61 7 3234 1870**  
**Facsimile +61 7 3012 8901**  
**Email** [localgovt@ministerial.qld.gov.au](mailto:localgovt@ministerial.qld.gov.au)  
**Website** [www.dlgcrr.qld.gov.au](http://www.dlgcrr.qld.gov.au)

Dear Councillor Lewis

Thank you for your email of 15 September 2014 updating me on the progress of the Burdekin multi-purpose exhibition hall/cyclone shelter and seeking funding assistance to upgrade the proposed multi-purpose hall at Home Hill State High School to serve as a cyclone shelter.

I was very happy to read of the progress with the construction of the Burdekin facility and look forward to the opening of this wonderful community asset.

Thank you for informing me of the proposal to construct a multi-purpose hall at Home Hill State High School and the interest in upgrading the structure to a Category 5 wind loading, enabling it to also be used as a cyclone shelter.

I am sure you would appreciate that the project is dependant, in the first instance, on securing funding from Education Queensland for the multi-purpose hall. I note that you have written to the Honourable Campbell Newman MP, Premier of Queensland and the Honourable John Paul Langbroek MP, Minister for Education, Training and Employment about your proposal, and I will liaise with my Cabinet colleagues about the project.

I would welcome a detailed proposal from you when funding has been secured for the multi-purpose hall.

Again, thank you for bringing this proposal to my attention.

Yours sincerely

**David Crisafulli MP**  
Minister for Local Government,  
Community Recovery and Resilience

Our ref COR14/2417

Department of  
**Transport and Main Roads**

15 October 2014

Dear Mayor

I refer to previous correspondence from Mr Neil Scales, Director General, Department of Transport and Main Road (TMR), announcing the review of all long distance passenger transport services in Queensland, including ten state controlled air routes.

As you may be aware, a decision was made in early 2014 to deregulate three of the ten air routes (Cairns to Horn Island, Cairns to Weipa and Townsville to Mt Isa via Cloncurry) from 1 January 2015. This means the State Government will withdraw its involvement and these route will be open to commercial competition.

The remaining seven regulated air routes formed part of a competitive open tender process, which has now been finalised. I am pleased to advise that a decision has been made with regard to awarding the new aviation contracts. From 1 January 2015, the regulated aviation routes will be operated as follows:

| Route name | Route details  | Current operator (to 31 December 2014) | Operator from 01 January 2015 |
|------------|--|--|-------------------------------|
| Central 1  | Brisbane – Roma - Charleville  | QantasLink                             | QantasLink                    |
| Central 2  | Brisbane-Barcaldine/Blackall-Longreach   | QantasLink                             | QantasLink                    |
| Western 1  | Brisbane-Toowoomba-St George-Cunnamulla-Thargomindah                                 | Skytrans                               | Regional Express              |
| Western 2  | Brisbane-Toowoomba-Charleville-Quilpie-Windorah-Birdsville-Bedourie-Boulia-Mount Isa | Skytrans                               | Regional Express              |
| Northern 1 | Townsville-Winton-Longreach  | Regional Express                       | Regional Express              |
| Northern 2 | Townsville-Hughenden-Richmond-Julia Creek-Mount Isa                                  | Regional Express                       | Regional Express              |
| Gulf       | Cairns-Normanton-Mornington Island-Burketown-Doomadgee-Mount Isa                     | Skytrans                               | Regional Express              |

Please note that the level of service on all the above routes will remain the same on all services. There will be a timetable change for Gulf services, however the number of services will remain the same. For further details on the new routes I encourage you to visit the TMR website at [www.tmr.qld.gov.au](http://www.tmr.qld.gov.au) and click on 1) "Travel and transport", 2) "qconnect" and 3) "Long distance passenger services".

For your information, please find attached a list of Frequently Asked Questions, which will provide further detail regarding the aviation contract awards.

Should you have any questions about the contracts, please contact Ms Tina Phelan, Principal Advisor (Contracts) on (07) 3338 4277. Ms Phelan will be pleased to assist.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'SBG', with a stylized flourish extending from the end.

Stephen Banaghan  
Deputy Director-General (TransLink)

Enc (1)



## Customer FAQs—Long Distance Service Review (air services)

14 October 2014

### What's happening?

Contracts for all government-supported air services in regional Queensland are expiring on 31 December 2014.

Following an extensive review during 2013 and a competitive tender process during 2014, some air routes will be deregulated and others will be operated under new service contracts from 1 January 2015.

### What changes are being made?

During 2013, the Department of Transport and Main Roads (the department) reviewed all government-supported long distance passenger transport services, including rail services (Westlander and Inlander only), air and long distance coach.

The review took place to ensure services are running efficiently and benefitting the maximum amount of people in regional and rural Queensland.

Of the 10 government-supported air routes, three will be deregulated. This means the routes are opened up to competition and should encourage lower and more competitive fares for customers.

The remaining seven routes went through a competitive open tender process, and will remain regulated. As a result of the tender process, some of these routes will have a change of operator.

### Which operators are changing on the seven regulated routes?

From 1 January 2015, the following providers will operate the seven regulated air routes in regional Queensland:

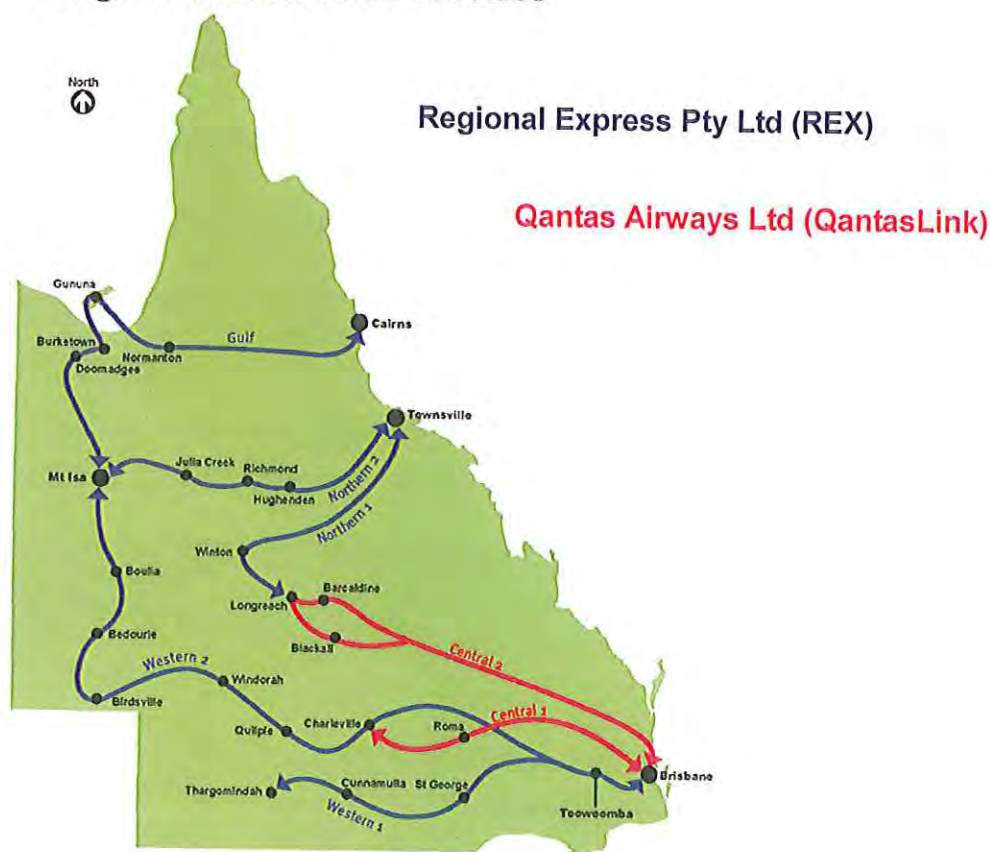
| Route     | Route details   | Operator (from 1 January 2015)                 |
|-----------|---|--|
| Central 1 | Brisbane-Roma-Charleville   | QantasLink<br>(no change)                      |
| Central 2 | Brisbane-Barcaldine/Blackall-Longreach  | QantasLink<br>(no change)                      |
| Western 1 | Brisbane-Toowoomba*-St George-Cunnamulla-Thargomindah                                 | Regional Express (REX)<br>(currently Skytrans) |
| Western 2 | Brisbane-Toowoomba*-Charleville-Quilpie-Windorah-Birdsville-Bedourie-Boulia-Mount Isa | Regional Express (REX)<br>(currently Skytrans) |

|            |  |  |
|------------|--|--|
| Northern 1 | Townsville-Winton-Longreach                                      | Regional Express (REX)<br>(no change)          |
| Northern 2 | Townsville-Hughenden-Richmond-Julia Creek-Mount Isa              | Regional Express (REX)<br>(no change)          |
| Gulf       | Cairns-Normanton-Mornington Island-Burketown-Doomadgee-Mount Isa | Regional Express (REX)<br>(currently Skytrans) |

\* Brisbane West Wellcamp Airport, around 17 kilometres from Toowoomba city centre.

For passengers travelling on the **Central 1, Central 2, Northern 1 and Northern 2 routes**, there's no change to how you book your flight and there'll be no change to any flights you've booked after 1 January 2015.

## Long Distance Aviation Services



**I need to travel on/after 1 January 2015. How do I book my tickets?**

You can book tickets through the individual operator websites or by calling them directly:

- QantasLink: [www.qantas.com.au](http://www.qantas.com.au) or 13 13 13



- REX: [www.rex.com.au](http://www.rex.com.au) or 13 17 13

### **I've already booked my ticket in advance with Skytrans for Western 1/Western 2/Gulf routes. What do I do now?**

From 1 January 2015, your new operator will be Regional Express – commonly known as REX.

Skytrans will provide your booking details to TransLink, who'll pass your information on to the new operator. REX will then contact you to arrange a new booking.

You'll receive a full refund from Skytrans as soon as practical.

### **Are there any changes to airports, or where/when the routes fly?**

From 1 January 2015, Western 1 and 2 routes will operate from the new Brisbane West Wellcamp Airport. The airport is about 15 minutes (17 kilometres) outside the city of Toowoomba.

Routes will continue to fly on the same days they currently do, except for **Gulf services**. From 1 January 2015, the Cairns to Mt Isa service will operate on a Saturday instead of Monday (see table below):

|            | Current timetable<br>(ends 31 December 2014) |               | New timetable<br>(from 1 January 2015) |               |
|------------|--|---------------|--|---------------|
|            | (operated by Skytrans)                       |               | (operated by REX)                      |               |
|            | Cairns–Mt Isa                                | Mt Isa–Cairns | Cairns–Mt Isa                          | Mt Isa–Cairns |
| Monday *   | ✓  | ✓             | ✗                                      | ✓             |
| Tuesday    | ✓  | ✗             | ✓                                      | ✗             |
| Wednesday  | ✗  | ✓             | ✗                                      | ✓             |
| Thursday   | ✓  | ✓             | ✓                                      | ✓             |
| Friday     | ✓  | ✓             | ✓                                      | ✓             |
| Saturday * | ✗  | ✗             | ✓                                      | ✗             |
| Sunday     | ✗  | ✗             | ✗                                      | ✗             |

\* Note change to day of travel from 1 January 2015

There'll be no other airport or destination changes to any other regulated air routes.

### **Will the fares be increasing with the new operators?**

There'll be no increase to the maximum fare set for government-supported aviation services.

### **What does the maximum fare mean?**

It simply means that on the seven regulated air routes, the government caps the maximum fare on each trip. Prices may change beneath that cap during the year, but they won't rise above the maximum fare.

## What are the maximum fares on each route?

**NB:** The maximum fares include GST and all other fees and charges (referred to as a 'Y-class fare'). Fares listed below are for one-way tickets only.

These are the maximum fares capped by the government. The actual fares set by the operator may be much cheaper than the maximum fare, so you'll need to contact them directly for specific fare information.

### Central 1 (Brisbane-Roma-Charleville)

|             | Brisbane | Roma  | Charleville |
|-------------|----------|-------|-------------|
| Brisbane    |          | \$363 | \$414       |
| Roma        | \$363    |       | \$190       |
| Charleville | \$414    | \$190 |             |

### Central 2 (Brisbane-Barcaldine/Blackall-Longreach)

|            | Brisbane | Blackall | Barcaldine | Longreach |
|------------|----------|----------|------------|-----------|
| Brisbane   |          | \$444    | \$484      | \$526     |
| Blackall   | \$444    |          |            | \$126     |
| Barcaldine | \$484    |          |            | \$155     |
| Longreach  | \$526    | \$126    | \$155      |           |

### Northern 1 (Townsville-Winton-Longreach)

|            | Townsville | Winton   | Longreach |
|------------|------------|----------|-----------|
| Townsville |            | \$363.39 | \$369.24  |
| Winton     | \$363.39   |          | \$110.5   |
| Longreach  | \$369.24   | \$110.35 |           |

### Northern 2 (Townsville-Hughenden-Richmond-Julia Creek-Mt Isa)

|             | Townsville | Hughenden | Richmond | Julia Creek | Mt Isa   |
|-------------|------------|-----------|----------|-------------|----------|
| Townsville  |            | \$257.99  | \$313.99 | \$346.99    |          |
| Hughenden   | \$257.99   |           | \$75.90  | \$113.10    | \$312.62 |
| Richmond    | \$313.89   | \$75.90   |          | \$90        | \$137.22 |
| Julia Creek | \$346.99   | \$113.10  | \$90     |             | \$117.72 |
| Mt Isa      |            | \$312.62  | \$137.72 | \$117.72    |          |



*Western 1 (Brisbane-Toowoomba-St George-Cunnamulla-Thargomindah)*

|              | Brisbane | Toowoomba | St George | Cunnamulla | Thargomindah |
|--------------|----------|-----------|-----------|------------|--------------|
| Brisbane     |          |           | \$326.87  | \$445.67   | \$545.77     |
| Toowoomba    |          |           | \$273.90  | \$375.10   | \$476.30     |
| St George    | \$326.84 | \$273.90  |           | \$226.60   | \$350.90     |
| Cunnamulla   | \$445.67 | \$375.10  | \$226.60  |            | \$163.90     |
| Thargomindah | \$545.77 | \$476.30  | \$350.90  | \$163.90   |              |

*Western 2 (Brisbane-Toowoomba-Charleville-Quilpie-Windorah-Birdsville-Bedourie-Boulia-Mt Isa)*

|             | Brisbane | Toowoomba | Charleville | Quilpie  | Windorah | Birdsville | Bedourie | Boulia   | Mt Isa   |
|-------------|----------|-----------|-------------|----------|----------|------------|----------|----------|----------|
| Brisbane    |          |           | \$397.05    | \$518.27 | \$597.47 | \$618.37   | \$685.47 | \$753.67 |          |
| Toowoomba   |          |           | \$351.78    | \$456.50 | \$544.50 | \$559.90   | \$631.40 | \$700.70 | \$671.22 |
| Charleville | \$397.05 | \$351.78  |             | \$121.88 | \$291.28 | \$410.08   | \$469.48 | \$482.68 | \$588.50 |
| Quilpie     | \$518.27 | \$456.50  | \$121.88    |          | \$141.90 | \$346.50   | \$381.70 | \$393.80 | \$529.32 |
| Windorah    | \$597.47 | \$544.50  | \$291.28    | \$141.90 |          | \$159.50   | \$287.10 | \$311.30 | \$439.12 |
| Birdsville  | \$618.37 | \$559.90  | \$410.08    | \$346.50 | \$159.50 |            | \$117.70 | \$253.00 | \$423.72 |
| Bedourie    | \$685.47 | \$631.40  | \$469.48    | \$381.70 | \$287.10 | \$117.70   |          | \$116.60 | \$346.72 |
| Boulia      | \$753.67 | \$700.70  | \$482.68    | \$393.80 | \$311.30 | \$253      | \$116.60 |          | \$165.22 |
| Mt Isa      |          | \$671.22  | \$588.50    | \$529.32 | \$439.12 | \$423.72   | \$346.72 | \$165.22 |          |

*Gulf (Cairns-Normanton-Karumba-Mornington Island-Burketown-Doomadgee-Mt Isa)*

|                            | Cairns   | Normanton | Karumba  | Mornington Island (Gununa) | Burketown | Doomadgee | Mt Isa   |
|----------------------------|----------|-----------|----------|----------------------------|-----------|-----------|----------|
| Cairns                     |          | \$373.80  | \$373.80 | \$480.11                   | \$455.91  | \$481.21  |          |
| Normanton                  | \$373.80 |           | \$138.29 | \$230.30                   | \$201.30  | \$272.80  | \$343.82 |
| Karumba                    | \$373.80 | \$138.29  |          | \$230.30                   | \$201.30  | \$272.80  | \$343.82 |
| Mornington Island (Gununa) | \$480.11 | \$230.30  | \$230.30 |                            | \$171.60  | \$184.80  | \$359.92 |
| Burketown                  | \$455.91 | \$201.30  | \$201.30 | \$171.60                   |           | \$135.30  | \$293.92 |
| Doomadgee                  | \$481.21 | \$272.80  | \$272.80 | \$184.80                   | \$135.30  |           | \$300.52 |
| Mt Isa                     |          | \$343.82  | \$343.82 | \$359.92                   | \$293.92  | \$300.52  |          |



### **Will the new operators provide the same number of services?**

Yes, you'll still have the same number of services across the week. Contact your operator directly for more information about their flights.

### **Do you know what the new timetables are?**

You'll need to contact the operators directly for information about any new or changing timetables.

- **QantasLink:** [www.qantas.com.au](http://www.qantas.com.au) or 13 13 13
- **REX:** [www.rex.com.au](http://www.rex.com.au) or 13 17 13

### **Where do I go if I need more information about the flights? / How do I book a flight?**

You should contact the operators directly for specific travel information or enquiries:

- **QantasLink:** [www.qantas.com.au](http://www.qantas.com.au) or 13 13 13
- **REX:** [www.rex.com.au](http://www.rex.com.au) or 13 17 13

### **Which air routes are being deregulated?**

Three air routes will be deregulated on 1 January 2015:

- Cairns–Weipa
- Cairns–Horn Island
- Townsville–Cloncurry–Mount Isa.

The deregulation was announced by the Minister for Transport and Main Roads on 20 February 2014.

This means these routes will no longer be regulated by the government and will be opened up to competition.

### **What does deregulation mean for me?**

The number of operators servicing a particular route may change, or fares may become lower as a result of the deregulation. You'll need to contact individual air operators to make a booking on these routes.

### **Why were those routes chosen for deregulation?**

These routes were chosen as they were considered to be capable of sustainable competition.

### How many people previously travelled on the deregulated routes?

| Route                       | 2013   | 2012   | 2011   |
|-----------------------------|--------|--------|--------|
| Cairns-Horn Island          | 66,997 | 67,513 | 68,165 |
| Cairns-Weipa                | 69,864 | 70,736 | 65,398 |
| Townsville-Cloncurry-Mt Isa | 6877   | 7529   | 8412   |

The Cairns-Weipa route received 585 individual submissions during the review process, the highest number of submissions of all routes.

### What is deregulation / What does deregulation mean?

Deregulation means there's a significant decrease or elimination of government regulation over an industry.

Deregulation encourages efficiency, competition, entrepreneurship and innovation. It can also encourage more competitive or lower fares for passengers.

### Why do you regulate/subsidise some routes but not others?

To ensure regional communities continue to have access to essential services in major centres, the government will subsidise or regulate routes that aren't deemed to be commercially viable.

### What did the government's long distance service review include?

In 2013, the department reviewed all government-supported long distance air, coach and selected rail services throughout Queensland.

An extensive stakeholder consultation process during the review included:

- more than 7200 surveys completed by air, coach and rail passengers
- 73 formal submissions were received from a range of organisations including local government authorities, transport operators and business and industry groups. Of these submissions, 34 were received from local government authorities
- feedback from 18 consultative forums held throughout Queensland, including forums held at Normanton, Cloncurry, Winton and Julia Creek.

The main aims of the review were:

- to determine the appropriate role of government in facilitating the delivery of services, either through regulation and or subsidies.
- to provide recommendations to ensure value for money outcomes for the government and the public without restricting commercial, long distance passenger transport markets.
- to ensure regional communities continue to receive a reasonable level of access to essential services in major centres.



### **Why did you review the air services? Aren't they run by commercial operators?**

They are, but the department regulates these routes to ensure regional communities continue to receive a reasonable and affordable level of access to essential services.

### **Was the community consulted on this/these changes?**

Yes. Community and stakeholder consultation was undertaken during 2013, as part of the long distance passenger transport service review.

- 73 formal submissions were received from a range of organisations including local government authorities, transport operators and business and industry groups. Of these submissions, 34 were received from local government authorities
- Passenger surveys were distributed on all services under review, and was available online. Around 7000 passenger surveys were submitted, with 4700 related to the services under review
- 18 consultative forums were held throughout the state with local councils, businesses and communities
- 7 submissions were received from current or interested air and coach operators.

All of the feedback we received helped inform recommendations about changes to services and any opportunities for reinvestment back into local communities.

### **How many long distance air and coach services does the government currently subsidise/regulate?**

- 16 subsidised coach routes
- 10 subsidised and regulated air routes.

### **Where can I find out more about the review and government-supported services?**

More information about the review is on the department's website: [www.tmr.qld.gov.au/Travel-and-transport/qconnect/Long-distance-passenger-services/Review-of-long-distance-passenger-services.aspx](http://www.tmr.qld.gov.au/Travel-and-transport/qconnect/Long-distance-passenger-services/Review-of-long-distance-passenger-services.aspx)



## Minister for Housing and Public Works

Ref: HPW02702/14

17 October 2014

Mayor Bill Lewis  
Burdekin Shire Council  
PO Box 974  
AYR QLD 4807

Dear Mayor Lewis

*Bill*

|                        |     |
|------------------------|-----|
| BURDEKIN SHIRE COUNCIL |     |
| File ID No.            | 411 |
| 27 OCT 2014            |     |
| Document No.           |     |
| Retention Period       |     |

Level 7 80B George Street  
Brisbane Queensland  
GPO Box 2457 Brisbane  
Queensland 4001 Australia  
Telephone +617 3719 7270  
Facsimile +617 3012 9017  
E: [housingandpublicworks@ministerial.qld.gov.au](mailto:housingandpublicworks@ministerial.qld.gov.au)  
ABN 65 959 415 158

I am writing to inform you about upcoming changes to the licensing arrangements for plumbers, drainers and pool safety inspectors.

Under changes passed by Parliament earlier last week, the licensing and regulation functions of the Plumbing Industry Council (PIC) and Pool Safety Council (PSC) will be transferred to the Queensland Building and Construction Commission (Commission).

These changes will make life far easier for licensees who will no longer be required to obtain separate licences from multiple bodies in order to do business in Queensland.

The Department of Housing and Public Works will continue to operate the Plumbing Industry Consultative Group and will establish a new Pool Safety Consultative Group. Both of these groups will provide advice to the Queensland Government on plumbing and drainage, and pool safety issues.

Rest assured pool safety inspection services and compliance enforcement will continue to be maintained at the same level.

This is an important reform which will go a long way to ensuring licensees are able to spend more time where it counts – delivering valued services to the community.

For more information about the changes, please call the Commission's customer contact centre on 139 333 (open 24/7) or visit its website at [www.qbcc.qld.gov.au](http://www.qbcc.qld.gov.au).

Yours sincerely

Tim Mander MP  
Minister for Housing and Public Works

|          |       |          |          |
|----------|-------|----------|----------|
| VIEW     | MAYOR | AGENDA   | C121     |
| PLANDEV  | BLD   | DATE     | 11.11.14 |
| NOTED    |       | APPLIC # |          |
| TENDER   |       | PROP #   |          |
| ACTION   |       | LAND #   |          |
| DEADLINE |       |          |          |

**From:** [Murray, Karen](#)  
**Subject:** INVITATION: ALGWA Queensland Branch invites you to join us in Townsville for a Financial Management Workshop - 28 November 2014  
**Date:** Friday, 24 October 2014 5:03:43 PM  
**Attachments:** [image002.png](#)  
[Financial Management Workshop - 28 November 2014.pdf](#)  
**Importance:** High

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Good afternoon,

ALGWA Queensland Branch has an exciting opportunity for all Councillors and employees.

You are invited to attend a Financial Management Workshop being held in Townsville on Friday, 28 November 2014. The most exciting news is we are able to offer this workshop at a cost of only \$20 for non-members.

One of the benefits of being an ALGWA member is that members are able to attend this workshop at no cost. Our Corporate Members also have the opportunity to send 3 employees (including elected members) at no cost. If you are interested in joining ALGWA, please visit our website for further information - [www.algwaqld.net.au](http://www.algwaqld.net.au)

This workshop will cover such topics as:

- Better understand the elected member statutory responsibilities, and the responsibilities of the CEO and Senior Managers in relation to financial management
- Identify key elements of financial reports
- Recognise best practices and approaches

**WHEN:** Friday, 28 November 2014  
**WHERE:** Fit For Life Financial Services Centre - Townsville  
62 Charters Towers Road, Hermit Park QLD 4812  
**TIME:** 8.45 am for a 9.00 am start until 4.00 pm (catering included)

**COST:**

- **FREE TO ALGWA MEMBERS**
- **NON-ALGWA Members - \$20.00**

**RSVP by Monday, 17 November 2014 to** Karen Murray via return email or phone 0411 869 069.

The attached flyer provides further information on this informative workshop. The ALGWA Executive look forward to seeing you in Townsville!

Kind Regards

**Karen Murray | Secretary | ALGWA Queensland Branch**

07 3412 5380 | Mobile: 0411 869 069 | [karenmurray@logan.qld.gov.au](mailto:karenmurray@logan.qld.gov.au) | PO Box 3226 Logan City DC Qld 4114

*"supporting and encouraging those involved or interested in local government"*



[www.5050vision.com.au](http://www.5050vision.com.au)



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# FINANCIAL MANAGEMENT WORKSHOP

ALGWA (Queensland Branch) invites you  
to join us in Townsville on Friday,  
28 November 2014.

## OBJECTIVE

- Better understand the elected member statutory responsibilities, and the responsibilities of the CEO and Senior Managers in relation to financial management
- Identify key elements of financial reports
- Recognise best practices and approaches

## WHAT WE WILL BE EXPLORING THROUGHOUT THE DAY

1. Role and Responsibilities of Elected Members/Council Staff
2. Introduction to Financial Management
3. Financial Reporting/Strategies and Planning
4. Budgets and Operational Plans
5. Reporting Detail
6. Reporting Frameworks
7. Audit Function

**WHEN:** Friday, 28 November 2014

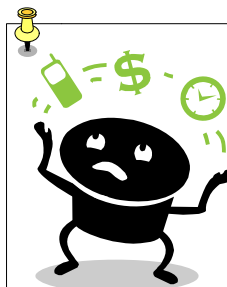
**WHERE:** Fit For Life Financial Services Centre - Townsville  
62 Charters Towers Road, Hermit Park QLD 4812

**TIME:** 8.45 am for a 9.00 am start until 4.00 pm (catering included)

**COST:** **FREE TO ALGWA MEMBERS**  
**NON-ALGWA Members - \$20.00**

**RSVP by Monday, 17 November 2014 to:**

ALGWA Qld Branch Secretary: Karen Murray - [admin@algwaqld.asn.au](mailto:admin@algwaqld.asn.au)  
Phone: 0411 869 069



# FINANCIAL MANAGEMENT WORKSHOP

ALGWA (Queensland Branch) invites you  
to join us in Townsville on Friday,  
28 November 2014.

## OBJECTIVE

- Better understand the elected member statutory responsibilities, and the responsibilities of the CEO and Senior Managers in relation to financial management
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5. Reporting Detail
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62 Charters Towers Road, Hermit Park QLD 4812

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**NON-ALGWA Members - \$20.00**

**RSVP by Monday, 17 November 2014 to:**

ALGWA Qld Branch Secretary: Karen Murray - [admin@algwaqld.asn.au](mailto:admin@algwaqld.asn.au)  
Phone: 0411 869 069

# HOME HILL LIONS CLUB inc.

PRESIDENT: Sam Harris  
SECRETARY: John Donald  
TREASURER: Kevin Mann



Post Office Box 388  
Home Hill 4806  
Secretary 4782 1548  
Email – [johndonald2@bigpond.com](mailto:johndonald2@bigpond.com)

26/10/2014

Dear Sirs,

The condition of the Lions Park toilets opposite the Diorama in Home Hill has been brought to our attention.

I am writing to you to see what can be done by the council to bring the men's toilet back to a good condition. The ladies toilets seem to be in a reasonable condition at this stage.

I have attached some photos for your perusal.

Could you please get back to us with your thoughts on the request?

Thanking you for your consideration with this matter.

John Donald  
Secretary.











# Premier of Queensland

For reply please quote: EC/DR - TF/14/17851 - DOC/14/140387

28 OCT 2014

Ms Tammy Quagliata  
Community Development Support Officer  
Burdekin Shire Council  
PO Box 974  
AYR QLD 4807

Dear Ms Quagliata

Thank you for your application on behalf of Burdekin Shire Council (BSC) to the 2015 Queensland Week Sponsorship Program.

A very high standard of applications was received from organisations across the State and each was assessed to determine its alignment with Queensland Week themes, the potential for community engagement, and the ability to complement a statewide calendar of events for Queensland Week in 2015.

I am pleased to advise your application to the 2015 Queensland Week Sponsorship Program has been successful.

The Queensland Government would like to offer \$6500 (exclusive of GST) in cash sponsorship to BSC for 2015 Queensland Week Burdekin Family Fun Day to be held on Sunday 7 June 2015. This support is subject to the execution of a Queensland Government sponsorship agreement.

Ms Danika Ryan, Marketing and Sponsorship Officer, Events Coordination from my department will be in contact with you shortly to progress these arrangements. Ms Ryan can be contacted by email at [danika.ryan@premiers.qld.gov.au](mailto:danika.ryan@premiers.qld.gov.au) or on telephone (07) 3003 9107.

I congratulate you on your successful application. Your event will make a significant contribution to the overall 2015 Queensland Week calendar of events.

Yours sincerely

CAMPBELL NEWMAN

|                        |     |
|------------------------|-----|
| BURDEKIN SHIRE COUNCIL |     |
| File ID No.            | 131 |
| 3 NOV 2014             |     |
| Document No.           |     |
| Retention Period       |     |

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Website [www.thepremier.qld.gov.au](http://www.thepremier.qld.gov.au)

|          |        |          |          |
|----------|--------|----------|----------|
| VIEW     | COMDEV | AGENDA   | C12      |
|          |        | DATE     | 11.11.14 |
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| TENDER   |        | PROP #   |          |
| ACTION   |        | LAND #   |          |
| DEADLINE |        |          |          |

# BURDEKIN NEIGHBOURHOOD CENTRE ASSOC INC

**President:** K. Duggan  
**Secretary:** B. Garioch  
**Co-ordinator:** N. Saroglia

27 October, 2014

The CEO, Matthew Magin  
Burdekin Shire Council  
PO Box 974  
Ayr Q.4807

|                        |     |
|------------------------|-----|
| BURDEKIN SHIRE COUNCIL |     |
| File ID No.            | 110 |
| 3 NOV 2014             |     |
| Document No.           |     |
| Retention Period       |     |

Dear Matthew,

**Re: Burdekin Neighbourhood Centre Association Inc.**

The Burdekin Neighbourhood Centre recently held our Annual General Meeting on 22<sup>nd</sup> October 2014. Please find enclosed:

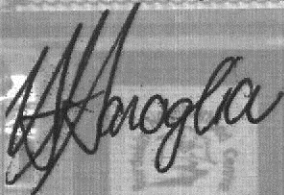
- President, Treasurer and Co-ordinator annual reports 2013-2014
- Audited Financial Statements for year 2013-2014

On behalf of our President, Kay Duggan and the Management Committee, I would like to express our thanks and appreciation to Council for your on-going support of our Centre. The assistance the Council provides to our Centre by the way of annual donation and rates refund is of great benefit to our Centre and helps us continue to provide our services to our Burdekin Community.

We also take this opportunity to thank our Burdekin Shire Council Representative, Cr. Lyndy McCathie for all of her support over the past year. It has been truly been a pleasure to have her a part of our Neighbourhood Centre family.

We look forward to continuing to work with the Burdekin Shire Council for the betterment of the Burdekin community.

Yours sincerely



Natalie Saroglia  
Co-ordinator

enc.

*Annual Report 7 NAYOR*

|          |  |          |          |
|----------|--|----------|----------|
| VIEW     |  | AGENDA   | C12      |
|          |  | DATE     | 11.11.14 |
| NOTED    |  | APPLIC # |          |
| TENDER   |  | PROP #   |          |
| ACTION   |  | LAND #   |          |
| DEADLINE |  |          |          |

*"Working with our Burdekin Community"*

40 Chippendale Street, AYR P.O. Box 1342, AYR Q 4807  
P: 07 47 83 4243 F: 07 47 83 5338 E: bncai@bigpond.net.au  
ABN: 62 769 398 508





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Making Money**



*BRETT SCHREIBER & ASSOCIATES*

ABN 19 873 660 716

Liability limited by a scheme approved under Professional Standards Legislation

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**Burdekin Neighbourhood Centre Assoc Inc  
ABN 62 769 398 508**

Audited Financial Statements  
For the year ended 30 June 2014

**Brett Schreiber & Associates**  
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**Burdekin Neighbourhood Centre Assoc Inc**  
**Profit & Loss Prev Year Comparison**  
 July 2013 through June 2014

|                                 | Jul 13 - Jun 14 | Jul 12 - Jun 13 |
|---------------------------------|-----------------|-----------------|
| Ordinary Income/Expense         |                 |                 |
| Income                          |                 |                 |
| Closing Stock-Playgrp T/Shirts  | 68.40           | 0.00            |
| Closing Stock - Softdrink       | 55.90           | 61.75           |
| Closing Stock - Water           | 28.00           | 8.50            |
| Donations                       |                 |                 |
| Burd Shire Council -Sewerage    | 950.00          | 921.60          |
| Burdekin Shire Council          | 13,050.00       | 12,670.00       |
| Donations - Other               | 453.00          | 1,466.60        |
| Total Donations                 | 14,453.00       | 15,058.20       |
| E/R - ABMT Donation             | 0.00            | 1,091.35        |
| Expense Reimbursement           |                 |                 |
| CCFSN (State Meetings)          | 549.76          | 519.30          |
| Exp Reimb - Insurance           | 0.00            | 995.28          |
| Exp Reimb - VC Audit fee apport | 0.00            | 218.84          |
| Exp Reimb - VC Work Cov apport  | 0.00            | 81.50           |
| Photocopying External           | 195.20          | 346.67          |
| Refreshments/consumables        | 55.45           | 59.75           |
| Staff                           | 76.00           | 0.00            |
| Staff reimburse uniforms        | 0.00            | 35.80           |
| Stationery                      | 19.90           | 0.00            |
| Telephone/Internet              | 8.14            | 36.92           |
| Travel CCFSN (Local Meetings)   | 0.00            | 200.00          |
| Total Expense Reimbursement     | 904.45          | 2,494.06        |
| Expense Reimbursement - Members | 0.00            | 254.05          |
| Funds Transfer                  | 0.00            | 7,775.56        |
| Grants - NON GST                |                 |                 |
| Paid Parental Leave             | 0.00            | 2,446.52        |
| Total Grants - NON GST          | 0.00            | 2,446.52        |
| Grants - With GST               |                 |                 |
| Non-recurring equipment         | 4,220.00        | 0.00            |
| Operating Costs                 | 17,847.04       | 19,059.40       |
| Superannuation                  | 5,326.51        | 5,169.60        |
| Wages Salaries                  | 58,784.80       | 57,037.92       |
| Wages/Salaries on Cost          | 10,036.65       | 9,736.08        |
| Total Grants - With GST         | 96,215.00       | 91,003.00       |
| Hire of Centre                  |                 |                 |
| - External                      |                 |                 |
| Crochet Group - Hire            | 537.34          | 0.00            |
| Parkinson's Support Group -Hire | 37.26           | 0.00            |
| - External - Other              | 12,189.21       | 10,111.46       |
| Total - External                | 12,763.81       | 10,111.46       |
| Airconditioning                 | 1,719.18        | 1,068.42        |
| Hire - Internet                 | 7.28            | 25.47           |
| Playgroup fees                  | 450.19          | 249.14          |
| Total Hire of Centre            | 14,940.46       | 11,454.49       |
| Insurance Refund                | 133.90          | 0.00            |
| Interest Received               |                 |                 |
| Interest General                | 1,816.54        | 2,625.23        |
| Interest Received - LSLeave     | 136.24          | 186.75          |
| Interest T.D. - Air-Cond        | 406.53          | 685.78          |
| Interest T.D. - BNC 141011502   | 1,238.70        | 798.89          |
| Interest T.D. - BNC 141490144   | 729.10          | 911.42          |
| Interest T.D. BNC 150312684     | 1,026.49        | 0.00            |
| Interest Term Deposit-141506246 | 1,017.97        | 1,272.53        |
| Interest Vac Care               | 0.00            | 17.37           |
| Rossiter St                     | 0.00            | 393.85          |
| Interest Received - Other       | 0.00            | -1,140.50       |
| Total Interest Received         | 6,371.57        | 5,751.32        |
| Membership Income               | 840.00          | 570.00          |
| Miscellaneous Income            |                 |                 |
| Miscellaneous Income (GST)      | 617.25          | 17.75           |
| Total Miscellaneous Income      | 617.25          | 17.75           |



# Burdekin Neighbourhood Centre Assoc Inc

## Profit & Loss Prev Year Comparison

July 2013 through June 2014

|                                     | Jul 13 - Jun 14   | Jul 12 - Jun 13   |
|-------------------------------------|-------------------|-------------------|
| Playgroup Fundraiser                | 408.50            | 0.00              |
| Playgroup T-Shirt Sales             | 45.45             | 0.00              |
| Poetry - Reflection Book Sales      | 18.18             | 0.00              |
| Profit (Loss) Plant and Equip       | -404.00           | 0.00              |
| Raffle Proceeds                     | 0.00              | 192.00            |
| Rent Rec Rossiter St                | 10,016.45         | 10,077.13         |
| Softdrink Sales                     | 38.18             | 69.00             |
| <b>Total Income</b>                 | <b>144,750.69</b> | <b>148,324.68</b> |
| <b>Expense</b>                      |                   |                   |
| Advertising                         | 441.92            | 1,299.80          |
| Australia's Biggest Morning Tea     | 231.95            | 1,127.10          |
| Bad Debt                            | 0.00              | 11.00             |
| Bank Service Charges                | 173.60            | 193.90            |
| Cleaning                            |                   |                   |
| Cleaning (GST)                      | 678.40            | 136.85            |
| Cleaning (no GST)                   | 1,935.00          | 2,694.00          |
| <b>Total Cleaning</b>               | <b>2,613.40</b>   | <b>2,830.85</b>   |
| Commission Rental Property          | 862.41            | 831.56            |
| Computer equipment expenses         | 154.07            | 0.00              |
| Consumables                         |                   |                   |
| Consumables (GST)                   | 287.06            | 368.13            |
| Consumables (NO GST)                | 17.49             | 28.18             |
| Consumables - Other                 | 110.60            | 9.99              |
| <b>Total Consumables</b>            | <b>415.15</b>     | <b>406.30</b>     |
| Depreciation Expense                | 6,644.00          | 6,904.00          |
| Dues and Subscriptions              |                   |                   |
| Dues and Subscriptions (GST)        | 1,366.10          | 2,200.95          |
| Dues and Subscriptions (no GST)     | 152.00            | 210.00            |
| <b>Total Dues and Subscriptions</b> | <b>1,518.10</b>   | <b>2,410.95</b>   |
| Entertainment                       | 107.54            | 354.88            |
| Equipment purchases                 |                   |                   |
| Equipment Purchases - GST           | 6,316.01          | 0.00              |
| Minor Equipment (GST)               | 293.10            | 86.65             |
| <b>Total Equipment purchases</b>    | <b>6,609.11</b>   | <b>86.65</b>      |
| Expenses                            |                   |                   |
| CCFSN State Meeting - GST           | 360.41            | 338.64            |
| <b>Total Expenses</b>               | <b>360.41</b>     | <b>338.64</b>     |
| Fees                                | 91.60             | 45.00             |
| First Aid Kit                       |                   |                   |
| First Aid Kit (GST)                 | 8.17              | 3.59              |
| <b>Total First Aid Kit</b>          | <b>8.17</b>       | <b>3.59</b>       |
| Gardening - GST                     | 654.51            | 768.09            |
| Gifts and Donations                 |                   |                   |
| Gifts and Donations (GST)           | 476.82            | 249.83            |
| Gifts and Donations (no GST)        | 0.00              | 185.01            |
| <b>Total Gifts and Donations</b>    | <b>476.82</b>     | <b>434.84</b>     |
| Hire of Equipment/Resources         | 0.00              | 143.15            |
| Insurance                           |                   |                   |
| Broker Fees (GST)                   | 139.72            | 239.61            |
| Premium (gst)                       | 3,622.14          | 4,645.78          |
| Stamp Duty (no GST)                 | 346.55            | 347.37            |
| Insurance - Other                   | 0.00              | 0.00              |
| <b>Total Insurance</b>              | <b>4,108.41</b>   | <b>5,232.76</b>   |
| Long Service Leave Provision        | 732.17            | -1,354.00         |
| Meeting Costs                       | 360.24            | 284.44            |
| Miscellaneous - NO GST              | 617.25            | 0.58              |
| Opening Stock-Playgrp T/Shirts      | 0.00              | 0.00              |
| Opening Stock - Softdrink           | 61.75             | 2.60              |
| Opening Stock - Water               | 8.50              | 0.00              |

**Burdekin Neighbourhood Centre Assoc Inc**  
**Profit & Loss Prev Year Comparison**  
 July 2013 through June 2014

|   | Jul 13 - Jun 14   | Jul 12 - Jun 13   |
|---|-------------------|-------------------|
| <b>Payroll Expenses</b>                   |                   |                   |
| Long Service Leave taken                  | 1,737.72          | 3,176.43          |
| On Costs - Annual Leave Loading           | 0.00              | 0.00              |
| On Costs - Annual Leave Relief            | 0.00              | 0.00              |
| On Costs - Sick Leave Relief              | 0.00              | 0.00              |
| On Costs - Workcover                      | 91.65             | 104.86            |
| Paid Parental Leave                       | 0.00              | 3,690.63          |
| Superannuation                            | 7,954.27          | 7,925.23          |
| Wages                                     | 81,839.87         | 81,844.25         |
| Payroll Expenses - Other                  | 0.00              | 100.95            |
| <b>Total Payroll Expenses</b>             | <b>91,623.51</b>  | <b>96,842.35</b>  |
| <b>Playgroup Expenses</b>                 | <b>634.02</b>     | <b>20.40</b>      |
| <b>Postage and Delivery</b>               | <b>155.72</b>     | <b>206.19</b>     |
| <b>Printing and Stationery</b>            | <b>514.60</b>     | <b>410.06</b>     |
| <b>Professional Fees</b>                  |                   |                   |
| Accounting/Audit fees                     | 1,785.00          | 1,785.00          |
| <b>Total Professional Fees</b>            | <b>1,785.00</b>   | <b>1,785.00</b>   |
| <b>Prov for Wages/Salary On-Costs</b>     | <b>1,497.80</b>   | <b>3,301.37</b>   |
| <b>Refreshments</b>                       |                   |                   |
| Refreshments - (GST)                      | 244.05            | 113.76            |
| Refreshments - (no GST)                   | 310.86            | 372.47            |
| Refreshments - Other                      | 6.20              | 0.00              |
| <b>Total Refreshments</b>                 | <b>561.11</b>     | <b>486.23</b>     |
| <b>Refund - Overpayment account</b>       | <b>0.00</b>       | <b>74.75</b>      |
| <b>Repairs &amp; Maint - Rental House</b> | <b>1,454.16</b>   | <b>779.00</b>     |
| <b>Repairs and Maintenance</b>            |                   |                   |
| - Photocopier (Number Count)              | 879.11            | 698.31            |
| Computer Repairs                          | 68.18             | 136.36            |
| Equipment Repairs                         | 0.00              | 1,576.11          |
| Repairs & Maintenance - Centre            | 20.16             | 613.48            |
| <b>Total Repairs and Maintenance</b>      | <b>967.45</b>     | <b>3,024.26</b>   |
| <b>Resource/Reference Material</b>        | <b>136.38</b>     | <b>159.05</b>     |
| <b>Softdrink Prurchases</b>               | <b>74.24</b>      | <b>114.68</b>     |
| <b>Telephone/Internet</b>                 | <b>2,409.43</b>   | <b>2,790.16</b>   |
| <b>Training - GST</b>                     | <b>196.77</b>     | <b>0.00</b>       |
| <b>Transfer of Funds</b>                  | <b>0.00</b>       | <b>7,775.56</b>   |
| <b>Travel Expenses</b>                    | <b>1,009.56</b>   | <b>905.02</b>     |
| <b>Under/Over Account</b>                 | <b>5.14</b>       | <b>-2.01</b>      |
| <b>Uniform Expenses</b>                   | <b>0.00</b>       | <b>457.78</b>     |
| <b>Utilities</b>                          |                   |                   |
| Burdekin Shire Council Rates              | 5,570.49          | 6,467.89          |
| Electricity                               | 3,595.20          | 3,180.05          |
| <b>Total Utilities</b>                    | <b>9,165.69</b>   | <b>9,647.94</b>   |
| <b>Total Expense</b>                      | <b>139,441.66</b> | <b>151,134.47</b> |
| <b>Net Ordinary Income</b>                | <b>5,309.03</b>   | <b>-2,809.79</b>  |
| <b>Net Income</b>                         | <b>5,309.03</b>   | <b>-2,809.79</b>  |

**Burdekin Neighbourhood Centre Assoc Inc - BNC Playgroup**  
**Profit & Loss Prev Year Comparison**  
 July 2013 through June 2014

|                                 | <u>Jul 13 - Jun 14</u> | <u>Jul 12 - Jun 13</u> |
|---------------------------------|------------------------|------------------------|
| Ordinary Income/Expense         |                        |                        |
| Income                          |                        |                        |
| Closing Stock-Playgrp T/Shirts  | 68.40                  | 0.00                   |
| Donations                       | 0.00                   | 624.10                 |
| Hire of Centre                  |                        |                        |
| Playgroup fees                  | 450.19                 | 249.14                 |
| Total Hire of Centre            | 450.19                 | 249.14                 |
| Interest Received               |                        |                        |
| Interest General                | 47.14                  | 0.00                   |
| Interest Received - Other       | 0.00                   | 34.40                  |
| Total Interest Received         | 47.14                  | 34.40                  |
| Playgroup Fundraiser            | 408.50                 | 0.00                   |
| Playgroup T-Shirt Sales         | 45.45                  | 0.00                   |
| Total Income                    | 1,019.68               | 907.64                 |
| Expense                         |                        |                        |
| Consumables                     |                        |                        |
| Consumables (GST)               | 0.00                   | 7.99                   |
| Consumables (NO GST)            | 0.00                   | 3.39                   |
| Total Consumables               | 0.00                   | 11.38                  |
| Dues and Subscriptions          |                        |                        |
| Dues and Subscriptions (no GST) | 0.00                   | 210.00                 |
| Total Dues and Subscriptions    | 0.00                   | 210.00                 |
| Entertainment                   | 0.00                   | 36.36                  |
| Equipment purchases             |                        |                        |
| Equipment Purchases - GST       | 0.00                   | 945.20                 |
| Total Equipment purchases       | 0.00                   | 945.20                 |
| Insurance                       | 19.66                  | 26.35                  |
| Opening Stock-Playgrp T/Shirts  | 0.00                   | 0.00                   |
| Payroll Expenses                |                        |                        |
| On Costs - Workcover            | 5.14                   | 4.57                   |
| Total Payroll Expenses          | 5.14                   | 4.57                   |
| Playgroup Expenses              | 634.02                 | 19.95                  |
| Professional Fees               |                        |                        |
| Accounting/Audit fees           | 11.95                  | 10.88                  |
| Total Professional Fees         | 11.95                  | 10.88                  |
| Total Expense                   | 670.77                 | 1,264.69               |
| Net Ordinary Income             | 348.91                 | -357.05                |
| Net Income                      | <u>348.91</u>          | <u>-357.05</u>         |

## Burdekin Neighbourhood Centre Assoc Inc - CSS

## Profit &amp; Loss Prev Year Comparison

July 2013 through June 2014

|                                      | Jul 13 - Jun 14   | Jul 12 - Jun 13   |
|--------------------------------------|-------------------|-------------------|
| <b>Ordinary Income/Expense</b>       |                   |                   |
| <b>Income</b>                        |                   |                   |
| Donations                            | 116.50            | 502.50            |
| E/R - ABMT Donation                  | 0.00              | 1,091.35          |
| <b>Expense Reimbursement</b>         |                   |                   |
| CCFSN (State Meetings)               | 549.76            | 519.30            |
| Exp Reimb - Insurance                | 0.00              | 415.28            |
| Exp Reimb - VC Work Cov appor        | 0.00              | 11.99             |
| Photocopying External                | 195.20            | 346.67            |
| Refreshments/consumables             | 55.45             | 59.75             |
| Staff                                | 76.00             | 0.00              |
| Staff reimburse uniforms             | 0.00              | 35.80             |
| Stationery                           | 19.90             | 0.00              |
| Telephone/Internet                   | 8.14              | 36.92             |
| Travel CCFSN (Local Meetings)        | 0.00              | 200.00            |
| <b>Total Expense Reimbursement</b>   | <b>904.45</b>     | <b>1,625.71</b>   |
| Funds Transfer                       | 0.00              | 3,738.70          |
| <b>Grants - NON GST</b>              |                   |                   |
| Paid Parental Leave                  | 0.00              | 2,446.52          |
| <b>Total Grants - NON GST</b>        | <b>0.00</b>       | <b>2,446.52</b>   |
| <b>Grants - With GST</b>             |                   |                   |
| Non-recurring equipment              | 4,220.00          | 0.00              |
| Operating Costs                      | 17,847.04         | 19,059.40         |
| Superannuation                       | 5,326.51          | 5,169.60          |
| Wages Salaries                       | 58,784.80         | 57,037.92         |
| Wages/Salaries on Cost               | 10,036.65         | 9,736.08          |
| <b>Total Grants - With GST</b>       | <b>96,215.00</b>  | <b>91,003.00</b>  |
| <b>Hire of Centre</b>                |                   |                   |
| - External                           |                   |                   |
| Crochet Group - Hire                 | 537.34            | 0.00              |
| Parkinson's Support Group -Hire      | 37.26             | 0.00              |
| - External - Other                   | 12,189.21         | 10,111.46         |
| <b>Total - External</b>              | <b>12,763.81</b>  | <b>10,111.46</b>  |
| Airconditioning                      | 1,719.18          | 1,068.42          |
| Hire - Internet                      | 7.28              | 25.47             |
| <b>Total Hire of Centre</b>          | <b>14,490.27</b>  | <b>11,205.35</b>  |
| <b>Interest Received</b>             |                   |                   |
| Interest General                     | 5,695.16          | 0.00              |
| Interest Received - Other            | 0.00              | 4,372.30          |
| <b>Total Interest Received</b>       | <b>5,695.16</b>   | <b>4,372.30</b>   |
| <b>Miscellaneous Income</b>          |                   |                   |
| Miscellaneous Income (GST)           | 617.25            | 0.00              |
| <b>Total Miscellaneous Income</b>    | <b>617.25</b>     | <b>0.00</b>       |
| <b>Profit (Loss) Plant and Equip</b> | <b>-404.00</b>    | <b>0.00</b>       |
| <b>Total Income</b>                  | <b>117,634.63</b> | <b>115,985.43</b> |
| <b>Expense</b>                       |                   |                   |
| Advertising                          | 441.92            | 1,299.80          |
| Australia's Biggest Morning Tea      | 231.95            | 1,127.10          |
| Bank Service Charges                 | 172.90            | 192.80            |
| <b>Cleaning</b>                      |                   |                   |
| Cleaning (GST)                       | 678.40            | 136.85            |
| Cleaning (no GST)                    | 1,935.00          | 2,694.00          |
| <b>Total Cleaning</b>                | <b>2,613.40</b>   | <b>2,830.85</b>   |
| Computer equipment expenses          | 154.07            | 0.00              |
| <b>Consumables</b>                   |                   |                   |
| Consumables (GST)                    | 287.06            | 360.14            |
| Consumables (NO GST)                 | 17.49             | 24.79             |
| Consumables - Other                  | 110.60            | 9.99              |
| <b>Total Consumables</b>             | <b>415.15</b>     | <b>394.92</b>     |
| Depreciation Expense                 | 6,644.00          | 2,273.00          |

**Burdekin Neighbourhood Centre Assoc Inc - CSS**  
**Profit & Loss Prev Year Comparison**  
**July 2013 through June 2014**

|                                 | Jul 13 - Jun 14 | Jul 12 - Jun 13 |
|---------------------------------|-----------------|-----------------|
| Dues and Subscriptions          |                 |                 |
| Dues and Subscriptions (GST)    | 1,366.10        | 2,200.95        |
| Dues and Subscriptions (no GST) | 152.00          | 0.00            |
| Total Dues and Subscriptions    | 1,518.10        | 2,200.95        |
| Entertainment                   | 107.54          | 0.00            |
| Equipment purchases             |                 |                 |
| Equipment Purchases - GST       | 6,316.01        | 390.00          |
| Minor Equipment (GST)           | 293.10          | 677.42          |
| Total Equipment purchases       | 6,609.11        | 1,067.42        |
| Expenses                        |                 |                 |
| CCFSN State Meeting - GST       | 360.41          | 338.64          |
| Total Expenses                  | 360.41          | 338.64          |
| Fees                            | 91.60           | 45.00           |
| First Aid Kit                   |                 |                 |
| First Aid Kit (GST)             | 8.17            | 3.59            |
| Total First Aid Kit             | 8.17            | 3.59            |
| Gardening - GST                 | 654.51          | 768.09          |
| Gifts and Donations             |                 |                 |
| Gifts and Donations (GST)       | 0.00            | 92.55           |
| Gifts and Donations (no GST)    | 0.00            | 185.01          |
| Total Gifts and Donations       | 0.00            | 277.56          |
| Hire of Equipment/Resources     | 0.00            | 143.15          |
| Insurance                       | 2,418.68        | 3,387.54        |
| Long Service Leave Provision    | 732.17          | -1,354.00       |
| Meeting Costs                   | 360.24          | 284.44          |
| Miscellaneous - NO GST          | 617.25          | 0.58            |
| Payroll Expenses                |                 |                 |
| Long Service Leave taken        | 1,737.72        | 3,176.43        |
| On Costs - Annual Leave Loading | 0.00            | 0.00            |
| On Costs - Annual Leave Relief  | 0.00            | 0.00            |
| On Costs - Sick Leave Relief    | 0.00            | 0.00            |
| On Costs - Workcover            | 0.00            | 0.00            |
| Paid Parental Leave             | 0.00            | 3,690.63        |
| Superannuation                  | 6,388.70        | 6,695.77        |
| Wages                           | 64,907.25       | 68,194.28       |
| Payroll Expenses - Other        | 0.00            | 90.63           |
| Total Payroll Expenses          | 73,033.67       | 81,847.74       |
| Postage and Delivery            | 155.72          | 206.19          |
| Printing and Stationery         | 514.60          | 410.06          |
| Professional Fees               |                 |                 |
| Accounting/Audit fees           | 1,444.95        | 1,406.58        |
| Total Professional Fees         | 1,444.95        | 1,406.58        |
| Prov for Wages/Salary On-Costs  | 1,497.80        | 3,301.37        |
| Refreshments                    |                 |                 |
| Refreshments - (GST)            | 244.05          | 113.76          |
| Refreshments - (no GST)         | 310.86          | 372.47          |
| Refreshments - Other            | 6.20            | 0.00            |
| Total Refreshments              | 561.11          | 486.23          |
| Refund - Overpayment account    | 0.00            | 74.75           |
| Repairs and Maintenance         |                 |                 |
| - Photocopier (Number Count)    | 879.11          | 698.31          |
| Computer Repairs                | 68.18           | 136.36          |
| Equipment Repairs               | 0.00            | 240.91          |
| Repairs & Maintenance - Centre  | 20.16           | 22.71           |
| Total Repairs and Maintenance   | 967.45          | 1,098.29        |
| Resource/Reference Material     | 136.38          | 159.05          |
| Telephone/Internet              | 2,409.43        | 2,790.16        |
| Training - GST                  | 196.77          | 0.00            |
| Travel Expenses                 | 1,009.56        | 905.02          |
| Uniform Expenses                | 0.00            | 457.78          |



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Accrual Basis

**Burdekin Neighbourhood Centre Assoc Inc - CSS**

**Profit & Loss Prev Year Comparison**

July 2013 through June 2014

|                              | Jul 13 - Jun 14 | Jul 12 - Jun 13 |
|------------------------------|-----------------|-----------------|
| Utilities                    |                 |                 |
| Burdekin Shire Council Rates | 3,270.60        | 3,798.75        |
| Electricity                  | 3,595.20        | 3,180.05        |
| Total Utilities              | 6,865.80        | 6,978.80        |
| Total Expense                | 112,944.41      | 115,403.45      |
| Net Ordinary Income          | 4,690.22        | 581.98          |
| Net Income                   | 4,690.22        | 581.98          |

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22/09/14

Accrual Basis

## Burdekin Neighbourhood Centre Assoc Inc - General

## Profit &amp; Loss Prev Year Comparison

July 2013 through June 2014

|                                 | Jul 13 - Jun 14 | Jul 12 - Jun 13 |
|---------------------------------|-----------------|-----------------|
| Ordinary Income/Expense         |                 |                 |
| Income                          |                 |                 |
| Closing Stock - Softdrink       | 55.90           | 61.75           |
| Closing Stock - Water           | 28.00           | 8.50            |
| Donations                       |                 |                 |
| Burd Shire Council -Sewerage    | 950.00          | 921.60          |
| Burdekin Shire Council          | 13,050.00       | 12,670.00       |
| Donations - Other               | 336.50          | 340.00          |
| Total Donations                 | 14,336.50       | 13,931.60       |
| Expense Reimbursement - Members | 0.00            | 254.05          |
| Funds Transfer                  | 0.00            | 4,036.86        |
| Interest Received               |                 |                 |
| Interest General                | 780.22          | 746.65          |
| Total Interest Received         | 780.22          | 746.65          |
| Membership Income               | 840.00          | 570.00          |
| Miscellaneous Income            |                 |                 |
| Miscellaneous Income (GST)      | 0.00            | 17.75           |
| Total Miscellaneous Income      | 0.00            | 17.75           |
| Poetry - Reflection Book Sales  | 18.18           | 0.00            |
| Raffle Proceeds                 | 0.00            | 192.00          |
| Softdrink Sales                 | 38.18           | 69.00           |
| Total Income                    | 16,096.98       | 19,888.16       |
| Expense                         |                 |                 |
| Bad Debt                        | 0.00            | 11.00           |
| Depreciation Expense            | 0.00            | 3,933.00        |
| Entertainment                   | 0.00            | 318.52          |
| Equipment purchases             |                 |                 |
| Equipment Purchases - GST       | 0.00            | -1,335.20       |
| Minor Equipment (GST)           | 0.00            | -590.77         |
| Total Equipment purchases       | 0.00            | -1,925.97       |
| Gifts and Donations             |                 |                 |
| Gifts and Donations (GST)       | 476.82          | 157.28          |
| Total Gifts and Donations       | 476.82          | 157.28          |
| Insurance                       | 331.25          | 578.73          |
| Opening Stock - Softdrink       | 61.75           | 2.60            |
| Opening Stock - Water           | 8.50            | 0.00            |
| Payroll Expenses                |                 |                 |
| On Costs - Workcover            | 86.51           | 100.29          |
| Superannuation                  | 1,565.57        | 1,229.46        |
| Wages                           | 16,932.62       | 13,649.97       |
| Payroll Expenses - Other        | 0.00            | 10.32           |
| Total Payroll Expenses          | 18,584.70       | 14,990.04       |
| Playgroup Expenses              | 0.00            | 0.45            |
| Professional Fees               |                 |                 |
| Accounting/Audit fees           | 197.96          | 240.44          |
| Total Professional Fees         | 197.96          | 240.44          |
| Repairs and Maintenance         |                 |                 |
| Equipment Repairs               | 0.00            | 1,335.20        |
| Repairs & Maintenance - Centre  | 0.00            | 590.77          |
| Total Repairs and Maintenance   | 0.00            | 1,925.97        |
| Softdrink Pruchases             | 74.24           | 114.68          |
| Under/Over Account              | 5.14            | -2.01           |
| Total Expense                   | 19,740.36       | 20,344.73       |
| Net Ordinary Income             | -3,643.38       | -456.57         |
| Net Income                      | -3,643.38       | -456.57         |

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22/09/14

Accrual Basis

**Burdekin Neighbourhood Centre Assoc Inc - Holding**  
**Profit & Loss Prev Year Comparison**  
 July 2013 through June 2014

|                                 | <u>Jul 13 - Jun 14</u> | <u>Jul 12 - Jun 13</u> |
|---------------------------------|------------------------|------------------------|
| Ordinary Income/Expense         |                        |                        |
| Income                          |                        |                        |
| Expense Reimbursement           |                        |                        |
| Exp Reimb - Insurance           | 0.00                   | 580.00                 |
| Exp Reimb - VC Audit fee apport | 0.00                   | 218.84                 |
| Exp Reimb - VC Work Cov apport  | 0.00                   | 69.51                  |
| Total Expense Reimbursement     | 0.00                   | 868.35                 |
| Insurance Refund                | 133.90                 | 0.00                   |
| Interest Received               |                        |                        |
| Interest General                | -5,218.86              | 1,878.58               |
| Interest T.D. - Air-Cond        | 406.53                 | 685.78                 |
| Interest T.D. - BNC 141011502   | 1,238.70               | 798.89                 |
| Interest T.D. - BNC 141490144   | 729.10                 | 911.42                 |
| Interest T.D. BNC 150312684     | 1,026.49               | 0.00                   |
| Interest Term Deposit-141506246 | 1,017.97               | 1,272.53               |
| Interest Received - Other       | 0.00                   | -5,547.20              |
| Total Interest Received         | -800.07                | 0.00                   |
| Total Income                    | -666.17                | 868.35                 |
| Expense                         |                        |                        |
| Insurance                       |                        |                        |
| Broker Fees (GST)               | 100.07                 | 200.07                 |
| Premium (gst)                   | 2,440.00               | 3,536.68               |
| Stamp Duty (no GST)             | 229.52                 | 255.87                 |
| Insurance - Other               | -2,769.59              | -3,992.62              |
| Total Insurance                 | 0.00                   | 0.00                   |
| Payroll Expenses                |                        |                        |
| On Costs - Workcover            | 0.00                   | 0.00                   |
| Total Payroll Expenses          | 0.00                   | 0.00                   |
| Professional Fees               |                        |                        |
| Accounting/Audit fees           | 0.00                   | 0.00                   |
| Total Professional Fees         | 0.00                   | 0.00                   |
| Total Expense                   | 0.00                   | 0.00                   |
| Net Ordinary Income             | -666.17                | 868.35                 |
| Net Income                      | <u>-666.17</u>         | <u>868.35</u>          |

**Burdekin Neighbourhood Centre Assoc Inc - House Rossiter St**  
**Profit & Loss Prev Year Comparison**  
**July 2013 through June 2014**

|                                | <u>Jul 13 - Jun 14</u> | <u>Jul 12 - Jun 13</u> |
|--------------------------------|------------------------|------------------------|
| <b>Ordinary Income/Expense</b> |                        |                        |
| <b>Income</b>                  |                        |                        |
| Interest Received              |                        |                        |
| Interest General               | 512.88                 | 0.00                   |
| Rossiter St                    | 0.00                   | 393.85                 |
| <b>Total Interest Received</b> | <u>512.88</u>          | <u>393.85</u>          |
| Rent Rec Rossiter St           | 10,016.45              | 10,077.13              |
| <b>Total Income</b>            | <u>10,529.33</u>       | <u>10,470.98</u>       |
| <b>Expense</b>                 |                        |                        |
| Commission Rental Property     | 862.41                 | 831.56                 |
| Insurance                      |                        |                        |
| Broker Fees (GST)              | 39.65                  | 39.54                  |
| Premium (gst)                  | 1,182.14               | 1,109.10               |
| Stamp Duty (no GST)            | 117.03                 | 91.50                  |
| <b>Total Insurance</b>         | <u>1,338.82</u>        | <u>1,240.14</u>        |
| Professional Fees              |                        |                        |
| Accounting/Audit fees          | 130.14                 | 127.10                 |
| <b>Total Professional Fees</b> | <u>130.14</u>          | <u>127.10</u>          |
| Repairs & Maint - Rental House | 1,454.16               | 779.00                 |
| Utilities                      |                        |                        |
| Burdekin Shire Council Rates   | 2,299.89               | 2,669.14               |
| <b>Total Utilities</b>         | <u>2,299.89</u>        | <u>2,669.14</u>        |
| <b>Total Expense</b>           | <u>6,085.42</u>        | <u>5,646.94</u>        |
| <b>Net Ordinary Income</b>     | <u>4,443.91</u>        | <u>4,824.04</u>        |
| <b>Net Income</b>              | <u><u>4,443.91</u></u> | <u><u>4,824.04</u></u> |

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22/09/14

Accrual Basis

**Burdekin Neighbourhood Centre Assoc Inc - LSLeave**  
**Profit & Loss Prev Year Comparison**  
July 2013 through June 2014

|                             | <u>Jul 13 - Jun 14</u> | <u>Jul 12 - Jun 13</u>  |
|-----------------------------|------------------------|-------------------------|
| Ordinary Income/Expense     |                        |                         |
| Income                      |                        |                         |
| Interest Received           |                        |                         |
| Interest Received - LSLeave | 136.24                 | 186.75                  |
| Total Interest Received     | <u>136.24</u>          | <u>186.75</u>           |
| Total Income                | 136.24                 | 186.75                  |
| Expense                     |                        |                         |
| Bank Service Charges        | 0.70                   | 1.10                    |
| Transfer of Funds           | 0.00                   | 3,738.70                |
| Total Expense               | <u>0.70</u>            | <u>3,739.80</u>         |
| Net Ordinary Income         | <u>135.54</u>          | <u>-3,553.05</u>        |
| Net Income                  | <u><u>135.54</u></u>   | <u><u>-3,553.05</u></u> |



**Burdekin Neighbourhood Centre Assoc Inc**  
**Balance Sheet Prev Year Comparison**  
 As of June 30, 2014

|                                      | Jun 30, 14        | Jun 30, 13        |
|--------------------------------------|-------------------|-------------------|
| <b>ASSETS</b>                        |                   |                   |
| Current Assets                       |                   |                   |
| Chequing/Savings                     |                   |                   |
| Bendigo BNC Long Serv Lve Acc        | 14,492.08         | 13,624.37         |
| Bendigo General account              | 7,345.16          | 115,465.91        |
| Bendigo Social Investment Dep        | 51,225.38         | 0.00              |
| Total Chequing/Savings               | 73,062.62         | 129,090.28        |
| Accounts Receivable                  |                   |                   |
| Accounts Receivable                  | 1,193.50          | 0.00              |
| Total Accounts Receivable            | 1,193.50          | 0.00              |
| Other Current Assets                 |                   |                   |
| Bendigo BNCAI T.D. 141011502         | 44,227.49         | 22,913.12         |
| Bendigo BNCAI T.D. 141490144         | 19,850.46         | 19,121.36         |
| Bendigo BNCAI T.D. 141506246         | 27,714.95         | 26,696.98         |
| Bendigo BNCAI T.D. 150312684         | 61,026.49         | 0.00              |
| Bendigo T.D. Air-Cond 141010900      | 0.00              | 19,669.14         |
| Cash on Hand - BNC Float             | 20.00             | 20.00             |
| Cash on Hand - BNC Petty Cash        | 50.00             | 50.00             |
| Stock on Hand-Playgrp T/Shirts       | 68.40             | 0.00              |
| Stock on Hand - softdrink            | 55.90             | 61.75             |
| Stock on Hand - Tshirts Kids         | 31.29             | 31.29             |
| Stock on Hand - Water                | 28.00             | 8.50              |
| Total Other Current Assets           | 153,072.98        | 88,572.14         |
| Total Current Assets                 | 227,329.10        | 217,662.42        |
| Fixed Assets                         |                   |                   |
| Accum Depreciation - PE Breakwa      | -22,721.00        | -18,262.00        |
| Accumulated Deprec (Wings)           | 681.95            | 681.95            |
| Accumulated Depreciation             | -67,254.19        | -64,665.19        |
| Accumulated Depreciation (YSDG)      | 59.00             | 59.00             |
| BNC Furn Plant & Equip at cost       |                   |                   |
| FPE (CISP)                           | 27,745.00         | 27,745.00         |
| FPE (Gaming/Hayles)                  | 24,175.02         | 24,175.02         |
| FPE (General/Breakwater)             | 27,444.50         | 27,444.50         |
| FPE (Vac Care)                       | 15,362.22         | 15,362.22         |
| Furniture Plant & Equip              | 3,689.75          | 3,689.75          |
| Total BNC Furn Plant & Equip at cost | 98,416.49         | 98,416.49         |
| House - 13 Rossiter Street, Ayr      | 66,830.00         | 66,830.00         |
| Total Fixed Assets                   | 76,012.25         | 83,060.25         |
| <b>TOTAL ASSETS</b>                  | <b>303,341.35</b> | <b>300,722.67</b> |
| <b>LIABILITIES</b>                   |                   |                   |
| Current Liabilities                  |                   |                   |
| Credit Cards                         |                   |                   |
| BNC Credit Card - M. Hutley          | 0.00              | 102.09            |
| BNC Credit Card - N. Saroglia        | 85.56             | 206.00            |
| BNC Credit Card - S. Caruso          | 57.28             | 61.99             |
| Total Credit Cards                   | 142.84            | 370.08            |
| Other Current Liabilities            |                   |                   |
| Payroll Liability - Group Tax        | 2,046.00          | 1,688.00          |
| Payroll Liability - Superannuat      | 455.38            | 721.68            |
| Provision for Long Service           | 13,475.84         | 12,743.67         |
| Provision Wages OnCosts CISP         | 1,916.69          | 3,860.14          |
| Tax Payable - GST                    | 216.47            | 1,560.00          |
| Total Other Current Liabilities      | 18,110.38         | 20,573.49         |
| Total Current Liabilities            | 18,253.22         | 20,943.57         |
| <b>TOTAL LIABILITIES</b>             | <b>18,253.22</b>  | <b>20,943.57</b>  |
| <b>NET ASSETS</b>                    | <b>285,088.13</b> | <b>279,779.10</b> |

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22/09/14  
Accrual Basis

**Burdekin Neighbourhood Centre Assoc Inc**  
**Balance Sheet Prev Year Comparison**  
**As of June 30, 2014**

|                     | Jun 30, 14        | Jun 30, 13        |
|---------------------|-------------------|-------------------|
| <b>EQUITY</b>       |                   |                   |
| Opening Bal Equity  | 276,823.23        | 276,823.23        |
| Retained Earnings   | 2,955.87          | 5,765.66          |
| Net Income          | 5,309.03          | -2,809.79         |
| <b>TOTAL EQUITY</b> | <b>285,088.13</b> | <b>279,779.10</b> |

**BURDEKIN NEIGHBOURHOOD CENTRE ASSOCIATION INC**  
**NOTES TO THE ACCOUNTS**  
**YEAR ENDED 30 JUNE 2014**

**NOTE 1                      STATEMENT OF ACCOUNTING POLICY**

These financial statements are a special purpose financial report prepared in order to provide accounts which satisfy the reporting requirements of the Associations Incorporation Act (Qld). The committee has determined that the association is not a reporting entity.

No other applicable Accounting Standards, Urgent Issues Group Consensus Views or other authoritative pronouncements of the Australian Accounting Standards Board have been applied.

The financial statements are prepared on a cash basis, whereby items are brought to account as money is paid or received, from the records of the association. They are based on historic costs and do not take into account changing money values or except where specifically stated, the current values of non-current assets.

The accounting policies are consistent with the previous period unless otherwise stated. The following is a summary of the significant accounting policies adopted by the Association in the preparation of the financial statements.

**NOTE 2                      LIABILITIES**

There are no charges of any description over the assets of the incorporated association.

**NOTE 3                      FIXED ASSETS**

Leasehold improvements and office equipment are carried at cost less, where applicable, any accumulated depreciation.

The depreciable amount of all fixed assets are depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use. Leasehold improvements are amortised over the shorter of wither the unexpired period of the lease or the estimated useful lives of the improvements.

**BURDEKIN NEIGHBOURHOOD CENTRE ASSOCIATION INC**  
**STATEMENT BY MEMBERS OF THE COMMITTEE**  
**YEAR ENDED 30 JUNE 2014**

**STATEMENT BY MEMBERS OF THE COMMITTEE**

The committee have determined that the association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

In the opinion of the committee the accompanying accounts as set out on pages 1 to 21:

1. Presents a true and fair view of the financial position of the Burdekin Neighbourhood Centre Association Inc as at 30 June 2014 and its performance for the year then ended.
2. At the date of this statement, there are reasonable grounds to believe that the Burdekin Neighbourhood Centre Inc will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the Committee and is signed for and on behalf of the Committee by:

President: 

Treasurer: 

Dated the 16<sup>th</sup> October 2014

**BURDEKIN NEIGHBOURHOOD CENTRE ASSOCIATION INC**  
**INDEPENDENT AUDIT REPORT TO THE MEMBERS**  
**YEAR ENDED 30 JUNE 2014**

**Report on the Financial Report**

We have audited the accompanying financial report, being a special purpose financial report, of Burdekin Neighbourhood Centre Association Inc, which comprises the balance sheet as at 30 June 2014, and the income statement, notes to the accounts and the statement by members of the committee.

**Committee's Responsibility for the Financial Report**

The committee of the association is responsible for the preparation and fair presentation of the financial report and have determined that the accounting policies described in Note 1 to the financial statements, which form part of the financial report, are consistent with the financial reporting requirements of the Associations Incorporations Act QLD and are appropriate to meet the needs of the members. The committee's responsibilities also include establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error, selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

**Auditor's Responsibility**

Our responsibility is to express an opinion on the financial report based on our audit. No opinion is expressed as to whether the accounting policies used, as described in Note 1, are appropriate to meet the needs of members. We conducted our audit in accordance with Australian Auditing Standards. These auditing standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance 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 judgment, 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 and fair presentation of the financial report 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. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee, as well as evaluating the overall presentation of the financial report.

The financial report has been prepared for the distribution to members for the purpose of fulfilling the committee's financial reporting under the Associations Incorporation Act QLD. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Independence**

In conducting our audit, we have complied with the independence requirements of Australian professional ethical pronouncements.



**Qualification**

Receipts from donations and other fundraising activities are a significant source of revenue for the Burdekin Neighbourhood Centre Association Inc. The Burdekin Neighbourhood Centre Association Inc has determined that it is impractical to establish control over the collection of donations and other fundraising activity revenue prior to entry in its financial records. Accordingly, as the evidence available to us about revenue from these sources was limited, our audit procedures for donations and other fundraising activity revenue had to be restricted to the amounts recorded in the financial records. Therefore we are unable to express an opinion on whether donations and other fundraising activity revenue obtained by the Burdekin Neighbourhood Centre Association Inc are complete.

**Qualified Auditor's Opinion**

In our opinion, except for the effects on the financial report of such adjustments, if any, as might have been required had the limitation on our audit procedures referred to in the qualification paragraph not existed, the financial report presents fairly in accordance with the accounting policies described in Note 1 to the financial statements, the financial position of the Burdekin Neighbourhood Centre Association Inc at 30 June 2014 and the results of its operations (and its cash flows) for the year then ended.

Dated this 16<sup>th</sup> day of October 2014

Brett Schreiber & Associates



Brett Schreiber  
Certified Practising Accountant  
Chartered Accountant  
Registered Company Auditor  
20 Queen Street, AYR QLD 4807

To the CEO and members of the Burdekin Shire Council,

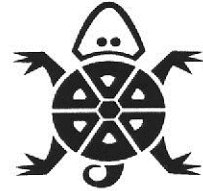
My name is Di Lindridge, I live at 13 Grey St. I would like to voice my extreme concern over the huge gum trees across the road from my residence. On reading the Cyclone Survival Information, in the papers this weekend, it states that gum trees, of all varieties, are susceptible to dropping sound limbs without warning, let alone with the strength of cyclonic winds behind them. Due to the extreme weather conditions being experienced worldwide, I think I have every reason to be highly fearful of these trees. Is the Council going to be responsible for any damage to my residence caused by these trees in the event of a cyclone? Apart from this threat, which incidentally would also cause considerable power loss in the area, I am 75 years old and have to get someone in to clean out my gutters, filled to the brim with leaves off these trees, as is also my front garden which I endeavour to keep looking good.

The other problem is the annual flooding of the block of land on which my house stands. Having contacted you several times regarding this problem, I know that you have plans in place for redoing this area of the road. I would appreciate some notification as to whether these improvements will be completed before the wet season

Yours in anticipation

Di Lindridge

# GUDJUDA REFERENCE GROUP ABORIGINAL CORPORATION



Lot 123 Plantation Park AYR  
ABN: 65 884 273 677

Phone No: (07) 47 837 229  
Fax No : (07) 47 837 228  
30<sup>th</sup> October 2014

ICN: 3475

Email: info@gudjuda.com.au  
PO BOX 255 AYR Q 4807

**Mayor Burdekin Shire Council**  
**145 Young Street**  
**PO Box 974**  
**AYR QLD 4807**

**Attention: Mr. Bill Lowis**  
Mayor – Burdekin Shire

|                        |     |
|------------------------|-----|
| BURDEKIN SHIRE COUNCIL |     |
| File ID No.            | 184 |
| 4 NOV 2014             |     |
| Document No.           |     |
| Retention Period       |     |

Dear Burdekin Mayor and Councillors

It seems that there are councillors that have concerns about the (old Home Hill Showgrounds) Gudjuda Social Enterprise Hub maintenance and management of the complex and grounds.

Gudjuda has and is complying with the agreed Land Management Plan and planning approvals and is developing the grounds slowly as funds allow, in the meantime the grounds are clean and well maintained, the caretaker's for both the stop-over site and the Gudjuda training centre and administration complex is in accordance with the approved building and planning regulation and the grounds are maintained to a high standard. Most people locally have told Gudjuda staff that they have not seen the place "look so good in years" that must be a benefit to the Township and the Burdekin in general.

As for economic development for the town (Home Hill) and the Burdekin the stop-over (According to collected Shopper Dockets) has injected over \$300.000 into the economy in the past season, this must be a help to the businesses and help generate jobs within the district. This amount is not including fuel that is purchased on departure for the town, (Most mobile homes fill up costing between \$80 and \$250 per unit depending on size).

Council staff that have visited the site as directed by Council for inspection purposes have not indicated any problems to date?, and as far as feedback to Gudjuda from the businesses and people of the Township there have been no problems, therefor Gudjuda would like to request some formal feedback from the inspection.

Please list your complaints and worries and Gudjuda will endeavour to answer / fix all and alleviate the current worries and situation for Council.

Thanking you for your co-operation

*E. Smallwood*  
Eddie Smallwood  
Chairperson  
Gudjuda Reference Group

|          |         |          |          |
|----------|---------|----------|----------|
| VIEW     | PLANDEV | AGENDA   | C12      |
|          | COMDEV  | DATE     | 11.11.14 |
| NOTED    |         | APPLIC # |          |
| TENDER   |         | PROP #   |          |
| ACTION   | MAYOR   | LAND #   |          |
| DEADLINE |         |          |          |

## Council Meeting – re Show Grounds use and approvals:

- Council notification to close the shower-Block cut power and water to all mobile home users and visitors?
- Inspection of compliance to planning agreement?
- Maintenance of grounds

### Gudjuda reply to above:

1. All planning agreement has been carried out with the exception of on-going development of the grounds to complete the requirements, such as concrete stands for bins, this is in hand to be completed
2. Gudjuda completes a dump run twice per week to ensure no rubbish is around the grounds including emptying the council wheelie bins at their own cost
3. Numbers of vans parked and time limits have been as per the plan – except where health or repair/maintenance is required
4. No charges as such have been made – donations have been excepted and used for grounds maintenance, repair and development in line with the Land Management plan
5. The ablution block has been painted “Twice” since the opening of the grounds both inside & out and tiling quotes for the floors have been requested to improve the facilities.  
(Most travelling people use their own facilities in van)
6. For health & Safety the ablutions and electricity must be supplied for medical equipment such as C-Pap machines for sleep apnoea, asthma and other conditions – That is why the park-over has an area for people that rely on services due to illness or emergencies also
  - If the power is off there is no power to the training facilities and administration office for Gudjuda to function and operate the facilities to work towards the economic development and employment of Australian Indigenous people.
  - The Boxing Club has no facilities to use
  - Staff would be in danger should there be a poison spill or other incident that requires total irrigation of the person.
7. Gudjuda has maintained the outside nature strips around the grounds at no cost to Council, cleared and cleaned the Boxing Club area of weeds and long grass and is working with government and other organisation as a meeting location (without charge) to enhance the facilities of the Home Hill community.
8. Gudjuda is working with the Tourist Association to build the Hand Cane cutting program to help promote Home Hill and the Burdekin with other programs planned

for the future, such as; funding has been applied for to conduct a Cultural Fest for three years to enable it to become self-funding and an extra reason for people to stop in the region.

9. The income from the park-over is very limited when you consider the cost of running the grounds in total, however Gudjuda spends all funds on improvements and power, repairs as well as covering the labour costs of trades people and workers and in time with extra programs Gudjuda will become self-sustainable and not be relied on government and council
10. The Federal Government and State Government have recognised the "Gudjuda facilities" as being "Best Practice for Indigenous Development" working towards "Closing the Gap" and have fully supported the development of the facilities to well over \$600,000 in the past two years.
11. The park-over people have invested in Home Hill by spending \$250,000 last year and well over that amount this season, please check with the Caretaker for shopper docket  
(Should be over \$350,000 this season, which equates to over three extra jobs within the community and profitability for the Home Hill Businesses and economic benefit to the Burdekin region.
12. Gudjuda has repaired and paid for underground leaks from the water mains with no support from Council and is willing to keep maintaining the grounds to a high standard as it slowly develops into a major stop over for travellers and the Hub for the Not-for-profit Social Enterprise for business development, training and employment

**It is our belief** that the facility helps the economic development of the Burdekin, Home Hill and the local Indigenous people and that Gudjuda is maintaining the grounds in a safe and healthy condition with a sound program of development that most town's people and businesses are happy with.

The World Wildlife Fund and other partners are seeking funding to have a Turtle Hospital and interpretive Centre developed in the grounds that will and improve the stop over rate of visitors to the region and help hotel accommodation and food out-lets and the motel industry here in the Burdekin, just like a week-end of Cane Cutting and country music with stalls and entertainment for the kids and general public as well as local business promoting their products & services.

The growth and potential development of the facilities can only enhance the tourism and economic development of the Home Hill Township and the Burdekin region and should have the full support and backing of council

**In culture**

**Eddie Smallwood**



**Please list your worries or concerns below** to allow the Gudjuda Reference Group to answer them and remove the tension/worries that seems to be building in Council.

# Circular

## Annual Conference 2014 Motions Outcomes

### For Information

**Circular:** 2014-083  
**Release Date:** Monday, 3 November 2014  
**Authorised by:** Greg Hallam PSM Chief Executive Officer

To assist members with tracking the outcomes of Annual Conference motions, the LGAQ makes available a number of documents on LGOnline

These documents on [LGOnline](#) include:

- The [Preliminary Annual Conference Agenda](#)
- The [Motions Outcomes](#) (available in the week after the Conference)
- All Replies to Resolutions (updated throughout each year, as responses are received)

A total of 110 motions were carried at the LGAQ Annual Conference 2014, and LGAQ Advocacy staff have commenced preparing submissions to the relevant Federal and/or State Government Minister/s. Where appropriate, meetings will also be held with Ministerial and Departmental staff to continue representations on these resolutions.

When formal responses to the resolutions are received, the LGAQ forwards these to the council(s) that submitted the motion. If the desired outcome is not fully realised, the LGAQ welcomes any further information from the council(s) to support ongoing representations.

Formal responses are also collated into a report called the [Replies to Resolutions](#). This document is available on LGOnline for the benefit of all councils to access responses to all resolutions, and is updated as responses are received. [Last year's Replies to Resolutions](#) also includes a short commentary of some specific outcomes achieved.

In addition, the new [LGAQ Policy Statement 2014](#) is now also available.

These documents from LGAQ Annual Conferences remain available on [LGOnline](#).

# Circular

## 2015 Elected Member Update (EMU): Registration Now Available

### For Information

**Circular:** 2014-084  
**Release Date:** Monday, 3 November 2014  
**Authorised by:** Greg Hallam PSM Chief Executive Officer

You can attend EMU in more locations across the state in 2015 making it easier for your council to attend. Don't miss it!

Elected Member Update (fondly known as EMU) is a state-wide program designed for council decision makers including Mayors, Councillors and Senior Officers.

EMU provides professional development opportunities for attendees and also a valuable update of current and emerging issues to be faced by local government in the year ahead. With 2015 a state election year, EMU is particularly timely.

Key topics include:

- Electoral reforms
- Local government efficiency, productivity and Innovation
- Performance - benchmarking
- Financial sustainability (including depreciation)
- IR update - Impact of the one award
- Governance refresher

To make it easier for your council to get to a session, we are delivering EMU in more locations across the state. Talk to your CEO about the locations near you.

As all councils are unique, EMU sessions are tailored to the needs of participating councils. Please feel to let us know of any topics you would like included by 30 November 2014.

Please contact Member Services on 1300 542 700 or email [ask@lgaq.asn.au](mailto:ask@lgaq.asn.au) for further information or register your council via [the EMU event page](#).

We look forward to seeing you at EMU 2015!