



BURDEKIN SHIRE COUNCIL ANNUAL REPORT 2015 - 2016



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The Burdekin Shire is the sugar capital of Australia and one of the most prosperous rural communities in the country.

We are one of the prettiest regions along the Queensland coast with lush green cane fields, spectacular wetlands and unspoilt beaches.

Our Shire covers in excess of 5000km² of land and is home to an estimated 17,364 people. Queensland Treasury forecasts the region's population will reach approximately 19,500 by 2031.

Residents enjoy relaxed coastal country living, a great tropical climate, a wealth of natural resources, an easy pace of life and easy access to North Queensland's largest city, Townsville, which lies just 70 kilometres north of Ayr.

The main towns of Ayr and Home Hill offer the best of small town living, with their tree-lined streets, ample free parking and good public amenities. There is also a great range of specialty stores, cafes, hotels and good restaurants.

The region is also home to the smaller centres of Brandon, Giru, Jerona, Alva, Groper Creek, Wunjunga, Clare, Millaroo and Dalbeg which offer a quieter lifestyle.

The Burdekin River Bridge, which links Ayr and Home Hill, is the district's best-known landmark. Known as the Silver Link, the 1103m crossing is the only bridge in Australia built without a solid footing.

We are known to be a fisherman's paradise, with freshwater, estuary, beach and reef fishing on offer. The Burdekin has one of the highest rates of boat ownership per capita in Queensland.

Our waterways are a magnet for fishing-mad tourists and grey nomads who gravitate north each winter to enjoy our beautiful weather.

Home Hill's Comfort Stop has proved a wise investment by Burdekin Shire Council with the town economy being boosted by more than \$250,000 during the peak tourist season.

The Burdekin's most important asset is its water. The Burdekin River, combined with a massive underground aquifer and the Burdekin Falls Dam, make the district virtually drought-proof.

The aquifer is said to be the largest in Australia. It lies just 10 metres below the surface and contains over 20 million megalitres of fresh water. Our agricultural industry pumps a large proportion of its total water from this source which is recharged by Lower Burdekin Water.

The region is home to about 1000 cane and produce growers and the agricultural industry employs 20 per cent of our population.

About 3400ha of the Burdekin is dedicated to horticultural use and 80,000ha is used to grow our main crop - sugar cane. The district produces between 8-9 million tonnes of sugar cane annually, from which 1.3 million tonnes of raw sugar is produced at the region's four large-scale mills.

Although the region is best known for growing sugar cane, there is an abundance of other crops including achachas, sandalwood, mangoes, melons, pumpkins, zucchinis, rice, soybeans, mung beans, sweet corn, beans, capsicums, chillies, sorghum, maize and cotton.

The Burdekin Shire Council takes a proactive approach to planning, and has taken steps to ensure future land demands are met. The Shire has a strategically located industrial estate and a planning scheme that has set aside parcels of land for future industrial and residential needs.

Of course, the district's other key assets are its people and its laidback lifestyle. The warmth of local hospitality, combined with everything else the Burdekin has to offer, ensures visitors and residents alike enjoy their time in our beautiful region.

OUR REGION

Our Shire covers an area of 5043.4km² and has a population of 17,364*.

The Burdekin region has an average daily temperature ranging from 17.9°C-29.1°C, 290 days of sunshine and an average annual rainfall of 918.9mm.

Our location is 19.5833° S, 147.4000° E or just 70km south of Townsville.

The traditional custodians of our land are the Bindal and Juru people.

*Australian Bureau of Statistics 2011 Census of Population and Housing



OUR VISION

The Burdekin Shire Council is committed to working with the community to create an inclusive, welcoming, and healthy environment that offers a high quality of liveability for residents that is underpinned by a productive and diverse economy.

To achieve our vision, Burdekin Shire Council will implement Council's mission and values.

OUR MISSION

To create a better and exciting Burdekin through innovative leadership, partnerships and outstanding service.

OUR COLOURS

The colours in our logo represent the benefits of our region:

- Blue** is the abundant water reserves in the Burdekin
- Gold** is the strong community in which we live
- Green** is the rich agricultural base of our region
- Rust** is the fantastic fishing in our rivers and creeks
- Olive** is the Bountiful Burdekin



OUR VALUES

To achieve our mission, Council has adopted the following values:

- CUSTOMERS FIRST
- UNLEASH POTENTIAL
- IDEAS INTO ACTION
- BE COURAGEOUS
- EMPOWER PEOPLE

These values are demonstrated across the extensive range of services and projects undertaken by Burdekin Shire Council including the development and implementation of the Corporate Plan 2015-20.

OUR MAYOR APRIL - JUNE 2016 CR LYN McLAUGHLIN

It is with much pleasure that I present this Annual Report reflecting on the activities of Burdekin Shire Council in the 2015/2016 financial year. However, I recognise that the previous Mayor and Councillors were in office for the majority of the year and wish to acknowledge the contribution made by each of them.

On behalf of all Councillors, I want to thank the community for their support at the Local Government elections in March 2016. With the present elected Council only inducted in April 2016, the first three months involved training, strategic discussions and budget preparations for the 2016/2017 year. All Councillors have shown enthusiasm, positivity and a respectful disposition in undertaking their roles. Council has extensive representation within our community with Councillors allocated to a total of 32 Council advisory groups and community groups. All schools are also involved in the Adopt-a-Councillor program where each school is allocated a Councillor for the coming four years. For full details go to the Councillors page.

Council recognises that as a community we live in times of change and are faced with challenging financial conditions including increased costs, increased difficulty sourcing funding from higher levels of government and more legislative demands.

Even though elected members may change, Council staff continues to deliver programs and services with pride and commitment in their work. The activities of Council Departments are detailed in separate reports in this document and reflect the highlights, achievements and challenges of Council during the past year as well as showcasing the myriad of services and programs delivered to our community. These programs will continue to be delivered and further developed, and Council looks forward to achieving positive outcomes for the Shire in the coming four-year term.

Some highlights to mention include the construction of the \$2.4 million new waste cell at Kirknie Road Landfill, \$14.5 million in capital expenditure including \$2.7 million road maintenance program, \$6.4 million in capital roadworks, \$1.3 million in drainage infrastructure, \$745,000 in sewer relining and \$694,000 for the completion of Burdekin Rural Multi-Tenant Service Centre Stage 2.



On behalf of Council, I extend sincere thanks to those in our community who have contributed their time, expertise and energy to enhance our district.

I would also like to thank Burdekin Shire Councillors, Chief Executive Officer Matthew Magin, Senior Leadership Group and all our staff members for their extraordinary efforts in meeting the challenges of the past year.

Personally, I feel humbled to once again be leading a cohesive group of elected members who working together with staff are committed to making the Burdekin Shire a great place to live, work, invest and visit.

Lyn McLaughlin
Mayor

MAYOR CR BILL LOWIS

Cr Lewis was the Chair of the Burdekin Local Disaster Management Group (LDMG) and Burdekin Water Futures. He was Deputy Chair of the Burdekin Shire Rivers Improvement Trust and was Council's delegate on the North Queensland Regional Organisation of Councils (NQ ROC), North Queensland Regional Roads Group, the Regional Economic Development Sub-Committee of NQ ROC, and the Reef Guardian Council's Steering Committee.



MAYOR CR LYN McLAUGHLIN

Cr McLaughlin is Chair of the Burdekin Shire Council Local Disaster Management Group (LDMG), Burdekin Water Futures, Burdekin Cultural Advisory Group and Deputy Chair of Burdekin Shire Rivers Improvement Trust (BSRIT). Cr McLaughlin is a delegate on the North Queensland Regional Organisation of Councils (NQ ROC), Regional Economic Development Sub-Committee of NQ ROC (REDROC), Regional Roads Group, Reef Guardian Councils, North Queensland Sports Foundation, Bowen-Burdekin Local Marine Advisory Committee, and Council's representative on the Aerodrome Advisory Group. The Mayor is ex-officio on all Council Advisory Groups.



Cr Ross Lewis

Cr Lewis (Deputy Mayor) was a delegate on the Great Barrier Reef Marine Park Authority Bowen-Burdekin Local Marine Advisory Committee and Lower Burdekin Water. He was also Deputy Chair of the LDMG and member of Burdekin Shire Council Internal Audit Committee.



Cr Lou Loizou

Cr Loizou was a delegate on the Burdekin Road Safety Advisory Committee, Burdekin Bowen Integrated Flood Plain Management Advisory Committee (BBIFMAC), Burdekin Shire Rivers Improvement Trust, Burdekin Sustainable Fisheries' Alliance Group and Home Hill Chamber of Commerce.



Cr John Woods

Cr Woods is Council's representative on BBIFMAC, Burdekin LDMG, BSRIT, Audit Committee and Burdekin Cultural Advisory Group. He is School Councillor representative for Burdekin Christian College, Clare State School, Burdekin School and Home Hill State High School.



Cr Ted Bawden

Cr Bawden is Council's representative on BCA, Pest Management Plan Working Group, Rural Health Consultative Committee, Burdekin Seniors' Advisory Group, and delegate member on the Burdekin Road Safety Advisory Committee. He is School Councillor representative for Brandon State School, Jarvisfield State School and Maidavale State School.

Cr Lyndy McCathie

Cr McCathie was a delegate on the Burdekin Neighbourhood Centre Association, Building Safer Communities Action Team (BSCAT), Ayr Chamber of Commerce and a Member of Burdekin Shire Council Internal Audit Committee.



Cr Ted Bawden

Cr Bawden was a delegate on the Burdekin Centre for Rural Health's Community Consultative Committee, the Burdekin Community Association (BCA), chairman of Burdekin Seniors Advisory Group and was a member of the LDMG.



Cr John Bonanno

Cr Bonanno is Council's representative on Burdekin Be Active Advisory Committee, Carols by Candlelight Committee, Community Grants Panel, Burdekin PCYC and RADF Advisory Group. He is School Councillor representative for the Burdekin Catholic High School, East Ayr State School and Millaroo State School.



Cr Tony Goddard

Cr Goddard is Council's representative on BSCAT, Burdekin LDMG Deputy Chair, Burdekin Road Safety Advisory Committee Chair, Reef Guardian Councils, NQ Regional Waste Reduction and Recycling Plan Group, LAWMAC and Aerodrome Advisory Group. He is School Councillor representative for Ayr State High School, Ayr State School and Home Hill State School.



Cr Pierina Dalle Cort

Cr Dalle Cort was a delegate on the Beachmount Reserve Management Group, Burdekin Landcare Group, Burdekin PCYC, BSCAT, Regional Arts Development Fund (RADF) Committee, Burdekin Shire Pest Management Working Group, Local Authority Waste Management Advisory Committee (LAWMAC) and NQ Waste Reduction and Recycling Plan Working Group.



Cr Uli Liessmann

Cr Liessmann was a delegate on the Burdekin Tourism Association and RADF Committee.



Cr Uli Liessmann

Cr Liessmann is Council's representative on the Beachmount Reserve Management Group, Burdekin Landcare Group, Home Hill Chamber of Commerce, Local Authority Waste Management Advisory Committee, RADF Advisory Group and Community Grants Panel. He is School Councillor representative for Giru State School, Osborne State School and St Colman's Primary School.



Cr Sue Perry

Cr Perry is Council's representative on Ayr Chamber of Commerce, Burdekin Neighbourhood Centre Association, Burdekin Tourism Association, Burdekin Cultural Advisory Group, Audit Committee, and Economic Development Strategic Advisory Group. She is School Councillor representative for Airville State School, Kalamia State School and St Francis Primary School.

OUR COUNCIL - CEO'S REPORT

In the 2014-2015 financial year, the Burdekin Shire Council underwent significant changes to improve the efficiency and effectiveness of the organisation.

These changes were a direct result of the expectations provided to me by the Council and ratepayers.

This financial year, 1 July 2015 to 30 June 2016, has seen our team consolidate on the improvements achieved as a direct result of the restructure in the previous financial year.

There has been continued investment in council officers through professional development with emphasis on the senior leadership group to provide them with the knowledge required to effectively lead our organisation.

Council's primary focus has been on improving customer service and the compliments to complaints ratio indicates this emphasis has resulted in enhanced service levels to our residents and ratepayers.

Currently Council is receiving six compliments to every one complaint - an excellent result for the team and one which supports the drive for better customer service. Efficiency gains have been made in every sector of the organisation. Many of the suggestions behind these gains have come from our workforce who have seen a better, more efficient way of completing tasks. This has also resulted in a reduction in costs to the ratepayer.

Council's drive to expand and diversify our economy has seen very positive gains and is assisting with employment growth in our region.

The emphasis by Council on strong financial management has seen our organisation consolidate its sound financial position for the benefit of all residents and ratepayers. This direction is reflected in Council's positive audit results.

The focus on development, implementation and reporting for Council's asset management system is ensuring community assets are well managed, maintained and replaced when appropriate. This again increases efficiency and will bring savings to the Shire's ratepayers in the future.



Matthew Magin
CEO

OUR COUNCIL - STRUCTURE



Fast Facts

Number of full-time employees:

	Indoor	Outdoor
2015/16	103.00	109.00
2014/15	99.00	108.00

Number of part-time employees:

	Indoor	Outdoor
2015/16	17.71	3.56
2014/15	16.27	1.50

Number of casual employees:

	Indoor	Outdoor
2015/16	0.49	1.87
2014/15	0.54	1.76

Burdekin Shire Council plays a vital role in supporting community welfare, cultural, sporting and other community based organisations.

This financial year Council contributed \$70,399 in monetary and in-kind support towards community events, community groups, sporting groups and Burdekin Tourism Association.

The Burdekin region was promoted at two Townsville Tourism & Lifestyle Expos and the Defence Force Expo. Our district was also promoted in regional, state and national publications including social media.

The Burdekin Be Active Walking Trail is 60% complete with sections of Queen Street and Beach Road installed this year. There is now just 4km left to finish the trail.

The Community Development team co-ordinated 73 events at the Burdekin Theatre and Burdekin Memorial Hall. In addition to these events, a Sports Nutrition & Strapping workshop was held in conjunction with the Department of Sport & Recreation.

The team was also successful in obtaining \$14,600 funding through the Department of National Parks, Sport and Racing Get Out, Get Active program. The program was specifically aimed at women 15 years and over who may be inactive or not as active as they should be and promote healthy lifestyles and active living. Participants were offered a free eight-week trial with their choice of fitness provider - ACTIV8, Curves, First In Physio, NRGIZE Fitness or Snap Fitness - to kickstart their wellness journey. There were also free weekly lifestyle modifications sessions with the Burdekin Centre for Rural Health as part of the Healthy Eating, Activity and Lifestyle program.

Civic receptions and community events arranged during the year included Australia Day Celebrations, Seniors Morning Melodies, Seniors Week Luncheon, Queensland Week Fun and Fitness Expo, NAIDOC Week, Garage Sale Trail, youth dance workshops and concert with guest star former Justice Crew member Emmanuel Rodrigues, Yoga in the Forecourt, Twilight Markets and Carols by Candlelight.

An Anzac Day Centenary display was prepared at the Burdekin Library in the lead up to Anzac Day. Community members were asked to offer any memorabilia available for the display.

Management, maintenance and upkeep was undertaken on the Burdekin Theatre, Burdekin Memorial Hall, Burdekin Library, Ayr Showgrounds and the Support Centre. Painting and refurbishment was undertaken at the Burdekin Theatre and Burdekin Memorial Hall.

Major building works this year included the construction of the Burdekin Rural Multi-Tenant Facility extension. The 402sqm construction was delivered on time and within budget. The new extension offers a fully functional school-age care service, which enables working parents of the Burdekin region the freedom they require to work regular office/trading hours – maximising opportunities for employment and, in-turn, benefiting families and community through increased income and economic growth respectively. The extension also provides Burdekin Police Citizens Youth Club with additional activity space for the delivery of health and physical fitness services including a gymnastics program for young children. The construction was funded by the Queensland Government Royalties for the Region Program.

Council also supported the Burdekin State Emergency Service by contributing \$196,046 in subsidies and contributions to ensure their continuing operation in our region.

Our Library Service saw 6098 participants attend 192 programs throughout the year ranging from Baby Rhyme Time, Storytime, school holiday activities and programs for adults.

The Burdekin Library was successful in applying for grants from the State Library of Queensland. These grants were used for Lego, Coding and Robotics and the Telstra Tech Savvy Seniors Programs. TAFE North in Partnership ran the Telstra Tech Savvy seniors Program as a result of grant funding from the State Library of Queensland with 157 Participants.

Our Library team continues to engage with schools and offers technology workshops and presentations on the possibilities available to schools through our Coding and Robotics resources at Ideas@108.

Along with libraries across Australia, Burdekin Library continues to see actual borrowing of physical items declining with 91,653 loans. However, our Library team is seeing a small increase in picture books and easy fiction loans for the first time in a number of years. This is very encouraging.

In the past financial year Council's Economic Development team engaged in a number of strategic projects to help diversify the economic base of our Shire.

At the end of last year the Burdekin Shire Council commissioned a long-term strategic plan for the Ayr Aerodrome to provide Council, key stakeholders and potential investors with a clear understanding of the future of the facility.

Investigations into bio-industries suitable for the region have highlighted the potential success of the desert plant Agave.

Agave is traditionally grown in Mexico and elsewhere for tequila and sisal (eg ropes). In Australia it will be grown for its sugar content - fructose - and biomasse production.

Trials have been held for 10 years in a number of locations including the Kalamia Mill in the Burdekin. Agave has the potential to be an alternative crop which is suited to dry, non-irrigated areas of the Shire.

Council has been successful in attracting a number of global companies to invest substantially in the region.

SunRice and Blue Ribbon have engaged with growers to increase numbers participating in crop diversification. These crops can be used in rotation with the traditional sugar cane and provide income for fallow areas and improve soil health.

MBD Energy has continued their involvement with Pacific Reef Fisheries to assist with environmental sustainability and bioremediation of effluent water. MBD commenced construction of a major \$7 million aquaculture facility in June (pictured Cr McLaughlin with MBD Managing Director Andrew Lawson).

The Alva site will cover 20 hectares and there is potential to expand the site to 50 hectares. Construction will provide jobs for 50 contractors and 20 full-time employees once the Stage One facility is completed.

It is estimated the facility will produce 25 tonnes of Astaxanthin which is widely used as a natural red colourant in food, such as farmed salmon and prawns and as a prized dietary supplement. It is a potent antioxidant source.

The Astaxanthin market value is \$5000 to \$10,000 per kg, with an already established market.

The Burdekin's flat land and access to water makes it an ideal location for such development.

Our region will be home to one of the largest solar developments in Queensland. The FRV project near Clare will directly employ 200 people during the construction phase.

The solar farm has the potential to produce 150MW once fully operational. This equates to providing about 65,000 homes

with clean renewable energy. The Burdekin is well placed to accommodate private sector investors in the growing renewable energy industry.

Council this year engaged a consultant to conduct a pre-feasibility study of the Marine Recreation Facilities in the region. The final report was to consider the options for all-tide access and other marine recreational facilities including boat wash-down areas, hard stand areas, parking, public conveniences, lighting and security, provision of fuel and caravan areas.

The report has highlighted one possible location for all-tide access - Kierle's Landing. A further coastal technical study will be needed to investigate this site before moving forward with the recommendation. The report has also highlighted a need to integrate a recreational fishing and tourism strategy.

Burdekin Shire Council and Burdekin Water Futures attended the 18th International River Symposium which was held at the Brisbane Convention and Exhibition Centre from 21-23 September, 2015.



Fast Facts Burdekin Library

Membership	4523
Annual circulation	91,653
People visits to Burdekin Library Ayr	72,091
Total book stock including e-resources	38,785
Print, video, audio and e-book items purchased	6774

More than 6000 people per month visited the Burdekin Library Ayr this financial year.



This year our **Human Resources** team developed a five-year people strategy to enable Council to facilitate programs to assist and enhance employees' capabilities, strengths and work-life balances. The team undertook a whole-of-Council survey and the responses helped develop the People Strategy. Council's supervisors participated in a training program to educate them about their roles and responsibilities. This training has enabled supervisors to promote a good working environment for all Council staff. Human Resources also handled the recruitment process for 39 new team members, including one new apprentice diesel fitter, one administration trainee, two library and information service assistants, one cadet environment and health officer, six Skilling Queenslanders for Work trainees and provided work experience for 34 school students. The team also completed 26 successful payrolls, processed 18 Workers Compensation claims, assisted in the Community Work Skills Program and conducted biannual reporting on employee excess leave entitlements.

Council's **Training and Development** team facilitates all training for our employees. This financial year 208 employees participated in training to improve their skills or for professional development and 145 underwent legislative training. Our team also launched the e-learning platform LearnConnect which enables interactive internal courses to be delivered to staff. LearnConnect also enables Council to create training files that can be uploaded and assigned to employees.

Workplace Health and Safety (WHS), Quality and Internal Audits are a priority for Council. This year our WHS Policy was updated and adopted in February 2016 by the WHS Committee. At the end of this financial year the Lost Time Injury Frequency Rate was 7.65 lost time injuries per million person hours. This is down from 18.44 at the start of the financial year, and the lowest point reached was 5.17. The WHS team also conducted our Safe Work Month in October which included a Get Healthy Challenge initiative to get people thinking about the number of steps they made each day. Other activities in Safe Work Month included a competition to name Council's Safety Management System and an educational session on manual handling risk assessment at our Jones Street Depot. Council maintained its Traffic Management Accreditation Scheme provisional registration during 2015/2016 whilst awaiting external confirmation of the achievement of the SafePlan benchmark score of 70%. Two internal audits were completed this year and the internal audit charter and manual are under development. Council's Quality Policy was also updated and is awaiting adoption by Council.

A big focus for the **Information, Communication and Technology (ICT)** team this year has been on implementing recommendations from the ICT Strategic Plan and the Queensland Audit Office Management Report. These recommendations included formalising and improving ICT governance; commencing information asset classification;

refreshing virtualisation host servers; health checks for business critical databases; and the installation of an Information Technology Infrastructure Library tool set. To enable better service delivery, ICT introduced a new network link connecting the South Ayr Water Treatment Plant and the Ayr Waste Water Treatment Plant; installed a new high-volume correspondence scanner with improved software capabilities; introduced electronic forms for water and waste water field employees; and introduced new storage infrastructure to test business system recovery. Several business systems were replaced or refreshed during the year including the Council's geographic information system for mapping, the email archiving system, and the Windows server update services system. The ICT team also completed 2567 help desk tickets, and the scheduled replacement of desktop and notebook computers, printers and photocopiers.

Fast Facts

Customer Service Centre

Number of phone calls answered	27,627
Average length of phone call	2 min 10 sec
Number of phone calls abandoned	1385 (5%)
Average service level achieved	86%
Number of customer requests	6863

Top 4 customer requests

Animal Control	1471 (21.43%)
Water	1030 (15.01%)
Waste Management	748 (10.90%)
Roads and Drainage	687 (10.01%)

Client Services also handles Council's **Local Disaster Management** operations. This year the Local Disaster Management Plan 2015 was reviewed and updated to include disaster risk assessment, economics and industry, risk assessment, risk treatment and post disaster assessment. The Local Disaster Management Group includes councillors, council officers, emergency service representatives and community members. This year the LDMG sub-group appointed Councillors and senior Council officers to the Community Recovery Structure and reviewed the Community Recovery Plan and the sub-group's priorities. Two Get Ready Burdekin information stalls and a family fun day were held to inform the community on how to get ready for the storm/cyclone season. A survey was held to gauge community resilience and the results have helped Council gain insight into which areas of the community require support when preparing for disaster.

The Planning and Development Department provides a high level of service and professional advice to all customers with regard to urban and regional Town Planning, Building and Plumbing related matters.

Council's **Building and Plumbing** sections provide building certification and plumbing compliance services to the Burdekin Shire's residents. Private Certification services outside the Burdekin Shire ceased in December, 2015.

Our Building Department now has three licensed pool safety inspectors to inspect pool fences within the shire and outside of the shire under the pool safety laws. Council's Swimming Pool Safety Inspectors advise residents on pool fencing requirements.

The Plumbing Department has one qualified staff member designing and inspecting on-site effluent systems. This service is developing into a potential new income stream for the Plumbing Department. Since commencing, 26 new systems have been designed and preliminary advice has been given on many more potential on-site effluent design systems.

The Department also offers inspections of back-flow prevention devices. It also provides professional plumbing related technical advice in a timely manner to its customers. The 2015/2016 financial year saw our long-serving Plumbing Inspector retire and he has not been replaced.

Our team has committed to various professional development programs in all facets of the Department including Town Planning, Plumbing Inspections and Building Certification. Council now has two qualified building certifiers, with our second Cadet receiving his qualifications in December, 2015.

Our **Town Planning** Department has continued to assess, control and manage all areas of development assessment. There were a total of 34 Material Change of Use and 46 Reconfiguring of a Lot Development Applications lodged this financial year. In addition, on-going Operational Works compliance checks have ensured that all residential and commercial projects are constructed in accordance with their respective design plans

to meet Council's specifications. Approximately eight new residential lots and two industrial lots have been approved this financial year with many rural Reconfiguring a Lot applications also gaining approval. Also, 25 Formal Plans of Survey have been released this financial year.

Council has resolved to apply for an extension to the timeframe from 1 July, 2016 to 1 July, 2018 to prepare the Local Government Infrastructure Plan (LGIP) for our Shire and provide a project plan demonstrating that the Council can finalise the plan within that timeframe.

Fast Facts

Building Applications

Applications generated	332
Applications from external certifiers	54
Total value of these works	\$19,573,592
Private Certification approvals	247
Total value of these works	\$27,276,993

Council has also expressed its support for the progression towards the development of a North Queensland Regional Plan. We are looking forward to collaborating further with state agencies, other local governments, key industry stakeholders and the wider community in the progression of developing a plan for our region.

This is a key priority for the Queensland Government in supporting its broader planning and development system reforms targeted at facilitating the state's economic growth.

Planning and Development has also taken on the new role of the Facilities Management Section in April 2016. This section is responsible for the management and maintenance of all Council owned buildings and facilities.



The **Governance and Local Laws** Department covers a diverse range of areas including traditional environment and health functions and general governance issues.

Locals Laws covers animal control; waste management; pest and vector control; public health; food, accommodation and nuisance inspections; land protection; overgrown allotments; caravan parks and swimming pools.

Governance includes administering Council's insurance program; leases; land and property matters.

Capital and maintenance expenditure on Council property included the following:

- » Completion of the majority of works associated with the new Kirknie Road Landfill Waste Cell and Liner, including temporary capping of the existing cell.
- » Partial re-roof of the Council Administration Building.
- » Re-roof and refurbishment of the Ayr Aerodrome Caretakers Residence.
- » Replacement of the roof sheeting on the external awning at the old Junior Soccer Clubhouse.
- » Removal of the old Ayr Cricket Clubhouse.
- » Removal of the old Green Pavilion and small ablutions block at the Ayr Showgrounds.
- » Refurbish of cabins, re-roof ablution block and upgrade of powerheads at the Burdekin Cascades Caravan Park.

There were 3162 customer requests received this financial year, averaging almost 13 requests per working day. Excluding requests that are still current, 84% were completed within a predetermined target range and 16% were completed outside of the target. Almost half the customer requests relate to animal control with 1471 requests being received by our **Animal Management** team. Six dogs were declared as either dangerous or menacing. Council has successfully introduced an animal

rehoming program. The number of animals being euthanized has reduced significantly. A Pet Party event was held at the Ayr Showgrounds Multi-purpose Hall on 24 August 2015 to promote responsible pet ownership.

Our **Environment and Health** team oversees waste, public health, land protection, caravan parks and swimming pools.

This year 3610 tonnes of domestic general waste was transferred to the landfill through the kerbside collection service. The Kirknie Road Landfill received an additional 2454 tonnes of construction and demolition waste. Importantly, 5480 tonnes of construction and demolition waste was diverted from landfill and stockpiled on site for further use. There were 1562 tonnes of recyclable materials (both kerbside and self haul) transported to the VISY Materials Recycling Facility in Townsville.

Council is part of the North Queensland Regional Waste Reduction and Recycling Plan 2014-2024 with Townsville City, Charters Towers and Hinchinbrook Councils. This plan sets a vision for waste management over 10 years and provides a framework to realise opportunities for efficiencies and cost savings across the region. Burdekin Shire is also part of a regional green waste (mulching) contract which was established. Monitoring, surveillance and follow-up of illegal dumping in our Shire is continuing. Our region participated in a fertiliser bag collection trial in conjunction with Farm Waste Recovery to determine retrieval success for recycling purposes.

Council made a decision to temporarily take over the supervision and monitoring of the Transfer Station facilities at Ayr, Home Hill and Giru following expiry of the existing contract. A delay in the Local Government Award Modernisation process has prevented finalisation of this matter. Monitoring of waste generated by Council continues. Minor works have been undertaken on a legacy landfill – Cacciola's Pit, including fencing and signage and progressive capping.



Aquatic weed control on nine lagoon systems continued with assistance from North Queensland Dry Tropics, Lower Burdekin Water and adjacent landowners. Aquatic weed is maintained at a scattered to light infestation range. A Management Plan was developed for this function and an ArcGIS recording system for data collection was initiated.

Our **Pest Management** Team visited 46 properties to assist landowners with baiting for feral pigs and wild dogs. Approximately 1933kg of bait was treated with 1080. Four aerial shoots for feral pig control were conducted in December, February, May and June with more than 110 feral pigs killed plus one wild dog.

The team completed 26 new pest management plans in conjunction with landowners covering 231 hectares to reduce the impact of pest plants and animals in the Shire and 40% of existing property pest management plans were inspected.

A new Pest Management Plan (Biosecurity Plan) was prepared and adopted in March 2016. The plan was developed in conjunction with key stakeholders, industry groups and government departments.

Council undertook eight aerial treatments of known mosquito breeding sites to limit the impact of the pests on residential areas. Ongoing monitoring of breeding sites has continued and officers treated more than 100 sites throughout the Shire. Regular surveillance and treatment for the identified sites were carried out three times a week and intensified when seasonal increase in breeding was identified.

Council has continued agreements and partnerships with a number of natural resource groups such as Wetland Care Australia, NQ Dry Tropics, James Cook University and Gudjuda Aboriginal Corporation. Relevant activities included bioherbicide trials, aerial pig shoots, wild dog trapping, environmental burns and aerial aquatic spraying.

The Burdekin Shire Council has maintained its status as a Reef Guardian Council and developed and submitted an action plan for 2015-16.

Our **Environment and Health** team conducted free Food Hygiene and Safety training courses for food premises in the

Fast Facts

Where the Environmental Levy went:

Herbicide subsidy scheme	\$49,700
Waterway (Controlling water weeds in lagoons and creeks)	\$24,850
Beach Protection Burdekin Beaches	\$5,100
Kirknie Road Landfill amortisation	\$130,000
Promotional expenses	\$118

Burdekin. This training included stall holders for the Burdekin Water Festival and Home Hill Harvest Festival events to ensure business operators and staff were aware of the changes in the Food Safety legislation and appropriate food safety procedures are used.

The team completed 115 inspections of licensed premises such as food businesses and accommodation premises.

Council also assisted with the Tangaroa Blue Foundation Australian Marine Debris Initiative's Alva Beach Cleanup. Other events this year included: Weedbuster Week; Asbestos Awareness Month; Recycling Week – presentations at six schools and four kindergartens; and a Source Reduction Workshop.

The team also monitors the management contracts for Ayr and Home Hill Pools; and Burdekin Cascades and Home Hill Caravan Parks. This year a tender was issued and new contract awarded for management of the Burdekin Cascades Caravan Park in Ayr.

Our **Governance** Officer ensured Council's Public Liability and ISR Insurance Program was purchased and administered.

Community and sporting body leases were reissued upon expiry. Four applications were processed under the Information Privacy Act 2009 and one application processed under the Right to Information Act 2009.



OPERATIONS

Our **Operations** department is responsible for the Shire's roads and drainage, water supply and wastewater infrastructure, parks, gardens and cemeteries.

This year Council completed approximately \$5.266 million in new road works and reseals, carried out general maintenance to roads to the value of \$2.674 million and completed approximately \$1.270 million in new drainage works.

Council often receives compliments regarding our well-maintained parks, gardens, cemeteries and public conveniences in our Shire. To keep these areas maintained to a high standard and our streets swept clean this year cost Council \$2.685 million.

Our Water Supply Systems for Ayr/Brandon, Home Hill, Giru and Mount Kelly are maintained to a high level of compliance with the Australian Drinking Water Guidelines. In 2015/2016 the total cost of these systems was approximately \$3.577 million.

The total cost of operating and maintaining the Wastewater Systems for Ayr/Brandon and Home Hill within the requirements of Environmental Licence was approximately \$3.834 million.

All the Shire's Systems performed in compliance with Customer Service Standards and Council has continued with the adopted Levels of Service Standards for Parks and Gardens, Roads, Drainage and Water/Wastewater.

This year's major projects included:

Works Section

- » Bitumen reconstruction and widening of a 1.7km section of Mountainview Road between Kelly and Waterview Roads.
- » Extension of bitumen surfacing on Lena Road, Mount Kelly by 1km.
- » Completion of the Home Hill CBD Drainage Scheme.
- » Completion of the Spiller Street, Ayr drainage upgrades between Graham and Macmillan Streets.

- » Completed kerbing and channelling, underground drainage and bitumen widening and reconstruction of Porter, Mackerie and Clayton Streets, Ayr.
- » Kerbing and channelling, bitumen widening in Young Street between Wickham Street and Hanelt Lane.
- » Construction of parking area and 350 metre extension of dual use pathway at Coutts Park, Ayr.
- » Completion of the 2014 NDRRA event including bitumen reconstruction works on Klondyke, Brown (pictured), George Bundy, Pelican, Allen, Toll, Keith Venables and Upper Haughton Roads with contributions from Council for widenings and upgrades to the value of \$1.145 million.

Water/Wastewater

- » Installed scour injection points on the 500mm trunk water main in Burke Street from the South Ayr Reservoir to Railway Street and executed initial mains scouring to improve water quality issues to the South Ayr, Rossiters Hill and Brandon areas.
- » Replaced the water break tank at Mount Kelly and installed variable speed drive pressure pumps to enable storage reservoir to be bypassed during maintenance without loss of supply.
- » Replaced PVC liner at Mount Kelly water reservoir.
- » Completed sewer relining program in areas of Ayr and Home Hill.
- » Commenced Sewage Pump Station switchboard replacement program, replacing switchboards at major pump stations at Home Hill and Brandon and two other network pump stations.

Parks and Gardens

- » Constructed shade cover and concrete surrounds at the Home Hill Cemetery Columbarium.
- » Completed construction of a second columbarium at the Ayr Cemetery.



TECHNICAL SERVICES



Our **Technical Services** unit is responsible for managing Council's engineering services, asset management framework and design.

It also looks after Council's Workshop on Jones Street and manages our fleet and plant equipment.

This year renewal programs were initiated for the rehabilitation, replacement and upgrade of ageing assets identified by Council's ongoing inspection program.

Level 2 inspections were completed for all traffic bridges within the Shire to assess the condition of the structure and individual components.

Further steps have been taken in the Asset Management journey to assist Council to maintain long-term financial sustainability including:

- » Review of the infrastructure asset management plans, and
- » Instigating the development of a draft Project Decision Making Framework based on Queensland Treasury Corporation's model.

Council made a successful application to the Federal Government's Black Spot Program for modifications to the roundabout at the intersection of Queen and Soper Streets.

Our team completed the annual report to the Department of Environment and Heritage Protection for Council's two sewerage treatment plants; and completed Council's Water supply and Wastewater reporting requirements through the Statewide Water Information System.

This year saw the commencement of a Transport Strategy for the Burdekin Shire to ensure Council provides the optimum transport network fulfilling the requirements of the community in the most cost effective manner.

The 2015/16 Road Maintenance Performance Contract (RMPC) was completed and a new contract negotiated with the

Fast Facts

Total Replacement Value of Non-Current Assets	\$658.8M
Total length of roads	1146km
Rural Roads	968km
Urban Roads	178km
Sealed	732km
Unsealed	414km
Total length of kerb and channel	186km
Total length of pathways	38.6km
Underground drainage conduits	27km
Sewerage mains	160km
Sewerage manholes	2560
Water supply mains	305km
Water supply bores	35

2015/2016 works included

Road reconstruction	12km
Bitumen reseals	23km
Kerb and channel	2km

Department of Transport and Main Roads for 2016/17. The annual RMPC audit result saw Burdekin again top the region with a result of 96.1%.

Our team this year also provided engineering advice to the Burdekin Shire Rivers Improvement Trust.

Council's Technical Design Department surveys and designs Council's roadworks program and manages numerous funding agreements with the State and Federal Governments.

FINANCIAL & ADMINISTRATIVE SERVICES

The Financial Services team includes the following sections - Expenditure Services, Financial Management and Rates.

Together they deliver a diverse range of services to ensure responsible financial management.

The team is responsible for budget, financial, taxation and systems management; reporting for statutory, external and internal purposes; treasury, debt and asset management; rating and revenue collection and creditors.

Over the financial year the team prepared an original budget, two budget revisions and the annual financial statements.

Council again achieved an Unmodified Audit Opinion from the Queensland Audit Office for the 2015-2016 financial statements. This confirms the consistent standard of financial management and procedures delivered by the Financial Services team and upheld by staff across Council through ensuring the spending of community funds is accountable and focused on sustainability.

The team was also involved in the transition to a works software system which included the restructure of financial ledgers.

Council has a policy on remission of rates and charges for pensioners and donations to churches, sporting bodies and not-for-profit organisations. This policy is more fully defined in the Revenue Statement, Part D and the Revenue Policy, Part 4.

This year in **Administrative Services** a training program was developed and implemented for Council's electronic records management system, ECM. Training was conducted during April and May over a period of five weeks and 87% of staff attended the two-hour sessions.

Our Records team appraised 46 boxes of archival records from the Burdekin Theatre and these were either disposed of or placed into Council's archive room until their retention period expires.

This year, under the Queensland State Archives approved retention and disposal schedules, Council disposed of 118 boxes of other archived records.

Our Administration team assisted with preparations for

Fast Facts

Council remissions

Rate and Charges remitted to Pensioners:	\$278,633
Number of applications:	840

Donations

Standing donations to Churches, Sporting Groups etc:	\$125,507
Number of applications:	51

Rateable Assessments

- » 8846 as at 30 June 2016.
- » Annual rates season collections of \$32.9 million from a \$37.8 million levy of Council Rates and State Government Emergency Management Levy for 9248 properties.
- » Rates Arrears of 4.87% (\$1,946,503) compared with total net levies (\$38.5 million) achieved by prompt and effective collection and follow-up procedure.
- » 1254 property transfers, other transfers, service address changes and valuation amendments processed by Rates staff during the year to maintain Council's rates and property database record.

Council's post-election meeting, minutes etc, and took minutes and prepared documentation for 38 Council meetings.

Administration's 2015 trainee completed a Certificate III in Business Administration.

The installation and upgrade of an ECM scanner and program has assisted with the scanning and registration of correspondence and building files. The Administration and Records Department undertook a two-day training workshop on the new system and are currently installing Document Definition Templates for all correspondence.

Our team is now examining the customer database in Property and Rating for duplicated name records. As at 29 February 2016, 190 name records had been removed.

Administration and Records Procedures and User Guides have been updated or created. All current procedures were uploaded from the Network drive to SharePoint by 31 October, 2015.



COMMUNITY FINANCIAL REPORT

The **Community Financial Report** is a brief summary of the information contained in Council's financial statements for the past 12-month period and is intended to provide the reader with an overview of Council's financial position as at 30 June, 2016.

The Community Financial Report is prepared in accordance with Section 179 of the *Local Government Regulation 2012*. Council's full Financial Report can be found from page 39.

These reports include:

- » Statement of Comprehensive Income
- » Statement of Financial Position
- » Statement of Changes in Equity
- » Statement of Cash Flows
- » Measures of Financial Sustainability

FINANCIAL SUMMARY



STATEMENT OF COMPREHENSIVE INCOME

The Statement of Comprehensive Income shows what Council has earned and what Council has spent throughout the year. It also includes other comprehensive income. The net result represents the money available for Council to upgrade or build new community assets, either now or in the future.

REVENUE - Where the money comes from

There are two main categories of revenue for the financial year - *recurrent revenue* and *capital revenue/income*.

Council's *recurrent revenue* is money raised and used to fund the operations of Council. Recurrent revenue increased overall by 2.3% from the 2014-15 financial year. More than three-quarters of recurrent revenue is received from rates and levies. Council actively pursues grants and subsidies from the State and Federal governments to help ease the burden on our ratepayers.

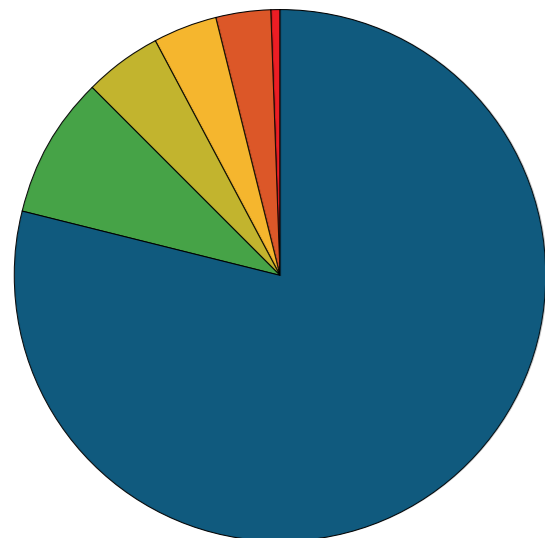
Two natural disaster events from 2013 and 2014 were finalised and the overall income from grants and subsidies was slightly

lower than 2014-15 financial year.

Council's capital revenue of \$4,140,964 is used to fund Council's asset expenditure now and in the future. Council's capital revenue consists of grants, subsidies and contributions. Capital revenue decreased by \$4,377,641 from the previous year due to a substantial grant in 2014-2015 financial year to construct the multi-purpose building and the finalisation of prior year natural disasters event.

Council's capital income of \$5,050,559 is mainly reflective of a change to future costs to rehabilitate landfill sites.

RECURRENT REVENUE TOTAL: \$47,265,382



- **78.89%** Rates and levies \$37,289,000
- **8.76%** Grants, subsidies, contributions and donations \$4,139,307
- **4.80%** Fees and charges \$2,267,419
- **3.81%** Interest received \$1,799,493
- **3.31%** Sales of contract and recoverable works \$1,566,800
- **0.43%** Other recurrent income \$203,363

EXPENSES - Where the money was spent

There are two main categories of expenses for the financial year - *recurrent expenses* and *capital expenses*.

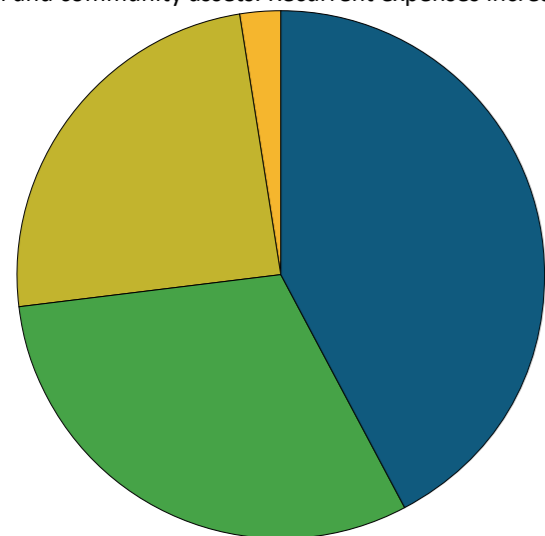
Council's *recurrent expenses* are what it costs Council to provide services, to operate community facilities and maintain Council and community assets. Recurrent expenses increased by

1.7% from 2014-15 financial year. Recurrent expenses include expenditure such as employee benefits, materials and services, finance costs and depreciation. Examples of materials and services are contract payments, electricity, external plant hire, plant and equipment expenses and trade/contract services.

Depreciation and amortisation expense makes up 24.27% of Council's operating expenses. While this does not represent cash spent, it represents an allocation of the use of or deterioration of the community assets over the expected life of the assets.

The majority of the \$4,086,256 *capital expense* relates to asset disposals, write offs and contributions.

RECURRENT EXPENSES TOTAL: \$42,509,471



- **42.38%** Employee benefits \$18,016,356
- **30.85%** Material & services \$13,112,243
- **24.27%** Depreciation & amortisation \$10,315,750
- **2.50%** Finance costs \$1,065,122

NET RESULT

Council's net result of \$9,861,178 reflects what has been earned (revenue) less what Council has spent (expenses) throughout the year. This includes capital revenue and expenditure; however it does not include any adjustment for asset revaluations which is shown separately under other comprehensive income.

STATEMENT OF FINANCIAL POSITION

The Statement of Financial Position summarises the financial position of Council at the end of the financial year. The statement measures what Council owns (Assets) and what Council owes (Liabilities). The difference between these two components is the net community wealth (Equity) of the Council. In summary, Council's position at 30 June, 2016 was:



ASSETS - What do we own?

Council controls assets with a total value of \$530,270,882 which is similar to the total value for 2014-15 financial year. Assets are classified as either current (life of 12 months or less) or non-current (life of over 12 months).

Council's current assets include cash and cash equivalents, trade and other receivables and inventories. The majority of Council's current assets are cash and cash equivalents which makes up 8.06% of our total asset value.

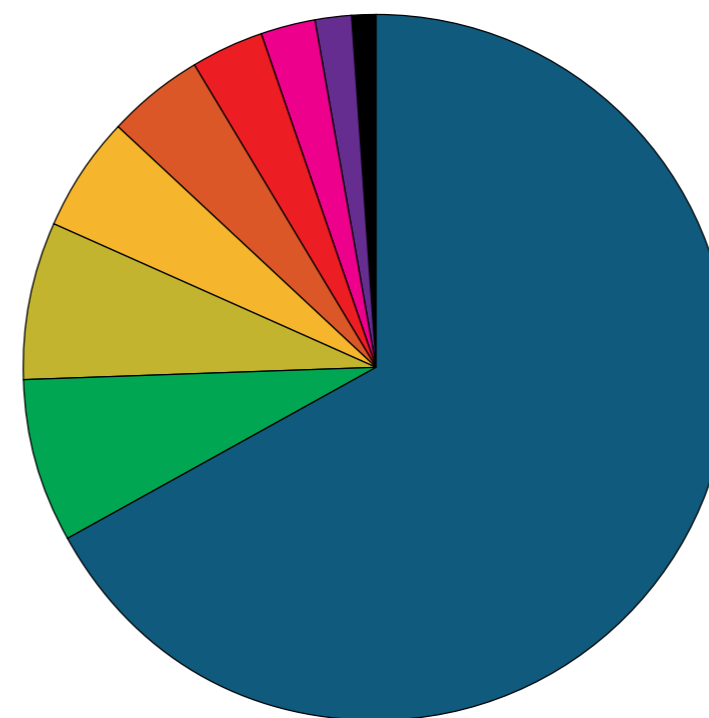
The total current assets increased in value by 8.8% from the 2014-15 financial year.

Council's major non-current asset class is property, plant and equipment which makes up 90.8% of our total asset value.

Infrastructure assets such as transport (roads and bridges), drainage, water and sewerage collectively make up 84% of Council's property, plant and equipment and provide benefit directly to the community.

This year Council spent \$14,506,713 to renew, upgrade and build new assets for the community. The value of property, plant and equipment decreased this year by 1%. This financial year only one asset class was revalued, Land and Improvements, which was a decrease in valuation.

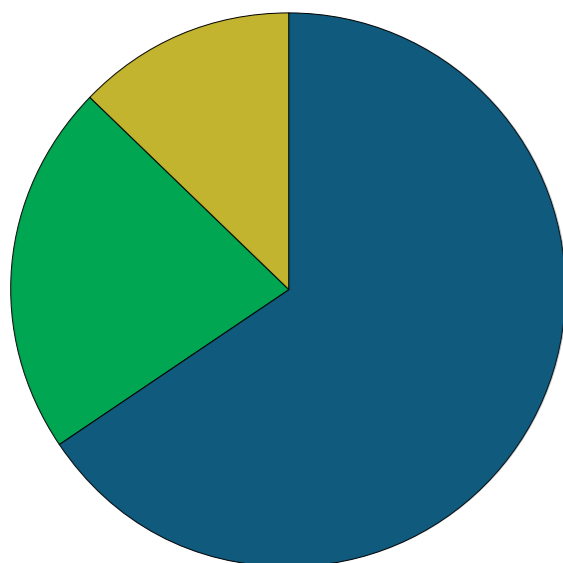
The Property, plant and equipment (\$481,777,167) assets controlled by Council can be broken down into the following asset classes:



PROPERTY, PLANT AND EQUIPMENT

- **67.08%** Transport \$323,153,679
- **7.56%** Buildings \$36,428,080
- **7.06%** Sewerage \$34,011,178
- **5.35%** Drainage \$25,798,061
- **4.49%** Water \$21,631,937
- **3.39%** Land and improvements \$16,328,595
- **2.44%** Other Assets \$11,772,767
- **1.74%** Plant and equipment \$8,376,143
- **0.89%** Works in progress \$4,276,727

LIABILITIES - What do we owe?



What do we owe?

- 65.58% Provisions \$20,066,822
- 21.86% Borrowings \$6,688,423
- 12.56% Trade and other payables \$3,843,597

Liabilities are the amounts Council owes to suppliers, employees and lenders both now and in the future. This also includes provisions for future entitlements comprising of money which we will pay our employees in the future (e.g. long service leave) and provision for future rehabilitation costs of our refuse sites. These costs represent the majority of Council's non-current liabilities.

Total liabilities as at 30 June, 2016, were \$30,598,842 which is a reduction of \$5,214,891 or 14.6% from the previous financial year.

LOAN DEBT

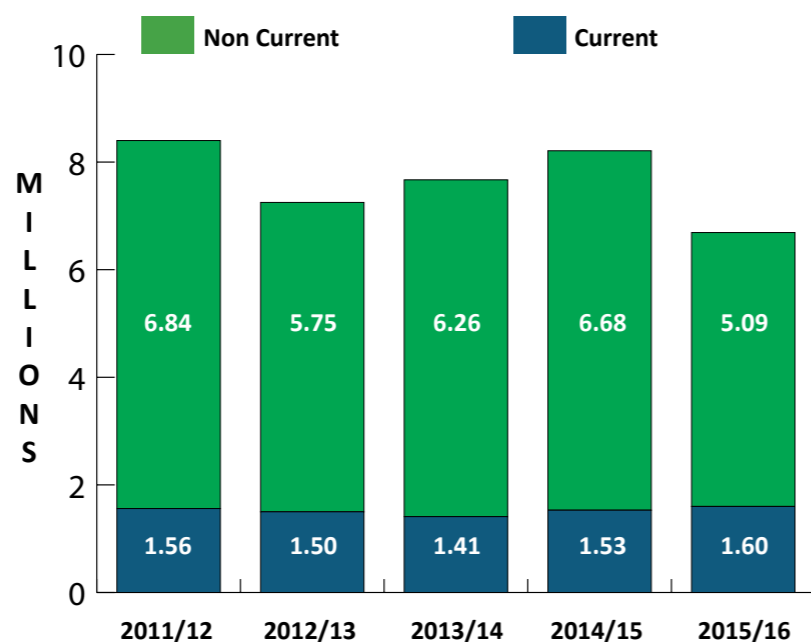
In accordance with the Local Government Regulation 2012 Burdekin Shire Council adopts an annual debt policy.

Council manages debt prudently to ensure repayments can be met when due and also to minimise rates increases. Council's current policy is to only borrow for capital projects and for a term of no longer than the expected life of the asset.

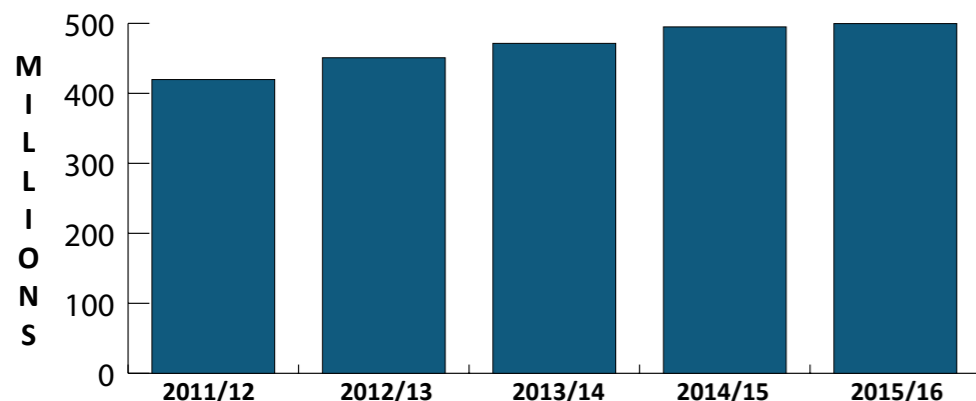
During this financial year Council had no new loan borrowings, however principal repayments of \$1,523,052 and interest payments of \$365,340 were paid during the financial year.

The total outstanding debt at the end of financial year is \$6,688,423 which is a decrease of \$1,523,052 or 18.5%.

As at 30 June, 2016, Council's debt per rateable property is \$756.09 which has reduced from the previous financial year by \$170.82 per rateable property.



STATEMENT OF CHANGES IN EQUITY



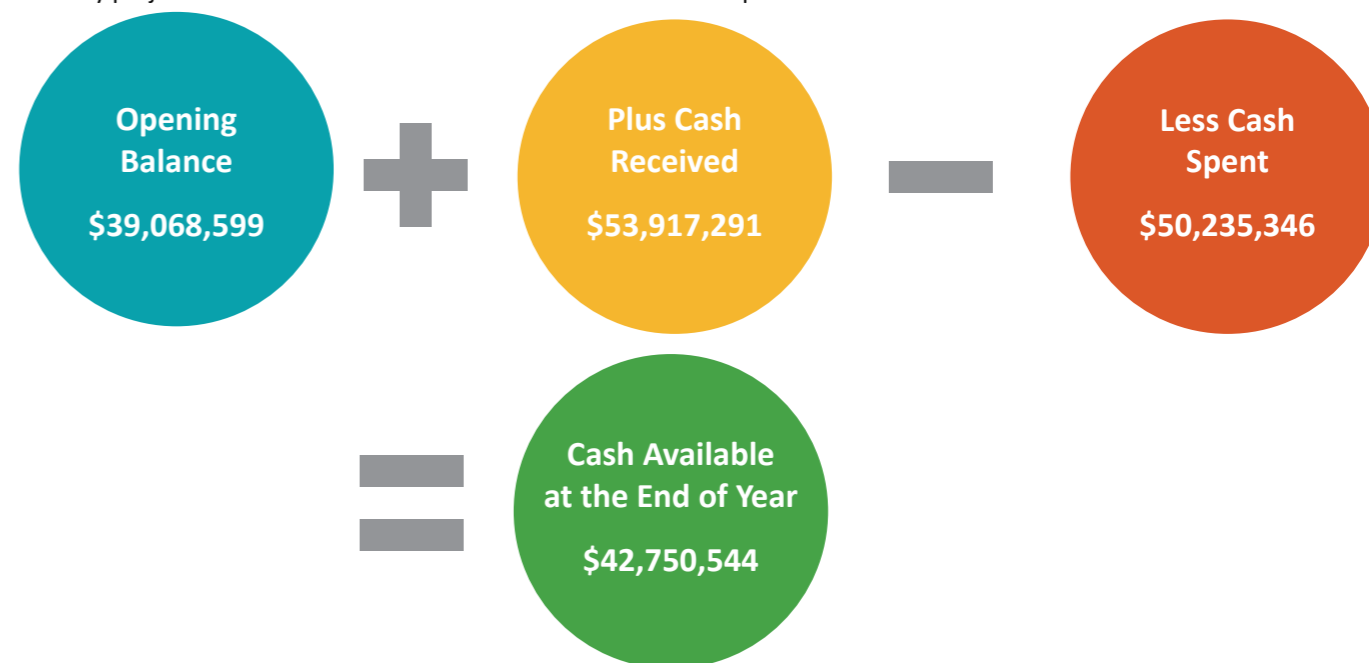
Council's community equity is its net worth – what we own \$530,270,882 less what we owe \$30,598,842.

At 30 June, 2016, Council's community equity was \$499,672,040 which is \$4,729,681 higher than the previous financial year.

STATEMENT OF CASH FLOWS

The Statement of Cash Flows identifies Council's cash receipts and where money was spent during the year. The end result details what cash is available at year end for future costs including loan repayments, construction of assets and community projects.

This statement differs from the earlier statements as "non-cash items", such as depreciation is excluded. Council's cash is invested in accordance with the investment policy and the interest earned contributes to the funding of operational expenses.



FINANCIAL SUSTAINABILITY MEASURES

Financial sustainability is achieved by Council being able to maintain its infrastructure and remain financially viable over the long term. Section 169(5) of Local Government Regulation 2012 outlines the three measures of financial sustainability.

In addition, the Department of Infrastructure, Local Government and Planning sets target financial sustainability

ranges for each of these measures for local government authorities to attain. These targets should be considered as planning tools to assess council's current sustainability strategy over the long term and not necessarily as targets to be met at the end of each financial year.

The three measures of financial sustainability are:

Operating Surplus Ratio

This ratio is an indicator of the extent to which revenues raised cover operational expenses only or are available for capital funding purposes or other purposes.

Target	2016	2015	Comments
Between 0% and 10%	10.06%	9.50%	Council has slightly exceeded the target range. It indicates Council has been able to fund operational expenses and was able to fund proposed capital expenditure and debt repayments without compromising levels of service.

Asset Sustainability Ratio

This ratio is an approximation of the extent to which the infrastructure assets managed by Council are being replaced as they reach the end of their useful lives.

Target	2016	2015	Comments
>90%	67.5%	73%	This ratio should be reviewed over the long-term. This year the inputs into the ratio were amended and this resulted in a lower percentage. Whilst this result is below the recommended target, Council believes that its existing assets are being renewed at an appropriate time.

Net Financial Liabilities Ratio

This ratio is an indicator of the extent to which the net financial liabilities of Council can be serviced by its operating revenues.

Target	2016	2015	Comments
<60%	-35.39%	-16.07%	Council's current assets exceed total liabilities and council has capacity to increase its loan borrowings if required.

The Australian National Audit Office has defined **Corporate Governance** as “formalising and making clear and consistent the decision making processes in the organisation. An effective system of corporate governance will help facilitate decision-making and appropriate delegation of accountability and responsibility within and outside the organisation. This should ensure that the varying needs of the stakeholders are

appropriately balanced; that decisions are made in a rational, informed and transparent fashion; and that those decisions contribute to the overall efficiency and effectiveness of the organisation.”

Council is committed to high standards of corporate governance and accountability, and seeks continuous improvement in this area.

LEGISLATION

The *Local Government Act 2009* and the *Local Government Regulation 2012* is the legislation under which the Burdekin Shire Council is constituted and contains detailed reporting and operational requirements. Council has a duty to comply with these requirements. The applicable governance framework is generally more complex than in the private sector.

Local Government tends to have broad objectives with wide reaching impacts on the community as distinct from private organisations where the overriding obligation is to maximise the return to shareholders. Local Government must recognise the wider public interest issues associated with the delivery of

services while still ensuring the efficient and effective delivery of these services. In common with the private sector, Local Government has to respond to a complex set of stakeholder and legal requirements, particularly financial reporting. Local Government also has to satisfy public accountability requirements.

The *Local Government Act 2009* clearly distinguishes between the role of the elected members of the Council and the Chief Executive Officer. The separate roles of the elected members and the Chief Executive Officer are more fully described in this legislation.

COMMITTEES AND REPORTING STRUCTURES

The Council holds Ordinary meetings on the 1st, 2nd, 3rd and 4th Tuesday of each month. Any changes to meeting times and dates are advertised in the local media. All Council and Committee meetings are open to the public and the agendas and minutes are available on our website.

Council has the power under the *Local Government Regulation 2012* to appoint standing committees, special committees and advisory committees. Reports and minutes of these committees must be considered and adopted by Council.

Currently there are nine advisory committees established, being the Audit Committee, Burdekin Road Safety Advisory Committee, Burdekin Be Active Advisory Committee, the Carols by Candlelight Committee, Burdekin Seniors Advisory Group, Economic Development Strategic Advisory Group, Burdekin Cultural Advisory Committee, Community Grants Panel and Regional Arts Development Fund Committee.

The Council also receives and considers reports and minutes from the Burdekin Shire Youth Council and the Building Safer Communities Action Team.

Under the *Disaster Management Act 2003*, the Council is required to establish a Local Disaster Management Group for the Burdekin region. The meetings of this committee are held at the Council Chambers and the minutes of the committee are considered and adopted by the council.

In addition to the formal meeting structure, Council may, at its discretion, appoint sub-committees of councillors and staff to examine particular issues and/or consult with external stakeholders in relation to particular matters. Recommendations from these sub-committees are then brought to the Council for consideration. The Chief Executive Officer also schedules executive meetings comprising of Managers to discuss organisational issues.

LEADERSHIP AND STRATEGY

Elected members are representatives of residents and ratepayers and provide community leadership and guidance and facilitate communication between the community and the Council. The Mayor must ensure Council’s decisions are carried out and may provide advice to the Chief Executive Officer on the implementation of Council decisions.

A number of documents collectively guide the organisation. These are the Corporate Plan, Annual Budget and Operational

Plan. The Corporate Plan has a five-year timeframe covering all of the major activities of the Council. It is influenced by the general community, elected members and staff views in setting medium-term objectives.

The Corporate Plan is reviewed annually by the Council. Our Annual Budget expresses the objectives, plans and resources associated with the first year of the Corporate Plan. The Budget and Operational Plan are adopted annually by Council.

SUPPORT FOR ELECTED MEMBERS

The Chief Executive Officer, through an effective support process provided by the Local Government Association of Queensland and the Department of Infrastructure, Local Government and Planning, ensures elected members understand their roles and responsibilities.

Elected members should be able to add value and bring independent, informed and objective judgements to bear on

the governance and decision-making process of the Council. An induction program is provided to all new councillors on their appointment to Council.

The Council’s Budget enables elected members to attend conferences, seminars and/or workshops in order to improve their knowledge in the various areas that make up Local Government.

ETHICS AND VALUES

The *Local Government Act 2009* includes processes for dealing with allegations regarding councillor conduct that is not in accordance with the principles set out in the Act. The Act has provisions to ensure appropriate standards of councillor conduct and performance are maintained and to deal with a councillor who engages in inappropriate conduct, misconduct, serious misconduct or official misconduct.

The Chief Executive Officer and employees are required to

follow all policies and guidelines adopted by Council, as well as the requirements of any statute. An Employee Code of Conduct was implemented by Council on October 19, 2011. The Chief Executive Officer maintains the Material Personal Interest Registers for all councillors and designated senior officers.

The Register of Interests for Councillors is accessible on Council’s website.

MONITORING AND REVIEW

The Council has a number of instruments in place to ensure its performance is continually monitored and reviewed and that corrective action is taken where required. One of these is financial reporting where accrual-based financial reports are prepared and submitted to Council on a monthly basis to satisfy financial accountability requirements. The annual budget is reviewed, and revised if necessary, at least twice per year.

Another is operational plan reporting. Operational Plans are firstly adopted by the Council to reflect programs, priorities and projects included in the annual budget. The Operational Plan with explanatory comments is reported to Council throughout the year. The final instrument - the Annual Report, which includes financial and activity statistics, as well as a full set of the audited financial statements - is produced for the Council and other interested parties.

RISK MANAGEMENT AND INTERNAL CONTROL

Council meetings are held regularly and elected members are given adequate notice of meetings, which comply with the prescribed statutory requirements.

Wherever possible, agenda items and relevant material are provided prior to the meetings to enable informed discussion by the elected members. Minutes of meetings are taken and put forward to Council for confirmation.

The Council has implemented and/or is developing other strategies to achieve effective risk management and internal control including the following:

- » Limits of authority are delegated and appropriate processes are outlined in respect of purchasing.
- » Position Descriptions are established for all staff positions.
- » Policies are currently being documented in a policy register, which is accessible on Council’s intranet for all staff. Older policies require periodic review to determine their currency.
- » An auditor appointed by the Queensland Auditor-General audits Council annually. This provides a statutory mechanism for an external review of Council’s financial operations and other corporate matters affecting the sound management of the organisation.
- » The adequacy of Council’s insurance coverage is checked on an annual basis in consultation with our insurance brokers.
- » The Council is a member of the Queensland Local Government Workcare Scheme (LGW), which is a self-insurance

scheme for workers’ compensation claims. To remain a member of the scheme, Council is committed to implement a Work Health & Safety Management System, aligned with LGW SafePlan Criteria.

- » A Work Health & Safety Committee, which is made up of employees, monitors incidents in the workplace and recommends preventative action.
- » The *Local Government Act 2009* requires Council to establish an efficient and effective internal audit function and an audit committee. An Audit Committee has been in operation since 2014-15. PricewaterhouseCooper was engaged to prepare a three-year internal audit plan and associated 12-month action plan. These plans were adopted by the Audit Committee in December 2014.
- » Council has a quality management system for its Operations Works section which is currently certified to Australian Standard ISO 9001:2008 for the purposes of civil engineering in works design, works construction, works maintenance and plant management. Certification is provided by the Department of Transport and Main Roads. As part of this system, Council has a systematic program of internal audits which covers all our activities and processes.
- » Council also has developed an Enterprise Risk Register including existing risk treatments and is currently working on improving the content of the risk registers and is developing a Business Continuity Plan.

LEGISLATIVE ADMINISTRATION AND COMPLIANCE

Council must comply with all of its statutory obligations, not only of the *Local Government Act*, but also of the many other legislative requirements which impact on its activities.

Examples of such legislation include elections, workplace health and safety, goods and services tax, fringe benefits tax, planning and building, right to information, privacy, employment and environmental legislation to name a few.

Local Government has such a broad range of legislative requirements, so it is important Council can be assured compliance is taking place.

Industry bodies such as the Local Government Association of Queensland and the Department of Infrastructure, Local Government and Planning play a significant role in communicating legislative requirements and changes.

RESOLUTIONS

There was no resolution recorded during the year under Section 250 (1) of the *Local Government Regulation 2012* regarding the adoption of an Expenses Reimbursement Policy. The policy remains the same as was adopted on 26 June, 2012.

In accordance with Section 206 (2) of the *Local Government Regulation 2012*, Council must, by resolution, set an amount for each different type of non-current physical asset below which the value of an asset of the same type must be treated as an expense.

The Non-Current Asset Accounting Policy was adopted by Council on 28 June, 2016. Below is the relative table out of the policy. The threshold to recognise costs as an asset are as follows:

Asset Type	Threshold (GST exclusive)
Land	\$1
Land improvements	\$5000
Buildings	\$5000
Infrastructure (Roads and Bridges, Water, Sewerage)	\$5000
Plant and Equipment	\$5000
Office Equipment, Furniture and Fittings	\$5000
All Other Assets (including intangible assets)	\$5000

The above thresholds must be disclosed by way of a note in the Council's general purpose financial statements.

Buildings, Other Assets and Infrastructure asset classes - if the total capital expenditure per project exceeds the asset class capitalisation threshold, as stated in the recognition threshold table above, the project is capitalised irrespective of whether or not the individual asset components exceed the capitalisation threshold.

INTERNAL AUDIT

The Internal Audit Function is a legislative requirement under the *Local Government Act 2009*, and this financial year the internal audit function for Burdekin Shire Council was resourced in-house.

During the financial year two internal audits were completed. The two audits reviewed the internal controls surrounding the

legislative compliance inspections and licensing, and also the project management processes and controls.

The Audit Committee oversees the function and processes of the internal audit function and to ensure the effectiveness and objectivity of the function and the auditors.

SPECIAL RATES AND CHARGES

Rural Fire Brigade Special Charges

Where requested by the following Rural Fire Brigades, Council has agreed to levy a Special Charge for the purpose of contributing to the purchase of and maintenance of equipment and infrastructure utilised by the Brigades.

The levy is based on the requirements of the Brigades as set out in its budget and agreed to annually by the Council.

All funds levied are paid to the relevant Rural Fire Brigade.

- » Mount Kelly Rural Fire Brigade - \$35 levied on all rateable

land with the area marked on Plan No RF2009 – total \$5285 levied and distributed to the Brigade.

- » Scott Rural Fire Brigade - \$50 levied on all rateable land within the area marked on Plan No RF0425 – total \$4400 levied and distributed to the Brigade.

Wunjunga SBS Translator Special Charge

A special charge of \$40 was levied on rateable land within the defined benefited area to meet the ongoing cost of repairs, maintenance and electricity supply to the SBS television translator at Wunjunga. Total amount levied was \$1760

CHANGES TO TENDERS

In accordance with Section 190 of the *Local Government Regulations 2012*, the Annual Report must contain information on the number of invitations to change tenders under Section 228 (7) during the financial year.

There were no occasions during the year that persons, who submitted a tender, were invited to change their tender to take account of a change in the tender applications prior to Council making a decision.

ELECTED MEMBERS' MEETING ATTENDANCES

Elected Members' Meeting Attendances 1 July, 2015 - 8 March, 2016				
Councillor	Ordinary and Special Meetings held	Ordinary and Special Meetings attended	Meetings Absent while on Council Business	Leave of Absence
Bill Lewis	15	14	1	0
Ross Lewis	15	14	0	0
Lyndy McCathie	15	15	0	0
Lou Loizou	15	15	0	0
Uli Liessmann	15	13	0	2
Pierina Dalle Cort	15	15	0	0
Ted Bawden	15	14*	0	0
Elected Members' Meeting Attendances 9 March, 2016 - 30 June, 2016				
Lyn McLaughlin	13	13	0	0
John Woods	13	13	0	0
Tony Goddard	13	9*	0	3
Uli Liessmann	13	13	0	0
Sue Perry	13	13	0	0
John Bonanno	13	13	0	0
Ted Bawden	13	13	0	0
Meetings for period 1 July, 2015 to 30 June, 2016. Councillors also attend other miscellaneous meetings as part of their duties. *Meeting missed due to illness. +Meeting missed due to bereavement.				

RESOLUTION ON ELECTED MEMBERS' REMUNERATION

The Local Government Remuneration and Discipline Tribunal was established under section 183 of the *Local Government Act 2009*. The tribunal is responsible for:

- » establishing categories of local governments
- » deciding to which category each local government belongs
- » deciding the remuneration that is payable to the mayors, deputy mayors and councillors in each of those categories.

Every year the tribunal decides the maximum remuneration payable to councillors, mayors or deputy mayors in each category of local government from 1 July of the following year (section 244, *Local Government Regulation 2012*).

This decision must be made before 1 December.

In making its decisions about the remuneration to be paid to mayors, deputy mayors and councillors, the tribunal must have regard to:

- » *Local Government Act 2009* provisions about the entitlements and responsibilities of councillors
- » community expectations about what is an appropriate level

Remuneration 1 July, 2015 to 30 June, 2016	
Mayor Allowance	\$97,684 p.a.
Deputy Mayor	\$56,356 p.a.
Councillor	\$48,842 p.a.

of remuneration in the circumstances.

Remuneration determined by the tribunal does not include the reimbursement of expenses incurred by councillors or the provision of facilities as these are provided for in local governments' expenses reimbursement policies.

The purpose of the remuneration is to cover the cost of attendance (excluding expenses) at "Council business" (as defined in the Expenses Reimbursement Policy for Councillors adopted on 26 June, 2012).

The determination made by the Local Government Remuneration Tribunal before 1 December, 2014, took effect on 1 July, 2015.

COUNCILLORS' REMUNERATION

Total Remuneration and Superannuation Contributions Paid to Councillors						
Councillor	Mayor	Deputy Mayor	Councillor	Car Allowance	TOTAL	Council 12% Super
Ted Bawden			47,318.02	0	47,318.02	5,678.17
John Bonanno			10,102.36	0	10,102.36	1,212.31
Pierina Dalle Cort			37,215.66	0	37,215.66	4,465.88
Tony Goddard			10,102.36	0	10,102.36	1,212.28
Ross Lewis		43,543.18		0	43,543.18	5,225.09
Uli Liessmann			45,961.36	0	45,961.36	5,515.38
Lou Loizou			41,681.65	0	41,681.65	
Bill Lewis	75,475.08			0	75,475.08	9,057.02
Lyndy McCathie			37,215.67	0	22,166.77	2,660.01
Lyn McLaughlin	22,166.77			0	22,166.77	2,660.01
Sue Perry			10,102.36	0	10,102.36	1,212.29
John Woods		12,788.49		0	12,788.49	1,534.64
TOTAL	97,641.85	56,331.67	239,699.44	0	393,672.96	42,238.95

Expenses Incurred and Facilities Provided to Councillors							
Councillor	Laptop/ Tablet	Mobile Phone	Vehicle & Fuel	Secretarial Assistance	Expenses Conferences	Expenses Workshops	Travel/ Accommodation
Ted Bawden	•					305.53	
John Bonanno	•						
Pierina Dalle Cort	•				913.64	305.54	816.54
Tony Goddard	•						273.64
Ross Lewis	•					305.54	965.13
Uli Liessmann	•					305.53	
Lou Loizou	•				295.45	305.54	60.45
Bill Lewis	•	•	•	•	858.33	305.54	2,702.81
Lyndy McCathie	•				295.45	305.54	190.45
Lyn McLaughlin	•	•	•	•			273.64
Sue Perry	•						447.58
John Woods	•						
TOTAL					2,362.87	2,138.76	5,730.24

COUNCILLOR CONDUCT

There were no orders or recommendations made under section 180(2) or (4) of the *Local Government Act 2009*, which pertains to misconduct by councillors.

During the 2015/2016 financial year, one order was made under Section 181 of the *Local Government Act 2009*, which pertains to inappropriate conduct by councillors. Information about this complaint is detailed in the table below.

There were no complaints made for the following:

» About the conduct or performance of councillors for which no further action was taken under S176C(2) of the *Local Government Act 2009*.

» Referred to the department's chief executive under S176C(3) (a) (i) of the *Local Government Act 2009*.

- » Referred to the department's chief executive under S176C(4)(a) of the *Local Government Act 2009*.
- » Assessed by the chief executive officer as being about corrupt conduct under the *Crime and Corruption Act*.
- » Heard by a regional conduct review panel.
- » Heard by the tribunal.
- » To which S176C(6) of the *Local Government Act 2009* applied.

Note: there were two complaints received and referred to the Mayor under Section 176C (3) (a) (ii) within the 2015/2016 financial year for which an order was not made until the 2016/2017 financial year. These will be reported in the Annual Report for that financial year.

Number of Orders made under Section 181 of the Act Section 186 (d) (ii)	Name of Councillor for whom Order or Recommendation was made Section 186 (e) (i)	Description of Misconduct or Inappropriate Conduct Section 186 (e) (ii)	Summary of Order or Recommendation Section 186 (e) (iii)	Number of Complaints Referred to the Mayor under Section 176C (3)(a) (ii) or (b) (i) of the Act Section 186 (f) (iii)
One	Uli Liessmann	Inappropriate conduct - approached a Council Officer in an inappropriate manner.	Reprimand in accordance with Section 181 (2) (a) of the <i>Local Government Act 2009</i> .	Three

ADMINISTRATIVE ACTION COMPLAINTS

Complaints 1 July, 2015 to 30 June 2016		
Administrative Action Complaints made	Administrative Action Complaints resolved	Administrative Action Complaints not resolved
8	8	0

An Administrative Action Complaint is a complaint that is about an administrative action of a local government, including the following, for example –

- a) a decision, or a failure to make a decision, including a failure to provide a written statement of reasons for a decision;
- b) an act, or a failure to do an act;
- c) the formulation of a proposal or intention;
- d) the making of a recommendation; and is made by an affected person.

An affected person is a person who is apparently directly affected by an administrative action of a local government.

The Council is committed to a complaints management process which ensures the following:

- » staff at all levels are empowered to resolve issues wherever possible when they are first raised by the customer;
- » the effective, transparent and timely resolution of complaints;

» complaints are treated confidentially and customers are not treated differently as a result of lodging a complaint;

» complaints are objectively reviewed to ensure our actions are fair and in accordance with legislation.

Council has developed a Customer Request System that records and deals with complaints. Our Complaints Management Policy can be viewed online or in person at the Council Chambers.

INTEGRITY AND ACCOUNTABILITY

Section 23 of the *Public Sector Ethics Act 1994* (PSEA) requires each Annual Report to include an implementation statement giving details of the actions taken during the reporting period to comply with sections 15, 21 and 22 of the PSEA.

Implementation statements for the 2015/16 reporting period are as follows:

- » **Preparation of codes of conduct (Section 15)** – The Burdekin Shire Council Code of Conduct for Employees was approved by the Chief Executive Officer on October 19, 2011. The Code of Conduct can be viewed on Council’s intranet site and is readily available to supervisors, managers and employees.
- » **Education and training (Section 21)** – Code of Conduct training is incorporated into the induction training for all new Council Employees, and includes information regarding the rights and responsibilities of all public service employees under the Public Sector Ethics Act. Additionally, introductory training has been provided to some Council employees on the Public Interest Disclosures Act and the rights and responsibilities of employees in regards to this Act. Council conducts regular “Take

5” quizzes to ensure employees are aware of and compliant with requirements.

- » **Procedures and practices (Section 22)** – Human resource management procedures and practices have been reviewed with reference to the Code of Conduct for Employees and the current procedures and practices are deemed to have proper regard to the Code of Conduct for Employees and the *Public Sector Ethics Act 1994*. Burdekin Shire Council reviewed its Public Interest Disclosure Policy and adopted a revised policy on 24 November, 2015. Public sector entities are required to report certain information about any public interest disclosures to Queensland Ombudsman for inclusion in the Annual Report on the operation of the PID Act. Council has a complaints management system in place which also includes a process for handling any public interest disclosures and Council has a PID coordinator to manage this process. Council adopted a Fraud and Corruption Control Policy in December 2015 which ensures Council has systems in place to prevent, deter, detect and respond appropriately to fraud and corruption activities within and against the organisation.

EQUAL EMPLOYMENT OPPORTUNITY

The Council has a strong commitment to Equal Employment Opportunity. To support Council’s aim of becoming an employer of choice, Council and its employees will act in a manner which instils confidence in everyone who has dealings with Council or its employees that they will be treated fairly. Council is committed to:

- » ensuring selection for employment and promotion is undertaken on the basis of merit alone;
- » eliminating issues of harassment and discrimination in any form;
- » ensuring opportunities to learn and develop are open to all employees equally;
- » improving the awareness and understanding of employees in relation to Equal Employment Opportunity issues.

REMUNERATION TO SENIOR CONTRACT EMPLOYEES

Council employs a Chief Executive Officer and eight Senior Executive Employees with total remuneration packages within the ranges shown.

The packages include cash salary, employer superannuation contributions and a vehicle component which is paid back to the employer by the employee.

A Senior Executive Employee of a local government, is an employee of the local government—

Total Remuneration Package Band	
Chief Executive Officer	\$240,000-\$320,000
Senior Leadership Employees (8)	\$125,000-\$220,000

- (a) who reports directly to the chief executive officer; and
- (b) whose position ordinarily would be considered to be a senior position in the local government’s corporate structure..

FUNDING APPLICATIONS

Project	Project Cost	Approved Funding
Department of National Parks, Sport and Racing’s Get Out Get Active “Burdekin Women Get Out and Get Active”	\$18,250	\$14,600
Department of Infrastructure and Regional Development National Stronger Regions Fund – Aerators Upgrade Home Hill Water Supply	\$1,267,000	
Department of Infrastructure, Local Government and Planning – 2015/16 Local Government Grants and Subsidies Program – Upgrade Water Pressure – Ayr Water Supply	\$574,200	\$229,700
Department of Infrastructure, Local Government and Planning – 2015/16 Local Government Grants and Subsidies Program – Burdekin Multi Purpose Centre Fit-Out	\$253,300	\$87,600
Department of State Development – Building Our Regions Fund – Upgrade Switchboard Infrastructure in Water and Sewerage Schemes	\$3,859,400	
Department of Infrastructure, Local Government and Planning – 2015/16 RACQ Get Ready Queensland Program	\$12,728	\$12,728
Department of National Parks, Sport and Racing – Get Playing Places and Spaces Round 4 – Installation of shade structures over Ayr Skatepark	\$40,602	
Department of National Parks, Sport and Racing – Get Playing Plus Program – Construct 1400 metres of 2.5 metre wide walking cycle pathways along Beach Road, through International Park to link with pathway in Cox Street.	\$525,000	
Department of Education and Training – Skilling Queenslanders for Work – Plantation Park and Juru Walk Development	\$331,842	\$178,900
Department of Tourism, Major Events, Small Business and the Commonwealth Games – Queensland Tourism Infrastructure Fund (Funds approved from Significant Regional Infrastructure Program – Mount Inkerman Tourism Development Project	\$1,082,683	\$541,341
Department of Transport and Main Roads – Scenic Lookout Upgrade Program – Mount Inkerman Lookout	\$400,000	\$200,000
Queensland Fire and Emergency Services - Energex, Ergon and Powerlink Program – Equipment for Burdekin SES		Generator and Split Basket Stretcher
Department of Transport and Main Roads – Cycle Network Local Government Grants Program – Beach Road Cycleway Stage 1 Construction	\$353,083	\$141,233
Gambling Community Benefit Fund – Equipment for Burdekin SES	\$12,833	
State Library of Queensland – Tech Savvy Seniors Queensland Program	\$9,250	\$9,250
State Library of Queensland – Coding and Robotics Grant	\$9,500	\$9,500
Department of National Parks, Sport and Racing – Get Playing Plus Program – Construct 1400 metres of 2.5 metre wide walking cycle pathways along Beach Road, through International Park to link with pathway in Cox Street	\$520,125	
Department of State Development – Building Our Regions Fund – Burdekin Sewerage Electrical Switchboards – Infrastructure Upgrade	\$2,380,000	Pending
Foundation for Rural and Regional Renewal – Purchase of floor cleaner machine for Burdekin Multi-Purpose Centre (Application referred to Domino’s Give for Good Program)	\$10,500	Pending
Arts Queensland – Regional Arts Development Fund application	\$40,000	\$28,000

DONATIONS

The Council makes various donations through the year to assist in community development. The table below summarises the extent of donations and in-kind assistance made during 2015/16.

These donations are in addition to the rebates and concessions allowed in respect of rates and charges and contributions under the Regional Arts Development Fund program.

Donations	
Welfare	\$92,503
Cultural	\$12,950
Sporting Clubs/Associations	\$3,910
Public Order and Safety	\$10,000
Community Development and Tourism Other	\$32,955
Life Saving/Beach Patrol	\$11,143
TOTAL	\$163,461

REVENUE ASSISTANCE POLICY

Council has a Revenue Assistance Policy whereby funds are allocated to meet the costs of improvements on land owned or controlled by the Council or for the purchase of appropriate large items of specialised plant greater than \$5000.

organisations in the form of interest free loans repayable over an agreed period of time.

During the 2015-2016 financial year, one application was received from the Burdekin Cruisers Car Club for \$15,100 to construct a "Go to Whoa" concrete slab at the Ayr Showgrounds.

Funds are provided usually to sporting and community based

GRANTS FOR EXCELLENCE IN SPORT & CULTURE

The Council has a policy to allocate subsidies to those individuals under the age of 18 years or bona fide students in full-time education selected to represent the State or Nation in a sporting or cultural event. Certain criteria must be met before subsidies are awarded.

Grant recipients 2015/2016

TAYLA RONCATO Under 15 Queensland Girls State Football (Soccer) Team competing at the 2015 National Youth Football Championships in Coffs Harbour, New South Wales from 4-10 July, 2015.	\$225
ELLI CHAPPLE Under 15 Queensland Girls State Football (Soccer) Team competing at the 2015 National Youth Football Championships in Coffs Harbour, New South Wales from 4-10 July, 2015.	\$225
SHARNI WRIGHT 2015 Queensland North Under 16 Womens State Basketball Team competing at the Australian Under 16 Basketball Championships in Ulverstone, Tasmania from 4-11 July, 2015.	\$225
JARED GIARDINA Queensland Under 15 Boys State Regional Team competing at the 2016 FFA Futsal National Championships in Sydney from 4-8 January, 2016.	\$225
SARAH KOS OzScot Highland Dance Team performing in the Royal Edinburgh Military Tattoo in Melbourne from 11-14 February, 2016.	\$225
JEREMY DAL SANTO Queensland Under 15 Boys State Regional Team competing at the 2016 FFA Futsal National Championships in Sydney from 4-8 January, 2016.	\$225
CONNOR JOHANSEN Queensland Under 15 Boys State Regional Team competing at the 2016 FFA Futsal National Championships in Sydney from 4-8 January, 2016.	\$225
STUART CLIVE Queensland Under 15 Boys State Regional Team competing at the 2016 FFA Futsal National Championships in Sydney from 4-8 January, 2016.	\$225
BRADLEY WRIGHT Queensland Under 15 Boys State Regional Team competing at the 2016 FFA Futsal National Championships in Sydney from 4-8 January, 2016.	\$225
JARROD LANGFORD Australian Team competing at 24 th Asian Adult Tenpin Bowling Championships in Hong Kong from 18-27 September, 2016.	\$450
SARAH KOS OzScot Australian Highland Dance Team performing at the Virginia International Tattoo in Virginia, USA, from 15-27 April, 2016.	\$450
TOTAL	\$2,925

GRANTS TO COMMUNITY ORGANISATIONS

The Burdekin Shire Council's policy on grants to community organisations covers expenditure in three areas - direct cash grants, in-kind support and concessions e.g. rates and charges remitted.

Details of concessions allowed in respect of rates and charges and contributions towards the Regional Arts Development Fund are shown separately in this report.

Council does not provide a Councillor Discretionary Fund for distribution to community organisations.

During the past financial year, a total of \$193,161.11 was expended on grants and in-kind support to community organisations.

Cash Grant Recipients 2015/2016

Ayr Amateur Swimming Club	\$250
Ayr District Orchid Allied Plant Society	\$250
Ayr State High School	\$100
Burdekin Art Society	\$1,000
Burdekin Brass Band (2014/2015-2015/2016)	\$3,000
Burdekin Catholic High School	\$100
Burdekin Community Association Inc	\$38,220
BCA Inc - Medical/Allied Health Transport Donation	\$10,000
Burdekin Festival of Arts	\$1,500
Burdekin Mens Shed - Library Lectern	\$100
Burdekin Neighbourhood Centre	\$13,683
Burdekin Race Club Inc	\$5,000
Burdekin Readers & Writers Festival	\$3,500
Burdekin Schools	\$30,000
Burdekin Tourism Association	\$8,000
Burdekin Tourism Association - Australian Cane Cutting 2016	\$2,000
Burdekin Water Festival	\$9,000
Cancer Council - Do It For Don	\$100
Cancer Council - Relay for Life	\$500
Clare Cricket Carnival	\$250
Giru Agricultural, Horticultural & Industrial Soc. Inc	\$300
Giru State School	\$5,000
Home Hill Harvest Festival	\$4,000
Home Hill State High School	\$100
Lower Burdekin Caledonian Pipe Band	\$1,500
Uniting Church - Craft Spectacular	\$455
Volunteer Marine Rescue	\$10,000
Water Ski Queensland - 2016 QLD Titles	\$500
TOTAL	\$148,408

GRANTS TO COMMUNITY ORGANISATIONS

In-Kind Support Recipients 2015/2016

Ayr Show	\$4,079
Burdekin Race Club	\$4,009
Burdekin Tourism Association	\$3,418
General	\$18,182
Giru Show	\$390
Burdekin Water Festival	\$6,097
Home Hill Harvest Festival	\$3,515
Anzac Day	\$2,024
Ayr Ski Club	\$283
Wunjunga	\$630
Community Christmas Carols	\$688
Taste of the Burdekin	\$1,920
Canefield Ashes	\$293
Burdekin Auto Festival	\$289
TOTAL	\$45,817



REGIONAL ARTS DEVELOPMENT FUND

The Regional Arts Development Fund Program, established in 1991, is a highly successful state and local government partnership that supports professional artists and arts practitioners living in regional Queensland. The program focuses on the development of quality art and arts practice for, and with, regional communities. Applications approved in the two rounds for 2015-16 are as follows:

RADF Applications approved in 2015/2016

Applicant	Project	Letter No.	Requested funding	Recommended funding
Burdekin Potters Inc	Conduct two day Raku Firing Workshop with tutor, Michael Wein on 14-15 May	1481699	\$1,900	\$1,900
Burdekin Library	Conduct workshops on use of iPad as an artist's creative tool on 27-28 February – one day for teachers and one day for community members	1481032	\$2,400	\$2,400
Burdekin PCYC	Create mural art project during National Youth Week between 1 and 30 April with tutor, Garth Milenko and youth art event at Anzac Park	1481022	\$2,700	\$2,700
Burdekin Patchwork and Quilters Guild	Conduct workshops in raw-edged applique on 14-15 May with Amanda Daly	1479733	\$1,250	\$1,250
Burdekin Patchwork and Quilters Guild	Conduct Ruler Presentation and Trunkshow Workshops 2-5 March	1479757	\$540	Nil
Burdekin Embroidery Mates	Conduct three one-day creative sewing workshops with tutor, Jane Grove	1479731	\$1,070	\$1,070
Burdekin Embroidery Mates	Conduct Ruler Presentation and Trunkshow Workshops 2-4 March	1479732	\$870	Nil
Burdekin Art Society Inc	Conduct two-day acrylic painting workshop with tutor, Don Milner on 28-29 May	1481062	\$1,280	\$1,280
Burdekin Community Association	Conduct art workshops as part of National Volunteers Week with tutor Loris Bradley from 9-13 May	1470934	\$2,580	\$1,870
Burdekin Singers & Theatre Co	Towards cost to produce and perform the musical <i>The Addams Family</i>	1473997	\$5,000	\$5,000
Burdekin Flexi	Towards cost of conducting four-week traditional art workshop with Aicey Zaro from 7 March to 9 May	1481598	\$1,000	\$1,000
Burdekin Readers' & Writers' Association Inc	Towards cost of conducting "Ignite Your Mind Burdekin Readers' & Writers' Festival 2016"	1484407	\$6,500	\$5,000
Burdekin Brass Band	Employ tutor to conduct learner classes and conduct two band camps for new members	1503195	\$3,800	\$3,800
Burdekin Shire Council	Attendance at Regional Arts Conference – Dubbo	1502911	\$5,310	\$5,310
Burdekin Patchwork & Quilting Guild Inc	Conduct workshop in Appliqueing, Quilting, Placement and Ruler Work	1502081	\$720	\$720
Burdekin Machine Embroidery Mates	Conduct workshop in twin needle machine embroidery	1502060	\$1,100	\$1,100
Totals			\$38,020	\$34,400

BUSINESS ACTIVITIES

Code of Competitive Conduct

No decision was made to apply the Code of Competitive Conduct to any business activities for the 2015-16 financial year. There are no business activities accredited.

Department of Transport and Main Roads

In respect of recoverable works carried out for the Department of Transport and Main Roads, costs incurred, whilst conducting maintenance contract works, are claimed in the form of unit rates, provisional and lump sum items and are inclusive of an overhead component.

This component is derived to reflect the full cost of the projects being performed for the department.

Following a negotiation process, the Department of Transport and Main Roads confirms the acceptance of the maintenance contracts.

The overhead recovers costs on a proportional basis, for such items as, salary components for executives, supervision, survey and design, financial and expenditure services, workplace health and safety, information technology, environmental management, administration and associated plant and equipment.

Cost recovery also includes a percentage for software upgrade, floor area, electricity, telephone, stationery and insurance. A profit component is included in the final agreed rates.

Building Certification Business Activity

Council undertook a building certification business activity during 2015-16 as defined in Section 47 of the Local Government Act. Private certification services, outside of the Burdekin Shire, ceased in December 2015.

COAG Water Reform

The Council has implemented a two-part tariff from 1 July, 2002. Council resolved the following pricing structure be adopted for water supply for 2015/16:

- » Access Charge \$422 for zero allocation
- » Consumption Charges 17c/kilolitre from 0 to 1000kl
85c/kilolitre over 1000kl

It is considered the short-term marginal costs are the same as long-term marginal costs as no demand-driven augmentation is required at this time. Augmentation proposed is for security of supply.

Identification of Cross Subsidies

It has been determined that there are no water cross-subsidies between the different classes of consumers for water, in accordance with Queensland Government Guidelines.

Complaints about Business Activities

During the year Council received no investigation notices for competitive neutrality complaints for the year.

REGISTERS KEPT OPEN FOR INSPECTION

(LGA – Local Government Act 2009)

(LGR – Local Government Regulation 2012)

(SPA – Sustainable Planning Act 2009)

- » Register of Local Laws (S31 LGA)
- » Register of Fees and Charges (S98 LGA)
- » Register of Councillors' Interests (S290 LGR)
- » Register of Delegations by Local Government (S260 LGA)
- » Register of Delegations by Chief Executive Officer (S260 LGA)
- » Register of Roads (S74 LGA)
- » Register of Development Applications (S730 SPA)

EXPENDITURE ON OVERSEAS TRAVEL

No expenditure was incurred for overseas travel by a councillor or employee in an official capacity during 2015-16.





Burdekin

Shire Council

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