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Operating hours
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Monday-Friday

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Burdekin Shire Council Disaster Coordination Centre
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Our Vision, Mission and Values

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

- Customers First
- Be Courageous
- Empower People
- Unleash Potential
- Ideas into Action

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.

The Colours of our Logo

Blue
Symbolises the abundant water reserves in the Burdekin

Gold
Symbolises the rich agricultural district

Green
Symbolises the great variety of shopping on offer

Rust
Symbolises the fantastic fishing

Green/yellow
Symbolises the Bountiful Burdekin
About the Burdekin Shire

Fast Facts

Area: 5053 km²
Population: 17,784 residents
Average daily temperature: 17.9°-29.1°C
Average annual rainfall: 918.9mm
Average days of sunshine: 290
Location: 19.5833° S, 147.4000° E about 70km south of Townsville.

Sweet life in the Tropics

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 17,784 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, 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 the Lower Burdekin Water Board.

The region is home to about 1000 sugar 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, agave, 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.
The Burdekin Shire’s natural assets of water, sunshine and good agricultural soils provide us with a clean fresh rural profile of which we should be both proud and protective.

The 2014-15 Annual Report represents a year of strategic direction relevant to the Shire’s needs, not influenced by the rejection of the Queensland Plan by the present Government. The new Government is committed to supporting jobs and opportunities, and encouraging more investment in the region.

At Federal Government level, extensive research and outcome focus has seen the release of the Development of Northern Australia White Paper, which also seeks to identify with investment projects toward economic development of the North, which is delineated as above the Tropic of Capricorn.

Our Shire’s strengths, apart from those wonderful natural resources and skilled people which define the district as predominantly agricultural, have been indentified and recognised as a competitive advantage over other regions more remote from the coast. This is due to transport infrastructure such as road, rail, air and shipping, all available and accessible for the movement of primary and value-added products.

Unfortunately however, the failure of reasonable rainfall in the Burdekin catchment, in particular the 2015 wet season, has added to the challenges of best-made plans. This year the Burdekin River failed to carry outflow to sea, placing everyone on notice that drought had arrived for an unknown duration.

Cyclone Marcia, although on course for the Burdekin, decided landfall at the Capricorn Coast was its destiny and unfortunately failed to deliver any rain to our dry tropics zone. I acknowledge the emergency readiness of our community during this event, and whilst cyclones are a natural force which can at times threaten both safety and shelter, these weather patterns are mostly associated with beneficial rain.

Stable dry conditions throughout the year enabled budgeted Council works to be completed without wet weather delays.

Council was able to complete the long overdue relocation of the Ayr-Brandon Water Supply Bore Field and associated infrastructure. This work used advanced technology to bore under the Bruce Highway and Queensland Rail line which will allow Council to deliver quality water to our water treatment plant and reticulated water system.

Council staff and construction crews accepted the challenge to develop the next stage of the Kirknie Road Landfill cell. Not only have they achieved that target, but our team also has part developed the next stage well within budget, keeping those costly outlays to external contractors within our own community.

In May, Council approved planning for the development of a substantial solar farm project at Clare. The Clare Solar Farm will cost an estimated $400 million to establish and create jobs for up to 200 workers during construction and up to eight permanent positions once operational. Council’s decision has been formally challenged and legal delay will incur both cost to Council with possible delay or abandonment of a fantastic opportunity for renewable energy to be based in the Burdekin region.

Throughout the year I was privileged to act on behalf of the Minister of Immigration to perform citizenship ceremonies for 17 new Aussies. I along with Councillors, staff, relatives and friends, sincerely welcome these new citizens to our Shire.

I acknowledge and thank Chief Executive Officer Matthew Magin and all our Council team and contractors on a year of renewal and positive outcomes.

I thank each of our Councillors for their continual support of the principles of Local Government with attention to detail, as we facilitate and encourage stable economic development opportunities, whilst remaining committed to the core business of Council.

I recognise Senator the Hon Ian Macdonald, Federal Member for Dawson the Hon George Christensen and State Member for Burdekin Dale Last who all keep the Burdekin region front and centre, and willingly assist with support where possible.

This Annual Report provides interesting reading and I acknowledge the efforts of all involved with its production.

You will also find that the Burdekin region is growing and our Council this year has achieved a positive audit report.

Cr Bill Lowis
Mayor
Our Councillors

Cr Bill Lowis

Cr Bill Lowis is the Burdekin Local Disaster Management Group (LDMG) and Burdekin Water Futures. He is Deputy Chair of the Burdekin Shire Rivers Improvement Trust and is 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. He was also Chairman of the Burdekin Cultural Complex Board Inc. (BCCB) (1/7/14- 31/3/15).

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Cr Ross Lewis

Cr Lewis (Deputy Mayor) is a delegate on the GBRMPA Bowen-Burdekin Local Marine Advisory Committee and Lower Burdekin Water. He is also Deputy Chair of the LDMG and member of Burdekin Shire Council Internal Audit Committee. He was also a member of the BCCB (1/7/14- 31/3/15).

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Cr Lou Loizou

Cr Loizou is a delegate on the Burdekin Road Safety Advisory Committee, Burdekin Bowen Integrated Flood Plain Management Advisory Committee, Burdekin Shire Rivers Improvement Trust, Burdekin Sustainable Fisheries’ Alliance Group and Home Hill Chamber of Commerce. He was also a BCCB board member. (1/7/14- 31/3/15).

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Cr Lyndy McCathie

Cr McCathie is a delegate on the Burdekin Neighbourhood Centre Association, Building Safer Communities Action Team (BSCAT) and Ayr Chamber of Commerce. Member of Burdekin Shire Council Internal Audit Committee. She also was a board member of the BCCB (1/7/14- 31/3/15).

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Cr Ted Bawden

Cr Bawden is a delegate on the Burdekin Centre for Rural Health’s Community Consultative Committee, the Burdekin Community Association, chairman of Burdekin Seniors Advisory Group and is a member of the LDMG.

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Cr Pierina Dalle Cort

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

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Cr Uli Liessmann

Cr Liessmann is a delegate on the Burdekin Tourism Association and Regional Arts Development Fund Committee. He was also a board member on the BCCB (1/7/14- 31/3/15).

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The financial year, 1 July, 2014, to June 30, 2015, marks my first full year in the role of Chief Executive Officer at Burdekin Shire Council and what an eventful year it turned out to be.

During the recruitment process Councillors made it clear what their expectations of me were. Top of the list was providing value for money to our ratepayers through improved service delivery, effective financial management and greater utilisation of Council’s resources.

One of our greatest challenges is the continued trend by the State Government to devolve responsibility for a wide range of matters down to local government.

The State Government does this without providing Councils with the necessary resources to perform the role which results in our ratepayers having to foot the bill.

Early on in my tenure I did a “back of the envelope” analysis of our annual budget to try and identify what percentage of our ratepayer dollars was spent on providing services back to our community and how much was spent complying with state and federal government regulation.

You would be staggered to learn that the split is roughly 60/40 i.e. for every dollar the ratepayers pay to Council 60 cents is returned to the community through Council services and 40 cents is spent complying with state and federal government regulation.

During the 14/15 financial year many steps have been taken to improve the efficiency and effectiveness of Burdekin Shire Council including, but not limited to, the following:

» re-engagement with and listening to the community to better understand their wants, needs and aspirations
» restructure and re-organisation of council departments and operations
» bring the former Burdekin Cultural Complex Board (BCCB) under Council management
» creation of the Community Hub - the heart of our community
» undertake extensive professional development for senior managers and supervisors
» introduce a productivity improvement program to identify anything that is a waste of money, brains and time (WOMBAT)
» split Economic and Community Development into two separate roles/functions
» establish and resource an Economic Development team including industry-led advisory group
» relocate Community Development to the Burdekin Library Ayr so they are in touch with their core constituency
» focus on “customers first” to deliver first-class services to our ratepayers

I sincerely hope the community sees the enormous effort going into making their local council a far more supportive, responsive and understanding organisation that is genuinely striving to deliver outstanding services and value for money.

Matthew Magin
CEO
Our Organisation

Fast Facts

Number of full-time employees:

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Number of casual employees:

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

This year $503,688 was provided to these organisations in the form of cash, or provision of in kind services or sewerage charge rebates ($120,891).

Council contributed $54,000 to Community Development and Tourism, including support for the Burdekin Tourism Association and assistance in the production of the Bountiful Burdekin booklet.

The operation and management of the Theatre and Memorial Hall was merged into the responsibilities of Community Development from 1 April, 2015. A Transitional Coordinator was appointed to help with the merger.

On the 1 April 2015, the Burdekin Shire Council commenced operation and management of the Burdekin Theatre and Memorial Hall. Council’s intent is to ensure longevity of the facilities for future generations by re-engaging with the community in the development of a Community Hub.

The concept of a Community Hub is to enable more residents and visitors to utilise the facilities for recreation, entertainment and cultural activities. The main objectives are improved coordination of community and touring events with a centralised point of contact through Council and delivery of professional support services and venue hire; increasing community attachment and use of centralised public space; offering services which appeal to a broad section of the community and visitors to increase participation rates in recreation, entertainment and cultural activities.

The Community Development team is often the face of Council at many local events. In the past year this team provided assistance to Burdekin Tourism Association, Burdekin Water Festival Committee, Tastes of the Burdekin, Home Hill Harvest Festival Committee, Burdekin Grower Race Day, Burdekin Craft Spectacular, Building Safer Communities Action Team (BSCAT), Burdekin Be Active Advisory Committee, Burdekin Shire Youth Council, Drama Festival, and Burdekin PCYC. Assistance was also provided to the organisers of the inaugural Burdekin Readers & Writers Festival. Our Shire participated in the Townsville Enterprise Open Day events which showcased the Burdekin on 30 May. A busload of visitors from Townsville spent time shopping in Ayr and Home Hill CBDs before attending the North Queensland Hand Cane Cutting Championships in Home Hill.

Council co-ordinated events including Sports Nutrition & Strapping workshops in conjunction with the Department of Sport & Recreation. The Community Development team also promoted our shire at the Townsville Tourism & Lifestyle Expos in November 2014 and March 2015 and the Defence Expo in March 2015.

Civic receptions and community events arranged during the year included the People to People Student Ambassador Program; Australia Day Celebrations; Q150 Steam Train visit (pictured), Seniors Morning Melodies; Seniors’ Week Luncheon; and Carols by Candlelight.

This year saw the formation of the Burdekin Seniors Advisory Group. A charter for the group was developed and the group identified projects to help the older residents in our community.

The Community Development team also took over the management of the Ayr Showgrounds from April 2015. Maintenance and upkeep was undertaken on the Burdekin Theatre, Burdekin Memorial Hall, Burdekin Library and The Support Centre. A new background music system and pipe drape system was purchased for Burdekin Theatre in conjunction with the Friends of the Burdekin Theatre.

Major building works completed this year was the construction of the Cyclone Shelter/Public Place of Refuge at the Ayr Showgrounds. The final project cost was $2.7 million. Construction of the facility was funded by a grant from the State Government and it was officially opened in November.

Major building works commenced this year included the extension of the Burdekin PCYC. The Department of State Development supplied $650,000 funding for the project which will house school-aged care, new activity rooms, kitchenette areas, office facilities and storage spaces.

Counter Disaster/SES operations were funded to the amount of $181,926 net of subsidies and contributions.
Economic Development is vital to progress our Shire and provide benefit to our residents. Our Council is progressive and innovative toward economic development and welcomes the opportunity to discuss potential projects within our Shire.

Recognised investment opportunities include diversified agriculture, processing and value adding, professional services, agricultural research and development, advanced machinery and manufacturing, food and beverage processing, metal fabrication and engineered products and health and aged care.

The Burdekin Shire’s economy is strongly based on agribusiness, in particular, sugar cane production and its processing and has an annual output of $2.2 billion. The agriculture industry employs 20 per cent of our population.

The Burdekin is also home to a rice mill and packaging plant owned by SunRice. SunRice has been very active in establishing a grower base in North Queensland since purchasing the rice mill at Brandon. Their investment in upgrading the mill, rice trials and additional employment is welcome.

Blue Ribbon Pulses has also been active in the agribusiness market with crops such as pulses being grown in our region.

Pacific Reef Fisheries continued its expansion with additional ponds and the addition of cobia fish to its production. Aquaculture production industry is also growing with PRF now farming 100-150 tonne of cobia annually. After four years developing the fish farms PRF have been selling the fish for about a year. PRF are the only company in Australia farming cobia.

This year Council adopted the Burdekin Shire Council Economic Development Strategy 2015-2020 which was developed to prepare the region for change and to take advantage of the emerging economic opportunities. The strategy reinforces economic development as a priority for Council and focusses on five key strategic themes - enable economic infrastructure, attract investment, strengthen networks, encourage innovation and empower future generations. By following these themes Council will improve the liveability of our region, draw more residents and increase prosperity.

Burdekin Shire Council continued with the formation of a solid Economic Development team with an increase in project impact analysis capability, essential to grant applications. Using the Economic Development Strategy as a template, many projects were advanced. Our Shire has two proposals for large-scale solar farms and each project faces a complexity of hurdles for it to be successful. The Shire has been advocating for these proposals at the state and national level.

A highlight of the year was the Value-Adding Seminar (pictured) which attracted a great cross-section of speakers. The seminar was attended by 130 delegates from across the region and was a positive step for the agricultural industry.

Council’s Economic Development team has also been active on a range of projects including LED light conversions, water projects to the south and north of our shire and a strategic review of the Ayr Aerodrome.

Our Council is proactively pursuing sustainable economic development to create wealth, employment, educational opportunities and enhance the lifestyle of our residents and visitors.
**Client Services**

**Client Services** houses Council’s Human Resources section, Information & Communications Technology unit, Safety & Quality, and our Customer Service Centre - the first point of contact for our customers and residents.

In 2014/15 the **Human Resources** unit played an integral part in the change management process during Council’s organisational restructure which included updating all position descriptions and payroll data. This team also coordinated the performance development initiative for the Senior Leadership Group and Senior Supervisors Group.

This year they implemented the Performance Appraisal process for the 2014/2015 review period, streamlined HR reports for management and conducted the recruitment process for 25 vacancies. They also helped in the transition of bringing Burdekin Cultural Complex employees and Waste Transfer Station employees across to Council.

The unit processed all employees’ fortnightly salary and wages payments for 26 pays, 15 workers compensation claims and efficiently dealt with any related staffing matter accurately and promptly. HR also implemented a suggestion box at the Jones Street Depot to collect cost saving and efficiency gain ideas from the general workforce and conducted a staff survey. The unit also completed the end of year process for payroll including financial workpapers and provided salary and wages estimate data to management to assist in the preparation of the Budget.

Last year the team also implemented a new Super Stream process and monitored and reported on Excess Annual and Long Service leave balances across the organisation.

The **Information & Communications Technology** team was kept busy throughout the year. Some of the achievements for the past year were completing the scheduled replacement of computers and laptops; extending Council’s Wi-Fi network and setting up the Councillor Wi-Fi network; providing tablets to Councillors; and the provision and connection of computers for Ideas@108. The ICT unit was integral in giving priority to and providing technological support for the Works and Assets Management implementation project. The team also set up systems for the Theatre and Memorial Hall; set up of standalone ICT infrastructure for the Burdekin Community Association and Burdekin Centre for Rural Health.

This year saw the development of the 2015-20 ICT Strategy, a mandatory Microsoft Software Audit, a special QAO ICT audit and the establishment of an ICT Governance Board and Change Advisory Board. Council’s ICT disaster recovery site was transferred to the Ayr Showgrounds and the unit also set up servers, deployed client software and priority support for the new ESRI mapping platform.

In 2014/15 there were 2,922 Help Desk tickets created and 2,906 tickets closed.

Highlights from **Safety & Quality** for the past year include:

- Safety Work Week Events included Chambers Morning Tea, Depot BBQ breakfast and Ergon Electrical Safety Presentation
- RTO agreement in place for level 1 Traffic Management Training and General Construction Induction training
- Process improvement change to facilitate ownership and authorisation of Construction Safety Management Plans
- Nine WH&S Committee meetings conducted
- Secured $5,000 Grant for Health and Wellbeing Programs
- External Surveillance Audit conducted by Certex to maintain Quality Management System Certification status
- Lost Time Injury Frequency rate reduced from 28.1 to 18.5 events per million man hours
- Initial safety system audit conducted by JLT against the SafePlan audit criteria
- Internal Audit function adopted, and commenced with two internal audits by PricewaterhouseCoopers.
- Increase of safety requirements for private plant hire arrangements

**Fast Facts**

**Customer Service Centre**

- 28,207 calls answered with an average answer delay of five seconds
- 6540 customer requests created.
- 6241 customer requests completed on time – 95% completion rate
- Top three issues were to do with animals, health and environment, and roads and drainage.
- 822 Building Applications entered and 69 Plumbing Applications.
- Customer Service has added Burdekin Theatre ticket sales to its services.

**Overall Service Level: 94.6%**
The Planning & 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 both the Burdekin Shire’s residents and private certification customers outside our shire.

Private Certification services outside the Burdekin Shire have remained static. Some major projects include providing certification to: several natural coal seam gas mining camps in the south-western mineral province of Queensland; several school buildings at Palm Island, Mt Isa, Cloncurry, Julia Creek and Hughenden; and other houses, sheds, toilet blocks, gymnasium, shade structures and B&Ds in Richmond, Julia Creek, Muttaburra, Winton, Cloncurry, Clermont, Mackay, Charters Towers, Ingham, Mission Beach and Townsville areas. Council’s Building Certification Team has maintained competitiveness in the field which allows the team to provide a quality service in many parts of the state.

In total, 317 building applications were generated within the Burdekin Shire. Of these, 62 applications were from external certifiers. The dollar value of such works totalled $24,058,871. The number of applications was down on last year’s total with the overall value of work decreasing by $5,532,031.

Private certification services for Building Works in neighbouring local authorities have decreased from 599 to 495 approvals issued. This equates to the total value of work decreasing from $35,965,106 to $32,805,451. The slowing down of the building industry and in particular, the building of new homes throughout the region, has contributed to this decrease.

Council’s Building Department continues to have two licensed pool safety inspectors to inspect pool fences within our shire and in areas outside of the shire under the pool safety laws. Council’s Swimming Pool Safety Inspectors (pictured) continue to give important advice to ensure pool fencing requirements are being met.

The Plumbing Department has two qualified staff members that are now designing and inspecting on-site effluent systems. This new service is developing into a potential new income stream for the Plumbing Department.

Since commencing, officers have designed 14 new systems and have given preliminary advice on many more potential on-site effluent design systems. The Department also continues to offer the service of inspecting back-flow prevention devices. The Department’s operations continue to provide professional plumbing-related technical advice in a timely manner to all of its customers.

Our team has committed to various continuing professional development programs in all facets of the Department including Town Planning, Plumbing Inspections and Building Certification. Council now has one qualified building certifier, with Council’s cadet building certifier due to be fully accredited by the end of 2015.

Our Town Planning Department has continued to assess, control and manage all areas of development assessment. In total, 26 Material Change of Use and 29 Reconfiguring of a Lot Development Applications have been assessed.

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 21 new residential lots have been approved this financial year with many rural Reconfiguring of Lot applications also gaining approval.

Council resolved to adopt the Infrastructure Charges Resolution to be implemented from 1 July. This was done due to changes introduced by the Sustainable Planning (Infrastructure Charges) and Other Legislation Amendment Act 2014. Without this change Council would have lost its power to lawfully collect infrastructure charges.

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.

The 2014/2015 financial year saw the Building Department’s Senior Building Certifier retire and he has not been replaced.
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.

There were 3,296 customer requests received during 2014-15 which is an average of just more than 13 requests per working day. Excluding requests that are still current, 85% were completed within a predetermined target range and 15% were completed outside of the target. Overall, 99.8% of requests were completed.

Almost half the customer requests were directed to our Animal Management team and related to animal control with 1498 requests received. Seven dogs were declared as either dangerous or menacing during this financial year. Council has successfully introduced an animal rehoming program which has resulted in the number of animals being euthanized reducing significantly.

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

This year there was 3149 tonnes of domestic general waste transferred to the landfill through the kerbside collection service.

The Kirknie Road Landfill received an additional 3849 tonnes of commercial and domestic waste delivered by residents and contractors. There were 1558 tonnes of recyclable materials (both kerbside and self haul) transported to the VISY Materials Recycling Facility in Townsville. A total of 31,490kg of e-waste was collected in 2014-15, a decrease of 13% on 2013-14. This was due to the withdrawal of the contractor under the National Television and Computer Recycling Scheme.

Governance & Local Laws

- Ayr Transfer Station: completion of the new office building and installation of boom gates
- Home Hill Transfer Station: completion of the new second hand shed (pictured)
- Giru Transfer Station: completion of oil shed
- Kirknie Road Landfill: completion of design for new waste cell and commencement of works
- Ayr Pool: commencement of design for pool refurbishment and installation of safety balustrades on the grandstand
- Home Hill Pool: installation of safety balustrades on the grandstand, replacement of shade covers and replacement of outflow pipe
- Millaroo Pool: replacement of shade sail due to storm damage
- Ayr Industrial Estate: progressively fill and compact land with soil from excess road works jobs to create saleable land
- Relocation of spare donga from the Jones Street Depot to Clare to be used as community storage
- Ayr Showgrounds: reroof main toilet block and install new pump and effluent line from main ablutions to the sewer line

Capital expenditure included the following:
Goverance & Local Laws

A free mulch weekend was held at both the Ayr and Home Hill waste transfer stations. Council made a loader available to help residents fill their trailers, trucks and utes.

Burdekin Shire Council, along with Townsville City, Charters Towers Regional and Hinchinbrook Shire councils, is part of the North Queensland Regional Waste Reduction and Recycling Plan. This plan sets a vision for waste management over the next 10 years and provides a framework to realise opportunities for efficiencies and cost savings across the region.

This year we introduced the Getting Burdekin Businesses Busy Recycling project which helps local businesses increase recycling and reduce the amount of recyclables going to landfill. During the project 136 businesses were visited and 72% of businesses reported an increase in the amount of recyclables being diverted from landfill.

Council employees monitored the contract for the operation of the Transfer Stations, prepared specifications, called tenders, evaluated tenders and made recommendations to Council for ongoing operation of the Ayr, Home Hill and Giru Transfer Stations. Monitoring of waste generated internally by Council continues.

We have also maintained our status as a Reef Guardian Council and developed an action plan for 2014-15.

Our officers conducted Free Food Hygiene and Safety training courses for Burdekin food businesses, including stall holders for the Burdekin Water Festival and Home Hill Harvest Festival events to ensure operators and staff were aware of the changes in Food Safety legislation and that appropriate food safety procedures were being used.

In the past financial year Council conducted 97 food inspections, 10 inspections of caravan parks and nine other licensable premises inspections.

This year’s Great Northern Clean Up targeted the Burdekin River and removed almost four tonnes of rubbish from the river bed. Council also assisted Tangaroa Blue with the Alva Beach Cleanup. Beach access points were installed at Beachmount and Wunjunga and minor works and fencing repairs were carried out at Alva.

Council is also responsible for monitoring of management contracts for Ayr and Home Hill Pools and Burdekin Cascades and Home Hill Caravan Parks.

Our Pest Management team continues to monitor and control pest plants and animals in the Shire.

Aquatic weed control on lagoon systems continued with assistance from North Queensland Dry Tropics, Lower Burdekin Water and adjacent landowners (pictured).

Council visited 43 properties to assist landowners with baiting for feral pigs and wild dogs and approximately 2500kg of bait was provided. Council conducted two aerial shoots for feral pig control in Nov/Dec 2014 where more than 288 feral pigs were killed. There were 19 pest management plans completed in conjunction with landowners to reduce the impact of pest plants and animals in the Shire.

Aerial treatments were undertaken of known mosquito breeding sites to limit the impact on residential areas. Our officers continue to monitor breeding sites and treated more than 100 sites (pictured) throughout the Shire.

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.

Our Governance officer organised the purchase and administered Council’s Public Liability and ISR Insurance Program; reissued leases to community and sporting bodies upon their expiry; processed six applications under the Information Privacy Act 2009 and two applications processed under the Right to Information Act 2009; and amended Local Laws as required.

Fast Facts

Where the Environmental Levy went:

- Herbicide subsidy scheme $43,762
- Waterway (controlling water weeds in lagoons and creeks) $24,850
- Beach Protection Burdekin Beaches $8,047
- Kirknie Road Landfill amortisation $130,000
- Drainage improvements - Mudboss $50,000
Our Operations department looks after the Shire’s roads and drainage, water supply and waste water infrastructure, parks, gardens and cemeteries.

This year Council completed approximately $4.845 million in new road works and resales, carried out general maintenance to roads to the value of $2.390 million and completed approximately $3.238 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 $2.644 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. The 2014/2015 total cost of these systems was approximately $3.457 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 $3.906 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/Waste Water.

This year’s major projects included:

**Roads to Recovery**

The Federal Government allocated a little more than $1.83 million to Council in a four-year package under the Roads to Recovery Program. Council completed bitumen reconstruction on the following projects under this program:

- Bitumen reconstruction and widening of 1.5 km of McDowell Road, Home Hill from its intersection with Burdekin Road
- Bitumen reconstruction of approximately 750m of Old Clare Road, Ayr from Giddy Road adjacent to the Department of Primary Industries boundary towards Ayr
- Bitumen reconstruction and widening of sections of Clayton Street, Ayr

**Roads**

- Upgrades to bitumen surfacing were carried out on sections of De Domenico, Porter and Lena Roads
- Old Home Hill Road, McDesme was upgraded to bitumen surfacing from its intersection with Gillian Road to the Burdekin River
- Bitumen reconstruction and widening was completed on sections of Ivanhoe Road, Mountainview Road, Ivory Road and Maidavale Road

**Drainage**

- Completed upgrades of the Ayr Town Drain at the Lawson and Clayton Street road crossings
- Completed works on Stage 1 of the Chippendale Street drainage project through Muguira’s property
- Completed works to the value of $2.53 million of the $4.2 million Home Hill Urban Area Drainage Scheme
- Commenced construction on the Spiller Street, Ayr drainage upgrade scheme
- Third year of drainage maintenance partnership between Burdekin Shire Council and North and South Burdekin Water Boards utilising the “Mud Boss” excavator
- Drainage maintenance of approximately $362,750 was carried out throughout the Shire

**Footpath and Bikeway Construction**

- Completed an extension of the existing concrete footpath network in Queen Street, Ayr between Soper and Chippendale Streets to provide safe passage to pedestrians in the CBD area and create a linked exercise pathway for runners and walkers
- Constructed a new concrete footpath in Cox Street, Ayr between James and Davenport Streets to enable safe pedestrian passage for students of East Ayr State Primary School and Burdekin Catholic High School. This project also extended a concrete footpath network link in the East Ayr area
- Replaced damaged section of kerbing and channelling and concrete footpath in Ninth Avenue, Home Hill between Tenth and Twelfth Streets (pictured)
Kerbing and Channelling
» Ahern Street, Ayr - completion of kerbing and channelling and bitumen reconstruction between Lawson Street and Clayton Street
» Leichardt Street, Ayr – kerbing and channelling and bitumen widening from Little Young Street
» Twelfth Avenue, Home Hill – kerbing and channelling and bitumen widening from Sixth Street to the town drain
» Tenth Avenue, Home Hill – kerbing and channelling and bitumen widening between Sixth Street and Eighth Street
» Railway Avenue, Home Hill – kerbing and channelling and bitumen surfacing between Eighth and Tenth Streets

Roundabouts
» Completed construction of new roundabout and associated concrete footpath at the intersection of Eleventh Avenue and Fourteenth Street, Home Hill

Public and Recreational Facilities
» Erection of a new picnic and barbecue shelter in Coutts Park, Ayr
» Completed construction of a new Skate Park facility in Brolga Park, Giru. This project was completed in partnership with the Giru Progress Association and Wilmar Sugar Pty Ltd
» Completed refurbishment and upgrade of Comfort Stop facilities, Home Hill
» Completed construction of a new Columbarium at Ayr Cemetery
» Completed construction of a new Sexton’s building at the Home Hill Cemetery
» Upgraded eight picnic table settings at various parks in the Ayr, Home Hill and Brandon townships
» Refurbished the existing Exeloo in Spiller Street, Brandon

Boat Ramps
» Completed dedication of a 1.612 hectare Reserve for Boating Purposes at Ocean Creek Boat ramp to allow upgrade of existing facility in consultation with Volunteer Marine Rescue Burdekin and the Department of Transport and Main Roads boating infrastructure division
» Commenced negotiations with the Department of Transport and Main Roads to replace existing boat ramp at Wallace Creek. Design by TMR was completed in 2014/15 with construction in 2015/16 financial year.
» Ongoing general maintenance undertaken at all gazetted boat ramps within the Shire

Wastewater
» Continued conversion of existing analog telemetry installations at sewerage pump stations in Ayr and Brandon to digital technology
» Replaced sewerage pump station No. 23, Ayr
» Replaced existing pumps at seven sewerage pump stations across the network
» Establishment of a Site-Based Management Plan and Receiving Environment Monitoring Program for the Ayr and Home Hill Wastewater Treatment Plants to comply with environmental authority requirements at these sites

Water
» Completed construction of Conlan Street water supply borefield and 450mm diameter delivery pipeline to improve water quality to the townships of Ayr, Brandon and Alva Beach at a cost of $2.4 million
» Continued program of air scouring the water distribution network in Ayr and Brandon
» Extension of 150mm water main in Wickham Street, between Anzac Park and Little Drysdale Street Ayr to eliminate existing dead end and improve water quality to residents in the Kennedy Street area
» Installed automatic cut-over switch to the Nelson’s Lagoon borefield backup generator to improve disaster resilience and network reliability of the Ayr, Brandon and Alva Beach water supply network
» Continued conversion of existing analog telemetry installations at critical water supply treatment and pumping sites to digital technology

National Disaster Relief & Recovery Arrangements (NDRRA)
NDRRA restoration projects are funded 75% by the Federal Government of Australia and 25% by the State Government of Queensland with trigger point and day labour contributions by the Burdekin Shire Council.
» Completed restoration works to the value of $2.065 million for roads and essential public infrastructure damaged throughout the shire as a consequence of flooding and cyclone events in January 2013 and April 2014
» In the Ayr area restoration works were carried out on sections of Sexton Road, Tomlins Road, Hillier Road and Mountainview Road
» In the Home Hill area restoration works were carried out on sections of Carter Road, Coppo Road and Charlie’s Hill Road
» In the Giru area restoration works were carried out on sections of Shirbourne Road (pictured) and Lyons Street
» In the Burdekin River Irrigation area restoration works were carried out on Keith Venables Road and Brown Road
» Council also undertook “Betterment” works to the value of $636,300 on Lyons Road, Giru, Phillips Camp Road, Jarvisfield and Rifle Range Road, Osborne
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 saw the implementation of an Asset Management System to assist in the recording of asset-associated expenditure. The system will allow better estimation of “whole of life costs” for assets and assist Council in providing long-term sustainable services. The team also completed an Asset Management Strategy.

We have continued the five-year condition inspection program for a number of infrastructure asset classes including drainage, transport and sewerage assets.

Valuations were completed for Council-owned assets in accordance with relevant regulations and accounting standards.

Our design team completed detailed designs for Council’s works program and Natural Disaster Relief and Recovery Arrangements (NDRRA) projects.

The team also completed annual returns for the Department of Environment and Heritage Protection (Sewage Treatment Plants) and the Statewide Water Information Management system.

Technical Services has continued with detail design work on Ayr drainage projects to improve the capacity of the urban drainage network.

Council has completed its annual Road Maintenance Performance Contract (RMPC) with the Department of Main Roads and negotiated a new contract for 2015-16.

The RMPC services a total of 186km of road covering sections of the Bruce Highway, Kirknie, Dalbeg and Ravenswood roads.

This contract provides employment for approximately four equivalent full-time operations staff and uses local subcontractors to assist Council in the completion of the required works. Approximately $230,000 of additional works were completed above the annual contract.

Burdekin Shire Council achieved a contract audit result of 95.4%, which was the highest result of any contractor in the northern region.

All profits derived from contract works and the RMPC have been returned to Council for distribution to fund Shire roadworks and drainage projects, purchase of plant and equipment, and training.

Our team facilitated the delivery of Burdekin Shire Rivers Improvement Trust 2014-15 annual works program.

Technical Services has also begun preliminary planning for long-term strategic fleet management.

The department took on the role of project management for major projects including the Home Hill CBD drainage upgrade, Spiller Street drainage upgrade, Ayr cyclone shelter and the expansion of the Burdekin PCYC.

It is also our role to manage annual state and federal government roads infrastructure funding programs, Transport Infrastructure Development Scheme and Roads to Recovery.

Our team also provided plans for successful funding applications including the Federal Government’s Black Spot Funding Program for the Plantation Creek crossing on Old Clare Road.
The **Financial & Administrative Services** team provides essential services and support to all departments within our organisation.

This year the **Financial Management** team was kept busy with a number of restructures within Council and the dissolution of the Burdekin Cultural Complex Board.

Accounts were restructured to accommodate the organisational changes such as Community and Economic Development being split into two separate entities.

The dissolution of the BCCB and integration of that business into Council went smoothly.

This team was also involved in the implementation of an asset management system.

All of these projects were on top of their routine work which includes internal reporting, budget and financial statement preparation, statutory/departmental reporting, debt management and interpretation of legislation.

Our **Rates** team oversaw the annual rates season collection of $31 million from a $36.2 million levy of Council rates and State Government Emergency Management Levy for 9239 properties.

This year we posted rates arrears of 3.64% ($1,381,995) compared with total net levies ($35.7 million) achieved by prompt and effective collection and follow-up procedures.

The Rates team also processed 1,143 property transfers, other transfers, service address changes and valuation amendments to maintain Council’s rates and property database record.

The team in **Expenditure Services** processed 12,030 accounts payable invoices/credit notes, 2,392 purchase card transactions, set up 248 new accounts payable vendors accounts and also assisted with the integration of the Burdekin Cultural Complex Board into Council. They also organised and collected a total of $625.50 for the Nepal Earthquake Appeal.

This unit was down one staff member from early March, but managed to complete all end of financial year requirements by June 30. The team processed more invoices this year (1,454) than last year (1,209).

Our **Administration & Records** team this year took minutes and prepared documentation for 40 Council meetings.

The Administration team held consultations with local interior designers and co-ordinated the refurbishment of Council’s three meeting rooms.

Our Records team sorted through and categorised 800 boxes of archived files which had been stored in temporary facilities. These files were then relocated to the new records facility at the Ayr Showgrounds.

This year Council’s AKA software, used for the development and maintenance of Council’s Business Classification Scheme was upgraded and the existing data was then migrated across to the new version.

Our Electronic Corporate Library Register was also established and relevant hardcopy documents were classified and are now stored in a secure location accessible to all council staff.

This year under the Queensland State Archived approved retention and disposal schedules Council disposed of 188 boxes of archive records.

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**Fast Facts**

**Expenditure Services**
- Processed 12,030 invoices/credit notes
- Processed 2,392 purchase card transactions
- Set up 248 new vendors accounts
## Funding Applications

<table>
<thead>
<tr>
<th>Project*</th>
<th>Project Cost</th>
<th>Approved Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Queensland ANZAC Centenary Grants Program - Book production <em>Through the Eyes of a Child</em></td>
<td>$14,000</td>
<td></td>
</tr>
<tr>
<td>Regional Arts Development Fund Bid</td>
<td>$40,000</td>
<td>$28,000</td>
</tr>
<tr>
<td>Department of Local Government, Community Recovery and Resilience’s Graffiti Stop Program</td>
<td>$3,910</td>
<td>$3,910</td>
</tr>
<tr>
<td>Royalties for the Regions Program - Home Hill Water Tower Aerators Upgrade</td>
<td>$1,267,000</td>
<td></td>
</tr>
<tr>
<td>State Library of Queensland’s Vision 2017 Grants Program - Ideas@108</td>
<td>$44,637</td>
<td>$9,900</td>
</tr>
<tr>
<td>National Stronger Regions Fund Round 1 - Ayr Industrial Estate Expansion</td>
<td>$2,100,000</td>
<td></td>
</tr>
<tr>
<td>Local Government Grants and Subsidies Program - Burdekin Cyclone Shelter Fit-Out</td>
<td>$256,436</td>
<td></td>
</tr>
<tr>
<td>Queensland Fire and Emergency Services’ SES Non-Recurrent Subsidy Program - Provision of Replacement 4WD Vehicle for Burdekin SES Group</td>
<td>$43,939</td>
<td>$13,969</td>
</tr>
<tr>
<td>Gambling Community Benefit Fund - Purchase Office Furniture for Burdekin Library</td>
<td>$8,809</td>
<td>$8,809</td>
</tr>
<tr>
<td>ANZ Seeds of Renewal Grant - “Don’t need drinks to dance”</td>
<td>$33,650</td>
<td>$7,500</td>
</tr>
<tr>
<td>Department of Education and Training’s Skilling Queenslanders for Work Program</td>
<td>$308,770</td>
<td></td>
</tr>
<tr>
<td>Get Ready Queensland</td>
<td>$5,679</td>
<td>$5,679</td>
</tr>
<tr>
<td>Getting Burdekin Businesses Busy Recycling</td>
<td>$15,300</td>
<td>$15,300</td>
</tr>
<tr>
<td>Queensland Department of Premier and Cabinet - 2015 Queensland Week Burdekin Family Fun Day</td>
<td>$6,500</td>
<td>$6,500</td>
</tr>
<tr>
<td>Burdekin Community Redevelopment Project</td>
<td>$650,000</td>
<td>$650,000</td>
</tr>
<tr>
<td>State Library of Queensland - Best Start Family Literacy Initiative</td>
<td>$75,896</td>
<td>$75,896</td>
</tr>
<tr>
<td>Workplace Wellness Program</td>
<td>$5,000</td>
<td>$5,000</td>
</tr>
</tbody>
</table>

*There were fewer grant programs offered during this year due to State and Federal Elections.*

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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 June 30, 2015.


Financial Summary

- **Our Income**: $54,702,665
- **Our Expenses**: $53,079,977
- **Net Result**: $1,622,688
- **Our Assets**: $530,756,092
- **Our Liabilities**: $35,813,733
- **Community Equity**: $494,942,359

These reports include:
- Statement of Comprehensive Income
- Statement of Financial Position
- Statement of Changes in Equity
- Statement of Cash Flows
- Measures of Financial Sustainability
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. Council’s recurrent revenue is money raised and used to fund the operations of Council. 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.

Council’s capital revenue of $8,518,605 is used to fund Council’s asset expenditure now and in the future. Council’s capital revenue consists of grants, contributions and subsidies. Capital revenue decreased by $10,087,135 from the previous year. The main reason for this decrease is due to the acquittal of several of the prior year natural disaster events and smaller natural disaster events experienced.

<table>
<thead>
<tr>
<th>Revenue Source</th>
<th>Amount (in AUD)</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rates and levies</td>
<td>$36,049,042</td>
<td>78.06%</td>
</tr>
<tr>
<td>Grants, subsidies, contributions and donations</td>
<td>$4,190,346</td>
<td>9.07%</td>
</tr>
<tr>
<td>Fees and charges</td>
<td>$2,280,091</td>
<td>4.94%</td>
</tr>
<tr>
<td>Interest received</td>
<td>$1,810,879</td>
<td>3.92%</td>
</tr>
<tr>
<td>Sales of contract and recoverable works</td>
<td>$1,570,531</td>
<td>3.40%</td>
</tr>
<tr>
<td>Other recurrent income</td>
<td>$283,171</td>
<td>0.61%</td>
</tr>
</tbody>
</table>

RECURRENT REVENUE
Total: $46,184,060

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. Some of the recurrent expenses include employee benefits, materials and services, finance costs and depreciation. As listed in Note 6 of the Financial Statements, materials and services include items such as contract payments, electricity, external plant hire and trade/contract services. Depreciation and amortisation expense makes up 23.67% 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 $11,282,284 capital expense relates to the increase in the rehabilitation provision due to the recognition of new sites.

<table>
<thead>
<tr>
<th>Expense Source</th>
<th>Amount (in AUD)</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee benefits</td>
<td>$17,333,929</td>
<td>41.47%</td>
</tr>
<tr>
<td>Material and services</td>
<td>$13,571,742</td>
<td>32.47%</td>
</tr>
<tr>
<td>Depreciation and amortisation</td>
<td>$9,894,765</td>
<td>23.67%</td>
</tr>
<tr>
<td>Finance costs</td>
<td>$997,257</td>
<td>2.39%</td>
</tr>
</tbody>
</table>

RECURRENT EXPENSES
Total: $41,797,693

Net Result

Council’s net result of $1,622,688 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 displayed as part of the comprehensive income.
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 June 30, 2015 was:

**What we own**

- **$530,756,092**
  - Current Assets $43,498,863
  - Non-current Assets $487,257,229

**What we owe**

- **$35,813,733**
  - Current Liabilities $7,939,276
  - Non-current Liabilities $27,874,457

**Total Community Equity**

- **$494,942,359**

### Assets: What do we own?

Council controls assets with a total value of $530,756,092. Council’s current assets include cash and cash equivalents, trade and other receivables and inventories. Also included are non-current assets held for sale which are anticipated to sell within the next financial year.

The majority of Council’s current assets are cash and cash equivalents and makes up 7.36% of our total asset value.

Council’s major non-current asset class is property, plant and equipment and makes up 91.6% 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 $17,871,316 to renew, upgrade and build new assets for the community. This is reflected in the Statement of Financial Position as it increases the value of our assets.

The property, plant and equipment ($486,402,323) assets controlled by Council can be broken down into the following asset classes:

<table>
<thead>
<tr>
<th>Property, Plant and Equipment</th>
<th>Percentage</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transport</td>
<td>67.34%</td>
<td>$327,561,978</td>
</tr>
<tr>
<td>Buildings</td>
<td>7.81%</td>
<td>$37,997,722</td>
</tr>
<tr>
<td>Sewerage</td>
<td>7.21%</td>
<td>$35,086,453</td>
</tr>
<tr>
<td>Drainage</td>
<td>5.04%</td>
<td>$24,527,717</td>
</tr>
<tr>
<td>Water</td>
<td>4.53%</td>
<td>$22,010,197</td>
</tr>
<tr>
<td>Land and improvements</td>
<td>3.09%</td>
<td>$15,018,669</td>
</tr>
<tr>
<td>Other Assets</td>
<td>2.52%</td>
<td>$12,263,964</td>
</tr>
<tr>
<td>Plant and equipment</td>
<td>1.65%</td>
<td>$8,018,297</td>
</tr>
<tr>
<td>Works in progress</td>
<td>0.81%</td>
<td>$3,917,326</td>
</tr>
</tbody>
</table>

**PROPERTIES**
Liabilities: What do we owe?

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

Total liabilities as at June 30, 2015, were $35,813,733.

Loan Debt

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

Council’s current policy is to only borrow funds for capital projects and for a term of no longer than the expected life of the asset.

During this financial year Council had new loan borrowings of $2,000,000.

The total outstanding debt at the end of financial year is $8,211,475.

As at June 30, 2015, Council’s debt per rateable property is $926.91.

Statement of Changes in Equity

Council’s community equity is its net worth – what we own less what we owe. At June 30, 2015, Council’s community equity was $494,942,359. The asset revaluation surplus represents the increase in the value of property, plant and equipment.

Community Equity

- **56.16%** Asset revaluation surplus $277,958,053
- **36.73%** Retained Surplus $181,809,827
- **7.11%** Reserves $35,174,479
**Statement of Cash Flows**

The Statement of Cash Flows identifies how we received and spent our money during the year. The end result details what cash is available at the year’s end. Cash available is invested and also will be used for future outlays.

This statement differs from the earlier statements as “non-cash items”, such as depreciation, is excluded.

Opening Balance $34,111,013

Plus Cash Received $58,259,260

Less Cash Spent $53,301,674

Cash Available at the End of Year $39,068,599

**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 State Department of Infrastructure, Local Government and Planning sets target financial sustainability ranges for each of these measures for local government authorities to attain.

<table>
<thead>
<tr>
<th>Ratio</th>
<th>Explanation</th>
<th>Target</th>
<th>2015</th>
<th>Target met</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Surplus Ratio</td>
<td>An indicator of the extent to which revenues raised cover operational expenses only or are available for capital funding purposes or other purposes.</td>
<td>Between 0% and 10%</td>
<td>9.50%</td>
<td>Yes</td>
</tr>
<tr>
<td>Asset Sustainability Ratio</td>
<td>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.</td>
<td>&gt;90%</td>
<td>72.53%</td>
<td>No (Whilst this result is below the recommended target, Council believes that its replacement assets are being renewed at an appropriate time.)</td>
</tr>
<tr>
<td>Net Financial Liabilities Ratio</td>
<td>An indicator of the extent to which the net financial liabilities of Council can be serviced by its operating revenues.</td>
<td>&lt;60%</td>
<td>-16.07%</td>
<td>Yes</td>
</tr>
</tbody>
</table>
Corporate Governance

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.”

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

Local Government Act

The Local Government Act 2009 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 governance framework, applicable to Local Government, 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 regarding financial reporting. In addition, Local Government 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 2nd 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 Act 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 four advisory committees established, being the Burdekin Road Safety Advisory Committee; the Burdekin Be Active Advisory Committee; the Carols in the Park Committee; and the Audit Committee.

The Council also receives and considers reports and minutes from the Burdekin Shire Youth Council. During 2014/15 Council also received reports and minutes from the Burdekin Cultural Complex Board up until its dissolution.

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.

Furthermore, 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 and the Annual Budget.

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. Council conducted community consultation in late 2014 and from this formulated a Corporate Plan to reflect community sentiment.

A summary of the new Burdekin Shire Council Corporate Plan was delivered to each household in the Shire to ensure residents were aware of the direction Council was taking for the next five years.

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 is 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 revised 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.
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 Program, 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 during 2014-15. A basic Internal Audit Plan was completed in June, 2014. PricewaterhouseCooper were engaged to prepare a more in-depth 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 a basic Enterprise Risk Register including existing risk treatments and is currently working on improving the content of the risk registers and 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.
Rates and Charges Rebates and Concessions

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.

<table>
<thead>
<tr>
<th>Council Remissions</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Rates and charges remitted to Pensioners</td>
<td>$207,206</td>
</tr>
<tr>
<td>Number of applications</td>
<td>827</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Donations</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Standing donations to Churches, Sporting Bodies etc</td>
<td>$120,891</td>
</tr>
<tr>
<td>Number of applications</td>
<td>52</td>
</tr>
</tbody>
</table>

Library Statistics

<table>
<thead>
<tr>
<th>Library Statistics</th>
<th>2014/15</th>
<th>2013/14</th>
<th>2012/13</th>
</tr>
</thead>
<tbody>
<tr>
<td>Membership</td>
<td>8,528</td>
<td>7,754</td>
<td>7,798</td>
</tr>
<tr>
<td>Membership as % of population</td>
<td>47.90</td>
<td>43.28</td>
<td>42.95</td>
</tr>
<tr>
<td>Total book stock (including e-resources)</td>
<td>36,313</td>
<td>37,260</td>
<td>39,336</td>
</tr>
<tr>
<td>Door counter - people visits Ayr</td>
<td>72,675</td>
<td>69,215</td>
<td>63,576</td>
</tr>
<tr>
<td>Annual circulation - issues (excluding renewals)</td>
<td>94,662</td>
<td>106,408</td>
<td>108,151</td>
</tr>
<tr>
<td>Items borrowed</td>
<td>94,662</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Print, video, audio and ebook items purchased</td>
<td>5,693</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The Burdekin Library ran 168 programs which saw an attendance of 3,244 participants.

The new front desk reception area (*pictured*) at the Burdekin Library Ayr has resulted in a warm open environment and has received significant positive feedback from the community.
The Local Government Remuneration 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 July 1 of the following year (section 244, Local Government Regulation 2012). This decision must be made before December 1.

In previous years, the new remuneration took effect from January 1 of the following year.

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 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.

### Elected Members’ Meeting Attendances

<table>
<thead>
<tr>
<th>Councillor</th>
<th>Ordinary and special Meetings held</th>
<th>Ordinary and special Meetings attended</th>
<th>Meetings absent while on Council business</th>
<th>Leave of absence</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bill Lowis</td>
<td>21</td>
<td>19</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Ross Lewis</td>
<td>21</td>
<td>18*</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Lyndy McCathie</td>
<td>21</td>
<td>21</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Lou Loizou</td>
<td>21</td>
<td>21</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Uli Liessmann</td>
<td>21</td>
<td>18*</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Pierina Dalle Cort</td>
<td>21</td>
<td>19</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Ted Bawden</td>
<td>21</td>
<td>20</td>
<td>0</td>
<td>1</td>
</tr>
</tbody>
</table>

Meetings for period July 1, 2014, to June 30, 2015. Councillors also attend other miscellaneous meetings as part of their duties.

* meeting missed due to Cyclone Marcia + meeting missed due to illness

### Resolution on Elected Members’ Remuneration

The Local Government Remuneration 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 July 1 of the following year (section 244, Local Government Regulation 2012).

This decision must be made before December 1.

In previous years, the new remuneration took effect from January 1 of the following year.

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 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.

### Remuneration January 1, 2014 to June 30, 2015

<table>
<thead>
<tr>
<th>Position</th>
<th>Remuneration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor Allowance</td>
<td>$97,684 p.a.</td>
</tr>
<tr>
<td>Deputy Mayor</td>
<td>$56,356 p.a.</td>
</tr>
<tr>
<td>Councillor</td>
<td>$48,842 p.a.</td>
</tr>
</tbody>
</table>

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 September 23, 2008); and further noting that payment of the remuneration is to take effect from January 1, 2015.

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

Council, at its meeting held on September 23, 2008, adopted a policy which sets out guidelines to determine reimbursement for councillors and mayor of legitimate expenses incurred, or to be incurred; and facilities to be provided for councillors and mayor, whilst carrying out their duties as elected representatives.

Council reviewed this policy at a meeting held on June 26, 2012.

A copy of this policy can be viewed on the Council’s website.
**Total Remuneration and Superannuation Contributions paid to Councillors**

<table>
<thead>
<tr>
<th>Councillor</th>
<th>Mayor</th>
<th>Deputy Mayor</th>
<th>Councillor</th>
<th>Car Allowance</th>
<th>Total</th>
<th>Council's 12% Super Contributions Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bill Lowis</td>
<td>$95,488.12</td>
<td></td>
<td>0</td>
<td>$95,488.12</td>
<td>$11,458.49</td>
<td></td>
</tr>
<tr>
<td>Ross Lewis</td>
<td>$55,089.06</td>
<td></td>
<td>0</td>
<td>$55,089.06</td>
<td>$6,610.73</td>
<td></td>
</tr>
<tr>
<td>Lyndy McCathie</td>
<td>$47,739.90</td>
<td></td>
<td>0</td>
<td>$47,739.90</td>
<td>$5,728.83</td>
<td></td>
</tr>
<tr>
<td>Lou Loizou</td>
<td>$52,991.38</td>
<td></td>
<td>0</td>
<td>$52,991.38</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Uli Liessmann</td>
<td>$47,739.90</td>
<td></td>
<td>0</td>
<td>$47,739.90</td>
<td>$5,728.83</td>
<td></td>
</tr>
<tr>
<td>Pierina Dalle Cort</td>
<td>$47,739.90</td>
<td></td>
<td>0</td>
<td>$47,739.90</td>
<td>$5,728.83</td>
<td></td>
</tr>
<tr>
<td>Ted Bawden</td>
<td>$47,739.90</td>
<td></td>
<td>0</td>
<td>$47,739.90</td>
<td>$5,728.83</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>$95,488.12</td>
<td>$55,089.06</td>
<td>$243,950.98</td>
<td>0</td>
<td>$394,528.16</td>
<td>$40,984.54</td>
</tr>
</tbody>
</table>

**Expenses Incurred and Facilities Provided to Councillors**

<table>
<thead>
<tr>
<th>Councillor</th>
<th>Laptop/ Tablet</th>
<th>Mobile Phone</th>
<th>Vehicle &amp; Fuel</th>
<th>Secretarial Assistance</th>
<th>Expenses Conferences</th>
<th>Expenses Workshops</th>
<th>Travel/ Accommodation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bill Lowis</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>$1,199.56</td>
<td>$4,945.30</td>
<td>$5,165.15</td>
</tr>
<tr>
<td>Ross Lewis</td>
<td>✓</td>
<td></td>
<td>✓</td>
<td></td>
<td>$700.00</td>
<td>$1,579.83</td>
<td>$1,138.84</td>
</tr>
<tr>
<td>Lyndy McCathie</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td>$8.80</td>
<td>$1,579.83</td>
<td>$192.36</td>
</tr>
<tr>
<td>Lou Loizou</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td>$8.80</td>
<td>$1,579.83</td>
<td>$26.27</td>
</tr>
<tr>
<td>Uli Liessmann</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td>$0</td>
<td>$1,579.83</td>
<td>$24.29</td>
</tr>
<tr>
<td>Pierina Dalle Cort</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td>$1,826.97</td>
<td>$1,579.83</td>
<td>$1,013.27</td>
</tr>
<tr>
<td>Ted Bawden</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td>$0</td>
<td>$1,579.83</td>
<td>$24.29</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$3,744.13</td>
<td>$14,424.28</td>
<td>$7,584.47</td>
</tr>
</tbody>
</table>

**Councillor Conduct**

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

There were no orders made under section 181 of the Act which pertains to inappropriate conduct by councillors.

There also were no complaints received under section 176C of the Act; assessed by the Chief Executive Officer as being about official misconduct; heard by a regional conduct review panel or heard by the tribunal.
Administrative Action Complaints

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. Council’s policy and procedure can be viewed online or in person at the Council Chambers.

Complaints July 1, 2014 to June 30, 2015

| Administrative Action Complaints Made | 9 |
| Administrative Action Complaints Resolved | 9 |
| Administrative Action Complaints Not Resolved | 0 |

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 2014/15 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 of the Act.

» 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.


From July 1, 2014 changes to the Crime and Corruption Act require Council to have a policy in place for dealing with a complaint involving the CEO.

Public sector entities are required to report certain information about any public interest disclosures to the Queensland Ombudsman for inclusion in the annual report on the operation of the Public Interest Disclosure Act 2010.

Council has a complaints management system in place which also includes a process for handling any public interest disclosures and Council has a Public Interest Disclosure coordinator to manage this process.

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 Packages 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—

(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.

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 2014/15.

<table>
<thead>
<tr>
<th>Donations</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Welfare Associations</td>
<td>$51,270</td>
</tr>
<tr>
<td>Cultural Activities</td>
<td>$3,240</td>
</tr>
<tr>
<td>Sporting Clubs/Associations</td>
<td>$11,277</td>
</tr>
<tr>
<td>Life Saving/Beach Patrol</td>
<td>$11,100</td>
</tr>
<tr>
<td>Public Order &amp; Safety</td>
<td>$10,740</td>
</tr>
<tr>
<td>In-kind support - Community Assistance</td>
<td>$45,599</td>
</tr>
<tr>
<td>Economic Development, Tourism &amp; Promotions</td>
<td>$20,300</td>
</tr>
</tbody>
</table>

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.

Fast Facts

Land and Reserves

Burdekin Shire Council has control of:

» 1,146km of constructed roads. There is an additional 255km of constructed roads not controlled by the Council.

» 2,722ha of land that is a reserve under the Land Act 1994 of which the Council is the Trustee.
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 $5,000. Funds are provided usually to sporting and community based organisations in the form of interest free loans repayable over an agreed period of time.

During the 2014-2015 financial year, one application was received on July 8, 2014, from the Ayr Golf Club Inc for $56,040 for the purchase of a commercial mower.

Grants for Excellence in Sports & Cultural Activities

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.

Grants Recipients paid in 2014/2015

<table>
<thead>
<tr>
<th>Name</th>
<th>Description</th>
<th>Location</th>
<th>Date Range</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>competing at Australia (FFA) National Futsal Championships held in Canberra, ACT</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>competing at Australia (FFA) National Futsal Championships held in Canberra, ACT</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><em>Matthew Wight</em></td>
<td>2014 Queensland North Under 18 Men’s State Basketball Team</td>
<td>National Championships</td>
<td>10-17 April, 2014</td>
<td>$225</td>
</tr>
<tr>
<td></td>
<td>competing at the National Championships held in Canberra, ACT</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Elii Chapple</td>
<td>Under 13 Queensland Girls State Football Team</td>
<td>National Youth Football</td>
<td>5-9 January, 2015</td>
<td>$225</td>
</tr>
<tr>
<td></td>
<td>competing at the 2014 National Youth Football Championships held in Sydney, NSW</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maeghan Saldumbide</td>
<td>School Sport Australia 10-12 Years Track &amp; Field Championships held at Penguin, Tas</td>
<td></td>
<td>12-1 December, 2014</td>
<td>$225</td>
</tr>
<tr>
<td>Jarrod Langford</td>
<td>State Youth Team competing in the Tenpin Bowling Youth Nationals in Werribee, Vic</td>
<td></td>
<td>10-17 January, 2015</td>
<td>$225</td>
</tr>
<tr>
<td><em>Elliott Dal Santo</em></td>
<td>Queensland Country Regional Under 13 Boys Futsal Team</td>
<td>Football Federation</td>
<td>5-9 January, 2015</td>
<td>$225</td>
</tr>
<tr>
<td></td>
<td>competing at Australia (FFA) National Futsal Championships held in Sydney, NSW</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>competing at Australia (FFA) National Futsal Championships held in Sydney, NSW</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Emma Lawson</td>
<td>Boxing Queensland Team in Junior 52kg Division competing in 2015 Women’s Junior and Youth Australian Championships held in Parkville, Vic</td>
<td></td>
<td>28 February-1 March, 2015</td>
<td>$225</td>
</tr>
<tr>
<td>Danae Olsen</td>
<td>Representing Queensland at the 2015 Georgina Hope Foundation Australian Age Swimming Championships held in Sydney, NSW</td>
<td></td>
<td>13-20 April, 2015</td>
<td>$225</td>
</tr>
<tr>
<td>William Pugnale</td>
<td>2015 Queensland State Under 18 North Men’s State Basketball Team</td>
<td>National Championships</td>
<td>11-18 April, 2015</td>
<td>$225</td>
</tr>
<tr>
<td></td>
<td>competing at the National Championships in Ballarat, Victoria</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* Relates to application being held in prior financial year (2013/14). Funding not approved until 2014/15 financial year.
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.

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

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

During the past financial year, a total of $138,443 was expended on grants and in-kind support to community organisations.

### Cash Grant Recipients 2014/2015

<table>
<thead>
<tr>
<th>Organisation</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Burdekin Community Association (BCA)</td>
<td>$37,655</td>
</tr>
<tr>
<td>Burdekin Neighbourhood Centre</td>
<td>$13,415</td>
</tr>
<tr>
<td>Volunteer Marine Rescue Burdekin</td>
<td>$10,000</td>
</tr>
<tr>
<td>Burdekin Water Festival</td>
<td>$9,000</td>
</tr>
<tr>
<td>Giru State School</td>
<td>$7,434</td>
</tr>
<tr>
<td>Burdekin Tourism Association</td>
<td>$5,000</td>
</tr>
<tr>
<td>Home Hill Harvest Festival</td>
<td>$4,000</td>
</tr>
<tr>
<td>Lower Burdekin Caledonian Pipe Band</td>
<td>$1,500</td>
</tr>
<tr>
<td>Burdekin Art Society</td>
<td>$1,000</td>
</tr>
<tr>
<td>Burdekin Readers &amp; Writers Association</td>
<td>$1,000</td>
</tr>
<tr>
<td>White Ribbon Awareness Day - BCA</td>
<td>$740</td>
</tr>
<tr>
<td>Burdekin Neighbourhood Centre</td>
<td>$250</td>
</tr>
<tr>
<td>Giru Agricultural, Horticultural &amp; Industrial Soc. Inc</td>
<td>$300</td>
</tr>
<tr>
<td>Ayr Amateur Swimming Club</td>
<td>$250</td>
</tr>
<tr>
<td>BMX Far North Association</td>
<td>$250</td>
</tr>
<tr>
<td>Lions Club of Home Hill - Q150 celebrations</td>
<td>$250</td>
</tr>
<tr>
<td>Ayr State High School</td>
<td>$100</td>
</tr>
<tr>
<td>Burdekin Catholic High School</td>
<td>$100</td>
</tr>
<tr>
<td>Home Hill State High School</td>
<td>$100</td>
</tr>
<tr>
<td>Ronald McDonald House</td>
<td>$100</td>
</tr>
<tr>
<td>Black Dog Ride - Everyday Hero</td>
<td>$100</td>
</tr>
<tr>
<td>Returned Services League (ANZAC Day)</td>
<td>$3,756</td>
</tr>
<tr>
<td>Burdekin Tourism Association</td>
<td>$6,295</td>
</tr>
<tr>
<td>Landcare</td>
<td>$27</td>
</tr>
<tr>
<td>State Emergency Service</td>
<td>$167</td>
</tr>
<tr>
<td>Burdekin Auto Festival</td>
<td>$336</td>
</tr>
<tr>
<td>Glitz, Glam &amp; Giveaway</td>
<td>$595</td>
</tr>
</tbody>
</table>

### In-Kind Support Recipients 2014/2015

<table>
<thead>
<tr>
<th>Organisation</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General</td>
<td>$12,611</td>
</tr>
<tr>
<td>Burdekin Water Festival (inc Tastes)</td>
<td>$8,635</td>
</tr>
<tr>
<td>Ayr Pastoral, Agricultural &amp; Industrial Society Inc</td>
<td>$4,178</td>
</tr>
<tr>
<td>Burdekin Race Club</td>
<td>$2,221</td>
</tr>
<tr>
<td>Ayr Ski Club</td>
<td>$1,270</td>
</tr>
<tr>
<td>Home Hill Harvest Festival</td>
<td>$4,226</td>
</tr>
<tr>
<td>Christmas Carols</td>
<td>$583</td>
</tr>
<tr>
<td>Giru Agricultural, Horticultural &amp; Industrial Soc. Inc</td>
<td>$699</td>
</tr>
<tr>
<td>Returned Services League (ANZAC Day)</td>
<td>$3,756</td>
</tr>
<tr>
<td>Burdekin Tourism Association</td>
<td>$6,295</td>
</tr>
<tr>
<td>Landcare</td>
<td>$27</td>
</tr>
<tr>
<td>State Emergency Service</td>
<td>$167</td>
</tr>
<tr>
<td>Burdekin Auto Festival</td>
<td>$336</td>
</tr>
<tr>
<td>Glitz, Glam &amp; Giveaway</td>
<td>$595</td>
</tr>
</tbody>
</table>
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 2014-15 are as follows:

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Project</th>
<th>Requested funding</th>
<th>Approved funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Burdekin Singers &amp; Theatre Co</td>
<td>Toward employing a Lighting Design Engineer for their production of Boy from Oz</td>
<td>$9,294</td>
<td>$9,294</td>
</tr>
<tr>
<td>Burdekin Art Society Inc</td>
<td>Toward employing tutor, Dr Barbara Cheshire, for a two-day landscape workshop</td>
<td>$580</td>
<td>$580</td>
</tr>
<tr>
<td>Burdekin Artisan Community Association Inc</td>
<td>Toward a workshop with tutor, Wanda Bennett, in felt making, fabric dyeing and weaving, and purchase of tables and chairs for the venue</td>
<td>$1,514</td>
<td>$1,514</td>
</tr>
<tr>
<td>Burdekin Patchwork and Quilters Guild Inc</td>
<td>Toward two workshops using organic material to dye and treat natural fibres and fabrics in different environmentally friendly ways</td>
<td>$1,729</td>
<td>$1,729</td>
</tr>
<tr>
<td>Burdekin Potters Inc</td>
<td>Toward a portraiture sculpture workshop using soft terracotta clay and an armature</td>
<td>$1,800</td>
<td>$1,800</td>
</tr>
<tr>
<td>Burdekin Shire Council</td>
<td>Toward cost of creating an art space within Council’s John Hy Peake Heritage Rooms</td>
<td>$4,500</td>
<td>$4,500</td>
</tr>
<tr>
<td>Burdekin Readers &amp; Writers Association</td>
<td>Toward cost of employing eight well-known authors to present workshops at inaugural Burdekin Readers &amp; Writers Festival</td>
<td>$8,800</td>
<td>$8,800</td>
</tr>
<tr>
<td>Zonta Club Burdekin Inc</td>
<td>Toward cost of two guest speakers for International Women’s Day breakfast</td>
<td>$800</td>
<td>$800</td>
</tr>
<tr>
<td>Lindsay Simpson</td>
<td>Toward cost of conducting community writing workshops focussing on narrative techniques, dialogue and character development</td>
<td>$2,850</td>
<td>$1,500</td>
</tr>
<tr>
<td>Burdekin Shire Council</td>
<td>Toward cost of attendance by RADF Liaison Officer at 2015 LGAQ Arts and Culture Conference to be held at the Sunshine Coast in September 2015</td>
<td>$3,000</td>
<td>$3,000</td>
</tr>
<tr>
<td>Burdekin Shire Youth Council</td>
<td>Toward cost of running music industry workshops as part of the Burdekin Fasttrack Talent Showcase in November 2015</td>
<td>$8,000</td>
<td>$5,500</td>
</tr>
<tr>
<td>Zonta Club Burdekin Inc</td>
<td>Toward cost of Bush Poet, Brenda Joy, conducting workshops as part of the Bush Poet’s Breakfast</td>
<td>$1,000</td>
<td>$1,000</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$43,867</strong></td>
<td><strong>$40,017</strong></td>
</tr>
</tbody>
</table>
Expenditure on Overseas Travel

No expenditure was incurred for overseas travel by a councillor or employee in an official capacity during 2014-15.

Building Certification Business Activity


COAG Water Reform

The Council has implemented a two-part tariff from July 1, 2002. Council resolved the following pricing structure be adopted for water supply for 2014/15:

- Access Charge $387 for zero allocation
- Consumption Charges 15c/kilolitre from 0 to 1,000kl
  75c/kilolitre over 1,000kl

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)

Business Activities

Code of Competitive Conduct

No decision was made to apply the Code of Competitive Conduct to any business activities for the 2014-15 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 & 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.

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