



AGENDA

General Meeting

22 November 2023

NOTICE OF GENERAL MEETING

To: Cr Leslie Hotz (Mayor)
Cr Robert Radel (Deputy Mayor/Division 6)
Cr Melinda Jones (Division 1)
Cr Kingsley Mesner (Division 2)
Cr Susan Payne (Division 3)
Cr Dael Giddins (Division 4)
Cr Michael Dingle (Division 5)

Please be advised that the General Meeting of the North Burnett Regional Council will be held at the Gayndah Boardroom on Wednesday, 22 November 2023 commencing at 9.00am.

An agenda is attached for your information.



Margot Stork

Chief Executive Officer

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- 1 WELCOME/HOUSEKEEPING**
- 2 ATTENDEES**
- 3 APOLOGIES/LEAVE OF ABSENCE**
- 4 ACKNOWLEDGEMENT OF COUNTRY**
- 5 MOMENT OF SILENCE AND REFLECTION**

The Mayor to call for a moment of silence to pay respects to those who have passed in our region.

George Cross Biggenden

Robbyn Slack Gayndah

Colin Haris Monto

Joan Ruthenberg Mundubbera

Mervyn Augustine Mundubbera

Robert Pott Mundubbera

6 DEPUTATIONS/PETITIONS

There are nil deputations for this meeting.

Council will make time available at each General Meeting for public questions/representations commencing at 9.15am. This is an opportunity for members of the public to make a representation on a matter in which they have an interest on an item which is before the Council for decision e.g. development applications.

A deputation wishing to attend and address a meeting of the Council shall apply in writing to the CEO not less than seven (7) business days before the meeting. The CEO, on receiving an application for a deputation, shall notify the Chairperson who will determine whether the deputation may be heard. The CEO will inform the deputation of the determination in writing. Where it has been determined the deputation will be heard, a convenient time will be arranged for that purpose, and an appropriate time period allowed (e.g. 15 minutes).

Meetings proceed in accordance with the [Standing Orders Model Meeting Procedures PRO-5005](#), which is a Departmental directive outlining the procedures for meetings of local government.

7 DECLARATIONS OF INTEREST

The Mayor to call for declarations of interests.

8 CONFIRMATION OF MINUTES

8.1 MINUTES OF THE GENERAL MEETING HELD ON 25 OCTOBER 2023

Doc Id: 1168166

Author: Kat Bright, Senior Executive Assistant To The CEO

Authoriser: Margot Stork, Chief Executive Officer

Attachments: 1. Minutes of the General Meeting held on 25 October 2023

OFFICERS RECOMMENDATION

That the Minutes of the General Meeting held on 25 October 2023 be confirmed.

**MINUTES OF NORTH BURNETT REGIONAL COUNCIL
GENERAL MEETING
HELD AT THE BIGGENDEN BOARDROOM
ON WEDNESDAY, 25 OCTOBER 2023 AT 9.00AM**

1 WELCOME/HOUSEKEEPING

The Mayor declared the meeting open at 9.00am and welcomed all attendees.

2 ATTENDEES

COUNCILLORS: Cr Leslie Hotz (Mayor)
Cr Robert Radel (Deputy Mayor)
Cr Dael Giddins
Cr Kingsley Mesner
Cr Melinda Jones
Cr Michael Dingle

OFFICERS: Margot Stork (CEO)*
Anna Scott (General Manager Works)
Kim Mahoney (General Manager Corporate and Community)
Jenny Hall (Community Development Manager)*^
Kat Bright (Senior Executive Assistant to the CEO and Mayor)
Kath Hamilton (Executive Assistant - Corporate and Community)
Marlene Carstens (Executive Assistant - Works)
Michael Cartwright (Governance, Policy and Risk Advisor)^
Michael Wallace (Contracts and Leasing Officer)*
Owen Jensen (Financial Services Manager)*
Rhys Habermann (Acting Strategic Relationships Manager)

^ attended the meeting via Microsoft Teams * attended part of the meeting only

3 APOLOGIES/LEAVE OF ABSENCE

Nil.

4 ACKNOWLEDGEMENT OF COUNTRY

On behalf of Council, the Mayor extended an Acknowledgement of Country.

5 MOMENT OF SILENCE AND REFLECTION

The Mayor called for a moment of silence to pay respects to those who have passed in our region.

<i>Eunice Jarvis</i>	<i>Biggenden</i>
<i>John Mesner</i>	<i>Eidsvold</i>
<i>Allan Bucholz</i>	<i>Gayndah</i>
<i>Phyllis McGilvery</i>	<i>Gayndah</i>
<i>Gary Zimpel</i>	<i>Monto</i>
<i>Tommy Farrugia</i>	<i>Mount Perry</i>
<i>Hazel Rosenblatt</i>	<i>Mundubbera</i>
<i>Ivy Collins</i>	<i>Mundubbera</i>

6 DEPUTATIONS/PETITIONS

Mr Neil Holmes attended the meeting at 9:15am to make a deputation to Council concerning the RSL signage at the Biggenden Memorial Hall.

During his presentation, Mr Holmes provided background information pertaining to a recent request that he had submitted on behalf of the Biggenden RSL Chapter. The request was centred around the installation of signage at the front of the Biggenden Memorial Hall.

Mr Holmes conveyed his dissatisfaction with the decision made by Council Officers and noted that the signage would not be sufficient.

Mr Holmes urged Council to reconsider and reassess the possibility of installing more RSL signage at the front of the Biggenden Memorial Hall.

Mr Holmes concluded his presentation at 9:26am.

ACTION 01 BIGGENDEN MEMORIAL HALL RSL SIGNAGE

Through the Chair, Ms Stork (CEO) advised that Ms Scott (General Manager Works) would prepare a report/presentation for an upcoming Councillor Information Workshop to explain the rationale behind the original decision by Council Officers. Furthermore, it will explore any potential alternative options that may be considered in light of the decision.

7 DECLARATIONS OF INTEREST

Nil.

8 CONFIRMATION OF MINUTES

8.1 MINUTES OF THE GENERAL MEETING HELD ON 27 SEPTEMBER 2023

OFFICERS RECOMMENDATION

That the Minutes of the General Meeting held on 27 September 2023 be confirmed.

RESOLUTION 2023/176

Moved: Cr Robert Radel

Seconded: Cr Dael Giddins

That the Minutes of the General Meeting held on 27 September 2023 be confirmed.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

8.2 MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING HELD ON 12 OCTOBER 2023

OFFICERS RECOMMENDATION

That the Minutes of the Audit and Risk Committee Meeting held on 12 October 2023 be noted.

RESOLUTION 2023/177

Moved: Cr Dael Giddins

Seconded: Cr Kingsley Mesner

That the Minutes of the Audit and Risk Committee Meeting held on 12 October 2023 be noted.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

9 OFFICE OF THE CHIEF EXECUTIVE OFFICER

9.1 OUTSTANDING COUNCIL RESOLUTIONS REPORT

OFFICERS RECOMMENDATION

That Council receive the Outstanding Council Resolutions Report from 30 June 2021 to 9 October 2023.

RESOLUTION 2023/178

Moved: Cr Kingsley Mesner
Seconded: Cr Robert Radel

That Council receive the Outstanding Council Resolutions Report from 30 June 2021 to 9 October 2023.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

9.2 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER

OFFICERS RECOMMENDATION

That Council, in accordance with Section 195 of the *Local Government Act 2009*, appoints Council's General Manager Works Ms Scott, as Acting Chief Executive Officer effective from 5.00pm Thursday 16 November 2023 until 8.00 am Monday 27 November 2023 when Ms Stork (CEO) will resume normal duties.

RESOLUTION 2023/179

Moved: Cr Susan Payne
Seconded: Cr Kingsley Mesner

That Council, in accordance with Section 195 of the Local Government Act 2009, appoints Council's General Manager Works Ms Scott, as Acting Chief Executive Officer effective from 5.00pm Thursday 16 November 2023 until 8.00 am Monday 27 November 2023 when Ms Stork (CEO) will resume normal duties.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

9.3 COUNCIL CLOSURE OVER THE 2023 FESTIVE SEASON AND NEW YEAR PERIOD**OFFICERS RECOMMENDATION**

That Council note the:

1. Closure of Council offices, including Customer Service and Library Centres, from close of business on Friday 22 December 2023, reopening at 8.30am on Tuesday 2 January 2024; and
2. Outside workforce will conclude duties Friday 15 December 2023 and recommence Monday 8 January 2024 as a part of pre-determined Enterprise Agreement provisions.

RESOLUTION 2023/180

Moved: Cr Kingsley Mesner

Seconded: Cr Dael Giddins

That Council note the:

1. Closure of Council offices, including Customer Service and Library Centres, from close of business on Friday 22 December 2023, reopening at 8.30am on Tuesday 2 January 2024; and
2. Outside workforce will conclude duties Friday 15 December 2023 and recommence Monday 8 January 2024 as a part of pre-determined Enterprise Agreement provisions.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

9.4 COUNCIL GENERAL MEETING SCHEDULE 2024

OFFICERS RECOMMENDATION

That Council:

1. In accordance with section 254B(1) of the *Local Government Regulation 2012*, adopt the meeting dates and times for General Meetings of Council to be held in 2024 as per the table below; and
2. Pursuant to section 254B(2) and (3) of the *Local Government Regulation 2012*, advertise those dates and times.

Meeting Date	Meeting Commencement	Meeting Location
Wednesday 24 January 2024	9.00am AEST	Gayndah or Mundubbera
Wednesday 28 February 2024	9.00am AEST	Gayndah or Mundubbera
Wednesday 13 March 2024 (Pre-Election Meeting)	9.00am AEST	Gayndah or Mundubbera
Wednesday 24 April 2024 (Tentative Post-Election Meeting)	9.00am AEST	Gayndah or Mundubbera
Wednesday 22 May 2024	9.00am AEST	Gayndah or Mundubbera
Wednesday 26 June 2024 (Inc. Budget Meeting)	9.00am AEST	Gayndah or Mundubbera
Wednesday 24 July 2024	9.00am AEST	Gayndah or Mundubbera
Wednesday 28 August 2024	9.00am AEST	Gayndah or Mundubbera
Wednesday 25 September 2024	9.00am AEST	Gayndah or Mundubbera
Wednesday 23 October 2024	9.00am AEST	Gayndah or Mundubbera
Wednesday 27 November 2024	9.00am AEST	Gayndah or Mundubbera
Wednesday 11 December 2024 (Second Wednesday of the month)	9.00am AEST	Gayndah or Mundubbera
<i>*All meetings will be available for real-time viewing or listening via Microsoft Teams using the audio-visual link provided on Council's website.</i>		

MOTION

Moved: Cr Susan Payne

Seconded: Nil

That Council:

1. In accordance with section 254B(1) of the *Local Government Regulation 2012*, adopt the meeting dates and times for General Meetings of Council to be held in 2024 as per the table below; and
2. Pursuant to section 254B(2) and (3) of the *Local Government Regulation 2012*, advertise those dates and times.

Meeting Date	Meeting Commencement	Meeting Location
Wednesday 24 January 2024	9.00am AEST	Mundubbera
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Wednesday 13 March 2024 (Pre-Election Meeting)	9.00am AEST	Mundubbera
Wednesday 24 April 2024 (Tentative Post-Election Meeting)	9.00am AEST	Mundubbera
Wednesday 22 May 2024	9.00am AEST	Mundubbera
Wednesday 26 June 2024 (Inc. Budget Meeting)	9.00am AEST	Mundubbera
Wednesday 24 July 2024	9.00am AEST	Mundubbera
Wednesday 28 August 2024	9.00am AEST	Mundubbera
Wednesday 25 September 2024	9.00am AEST	Mundubbera
Wednesday 23 October 2024	9.00am AEST	Mundubbera

Wednesday 27 November 2024	9.00am AEST	Mundubbera
Wednesday 11 December 2024 (Second Wednesday of the month)	9.00am AEST	Mundubbera
<i>*All meetings will be available for real-time viewing or listening via Microsoft Teams using the audio-visual link provided on Council's website.</i>		

MOTION LAPSED DUE TO NO SECONDER

UNCONFIRMED

MOTION

Moved: Cr Robert Radel

Seconded: Cr Michael Dingle

That Council:

1. In accordance with section 254B(1) of the *Local Government Regulation 2012*, adopt the meeting dates and times for General Meetings of Council to be held in 2024 as per the table below; and
2. Pursuant to section 254B(2) and (3) of the *Local Government Regulation 2012*, advertise those dates and times.

Meeting Date	Meeting Commencement	Meeting Location
Wednesday 24 January 2024	9.00am AEST	Eidsvold
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Wednesday 13 March 2024 (Pre-Election Meeting)	9.00am AEST	Mt Perry
Wednesday 24 April 2024 (Tentative Post-Election Meeting)	9.00am AEST	Mundubbera
Wednesday 22 May 2024	9.00am AEST	Mundubbera
Wednesday 26 June 2024 (Inc. Budget Meeting)	9.00am AEST	Mundubbera
Wednesday 24 July 2024	9.00am AEST	Mundubbera
Wednesday 28 August 2024	9.00am AEST	Mundubbera
Wednesday 25 September 2024	9.00am AEST	Mundubbera
Wednesday 23 October 2024	9.00am AEST	Mundubbera
Wednesday 27 November 2024	9.00am AEST	Mundubbera
Wednesday 11 December 2024 (Second Wednesday of the month)	9.00am AEST	Mundubbera
*All meetings will be available for real-time viewing or listening via Microsoft Teams using the audio-visual link provided on Council's website.		

AMENDMENT ONE

Moved: Cr Dael Giddins

Seconded: Cr Melinda Jones

That Council:

1. In accordance with section 254B(1) of the *Local Government Regulation 2012*, adopt the meeting dates and times for General Meetings of Council to be held in 2024 as per the table below; and
2. Pursuant to section 254B(2) and (3) of the *Local Government Regulation 2012*, advertise those dates and times.

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Wednesday 24 April 2024 (Tentative Post-Election Meeting)	9.00am AEST	Gayndah
Wednesday 22 May 2024	9.00am AEST	To be determined
Wednesday 26 June 2024 (Inc. Budget Meeting)	9.00am AEST	To be determined
Wednesday 24 July 2024	9.00am AEST	To be determined
Wednesday 28 August 2024	9.00am AEST	To be determined
Wednesday 25 September 2024	9.00am AEST	To be determined
Wednesday 23 October 2024	9.00am AEST	To be determined
Wednesday 27 November 2024	9.00am AEST	To be determined
Wednesday 11 December 2024 (Second Wednesday of the month)	9.00am AEST	To be determined
<i>*All meetings will be available for real-time viewing or listening via Microsoft Teams using the audio-visual link provided on Council's website.</i>		

In Favour: Crs Leslie Hotz, Melinda Jones, Dael Giddins and Kingsley Mesner

Against: Crs Robert Radel, Susan Payne and Michael Dingle.

CARRIED 4/3

RESOLUTION 2023/181

Moved: Cr Dael Giddins

Seconded: Cr Melinda Jones

That Council:

1. In accordance with section 254B(1) of the *Local Government Regulation 2012*, adopt the meeting dates and times for General Meetings of Council to be held in 2024 as per the table below; and
2. Pursuant to section 254B(2) and (3) of the *Local Government Regulation 2012*, advertise those dates and times.

Meeting Date	Meeting Commencement	Meeting Location
Wednesday 24 January 2024	9.00am AEST	Eidsvold
Wednesday 28 February 2024	9.00am AEST	Monto
Wednesday 13 March 2024 (Pre-Election Meeting)	9.00am AEST	Mt Perry
Wednesday 24 April 2024 (Tentative Post-Election Meeting)	9.00am AEST	Gayndah

Wednesday 22 May 2024	9.00am AEST	To be determined
Wednesday 26 June 2024 (Inc. Budget Meeting)	9.00am AEST	To be determined
Wednesday 24 July 2024	9.00am AEST	To be determined
Wednesday 28 August 2024	9.00am AEST	To be determined
Wednesday 25 September 2024	9.00am AEST	To be determined
Wednesday 23 October 2024	9.00am AEST	To be determined
Wednesday 27 November 2024	9.00am AEST	To be determined
Wednesday 11 December 2024 (Second Wednesday of the month)	9.00am AEST	To be determined
<i>*All meetings will be available for real-time viewing or listening via Microsoft Teams using the audio-visual link provided on Council's website.</i>		

In Favour: Crs Leslie Hotz, Melinda Jones, Dael Giddins and Kingsley Mesner

Against: Crs Robert Radel, Susan Payne and Michael Dingle.

CARRIED 4/3

9.5 2023-2024 (FY24) - QUARTERLY PROGRESS REPORT (Q1)

OFFICERS RECOMMENDATION

That Council receive the 2023-24 (FY24) Q1 Progress Report for the period 1 July 2023 – 30 September 2023.

RESOLUTION 2023/182

Moved: Cr Susan Payne
Seconded: Cr Michael Dingle

That Council receive the 2023-24 (FY24) Q1 Progress Report for the period 1 July 2023 – 30 September 2023.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

202310_1 ITEM 9.5 QON - OPERATIONAL LIFE EXPECTANCY OF THE MUNDUBBERA LANDFILL

Cr Susan Payne inquired whether Council was aware of the remaining operational life expectancy of the Mundubbera Landfill. Through the Chair, Kim Mahoney (General Manager Corporate and Community) responded to Cr Payne noting that the question would be taken on notice.

10 CORPORATE AND COMMUNITY

10.1 FINANCE REPORT TO 30 SEPTEMBER 2023

OFFICERS RECOMMENDATION

That Council, in accordance with section 204 *Local Government Regulation 2012*, receives the Finance Report for the period ended 30 September 2023.

RESOLUTION 2023/183

Moved: Cr Dael Giddins
Seconded: Cr Robert Radel

That Council, in accordance with section 204 *Local Government Regulation 2012*, receives the Finance Report for the period ended 30 September 2023.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

10.2 QUARTERLY BUDGET REVIEW - SEPTEMBER 2023

OFFICERS RECOMMENDATION

That Council:

1. Receives and notes the information within the Quarterly Budget Review – September 2023 report.
2. That in accordance with Section 170 of the *Local Government Regulation 2012*, Council resolves to amend the budget for the year ending 30 June 2024 to include recommended quarterly budget review amendments as presented.

RESOLUTION 2023/184

Moved: Cr Robert Radel
Seconded: Cr Michael Dingle

That Council:

1. Receives and notes the information within the Quarterly Budget Review – September 2023 report.
2. That in accordance with Section 170 of the *Local Government Regulation 2012*, Council resolves to amend the budget for the year ending 30 June 2024 to include recommended quarterly budget review amendments as presented.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

10.3 DRAFT ANNUAL FINANCIAL STATEMENTS 2022-2023**OFFICERS RECOMMENDATION**

That Council:

1. Receive and note the draft General Purpose Financial Statements for the year ended 30 June 2023.
2. Adopt the draft General Purpose Financial Statements for the year ended 30 June 2023 as approved by the auditor-general and, recommended by the Audit and Risk Committee.
3. Note the Audit and Risk Committee recommendation that the draft General Purpose Financial Statements for year ended 2023 be certified by the Mayor and Chief Executive Officer.

RESOLUTION 2023/185

Moved: Cr Dael Giddins

Seconded: Cr Kingsley Mesner

That Council:

1. Receive and note the draft General Purpose Financial Statements for the year ended 30 June 2023.
2. Adopt the draft General Purpose Financial Statements for the year ended 30 June 2023 as approved by the auditor-general and, recommended by the Audit and Risk Committee.
3. Note the Audit and Risk Committee recommendation that the draft General Purpose Financial Statements for year ended 2023 be certified by the Mayor and Chief Executive Officer.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

10.4 AUSTRALIA DAY - ADMINISTRATIVE DIRECTIVE

OFFICERS RECOMMENDATION

That Council:

1. Endorse one (1) of the following Australia Day Awards Selection Panel Models from 2023, with a process review to be undertaken in 2028:
 - (a) The Mayor (or delegate) and six (6) community representatives one being the Regional Citizen of the Year and five (5) previous award winners (any category) in the remaining towns; or
 - (b) The Mayor (or delegate) and six (6) community representatives one being the Regional Citizen of the Year and five (5) previous award winners (any category) in the remaining towns. Elected members to endorse panel recommendations at a confidential discussion at December General Meeting; or
 - (c) The Mayor (or delegate), the Regional Citizen of the Year and six (6) community representatives, one previous award winner from each town (e.g. local legends award recipients and then a Regional Award winner if local legend is unavailable); or
 - (d) The Mayor (or delegate) and six (6) community representatives with at least one representative from each town chosen by the Divisional Councillor; or
 - (e) The Mayor and six (6) divisional Councillors.
2. Endorse one (1) of the following:
 - (a) Adopt the Administrative Directive – Australia Day as presented.
 - (b) If 1(b-e) is endorsed, adopt the Administrative Directive – Australia Day with appropriate amendments to the Australia Day Awards Selection Panel Membership.

MOTION

Moved: Cr Melinda Jones

Seconded: Cr Dael Giddins

That Council:

1. Endorse the following Australia Day Awards Selection Panel Model from 2023, with a process review to be undertaken in 2028:
 - a) The Mayor (or delegate), the Regional Citizen of the Year and six (6) community representatives being the local legends award recipients from each town, or the divisional Councillor will be the representative if previous recipients are unavailable. Elected members to endorse panel recommendations at a confidential discussion at December General Meeting noting that the Mayors role is to Chair the Australia Day Awards Committee Meeting as a nonvoting member.
2. Adopt the Administrative Directive – Australia Day with appropriate amendments to the Australia Day Awards Selection Panel Membership.

AMENDMENT ONE

Moved: Cr Susan Payne

Seconded: Nil

That Council:

1. Endorse the following Australia Day Awards Selection Panel Model from 2023, with a process review to be undertaken in 2028:
 - a) The Mayor (or delegate) and seven (7) community representatives one (1) being the

Regional Citizen of the Year and six (6) previous year award winners from any category from the remaining towns (where possible) and excluding any divisional Councillor. Elected members to endorse panel recommendations at a confidential discussion at December General Meeting noting that the Mayors role is to Chair the Australia Day Awards Committee Meeting as a nonvoting member.

2. Adopt the Administrative Directive – Australia Day with appropriate amendments to the Australia Day Awards Selection Panel Membership.

AMENDMENT LAPSED DUE TO NO SECONDER

AMENDMENT TWO

Moved: Cr Susan Payne

Seconded: Nil

That Council lay the Australia Day Administration Directive on the table.

AMENDMENT LAPSED DUE TO NO SECONDER

RESOLUTION 2023/186

Moved: Cr Melinda Jones

Seconded: Cr Dael Giddins

That Council:

1. Endorse the following Australia Day Awards Selection Panel Model from 2023, with a process review to be undertaken in 2028:
 - a) The Mayor (or delegate), the Regional Citizen of the Year and six (6) community representatives being the local legends award recipients from each town, or the divisional Councillor will be the representative if previous recipients are unavailable. Elected members to endorse panel recommendations at a confidential discussion at December General Meeting noting that the Mayors role is to Chair the Australia Day Awards Committee Meeting as a nonvoting member.
2. Adopt the Administrative Directive – Australia Day with appropriate amendments to the Australia Day Awards Selection Panel Membership.

In Favour: Crs Leslie Hotz, Melinda Jones, Dael Giddins and Kingsley Mesner

Against: Crs Robert Radel, Susan Payne and Michael Dingle.

CARRIED 4/3

10.5 GAYNDAH AIRPORT - FORMALISING OF TENURE TO BUREAU OF METEOROLOGY**OFFICERS RECOMMENDATION**

That Council:

1. Grant a Lease over part 153 BON934 and 2 RP201121 to Commonwealth of Australia as represented by the Bureau of Meteorology, pursuant *Section 236 (1)(b)(i), (2), (3) and (4)* of *Local Government Regulation 2012*.
2. Authorise the Chief Executive Officer to settle the terms of the lease to the Commonwealth of Australia as represented by the Bureau of Meteorology; referred to in Part 1.

RESOLUTION 2023/187

Moved: Cr Robert Radel

Seconded: Cr Michael Dingle

That Council:

1. Grant a Lease over part 153 BON934 and 2 RP201121 to Commonwealth of Australia as represented by the Bureau of Meteorology, pursuant *Section 236 (1)(b)(i), (2), (3) and (4)* of *Local Government Regulation 2012*.
2. Authorise the Chief Executive Officer to settle the terms of the lease to the Commonwealth of Australia as represented by the Bureau of Meteorology; referred to in Part 1.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

11 WORKS

11.1 RENAMING A SECTION OF OLD MUNDUBBERA-DURONG ROAD

OFFICERS RECOMMENDATION

That Council:

1. Adopts the name Bourke Road for the demained section of the old Mundubbera-Durong Road; and
2. Authorise the Chief Executive Officer to approach the Department of Transport and Main Roads for a financial contribution of \$99,313 to cover the future maintenance and future reseal costs for the road, taking into account the depreciation of the section which is above Council's Level of Service.

RESOLUTION 2023/188

Moved: Cr Dael Giddins

Seconded: Cr Michael Dingle

That Council:

1. Adopts the name Bourke Road for the demained section of the old Mundubbera-Durong Road; and
2. Authorise the Chief Executive Officer to approach the Department of Transport and Main Roads for a financial contribution of \$99,313 to cover the future maintenance and future reseal costs for the road, taking into account the depreciation of the section which is above Council's Level of Service.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

12 COUNCILLOR REPORTS

12.1 MAYOR AND COUNCILLORS REPORTS

OFFICERS RECOMMENDATION

That Council receives the Councillor Reports for the period 1 September 2023 to 30 September 2023.

RESOLUTION 2023/189

Moved: Cr Dael Giddins
Seconded: Cr Kingsley Mesner

That Council receives the Councillor Reports for the period 1 September 2023 to 30 September 2023.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

13 URGENT BUSINESS

13.1 EMERGENT OPPORTUNITY - STAFF HOUSING

OFFICERS RECOMMENDATION

That the Emergent Opportunity Staff Housing be tabled as an Urgent Matter of Business so that it may be considered by Council. This matter is considered to be confidential under 254J - 254J(3)(g) of the Local Government Regulation, and therefore, Council will consider the Confidential Report within Item 14 - Confidential Reports.

RESOLUTION 2023/190

Moved: Cr Dael Giddins
Seconded: Cr Michael Dingle

That the Emergent Opportunity Staff Housing be tabled as an Urgent Matter of Business so that it may be considered by Council. This matter is considered to be confidential under 254J - 254J(3)(g) of the Local Government Regulation, and therefore, Council will consider the Confidential Report within Item 14 - Confidential Reports.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

14 CONFIDENTIAL REPORTS

OFFICERS RECOMMENDATION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275(1) of the *Local Government Regulation 2012*:

14.1 2022-2023 FINANCIAL AUDIT - MANAGEMENT REPORT

This matter is considered to be confidential under 254J - 254J(3)(i) of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.

14.2 PROPERTY DISPOSAL - EIDSVOLD

This matter is considered to be confidential under 254J - 254J(3)(g) of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

14.3 LEASE RENEWALS - TELSTRA AND OPTUS OVER PART 1 M5825

This matter is considered to be confidential under 254J - 254J(3)(g) of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

14.4 LEASE RENEWAL OVER PART 113 BON1559

This matter is considered to be confidential under 254J - 254J(3)(g) of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

14.5 LEASE RENEWAL - MCINDOES ROAD, MUNDUBBERA

This matter is considered to be confidential under 254J - 254J(3)(g) of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

14.6 URGENT BUSINESS - EMERGENT OPPORTUNITY STAFF HOUSING

This matter is considered to be confidential under 254J - 254J(3)(g) of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

RESOLUTION 2023/191

Moved: Cr Robert Radel

Seconded: Cr Dael Giddins

That Council considers the confidential report(s) listed below in a meeting closed to the public in

accordance with Section 275(1) of the *Local Government Regulation 2012*:

14.1 2022-2023 FINANCIAL AUDIT - MANAGEMENT REPORT

This matter is considered to be confidential under 254J - 254J(3)(i) of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.

14.2 PROPERTY DISPOSAL - EIDSVOLD

This matter is considered to be confidential under 254J - 254J(3)(g) of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

14.3 LEASE RENEWALS - TELSTRA AND OPTUS OVER PART 1 M5825

This matter is considered to be confidential under 254J - 254J(3)(g) of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

14.4 LEASE RENEWAL OVER PART 113 BON1559

This matter is considered to be confidential under 254J - 254J(3)(g) of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

14.5 LEASE RENEWAL - MCINDOES ROAD, MUNDUBBERA

This matter is considered to be confidential under 254J - 254J(3)(g) of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

14.6 URGENT BUSINESS - EMERGENT OPPORTUNITY STAFF HOUSING

This matter is considered to be confidential under 254J - 254J(3)(g) of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

THE MEETING MOVED INTO A CLOSED SESSION AT 11.13AM.

NOTE: During the confidential closed session, Councillors discussed the content in the confidential report listed above (14.6 Urgent Business – Emergent Opportunity Staff Housing).

RESOLUTION 2023/192

Moved: Cr Melinda Jones

Seconded: Cr Robert Radel

That Council moves out of Closed Session into Open Session.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0**THE MEETING MOVED BACK INTO AN OPEN SESSION AT 11.28AM.****ADJOURNMENT OF THE COUNCIL GENERAL MEETING****RESOLUTION 2023/193**

Moved: Mayor Leslie Hotz

That the General Meeting of Council stands adjourned until the meeting resumption at 1:00pm AEST. The Council will proceed with the business before the meeting at the point where it was discontinued on the adjournment.

CARRIED

Ms Stork (CEO) noted her apology for the meeting resumption at 1:00pm. In Ms Stork's absence, Ms Anna Scott (General Manager Works), was nominated to be Acting Chief Executive Officer for the remaining duration of the Council General Meeting.

THE MEETING ADJOURNED AT 11.30AM.

THE MEETING RESUMED AT 1.06PM.

Mayor Hotz noted the apology earlier received for Ms Stork (CEO) for the remaining duration of the General Meeting.

APOLOGY - CHIEF EXECUTIVE OFFICER**RESOLUTION 2023/194**

Moved: Cr Dael Giddins
Seconded: Cr Robert Radel

That Council accept the apology as conveyed by Ms Stork (CEO) for her unavailability at the meeting resumption scheduled for 1:00pm. The appointment of Ms Anna Scott (General Manager Works) as the Acting Chief Executive Officer for the duration of the Council General Meeting in Ms Stork's absence.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0**RESUMPTION OF CONFIDENTIAL SESSION****RESOLUTION 2023/195**

Moved: Cr Robert Radel
Seconded: Cr Kingsley Mesner

That Council proceeds with the business before the meeting at the point where it was discontinued on the adjournment.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0**THE MEETING MOVED BACK INTO A CLOSED SESSION AT 1.07PM.**

NOTE: During the confidential closed session, Councillors continued discussing the content in the confidential reports listed above at Item 14 – Confidential Reports.

ACTION 02 UPDATE REGARDING THE SALE OF LAND BY COUNCIL

Cr Dael Giddins requested an update regarding the sale of land by Council. Through the Chair, Ms Scott (Acting CEO), responded to Cr Giddins noting that an updated would be provided at an upcoming Councillor Information Workshop.

RESOLUTION 2023/196

Moved: Cr Robert Radel

Seconded: Cr Kingsley Mesner

That Council moves out of Closed Session into Open Session.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0**THE MEETING MOVED BACK INTO AN OPEN SESSION AT 1.59PM.****14.1 2022-2023 FINANCIAL AUDIT - MANAGEMENT REPORT****OFFICERS RECOMMENDATION**

That Council notes the Audit Management Report for the General Purpose Financial Statement for the year ended 30 June 2023 as recommended by the Audit and Risk Committee.

RESOLUTION 2023/197

Moved: Cr Melinda Jones

Seconded: Cr Dael Giddins

That Council notes the Audit Management Report for the General Purpose Financial Statement for the year ended 30 June 2023 as recommended by the Audit and Risk Committee.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

14.2 PROPERTY DISPOSAL - EIDSVOLD

OFFICERS RECOMMENDATION

That Council:

1. Resolve to dispose of Lot 2 MPH2128 (34 Moreton Street, Eidsvold); pursuant to *Local Government Regulation 2012*.
2. Resolve to conduct a public Tender for the sale of Lot 2 MPH2128 (34 Moreton Street, Eidsvold) pursuant to Section 228 of *Local Government Regulation 2012*; and authorise the Chief Executive Officer to enter into a sale contract, at a contract price and on terms to be negotiated by the Chief Executive Officer.
3. Resolve that, in the event that Lot 2 MPH2128 (34 Moreton Street, Eidsvold) is not sold as a result of public Tender, authorise the Chief Executive Officer to procure agents and list the property for sale; and further authorise the Chief Executive Officer to enter into a sale contract, at a contract price and on terms, to be negotiated by the Chief Executive Officer.

RESOLUTION 2023/198

Moved: Cr Kingsley Mesner

Seconded: Cr Robert Radel

That Council:

1. Resolve to dispose of Lot 2 MPH2128 (34 Moreton Street, Eidsvold); pursuant to *Local Government Regulation 2012*.
2. Resolve to conduct a public Tender for the sale of Lot 2 MPH2128 (34 Moreton Street, Eidsvold) pursuant to Section 228 of *Local Government Regulation 2012*; and authorise the Chief Executive Officer to enter into a sale contract, at a contract price and on terms to be negotiated by the Chief Executive Officer.
3. Resolve that, in the event that Lot 2 MPH2128 (34 Moreton Street, Eidsvold) is not sold as a result of public Tender, authorise the Chief Executive Officer to procure agents and list the property for sale; and further authorise the Chief Executive Officer to enter into a sale contract, at a contract price and on terms, to be negotiated by the Chief Executive Officer.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

14.3 LEASE RENEWALS - TELSTRA AND OPTUS OVER PART 1 M5825**OFFICERS RECOMMENDATION**

That Council:

1. Renew the Trustee Lease within Lot 1 M5825 to Telstra Limited, pursuant to Section 236 (1)(c)(iii) of *Local Government Regulation 2012*;
2. Authorise the Chief Executive Officer to settle the terms of the lease, within Lot 1 M5825, to Telstra Limited.
3. Renew the Trustee Lease within Lot 1 M5825 to Optus Mobile Pty Limited, pursuant to Section 236 (1)(c)(iii) of *Local Government Regulation 2012*.
4. Authorise the Chief Executive Officer to settle the terms of the lease, within Lot 1 M5825, to Optus Mobile Limited.

RESOLUTION 2023/199

Moved: Cr Melinda Jones

Seconded: Cr Dael Giddins

That Council:

1. Renew the Trustee Lease within Lot 1 M5825 to Telstra Limited, pursuant to Section 236 (1)(c)(iii) of *Local Government Regulation 2012*.
2. Authorise the Chief Executive Officer to settle the terms of a lease for a period of 5 years with an option to extend in Councils favour for a further period of 5 years, within Lot 1 M5825, to Telstra Limited.
3. Renew the Trustee Lease within Lot 1 M5825 to Optus Mobile Pty Limited, pursuant to Section 236 (1)(c)(iii) of *Local Government Regulation 2012*.
4. Authorise the Chief Executive Officer to settle the terms of a lease for a period of 5 years with an option to extend in Councils favour for a further period of 5 years within Lot 1 M5825, to Optus Mobile Limited.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

NOTE: Councillors noted that the inclusions of the lease period and extension option in the resolution provides assurance for any potential market changes.

14.4 LEASE RENEWAL OVER PART 113 BON1559**OFFICERS RECOMMENDATION**

That Council:

1. Renew the Trustee Lease over part of Lot 113 BON1559 to Visy Board Proprietary Limited; pursuant to Section 236 (1)(c)(iii) of *Local Government Regulation 2012*.
2. Authorise the Chief Executive Officer to settle the terms of the Trustee Lease over part of Lot 113 BON1559, with Visy Board Proprietary Limited.

RESOLUTION 2023/200

Moved: Cr Robert Radel

Seconded: Cr Susan Payne

That Council:

1. Renew the Trustee Lease over part of Lot 113 BON1559 to Visy Board Proprietary Limited; pursuant to Section 236 (1)(c)(iii) of *Local Government Regulation 2012*.
2. Authorise the Chief Executive Officer to settle the terms of the Trustee Lease over part of Lot 113 BON1559, with Visy Board Proprietary Limited.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

14.5 LEASE RENEWAL - MCINDOES ROAD, MUNDUBBERA**OFFICERS RECOMMENDATION**

That Council:

1. Renew the lease over part of Lot 35 YL819 to Bonick Pty Ltd; pursuant to Section 236 (1)(c)(iii) of *Local Government Regulation 2012*.
2. Authorise the Chief Executive Officer to settle the terms of the lease, over part of Lot 35 YL819, with Bonick Pty Ltd.

RESOLUTION 2023/201

Moved: Cr Kingsley Mesner

Seconded: Cr Susan Payne

That Council:

1. Renew the lease over part of Lot 35 YL819 to Bonick Pty Ltd; pursuant to Section 236 (1)(c)(iii) of *Local Government Regulation 2012*.
2. Authorise the Chief Executive Officer to settle the terms of the lease, over part of Lot 35 YL819, with Bonick Pty Ltd.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

14.6 URGENT BUSINESS - EMERGENT OPPORTUNITY STAFF HOUSING

OFFICERS RECOMMENDATION

That Council:

1. In accordance with Section 170(3) of the Local Government Regulation 2012, resolves to amend the budget for the year ending 30 June 2024 to include an amount of not more than \$700,000.00 to allow for the potential acquisition of the subject property, including costs associated with facilitating the potential transaction; and
2. In accordance with Section 235(e) of the Local Government Regulation 2012, resolves to apply an exception to tender requirements for a large-sized contract as the contract is for the purchase of second hand goods; and
3. Delegate authority to the Chief Executive Officer to enter into a conditional contract of sale with sufficient clauses to allow the timely consideration as to if the transaction is in the best interests of the organisation; and
4. Request that the Chief Executive Officer present a further report on the feasibility of pursuing the prospective transaction before satisfying all conditional clauses.

RESOLUTION 2023/202

Moved: Cr Melinda Jones

Seconded: Cr Kingsley Mesner

That the Emergent Opportunity - Staff Housing report lay on the table until a subsequent report, containing further information, is presented to Council for consideration.]

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Cr Susan Payne

CARRIED 6/1

15 CLOSURE OF MEETING

The Meeting closed at 2.12pm.

The minutes of this meeting were confirmed at the General Meeting held on 22 November 2023.

.....
CHAIRPERSON

9 OFFICE OF THE CHIEF EXECUTIVE OFFICER

9.1 OUTSTANDING COUNCIL RESOLUTIONS REPORT

Doc Id: 1177080

Author: Kat Bright, Senior Executive Assistant To The CEO

Authoriser: Margot Stork, Chief Executive Officer

Attachments: 1. Outstanding Resolutions Report as at 14112023 [1177133]

INTRODUCTION/BACKGROUND

This report offers a concise overview of the outstanding resolutions of Council, covering the period from 30 June 2021 to 14 November 2023. The timeframe for this report is determined by the date of its compilation and the oldest pending resolution.

OFFICER COMMENTS/CONCLUSION

As at 14 November 2023, there are a total of twenty-two (22) outstanding resolutions. Notably, within the reporting period, one (1) resolution was successfully completed, resulting in a reduced count of twenty-one (21) outstanding resolutions. A comprehensive breakdown of the progress and current status of each resolution is provided in the attached table.

This report will be presented monthly at the General Meeting of Council, ensuring that all stakeholders are informed and engaged in the resolution tracking process. Regular reporting demonstrates our commitment to transparency, accountability, and the effective management of the resolutions of Council.

OFFICERS RECOMMENDATION

That Council receive the Outstanding Council Resolutions Report from 30 June 2021 to 14 November 2023.








Division: All
 Committee: General Meeting
 Officer: All

Date From: All
 Date To: All
 Doc ID: 1177133





Infocouncil Action Sheets Report

Printed: Tuesday, 14 November 2023 10:14:32 PM

#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
1	30/06/2021	Service Delivery Review - Swimming Pools	<p>RESOLUTION 2021/60</p> <p>That Council:</p> <ol style="list-style-type: none"> Continue to maintain and operate existing pools in Biggenden, Eidsvold, Gayndah, Monto and Mundubbera. Further investigation and condition assessment of the region's pools is undertaken. A fit for purpose asset management strategy is developed and funding sort to replace existing pools over 10 years. Review the operating agreements to ensure the most effective delivery of the service to the community and report to Council on the outcomes. 	Works	   	<p>A business-as-usual activity that has been captured into the workflow.</p> <p>Completed. No significant structural defects were found. Monitoring program to be implemented to monitor water levels for leaks.</p> <p>This remains a work in progress, with effort planned for 2023/24 financial year to commence the activity.</p> <p>Completed with new leases issues in 2022.</p>
2	30/06/2021	Service Delivery Review - Showgrounds	<p>RESOLUTION 2021/64</p> <p>That Council:</p> <p>Work with Show Societies and the Queensland Department of Resources to remove itself as trustee for the Gayndah, Eidsvold, Monto and Mt Perry Showgrounds and negotiate a model similar to that of the Biggenden and Mundubbera Showgrounds.</p>	Corporate & Community		<p>Meetings have commenced with show societies. Further liaison with the Department of Resources has been undertaken. As required, updates will be provided at Councillor Information Workshops.</p>

 Completed
  Work In Progress
  On Hold
  Outstanding

	Division: All	Date From: All
	Committee: General Meeting	Date To: All
	Officer: All	Doc ID: 1177133
Infocouncil Action Sheets Report		Printed: Tuesday, 14 November 2023 10:14:32 PM

#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
3	27/01/2022	Tender for Lease of Gayndah Airport Refuelling Facility	<p>RESOLUTION 2022/19</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Resolve to conduct a Tender for the lease of Gayndah Airport Refuelling Facility located at 2 John Taylors Road, Gayndah; being part of Lot 2 RP201121. 2. Authorise the Chief Executive Officer to enter an agreement for the Gayndah Airport Refuelling Facility Depot (proposed Lease Area "A" 2 within RP201121), on terms to be negotiated by the Chief Executive Officer for period not exceeding ten years. 	Works	 	<p>Research has commenced to understand what should be included in the AVGA refuelling facility lease.</p> <p>On hold pending outcome of the above.</p>
4	24/08/2022	Mount Perry Caravan Park	<p>RESOLUTION 2022/132</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Resolves to terminate by mutual consent the lease for the period 01 September 2022 to 30 June 2028 with Maclean Parks Pty Ltd, over Lease A SP255553 within Lot 1 on SP117730, located at Heusman Street, Mount Perry, and alternate operating arrangements are explored to maintain this service. 2. Resolves to undertake a review of all Council caravan park operations within the North Burnett region. 	Works	 	<p>Completed.</p> <p>Officers are reviewing the draft report with a focus on the costs associated with each option.</p>

● Completed
 ● Work In Progress
 ● On Hold
 ● Outstanding








Division: All
 Committee: General Meeting
 Officer: All

Date From: All
 Date To: All
 Doc ID: 1177133





Infocouncil Action Sheets Report

Printed: Tuesday, 14 November 2023 10:14:32 PM

#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
5	26/10/2022	Rural Fire Levy Expenditure	<p>RESOLUTION 2022/163</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Endorse Biggenden Rural Fire Brigade's request to utilise Rural Fire Levy funds to the value of \$35,813.15 towards construction of a suitably approved shed at Saleyards Road, Biggenden; and 2. Endorse Mount Perry Rural Fire Brigade's request to utilise Rural Fire Levy Funds to the value of \$900.00 to install a Wireless Access Point at 11 Elliot Street, Mount Perry. 	Office of the CEO	 	<p>No further progress this month. Completion date remains unknown. Work is progressing to have a purpose-built facility for the brigades to support the Biggenden area ASAP.</p> <p>Completed.</p>
6	14/12/2022	Mount Perry Community Development Board Incorporated - Request for exemption from hall hire fees	<p>RESOLUTION 2022/181</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Council decline to grant Mount Perry Community Development Board Incorporated a fee waiver for use of the community hall. 2. Formal correspondence be sent to Mount Perry Community Development Board Incorporated advising them of Council's decision and that 2022/23 Fees and Charges will be upheld. 3. A review of policies relating to fees and charges for community groups hiring Council facilities be undertaken. 	Corporate & Community	  	<p>Completed.</p> <p>Completed.</p> <p>A review of related policies is underway with an update to be provided at an upcoming Councillor Information Workshop.</p>

 Completed
  Work In Progress
  On Hold
  Outstanding

	Division: All	Date From: All
	Committee: General Meeting	Date To: All
	Officer: All	Doc ID: 1177133
Infocouncil Action Sheets Report		Printed: Tuesday, 14 November 2023 10:14:32 PM

#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
7	25/01/2023	Road Register Classification Review	<p>RESOLUTION 2023/8</p> <p>That Council:</p> <ol style="list-style-type: none"> Engages Shepherd Services to undertake a full review of the Road Register to identify assets potentially being overserved, off alignment or incorrectly classified in the adopted road hierarchy set out in Council's Road asset management plan. The findings are to be returned to Council for review before any service level change. 	Works	 	<p>Completed.</p> <p>Council officers have undertaken a review of the roads to determine the suitability of the proposed classifications. An update is scheduled for the Councillor Information Workshop on 6 December 2023.</p>
8	22/02/2023	Monto Administration Building - Future Plan	<p>RESOLUTION 2023/22</p> <p>That Council:</p> <ol style="list-style-type: none"> Resolves to undertake repairs to the Monto Administration Building at 51A Newton Street, Monto Queensland 4630, to the Design Specifications dated 16 March 2022 and Engineering and Architectural Drawings dated 06 April 2022 and 25 March 2022 respectively prepared by Council's consultant structural engineer. Allocate an additional budget of \$137,277 for the stabilising works for the Monto Administration Building. 	Works	 	<p>Stage 1 investigations have been completed and a draft report from the consultants has been reviewed.</p> <p>The consultants have been requested to progress with Stage 2 of the investigations including geotechnical investigations & x-raying of the front and back walls.</p> <p>\$250,000 carried over from the FY22/23 budget.</p>

 Completed
  Work In Progress
  On Hold
  Outstanding

	Division: All	Date From: All
	Committee: General Meeting	Date To: All
	Officer: All	Doc ID: 1177133
Infocouncil Action Sheets Report		Printed: Tuesday, 14 November 2023 10:14:32 PM

#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments																																																																	
9	26/04/2023	Review of Public Washdown Facilities' Compliance and Operations	<p>RESOLUTION 2023/51</p> <p>That Council:</p> <ol style="list-style-type: none"> Resolve to put an immediate temporary closure on the Mundubbera Washdown facility due to compliance concerns while investigations commence into a potential and compliant alternative for future use. That notice be provided onsite that the facility has closed and that investigations will commence into a potential and compliant alternative for future use; and locations of alternative services be provided via site signage, social media, and newspaper advertisement. That this matter be tabled at a future General Meeting of Council with outcomes of the investigation. 	Corporate & Community	<p>●</p> <p>●</p> <p>●</p>	<p>Completed.</p> <p>Completed.</p> <p>Investigations are underway with an update to be tabled at an upcoming Councillor Information Workshop.</p>																																																																	
10	28/06/2023	Sale of Land for Overdue Rates and Charges	<p>RESOLUTION 2023/102</p> <p>That Council:</p> <ol style="list-style-type: none"> Receives & notes the information within the report. Pursuant to section 140(2) of the Local Government Regulation 2012: <ol style="list-style-type: none"> sell the land described in the table for overdue rates and charges: <table border="1" data-bbox="779 1109 1249 1189"> <thead> <tr> <th>Assessment ID</th> <th>2016</th> <th>2017</th> <th>2018</th> <th>2019</th> <th>2020</th> <th>2021</th> <th>2022</th> <th>Amounts for Current Year</th> <th>Balance as at 30/6/2022</th> <th>Priority</th> <th>Costs</th> <th>Total Balance Owed</th> </tr> </thead> <tbody> <tr> <td>106200000000</td> <td>0.00</td> <td>0.00</td> <td>0.00</td> <td>750.00</td> <td>1,100.00</td> <td>1,207.00</td> <td>420.00</td> <td>420.00</td> <td>320.00</td> <td>320.00</td> <td>750.00</td> <td>6,707.00</td> </tr> <tr> <td>401070000000</td> <td>0.00</td> <td>0.00</td> <td>0.00</td> <td>3,014.82</td> <td>3,201.99</td> <td>3,600.00</td> <td>5,029.70</td> <td>1,526.35</td> <td>974.61</td> <td>1,748.75</td> <td>18,074.87</td> <td>31,674.87</td> </tr> <tr> <td>000000000000</td> <td>0.00</td> <td>0.00</td> <td>0.00</td> <td>2,007.15</td> <td>4,136.12</td> <td>3,848.46</td> <td>5,571.65</td> <td>1,561.20</td> <td>993.82</td> <td>1,725.11</td> <td>15,932.11</td> <td>15,932.11</td> </tr> <tr> <td>Grand Total</td> <td>0.00</td> <td>0.00</td> <td>0.00</td> <td>5,822.92</td> <td>8,696.01</td> <td>8,714.95</td> <td>12,721.42</td> <td>3,729.42</td> <td>2,307.34</td> <td>4,224.94</td> <td>37,214.14</td> <td>37,214.14</td> </tr> </tbody> </table> <ol style="list-style-type: none"> Delegate to the Chief Executive Officer power to take all further steps under Chapter 4, Part 12, Division 3 of the Local Government Regulation 2012 to effect sale of the land, including the power to end sale procedures. 	Assessment ID	2016	2017	2018	2019	2020	2021	2022	Amounts for Current Year	Balance as at 30/6/2022	Priority	Costs	Total Balance Owed	106200000000	0.00	0.00	0.00	750.00	1,100.00	1,207.00	420.00	420.00	320.00	320.00	750.00	6,707.00	401070000000	0.00	0.00	0.00	3,014.82	3,201.99	3,600.00	5,029.70	1,526.35	974.61	1,748.75	18,074.87	31,674.87	000000000000	0.00	0.00	0.00	2,007.15	4,136.12	3,848.46	5,571.65	1,561.20	993.82	1,725.11	15,932.11	15,932.11	Grand Total	0.00	0.00	0.00	5,822.92	8,696.01	8,714.95	12,721.42	3,729.42	2,307.34	4,224.94	37,214.14	37,214.14	Corporate & Community	<p>●</p> <p>●</p>	<p>Completed.</p> <p>A public auction on 14 November 2023, for the last remaining property concluded with no successful bid. The property was not sold and negotiations for the sale will continue.</p>
Assessment ID	2016	2017	2018	2019	2020	2021	2022	Amounts for Current Year	Balance as at 30/6/2022	Priority	Costs	Total Balance Owed																																																											
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● Completed ● Work In Progress ● On Hold ● Outstanding



Division: All
 Committee: General Meeting
 Officer: All

Date From: All
 Date To: All
 Doc ID: 1177133

Infocouncil Action Sheets Report

Printed: Tuesday, 14 November 2023 10:14:32 PM

#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
11	28/06/2023	Project Development for Submission to Round 2 of the Growing Regions Program	<p>RESOLUTION 2023/90</p> <p>That Council:</p> <p>Authorises the Chief Executive Officer to redirect resources to the identification and development of a suitable project for submission to Round 2 of the Growing Regions Program administered by the Department of Infrastructure, Transport, Regional Development, Communication and the Arts.</p>	Office of the CEO		An open date for round two of the Growing Regions Program is yet to be announced. This matter remains a priority for Officers.
12	28/06/2023	Nomination of 2024 North Burnett Regional Council Show Holidays	<p>RESOLUTION 2023/83</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Authorise the Chief Executive Officer to submit a nomination to the Queensland Government's Office of Industrial Relations, to appoint the following Show Holiday dates for the North Burnett region: <ol style="list-style-type: none"> a) Mundubbera – Friday, 10 May 2024; and b) Biggenden, Eidsvold, Gayndah, Mt Perry and Monto – Monday, 12 August 2024. 2. Request the CEO to conduct community engagement with all North Burnett townships, to identify the community's sentiment on seeking a regionally consistent Show Holiday date from 2025, in accordance with Council's Community Engagement Policy. 3. Are presented with a report on the outcomes of the community engagement, by March 2024 and prior to the nomination of Special and Show Holiday dates for 2025. 	Corporate & Community	 	<p>Completed. Office of Industrials Relations notified of Council Show holiday dates for 2024. Dates to be promoted with community once confirmed by the Office of Industrial Relations</p> <p>Community consultation commenced on 9 November 2023 following a delay due to the response to fires in late October/early November 2023. Consultation will end on 8 December 2023.</p> <p>On hold pending the completion of item 2.</p>

Completed Work In Progress On Hold Outstanding

	Division: All	Date From: All
	Committee: General Meeting	Date To: All
	Officer: All	Doc ID: 1177133
Infocouncil Action Sheets Report		Printed: Tuesday, 14 November 2023 10:14:32 PM

#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
13	27/09/2023	Reginald Murray Williams Australian Bush Learning Centre - Rescission Motion	RESOLUTION 2023/174 That Council conduct whole of North Burnett community consultation to gauge community sentiment on the future of the Reginald Murray Williams Australian Bush Learning Centre and note Officers will continue to investigate issues related to the Reginald Murray Williams Australian Bush Learning Centre.	Office of the CEO	●	Given the existing pipeline of community engagement, consideration is being given to the most appropriate approach, as well as the possible timing of such. Engagement may be deferred for a short period of time to allow the progression of existing engagement needs.
14	25/10/2023	Quarterly Budget Review - September 2023	RESOLUTION 2023/184 That Council: 1. Receives and notes the information within the Quarterly Budget Review – September 2023 report. 2. That in accordance with Section 170 of the Local Government Regulation 2012, Council resolves to amend the budget for the year ending 30 June 2024 to include recommended quarterly budget review amendments as presented.	Corporate & Community	● ●	Completed. Completed. Budget for year ending 30 June 2024 amended to include recommendations as per Quarterly Budget Review - September 2023 report, as per Item 1.

● Completed ● Work In Progress ● On Hold ● Outstanding



Division: All
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Printed: Tuesday, 14 November 2023 10:14:32 PM

#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
15	25/10/2023	Australia Day - Administrative Directive	<p>RESOLUTION 2023/186</p> <p>That Council:</p> <ol style="list-style-type: none"> Endorse the following Australia Day Awards Selection Panel Model from 2023, with a process review to be undertaken in 2028: <ol style="list-style-type: none"> The Mayor (or delegate), the Regional Citizen of the Year and six (6) community representatives being the local legends award recipients from each town, or the divisional Councillor will be the representative if previous recipients are unavailable. Elected members to endorse panel recommendations at a confidential discussion at December General Meeting noting that the Mayors role is to Chair the Australia Day Awards Committee Meeting as a nonvoting member. Adopt the Administrative Directive – Australia Day with appropriate amendments to the Australia Day Awards Selection Panel Membership. 	Corporate & Community	<div style="display: flex; flex-direction: column; align-items: center;"> <div style="margin-bottom: 10px;">●</div> <div>●</div> </div>	<p>Completed.</p> <p>Administrative Directive is being amended to be consistent with item 1 (to be finalised by 21 November 2023).</p>
16	25/10/2023	Gayndah Airport - Formalising of Tenure to Bureau of Meteorology	<p>RESOLUTION 2023/187</p> <p>That Council:</p> <ol style="list-style-type: none"> Grant a Lease over part 153 BON934 and 2 RP201121 to Commonwealth of Australia as represented by the Bureau of Meteorology, pursuant Section 236 (1)(b)(i), (2), (3) and (4) of Local Government Regulation 2012. Authorise the Chief Executive Officer to settle the terms of the lease to the Commonwealth of Australia as represented by the Bureau of Meteorology; referred to in Part 1. 	Contracts & Leasing	<div style="display: flex; flex-direction: column; align-items: center;"> <div style="margin-bottom: 10px;">●</div> <div>●</div> </div>	<p>Completed. Verbal notice of Councils resolution and conditions was provided to BOM on 27 October 2023.</p> <p>The next steps involve the leasee, BOM, finalising the necessary documentation. This documentation will undergo review and then the documents will be executed, finalising the lease agreement.</p>

● Completed
 ● Work In Progress
 ● On Hold
 ● Outstanding








Division: All
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Infocouncil Action Sheets Report

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#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
17	25/10/2023	Renaming a Section of Old Mundubbera-Durong Road	<p>RESOLUTION 2023/188</p> <p>That Council:</p> <ol style="list-style-type: none"> Adopts the name Bourke Road for the demained section of the old Mundubbera-Durong Road; and Authorise the Chief Executive Officer to approach the Department of Transport and Main Roads for a financial contribution of \$99,313 to cover the future maintenance and future reseal costs for the road, taking into account the depreciation of the section which is above Council's Level of Service. 	Works	 	<p>TMR was officially notified of Council's resolution on 13 November 2023. Next steps involve formal communication to residents, outcome letters to survey respondents, a scheduled media release, and an update on Council's website.</p> <p>TMR was officially notified of Council's resolution on 13 November 2023. Council awaits a response from TMR regarding the request for a financial contribution of \$99,313.</p>
18	25/10/2023	Property Disposal - Eidsvold	<p>RESOLUTION 2023/198</p> <p>That Council:</p> <ol style="list-style-type: none"> Resolve to dispose of Lot 2 MPH2128 (34 Moreton Street, Eidsvold); pursuant to Local Government Regulation 2012. Resolve to conduct a public Tender for the sale of Lot 2 MPH2128 (34 Moreton Street, Eidsvold) pursuant to Section 228 of Local Government Regulation 2012; and authorise the Chief Executive Officer to enter into a sale contract, at a contract price and on terms to be negotiated by the Chief Executive Officer. Resolve that, in the event that Lot 2 MPH2128 (34 Moreton Street, Eidsvold) is not sold as a result of public Tender, authorise the Chief Executive Officer to procure agents and list the property for sale; and further authorise the Chief Executive Officer to enter into a sale contract, at a contract price and on terms, to be negotiated by the Chief Executive Officer. 	Contracts & Leasing	  	<p>Completed. Notice of Council's resolution provided to Tenant on 2 November 2023.</p> <p>Council will continue to manage the property disposal through a tender process.</p> <p>On hold pending outcome of item 2.</p>

● Completed
 ● Work In Progress
 ● On Hold
 ● Outstanding



Division: All
 Committee: General Meeting
 Officer: All

Date From: All
 Date To: All
 Doc ID: 1177133




Infocouncil Action Sheets Report

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#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
19	25/10/2023	Lease renewals - Telstra and Optus over part 1 M5825	<p>RESOLUTION 2023/199</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Renew the Trustee Lease within Lot 1 M5825 to Telstra Limited, pursuant to Section 236 (1)(c)(iii) of Local Government Regulation 2012. 2. Authorise the Chief Executive Officer to settle the terms of a lease for a period of 5 years with an option to extend in Councils favour for a further period of 5 years, within Lot 1 M5825, to Telstra Limited. 3. Renew the Trustee Lease within Lot 1 M5825 to Optus Mobile Pty Limited, pursuant to Section 236 (1)(c)(iii) of Local Government Regulation 2012. 4. Authorise the Chief Executive Officer to settle the terms of a lease for a period of 5 years with an option to extend in Councils favour for a further period of 5 years within Lot 1 M5825, to Optus Mobile Limited. 	Contracts & Leasing	 	<p>Council has provided initial correspondence to Telstra and Optus confirming in principle agreement for renewals and specifying Council's conditions.</p> <p>The next steps involve the lessees, Telstra and Optus, preparing the necessary documentation. This documentation will undergo legal review. Once the legal review is complete, the documents will be presented for execution.</p>
20	25/10/2023	Lease renewal over part 113 BON1559	<p>RESOLUTION 2023/200</p> <p>That Council:</p> <p>Renew the Trustee Lease over part of Lot 113 BON1559 to Visy Board Proprietary Limited; pursuant to Section 236 (1)(c)(iii) of Local Government Regulation 2012.</p> <p>Authorise the Chief Executive Officer to settle the terms of the Trustee Lease over part of Lot 113 BON1559, with Visy Board Proprietary Limited.</p>	Contracts & Leasing	 	<p>Completed. Visy Board Proprietary Limited informed of Council's decision to renew lease on 20 October 2023.</p> <p>An internal meeting is scheduled between Officers with the aim of progressing lease terms.</p>

Completed
 Work In Progress
 On Hold
 Outstanding

	Division:	All	Date From:	All
	Committee:	General Meeting	Date To:	All
	Officer:	All	Doc ID:	1177133
Infocouncil Action Sheets Report			Printed: Tuesday, 14 November 2023 10:14:32 PM	

#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
21	25/10/2023	Lease Renewal - McIndoes Road, Mundubbera	RESOLUTION 2023/201 That Council: Renew the lease over part of Lot 35 YL819 to Bonick Pty Ltd; pursuant to Section 236 (1)(c)(iii) of Local Government Regulation 2012. Authorise the Chief Executive Officer to settle the terms of the lease, over part of Lot 35 YL819, with Bonick Pty Ltd.	Contracts & Leasing	 	Completed. Notice of Council's resolution provided to Bonick Pty Ltd on 25 October 2023. An internal meeting is scheduled between Officers with the aim of progressing lease terms.
22	25/10/2023	Emergent Opportunity - Staff Housing	RESOLUTION 2023/202 That the Emergent Opportunity - Staff Housing report lay on the table until a subsequent report, containing further information, is presented to Council for consideration.	Office of the CEO		Officers have planned to conduct further analysis over the coming weeks with the aim of providing an additional report to Council before the end of December 2023.

● Completed
 ● Work In Progress
 ● On Hold
 ● Outstanding

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9.2 2022-2023 ANNUAL REPORT

Doc Id: 1178182

Author: Rhys Habermann, Acting Strategic Relationships Manager

Authoriser: Margot Stork, Chief Executive Officer

Attachments: 1. Final Draft - NBRC 2022-2023 Annual Report.pdf [1179479]

EXECUTIVE SUMMARY

In compliance with the statutory obligations outlined in the *Local Government Act 2009* and the *Local Government Regulation 2012*, local governments are mandated to produce an annual report which is subject to specific legislative requirements that dictates the content.

The draft 2022-2023 Annual Report has been developed to align with these requirements while also highlighting the notable accomplishments of the organisation during the reporting period. This report presents the draft 2022-2023 Annual Report for consideration and adoption by Council.

CORPORATE PLAN

OUR VISION: A prosperous future for generations built on a solid foundation of customer focused, efficient and effective service delivery.

OUR PRIORITY AREAS:

1. *Essential Service Delivery – Getting the basics right*

OFFICERS RECOMMENDATION

That Council, pursuant to section 182(2) of the *Local Government Regulation 2012 QLD*, adopts the 2022-2023 Annual Report.

REPORT

An annual report is a Queensland *Local Government Act 2009* and *Local Government Regulation 2012* statutory requirement. The 2022-2023 Annual Report ('the report') has been collated in accordance with statutory provisions and reflects activities undertaken during the 2022-2023 financial year.

The report is a key accountability document and a prominent way for Council to provide an overview of operational performance and its financial status. The Annual Report supports transparency, fosters community confidence in Council's service delivery, and demonstrates continuous improvement endeavours across the organisation. Council's Annual Report, complemented by various other reports provided throughout the year, serves as a comprehensive representation of Council's performance in relation to its strategic objectives and underscored the progress made in achieving the goals outlined in Council's Corporate plan. The Annual Report incorporates a range of local government metrics, including audited financial statements and financial sustainability ratios.

Shortly after adoption, the Annual Report will be made accessible to the community. Digital copies will be readily available on Council's website as well, and physical copies can be obtained upon request at all Customer Service and Library (CSL) centres.

CONSULTATION

An all-of-Council approach was undertaken to collate information and prepare content for the 2022-2023 Annual Report.

RISK IMPLICATIONS

Reputation / Political

Adopting the 2022-2023 Annual Report as recommended carries minimal reputational risks. Failure to adopt an annual report in accordance with legislative requirements presents the risk of Council

being in disrepute with a number of stakeholders, including the Queensland Government and the residents of the North Burnett Region.

Occupational Health & Safety (WHS)

Not Applicable.

Financial Impact

Adopting the Annual Report as recommended attracts minimal financial costs, with any such costs already having been allowed for. Failure to adopt the Annual Report as presented may attract costs associated with reworking the document.

Legal & Regulatory

In the context of the *Local Government Act 2009* and the *Local Government Regulation 2012* (specifically Section 182), a local government must prepare an annual report for each financial year. This annual report must then be adopted by resolution within one month from the date the Auditor-General gives their report about the local government's financial statements for the financial year. Council received the Auditor-Generals Report for the 2022-2023 period on October 26, 2023, and as such, this report's recommendation is in accordance with this requirement.

Failure to adopt the 2022-2023 Annual Report as recommended risks Council being in breach of this requirement.

In developing the Annual Report, the subject matter has been considered in accordance with the requirements of the *Human Rights Act 2019*. It is considered that the subject matter does not conflict with any human rights issues. Council also maintains sufficient capacity and resources to publish the Annual Report on Council's website within two (2) weeks of adoption, as is required under Section 182(4) of the *Local Government Regulation 2012*.

Environmental

The Annual Report is expected to have minimal environmental impacts, with digital access being the preferred means of distribution.

Property & Infrastructure

Not Applicable.

Human Resources

Human resourcing needs related to adopting the Annual Report are expected to be minimal and have already been accounted for. Failing to adopt the Annual Report as recommended will require human resources to be diverted from other activities to undertake amendments as required.

Information Communications Technology

Council maintains sufficient information and communications technology to make the adopted annual report available to stakeholders. No additional information and communications technology resources are anticipated.

Service Delivery

Not Applicable.

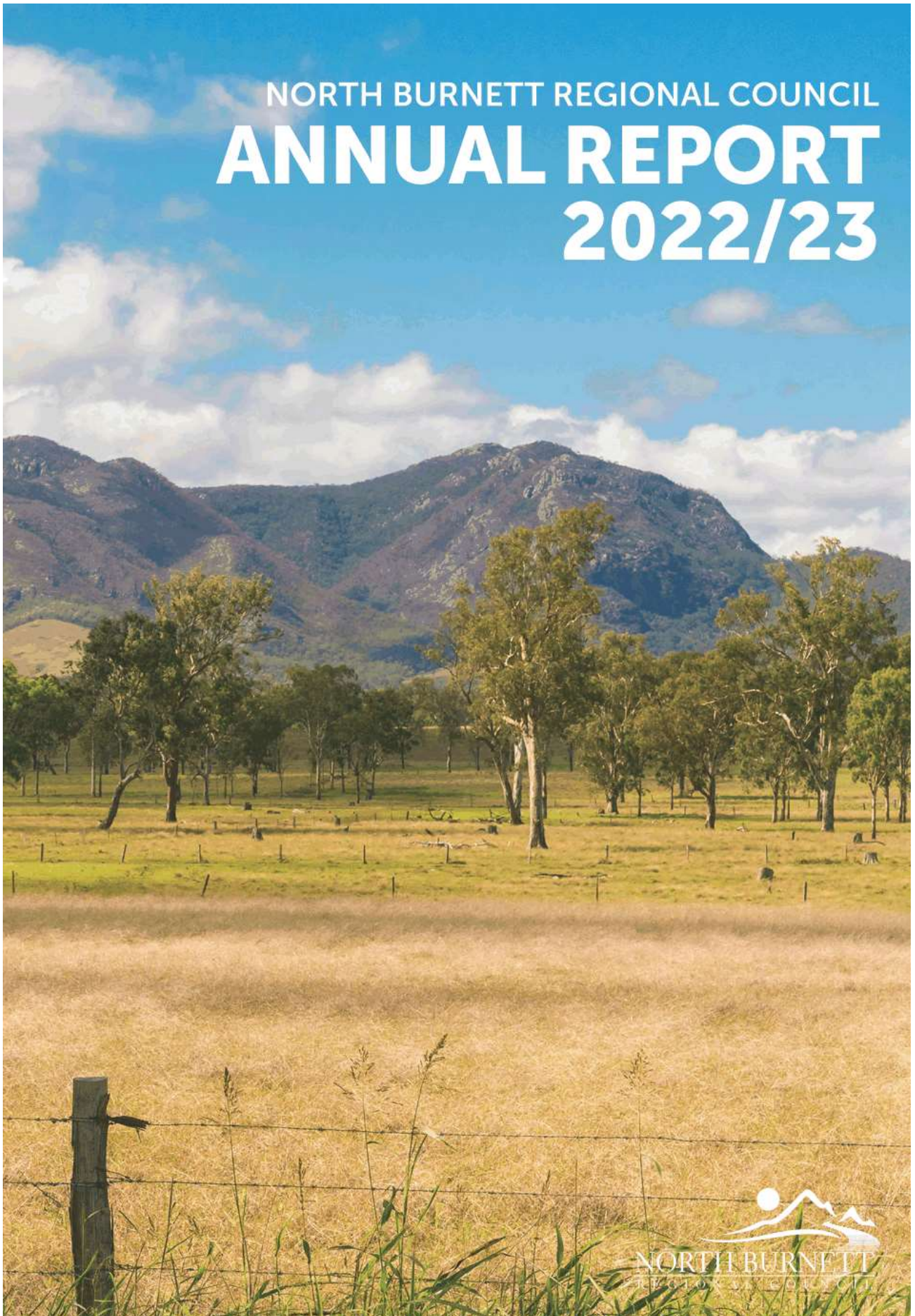
Climate

Not Applicable.

KEY MESSAGE

Council staff work to support local communities throughout the broader North Burnett Region. The Annual Report is an important document that highlights what Council initiatives have been pursued and achieved for the benefit of our communities during the 2022-2023 financial year.

NORTH BURNETT REGIONAL COUNCIL ANNUAL REPORT 2022/23



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This document was adopted by Council on 22 November 2023.

MAYOR'S MESSAGE

As I reflect on our last annual report before the 2024 election, it is hard to believe how quickly my time as Mayor is coming to an end.

Taking over the role mid-term from highly respected Mayor Rachel Chambers was a daunting task, but I am very proud of what this Council has achieved during a challenging term. As the Division 2 Councillor for the North Burnett, I was part of a strong and united Council that went out to the community and told it as it was.... this Council was in financial trouble. Then, as the newly elected Mayor, I worked with CEO Margot Stork to continue to find operating efficiencies and to work toward the ten-year goal of returning to an operating surplus. This has not been an easy term, and the ongoing support of Councillors to reach our economic targets has been greatly appreciated by me.

I understand that sometimes it is difficult for the community to see where their rate contributions are spent. Despite the challenging economic environment, we have continued to deliver for our community this year. Throughout the year, the Community Development Team focused on building the capacity of the region's not-for-profit community organisations across a variety of fields. Particular attention was focused on arts and culture, and sport and recreation groups. Opportunities were provided for groups to advance their skills, knowledge, and confidence to take ownership and control over the development of their ideas, planning and execution of projects or programs. Council has worked towards the expansion of the Mundubbera Landfill as the current waste facility nears capacity. The expansion is critical to allow Council to maintain kerbside waste collection. Public health and safety continue to be a priority, and our staff are currently partnering with Queensland Health to monitor mosquitoes across the region. The program is aimed at managing diseases such as Japanese Encephalitis.

Disaster management and recovery is also a major service which Council provides to the community. A major piece of infrastructure work due to flood damage is the replacement of the Bon Accord Bridge. Council appreciates the inconvenience caused by the closure of the bridge and is working closely with the project team to deliver the refurbished bridge.

Throughout my term, officers have worked diligently to manage and recover outstanding Council rates, which had not been actively pursued for several years. It is difficult for Council to pursue community members for outstanding rates, but it is heartening to see that the outstanding balance has decreased significantly in the past two years.

In addition to the services that we deliver to the community, Council has significant regulatory and compliance responsibilities, including governance and records management. Much time and effort is directed to a multitude of tasks, including reporting, to ensure that Council meets all requirements of its legal framework. You only need to look at the statutory information contained within this report to see the compliance frameworks that are part of Council's business.



Our people are a critical element in ensuring that Council runs smoothly and can meet all outcomes required. From library services to road grading to disaster management, our people are front and centre in delivering to our communities. It was therefore very special when it was announced that Gayndah Water and Wastewater Treatment Operator, Mitchell Gormley had been awarded the prestigious Water Industry Operators' Association of Australia (WIOAA) award for Young Operator of the Year in 2023.

Local government is a challenging environment, but equally rewarding, and I thank all in the community who have supported my fellow Councillors and I to achieve outcomes as we navigated our way through some very difficult times.

Les Hotz

Mayor

CEO'S MESSAGE

As a resident of the North Burnett region for a little over 18 months, I still enjoy exploring the beauty and diversity of our wonderful area.

One of the great joys of working in local government, particularly in a rural area, is that no two days are ever the same. From community services to roads, water, waste, and parks and gardens, our staff work tirelessly to ensure that we meet the expectations of our community. Often, competing needs can make it difficult for us to meet all of the community's expectations, but officers work passionately to deliver in a very challenging environment.

As we continue to undertake recovery works associated with recent flooding events, we face the very real prospect of further disaster management associated with the bushfire threat emanating from a very dry winter. As we monitor the threats created by our natural environment, I am proud of the joined-up approach that the organisation takes to disaster management and the support which is provided to Councillors in terms of both understanding and responding to such threats.

Councillors, with the support of myself and staff, continue the journey to financial sustainability. It is not an easy road in the current economic climate as costs soar and supply chains become more and more challenging. At every opportunity, we look for cost savings and operating efficiencies to help build a sustainable future for the North Burnett.

I look forward to working with our Council as we head towards the local government election in March 2024, and to being part of the team to assist an incoming Council in establishing its strategic agenda for the coming four years.



Marget Stork

Chief Executive Officer



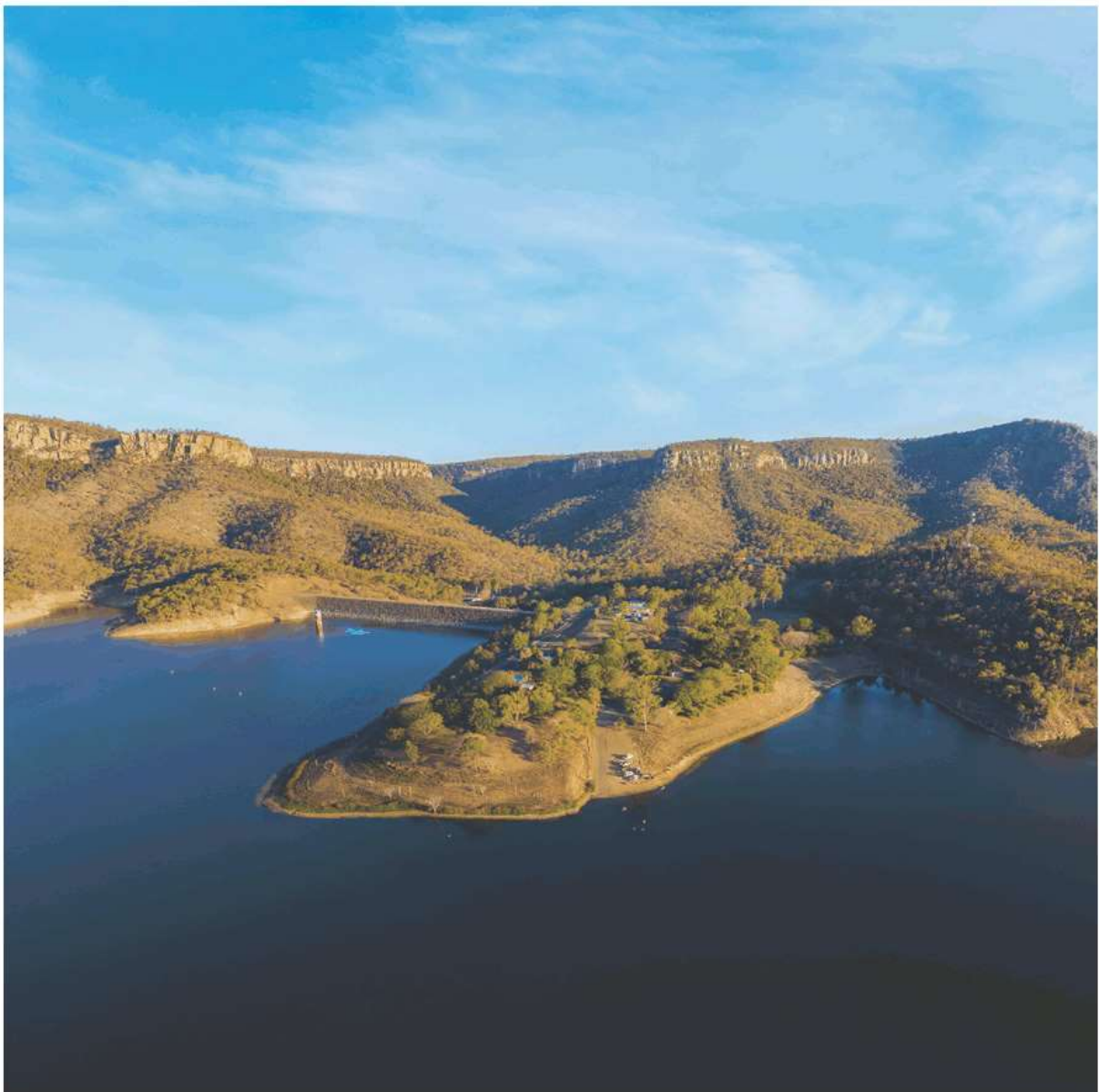
REGIONAL OVERVIEW

The North Burnett region is four hours' drive north-west of Brisbane, covering 19,700 square kilometres of diverse Australian landscape.

This picturesque countryside includes six main townships and 25 villages and farming catchments.

The unique townships of our region comprise Biggenden, Eidsvold, Gayndah, Monto, Mundubbera and Mount Perry.

While not an exhaustive list, eclectic villages of the North Burnett include Abercorn, Auburn, Ban Ban Springs, Binjour, Boynewood, Byrnestown, Cania, Coalstoun Lakes, Cockatoo, Cheltenham, Coominglyah, Coonanumbula, Dallarnil, Degilbo, Derri Derra, Didcot, Dykehead, Grosvenor, Hawkwood, Ideraway, Kalpowar, Monal, Monogorilby, Moonford, Mulgildie, Mungungo, Mungy, Rawbelle, Rockybar, Three Moon, Wetheron, Woodmillar, and Yarrol.



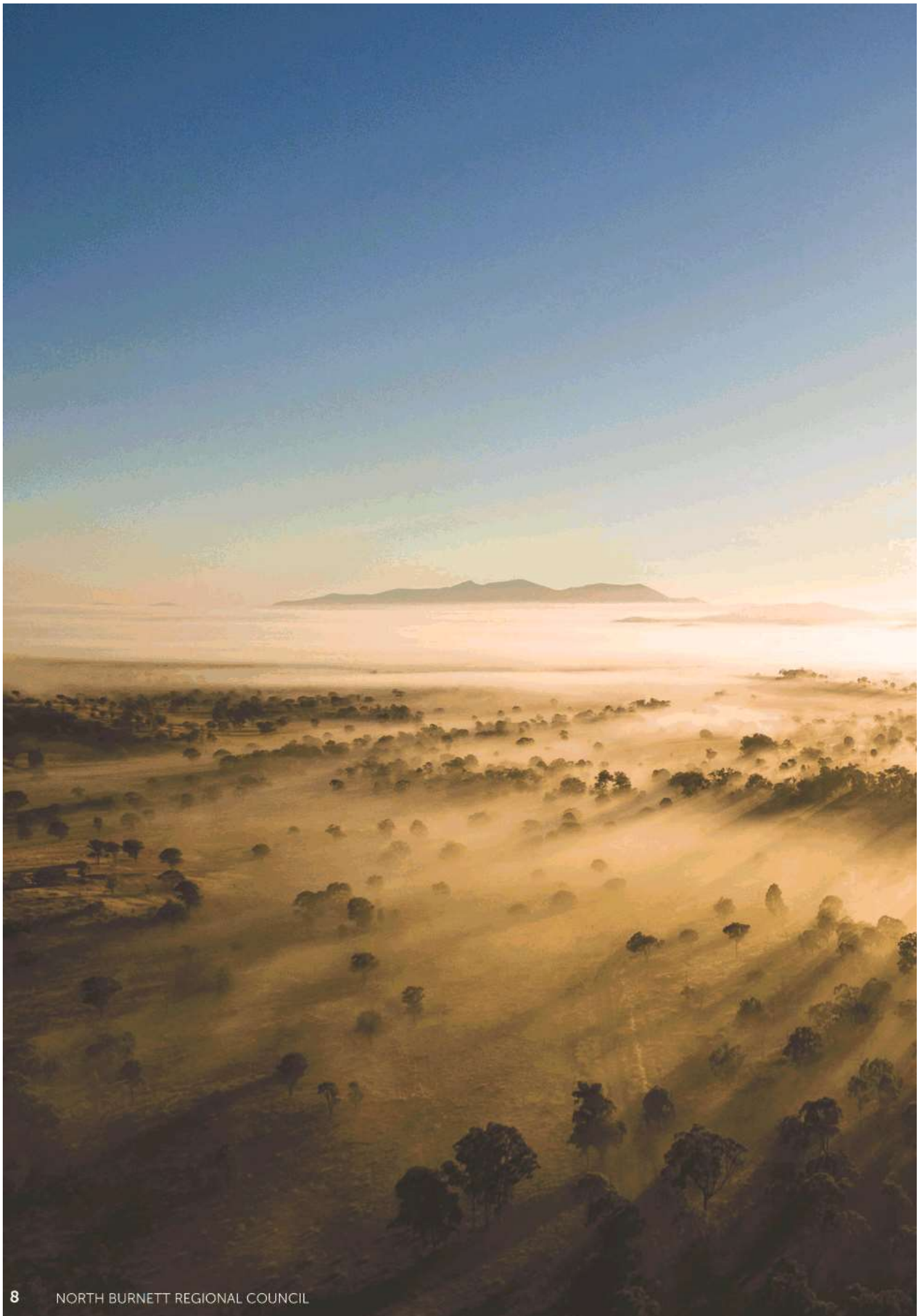


* Source: Comparative Local Government Data.

** Source: ABS, Census of Population and Housing, 2021, All persons QuickStats, North Burnett LGA.

*** Source: Queensland Department of Environment and Science.

^ Source: Queensland Department of Natural Resources Land Valuation Report.



OUR ADVOCACY

Council's Advocacy Action Plan 2019–2023 outlines six critical considerations for the North Burnett region to be sustainable and prosperous, with these being raised with relevant stakeholders throughout the duration of the plan.

REPAIR FEDERAL FUNDING FOR LOCAL GOVERNMENT

North Burnett Regional Council supports the Australian Local Government Association and Local Government Association Queensland's calls for Federal Assistance Grants to be restored to 1% of Commonwealth revenue.

IMPROVED MOBILE TELEPHONE COVERAGE

Council seeks a commitment by the Commonwealth Government to co-fund a solution for seven critical areas along our highways, within the first year of the term; and a further five critical areas during the term of government.

TRANSPORT

Council supports Australian Local Government Australia's request to increase funding and to establish a fund for a Higher Productivity Investment Plan to support the North Burnett commitment to first and last mile projects.

WATER FOR THE FUTURE

Council seeks commitment to provide funding for feasible capital investments for water reliability and access that will secure the prosperity of future generations.

AGED CARE

Council seeks a commitment to partner with us and investors to ensure facilities are available and meet the required standards; and to ensure a high level of care is available within the North Burnett.

TOURISM

Council seeks \$300k in the first year of the new term and ongoing funding to develop a celebration of our indigenous history at the award-winning Reginald Murray Williams Bush Learning Centre and Ban Ban Springs.



2021-2026 CORPORATE PLAN: "A PLAN FOR GENERATIONS"

Council's adopted 2021-2026 Corporate Plan – A Plan for Generations reflects the work that must be undertaken to continue essential services delivery, enhance liveability, achieve population retention, ensure investment attraction; and propel economic growth.

This Corporate Plan was developed following extensive community consultation and sets the strategic direction that Council's decisions and operations will follow for the next five years. The community have spoken, and council has listened. Driving the plan is the commitment to ensure a bright future for the North Burnett region.



A PLAN FOR GENERATIONS

A prosperous future for generations built on a solid foundation of customer focused, efficient, and effective service delivery.

COURAGEOUS LEADERSHIP

COMMUNITY EMPOWERMENT

CONTINUOUS IMPROVEMENT

1. ESSENTIAL SERVICE DELIVERY - GETTING THE BASICS RIGHT

Objectives	Success looks like
1.1 Deliver services deemed essential by the Queensland Audit Office.	1.1.1 All essential services are delivered within Australian or Queensland guidelines, standards and legislation.
1.2 Deliver services legislatively required of Council.	1.1.2 Asset management plans are fully funded to deliver core services. In the case of insufficient funding, a fit for purpose solution is utilised. 1.2.1 Services are delivered within legislative requirements. In the case of unreasonable costs associated with delivering these services, advocacy is initiated to seek an alternate solution for the benefit of community.
1.3 Deliver services deemed to be a community service obligation, that without, would leave the community disadvantaged (the service is not commercially viable or able to be provided by another entity).	1.3.1 Services are delivered to an acceptable standard.
1.4 Support the delivery of essential services.	1.4.1 Robust governance, processes and support to ensure the effective delivery of essential services.

2. SUSTAINABLE COMMUNITIES - TO RETAIN POPULATION AND ATTRACT INVESTMENT

Objectives	Success looks like
2.1 Deliver community service obligations that retain population, contribute to liveability and attract investment.	2.1.1 Community services, facilities and spaces are well maintained and utilised.
2.2 Deliver services which contribute to community empowerment.	2.2.1 Strong and sustainable organisations and events supported by volunteers. 2.2.2 Inclusive communities which are enriched by our multicultural community. 2.2.3 Effective and timely communication with community.

3. PROSPEROUS FUTURE - TO ENSURE ECONOMIC GROWTH FOR FUTURE GENERATIONS

Objectives	Success looks like
3.1 Encourage, enable and ensure economic growth for future generations.	3.1.1 Development and diversification of our region's business and industry where able. 3.1.2 New business or industries emerge in the region. 3.1.3 Urban and agricultural regional water security for future generations. 3.1.4 A planning scheme for the future which enables growth. 3.1.5 Political advocacy to achieve a prosperous and sustainable community for future generations

ESSENTIAL SERVICE DELIVERY – GETTING THE BASICS RIGHT



WASTE MANAGEMENT

Council continues to operate five waste transfer stations (Biggenden, Eidsvold, Mount Perry, Monto and Gayndah) and one regional landfill with a transfer station located at Mundubbera.

The Mundubbera Landfill Expansion Project has now progressed to the design phase, with Council receiving approval and funding. With the current landfill cell at the Mundubbera waste facility nearing capacity, the expansion will enable Council to continue its critical service of waste disposal through kerbside collection and transfer station sites at the Mundubbera landfill site.

Site assessments and concept designs have also been completed for the Landfill Rehabilitation Project, which will see the capping and rehabilitation of the region's closed landfill sites, which have now been converted into waste transfer stations. Council continues to progress with the detailed design process for the Biggenden, Mount Perry, Monto, Gayndah, and Mundubbera sites. This is a staged project, with construction proposed to commence in the 2023-2024 financial year. The objective is to establish a final footprint and landform for each closed landfill site, with the management of key infrastructure and compliance, in accordance with the Queensland Government's Department of Environment and Science guidelines.

Improved security fencing was identified as part of larger security upgrades required for Council's waste management facilities. Funding has been received as part of the Works for Queensland program to improve security fencing, with works expected to be completed in 2024.

Council continued to undertake mandatory legislative processes at Council's waste facilities, including annual water monitoring, volumetric surveys, data input, monthly detail data reporting to the State Government, and annual reporting.



Main image: Monto waste facility.

Above: Waste education onsite at Council waste facilities.

ILLEGAL DUMPING

Illegal dumping has been identified as an issue in the past and continues to be a challenge in the region. Since 2019, Council has been the recipient of funding, which enables Council to employ a full-time Waste Compliance Officer to focus on illegal dumping investigations, education, enforcement and to assist with compliance related tasks at waste management facilities.

ENVIRONMENT AND PUBLIC HEALTH

To better protect public health and the environment, Council has partnered with Queensland Health to participate in the Rapid Surveillance of Vector Presence Trapping Program. Mosquito eggs are captured from select locations across the North Burnett region, prepared in Council's laboratory, and then sent to a Queensland Health Laboratory for analysis. Data collected from this process determines the mosquito species present in our region.

Council also conducted multiple Japanese Encephalitis trapping programs throughout the region in partnership with Queensland Health. Japanese Encephalitis is a mosquito-borne disease that is common in rural and agricultural areas. The disease is spread through bites from mosquitoes that have become infected through biting infected pigs and waterbirds.

Council's Environment team continues to inspect, licence and work with food businesses in the North Burnett region to ensure they operate in accordance with relevant legislation.

Council applied for funding to improve and enhance current operations in relation to the ongoing management of flying fox roosts. A review of the current Flying Fox Management Plan was conducted.



Above: Environment Officers checking mosquito traps.



INFORMATION MANAGEMENT

Council’s Records and Information and Communications Technology (ICT) teams had a productive year, with many projects completed and cohesive future planning undertaken. A solid foundation of documented processes and procedures has been implemented by Records, driving continued high-quality support for all Council departments. ICT developed and implemented a strategic plan that will guide resourcing and technology priorities for the next five years.

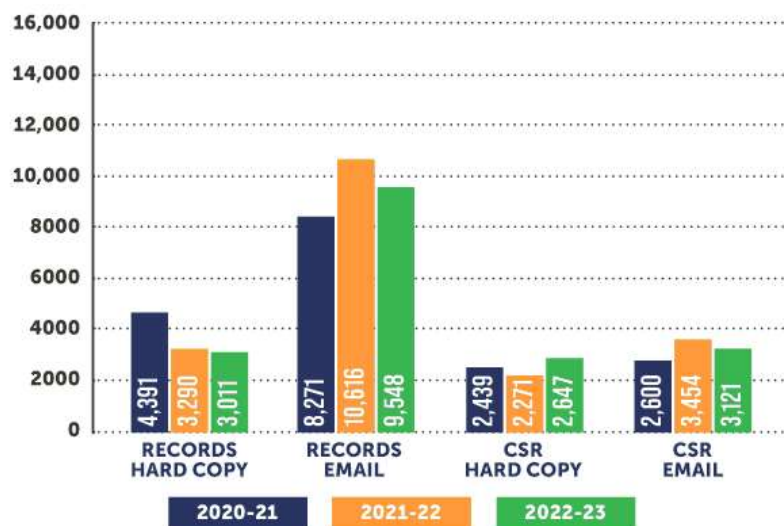
Records Management

Effective records management is critical to protecting and preserving records. Records provide evidence of business activities, decisions, and actions of Council. The core activities of the records team included ongoing receipt of documents, document creation, classification, archiving, and appropriate destruction of records where required in accordance with applicable disposal schedules, as well as the provision of training to the wider organisation on records procedures and best practices.

Record Statistics for 2022-23

- 3,011 documents received over the counter or in the mail.
- 9,548 emails received via admin@northburnett.qld.gov.au.
- 3,121 customer service requests. A customer service request is the initial piece of information that a customer provides Council when reporting a problem or making an enquiry.
- 5 Right to Information requests complete.
- 0 Right to Information requests that did not go to information release.
- 1 Information Privacy applications complete.
- 1 Administrative release.
- 53 archive boxes of temporary records destroyed and 39 processed for destruction.

2022-23 RECORDS MANAGEMENT DOCUMENTS RECEIVED



Main image: Archive boxes ready for destruction.

Information and Communications Technology (ICT)

Council's ICT Strategic Plan 2023-2028 was finalised and adopted. The plan provides a strategic direction for ICT operations over the coming years and encourages industry best practice in systems and processes, with an emphasis on cybersecurity and cloud technologies.

The ICT team undertook significant upgrades to physical network and server infrastructure including:

Networks

- Upgrades to NBN Enterprise Ethernet services in Gayndah, Monto, and Mundubbera, allowing data speeds up to 125x faster.
- Upgrades to NBN Fixed Wireless services in Biggenden, Eidsvold and Mt Perry, providing data speeds up to 15x faster.
- Expansion and repairs to Council's internal wireless network, adding resilience and capacity to the network. The network has now reached Eidsvold, with testing underway.

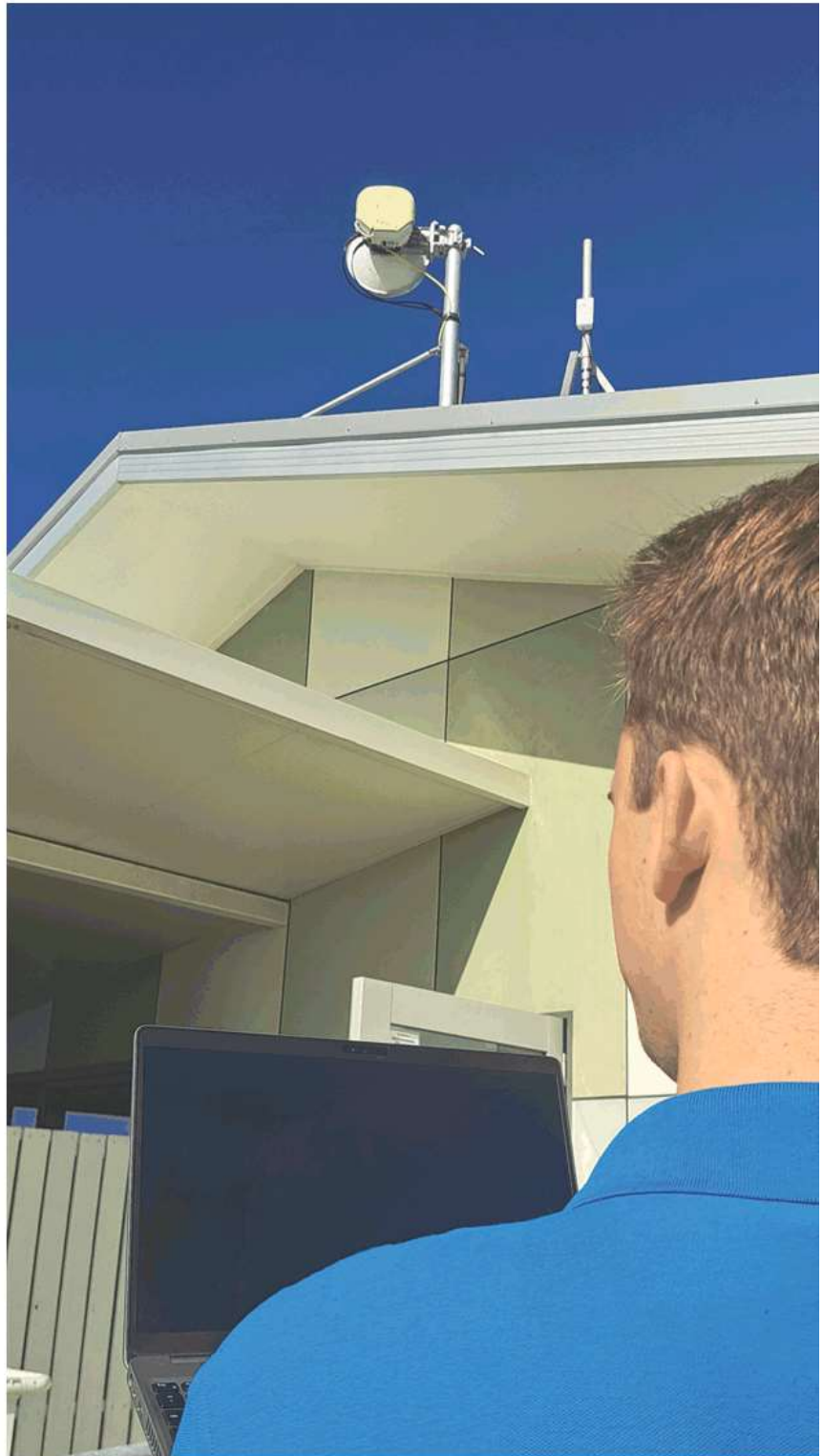
Hardware

- Installation of new core server and storage infrastructure, ensuring that Council is well placed to take advantage of technology improvements over the next five years.
- Upgrades to branch office servers improving network stability and providing lightning-fast access to datasets.

The Computer Replacement Scheme rolled out with upgrades concentrated in Mundubbera and Mt Perry. The laptop-first model continues to prove successful, empowering staff with remote access.

The Telephony Modernisation project is planned for 2023-24, and will replace one of Council's last remaining legacy ICT systems.

Right: ICT team monitor network performance.





CUSTOMER SERVICE AND CONTACT CENTRE

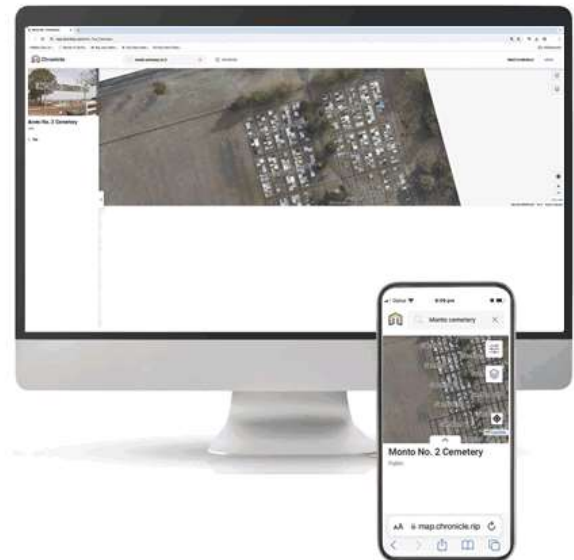
Knowledge Base

Council is passionate about improving our customer experience. Both Customer Service and Libraries teams have invested time developing a knowledge base system to allow consistent service delivery across all service centres. Over the past 12 months, the team have created 68 new articles to improve operational efficiencies, resulting in direct benefits to staff and the wider community.

Chronicle Cemetery Software System

A new investment by Council, Chronicle enables community members to independently access information about their loved ones in North Burnett Regional Council controlled cemeteries. All information is accessible on Council's website northburnett.qld.gov.au/cemetery-location/ and can be accessed using desktop/laptop computer, tablet or smartphone.

Members of the Customer Service and Libraries teams undertook professional development training sessions using Chronicle software and associated databases and procedures. Training continues to advance team skills and knowledge, meeting community needs and providing higher levels of customer service delivery.



Main: Customer Service Team.

Above: Chronicle in use at Monto Cemetery.



JP Training

North Burnett Regional Council acknowledges that Justice of the Peace (JP) volunteers play an important role and provide valuable services to members of the community. Council supports opportunities for Customer Service and Libraries staff to undertake JP training. Five team members successfully completed and graduated from the JP Certification training course in 2022-23.

2022-23 CUSTOMER SERVICE STATISTICS



Images: Customer Service Team.

PEOPLE AND PERFORMANCE (HUMAN RESOURCES MANAGEMENT)

Workplace Health and Safety

Council continues to develop and implement safe systems of work to reduce worker related lost time injuries. The new Work Health Safety Management Plan was implemented to help WHS measure and monitor objectives that support Council's ongoing commitment to achieving safe work practices across all Council worksites.

There are eight strategic objectives within this plan:

1. WHS Culture and Leadership
 - a. Council is committed to and promotes a culture of positivity, improved safety, and wellbeing across workplaces.
 - b. All workers are dedicated to holding each other to account, safety is at the forefront of what we do.
2. All line managers and workers proactively lead and control the management of risks through consultation, developing risk management programs at all levels.
3. Council is continually improving workplace practices through a structured process for legislative compliance, embedding these into our daily activities.
4. Monitoring organisational WHS training to ensure all workers have the necessary skills, knowledge, and competencies to perform work activities in a safe manner.
5. Develop safety and wellbeing programs to measure accountability; monitor performance and communicate progress throughout Council.
6. Continually strive to improve workers wellbeing through effective rehabilitation and return to work programs.
7. Provide the Senior Management Team and Executive Leadership Team with an effective and tailored Safety Management System, meeting compliance and demonstrating commitment to worker safety and wellbeing.
8. Reduction in paper mediums with increased use of electronic means for collection and distribution of safety information, training, and compliance requirements.

The Skytrust reporting system empowers team members to electronically report incidents and hazards and undertake worksite hazard inspections using portable devices. The improved capture of hazard and incident data through Skytrust enables Council to better control risk and reduce potential worker related events.

Training and Development

Council is committed to training and upskilling its workforce. During 2022-2023, a large variety of training programs were facilitated to our diverse teams. Some of the training undertaken is outlined below.

Top right: Traffic Management Implementation Program Training.

Certificate IV in Civil Construction Supervision

Supervisors from Civil Works and Parks and Open Spaces teams, successfully completed Certificate IV in Civil Construction Supervision through TAFE Queensland, funded by the Construction Skills Queensland (CSQ) program.



Traffic Management Implementation Program Training

Traffic Management Implementation Program training was delivered by Link Resources throughout the year. This training is for Council workers who are required to read, interpret, and implement traffic management plans and install/remove signs and devices.



First Aid Training

Council conducted First Aid training and renewals across the organisation's various locations. This training is essential for staff to attain the skills and knowledge needed to effectively provide first aid in the event of an incident.

Verification of Competency Program

Council enhanced Verification of Competency procedures to ensure compliance with obligations under the WHS Act and WHS Regulations 2011 and safe operation of plant and equipment. This training ensures familiarity with daily fit-for-purpose checks, accreditation for plant and equipment use, as well as an awareness of safety risks.

Bottom right: First Aid Training.

Trainee and Apprentice Program

State Government 'Skilling Queenslanders for Work' funding was successfully secured by Council to partially fund four new trainees. It was identified that trainee roles provide the best outcome for growing local capability in skill shortage professions. This funding enabled the recruitment of the following positions:



Tianni Hooper
Trainee Administration
Officer (Works)

"I was excited to gain the opportunity to work for North Burnett Regional Council whilst also completing a Certificate III in Business Administration. I am currently based at Mundubbera Depot and work within the Fleet department. My day-to-day activities include taking care of fleet tickets, entering important plant data, setting up purchase orders and more. During my traineeship I will also work with the other functions of the Works department including water and wastewater, civil works, assets and more. I enjoy working alongside my colleagues and learning new things each day. I would love to complete my traineeship, continue to grow my knowledge, and hopefully continue to work for Council in years to come."



Dylan Formica
Trainee Plant Operator

"I have been operating a variety of crucial equipment and machinery to help make sure each job is finished professionally and on time. I enjoy working with the team and learning new skills every day. I hope to continue to serve the North Burnett Region and give the community something to be proud of, keeping the community roads safe and the streets clean."



Ellie Gormley
Trainee Administration
Officer (People and Performance)

"I've always had a love of learning. In my role as an Administration Officer (People and Performance) I've learned a lot quickly, with no two days being the same. The staff have been amazing, encouraging me to engage in a variety of areas. I've been privileged to work with WHS staff, managing training of staff and helping to organise the 2023 Staff Immunisation program. Working in the Library each Friday has been a fantastic opportunity to learn different skills as it requires me to engage with customers and read to children in story time. Every day is incredibly fulfilling and I'm excited to continue learning and expanding my knowledge."



Justin Puckering
Trainee Water and
Wastewater Treatment
Operator

"I have already gained a lot of knowledge since starting with North Burnett Regional Council in the Water and Wastewater department. The part I enjoy the most, is working with fellow co-workers, the variety of different jobs we complete daily, and the challenges we face. No two days are ever the same. I would like to complete my traineeship and continue to learn as much as I can. Once I have completed my traineeship, I hope to continue working in the water and wastewater team with Council."



CIVIL WORKS

Council's Civil Works crews were busy during 2022-2023, delivering improvements to the region's road network and maintaining parks and open spaces across the North Burnett. Many works were delivered with the assistance of grant funding. Key projects delivered include:

Glencoe Road

Funded under Australian Government 'Building Better Regions Fund' (BBRF), works involved improving road formation and shape, reinstating clear zones, installing guide and warning signage, and re-sheeting multiple sections of the road.

Hawkwood Road

50% funded under Queensland Government Transport Infrastructure Development Scheme (TIDS), works involved shoulder widening totalling four meters (two meters either side of existing) and seal, followed by a full width reseal and line marking upgrade.



*Main and above left images: Glencoe Road during works and on completion.
Right: Hawkwood Road.*



Above: Dulong Road shoulder repairs: Grader trimming road base.



Above: Dulong Road shoulder repairs: water truck driver complying with WHS whilst filling water truck.



Above: Dulong Road shoulder repairs: Trucks being loaded with road base.



Above: Mount Perry Road stabilisation: Multi tyre roller in front of grader doing the final trim, steel flat drum roller.



Above: Mount Perry Road stabilisation: Stabiliser and water truck in action.



Above: Byrnestown Street reshape.



Above: Coalstoun Lakes Safe School road widening; finished project.



Above: Coalstoun Lakes Safe School road widening with multi tyre roller.



Above: Biggenden Mines Road shoulder repair; finished and marked out for bitumen seal.



Above: Shoulder repairs on the Biggenden - Gooroolba Road; shoulders boxed out.



Above: Cedar Creek Road patrol grade.



Above: Grading on Hawkwood Road.

PARKS AND OPEN SPACES

Parks and Open Spaces have been involved in several regional projects, all of which have been made possible through Queensland Government grant funding and Council contributions.

North Burnett Aviation Safety Upgrades

Council received grant funding under the Australian Government Regional Airports Program to improve safety. Funding was used to complete upgraded fencing at Council's Gayndah, Mundubbera, Eidsvold, and Monto airports.



*Top left: Eidsvold Airstrip fencing project.
Top right: Gayndah Airstrip fencing project.*

*Bottom left: Mundubbera Airstrip fencing project.
Bottom right: Monto Airstrip fencing project.*

GAYNDAH CEMETERY UPGRADES

Gayndah Cemetery works included upgrades to irrigation, hydromulch, and installation of seating and trees.



FLEET

Council has significantly increased efficiency in maintenance of Council cemeteries. Parks and Open Spaces identified the existing 42-inch zero turn mowers used to maintain Council's cemeteries were too large to manoeuvre between monumental grave sites. The Fleet team in collaboration with Parks and Open Spaces, successfully procured a fleet of 34-inch zero turn mowers. Cemeteries maintenance is now undertaken in almost half the time, allowing more time to maintain other parks and open spaces across the region.

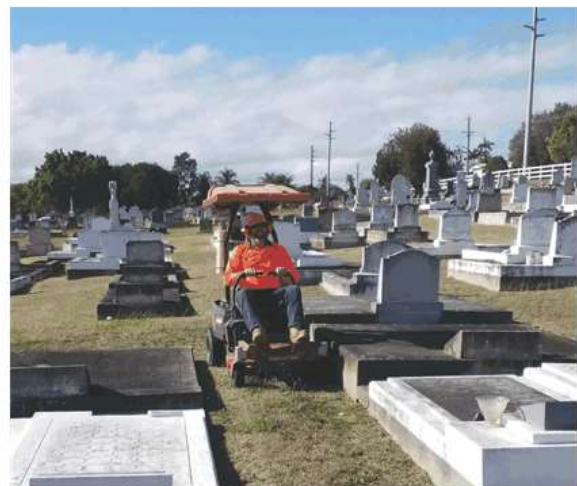


BEFORE YOU DIG AUSTRALIA

Before You Dig Australia (BYDA), is a highly valuable service for Council, developers, and contractors alike. Identifying underground assets before digging ensures the safety of workers, saves money, and reduces inconvenience caused by damage to critical infrastructure such as water mains and sewers.

While Council has delivered this service for many years, it has come at a significant administrative cost, as each enquiry must be responded to within 24 hours.

BYDA introduced an automated version of its product this year. After consideration of the benefits and costs associated, Council moved to the automated service. Under this new service model, enquiries are automatically responded to without any involvement from Council administrative staff. Contractors on site can now access information almost immediately. The reduced administrative burden saves Council approximately \$8,900 per year.



Above: Civil works upgrades at Gayndah Cemetery included cemetery seating and cemetery footpath.

Above: Parks and Open Spaces staff making use of the new mowers at one of the regions cemeteries.

WATER AND WASTEWATER

Additional and speciality training has been a priority within the Water and Wastewater team this year, ensuring staff in critical roles are suitably trained and experienced. Two team members completed the Certificate III, Water Industry Worker pilot program, along with another three participating in speciality water and sewerage reticulation programs. These training programs are implemented through alliances with neighbouring Councils through the Wide Bay Burnett Urban Water Alliance (WBBUWA).

Staff attended several industry conferences throughout the year, where some were recognised for outstanding innovation, contribution to the wider industry and their efforts in sharing their experiences with others.

Drinking Water Safety and Reliability Project

\$2 million in funding was approved for Council's Drinking Water Safety and Reliability Project under the Building Our Regions round 6 program. As an initial part of the project, 350 metres of water main was constructed in Hughes Street, Mulgildie. The new main replaces a section of ageing infrastructure that was prone to failure.

Asbestos Replacement Program

The ongoing Asbestos Replacement Program saw several asbestos roofs replaced on Council buildings around Monto. Works undertaken by a North Burnett contractor included buildings at the water treatment plant, sewage treatment plant, and several sewage pumping stations. Other programs to improve WHS compliance included gantry upgrades, electrical switchboard replacement program and well lid upgrades.

Biggenden Water Treatment Plant Upgrade

The \$7 million Biggenden Water Treatment Plant Upgrade and new Raw Water Reservoir Project works commenced and are at the halfway point, with site clearing, profiling, fencing, the new raw water reservoir, supernatant ponds, and most of the underground pipework and pumping stations completed by June 2023.



2022-23 WORKFLOW MEASURES - WATER AND WASTEWATER STATISTICS



Top: Upgrades to sewerage pump station well lids at Mt Perry and Mundubbera will now allow operators easier accessibility to wells and will improve safety for workers and the public.

Second from top: Ongoing asbestos removal actions included the replacement of the Monto Water Treatment Plant pumphouse roof.

Centre: Mitchell Gormley announced winner of the Queensland Water Young Operator of the Year Award at the Water Industry Operator's Conference.

Second from bottom: Shaun Johnston was awarded the 2022 Queensland Water SPG Industry Contribution Award.

Bottom: Tim Merrett received the award for Best Paper by an Operator at the 2022 Queensland Water Industry Operator's Conference.





NATURAL RESOURCE MANAGEMENT AND COMPLIANCE

Lands Protection

Council's Land Protection Officers have targeted invasive weed and animal species and managed the annual 1080 Baiting Program.

Council successfully secured Queensland Government funding to take part in the Element 5 program. In this program Land Protection Officers inspected and controlled invasive weeds along roadsides managed by the Department of Transport and Main Roads within the North Burnett.

In 2022-2023 the Lands Protection team focused on building connections with local landholders, developing and refining processes and procedures and attending events, such as the NORCO Field day in Gayndah and an Invasive Grass Masterclass facilitated by the Queensland Government at Woolooga in May, with great educational and networking outcomes.



Main: Land Protection Team workshop at Monto - working with the community to manage pest animals.

Top: Council's Land Protection Team attend an Invasive Grass Masterclass at Woolooga in May 2023, upskilling and networking with other Councils.

Centre: Mother of Millions control at Degilbo.

Bottom: Council's Land Protection Team attend an Invasive Grass Masterclass at Woolooga in May 2023, upskilling and networking with other Councils.



Compliance

Council's Compliance team have been kept busy addressing responsible pet ownership, dog registrations, wandering animals, noise complaints, overgrown allotments, outdoor dining and footpath obstruction permits, and abandoned vehicles. Council continues to work closely with Queensland Police Service, the RSPCA and other animal rescue organisations for positive outcomes wherever possible.



*Above: One of six pups recently surrendered to Council for rehoming.
 Top right: Council's Compliance Officer hands a surrendered pup over to an animal rehoming operation for adoption by a new owner.
 Bottom right: Council's Compliance Team tends to abandoned vehicles on a Council controlled road.*

SUSTAINABLE COMMUNITIES TO RETAIN POPULATION AND ATTRACT INVESTMENT

Council is committed to shaping and maintaining communities in the interest of positive liveability, investment attraction, social capacity building and community empowerment. A range of community facilities, services and programs help achieve liveability outcomes.



LIBRARY PROGRAMMING

Six Council-run public libraries are located across the region, playing a vital role in communities as a gateway to knowledge, culture, and recreation material. These libraries continue to be used as community spaces for meetings and social activities.

The Libraries team is actively working towards building stronger, more connected communities, fostering creativity, the exchange of ideas, and building community resilience.

Lifelong learning is encouraged with access to events and programs, wi-fi, public computers, children’s toys, games, and puzzles. Free membership is also available across the libraries online catalogue, providing access to a vast range of print and electronic resources, including books, magazines, audiobooks, and movies. Members can access free online learning platforms, including LinkedIn learning options, from the comfort of their homes.

Public libraries are a partnership between Local Government and the Queensland Government through State Library of Queensland.

2022-23 LIBRARY STATISTICS



Library Programs Highlights

Throughout 2022-23, the region’s Libraries service delivered a range of programs for the community to encourage learning, shared knowledge, community connection and skill development.

Libraries are supported by Council’s Communities team offering a variety of programs for children, youth, and adults, including:

- First 5 Forever Storytime sessions
- Kindergarten visits
- Gayndah and Biggenden Under 8’s Day
- Science and Robotics workshops
- Creative Writer’s workshop
- Summer Reading Club
- A visit from the Flying Scientists
- Readers Advisory services
- Technology support

The region’s Libraries team look forward to offering more events in 2023-24.





Storytime is back!

A major highlight was the recommencement of the region’s First 5 Forever early literacy program, Storytime. From Monday, October 31, 2022, all Libraries held weekly Storytime sessions to talk, read, sing, and play. Libraries became a hive of activity as staff and participants shared stories, sang songs and nursery rhymes, and incorporated engaging play-based activities with children and families.



Council has a committed ‘Young People in Library’ team that is delighted to facilitate these sessions with age groups 0 to 12 years, both in the region’s libraries and at externally held events. The team regularly attends professional development training to bring new and exciting material to Storytime. In June 2023, the regions Libraries were delighted to host local author, Lauren Corvino, for six spectacular Storytime sessions across the region for children aged 0-5 years.

Storytime with Author Lauren Corvino

More than 50 children attended Lauren’s Storytime sessions and were treated to captivating readings from her first book, ‘The Nearby Nanna’, as well as her new release ‘The Not-So-Far Pa’. Children were delighted to meet and sing along with Lauren’s Nanna puppet before creating their very own. Lauren’s visit was made possible thanks to First 5 Forever Funding from State Library of Queensland. First 5 Forever is an initiative of the Queensland Government, coordinated by State Library of Queensland and delivered in partnership with local government.



Monto Library - Talk, Read, Sing, Play – Everyday!

The Monto Library children’s zone received a makeover, with vibrant and informative decals on the main wall and colourful new shelving units.



The creative decal wall design incorporates key First 5 Forever messages and endless opportunities for children and families to talk about varying elements on the wall, including farm animals, mythical creatures, stars, clouds, and, of course, a flying train!

This was a collaborative project between the Communities and Monto Customer Service and Library teams to bring their unique vision to life. The project exceeded the team’s expectations, and the team is excited to transform the Eidsvold Libraries children’s zone in 2023-24.

2022-23 LIBRARY PROGRAM ATTENDANCE STATISTICS

Program	Attendees	
	Children	Adults
Storytime	603	390
Kindergarten visits	126	37
Library events and programs	561	74
Totals	1290	501

*Page 28 top: National Simultaneous Storytime.
 Page 28 bottom: Storytime in Gayndah Library.
 Top: Monto Library Authority Talk.
 Second from top left to right: Craft at Mt Perry Library, Biggenden Under 8 Day.
 Third from top: Gayndah Storytime.
 Bottom: Monto Library children’s zone makeover.*



SUPPORTING OUR COMMUNITIES

During 2022-23 Council's Community Development team worked with communities to strengthen sustainability, resilience, and wellbeing outcomes.

The team continued to focus on building the capacity of the region's not-for-profit community organisations across a variety of fields. Particular attention was focused on arts, cultural, sport and recreation groups. Opportunities were provided for groups to advance their skills, knowledge and confidence to take ownership/control over the development of their ideas, planning and execution of projects and programs.

Mentor support included:

- Project management practices supporting future planning and prioritising project phases.
- Connecting and partnering with other organisations to maximise opportunities and resources.
- Encouraging informal groups to become incorporated organisations.
- Improving governance practices, managing, and retaining volunteers and financial sustainability.
- Events management for small and medium events.
- Promoting grant funding and training opportunities.
- Navigating Council approval processes for letters of support.
- Guidance and direction to groups applying for infrastructure improvement project funding.

Projects and initiatives supported include:

Service Delivery

- Regional Australia Day Celebration in Eidsvold
- Citizenship Ceremonies
- Youth Week activities
- School Holiday Sport Fun Days in Monto and Eidsvold

Partnership and Support

- Queensland Ballet Regional Tour in Biggenden
- Disaster Recovery: Community Led Recovery workshops and Pillowcase program
- Volunteering Queensland workshops
- Anzac Day services
- Seniors Month events
- NAIDOC week events
- Christmas decorations and Light competitions
- Blueberry Festival
- Community Grants program
- Regional Arts Development Fund (RADF) – Community Grants program.

The North Burnett Regional Council community grant funding program is administered by Council's Communities team, to support incorporated not-for-profit community organisations with costs associated with the delivery of regional events and projects. The team also administered the Regional Arts Development Fund (RADF) community grants program. RADF actively promotes the benefits, role and value of arts, culture, and heritage as key drivers for stronger, diverse, and inclusive communities in regional areas throughout Australia.

Strong relationships and partnerships have formed between Council's Communities Team and regional community organisations/initiatives, enhancing the vibrancy, innovation, resilience, and sustainability of our region.

2022-23 COMMUNITY FUNDING STATISTICS

Funding Program	Total Applications	Funding Awarded
In-kind assistance	54	\$26,458
Streetscape funding	3	\$2,000
Regional Arts Development Fund (RADF)	7	\$22,367
School bursary's	16	\$1,200
Individual Development Grants	6	\$2,500
Totals	86	\$54,525



Page 30: Youth Week Chess.

Above: Youth Week Chess.

Bottom: Professor Stupendous - School Holiday workshop.



SPORT AND RECREATION

The 2022-23 financial year has been a success for sport and recreation in the North Burnett region, with a range of sports launching into new seasons, including rugby league, soccer, netball, cricket, golf, tennis, swimming, pony club, and bowls.

This year, the Sport and Recreation Team focused on increasing the capacity of clubs to access grant funding opportunities. Various sporting clubs completed grant-funded infrastructure improvements this year, having successfully applied for funding. Highlights include:

1. Monto Netball Club Inc. completed the lighting installation project to install lights at the Monto Combined Sports Complex netball courts.
2. Mount Perry Sport and Recreation Club commenced a grant-funded facility improvement project to convert the outdoor tennis court into a multipurpose court. The project includes new lines on the existing surface, the installation of a new basketball backboard, solar lights, and an open carport to safely house a kayak trailer and kayaks out of the weather.
3. 30 North Burnett sporting clubs received the Active Club Kick Start grant from Sport and Recreation Queensland. This resulted in a collective \$75,000 funding boost for clubs in the region.

Eidsvold Eagles Rugby League Club re-joined the Central Burnett Rugby League competition in 2023 after a 5-year break. Council's Sport and Recreation Officer was integral in supporting the club's revival, providing support and guidance.

Combined sport ground complexes in Monto, Mundubbera, and Gayndah are used by various sporting groups with management (advisory) committees in place. Council's Sport and Recreation Officer has continued to chair regular meetings, allowing participating clubs to share information about their respective sports, solve problems, highlight success stories, and collaborate on improvement opportunities.

Eidsvold and Mundubbera Community Gyms continued to operate. Gym memberships remained stable thanks to continued support from the community (48 Eidsvold, 71 Mundubbera). Short-term, weekly membership has proven to be extremely popular due to the increase in transient and contract workers in the region. Mundubbera gym received a new air bike and gym bench equipment.

Eidsvold tennis courts received a makeover, including cleaned courts, removal of debris, new basketball backboards and hoop installation. Court usage by children and families has since increased.

Left: Tennis in North Burnett.

NORTH BURNETT TRANSPORT SERVICE

North Burnett Transport Service (NBTS) provides residents and visitors wishing to travel throughout North Burnett and to the larger coastal cities of Bundaberg and Maryborough, with safe, comfortable transport. The service operates weekly to Bundaberg on Tuesday, Wednesday and Thursday, and Maryborough on Fridays.

Passenger numbers have steadily increased during 2022-2023. Concession card holders continued to be the key service users, and a noticeable increase in adult fare users has been observed as transient workers and visitors come to explore our region.

On Monday, November 7, 2022, Council hosted the North Burnett Transport Service Forum at the Mundubbera Community Hall. It was a successful afternoon, with over 25 people from the community attending along with elected members, Council staff, and officers from Translink and the Department of Transport and Main Roads. At the forum, Council shared news about its success in securing the long-distance coach contract for a further five-year term, along with service and performance updates. The community also shared valuable ideas and feedback on how Council can enhance the service.

NBTS also gave back to the community through the sponsorship travel program, supporting community groups with access to bus transport for events at minimal or no cost to the group. This year, NBTS was proud to support three community groups: the Biggenden PCYC Emergency Service Cadets, Biggenden Senior Citizens, and Mundubbera Q4 District Lions Club, with more than \$5,000 in sponsored travel.

2022-23 COMMUNITY FUNDING STATISTICS

Month	2021-22	2022-23	Passenger increase
July	174	211	37
August	137	230	93
September	207	239	32
October	152	224	72
November	153	238	85
December	139	200	61
January	107	149	42
February	171	182	11
March	158	243	85
April	223	165	58
May	175	252	77
June	217	238	21
Grand Total	2013	2571	558



It was identified that community groups and sporting clubs required safety bunting at their events to direct the flow of public traffic, restrict access to areas and create designated parking zones. NBTS positively responded by designing and printing NBTS reusable safety bunting for events. Community groups can apply to access safety bunting through Council's Community Grants In-Kind support program.

The North Burnett Transport Service team and passengers received the eagerly awaited new bus on Wednesday, June 28. The bus was modified to include wheelchair access and will be operational from 2023-2024 to ensure the comfort and safety of passengers for years to come.

NBTS thanks the community for their continued support and looks forward to even bigger growth in passenger numbers during the next financial year.



Above: North Burnett Transport Service bus.



AUSTRALIA DAY CELEBRATIONS

The first North Burnett Regional Australia Day celebration was hosted in Eidsvold on Thursday, 26 January 2023, with more than 400 people in attendance. Guests were treated to a delicious barbecue breakfast cooked and served by Eidsvold Lions Club, fruit platters by Eidsvold Horse and Pony Club, and refreshments served by Eidsvold Queensland Country Women's Association (QCWA). Breakfast was followed by the official awards ceremony, citizenship ceremony and address from Australia Day Ambassador, Rowena Dionysius who was also awarded the 2023 South Burnett Regional Council Citizen of the Year. Rowena shared an inspiring story of her journey, which led to volunteering countless hours and organising events to raise funds for Cancer Council Queensland.

The North Burnett community celebrated and acknowledged humble, courageous, generous, and talented award winners across the areas of sport, creative arts, culture, volunteering, active citizenship, and community.

10 new citizens pledged their commitment to Australia during the 2023 citizenship ceremony. Each individual was presented with a citizenship certificate and the gift of an Australian native plant. One highlight was acknowledging our youngest citizen, who received their citizenship certificate at age three.

Above: North Burnett Region Australia Day Celebration.

Eidsvold State School's Yumbin Dancers performed throughout the ceremony, showcasing North Burnett Indigenous culture through music, dance, storytelling, and singing the Australian National Anthem in Wakka Wakka language. Council extends sincere thanks and gratitude to the Yumbin Dancers for being an integral part of the ceremony and for their contribution to the community.

Live music by 'Cobblestone – The Essence of Australia' entertained the crowd throughout the day. Children and young adults enjoyed facepainting and entertainment by adopted scientist, Professor Stupendous. North Burnett region media producer EJ Garrett from Burnett River Media and Lorraine Maskell roamed the venue, engaging with community members and capturing photos and videography to commemorate the day. After the ceremony, band 'Mr Percival' enticed attendees to dance with their rendition of Wild Cherry's 'Play that Funky Music' and were followed with a second set by 'Cobblestone – The Essence of Australia'.

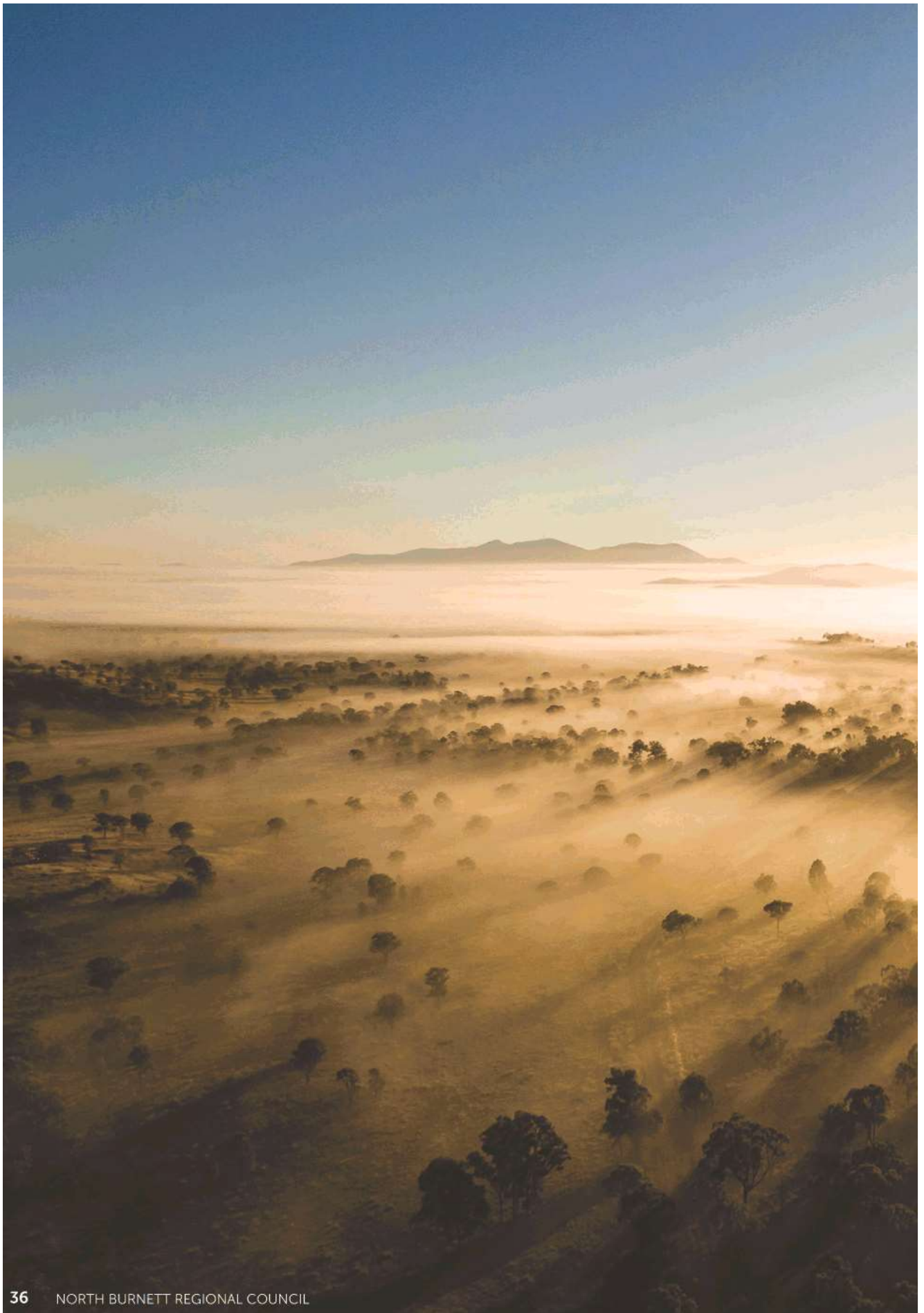
Council was successful with a 2023 Australia Day Community Events Program grant, assisted by the Australian Government through the National Australia Day Council. Council thanks and acknowledges the National Australia Day Council for supporting Council to deliver the first North Burnett regional Australia Day community celebration in Eidsvold.

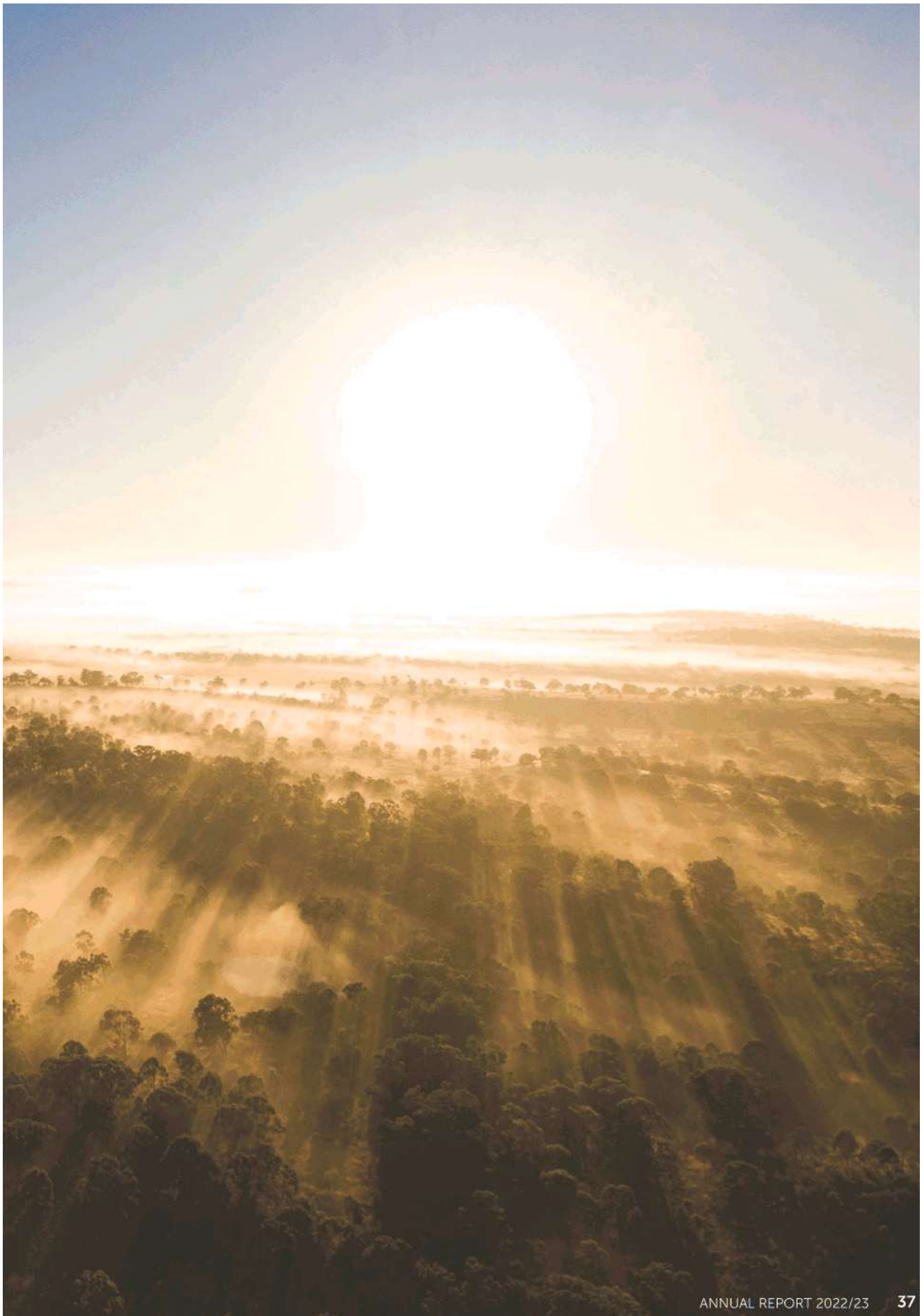
Council would also like to warmly thank volunteers, community groups, organisations and individuals that contributed to the successful event.

2023 Australia Day Award Recipients	
Regional Award Recipients	
North Burnett Citizen of the Year	Estelle Hawkins
North Burnett Young Citizen of the Year	Toby and Cassie Worley
North Burnett Volunteer of the Year	Jenny and Kel Forsyth
North Burnett Community Organisation of the Year	Biggenden PCYC Emergency Service Cadets
North Burnett Cultural Award	Monto Art Group Inc
North Burnett Sportsperson of the Year	Jake Dingle
North Burnett Service to Sport	Adrian Brady
Local Legend Award Recipients	
2023 Biggenden Local Legend	Colleen and Jim Cunliffe
2023 Eidsvold Local Legend	Geoff Price
2023 Gayndah Local Legend	Joan Weller
2023 Monto Local Legend	Cr Melinda Jones
2023 Mundubbera Local Legend	Doug McIver OAM
2023 Mt Perry Local Legend	Patricia Smith



Above: North Burnett Region Australia Day Celebration.





PROSPEROUS FUTURE TO ENSURE ECONOMIC GROWTH FOR FUTURE GENERATIONS

BUILDING AND DEVELOPMENT

In 2021, Council began the process of making a major amendment to the Planning Scheme. Unfortunately, substantial delays in the States finalisation of the regional plan have interrupted Council's draft of the planning scheme changes. The amendment, known as the 'Business Resilience Amendment', aims to support business recovery, encourage economic activity, and improve prosperity in the North Burnett region. The focus is to reduce red tape in commercial, industrial, and rural areas. The major amendment to the Planning Scheme is now ready to be given to the Minister for a state interest review. Once approval is received from the Minister, Council will undertake a thorough community consultation program with stakeholder groups and the broader community.

Over the last two years, the Development Team has been actively providing feedback to the State Government on the draft Wide Bay Burnett Regional Plan. The North Burnett submission in February 2023 confirmed Council's general support for the reviewed plan, which includes a greater emphasis on economic development. Originally, the State had planned to consult on the draft regional plan in early 2022, about a year earlier. The minister has not yet approved the release of the final regional plan.

The State made several important amendments to the Planning Regulation 2017 during the year. The changes are intended to facilitate rural workers' accommodation, secondary dwellings (for example, granny flats), emergency housing, and rooming accommodation (for example, boarding houses and hostels) in an effort to alleviate the current housing crisis.

Given the complexity of interpreting these changes and the broader planning system, updated fact sheets have been published on Council's website.

Council's website has all current development application records available and is now updated during the development assessment process, allowing easy access for the public to be informed of new development projects.

The National Construction Code (NCC) 2022 commenced on May 1, 2022, with some amendments, including new accessible housing requirements and moving to 7-star housing, being delayed until October 1, 2023.

Building, planning, and plumbing applications continue to hold at a steady rate post the covid development period.



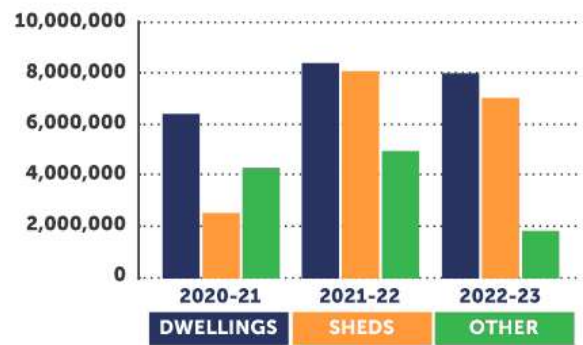
Above: Mount Walsh National Park.



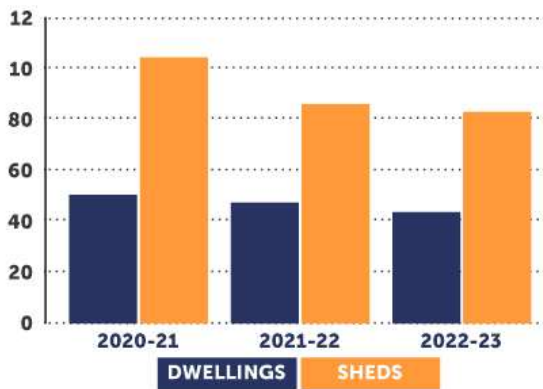
BUILDING PLUMBING AND PLANNING APPLICATIONS



VALUE OF APPROVALS



APPROVALS OF DWELLINGS VS SHEDS

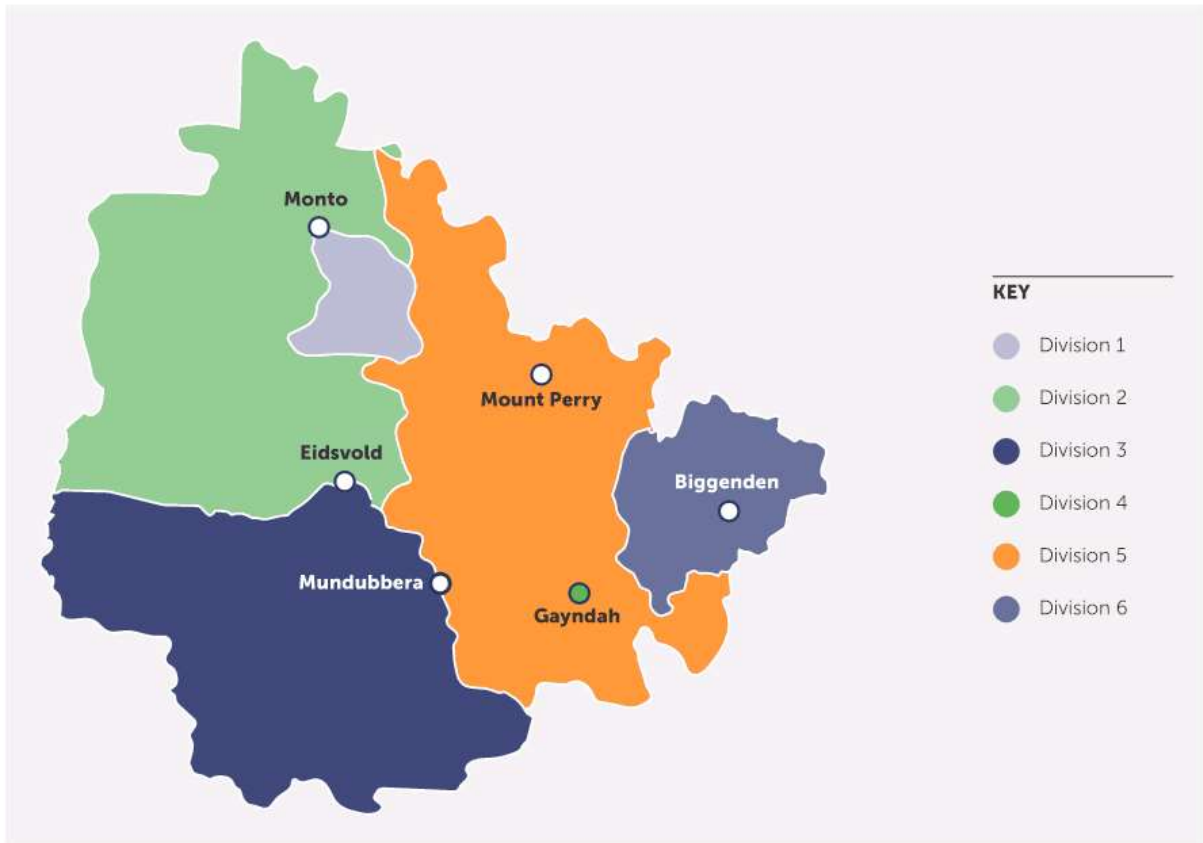


Above: Mount Perry sunrise.

OUR COUNCILLORS

The North Burnett Local Government area comprises six (6) divisions.

DIVISIONAL MAP

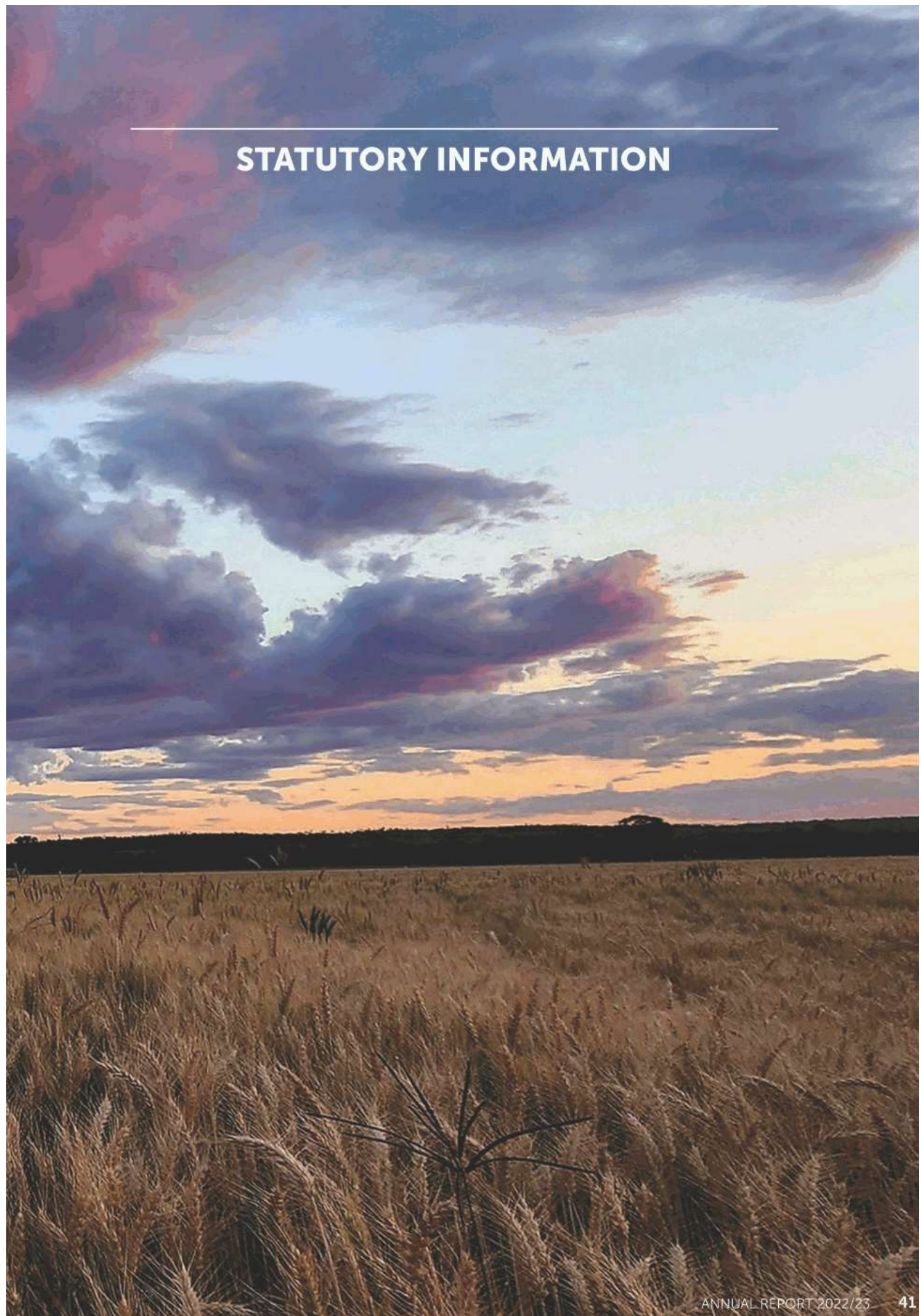


The divisions include the Biggenden region, Eidsvold region, Gayndah, Monto region, Mundubbera region and Mount Perry region. The Queensland Electoral Commission interactive map is available at ecq.qld.gov.au, for additional information.

COUNCILLORS



Above left to right: Cr Michael Dingle, Cr Susan Payne, Cr Robert Radel (Deputy Mayor), Cr Dael Giddins, Cr Les Holtz (Mayor), Margot Stork (Chief Executive Officer), Cr Kingsley Mesner, Cr Melinda Jones.



STATUTORY INFORMATION

LOCAL GOVERNMENT ACT 2009

Identifying beneficial enterprises (s41)

A local government’s annual report for each financial year must contain a list of all the beneficial enterprises that the local government conducted during the financial year. Nil

Identifying significant business activities (s45)

A local government’s annual report for each financial year must:

Legislative Requirement	Compliance
(a) contain a list of all the business activities that the local government conducted during the financial year; and	Refer to section: Financial Statements, Note 2
(b) identify the business activities that are significant business activities; and	N/A
(c) state whether or not the competitive neutrality principle was applied to the significant business activities, and if the principle was not applied, the reason why it was not applied; and	N/A
(d) state whether any of the significant business activities were not conducted in the preceding financial year, i.e. whether there are any new significant business activities.	N/A

Annual report must detail remuneration (s201)

The annual report of a local government must state:

Legislative Requirement	Compliance						
(a) the total of all remuneration packages that are payable (in the year to which the annual report relates) to the senior management of the local government; and	<p>Council is required to report remuneration packages payable to the Chief Executive Officer and senior contract employees in bands. Senior contract employees are employees that report directly to the Chief Executive Officer and are considered to be in a senior position e.g. General Managers.</p> <p>In 2022-23 there were three senior contract employee positions.</p> <p>The total remuneration packages payable in 2022-23 to senior management - \$829,796.93.</p> <table border="1" data-bbox="965 1377 1385 1617"> <thead> <tr> <th>Package Range</th> <th>No. of senior contract employees</th> </tr> </thead> <tbody> <tr> <td>200,000 to 299,999</td> <td>2</td> </tr> <tr> <td>300,000 to 399,999</td> <td>1</td> </tr> </tbody> </table>	Package Range	No. of senior contract employees	200,000 to 299,999	2	300,000 to 399,999	1
Package Range		No. of senior contract employees					
200,000 to 299,999		2					
300,000 to 399,999		1					
(b) the number of employees in senior management who are being paid each band of remuneration.							
(2) The senior management of a local government, consists of the chief executive officer and all senior executive employees of the local government.							
(3) Each band of remuneration is an increment of \$100,000.00							
(4) To remove any doubt, it is declared that nothing in this section requires the exact salary of any employee in senior management to be separately stated in the annual report.							

LOCAL GOVERNMENT REGULATION 2012 - CHAPTER 5 - PART 3 - DIVISION 3

Preparation of annual report (s182)

- (1) A local government must prepare an annual report for each financial year.
- (2) The local government must adopt its annual report within 1 month after the day the auditor-general gives the auditor-general's audit report about the local government's financial statements for the financial year to the local government.
- (3) However, the Minister may, by notice to the local government, extend the time by which the annual report must be adopted.
- (4) The local government must publish its annual report on its website within 2 weeks of adopting the annual report.

Financial statements (s183)

The annual report for a financial year must contain:

Legislative Requirement	Compliance
(a) the general purpose financial statement for the financial year, audited by the auditor-general; and	Refer to section: Financial Statements
(b) the current-year financial sustainability statement for the financial year, audited by the auditor general; and	
(c) the long term financial sustainability statement for the financial year; and	
(d) the auditor-general's audit reports about the general purpose financial statement and the current-year financial sustainability statement.	

Community financial report (s184)

The annual report for a financial year must contain:

Legislative Requirement	Compliance
(a) the community financial report for the financial year.	Refer to section: Community Financial Report

Particular resolutions (s185)

The annual report for the financial year must contain:

Legislative Requirement	Compliance
(a) a copy of the resolutions made during the financial year under section 250(1); and	Reimbursement of Expenses and Provision of Facilities for Councillors Policy was adopted by Resolution 2022-22 for a period of four years. The Policy will next be reviewed in February 2026, unless Council determines it necessary for an earlier review.
(b) a list of any resolutions made during the financial year under section 206(2).	N/A

Councillors (s186)

(1) The annual report for a financial year must contain particulars of:

Legislative Requirement	Compliance
(a) for each councillor, the total remuneration, including superannuation contributions, paid to the councillor during the financial year; and	Refer to Table 1: Page 44
(b) the expenses incurred by, and the facilities provided to each councillor during the financial year under the local government's expenses reimbursement policy; and	Refer to Figure 1: Page 44
(c) the number of local government meetings that each councillor attended during the financial year; and	Refer to Table 2: Page 44

Table 1: Councillor's Remuneration and Expenses

Councillor	Gross Remuneration	Super Contributions	Incidentals	Facilities
Cr Les Hotz	\$110,386	\$11,591	\$1,471	\$22,325
Cr Melinda Jones	\$55,192	\$5,795	\$3,386	\$3,501*
Cr Kingsley Mesner	\$55,192	\$6,623	\$458	\$3,310*
Cr Susan Payne	\$55,192	\$6,623	\$10,647	\$6,127*
Cr Dael Giddins	\$55,192	\$6,623	\$6,604	\$3,295*
Cr Michael Dingle	\$55,192	\$6,623	\$3,366	\$3,156*
Cr Robbie Radel	\$63,684	\$7,642	\$4,248	\$2,472*
TOTAL	\$450,030	\$51,520	\$30,180	\$44,186

Council provides vehicles for Council related travel to all Councillors.

*Due to supply chain shortages, most Councillor vehicles are currently past their useful life and are in the process of being replaced. Consequently, no depreciation was incurred in supplying the vehicles to Councillors and Council expects to realise full residual value of the vehicles upon their eventual disposal.

Figure 1: Facilities provided to Councillors

Facilities provided to Councillors are the "tools of trade" required to enable them to perform their duties with relative ease and at a standard appropriate to fulfil the community expectation of their role.

Council provides

- vehicles for Council related travel to all Councillors.
- smartphone of approved/supported platform

Other facilities that may be provided include

- office space and meeting rooms
- internet access
- stationery
- access to photocopiers
- printers
- publications
- name badges
- safety equipment for use on official business.
e.g. safety helmet /boots/high visibility shirt/vest.

Table 2: Record of Meeting Attendance

Meeting	Cr Les Hotz	Cr Melinda Jones	Cr Kingsley Mesner	Cr Susan Payne	Cr Dael Giddins	Cr Michael Dingle	Cr Robbie Radel
Ordinary	11/12	11/12	12/12	12/12	12/12	10/12	12/12
Special and Budgetary	2/3	3/3	3/3	3/3	3/3	3/3	3/3
TOTAL	13/15	14/15	15/15	15/15	15/15	13/15	15/15

Legislative Requirement	Compliance
(d) the total number of the following during the financial year -	
(i) orders and recommendations made under 150I(2) of the Act;	Nil
(ii) orders made under s 150AH(1) of the Act;	1 Order made per Resolution 2023/75
(iii) decisions, orders and recommendations made under section 150AR(1) of the Act; and	Nil
(e) each of the following during the financial year-	
(i) the name of each councillor for whom a decision, order or recommendation mentioned in paragraph (d) was made;	150I(2) - Nil, 150AH(1) - Councillor Hotz 150AR(1) - Nil
(ii) a description of the unsuitable meeting conduct, inappropriate conduct or misconduct engaged in by each of the councillors	It is found that the Councillor had engaged in inappropriate conduct towards another Councillor and the conduct did breach a behavioural standard in the Code of Conduct for Councillors in Queensland.
(iii) a summary of the decision, order or recommendation made for each councillor; and	Pursuant to section 150AH of the Local Government Act 2009, no action be taken against the Councillor.
(f) the number of each of the following during the financial year -	
(i) complaints referred to the assessor under section 150P(2)(a) of the Act by local government entities for the local government;	4
(ii) matters, mentioned in section 150P(3) of the Act, notified to the Crime and Corruption Commission;	Nil
(iii) notices given under section 150R(2) of the Act;	Nil
(iv) notices given under section 150S(2)(a) of the Act;	Nil
(v) Decisions made under section 150W(1)(a),(b) and (e) of the Act.	150W(1)(a) - Nil 150W(1)(b) - 4 150W(1)(e) - 3
(vi) referral notices accompanied by a recommendation mentioned in section 150AC(3)(a) of the Act;	1
(vii) occasions information was given under section 150AF(4)(a) of the Act	Nil
(viii) occasions the local government asked another entity to investigate, under chapter 5A, part 3, division 5 of the Act for the local government, the suspected inappropriate conduct of a councillor;	1
(ix) applications heard by the conduct tribunal about the alleged misconduct of a councillor. under chapter 5A, part 3, division 6 of the Act about whether a Councillor engaged in misconduct or inappropriate conduct.	Nil

Administrative action complaints (s187)**(1)** The annual report for a financial year must contain:

Legislative Requirement	Compliance
(a) a statement about the local government's commitment to dealing fairly with administrative action complaints; and	Council is committed to delivering high quality customer service, whilst acting fairly, ethically, responsibly, and lawfully. Council welcomes complaints as a form of feedback and will respond to complaints appropriately and use them as a means to improve our services, systems, procedures and policies.
(b) a statement about how the local government has implemented its complaints management process, including an assessment of the local government's performance in resolving complaints under the process.	<p>Council recognises every person's right to complain and is committed to resolving all complaints received. Having a consistent, fair and equitable approach to the way Council manages complaints will help to ensure a positive outcome for all parties. Efficient and effective complaints management increases customer satisfaction and community confidence in Council.</p> <p>Therefore, Council is committed to:</p> <ul style="list-style-type: none"> • Creating a positive complaint management environment by encouraging feedback and viewing complaints as an opportunity for continuous improvement; • Providing a clear and simple process outlining how complaints will be managed, who will be involved in the process, their roles and responsibilities; • Ensuring employees are empowered to address the majority of complaints at the frontline or first point of contact with Council; • Providing options for internal review and escalation relative to the seriousness of the complaint and previous contact with Council; and • Maintaining a complaints management system that provides a practicable and systematic approach for receiving, recording, analysing and reporting complaints information.

(2) The annual report must also contain particulars of:

Legislative Requirement	Compliance
(a) the number of the following during the financial year:	
(i) administrative action complaints made to the local government;	4
(ii) administrative action complaints resolved by the local government under the complaints management process;	4 (1 resolved as carry over from 2021-22)
(iii) administrative action complaints not resolved by the local government under the complaints management process; and	1 (Received 18/06/2023)
(b) the number of administrative action complaints under paragraph (a)(iii) that were made in a previous financial year.	Nil

Overseas travel (s188)

(1) The annual report for a financial year must contain the following information about any overseas travel made by a councillor or local government employee in an official capacity during the financial year:

Legislative Requirement	Compliance
(a) for a councillor - the name of the councillor;	Nil
(b) for a local government employee - the name of, and position held by, the local government employee;	Nil
(c) the destination of the overseas travel;	N/A
(d) the purpose of the overseas travel;	N/A
(e) the cost of the overseas travel;	N/A

(2) The annual report may also contain any other information about the overseas travel the local government considers relevant. N/A

Expenditure on grants to community organisations (s189)

The annual report for a financial year must contain a summary of:

Legislative Requirement	Compliance
(a) the local government's expenditure for the financial year on grants to community organisations; and	Refer to Table 3, Page 47
(b) expenditure from each councillor's discretionary fund;	Pursuant to section 189(2) of the Local Government Regulation 2012 there were no discretionary fund expenditure by Councillors for community organisations in the reporting period. As such, reporting requirements set out under 189 (2)(a)-(e) are deemed not applicable.

Table 3: Summary of Grants to Community Organisations

Funding Program	# Applications	Amount Funded
In-Kind Assistance	54	\$26,458
Streetscape Funding	3	\$2,000
Regional Arts Development Fund (RADF)	7	\$22,367
School Bursary's	16	\$1,200
Individual Development Grants	6	\$2,500
TOTAL	86	\$54,525

Other contents (s190)

(1) The annual report for a financial year must contain the following information:

Legislative Requirement	Compliance
<p>(a) the chief executive officer's assessment of the local government's progress towards implementing its 5 year corporate plan and annual operational plan.</p>	<p>Refer to Council's July General Meeting Agenda/Minutes:</p> <p>Item 9.2 - 2022-2023 (FY23) - FINAL QUARTERLY PROGRESS REPORT (Q4)</p> <p>RESOLUTION 2023/127</p> <p>Moved: Cr Melinda Jones</p> <p>Seconded: Cr Dael Giddins</p> <p>That Council receive the 2022-23 (FY23) Q4 Progress Report for the period 1 April 2023 – 30 June 2023.</p> <p>Copies of the final progress report for FY23 detailing operational plan outcomes and progress can also be found on Council's website (About Council > Plans and Reports).</p>
<p>(b) particulars of other issues relevant to making an informed assessment of the local government's operations and performance in the financial year;</p>	<p>Refer to section: Financial Statements</p>
<p>(c) an annual operations report for each commercial business unit;</p>	<p>N/A</p>
<p>(d) details of any action taken for, and expenditure on, a service, facility or activity-</p>	
<p>(i) supplied by another local government under an agreement for conducting a joint government activity; and</p>	<p>Nil</p>
<p>(ii) for which the local government levied special rates or charges for the financial year;</p>	<p>Refer to Figure 2, Page 49</p>
<p>(e) the number of invitations to change tenders under section 228(7) during the financial year;</p>	<p>Nil</p>
<p>(f) a list of the registers kept by the local government;</p>	<p>Refer Table 4, Page 49</p>
<p>(g) A summary of all concessions for rates and charges granted by the Local Government</p>	<p>Refer to Figure 3, Page 50</p>
<p>(h) the report on the internal audit for the financial year</p>	<p>Refer to Figure 4, Page 50</p>
<p>(i) a summary of investigation notices given in the financial year under section 49 for competitive neutrality complaints;</p>	<p>Nil</p>
<p>(j) the local government's responses in the financial year on the QCA's recommendations on any competitive neutrality complaints under section 52 (3)</p>	<p>N/A</p>

Figure 2: Council levies

In line with Council's ongoing commitment to accountability and transparency and in accordance with the *Local Government Act 2009* (the Act) and Section 190(1)(d)(iii) of the *Local Government Regulation 2012* (the Regulation) details of Council levies and charges are presented below. This section also details organisational information regarding staff policies and other information considered of interest in an Annual Report. All special and separate levies and charges listed apply for the 2022-2023 financial year.

Separate Charge – Natural Resource Management Levy

That in accordance with Section 92(5) of the Act and Chapter 4 Part 8 of the Regulation and on the basis of the principles set out in Council's Revenue Statement, Council make and levy a Separate Charge – Natural Resources Management Levy of \$61.00 for the year ended 30 June 2023 to be levied equally on all rateable properties within the Council area for the purpose of offsetting the weed and animal pest control measures combined with other Natural Resource functions within the region.

Separate Charge – Local Disaster Management Levy

That in accordance with Section 92(5) of the Act and Chapter 4 Part 8 of the Regulation and on the basis of the principles set out in Council's Revenue Statement and Policy 261 – Local Disaster Management Levy, Council make and levy a Separate Charge – Local Disaster Management Levy of \$15.00 for the year ended 30 June 2023 to be levied equally on all rateable properties within the Council area to assist in Councils capability to meet its obligations in times of a disaster and contribute toward the ongoing operation of disaster preparedness facilities.

Separate Charge – Landfill Management Levy

That in accordance with Section 92(5) of the Act and Chapter 4 Part 8 of the Regulation and on the basis of the principles set out in Council's Revenue Statement, Council make and levy a Separate Charge – Landfill Management Levy of \$232.00 for the year ended 30 June 2023 to be levied equally on all rateable properties within the Council area for the purpose of offsetting the costs of Landfill Management, compliance and future close out provisions.

Special Charge - Road and Drainage Works Shand Street Subdivision, Mt Perry (Shand, Hunter and Mason Streets)

That in accordance with Section 92(3) of the Act and Chapter 4 Part 6 of the Regulation, Council will make and levy a special charge on each parcel of land to recoup the cost of the works and the finance costs incurred by Council borrowing funds over ten (10) years to complete the associated project, to provide road infrastructure and/or stormwater drainage infrastructure to the unfinished Shand Street Subdivision.

Table 4: List of registers

Register	
<ul style="list-style-type: none"> • Administrative Action Complaint Register • Asbestos Register • Asset Register • Compliance Correspondence Register • Contact with Lobbyists Register • Councillor Conduct Register • Delegations Register - CEO to Employee • Delegations Register - Council to CEO • Development Applications Register • Employee Conflict of Interest Register • Environmentally Relevant Activity License Register • Fees and Charges Register • Food Business License Register • Gift and Benefits Register • Grants Register • Higher Risk Personal Appearance Services Business Register • Local Heritage Register 	<ul style="list-style-type: none"> • Local Law Register • Lost Stolen Assets Register • Policy Framework Register • Private Certifier Application Register • Register for Greywater Use and Onsite Sewerage Facilities • Register of Contracts Over \$200K • Register of Interests of Councillors, Councillor Advisers, Chief Executive Officers and Related Persons • Register of Leases • Register of Mayor to CEO Directions • Register of Prequalified Suppliers (RPQS) • Register of Show Clause and Enforcement Notices • Register of Testable Backflow Prevention Devices • Registered Dog Register • Risk and Compliance Register • Roads Register

Figure 3: Council concessions for rates and charges

Council’s Revenue Policy, adopted annually as part of the budget process, sets out the principles employed by North Burnett Regional Council for:

- Levying rates and charges;
- Granting concessions for rates and charges;
- Recovering overdue rates and charges; and
- Cost-recovery methods.

In considering Council’s powers to grant rebates and concessions, and in accordance with the endorsed Revenue Policy, Council will be guided by the following principles:

- (a) Similar treatment for ratepayers with similar circumstances;
- (b) Transparency by making clear the requirements necessary to receive rebates and concessions; and
- (c) flexibility to allow Council to respond to local economic issues, adverse seasonal conditions, and extraordinary circumstances; and Fairness in considering the provision of community service rebates and concessions.

The predominant purposes for which Council grants concessions are:

- (a) Water Consumption Charges
 - Concessions for Partial Relief from Water Consumption Charges in accordance with General Policy 2211 – Partial Relief from Water Charges.
- (b) Community Not for Profit Concessions
 - Remission to religious organisations, sporting groups, community groups who provide a public service or community benefit throughout the region – outlined in Council’s General Policy, Rates – Not for Profit Organisations.
- (c) Concession for Subdivider
 - To support subdividers that contribute to Councils reticulated water and sewerage infrastructure.
- (d) Natural Disaster or Drought Relief
 - Council may at its discretion grant some relief to rural and commercial ratepayers who are financially stressed by drought or have been affected by natural disaster.
- (e) Other
 - Other remission or rate deferral requests will be assessed on their individual merits.

Figure 4: Report on the internal audit for the financial year

During the 2022-23 financial year, Councils internal audit function primarily focused on the development and implementation of an Audit and Risk Committee. While Council is not considered a large Local Government, and consequently is not required to have an Audit and Risk Committee, having an Audit and Risk Committee is considered advantageous and a best practice measure.

On 28 September 2022, Council resolved to re-instate the Audit and Risk Committee. Subsequently, following an expression of interest to recruit for independent members (including a Chair) of the Audit and Risk Committee, Council appointed three independent members to the Audit and Risk Committee at Council’s general meeting held on 28 June 2023.

In addition to the reinstatement of the Audit and Risk Committee, Council also engaged a consultant auditor to undertake a review, and make recommendations regarding, a significant project. The recommendations of such are currently being reviewed, with any necessary action likely to be undertaken in the coming financial years.

- (2) In this section - annual operations report, for a commercial business unit, means a document that contains the following information for the previous financial year:

Legislative Requirement	Compliance
(a) information that allows an informed assessment of the unit’s operations, including a comparison with the unit’s annual performance plan;	N/A
(b) particulars of any changes made to the unit’s annual performance plan for the previous financial year;	N/A
(c) particulars of the impact the changes had on the unit’s; <ul style="list-style-type: none"> (i) financial position; and (ii) operating surplus and deficit; and (iii) prospects. 	N/A
(d) particulars of any directions the local government gave the unit.	N/A

Human Rights Act 2019 (s97)

Public entities (including Local Governments) are required to act and make decision compatible with human rights, as well as take into consideration human rights when making a decision. *The Human Rights Act 2019* protects 23 Human Rights. Public entities, such as Council must uphold these rights when they make decisions, create laws, set policies and provide services. Council recognises that it has an important role in complying with *Queensland's Human Rights Act 2019* through its actions, decisions, proposals and recommendations.

Under the *Human Rights Act 2019* when individuals believe a public entity has breached their human rights obligations they have the right to complain and seek remedies. There are a number of different ways that people can complain and seek a remedy in relation to their human rights under the Act.

In the 2022-23 financial year Council did not receive any human rights complaints.

Public Sector Ethics act 1994 (s23)

Council reports the actions it has taken during the reporting period to comply with sections 15, 21, and 22, as required by section 23 of the *Public Sector Ethics Act 1994*. These actions are as follows:

Code of Conduct:

Council maintained and ensured the continuity of its Code of Conduct during the year. The Code of Conduct gives regard to the principles outlined in the *Public Sector Ethics Act 1994* and reflects Council's commitment to ensuring accountability, transparency, and fairness in its operations. All employees (and persons as defined by the act) have access to the Code of Conduct in either electronic or paper-based formats.

Education and Training:

Council seeks to deliver Code of Conduct refresher training to existing employees annually where possible, but no less than once every two (2) years or at the time the document is reviewed/readopted by Council (whichever occurs first). Additionally, all new Council employees undergo online Code of Conduct training as part of their onboarding process. Collectively, the training aims to raise awareness among employees about the conduct standards expected by Council and emphasizes the significance of maintaining an ethical culture built on good governance, sound decision-making, and high levels of integrity.

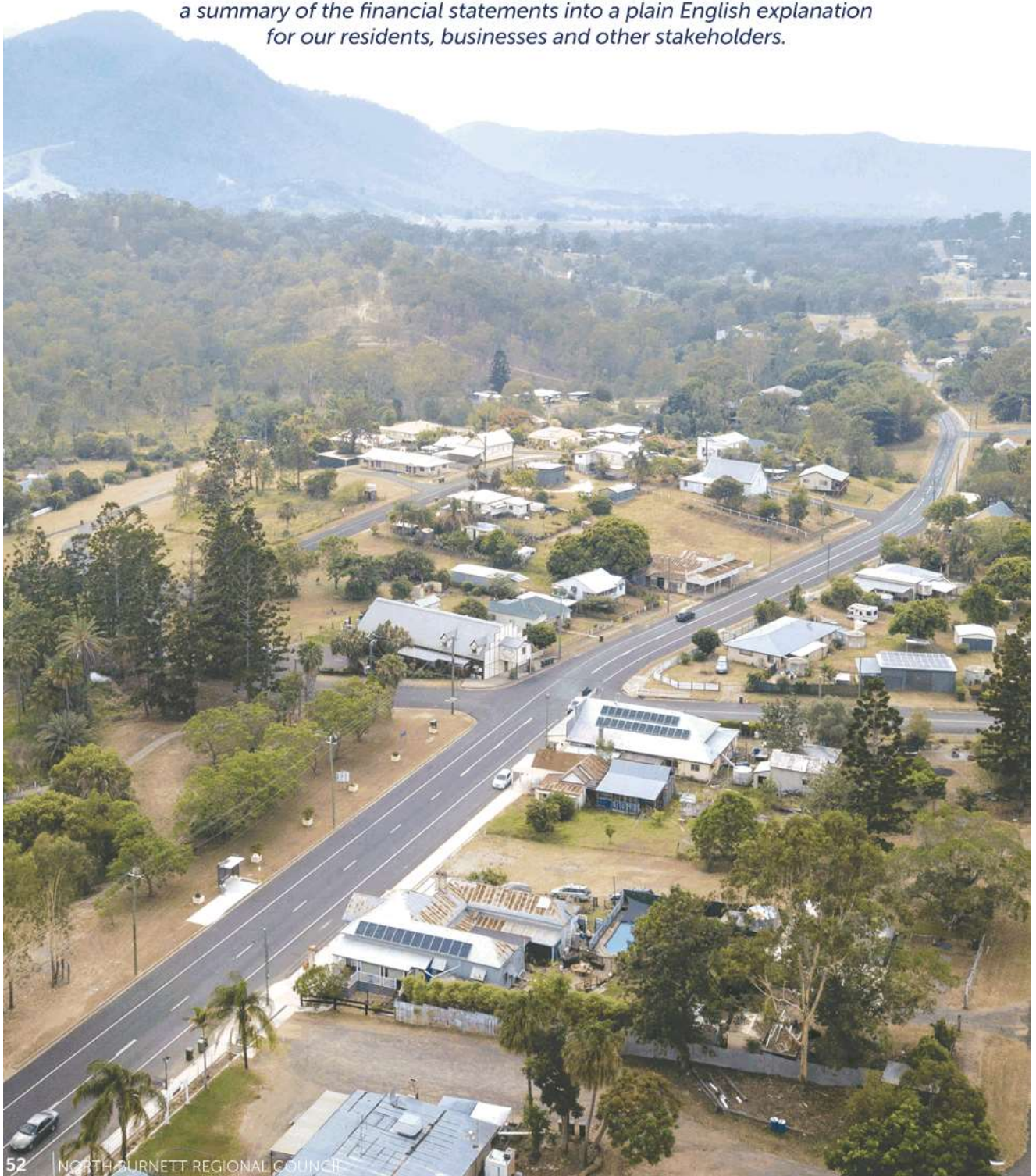
Additionally, employees received training in Record Keeping, Authorised Persons, and Right to Information and Privacy Training as applicable. Recurrent training will continue and forms part of a systematic electronic learning regime. Council is dedicated to providing governance-focused education and awareness programs to all employees, aiming to uphold the highest standards of employee conduct.

Procedures and Practices:

Council ensures that all policies and procedures are underpinned by the standards set in its Code of Conduct, which gives regard to the principles of the *Public Sector Ethics Act 1994*. These principles and standards serve as guiding principles for all employees' actions and decision-making within the organisation.

COMMUNITY FINANCIAL REPORT

This Community Financial Report aims to simplify and provide a summary of the financial statements into a plain English explanation for our residents, businesses and other stakeholders.



FINANCIAL STATEMENTS

Financial statements are formal records of the financial performance and position of Council (page 59). There are four financial statements that assist in providing a high-level picture of council finances -

These include:

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

These statements are accompanied by supporting notes which provide details on the transactions which are included in the line item balances in the four statements.

STATEMENT OF COMPREHENSIVE INCOME

Purpose: Often referred to as the Profit & Loss or income statement it shows all revenue the Council has earned, and the expenses incurred for the financial year. This Statement is outlined through the following sections:

- Income
- Expenses

Income

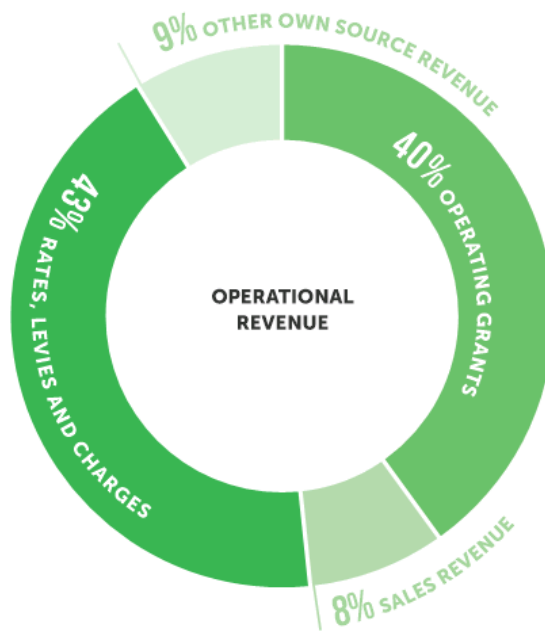
Council's total income in 2022-23 was \$54.079 million (\$56.207 million in 2021-22). Council's operational revenue (total income excluding capital revenue) in 2022-23 was \$47.806 million. Grant income represents 40% of total income, with the remaining 60% of the operating income classed as own sourced income.

Total rates and charges levied (less discount) totalled \$20.453 million. This equates to 43% of council's operational income.

Expenses

Council's total expenses in 2022-23 was \$56.271 million (\$53.366 million in 2021-22) (inclusive of capital expenses). Council spent \$36.266 million during the year on employee costs, materials and services. These items represent a cost to Council of providing services, operating facilities and maintaining assets.

Depreciation expenditure of \$17.546 million records the consumption of assets controlled by Council over the useful lives and provides an indication of what the level of expenditure on rehabilitation and renewal of existing assets is required annually.



STATEMENT OF FINANCIAL POSITION

Purpose: shows the assets and liabilities which make up community equity as at 30 June 2023. This Statement is outlined through the following sections:

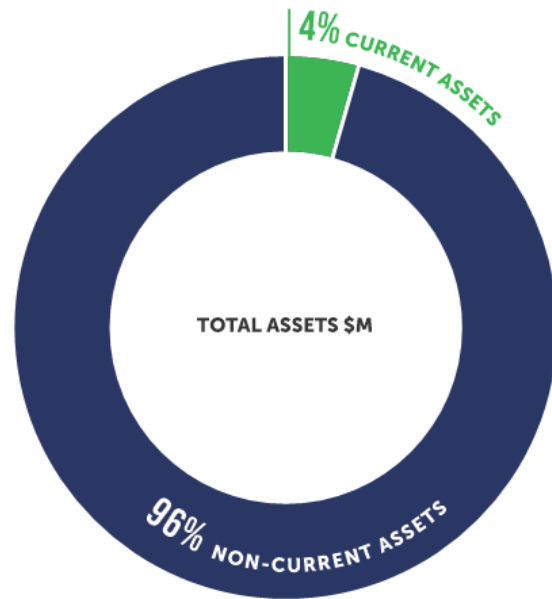
- Net Current Assets
- Total Assets
- Total Liabilities
- Total Cash and Cash Equivalents

Net Current Assets

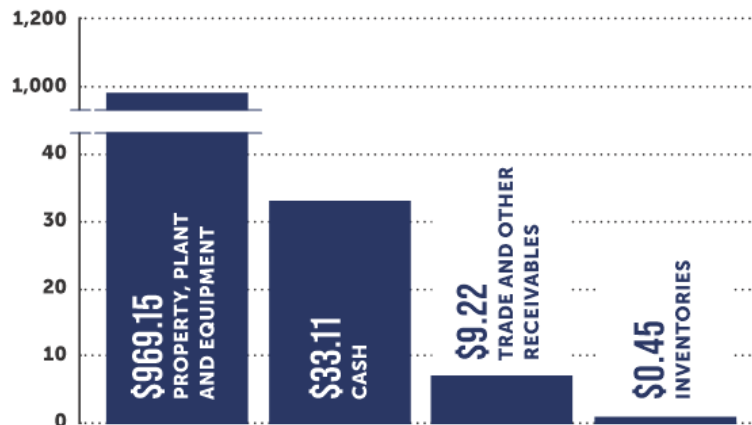
Council's net current assets (that is current assets less current liabilities) are \$30.317 million for 2022-23. Current assets and liabilities are those which are likely to be turned over during the next financial year.

Total Assets

Council's total assets are made up of current assets of \$42.779 million and non-current assets of \$969.150 million giving a total of \$1,011.929 million. The non-current assets are infrastructure assets such as roads, bridges, water and wastewater facilities.



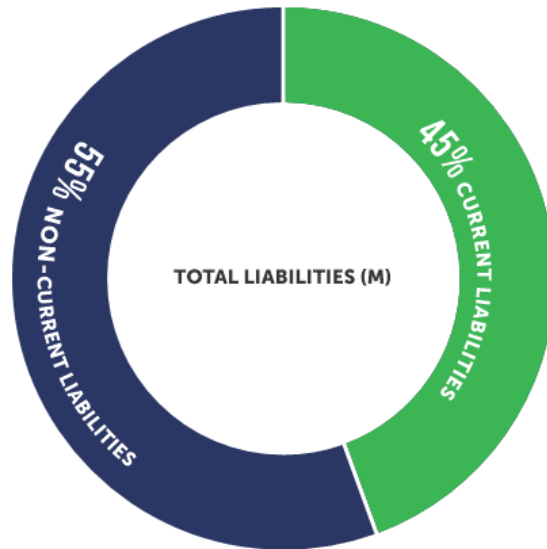
2022-23 ASSET TYPES (\$M)



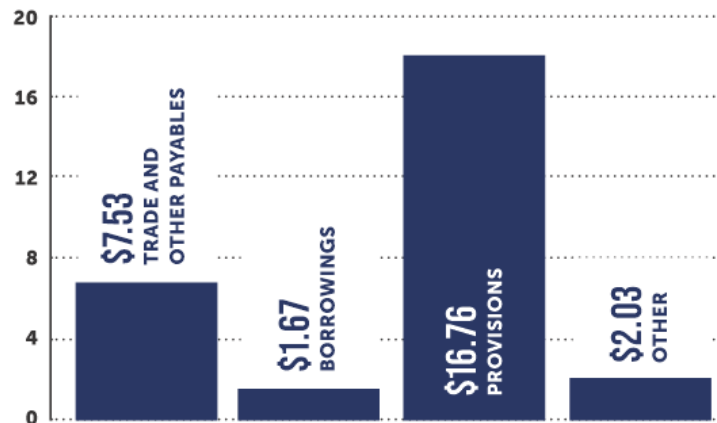
Total Liabilities

Council's total liabilities are made up of current liabilities of \$12.461 million and non-current liabilities of \$15.530 million, giving a total of \$27.991 million.

Borrowings are made up of \$0.155 million in current obligations and \$1.513 million in non-current obligations. Similarly, provisions are made up of \$4.060 million current and \$12.702 million non-current. The non-current provisions are primarily allocated to the future restoration of Council's waste management facilities, and Council's gravel quarries.



2022-23 LIABILITIES (\$M)

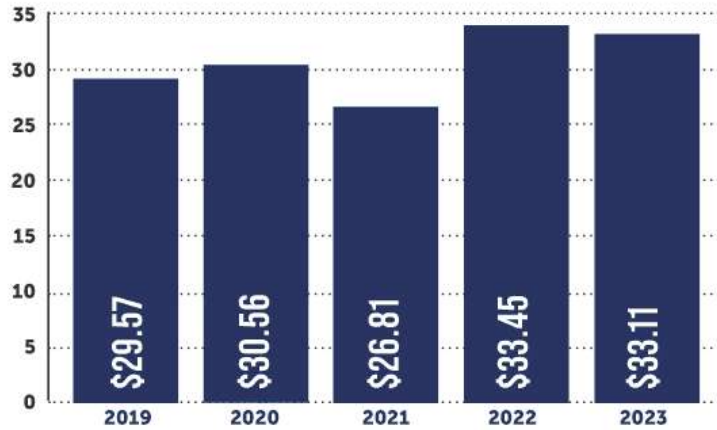


Total Cash and Cash Equivalents

Council delivered \$18.821 million in projects in the 2022-23 financial year. Council had similar cash reserves when compared to 2021-22 and maintained a sufficient cash position at the end of 2022-23 with cash and cash equivalents/financial assets totalling \$33.1 million. After considering externally imposed expenditure restrictions at the 30 June 2023, there was \$16.5 million in unrestricted cash.

Overall Council has taken significant management action to manage costs and enhance its cash position.

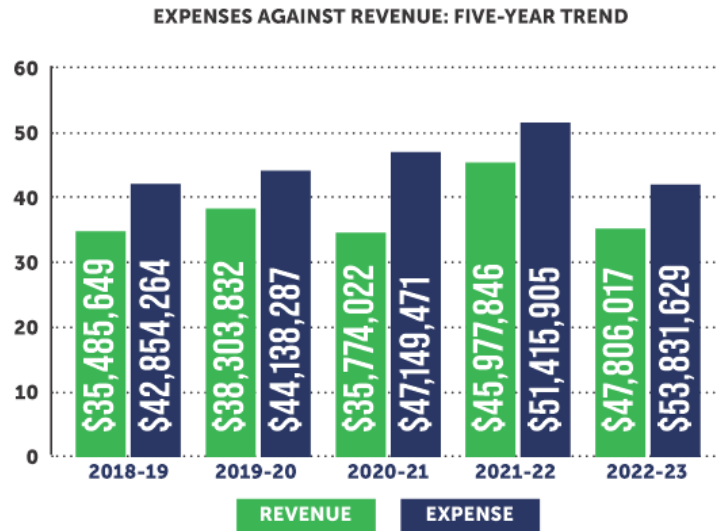
CASH POSITION BY YEAR: FIVE-YEAR TREND (\$M)



COMPARATIVE TREND ANALYSIS: REVENUE AND EXPENSES

The Expenses against Revenue chart depicts Council's operational revenues and expenditure performance over the last five years. This comparative information demonstrates how Council has performed over a longer period of time.

It should be noted on an operational basis Council is making a loss, where our expenses are exceeding our income. The income figures do not include capital income received as grants nor does it include any gain/ (loss) on disposal of assets.



2022-23 FINANCIAL RATIO SUMMARY

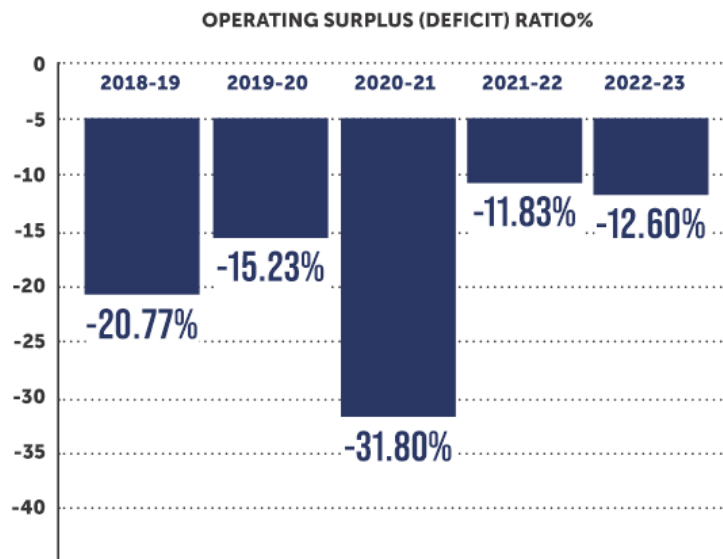
Purpose: Council is required to outline the following relevant measures of financial sustainability. This Summary is outlined through the following sections:

- Operating Surplus Ratio
- Net Financial Liabilities Ratio
- Asset Sustainability Ratio

Operating Surplus Ratio

Target between 0 and 10%

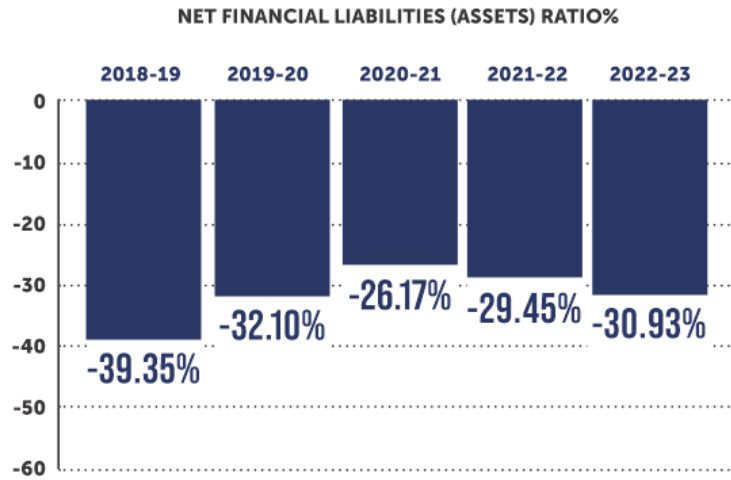
The operating surplus ratio measures the extent to which revenues raised (to cover operating expenses) are available for capital funding and other purposes. It is calculated as net operating result (presented in the income statement) divided by operating revenue. A positive ratio indicates that surplus revenue is available. A negative ratio indicates an operating deficit. In 2022-23, there was a similar ratio as compared to 2021-22.



NET FINANCIAL LIABILITIES RATIO

Target is not greater than 60%

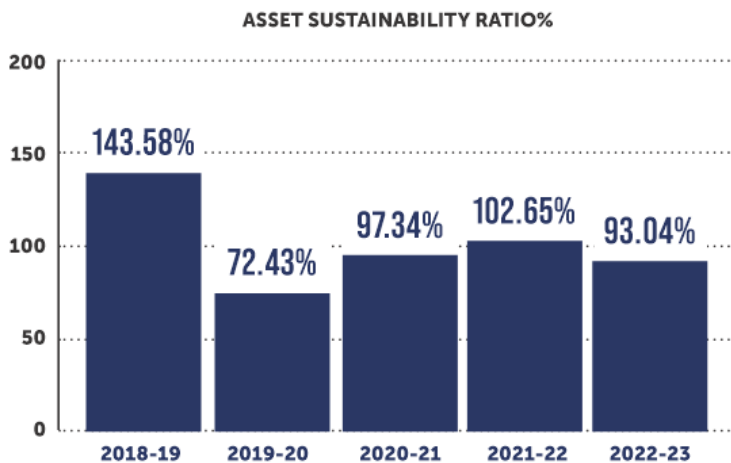
The net financial liabilities ratio indicates the extent to which operating revenues (including grants and subsidies) can cover net financial liabilities (usually loans and leases). The ratio determines how well placed we are to pay our financial liabilities out of current operating revenue and is calculated as the value of net financial liabilities (assets) divided by operating revenue. Net financial liabilities (assets) are calculated as total liabilities minus current assets, and a negative measure means that our current assets exceed total liabilities.

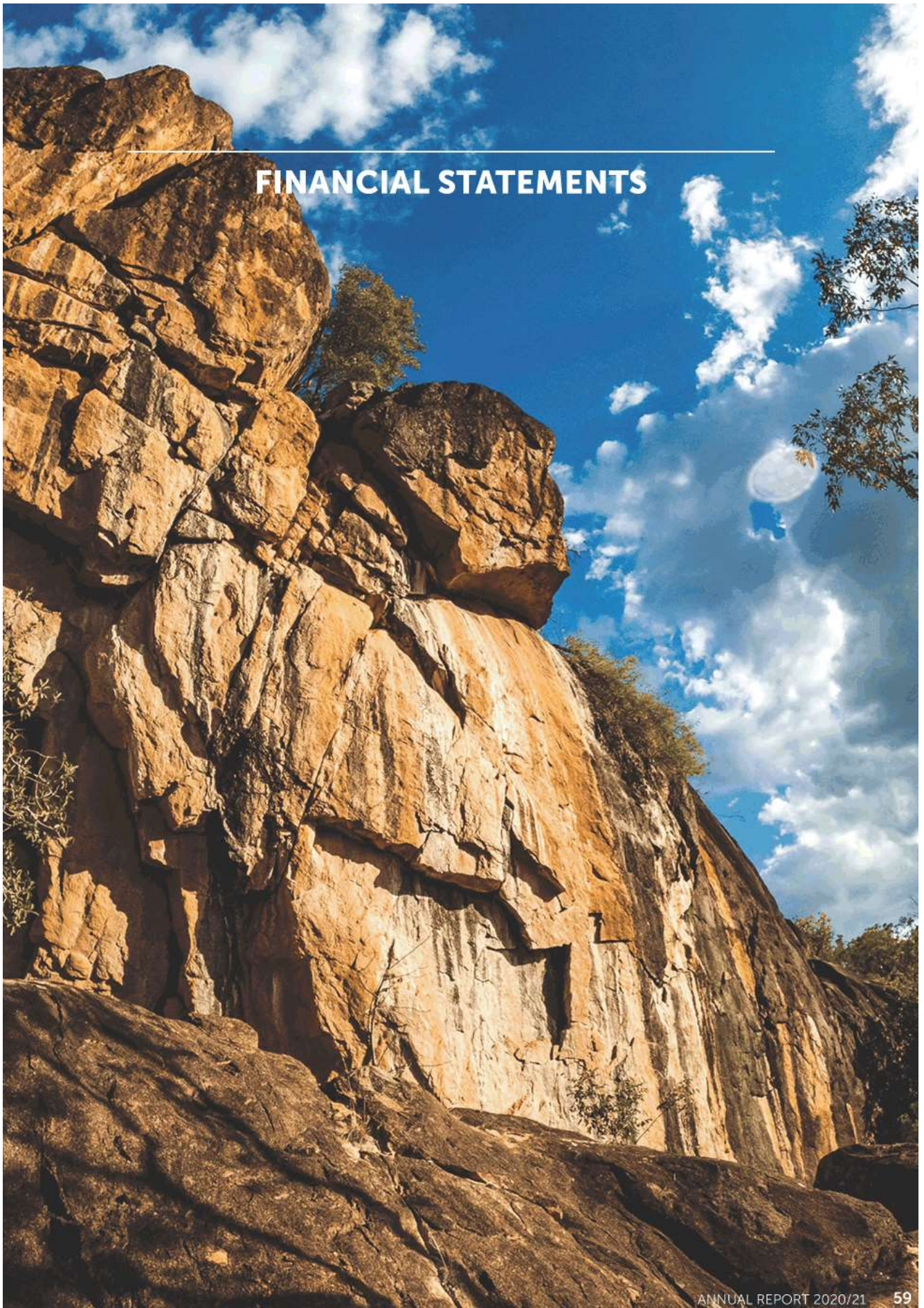


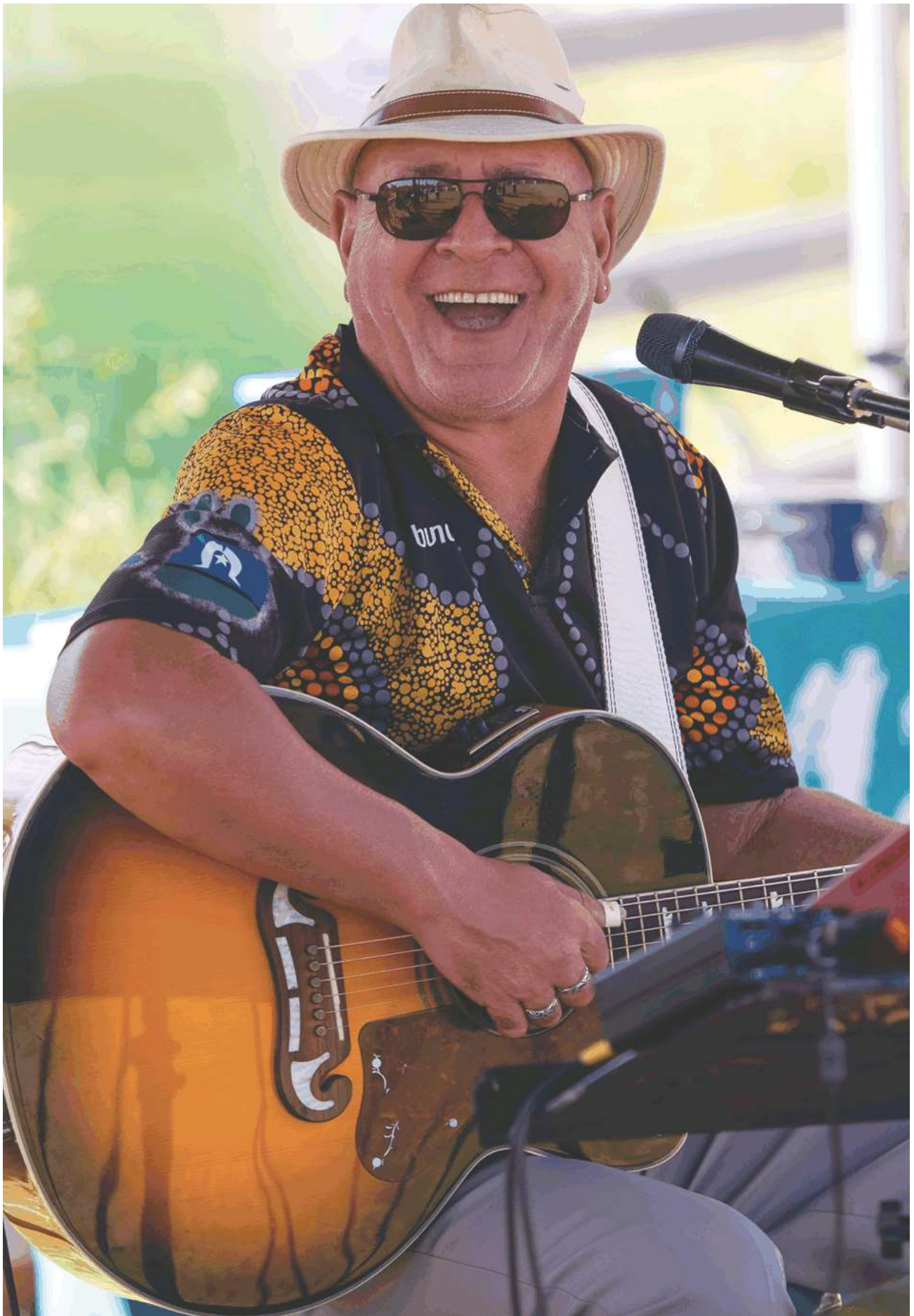
ASSET SUSTAINABILITY RATIO

Target is greater than 90%

The asset sustainability ratio is an approximation of the extent to which the property, plant and equipment assets that we manage are being replaced as they reach the end of their useful lives. In previous years there has been a significant increase in capital outlays as a result of natural disasters. In 2022-23, Council invested millions of Council and external funding directly back into community assets like roads and bridges.







North Burnett Regional Council

Financial Statements 2023

General Purpose Financial Statements

for the year ended 30 June 2023

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North Burnett Regional Council

Financial Statements 2023

Statement of Comprehensive Income

for the year ended 30 June 2023

	Notes	2023 \$	2022 \$
Income			
Revenue			
Recurrent revenue			
Rates, levies and charges	3a	20,453,371	18,462,730
Fees and charges	3b	1,840,005	1,627,512
Sales revenue	3c	3,914,082	7,104,388
Grants, subsidies, contributions and donations	3d(i)	19,188,948	16,857,896
Total recurrent revenue		45,396,406	44,052,526
Capital revenue			
Grants, subsidies, contributions and donations	3d(ii)	6,273,089	10,229,038
Total capital revenue		6,273,089	10,229,038
Interest received	4a	1,016,079	271,685
Other income	4b	1,393,532	1,653,635
Total income		54,079,106	56,206,884
Expenses			
Recurrent expenses			
Employee benefits	5	15,447,521	14,477,923
Materials and services	6	20,818,072	21,636,679
Finance costs	7	19,905	348,873
Depreciation of property, plant and equipment	13	17,546,131	14,952,430
Total recurrent expenses		53,831,629	51,415,905
Capital Expenses	8	2,439,095	1,950,056
Total expenses		56,270,724	53,365,961
Net Result		(2,191,618)	2,840,923
Other comprehensive income			
Items that will not be reclassified to the net result			
Increase/(decrease) in asset revaluation surplus	19	63,037,421	(168,376,469)
Total other comprehensive (loss) / income for the year		63,037,421	(168,376,469)
Total comprehensive (loss) / income for the year		60,845,803	(165,535,546)

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

North Burnett Regional Council

Financial Statements 2023

Statement of Financial Position

as at 30 June 2023

	Notes	2023 \$	2022 \$
Current assets			
Cash and cash equivalents	9	29,109,013	29,454,535
Financial assets	9	4,000,000	4,000,000
Receivables	10	2,294,973	3,452,416
Inventories	11	448,370	454,477
Contract assets	14	5,747,259	2,655,257
Other assets	12	1,179,037	1,078,052
Total current assets		42,778,652	41,094,737
Non-current assets			
Property, plant and equipment	13	969,150,306	909,550,351
Total non-current assets		969,150,306	909,550,351
Total Assets		1,011,928,958	950,645,088
Current liabilities			
Payables	15	3,610,546	4,800,846
Contract liabilities	14	3,918,534	2,135,986
Borrowings	16	155,244	156,231
Provisions	17	4,060,201	3,780,829
Other liabilities	18	716,638	685,253
Total current liabilities		12,461,163	11,559,145
Non-current liabilities			
Borrowings	16	1,512,595	1,668,105
Provisions	17	12,702,184	13,011,994
Other liabilities	18	1,315,454	1,314,085
Total non-current liabilities		15,530,233	15,994,184
Total Liabilities		27,991,396	27,553,329
Net community assets		983,937,562	923,091,759
Community equity			
Asset revaluation surplus	19	239,794,810	176,757,389
Retained deficiency		(40,013,690)	(37,822,072)
Capital		784,156,442	784,156,442
Total community equity		983,937,562	923,091,759

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

North Burnett Regional Council

Financial Statements 2023

Statement of Changes in Equity

for the year ended 30 June 2023

	Notes	Asset revaluation surplus \$	Retained deficiency \$	Capital \$	Total equity \$
2023					
Balance as at 1 July		176,757,389	(37,822,072)	784,156,442	923,091,759
Net result		-	(2,191,618)	-	(2,191,618)
Other comprehensive (loss) / income for the year - Increase/(decrease) in asset revaluation surplus	19	63,037,421	-	-	63,037,421
Total comprehensive (loss) / income for the year		63,037,421	(2,191,618)	-	60,845,803
Balance as at 30 June		239,794,810	(40,013,690)	784,156,442	983,937,562
2022					
Balance as at 1 July		345,133,858	(40,662,995)	784,156,442	1,088,627,305
Net result		-	2,840,923	-	2,840,923
Other comprehensive (loss) / income for the year - Increase/(decrease) in asset revaluation surplus	19	(168,376,469)	-	-	(168,376,469)
Total comprehensive (loss) / income for the year		(168,376,469)	2,840,923	-	(165,535,546)
Balance as at 30 June		176,757,389	(37,822,072)	784,156,442	923,091,759

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

North Burnett Regional Council

Financial Statements 2023

Statement of Cash Flows

for the year ended 30 June 2023

	Notes	2023 \$	2022 \$
Cash flows from operating activities			
Receipts from customers		28,799,920	29,839,484
Payments to suppliers and employees		<u>(37,726,285)</u>	<u>(34,842,346)</u>
		(8,926,365)	(5,002,862)
Receipts			
Interest received		1,016,079	271,686
Rental income		225,510	320,548
Non capital grants and contributions		17,780,885	17,117,489
Payments			
Finance costs		<u>(17,567)</u>	<u>(105,982)</u>
Net cash inflow from operating activities	23	<u>10,078,542</u>	<u>12,600,879</u>
Cash flows from investing activities			
Receipts			
Proceeds from sale of property, plant and equipment		2,281,155	294,824
Grants, subsidies, contributions and donations		6,273,089	10,018,546
Payments			
Payments for property, plant and equipment		<u>(18,821,811)</u>	<u>(16,011,065)</u>
Net cash inflow from investing activities		<u>(10,267,567)</u>	<u>(5,697,695)</u>
Cash flows from financing activities			
Payments			
Repayment of borrowings		<u>(156,497)</u>	<u>(254,941)</u>
Net cash outflow from financing activities		<u>(156,497)</u>	<u>(254,941)</u>
Net increase/(decrease) in cash and cash equivalents held		<u>(345,522)</u>	<u>6,648,243</u>
Cash and cash equivalents at beginning of financial year		29,454,535	22,806,292
Cash and cash equivalents at the end of the financial year	9	<u>29,109,013</u>	<u>29,454,535</u>

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

North Burnett Regional Council

Financial Statements 2023

Notes to the Financial Statements

for the year ended 30 June 2023

Note 1. Information about these financial statements

(a) Basis of preparation

North Burnett Regional Council (NBRC) is constituted under the Queensland *Local Government Act 2009* and is domiciled in Australia.

These general purpose financial statements are for the period 1 July 2022 to 30 June 2023. They are prepared in accordance with the *Local Government Act 2009* and the *Local Government Regulation 2012*.

Council is a not-for-profit entity for financial reporting purposes and these financial statements comply with Australian Accounting Standards and Interpretations as applicable to not-for-profit entities.

These financial statements have been prepared under the historical cost convention except for the revaluation of certain classes of property, plant and equipment.

(b) New and revised Accounting Standards adopted during the year

NBRC adopted all standards which became mandatorily effective for annual reporting periods beginning on 1 July 2022. None of the standards had a material impact on reported position, performance and cash flows.

(c) Standards issued by the AASB not yet effective

The AASB has issued Australian Accounting Standards and Interpretations which are not effective at 30 June 2023, these standards have not been adopted by Council and will be included in the financial statements on their effective date. None of these standards are expected to have a material impact on NBRC.

(d) Estimates and Judgements

Council makes a number of judgements, estimates and assumptions in preparing these financial statements. These are based on the best information available to Council at the time, however due to the passage of time, these assumptions may change and therefore the recorded balances may not reflect the final outcomes. The significant judgements, estimates and assumptions relate to the following items and specific information is provided in the relevant note:

- Valuation and depreciation of property, plant and equipment (Note 13 (c) &(e))
- Impairment of property, plant and equipment (Note 13(d))
- Provisions (Note 17)
- Contingent liabilities (Note 21)
- Financial instruments and financial liabilities (Note 26)
- Revenue recognition (Note 3)

(e) Rounding and Comparatives

The financial statements are in Australian dollars and have been rounded to the nearest \$1, unless otherwise stated.

Comparative information is generally restated for reclassifications, errors and changes in accounting policies unless permitted otherwise by transition rules in a new Accounting Standard. Comparative information is prepared on the same basis as prior year.

(f) Volunteer Services

NBRC does not use volunteer services at the cost of existing employees and therefore would not purchase the services had they not been donated.

(g) Taxation

Council is exempt from income tax; however council is subject to Fringe Benefits Tax, Goods and Services Tax ('GST') and payroll tax on certain activities. The net amount of GST recoverable from the ATO or payable to the ATO is shown as an asset or liability respectively.

North Burnett Regional Council

Financial Statements 2023

Notes to the Financial Statements

for the year ended 30 June 2023

Note 2. Analysis of results by function

(a) Components of North Burnett Regional Council functions

The activities relating to North Burnett Regional Council's components reported on in Note 2(b) are as follows:

Corporate governance

The objective of corporate governance is for NBRC to be open, accountable, transparent and deliver value for money community outcomes. This function includes strategic and operational planning, risk management, legal and administrative support. The Mayor, Councillors and Chief Executive Officer are included in corporate governance.

Business services and finance

Council's Business Services and Finance teams provides professional finance and other information services across all of Council. This function includes internal audit, budget support, financial accounting, the taxation unit, marketing and communication and information technology services. The goal of this function is to provide accurate, timely and appropriate information to support sound decision making and meet statutory requirements.

Community services

The goal of community services is to ensure NBRC is a healthy, vibrant, contemporary, and connected community. Community services provides well managed and maintained community facilities, and ensures the effective delivery of cultural, health, welfare, cemeteries, environmental, art galleries and museums, community centres and halls.

This function includes:

- Libraries
- Environmental licences and approvals.

Construction and maintenance

Construction and maintenance is responsible for constructing new and maintaining existing infrastructure across a diverse range of assets that underpin the wellbeing of the NBRC community. These assets include roads, drains, stormwater, boat ramps, cemeteries, parks and open spaces and coastal areas.

Planning and development

This function facilitates the Region's growth and prosperity through well planned and quality development. The objective of planning and development is to ensure the North Burnett Region is well designed, efficient and facilitates growth yet also preserves the character and natural environment of the region. This function includes activities and services related to urban, neighbourhood and regional planning, and management of development approval processes.

Transport infrastructure

The objective of the transport infrastructure program is to ensure the community is serviced by a high quality and effective road network. The function provides and maintains transport infrastructure network.

Waste management

The goal of this function is to protect and support our community and natural environment by sustainably managing refuse. The function provides refuse collection and disposal services, mosquito, and other pest management programs.

Water infrastructure

The goal of this program is to support a healthy, safe community through sustainable water services. This function includes all activities relating to water including flood and waterways management.

Sewerage infrastructure

This function protects and supports the health of our community by sustainably managing sewerage infrastructure.

North Burnett Regional Council
Notes to the Financial Statements
 for the year ended 30 June 2023

Note 2. Analysis of results by function (continued)

(b) Analysis of results by function

Functions	Gross program income			Gross program expenses			Net result from recurrent operations	Net result	Total Assets	
	Recurrent grants	Recurrent other	Capital grants	Capital other	Total income	Recurrent				Capital
	\$	\$	\$	\$	\$	\$	\$	\$	\$	
2023										
Corporate governance	9,505,492	12,077,595	—	—	21,583,087	(8,388,760)	—	(8,388,760)	13,194,327	61,475,034
Business services and finance	—	—	—	—	—	(2,975,893)	—	(2,975,893)	(2,975,893)	3,885,401
Community services	80,008	1,340,817	—	—	1,420,825	(5,488,746)	—	(5,488,746)	(4,067,921)	30,276,364
Construction and maintenance	—	164,450	—	—	164,450	(2,437,187)	(2,431,991)	(4,869,178)	(2,272,737)	38,481,341
Planning and development	—	388,648	—	—	388,648	(1,086,509)	—	(1,086,509)	(697,861)	(697,861)
Transport infrastructure	9,530,556	4,215,810	1,893,403	1,229,635	16,689,404	(22,011,282)	(59,788)	(22,071,070)	(8,264,916)	803,391,336
Waste management	72,892	4,078,902	329,394	—	4,481,188	(4,551,527)	52,684	(4,498,843)	(399,733)	2,891,704
Water infrastructure	—	3,916,569	3,050,633	—	6,967,202	(4,873,644)	—	(4,873,644)	(957,075)	38,009,350
Sewerage infrastructure	—	2,434,278	(29,976)	—	2,404,302	(2,018,081)	—	(2,018,081)	416,197	33,518,438
Total Council	19,188,948	28,817,069	5,043,454	1,229,635	54,079,106	(53,831,629)	(2,439,095)	(56,270,724)	(6,025,612)	1,011,928,958
2022										
Corporate governance	12,974,484	10,370,334	—	—	23,344,818	(7,670,205)	—	(7,670,205)	15,674,613	58,764,489
Business services and finance	—	—	—	—	—	(3,271,213)	—	(3,271,213)	(3,271,213)	4,507,026
Community services	50,501	1,128,973	531,708	—	1,711,182	(4,659,159)	—	(4,659,159)	(3,479,685)	29,382,359
Construction and maintenance	—	158,544	163,000	—	321,544	(2,233,077)	(1,921,313)	(4,154,390)	(2,074,533)	33,771,410
Planning and development	—	258,791	600,540	—	859,331	(834,289)	—	(834,289)	(575,498)	25,042
Transport infrastructure	3,830,713	7,460,376	4,807,998	2,774,785	18,873,872	(23,093,187)	(11,291)	(23,104,478)	(11,802,098)	754,953,431
Waste management	2,198	3,804,179	919,437	—	4,725,814	(3,721,004)	(17,452)	(3,738,456)	85,373	2,360,113
Water infrastructure	—	3,716,080	—	—	3,716,080	(4,307,267)	—	(4,307,267)	(591,187)	34,041,719
Sewerage infrastructure	—	2,222,673	431,570	—	2,654,243	(1,626,504)	—	(1,626,504)	596,169	1,027,739
Total Council	16,857,896	29,119,950	7,454,263	2,774,785	56,206,884	(51,415,905)	(1,950,056)	(53,365,961)	(5,438,059)	950,645,088

North Burnett Regional Council

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Notes to the Financial Statements

for the year ended 30 June 2023

Note 3. Revenue

	2023	2022
	\$	\$
(a) Rates, levies and charges		
Rates, levies and charges are recognised at the beginning of the rating period to which they relate. Pre-paid rates are recognised as a financial liability until the beginning of the rating period.		
General rates	11,268,351	10,608,914
Water supply services	2,380,901	2,251,732
Water consumption	1,532,287	1,532,605
Sewerage services	2,520,433	2,396,697
Waste management services	3,081,699	2,872,142
Local disaster management levy	102,186	40,715
Natural resource management levy	418,895	395,366
Special levy Mt Perry	28,288	19,219
Total rates and utility charge revenue	21,333,040	20,117,390
Less: discounts	(879,669)	(1,654,660)
Total rates, levies and charges	20,453,371	18,462,730

(b) Fees and charges

Revenue arising from fees and charges are recognised at the point in time when the performance obligation is completed and the customer receives the benefit of the services being provided.

The performance obligation relates to the specific services which are provided to the customers and generally the payment terms are within 30 days of the provision of the service or in some cases, the customer is required to pay on arrival, for example caravan parks. There is no material obligation for Council in relation to refunds or returns.

Licences granted by Council are all either short-term or low value and all revenue from licences is recognised at the time that the licence is granted rather than the term of the licence.

Revenue from infringements is recognised on issue of infringement notice after applying the expected credit loss model relating to impairment of receivables for initial recognition of statutory receivables.

	2023	2022
	\$	\$
Building and development fees	284,404	223,818
Licences and registrations	76,337	61,726
Community service fees	225,566	248,974
Caravan parks	709,977	521,587
Water and sewer fees	75,095	99,116
Trade waste and recycling	249,209	211,784
Other fees and charges	219,417	260,507
Total fees and charges	1,840,005	1,627,512

North Burnett Regional Council

Financial Statements 2023

Notes to the Financial Statements

for the year ended 30 June 2023

Note 3. Revenue (continued)

(c) Sales revenue

Sale of goods revenue is recognised at the point in time that the customer obtains control of the goods, generally at delivery. Revenue from services is recognised when the service is rendered.

Revenue from contracts and recoverable works generally comprises a recoupment of material costs together with an hourly charge for use of equipment and employees. This revenue and the associated costs are recognised by reference to the stage of completion of the contract activity based on costs incurred at the reporting date. Where consideration is received for the service in advance it is included in other liabilities and is recognised as revenue in the period when the service is performed. There are no contracts in progress at the year end. The contract work carried out is not subject to retentions.

	2023	2022
	\$	\$
Rendering of services		
Contracts and recoverable works		
- Transport and main roads	3,806,106	7,075,014
- Private works	107,976	29,374
Total sales revenue	<u>3,914,082</u>	<u>7,104,388</u>

(d) Grants, subsidies, contributions and donations**Grant income under AASB 15**

Where grant income arises from an agreement which is enforceable and contains sufficiently specific performance obligations then the revenue is recognised when control of each performance obligations is satisfied.

Performance obligations vary in each agreement but include identifiable milestones which result in the completion of a designated activity. Payment terms vary depending on the terms of the grant, cash is received upfront for some grants and on the achievement of certain payment milestones for others.

Each performance obligation is considered to ensure that the revenue recognition reflects the transfer of control and within grant agreements there may be some performance obligations where control transfers at a point in time and others which have continuous transfer of control over the life of the contract.

Where control is transferred over time, revenue is recognised using either costs or time incurred.

Grant income under AASB 1058

Where Council receives an asset for significantly below fair value, the asset is recognised at fair value, related liability (or equity items) are recorded and income then is recognised for any remaining asset value at the time that the asset is received.

Capital grants

Where Council receives funding under an enforceable contract to acquire or construct a specific item of property, plant and equipment which will be under Council's control on completion, revenue is recognised as and when the obligation to construct or purchase is completed. For construction projects, this is generally as the construction progress in accordance with costs incurred.

Donations and contributions

Where assets are donated or purchased for significantly below fair value, the revenue is recognised when the asset is acquired and controlled by Council.

Donations and contributions are generally recognised on receipt of the asset since there are no enforceable performance obligations.

North Burnett Regional Council

Financial Statements 2023

Notes to the Financial Statements

for the year ended 30 June 2023

Note 3. Revenue (continued)

Physical assets contributed to Council by developers in the form of road works, stormwater, water and wastewater infrastructure and park equipment are recognised as revenue when Council obtains control of the asset and there is sufficient data in the form of drawings and plans to determine the approximate specifications and values of such assets. Non-cash contributions with a value in excess of the recognition thresholds are recognised as non-current assets. Those below the thresholds are recorded as expenses.

	2023 \$	2022 \$
(i) Operating		
General purpose grants	14,518,329	16,484,846
State government subsidies and grants	597,141	246,431
Commonwealth government subsidies and grants	4,026,263	126,619
Contributions	47,215	–
Total recurrent grants, subsidies, contributions and donations	19,188,948	16,857,896

(ii) Capital

Capital Revenue includes grants and subsidies received which are tied to specific projects for the replacement or upgrade of existing non-current assets and/or investment in new assets. It also includes non-cash contributions which are usually infrastructure assets received from developers.

State government subsidies and grants	299,418	1,664,644
Commonwealth government subsidies and grants	4,744,036	5,789,609
Flood damage claims	1,229,635	2,774,785
Total capital grants, subsidies, contributions and donations	6,273,089	10,229,038

(iii) Timing of revenue recognition for grants, subsidies, contributions and donations

	Notes	2023		2022	
		Revenue recognised at a point in time \$	Revenue recognised over time \$	Revenue recognised at a point in time \$	Revenue recognised over time \$
Grants and subsidies	3d	19,396,480	5,903,384	16,454,029	10,525,014
Other		162,173	–	107,891	–
		19,558,653	5,903,384	16,561,920	10,525,014

North Burnett Regional Council

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Notes to the Financial Statements

for the year ended 30 June 2023

Note 4. Interest and other income

	2023	2022
	\$	\$
(a) Interest received		
Interest received from bank and term deposits is accrued over the term of the investment.		
Interest received from term deposits	914,887	116,126
Interest from overdue rates and utility charges	101,192	155,559
Total interest received	<u>1,016,079</u>	<u>271,685</u>
(b) Other income		
Bus revenue	570,807	485,687
Reginald Murray Williams Centre sales, levies, other sundry income	418,493	729,560
State waste levy	404,232	438,388
Total other income	<u>1,393,532</u>	<u>1,653,635</u>

Note 5. Employee benefits

	2023	2022
Notes	\$	\$
Employee benefit expenses are recorded when the service has been provided by the employee.		
Staff wages and salaries	11,591,962	10,805,656
Councillors' remuneration	451,766	424,060
Annual, sick and long service leave entitlements	2,102,632	1,620,530
Termination benefits	43,623	238,659
Superannuation	22 1,528,056	1,434,372
	<u>15,718,039</u>	<u>14,523,277</u>
Other employee related expenses	578,215	657,539
	<u>16,296,254</u>	<u>15,180,816</u>
Less: capitalised employee expenses	(848,733)	(702,893)
Total Employee benefits	<u>15,447,521</u>	<u>14,477,923</u>

Councillor remuneration represents salary, and other allowances paid in respect of carrying out their duties.

North Burnett Regional Council

Financial Statements 2023

Notes to the Financial Statements
for the year ended 30 June 2023

Note 5. Employee benefits (continued)

	2023 Number	2022 Number
Additional information:		
Total Council employees at the reporting date:		
Elected members	7	7
Administration staff	87	88
Depot and outdoors staff	72	77
Trainee staff	6	4
Total full time equivalent employees	172	176

Note 6. Materials and services

	2023 \$	2022 \$
Expenses are recorded on an accruals basis as Council receives the goods or services.		
Audit of annual financial statements by the Auditor-General of Queensland	174,210	140,300
Community services	3,012,963	2,313,039
Corporate governance	4,624,006	4,395,165
Planning and development	563,795	229,008
Sewerage infrastructure	689,705	490,787
Transport infrastructure	6,699,739	9,723,853
Waste management	2,958,266	2,523,230
Water infrastructure	2,095,388	1,821,297
Total materials and services	20,818,072	21,636,679

Total audit fee quoted by the Queensland Audit Office relating to the 2022-23 financial statements \$130,800 (2022: \$169,670).

Note 7. Finance costs

	2023 \$	2022 \$
Finance costs charged by the Queensland Treasury Corporation	67,825	75,696
Bank charges	36,511	30,275
Impairment of receivables	(86,769)	206,734
Unwinding of discount on provisions	2,338	36,168
Total finance costs	19,905	348,873

North Burnett Regional Council

Financial Statements 2023

Notes to the Financial Statements

for the year ended 30 June 2023

Note 8. Capital expenses

	Notes	2023 \$	2022 \$
(a) Loss on disposal of non-current assets			
Proceeds from the sale of property, plant and equipment		2,281,155	294,824
Less: carrying value of disposed property, plant and equipment	13	(4,713,146)	(2,115,486)
Loss on disposal of non-current assets		2,431,991	1,820,662
(b) Provision for restoration of land			
Landfill waste restoration		(52,684)	17,452
Gravel quarry rehabilitation		59,788	111,942
	17	<u>7,104</u>	<u>129,394</u>
The discount rate adjustments to the quarry rehabilitation liability is recorded in expenses due to an insufficient asset revaluation surplus for that class.			
Total capital expenses		2,439,095	1,950,056

Note 9. Cash and cash equivalents

	2023 \$	2022 \$
Cash and cash equivalents in the statement of cash flows include cash on hand, all cash and cheques received but not banked at the year end, deposits held at call and cash on hand.		
Cash and cash equivalents		
Cash at bank	969,379	1,452,491
Cash on hand	6,050	5,770
Deposits at call	28,133,584	27,996,274
Balance per Statement of Financial Position	29,109,013	29,454,535
Balance per Statement of Cashflows	29,109,013	29,454,535
Financial assets		
Term deposits	4,000,000	4,000,000
Total financial assets	4,000,000	4,000,000

Council is exposed to credit risk through its investments in the Queensland Treasury Corporation (QTC) Cash Fund and QTC Working Capital Facility. The QTC Cash Fund is an asset management portfolio investing in a wide range of high credit rated counterparties. Deposits with the QTC Cash Fund are capital guaranteed. Working Capital Facility deposits have a duration of one day and all investments are required to have a minimum credit rating of "A-", the likelihood of the counterparty not having capacity to meet its financial commitments is low.

Cash and cash equivalents	29,109,013	29,454,535
Less: externally imposed restrictions on cash	(12,624,486)	(10,208,001)
Unrestricted cash	16,484,527	19,246,534

Council's cash and cash equivalents are subject to a number of external restrictions that limit amounts available for discretionary or future use. This includes:

North Burnett Regional Council

Financial Statements 2023

Notes to the Financial Statements

for the year ended 30 June 2023

Note 9. Cash and cash equivalents (continued)

	2023	2022
	\$	\$
(i) Externally imposed expenditure restrictions at the reporting date relate to the following cash assets:		
Unspent recurrent government grants and subsidies	457,992	436,307
Unspent capital government grants and subsidies	2,979,747	2,198,062
Landfill Management Levy	7,448,743	5,855,315
Waste Management Levy	1,738,004	1,718,317
Total externally imposed restrictions on cash assets	12,624,486	10,208,001

Cash is held in the National Australia Bank in the business cheque account. Deposits at call are held with Queensland Treasury Corporation.

Council has received through a landfill management levy totalling \$7,448,743 from 2016-2017 to 2022-2023. This has been raised to offset the costs of landfill management, compliance and future costs of landfill closures and restoration.

Council has received in advance \$1,738,004 for the annual waste management levy for the four years 2023-2024 to 2026-2027. This revenue will be recognised annually in these respective future years.

In accordance with the *Local Government Act 2009* and *Local Government Regulation 2012*, a separate trust bank account and separate accounting records are maintained for funds held on behalf of outside parties. Funds held in the trust account include those funds from the sale of land for arrears in rates, deposits for the contracted sale of land, security deposits lodged to guarantee performance and unclaimed monies (e.g. wages). The council performs only a custodian role in respect of these monies and because the monies cannot be used for Council purposes, they are not considered revenue nor brought to account in the financial statements since Council has no control over the assets.

Trust funds held for outside parties

Monies collected or held on behalf of other entities yet to be paid out to or on behalf of those entities

655,571	570,521
655,571	570,521

Note 10. Receivables

Receivables are amounts owed to Council at year end and are recognised at the amount due at the time of sale or service delivery or advance. Settlement of receivables is required within 30 days after the invoice is issued.

Receivables are measured at amortised cost which approximates fair value at reporting date. Trade debtors are recognised at the amounts due at the time of sale or service delivery i.e. the agreed purchase/contract price. Settlement of these amounts is required within 30 days from invoice date.

Debts are regularly assessed for collectability and allowance is made, where appropriate, for impairment. All known bad debts are written-off at 30 June. If an amount is recovered in a subsequent period it is recognised as revenue.

The impairment loss is recognised in finance costs. The amount of the impairment is the difference between the asset's carrying amount and the present value of the estimated cash flows discounted at the effective interest rate.

North Burnett Regional Council

Financial Statements 2023

Notes to the Financial Statements

for the year ended 30 June 2023

Note 10. Receivables (continued)

	2023	2022
	\$	\$
Current		
Rates and charges	1,143,025	1,793,273
Other debtors	1,464,225	2,160,086
Total	<u>2,607,250</u>	<u>3,953,359</u>
less: Loss allowance	(312,277)	(500,943)
Total current receivables	<u>2,294,973</u>	<u>3,452,416</u>

Council applies normal business credit protection procedures prior to providing goods or services to minimise credit risk.

There is a geographical concentration of risk in the Council's jurisdiction, and since the area is largely agricultural and timber, there is also a concentration in the agricultural and timber sector.

The council does not require collateral in respect of trade and other receivables.

Accounting policies - grouping

When NBRC has no reasonable expectation of recovering an amount owed by a debtor, and has ceased enforcement activity, the debt is written-off by directly reducing the receivable against the loss allowance. If the amount of debt written off exceeds the loss allowance, the excess is recognised as an impairment loss.

Accounting for impairment losses is dependent upon the individual group of receivables subject to impairment. The loss allowance for grouped receivables reflects lifetime expected credit losses and incorporates reasonable and supportable forward-looking information. Economic changes impacting debtors, and relevant industry data form part of the impairment assessment.

NBRC has identified 3 distinctive groupings of its receivables: Rates & charges, Grants and Other debtors.

Rates and charges: Council is empowered under the provisions of the *Local Government Act 2009* to sell an owner's property to recover outstanding rate debts and therefore the expected credit loss is immaterial. Impairment of rates and charges will occur only if arrears are deemed to be greater than the proceeds Council would receive from the sale of the respective property.

Grants: payable by State and Commonwealth governments and their agencies. A credit enhancement exists as these payments are effectively government guaranteed and both the state and Commonwealth governments have high credit ratings, accordingly NBRC determines the level of credit risk exposure to be immaterial and therefore does not record an Expected Credit Loss for these counterparties.

Other debtors: NBRC identifies other debtors as receivables which are not rates and charges; statutory charges; lease receivables; or grants.

North Burnett Regional Council

Financial Statements 2023

Notes to the Financial Statements

for the year ended 30 June 2023

Note 10. Receivables (continued)

	2023	2022
	\$	\$
Movement in accumulated impairment losses is as follows:		
Opening balance at 1 July	500,943	300,358
Less		
Impaired debts written off during the year	(101,897)	(6,149)
Add		
Additional impairments recognised	203,487	206,734
Impairments provided for but recovered during the year	(289,866)	–
Closing balance at 30 June	312,667	500,943

Impairment loss relates to rates and charges receivables

Expected credit loss assessment

The Council uses an allowance matrix to measure the expected credit losses of other debtors from rate debtors, which comprise a very large number of small balances.

In NBRC's statements after reviewing macro economic conditions, NBRC reached the conclusion that forward looking conditions indicated no foreseeable expected deviations from historically calculated ratios, thus no forward looking adjustments were made.

Write offs throughout the year and end of period expected credit losses for receivables

All amounts that were written off during the reporting period are no longer subject to enforcement activity.

Interest is charged on outstanding rates. No interest is charged on other debtors.

Note 11. Inventories

Stores, raw materials and water held for resale are valued at the lower of cost and net realisable value and include, where applicable, direct material, direct labour and an appropriate portion of variable and fixed overheads.

Inventories held for distribution are:

- goods to be supplied at nil or nominal charge and
- goods to be used for the provision of services at nil or nominal charge.

These goods are valued at cost, adjusted, when applicable, for any loss of service potential.

	2023	2022
	\$	\$
(a) Inventories held for sale		
Inventories - Held for sale	11,181	–
	11,181	–
(b) Inventories held for distribution		
Quarry and road materials	30,854	61,017
Plant and equipment stores	406,335	393,460
Total current inventories	448,370	454,477

North Burnett Regional Council

Financial Statements 2023

Notes to the Financial Statements

for the year ended 30 June 2023

Note 12. Other assets

	2023	2022
	\$	\$
Current		
Water charges not yet levied	857,757	679,598
GST recoverable	4,140	17,293
Prepayments	317,140	381,161
Total current other assets	<u>1,179,037</u>	<u>1,078,052</u>

North Burnett Regional Council

Notes to the Financial Statements

for the year ended 30 June 2023

Note 13. Property, plant and equipment

2023 Measurement basis Fair value category	Land and improvements		Landfill Cells		Buildings		Plant and equipment		Road, drainage and bridge network		Water		Sewerage		Infrastructure assets		Other assets		Total
	Fair Value	Fair Value	Fair Value	Fair Value	Fair Value	Cost	Fair Value	Fair Value	Fair Value	Fair Value	Fair Value	Fair Value	Fair Value	Fair Value	Fair Value	Fair Value	Cost	Cost	
Opening gross balance as at 1 July	13,282,579	4,448,764	81,649,342	29,019,773	857,469,903	72,970,759	57,535,485	43,391,627	4,706,570	1,164,474,802									
Additions	16,250	-	421,942	2,480,783	15,250,045	-	285,593	36,346	330,853	18,821,812									
Disposals	(277,071)	-	(3,256,792)	(3,845,214)	(4,434,479)	(577,468)	(607,222)	(395,394)	-	(13,393,640)									
Revaluation adjustment to other comprehensive income (asset revaluation surplus)	2,024,242	-	4,182,195	-	63,211,182	3,697,616	2,923,628	2,195,615	-	78,234,478									
Transfers between classes	-	-	-	-	-	(32,901)	-	-	32,901	-									
Closing gross value as at 30 June	15,046,000	4,448,764	82,996,687	27,655,342	931,496,651	76,058,006	60,137,484	45,228,194	5,070,324	1,248,137,452									
Opening accumulated depreciation as at 1 July	-	3,256,021	43,831,858	15,434,479	109,659,635	33,955,300	29,096,171	19,686,987	-	254,924,451									
Depreciation expense	-	319,229	1,851,564	1,626,554	9,849,713	1,469,032	852,430	1,577,610	-	17,546,132									
Depreciation on disposals	-	-	(1,873,869)	(3,095,330)	(2,757,149)	(503,366)	(255,268)	(195,512)	-	(8,680,494)									
Revaluation adjustment to asset revaluation surplus	-	-	2,324,055	-	8,495,282	1,784,150	1,517,280	1,076,290	-	15,197,057									
Transfers between classes	-	-	-	-	-	-	-	-	-	-									
Accumulated depreciation as at 30 June	-	3,575,250	46,133,608	13,965,703	125,247,481	36,709,116	31,210,613	22,145,375	-	278,987,146									
Carrying amount as at 30 June	15,046,000	873,514	36,863,079	13,689,639	806,249,170	39,348,890	28,926,871	23,082,819	5,070,324	969,150,306									

Range of estimated useful life in years

*Asset additions comprise

Asset renewals

Other additions

Total asset additions *

North Burnett Regional Council

Notes to the Financial Statements

for the year ended 30 June 2023

Note 13. Property, plant and equipment (continued)

2022 Measurement basis Fair value category	Land and improvements		Landfill cells	Buildings	Plant and equipment	Road, drainage and bridge network	Water	Sewerage	Infrastructure assets	Other	Total
	Fair Value	Fair Value	Fair Value	Fair Value	Cost	Fair Value	Fair Value	Fair Value	Fair Value	Cost	\$
Opening gross balance as at 1 July	13,086,612	3,892,950	74,349,600	26,396,849	1,118,989,793	66,465,420	52,545,374	37,535,475	4,844,077	1,398,106,150	
Additions	-	-	297,359	2,645,782	2,491,676	62,180	-	2,633,396	8,132,949	16,263,342	
Disposals	(40,000)	-	(516,958)	(33,494)	(2,536,991)	(637,511)	(123,294)	(116,570)	-	(4,004,818)	
Revaluation adjustment to other comprehensive income (asset revaluation surplus)	235,967	555,814	7,448,429	-	(266,779,564)	5,309,406	4,193,766	3,146,310	-	(245,889,872)	
Transfers between classes	-	-	70,912	10,636	5,304,989	1,771,264	919,639	193,016	(8,270,456)	-	
Closing gross value as at 30 June	13,282,579	4,448,764	81,649,342	29,019,773	857,469,903	72,970,759	57,535,485	43,391,627	4,706,570	1,164,474,802	
Opening accumulated depreciation as at 1 July	-	2,572,483	38,486,260	13,773,552	191,007,238	30,212,955	26,232,931	17,089,337	-	319,374,756	
Depreciation expense	-	127,725	1,742,253	1,686,047	7,897,286	1,370,713	793,562	1,334,844	-	14,952,430	
Depreciation on disposals	-	-	(329,650)	(25,120)	(1,228,164)	(139,126)	(85,523)	(81,749)	-	(1,889,332)	
Revaluation adjustment to asset revaluation surplus	-	555,813	3,932,995	-	(88,195,945)	2,514,758	2,155,201	1,523,775	-	(77,513,403)	
Transfers between classes	-	-	-	-	179,220	-	-	(179,220)	-	-	
Accumulated depreciation as at 30 June	-	3,256,021	43,831,858	15,434,479	109,659,635	33,959,300	29,096,171	19,686,987	-	254,924,451	
Carrying amount as at 30 June	13,282,579	1,192,743	37,817,484	13,585,294	747,810,268	39,011,459	28,439,314	23,704,640	4,706,570	909,550,351	
Range of estimated useful life in years	0 - infinite	28-91	15-100	4-30	14-100	5-100	0-160	2-150	N/A		
*Asset additions comprise											
Asset renewals	-	-	297,359	-	2,491,676	62,180	-	2,633,396	8,132,949	13,617,560	
Other additions	-	-	-	2,645,782	-	-	-	-	-	2,645,782	
Total asset additions *	-	-	297,359	2,645,782	2,491,676	62,180	-	2,633,396	8,132,949	16,263,342	

(*) Throughout the current financial period, council additions have been capitalised through WIP and subsequently transferred to the appropriate asset class

North Burnett Regional Council

Financial Statements 2023

Notes to the Financial Statements

for the year ended 30 June 2023

Note 13. Property, plant and equipment (continued)

(a) Recognition

Purchases of property, plant and equipment are recognised as assets unless they are below the asset recognition threshold or maintenance expenditure.

Individual assets valued below the asset recognition threshold are recognised as an asset if connected to a larger network, for example: plant and equipment with a total value of less than \$5,000, and infrastructure assets (road, stormwater, bridge, water and sewerage assets), site improvements, airport assets and building with a total value of less than \$10,000 are treated as an expense in the year of acquisition. All other property, plant and equipment are capitalised and included in the relevant asset class.

Land under roads and reserve land under the *Land Act 1994* or *Land Title Act 1994* is controlled by Queensland State Government and not recognised in the Council financial statements.

(b) Measurement

Property, plant and equipment assets are initially recorded at cost. Subsequently, each class of property, plant and equipment is stated at cost or fair value less, where applicable, any accumulated depreciation and accumulated impairment loss.

Cost is determined as the fair value of consideration plus costs incidental to the acquisition. Direct labour, materials and an appropriate portion of overheads incurred in the acquisition or construction of assets are also included as capital costs.

Property, plant and equipment received in the form of contributions, for significantly less than fair value or as offsets to infrastructure charges are recognised as assets and revenue at fair value.

When Council raises a provision for the restoration of a Council-controlled site, such as a landfill site, the provision is initially recognised against property, plant and equipment. Subsequent changes in the provision relating to the discount rate or the estimated amount or timing of restoration costs are recognised against asset revaluation surplus.

(c) Depreciation

Assets are depreciated from the date of acquisition or when an asset is ready for use.

Land, work in progress, certain cultural and heritage assets with heritage listing, road formations and formation work associated with the construction of dams, levee banks and reservoirs are not depreciated.

Land improvements have been recognised for quarry rehabilitation assets on Council owned land. These works relate to restoring this land to a usable condition.

Depreciation, where applicable, is calculated on a straight-line basis such that the cost of the asset less its residual value is recognised progressively over its estimated useful life to Council. Management believe that the straight-line basis appropriately reflects the pattern of consumption of all Council assets.

The useful life of leasehold improvements is the shorter of the useful life of the asset or the remaining life of the lease.

Where assets have separately identifiable components, these components have separately assigned useful lives.

Depreciation methods, estimated useful lives and residual values are reviewed at the end of each reporting period and adjusted where necessary to reflect any changes in the pattern of consumption, physical wear and tear, technical or commercial obsolescence, or management intentions.

Key judgements and estimates:

Management reviews its estimate of the useful lives of depreciable assets at each reporting date, based on the expected utility of the assets. Uncertainties in these estimates relate to technical obsolescence that may change the utility of certain software and IT equipment.

North Burnett Regional Council

Financial Statements 2023

Notes to the Financial Statements

for the year ended 30 June 2023

Note 13. Property, plant and equipment (continued)

(d) Impairment

Property, plant and equipment held at cost is assessed for indicators of impairment annually. If an indicator of possible impairment exists, NBRC determines the asset's recoverable amount. Any amount by which the asset's carrying amount exceeds the recoverable amount is recorded as an impairment loss.

(e) Valuation**Key judgements and estimates:**

Some of Council's assets and liabilities are measured at fair value for financial reporting purposes.

In estimating the fair value of an asset or a liability, the Council uses market-observable data to the extent it is available and other inputs as necessary.

(i) Valuation processes

Council considers the carrying amount of its property, plant and equipment on an annual basis compared to fair value and makes adjustment where these are materially different. Every 3-5 years, Council performs a full comprehensive revaluation by engaging an external professionally qualified valuer.

In the intervening years, Council undertakes:

- A management valuation using internal engineers and asset managers to assess the condition and cost assumptions associated with all infrastructure assets and an appropriate cost index for the region.
- A "desktop" valuation for land and improvements, buildings and major plant asset classes which involves management providing updated information to the valuer regarding additions, deletions and changes in assumptions such as useful life, residual value and condition rating. The valuer then determines suitable indices which are applied to each of these asset classes.

Revaluation increases are recognised in the asset revaluation surplus unless they are reversing a previous decrease which was taken through the income statement, in that case the increase is taken to the income statement to the extent of the previous decrease.

Revaluation decreases are recognised in the asset revaluation surplus, where there is sufficient amount available in the asset revaluation surplus relating to that asset class. Where there is not sufficient amount available in the surplus, the decrease is recognised in the statement of comprehensive income.

Where the class of asset has previously decreased in value and this reduction was recognised as an expense, an increase in the value of the class is recognised in the statement of comprehensive income.

On revaluation, accumulated depreciation is restated proportionately with the change in the carrying amount of the asset and any change in the estimate of remaining useful life.

Fair values are classified into three levels as follows:

Level 1: Fair value based on quoted prices (unadjusted) in active markets for identical assets or liabilities,

Level 2: Fair value based on inputs other than quoted prices included within Level 1 that are observable for the asset or liability either directly or indirectly,

Level 3: Fair value based on inputs for the asset or liability that are not based on observable market data (unobservable inputs).

(2) Transfers between level 1 and level 2 fair value hierarchies

There were no transfers between levels during the year.

North Burnett Regional Council

Notes to the Financial Statements

for the year ended 30 June 2023

Note 13. Property, plant and equipment (continued)

(3) Valuation techniques used to derive level 2 and level 3 fair values

Asset class and fair value hierarchy	Valuation approach	Last comprehensive valuation date	Valuer engaged	Index applied (change in Index recognised this year)	Other Interim revaluation adjustment
Land and improvements (level 2)	Market value	30/06/2023	Shepherd Services Pty Ltd	Shepherd Services completed a comprehensive valuation of the land asset class as at 30 June 2023. The asset inspection and specific valuations were completed by Herron Todd White. These measures have been benchmarked against local government of similar composition and location...	Assets inspected June 2023.

Key assumptions and estimates (related data sources)

Land fair values were determined by independent qualified valuer effective 30 June 2023. Level 2 valuation inputs were used to value land in freehold title as well as land used for special purposes, which is restricted in use under current zoning rules. Sales prices of comparable land sites in close proximity are adjusted for differences in key attributes such as property size. The most significant inputs into this valuation approach are price per square metre.

Landfill cells (level 3)	Cost approach	30/06/2022	GHD Pty Ltd	Discount rates obtained from indexed bond yield reported by the government yield report.	Assets inspected May 2022.
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North Burnett Regional Council

Notes to the Financial Statements

for the year ended 30 June 2023

Note 13. Property, plant and equipment (continued)

Asset class and fair value hierarchy	Valuation approach	Last comprehensive valuation date	Valuer engaged	Index applied (change in index recognised this year)	Other interim revaluation adjustment
<p>Key assumptions and estimates (related data sources)</p> <p>Council's waste management facilities are located in Gayndah, Mundubbera, Biggenden, Eidsvold, and Monto. The waste management activities encompasses a landfilling operation as well as a wide range of waste disposal services, resource recovery services, recycled, and waste management educational activities. It has been recognised that there will be costs associated with the closure and post closure management of the landfill sites. Closure of the landfill will involve a wide range of activities including preparation of a landfill closure and management plan, final capping of the landfill waste and site re-vegetation, installation of a final landfill gas management system, revision of the surface water management system and leachate management infrastructure to suit post-closure operation, decommissioning and removing infrastructure and equipment that will not be required post-closure, and fencing sensitive infrastructure. The key unobservable inputs are the discount rate, cost escalation rate, actual timing of costs and future environmental management requirements.</p> <p>The rehabilitation estimates have been included as a provision for the future with a planned closure date of the respective sites. The end of useful life for respective landfill sites is estimated to be as follows: Gayndah 2028-2029, Biggenden 2027-2028, Eidsvold 2026, Mt. Perry 2024, Monto 2025-2026, and Mundubbera existing site 2029-2030. Waste landfill cells fair values were determined by Council engineers effective 30 June 2019. Current replacement cost was calculated by reference to landfill cell area and volume specifications, estimated labour and material inputs, services costs, and overhead allocations. Material and services costs were determined by reference to existing supplier contracts and labour costs by reference to Council's Enterprise Bargaining Agreement (EBA).</p> <p>Site improvements are depreciated over their useful life to the council. The useful life of cells and some other improvements extends until the site becomes available for another use, as they continue to provide benefits over this period (including the monitoring period) by facilitating the safe disposal of waste.</p>					

North Burnett Regional Council

Notes to the Financial Statements

for the year ended 30 June 2023

Note 13. Property, plant and equipment (continued)

Asset class and fair value hierarchy	Valuation approach	Last comprehensive valuation date	Valuer engaged	Index applied (change in index recognised this year)	Other interim revaluation adjustment
Buildings - non-specialised (level 2) 2023: \$ 2,341,895 2022: \$ 2,958,338	Market value	30/06/2021	AssetVal Pty Ltd	The desktop indexation assessments completed by Shepherd Services Pty Ltd are based on the Australian Bureau of Statistics indexes, ABS Catalogues, 6427.0	Not Applicable
				Producer Price Indexes, Australia, Table 17, Index Number 3020, "Non-residential building construction". The estimated index from June 2022 to June 2023 was 5.31%.	

Key assumptions and estimates (related data sources)

The fair value of buildings were also determined by an independent qualified valuer, AssetVal Pty Ltd effective 30 June 2021. Where there is a market for Council building assets, they are categorised as non-specialised buildings and fair value is derived from the sales prices of comparable properties after adjusting for differences in key attributes such as property size (level 2). The most significant inputs into this valuation approach were price per square metre.

North Burnett Regional Council

Notes to the Financial Statements

for the year ended 30 June 2023

Note 13. Property, plant and equipment (continued)

Asset class and fair value hierarchy	Valuation approach	Last comprehensive valuation date	Valuer engaged	Index applied (change in index recognised this year)	Other interim revaluation adjustment
Buildings - specialised (level 3) 2023: \$ 34,521,184 2022: \$ 34,859,146	Current replacement cost	30/06/2021	AssetVal Pty Ltd	The desktop indexation assessments completed by Shepherd Services Pty Ltd are based on the Australian Bureau of Statistics Indexes, ABS Catalogues, 6427.0 Producer Price Indexes, Australia, Table 17, Index Number 3020, "Non-residential building construction". The estimated index from June 2022 to June 2023 was 5.31%.	Not Applicable

Key assumptions and estimates (related data sources)

The fair value of buildings were also determined by an independent qualified valuer, AssetVal Pty Ltd effective 30 June 2021, Where NBRC buildings are of a specialist nature and there is no active market for the assets, fair value has been determined on the basis of replacement with a new asset having similar service potential including allowances for preliminaries and professional fees. The gross current values have been derived from reference to market data for recent projects and costing guides issued by the Australian Institute of Quantity Surveyors. Where a depth in market can be identified, the net current value of a building asset is the difference between the market value of the asset as a whole (including land) and the market value of the land component. Where there is no depth of market, the net current value of a building asset is the gross current value less accumulated depreciation to reflect the consumed or expired service potential of the asset. Recent construction data (observable), Rawlinson's cost data & cost data indices for different regions in Queensland (observable), building size, material, type and structure to derive the unit rate (unobservable), condition assessment (unobservable), useful life and remaining useful life (unobservable), restrictions associated with each site (unobservable), valuer's professional judgement (unobservable).

North Burnett Regional Council

Notes to the Financial Statements

for the year ended 30 June 2023

Note 13. Property, plant and equipment (continued)

Asset class and fair value hierarchy	Valuation approach	Last comprehensive valuation date	Valuer engaged	Index applied (change in index recognised this year)	Other interim revaluation adjustment
Roads, drainage and bridge network (level 3)	Current replacement cost	30/06/2022	Shepherd Services Pty Ltd	The desktop indexation assessments completed by Shepherd Services Pty Ltd are based on the Australian Bureau of Statistics Indexes, ABS Catalogues, 6427 0	Assets inspected April 2022, and review of conditions and estimated useful life completed.
				Producer Price Indexes, Australia Table 17 Index Number 3020, "Road and bridge construction". The estimated index from June 2022 to June 2023 was 7.28%.	

Key assumptions and estimates (related data sources)

Roads: NBRC categorises its road infrastructure into urban and rural roads and the further sub-categorises these into sealed and unsealed roads. Urban and rural roads are managed in segments via classification component of asset and hierarchy. All road segments are then componentised into formation, pavement and seal (where applicable). NBRC assumes that environmental factors such as soil type, climate and topography are consistent across each segment. NBRC also assumes a segment is designed and constructed to the same standard and uses a consistent amount of labour and materials. Current replacement cost was calculated by reference to asset linear and area specifications, estimated labour and material inputs, services costs, and the last full comprehensive valuation of road infrastructure was undertaken effective 30 June 2022 by Shepherd Services Pty Ltd. In determining the level of physical obsolescence, roads were disaggregated into significant components which exhibited different useful lives. In 2022, there was a significant decrease in the valuation of the road, bridges and drainage asset class. This decrease has been attributed to a change in valuation methodology and change in estimates in the valuation for 2022. Change in accounting estimates included changes in the formation and pavement layer surface area due to application of current standard drawings for road widths and driven road lengths. There was a reduction in gravel coverage from 100% to 70% in line with observed coverage on the current network. Change in foundation and pavement unit rates incorporated current observed work practices. These accounting estimate changes resulted in a decrement in the valuation of the roads infrastructure.

Drainage infrastructure: A full valuation of drainage infrastructure was undertaken by independent valuers Shepherd Services Pty Ltd effective 30 June 2022. Consistent with roads, NBRC assumes that environmental factors such as soil type, climate and topography are consistent across each segment and that a segment is designed and constructed to the same standard and uses a consistent amount of labour and materials. Where drainage assets are located underground and physical inspection is not possible, the age, size and type of construction material,

North Burnett Regional Council

Notes to the Financial Statements
for the year ended 30 June 2023

Note 13. Property, plant and equipment (continued)

Asset class and fair value hierarchy	Valuation approach	Last comprehensive valuation date	Valuer engaged	Index applied (change in index recognised this year)	Other interim revaluation adjustment
<p>together with current and planned maintenance records are used to determine the fair value at reporting date. Construction estimates were determined on a similar basis to sewerage. In determining the level of physical obsolescence, drainage assets were disaggregated into significant components which exhibited different useful lives. Estimates of expired service potential and remaining useful lives were determined on a straight line basis based on industry standard practices and past experience, supported by maintenance programs.</p> <p>Bridges: A full valuation of bridges assets was undertaken by independent valuers Shepherd Services Pty Ltd effective 30 June 2022. Each bridge is assessed individually, with the valuation varying according to the material type used for construction, the deck area, condition and size. Construction estimates were determined on a similar basis to roads. In determining the level of physical obsolescence, remaining useful lives were calculated based on condition assessments. Estimates of expired service potential and remaining useful lives were determined on a straight line basis based on industry standard practices and past experience, supported by maintenance programs.</p> <p>Runways: A full valuation of airport runways assets was undertaken by independent valuers Shepherd Services Pty Ltd effective 30 June 2022. Current replacement cost was calculated by reference to asset linear and area specifications, estimated labour and material inputs, services costs.</p> <p>Carparks: A full valuation of car park assets was undertaken by independent valuers Shepherd Services Pty Ltd effective 30 June 2022. Current replacement cost was calculated by reference to asset linear and area specifications, estimated labour and material inputs, services costs.</p>					

North Burnett Regional Council

Notes to the Financial Statements

for the year ended 30 June 2023

Note 13. Property, plant and equipment (continued)

Asset class and fair value hierarchy	Valuation approach	Last comprehensive valuation date	Valuer engaged	Index applied (change in index recognised this year)	Other interim revaluation adjustment
Water (level 3)	Current replacement Cost	30/06/2020	Australis Asset Advisory Group	The desktop indexation assessments completed by Shepherd Services Pty Ltd are based on the Australian Bureau of Statistics Indexes, ABS Catalogues, 6427.0 Producer Price Indexes, Australia, Table 17, Index Number 3109, "Other heavy and civil engineering construction". The estimated index from June 2022 to June 2023 was 5.11%.	Not Applicable

Key assumptions and estimates (related data sources)

Assets within this class comprise bores, dams, pipelines & trunk mains, pumping stations, reservoirs, and water treatment plants. Valuations were completed by Australis Asset Advisory Group in June 2020 in accordance with "Fair Valuations" principles. These principles lead to valuations being made on the basis of a depreciated replacement cost. Current replacement cost was calculated based on expected replacement costs. In all cases the assets were disaggregated to component level to ensure a reliable measure of cost and service capacity and deterioration of estimated remaining life.

Water assets have been assessed utilising valuation techniques that maximise the use of observable data where possible. Typically, the methodology applied will be determined based on the AASB13 input decision tree. Standard valuation principles dictate that a cost approach method (generally incremental Greenfield) is a suitable primary methodology when assessing infrastructure that has no active market nor has directly applicable income. In determining physical obsolescence, assets were either subject to a site inspection or an assessment to determine remaining useful life. The useful life for asset components under the cost approach was varied based on the asset type (i.e. pumps or pipework), and component type (i.e. concrete, steel and timber). These useful lives were measured in combination with NBRC's existing asset management process, and through collaboration with NBRC representatives as well as observing the pattern of service potential exhibited for equivalent assets within the geographical area (climate, usage, public expectations etc.). Inputs were reviewed by Council for appropriateness and alignment with asset management policies.

North Burnett Regional Council

Notes to the Financial Statements

for the year ended 30 June 2023

Note 13. Property, plant and equipment (continued)

Asset class and fair value hierarchy	Valuation approach	Last comprehensive valuation date	Valuer engaged	Index applied (change in index recognised this year)	Other interim revaluation adjustment
Sewerage (level 3)	Current replacement cost	30/06/2020	Australis Asset Advisory Group	The desktop indexation assessments completed by Shepherd Services Pty Ltd are based on the Australian Bureau of Statistics indexes, ABS Catalogues, 6427.0 Producer Price Indexes, Australia, Table 17, Index Number, 3109, "Other heavy and civil engineering construction". The estimated index from June 2022 to June 2023 was 5.11%.	Not Applicable

Key assumptions and estimates (related data sources)

Assets within this class comprise sewer mains, sewage pumping stations, and sewage treatment plants. Valuations were completed by Australis Asset Advisory Group in June 2020 in accordance with "Fair Valuations" principles. These principles lead to valuations being made on the basis of a depreciated replacement cost. Current replacement cost was calculated based on expected replacement costs. In all cases the assets were disaggregated to component level to ensure a reliable measure of cost and service capacity and deterioration of estimated remaining life.

Sewerage assets have been assessed utilising valuation techniques that maximise the use of observable data where possible. Typically, the methodology applied will be determined based on the AASB13 Input Decision tree. Standard valuation principles dictate that a cost approach method (generally incremental Greenfield) is a suitable primary methodology when assessing infrastructure that has no active market nor has directly applicable income. In determining physical obsolescence, assets were either subject to a site inspection or an assessment to determine remaining useful life. The useful life for asset components under the cost approach was varied based on the asset type (i.e. pumps or pipework), and component type (i.e. concrete, steel and timber). These useful lives were measured in combination with NBRC's existing asset management process, and through collaboration with NBRC representatives as

North Burnett Regional Council

Notes to the Financial Statements

for the year ended 30 June 2023

Note 13. Property, plant and equipment (continued)

Asset class and fair value hierarchy	Valuation approach	Last comprehensive valuation date	Valuer engaged	Index applied (change in index recognised this year)	Other interim revaluation adjustment
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well as observing the pattern of service potential exhibited for equivalent assets within the geographical area (climate, usage, public expectations etc.). Inputs were reviewed by Council for appropriateness and alignment with asset management policies.

Other infrastructure assets (level 3)	Current replacement cost	30/06/2021	AssetVal	The desktop indexation assessments completed by Shepherd Services Pty Ltd are based on the Australian Bureau of Statistics Indexes, ABS Catalogues, 6427.0 Producer Price Indexes, Australia, Table 17, Index Number 3109, "Other heavy and civil engineering construction". The estimated index from June 2022 to June 2023 was 5.11%.	Not Applicable
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Key assumptions and estimates (related data sources)

Assets within this class comprise tennis courts, cricket nets, synthetic surfaces, BBQ's, swimming pools, regional sporting facilities, park and gardens and playgrounds. The fair value of other infrastructure assets were also determined by an independent qualified valuer, AssetVal Pty Ltd effective 30 June 2021. While some elements of current replacement values could be supported from market evidence (Level 2 input), other inputs such as estimates of pattern of consumption, asset condition and useful life required extensive professional judgement and impacted significantly on the final determination of fair value.

North Burnett Regional Council

Financial Statements 2023

Notes to the Financial Statements

for the year ended 30 June 2023

Note 14. Contract balances

Contract assets represents the excess of costs incurred in relation to a contract with the customer or construction of an asset over the amounts that council has invoiced the customer or the grantor. Where Council has invoiced the customer or the grantor amounts in excess of what it has incurred in relation to a contract or in constructing an asset, this gives rise to a contract liability.

	2023 \$	2022 \$
(a) Contract assets		
Contract assets	5,747,259	2,655,257
	<u>5,747,259</u>	<u>2,655,257</u>
(b) Contract liabilities		
Funds received upfront to construct NBRC controlled assets	3,396,232	1,712,293
Non-capital performance obligations not yet satisfied	522,302	423,693
	<u>3,918,534</u>	<u>2,135,986</u>
Revenue recognised that was included in the contract liability balance at the beginning of the year	<u>1,647,163</u>	<u>1,133,414</u>

Satisfaction of contract liabilities

The contract liabilities in relation to capital grants relate to funding received prior to the work being performed since revenue is recognised as Council constructs the assets. Council expects to recognise the contract liability as income in the next two (2) years.

(c) Significant changes in contract balances

Significant changes in contract balances relates to the pending completion of the Disaster Recovery Funding Arrangement (DRFA) - Reconstruction of Essential Public Assets (REPA) & Betterment - 2022 event with an outstanding liability as at 30 June 2023 of \$1,440,732, and Building our Regions - Drinking Water Safety with an outstanding liability as at 30 June 2023 of \$600,000. Included in contract asset balances as at 30 June 2023 were works completed for Building Better Regions Fund - Infrastructure Projects Stream funding arrangements for the Biggenden Water Treatment Plant with a value of \$2,381,268. Also included in the contract asset balances as at 30 June 2023 is a balance of \$1,079,218 expected in relation to works completed under the Local Roads Community Infrastructure funding arrangement within 2023. In addition, the contract assets balances as at 30 June 2023 included a balance of \$1,121,632 for Disaster Recovery - Emergent Works in relation to the 2022 rain event.

North Burnett Regional Council

Financial Statements 2023

Notes to the Financial Statements

for the year ended 30 June 2023

Note 15. Payables

	2023	2022
	\$	\$
Creditors are recognised when goods or services are received, at the amount owed. Amounts owing are unsecured and are generally settled on 30-day terms.		
Current		
Creditors	1,374,454	3,208,850
Prepaid rates	977,224	930,364
Accrued wages and salaries	132,653	96,722
Accrued expenses	1,063,947	497,387
Other creditors	62,268	67,523
Total current payables	3,610,546	4,800,846

North Burnett Regional Council

Financial Statements 2023

Notes to the Financial Statements

for the year ended 30 June 2023

Note 16. Borrowings

Borrowings are initially recognised at fair value plus any directly attributable transaction costs. Thereafter, they are measured at amortised cost. Principal and interest repayments are made quarterly in arrears.

All borrowings are in \$AUD denominated amounts and interest is expensed as it accrues. No interest has been capitalised during the current or comparative reporting period. Expected final repayment dates vary from 15 June 2026 to 16 June 2036. There have been no defaults or breaches of the loan agreement during the period.

Council adopts an annual debt policy that sets out council's planned borrowings for the next nine years. Council's current policy is to only borrow for capital projects and for a term no longer than the expected life of the asset. NBRC also aims to comply with the QTC's borrowing guidelines and ensure that sustainability indicators remain within acceptable levels at all times.

	2023 \$	2022 \$
Current		
Loans - Queensland Treasury Corporation	155,244	156,231
Total current borrowings	<u>155,244</u>	<u>156,231</u>
Non-current		
Loans - Queensland Treasury Corporation	1,512,595	1,668,105
Total non-current borrowings	<u>1,512,595</u>	<u>1,668,105</u>
Reconciliation of Loan Movements for the year		
Loans - Queensland Treasury Corporation		
Opening balance at beginning of financial year	1,824,336	2,079,277
Principal repayments	(156,497)	(254,941)
Book value at end of financial year	<u>1,667,839</u>	<u>1,824,336</u>
Future contractual cash flows		
0 to 1 year	224,322	224,322
1 to 5 years	794,333	863,307
Over 5 years	998,373	1,153,721
Contractual cash flows	<u>2,017,028</u>	<u>2,241,350</u>
Carrying amount	<u>1,667,839</u>	<u>1,824,336</u>
Fair value	<u>1,584,241</u>	<u>1,775,755</u>

The QTC loan market value at the reporting date was \$1,584,241 (2022: \$1,775,755). This represents the fair value of the debt if Council repaid it at that date. As it is the intention of Council to hold the debt for its term, no provision is required to be made in these accounts.

No assets have been pledged as security by NBRC for any liabilities, however all loans are guaranteed by the Queensland Government. There have been no defaults or breaches of the loan agreement during the 2023 or 2022 financial years.

North Burnett Regional Council

Financial Statements 2023

Notes to the Financial Statements

for the year ended 30 June 2023

Note 17. Provisions

Liabilities are recognised for employee benefits such as wages and salaries, sick, annual and long service leave in respect of services provided by the employees up to the reporting date.

Short-term benefits which are expected to be wholly settled within 12 months are calculated on wage and salary levels which are expected to be paid and includes related employee on-costs. Amounts not expected to be wholly settled within 12 months are calculated on projected future wage and salary levels and related employee on-costs and are discounted to present values.

Long Service Leave

The provision for long service leave represents the present value of the estimated future cash outflows to be made in respect of services provided by employees up to the reporting date. The liability is calculated using current pay rates and projected future increases in those rates and includes related employee on-costs. The estimates are adjusted for the probability of the employee remaining in the Council's employment or other associated employment which would result in the Council being required to meet the liability. Adjustments are then made to allow for the proportion of the benefit earned to date, and the result is discounted to present value. The provision is discounted using the Commonwealth Bond yield rates published on the Department of State Development, Infrastructure, Local Government and Planning website.

Refuse dump restoration and quarry rehabilitation

A provision is made for the cost of restoring refuse dumps and quarries where it is probable the council will have an obligation to rehabilitate the site when the use of the facilities is complete.

The calculation of the provisions use assumptions including application of environmental legislation, site closure dates, available technologies and engineering cost estimates. These uncertainties may result in future actual expenditure differing from amounts currently provided. The provisions are reviewed at least annually and updated based on the facts and circumstances available at the time.

The calculation of the provisions use assumptions including engineering survey estimates of affected areas, and unit rates to rehabilitate the land based on market request for quotation on scoped works, and management cost estimates, which are subject to significant uncertainty. These uncertainties may also result in future actual expenditure differing from amounts currently provided. NBRC has reviewed affected areas and obligations during 2022-23

- Landfill (refuse dumps) - the last survey was completed in 2022;
- Quarry - the surveys on sites due to be rehabilitated commenced in 2022 and is an ongoing program.

Refuse restoration provision represents the present value of anticipated future costs associated with the closure of the dump sites, decontamination and monitoring of historical residues and leaching on these sites. Council had engaged consultants GHD Pty Ltd in 2021-22 to support surveyed areas, and provide current scope and costings of works to restore sites due for rehabilitation.

Where refuse dumps are on state land which the Council does not control, the provision for restoration is treated as a capital expense in the year the provision is first recognised. Changes in the provision are treated as an expense or income.

Quarry rehabilitation provision represents the present value of the anticipated future costs associated with the closure of the quarries, refilling the basin, and reclamation and rehabilitation of these sites.

Rehabilitation costs for quarries which are situated on council controlled land are capitalised as land and improvement assets. The rehabilitation asset is then depreciated expected useful life of the quarry. Changes in the provision not arising from the passing of time are added to or deducted from the asset revaluation surplus for land and improvements. If there is no available revaluation surplus, increases in the provision are treated as an expense and recovered out of future decreases (if any). Changes to the provision resulting from the passing of time (the unwinding of the discount) are treated as a finance cost.

This provision for rehabilitation acknowledges the agreements in place with respective landowners, and government agencies. Council maintains a register of quarry sites, and estimates to date have been based on independent surveys completed and scoping of works for prioritised sites to mitigate environmental impacts to support internal management engineering estimates as to the area and cost of rehabilitation. Management has engaged consultants Shepherd Services Pty Ltd in 2022-23 to support surveyed areas, and provide current scope of works to restore sites due for rehabilitation. These uncertainties in estimation may also result in future actual expenditure differing significantly from amounts currently provided. The areas will be reviewed and updated as surveys are completed. NBRC has reviewed affected areas and obligations during 2022-23.

North Burnett Regional Council

Financial Statements 2023

Notes to the Financial Statements

for the year ended 30 June 2023

Note 18. Other liabilities

	2023	2022
	\$	\$
Current		
Waste Management Levy	422,550	404,232
Monto History and Cultural Centre	1,017	741
Mundubbera Art Gallery	7,800	7,384
Bond monies payable	285,271	272,896
Total current other liabilities	<u>716,638</u>	<u>685,253</u>
Non-current		
Waste Management Levy	1,315,454	1,314,085
Total non-current other liabilities	<u>1,315,454</u>	<u>1,314,085</u>

Note 19. Asset revaluation surplus

The asset revaluation surplus comprises revaluation movements on property, plant and equipment. Increases and decreases on revaluation are offset within a class of assets.

	2023	2022
	\$	\$
The closing balance of the asset revaluation surplus comprises the following asset categories:		
- Land and improvements	4,073,020	2,048,778
- Buildings	18,765,471	16,907,331
- Road, drainage and bridge network	173,436,499	118,720,599
- Water	14,878,179	12,964,713
- Sewerage	20,785,499	19,379,151
- Other infrastructure assets	7,856,142	6,736,817
Total asset revaluation surplus	<u>239,794,810</u>	<u>176,757,389</u>

Increase/(decrease) in asset revaluation surplus

	Note	2023	2022
		\$	\$
- Land and improvements	13	2,024,242	235,968
- Buildings	13	1,858,140	3,515,434
- Road, drainage and bridge network	13	54,715,900	(178,583,619)
- Other infrastructure assets	13	1,119,325	1,622,535
- Water	13	1,913,466	2,794,648
- Sewerage	13	1,406,348	2,038,565
		<u>63,037,421</u>	<u>(168,376,469)</u>

North Burnett Regional Council

Financial Statements 2023

Notes to the Financial Statements

for the year ended 30 June 2023

Note 20. Commitments for expenditure

	2023	2022
	\$	\$
Capital commitments (exclusive of GST)		
Commitment for the construction of the following assets contracted for at the reporting date but not recognised as liabilities:		
Property, plant and equipment		
- Buildings	32,385	-
- Plant and equipment	1,516,417	2,046,574
- Road, drainage and bridge network	387,794	2,119,599
- Sewerage	-	18,679
- Waste Management	86,560	-
- Water	3,314,059	213,090
- Other	1,225	594,920
Total commitments	5,338,440	4,992,862

The contractual and capital commitments for expenditure are payable as follows:

Within one year	5,338,440	4,992,862
One to 5 years	-	-
Later than 5 years	-	-
Total commitments	5,338,440	4,992,862

Note 21. Contingent liabilities

Details and estimates of maximum amounts of contingent liabilities are as follows:

Local Government Mutual

NBRC is a member of the local government mutual liability self-insurance pool, LGM Queensland. In the event of the pool being wound up or it is unable to meet its debts as they fall due, the trust deed and rules provide that any accumulated deficit will be met by the individual pool members in the same proportion as their contribution is to the total pool contributions in respect to any year that a deficit arises.

As at 30 June 2023 the financial statements reported an accumulated surplus and it is not anticipated any liability will arise.

Local Government Workcare

The Council is a member of the Queensland local government worker's compensation self-insurance scheme, Local Government Workcare. Under this scheme NBRC has provided an indemnity towards a bank guarantee to cover bad debts which may remain should the self-insurance licence be cancelled and there were insufficient funds available to cover outstanding liabilities. Only the Queensland Government's workers' compensation authority may call on any part of the guarantee should the above circumstances arise. NBRC's maximum exposure to the bank guarantee is \$360,733 (2022: \$359,282).

Bank guarantee

A performance bond is currently held with Queensland Treasury Corporation for NBRC's contract with Translink for the provision of the Long Distance Coach (LDC) service. The value of this guarantee is \$109,539 (2022: \$109,539).

Mundubbera Wash Down Facility

Mundubbera Wash Down Facility is considered to be a risk to be non-compliant with modern day environmental protection practices and regulation. Officers have determined that the structural deficiency of the facility is the primary contributing factor towards this. Council has exercised its power as devolved to local government under the *Biosecurity Act 2014* and the Mundubbera Wash Down facility is temporarily closed. Council is unaware of any liability as at 30 June 2023, with respect to this facility, and Council notes from time to time legal obligations which arise in the future may lead to a future liability.

North Burnett Regional Council

Financial Statements 2023

Notes to the Financial Statements

for the year ended 30 June 2023

Note 22. Superannuation - regional defined benefit fund

NBRC contributes to the LGIAsuper Regional Defined Benefits Fund (the scheme), at the rate of 12% for each permanent employee who is a defined benefit member. This rate is set in accordance with the LGIAsuper trust deed and may be varied on the advice of an actuary. The Regional Defined Benefits Fund is a complying superannuation scheme for the purpose of the Commonwealth Superannuation Industry (Supervision) legislation and is also governed by the *Local Government Act 2009*. The scheme is managed by the LGIAsuper trustee for LGIAsuper trading as Brighter Super.

The scheme is a pooled defined benefit plan and it is not in accordance with the deed to allocate obligations, plan assets and costs at the council level.

Any amount by which the scheme is over or under funded may affect future benefits and result in a change to the contribution rate obligations, but has not been recognised as an asset or liability of the Council.

NBRC may be liable to the scheme for a portion of another local governments' obligations should that local government be unable to meet them. However, the risk of this occurring is extremely low and in accordance with the LGIAsuper trust deed changes to Council's obligations will only be made on the advice of an actuary.

The last completed actuarial assessment of the scheme was undertaken as at 1 July 2021. The actuary indicated that "At the valuation date of 1 July 2021, the net assets of the scheme exceeded the vested benefits and the scheme was in a satisfactory financial position as at the valuation date." The measures of vested benefits represents the value of benefit entitlements should all participating employees voluntarily exit the scheme. NBRC is not aware of anything that has happened since that time that indicates the assets of the scheme are not sufficient to meet the vested benefits, as at the reporting date.

No changes have been made to prescribed employer contributions which remain at 12% of employee salary or wages and there are no known requirements to change the rate of contributions.

The next triennial actuarial review is not due until 1 July 2024.

The most significant risks that may result in LGIAsuper increasing the contribution rate, on the advice of the actuary, are:

Investment risk - The risk that the scheme's investment returns will be lower than assumed and additional contributions are needed to fund the shortfall.

Salary growth risk - The risk that wages or salaries will rise more rapidly than assumed, increasing vested benefits to be funded.

		2023	2022
	Notes	\$	\$
Superannuation contributions made to the Regional Defined Benefits Fund		40,966	62,022
Other superannuation contributions for employees		1,487,090	1,372,350
Total superannuation contributions paid by Council for employees	5	1,528,056	1,434,372

North Burnett Regional Council

Financial Statements 2023

Notes to the Financial Statements

for the year ended 30 June 2023

Note 23. Reconciliation of net result for the year to net cash inflow (outflow) from operating activities.

	2023 \$	2022 \$
Net result	(2,191,618)	2,840,923
Non-cash items		
Depreciation and amortisation	17,546,131	14,952,430
Impairment of receivables	(86,379)	206,734
	<u>17,459,752</u>	<u>15,159,164</u>
Losses/(gains) recognised on fair value re-measurements through the income		
Unwinding of discount rates on reinstatement provisions	7,104	(319,178)
	<u>7,104</u>	<u>(319,178)</u>
Investing and development activities:		
Net loss on disposal of non-current assets	2,431,991	1,820,662
Provision for landfill and quarries restoration	102,933	406,986
Capital grants and contributions	(6,273,089)	(10,229,038)
	<u>(3,738,165)</u>	<u>(8,001,390)</u>
Changes in operating assets and liabilities:		
(Increase)/decrease in receivables	1,346,109	(372,256)
Increase/(decrease) in provision for doubtful debts	(308,153)	-
(Increase)/decrease in other assets	(100,985)	392,477
(Increase)/decrease in contract assets	(3,092,002)	-
(Increase)/decrease in inventories	6,107	27,349
Increase/(decrease) in payables	(1,834,396)	1,789,789
Increase/(decrease) in contract liabilities	1,782,548	259,593
Increase/(decrease) in employee leave entitlements	303,576	(585,280)
Increase/(decrease) in other liabilities	676,850	(487,485)
Increase/(decrease) in provisions	(238,185)	1,897,173
	<u>(1,458,531)</u>	<u>2,921,360</u>
Net cash inflow from operating activities	<u>10,078,542</u>	<u>12,600,879</u>

North Burnett Regional Council

Financial Statements 2023

Notes to the Financial Statements

for the year ended 30 June 2023

Note 24. Reconciliation of liabilities arising from finance activities

	as at 30/06/22		as at 30/06/23
	Opening Balance	Cashflows	Closing balance
	\$	\$	\$
Borrowings	1,824,336	(156,497)	1,667,839
	<u>1,824,336</u>	<u>(156,497)</u>	<u>1,667,839</u>

	as at 30/06/21		as at 30/06/22
	Opening Balance	Cashflows	Closing balance
	\$	\$	\$
Borrowings	2,079,277	(254,941)	1,824,336
	<u>2,079,277</u>	<u>(254,941)</u>	<u>1,824,336</u>

Note 25. Events after the reporting period

There were no material adjusting or disclosure (non-adjusting) events after balance date.

Note 26. Financial instruments and financial risk management

(a) Financial assets and financial liabilities

NBRC has exposure to the following financial assets and liabilities:

- Cash
- Receivables
- Payables
- Borrowings

NBRC has exposure to the following risks arising from financial instruments:

- Credit Risk
- Liquidity Risk
- Market Risk

Financial risk management

NBRC is responsible for the establishment and oversight of the risk management framework, together with developing and monitoring risk management policies.

NBRC had previously disabled its Audit and Risk Committee on 25 November 2020. During 2022-2023, to improve its management of its financial sustainability, Council had resolved to reinstate its audit and risk committee on 28 September 2022 (Resolution 2022/137). Council resolved to reinstate three independent members (including a chairperson) to the Audit and Risk Committee on 28 June 2023 (Resolution 2023/97 and 2023/101). Council appointed two councillors to the Audit and Risk Committee on 23 August 2023 (Resolution 2023/154 and 2023/155).

Council approves policies for overall risk management, as well as specifically for managing credit liquidity and market risk.

Council's risk management policies are established to identify and analyse the risks faced, to set appropriate limits and controls and to monitor these risks and adherence against limits. NBRC aims to manage volatility to minimise potential adverse effects on the financial performance of the council.

North Burnett Regional Council

Financial Statements 2023

Notes to the Financial Statements

for the year ended 30 June 2023

Note 26. Financial instruments and financial risk management (continued)

Council oversees how management monitors compliance with the council's risk management policies and procedures, and reviews the adequacy of the risk management's framework in relation to the risks faced by the council.

Council is assisted in its oversight role by internal audit. Internal audit undertakes both regular and ad hoc reviews of risk management controls and procedures, the results of which are reported to Council.

NBRC does not enter into derivatives.

Credit risk

Credit risk is the risk of financial loss if a counterparty to a financial instrument fails to meet its contractual obligations. These obligations arise principally from the council's investments and receivables.

Exposure to credit risk is managed through regular analysis of credit counterparty ability to meet payment obligations.

Investments in financial instruments are required to be made with Queensland Treasury Corporation (QTC) or similar State / Commonwealth bodies or financial institutions in Australia, in line with the requirements of the *Statutory Bodies Financial Arrangements Act 1982*.

No collateral is held as security relating to financial assets held by NBRC.

The carrying amounts of financial assets at the end of the reporting period represent the maximum exposure to credit risk for the NBRC.

Liquidity risk

Liquidity risk is the risk that NBRC will encounter difficulty in meeting the obligations associated with its financial liabilities that are settled by delivering cash or another financial asset.

NBRC's approach to managing liquidity is to ensure, as far as possible, that it will have sufficient liquidity to meet its liabilities when they are due, under both normal and stressed conditions, without incurring unacceptable losses or risking damage to the Council's reputation.

Exposure to liquidity risk

NBRC is exposed to liquidity risk through its normal course of business and through its borrowings with QTC.

The council manages its exposure to liquidity risk by maintaining sufficient cash deposits, both short and long term, to cater for unexpected volatility in cash flows.

NBRC does not have any overdraft facility as at reporting date.

North Burnett Regional Council

Financial Statements 2023

Notes to the Financial Statements

for the year ended 30 June 2023

Note 26. Financial instruments and financial risk management (continued)

The following table sets out the liquidity risk in relation to financial liabilities held by the Council. It represents the remaining contractual cash flows (principal and interest) of financial liabilities at the end of the reporting period, excluding the impact of netting agreements:

	0 to 1 year \$	1 to 5 years \$	Over 5 years \$	Total contractual cash flows \$	Carrying amount \$
2023					
Payables	3,524,250	–	–	3,524,250	3,610,546
Loans - QTC	224,322	794,333	998,373	2,017,028	1,667,839
	<u>3,748,572</u>	<u>794,333</u>	<u>998,373</u>	<u>5,541,278</u>	<u>5,278,385</u>
2022					
Payables	4,798,101	–	–	4,798,101	4,800,846
Loans - QTC	224,322	863,307	1,153,721	2,241,350	1,824,336
	<u>5,022,423</u>	<u>863,307</u>	<u>1,153,721</u>	<u>7,039,451</u>	<u>6,625,182</u>

The outflows in the above table are not expected to occur significantly earlier or for significantly different amounts than indicated in the table.

Market risk

Market risk is the risk that changes in market indices, such as interest rates, will affect the Council's income or the value of its holdings of financial instruments.

Interest rate risk

NBRC is exposed to interest rate risk through investments and borrowings with QTC.

The Council has access to a mix of variable and fixed rate funding options through QTC so that interest rate risk exposure can be minimised.

Sensitivity

Sensitivity to interest rate movements is shown for variable financial assets and liabilities based on the carrying amount at reporting date.

The following interest rate sensitivity analysis depicts what effect a reasonably possible change in interest rates (assumed to be 1%) would have on the profit and equity, based on the carrying values at the end of the reporting period. The calculation assumes that the change in interest rates would be held constant over the period.

	Net carrying amount \$	Effect on net result		Effect on equity	
		1% increase \$	1% decrease \$	1% increase \$	1% decrease \$
2023					
QTC cash fund	28,133,584	281,336	(281,336)	281,336	(281,336)
Other investments	4,000,000	40,000	(40,000)	40,000	(40,000)
Net total	<u>32,133,584</u>	<u>321,336</u>	<u>(321,336)</u>	<u>321,336</u>	<u>(321,336)</u>
2022					
QTC cash fund	27,996,274	279,963	(279,963)	279,963	(279,963)
Other investments	4,000,000	40,000	(40,000)	40,000	(40,000)
Net total	<u>31,996,274</u>	<u>319,963</u>	<u>(319,963)</u>	<u>319,963</u>	<u>(319,963)</u>

QTC Fixed Rate Loan - financial instruments with fixed interest rates which are carried at amortised cost are not subject to interest rate sensitivity.

North Burnett Regional Council

Financial Statements 2023

Notes to the Financial Statements

for the year ended 30 June 2023

Note 26. Financial instruments and financial risk management (continued)

(b) Fair value

The fair value of trade and other receivables and payables is assumed to approximate the value of the original transaction, less any allowance for impairment.

The following table shows the carrying amounts and fair values of financial assets and financial liabilities. It does not include fair value information for financial assets and financial liabilities not measured at fair value if the carrying amount is a reasonable approximation of fair value.

	Notes	Carrying amount		Fair value	
		2023	2022	2023	2022
		\$	\$	\$	\$
Financial assets					
Cash and cash equivalents	9	975,429	1,458,261	975,429	1,458,261
QTC cash fund	9	28,133,584	27,996,274	28,133,584	27,996,274
Other financial assets		4,000,000	4,000,000	4,000,000	4,000,000
Total financial assets		33,109,013	33,454,535	33,109,013	33,454,535
Financial liabilities					
Loans - QTC	16	1,667,839	1,824,336	1,584,241	1,775,755
Total financial liabilities		1,667,839	1,824,336	1,584,241	1,775,755

Measurement of fair value

The valuation technique used in measuring financial liabilities is discounted cash flows. This valuation model considers the present value of expected payments, discounted using a risk-adjusted discount rate.

Note 27. Transactions with related parties

(a) Subsidiaries (ie. entities and operations controlled by Council)

NBRC is a joint member of the Wide Bay Burnett Regional Organisation of Councils (WBBROC) Incorporated.

WBBROC represents the interests of all councils within the Wide Bay Burnett region. WBBROC lobbies Federal and State Governments on behalf of members Councils on matters of common interest and is often the point of contact for other levels of Government seeking the views of Councils on a broad range of issues.

WBBROC other member Councils are Bundaberg Regional Council, Cherbourg Aboriginal Shire Council, Fraser Coast Regional Council, Gympie Regional Council and South Burnett Regional Council.

	2023	2022
	\$	\$
The following transactions occurred with WBBROC:		
- QRRRF Flood Warning Infrastructure Upgrade Program	(40,337)	-
- NBRC membership contributions	-	7,920
- NBRC economic development project contributions	-	16,500
- NBRC training workshops	-	2,816
	(40,337)	27,236

WBBROC is dependent on contributions from member Councils.

North Burnett Regional Council

Financial Statements 2023

Notes to the Financial Statements

for the year ended 30 June 2023

Note 27. Transactions with related parties (continued)

(b) Transactions with key management personnel (KMP)

	2023	2022
	\$	\$
The compensation paid to key management personnel comprises:		
Short-term employee benefits	1,116,092	1,245,914
Post-employment benefits	106,057	123,190
Long-term benefits	7,689	5,313
Termination benefits	11,233	116,894
Total	1,241,071	1,491,311

Detailed remuneration disclosures are provided in the annual report.

(c) Transactions with other related parties

Other related parties include the close family members of KMP, and any entities controlled or jointly controlled by KMP or their close family members. Close family members include a spouse, child and dependent of a KMP or their spouse.

Details of transactions between NBRC and other related parties are disclosed below:

Details of transactions	Additional information	2023 \$	2022 \$
Fees and charges charged to entities controlled by key management personnel	27(c)(i)	607	719
Infrastructure contributions from entities controlled by key management personnel	27(c)(i)	-	-
Employee expenses for close family members of key management personnel	27(c)(ii)	309,039	291,614
Purchase of materials and services from entities controlled by key management personnel	27(c)(iii)	174,799	109,110
Key management personnel services provided by a related entity	27(c)(iv)	-	-

(i) The fees and charges charged to entities controlled by KMP were on an arm's length basis in accordance with the schedule of fees and charges adopted by NBRC. The total disclosed includes the following:

Fees and charges charged to entities controlled by key management personnel	Details of related party	2023 \$
Other fees and charges	Grazing permit fee	536
Other fees and charges	Sewer disconnection fee	72

North Burnett Regional Council

Financial Statements 2023

Notes to the Financial Statements

for the year ended 30 June 2023

Note 27. Transactions with related parties (continued)

(ii) All close family members of KMP were employed through an arm's length process. They are paid in accordance with the Award for the job they perform.

(iii) The entity purchased the following material and services from entities that are controlled by members of key management personnel. All purchases were at arm's length and were in the normal course of NBRC operations.

- Cleaning services
- Building services

(d) Outstanding balances

There were no overdue outstanding balances relating to transactions with related parties.

(e) Loans and guarantees to/from related parties

NBRC does not make loans to or receive loans from related parties. No guarantees have been provided.

(f) Commitments to/from other related parties

Council has no outstanding commitments to/from other related parties.

(g) Transactions with related parties that have not been disclosed

Most of the entities and people that are related parties of NBRC live and operate within the North Burnett Region. Therefore, on a regular basis ordinary citizen transactions occur between NBRC and its related parties. Some examples include:

- Payment of rates
- Dog registration
- Borrowing books from a council library
- Waste Management Charges
- Facility Hire.

NBRC has not included these types of transaction in its related party disclosure, where they are made on the same terms and conditions available to the general public.

North Burnett Regional Council
General Purpose Financial Statements
for the year ended 30 June 2023

Management Certificate

Management Certificate
for the year ended 30 June 2023

These General Purpose Financial Statements have been prepared pursuant to sections 176 and 177 of the *Local Government Regulation 2012* (the Regulation) and other prescribed requirements.

In accordance with Section 212(5) of the Regulation, we certify that:

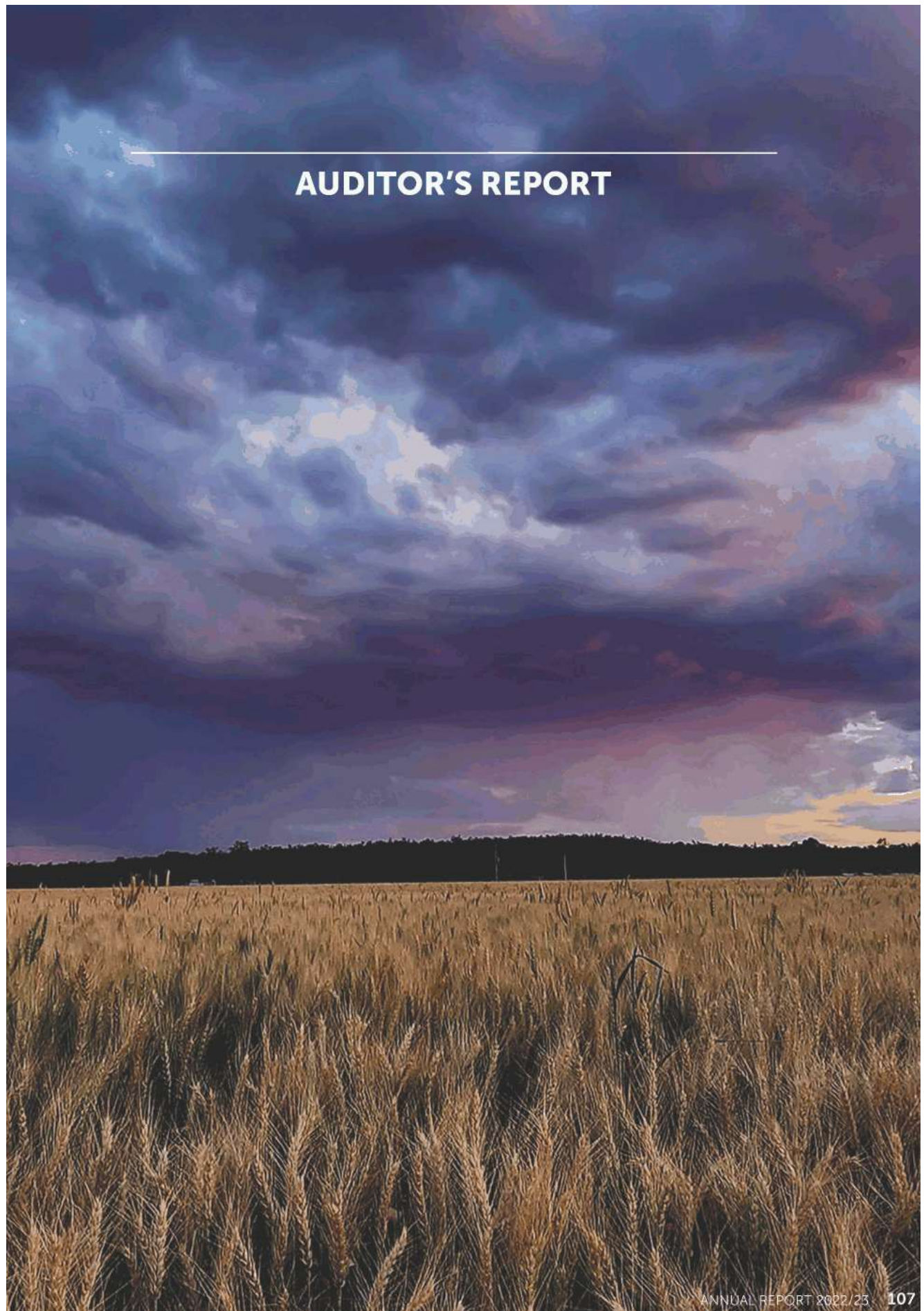
- i. the prescribed requirements of the *Local Government Act 2009* and *Local Government Regulation 2012* for the establishment and keeping of accounts have been complied with in all material respects; and
- ii. the General Purpose Financial Statements, as set out on pages 3 to 46, present a true and fair view, in accordance with Australian Accounting Standards, of the Council's transactions for the financial year and financial position at the end of the year.



Cr Les Hotz
Mayor
25 October 2023



Margot Stork
Chief Executive Officer
25 October 2023



INDEPENDENT AUDITOR'S REPORT

To the Councillors of North Burnett Regional Council

Report on the audit of the financial report

Opinion

I have audited the financial report of North Burnett Regional Council.

In my opinion, the financial report:

- a) gives a true and fair view of the council's financial position as at 30 June 2023, and of its financial performance and cash flows for the year then ended
- b) complies with the *Local Government Act 2009*, the Local Government Regulation 2012 and Australian Accounting Standards.

The financial report comprises the statement of financial position as at 30 June 2023, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes to the financial statements including material accounting policy information, and the certificate given by the Mayor and Chief Executive Officer.

Basis for opinion

I conducted my audit in accordance with the *Auditor-General Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial report* section of my report.

I am independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Other information

Other information comprises financial and non-financial information (other than the audited financial report) in an entity's annual report.

At the date of this auditor's report, the available other information in North Burnett Regional Council's annual report for the year ended 30 June 2023 was the current year financial sustainability statement and long-term financial sustainability statement.

The councillors are responsible for the other information.

My opinion on the financial report does not cover the other information and accordingly I do not express any form of assurance conclusion thereon. However, as required by the Local Government Regulation 2012, I have formed a separate opinion on the current year financial sustainability statement.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report and my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this information, I am required to report that fact. I have nothing to report in this regard.

Responsibilities of the councillors for the financial report

The councillors are responsible for the preparation of the financial report that gives a true and fair view in accordance with the *Local Government Act 2009*, the Local Government Regulation 2012 and Australian Accounting Standards, and for such internal control as the councillors determine is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

The councillors are also responsible for assessing the council's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless it is intended to abolish the council or to otherwise cease operations of the council.

Auditor's responsibilities for the audit of the financial report

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for expressing an opinion on the effectiveness of the council's internal control.
- Evaluate the appropriateness of material accounting policy information used and the reasonableness of accounting estimates and related disclosures made by the council.
- Conclude on the appropriateness of the council's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the council's ability to continue as a going concern. If I conclude that a material uncertainty exists, I



am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. I base my conclusions on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the council to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the council regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Report on other legal and regulatory requirements

In accordance with s. 40 of the *Auditor-General Act 2009*, for the year ended 30 June 2023:

- a) I received all the information and explanations I required
- b) I consider that, the prescribed requirements in relation to the establishment and keeping of accounts were complied with in all material respects.

Prescribed requirements scope

The prescribed requirements for the establishment and keeping of accounts are contained in the *Local Government Act 2009*, and the *Local Government Regulation 2012*. The applicable requirements include those for keeping financial records that correctly record and explain the council's transactions and account balances to enable the preparation of a true and fair financial report.

Jacques Coetzee

26 October 2023

Jacques Coetzee
as delegate of the Auditor-General

Queensland Audit Office
Brisbane

North Burnett Regional Council

Financial Statements 2023

General Purpose Financial Statements

for the year ended 30 June 2023

Current Year Financial Sustainability Statement

	Actual 2023	Target
Measures of financial sustainability		
1. Operating surplus ratio		
Net result (excluding capital items) ¹		
Total operating revenue (excluding capital items) ²	(12.60)%	0% - 10%
An indicator of which the extent to which revenues raised cover operational expenses only or are available for capital funding purposes or other purposes.		
2. Asset sustainability ratio		
Capital expenditure on the replacement of assets (renewals) ³		
Depreciation expense	93.04%	> 90.00%
An approximation of the extent to which the infrastructure assets managed are being replaced as these reach the end of their useful lives.		
3. Net financial liabilities ratio		
Total liabilities less current assets		
Total operating revenue (excluding capital items) ²	(30.93)%	< 60.00%
An indicator of the extent to which the net financial liabilities can be serviced by its operating revenue.		

(1) Includes only recurrent revenue and recurrent expenditure disclosed in the income statement. Excludes capital revenue grants, contributions, donations and subsidies received for capital acquisitions, capital income items such as profit from the sale of: property, plant and equipment, financial assets, real estate and investment properties, and any capital expenditure such as write-off of assets, movements in provisions for restoration and rehabilitation and revaluation decrements that hit the statement of comprehensive income.

(2) Includes only recurrent revenue disclosed in the income statement. Excludes capital revenue grants, contributions donations and subsidies received for capital acquisitions. Also excludes any capital income items such as profit from the sale of: property, plant and equipment, financial assets, real estate and investment properties.

(3) Asset renewals are defined as the replacement of existing assets to equivalent capacity or performance capability.

Note 1 - basis of preparation

The current year financial sustainability statement is a special purpose statement prepared in accordance with the requirements of the *Local Government Regulation 2012* and the *Financial Management (Sustainability) Guideline 2013*. The amounts used to calculate the three reported measures are prepared on an accrual basis and are drawn from the Council's audited general purpose financial statements for the year ended 30 June 2023.

North Burnett Regional Council**General Purpose Financial Statements**

for the year ended 30 June 2023

Certificate of Accuracy

This current-year financial sustainability statement has been prepared pursuant to Section 178 of the *Local Government Regulation 2012* (the Regulation).

In accordance with Section 212(5) of the Regulation we certify that this current year financial sustainability statement has been accurately calculated.



Cr Les Hotz
Mayor
25 October 2023

Margot Stork
Chief Executive Officer
25 October 2023

INDEPENDENT AUDITOR'S REPORT

To the Councillors of North Burnett Regional Council

Report on the Current-Year Financial Sustainability Statement

Opinion

I have audited the accompanying current year financial sustainability statement of North Burnett Regional Council for the year ended 30 June 2023, comprising the statement, explanatory notes, and the certificate of accuracy given by the Mayor and the Chief Executive Officer.

In accordance with s. 212 of the Local Government Regulation 2012, in my opinion, in all material respects, the current year financial sustainability statement of North Burnett Regional Council for the year ended 30 June 2023 has been accurately calculated.

Basis of opinion

I conducted my audit in accordance with the *Auditor-General Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the current year financial sustainability statement* section of my report.

I am independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the statement in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of matter – basis of accounting

I draw attention to Note 1 which describes the basis of accounting. The current year financial sustainability statement has been prepared in accordance with the Financial Management (Sustainability) Guideline 2013 for the purpose of fulfilling the council's reporting responsibilities under the Local Government Regulation 2012. As a result, the statement may not be suitable for another purpose. My opinion is not modified in respect of this matter.

Other Information

Other information comprises financial and non-financial information (other than the audited financial report) in an entity's annual report.

At the date of this auditor's report, the available other information in [name of council]'s annual report for the year ended 30 June 2023 was the general purpose financial statements and long-term financial sustainability statement.

The councillors are responsible for the other information.

My opinion on the current year financial sustainability statement does not cover the other information and accordingly I do not express any form of assurance conclusion thereon.



However, as required by the Local Government Regulation 2012, I have formed a separate opinion on the general purpose financial report.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report and my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this information, I am required to report that fact. I have nothing to report in this regard.

Responsibilities of the councillors for the current year financial sustainability statement

The councillors are responsible for the preparation and fair presentation of the current year financial sustainability statement in accordance with the Local Government Regulation 2012. The councillors responsibility also includes such internal control as the councillors determine is necessary to enable the preparation and fair presentation of the statement that is accurately calculated and is free from material misstatement, whether due to fraud or error.

Auditor's responsibilities for the audit of the current year financial sustainability statement

My objectives are to obtain reasonable assurance about whether the current year financial sustainability statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this statement.

My responsibility does not extend to forming an opinion on the appropriateness or relevance of the reported ratios, nor on the council's future sustainability.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the statement, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control.
- Evaluate the appropriateness of material accounting policy information used and the reasonableness of accounting estimates and related disclosures made by the council.



Financial Statements 2023

- Evaluate the overall presentation, structure and content of the statement, including the disclosures, and whether the statement represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the council regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Jacques Coetzee

26 October 2023

Jacques Coetzee
as delegate of the Auditor-General

Queensland Audit Office
Brisbane

North Burnett Regional Council
 General Purpose Financial Statements
 for the year ended 30 June 2023

Unaudited Long Term Financial Sustainability Statement

	Target	Actual 2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Measures of financial sustainability												
1. Operating surplus ratio												
Net result (excluding capital items) ¹				(8.20)%	(7.00)%	(6.20)%	(5.10)%	(4.20)%	(3.40)%	(2.40)%	(1.90)%	(1.20)%
Total operating revenue (excluding capital items) ²	0% - 10%	(12.60)%	(10.00)%	(8.20)%	(7.00)%	(6.20)%	(5.10)%	(4.20)%	(3.40)%	(2.40)%	(1.90)%	(1.20)%
An indicator of which the extent to which revenues raised cover operational expenses only or are available for capital funding purposes or other purposes.												
2. Asset sustainability ratio												
Capital expenditure on the replacement of assets (renewals) ³			98.00%	96.00%	92.00%	101.00%	102.00%	103.00%	95.00%	90.00%	85.00%	91.00%
Depreciation expense	> 90.00%	93.04%	98.00%	96.00%	92.00%	101.00%	102.00%	103.00%	95.00%	90.00%	85.00%	91.00%
An approximation of the extent to which the infrastructure assets managed are being replaced as these reach the end of their useful lives.												
3. Net financial liabilities ratio												
Total liabilities less current assets			(35.10)%	(31.40)%	(30.20)%	(28.10)%	(26.50)%	(25.70)%	(26.30)%	(26.40)%	(28.90)%	(29.60)%
Total operating revenue (excluding capital items) ²	< 60.00%	(30.93)%	(35.10)%	(31.40)%	(30.20)%	(28.10)%	(26.50)%	(25.70)%	(26.30)%	(26.40)%	(28.90)%	(29.60)%
An indicator of the extent to which the net financial liabilities can be serviced by its operating revenue.												

(1) Includes only recurrent revenue and recurrent expenditure disclosed in the income statement. Excludes capital revenue grants, contributions, donations and subsidies received for capital acquisitions, capital income items such as profit from the sale of property, plant and equipment, financial assets, real estate and investment properties, and any capital expenditure such as write-off of assets, movements in provisions for restoration and rehabilitation and revaluation decrements that hit the statement of comprehensive income.

(2) Includes only recurrent revenue disclosed in the income statement. Excludes capital revenue grants, contributions donations and subsidies received for capital acquisitions. Also excludes any capital income items such as profit from the sale of property, plant and equipment, financial assets, real estate and investment properties.

(3) Asset renewals are defined as the replacement of existing assets to equivalent capacity or performance capability.

North Burnett Regional Council

General Purpose Financial Statements

for the year ended 30 June 2023

North Burnett Regional Council Financial Management Strategy

Council measures revenue and expenditure trends over time as a guide to future requirements and to make decisions about the efficient allocation of resources to ensure the most effective provision of services. Council ensures that its financial management strategy is prudent and that its long-term financial forecast shows a sound financial position whilst also being able to meet the community's current and future needs.

Council aims to operate within a set of conservative guide-posts to ensure we are financially sustainable in the short, medium and long term. As part of our financial strategy, we have adopted three key financial performance indicators to guide our financial health. We have the above three sustainability indicators that have been set by the Department of State Development, Infrastructure, Local Government and Planning to help monitor the long-term sustainability of all councils across Queensland. Throughout the financial year, these indicators are calculated and reviewed by the Senior Management Team. Should there be any deviation outside these parameters, the executive management and Council will be fully informed and may take corrective action as required.

The table above summarises how we performed against set targets for the three key financial performance indicators established in our financial strategy. In summary, we achieved or bettered two of the financial targets, performing strongly in our ability to renew and replace our existing assets as required to be replaced in accordance to Council's asset management plans. Council maintains debt to conservative and manageable levels. This was achieved while maintaining community services and making ongoing investment in community infrastructure. Our operating result in this period all though below the target benchmarks, there has been a significant improvement in this ratio as compared to the previous periods, due to efforts to improve efficiency of Council operations. North Burnett Regional Council was severely impacted by several rain events in 2021-22 which has been prioritised to restore community assets to a serviceable condition.

These events are still having an impact on current works as the community infrastructure still undertakes restoration of the damage caused.

North Burnett Regional Council

General Purpose Financial Statements

for the year ended 30 June 2023

Certificate of Accuracy - Long Term Financial Sustainability Statement

This long-term financial sustainability statement has been prepared pursuant to Section 178 of the *Local Government Regulation 2012* (the Regulation).

In accordance with Section 212(5) of the Regulation we certify that this long-term financial sustainability statement has been accurately calculated.

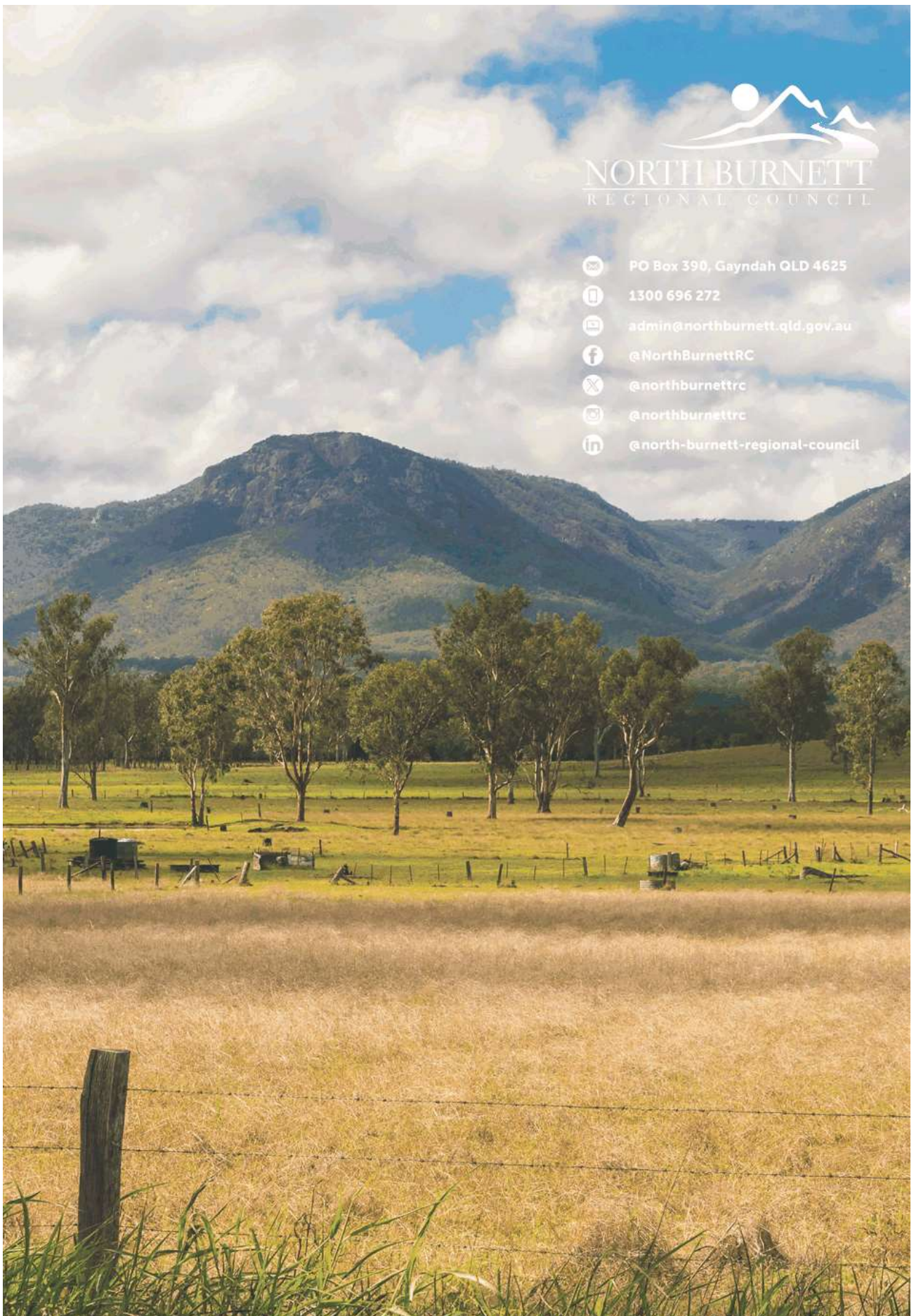


Cr Les Hotz
Mayor
25 October 2023



Margot Stork
Chief Executive Officer
25 October 2023





9.3 DRAFT LOCAL HOUSING ACTION PLAN (LHAP)

Doc Id: 1178586

Author: Rhys Habermann, Acting Strategic Relationships Manager

Authoriser: Margot Stork, Chief Executive Officer

Attachments: 1. **DRAFT - North Burnett Regional Council - Local Housing Action Plan (LHAP) - Consultation Draft.pdf [1179400]**

EXECUTIVE SUMMARY

Council, with the support of the Local Government Association of Queensland (LGAQ) and the State Government, have developed a draft Local Housing Action Plan (LHAP) to support housing outcomes at a local level. The draft has been developed using both qualitative and quantitative information along with input from a number of stakeholders. Prior to final adoption, Officers seek Council's preliminary endorsement of the draft LHAP (as attached) for consultation purposes.

CORPORATE PLAN

OUR VISION: A prosperous future for generations built on a solid foundation of customer focused, efficient and effective service delivery.

OUR PRIORITY AREAS:

2. *Sustainable Communities – to retain population and attract investment*

OFFICERS RECOMMENDATION

That Council endorse the draft North Burnett Local Housing Action Plan (LHAP) for community consultation purposes.

REPORT

The North Burnett Region, along with much of Queensland and Australia, is experiencing a housing affordability and availability crisis. In response to the State Governments Housing and Homelessness Action Plan 2021-2025, and with the support of the Local Government Association of Queensland (LGAQ) and the State Government, Council has developed a draft Local Housing Action Plan (LHAP) to support housing outcomes at a local level.

The North Burnett Local Housing Action Plan ('the plan') is a non-statutory document, and is considered a 'living document', meaning it can be varied in the future should a need arise. The plan is not the same as a Housing Strategy under the State Planning Policy, or a housing study, but may inform statutory documents like a planning scheme. The plan seeks to communicate local housing needs and encourage collaboration across the various levels of government and is informed by data and input from a range of stakeholders.

The draft plan identifies several focus areas, including short-term worker accommodation, historical lot restrictions, rental property availability and infrastructure limitations that may limit development in some areas. While Council must work within its financial limitations, the draft actions centre around:

- Supporting affordable land availability for dwelling construction,
- Encouraging investment from government, not-for-profit and private sector entities to provide a greater supply of affordable housing and accommodation,
- Undertaking planning activities to ensure future developments are sustainable and well thought-out, and that barriers to development are minimised where possible, and
- Considering options to increase rental property supply in an incredibly tight rental market.

While the plan is informed by data and input from key stakeholders, further input from the wider community could prove invaluable before final adoption.

CONSULTATION

The draft plan has undergone considerable internal consultation to date, with feedback and input sought from Council's Executive Leadership Team, Senior Management Team, Development Services Team, as well as other subject matter experts such as asset managers familiar with infrastructure limitations that may inhibit development. Feedback has also been obtained from project partners such as the Local Government Association of Queensland (LGAQ), and through this, relevant state government agencies.

Councillors have also provided input into the plan's development, receiving information, and providing feedback on draft actions at a councillor information workshop held on October 4, 2023.

RISK IMPLICATIONS

Reputation / Political

Developing a Local Housing Action Plan is considered a core function of government and particularly relevant given the current housing crisis. The current draft has been developed considering a mix of qualitative and quantitative data. Undertaking community engagement prior to final endorsement provides another source of information, enabling Council to make an informed decision regarding the final document.

Occupational Health & Safety (WHS)

None anticipated.

Financial Impact

Endorsing the draft LHAP presents minimal financial impact, if any, at this time. The progression of action items will have a financial impact; however, this impact is unascertainable at this time, with several items subject to external funding availability. Consideration has been given to Council's financial limitations in developing the draft action items.

Legal & Regulatory

The LHAP is not a statutory document, and no legal or regulatory impacts are anticipated.

Environmental

None anticipated.

Property & Infrastructure

Endorsing the draft LHAP presents no property or infrastructure risks at this time. The draft includes a number of actions that will impact property and/or infrastructure when undertaken. Preliminary consideration has been given to these implications in developing the draft and Officers expect to give more extensive consideration to these matters on an item-by-item basis as each is considered or progressed following final endorsement.

Human Resources

There are no human resourcing risks directly attributed to the preliminary endorsement of the draft LHAP.

Information Communications Technology

There are no Information and Communication Technology (ICT) risks directly attributed to the preliminary endorsement of the draft LHAP. Council will continue to maintain sufficient ICT systems to facilitate community engagement following endorsement of the draft LHAP.

Service Delivery

The preliminary endorsement of the draft LHAP does not present risks to service delivery.

Climate

None anticipated.

KEY MESSAGE

Council, in collaboration with the LGAQ and with the support of the State Government, has developed a draft Local Housing Action Plan to encourage housing outcomes at a local level. Prior to final endorsement, community engagement will be undertaken. Officers seek Councils preliminary endorsement of the draft LHAP for the purpose of community engagement.



Queensland
Government



NORTH BURNETT
REGIONAL COUNCIL

A scenic landscape photograph showing a large body of water in the foreground, a dense line of green trees along the shore, and a range of dark, rocky hills with a flat top in the background under a blue sky with scattered white clouds.

North Burnett Regional Council
**LOCAL HOUSING
ACTION PLAN**

An initiative under the Queensland Housing Strategy 2017-2027

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Partnership Acknowledgement

The North Burnett Local Housing Action Plan was developed with the support of the Queensland Government in association with the Local Government Association of Queensland.

Disclaimer

The North Burnett Local Housing Action Plan is a non-statutory plan and 'living document' prepared under the Queensland Housing & Homelessness Action Plan 2021-2025 (Action 5) to support local housing outcomes. This Local Housing Action Plan is not the same as a Housing Strategy under the State Planning Policy, or a housing study, but may inform statutory documents like a planning scheme.

DRAFT

1 INTRODUCTION

This Local Housing Action Plan (the Plan) is developed through a joint initiative involving the Queensland Government, North Burnett Regional Council and the Local Government Association of Queensland (LGAQ) to respond to a range of immediate, emerging, and longer-term housing challenges in the North Burnett Region.

This is an iterative process that does not intend to duplicate existing actions of Council or the actions under the Queensland Housing Strategy 2017-2027 or the Housing and Homelessness Action Plan 2021-2025. It seeks to identify opportunities, consider an agreed response, develop targeted actions on key priorities and enable ongoing review of effort to adapt and respond to changing need.

The Plan aims to:

1. **develop agreed priority actions** to respond to housing need in the local government area.
2. **establish strong foundations for longer-term housing responses** to assist housing and homelessness outcomes in the local government area into the future
3. **incorporate existing information and plans** that assist with developing responses to housing need and acknowledge work already completed by the Council, state agencies, private and not-for-profit organisations
4. **facilitate targeted interaction between all parties through agreed actions** to ensure a focus on deliverables and projects that can improve housing responses in the short and longer-term



2 APPROACH AND METHODOLOGY

The plan provides an overview of key community and housing characteristics, emerging issues related to housing in the community and identifies a targeted initial set of priority actions to respond to housing needs. It has been developed through a review of a range of supporting documentation including:

- Council's planning scheme
- Relevant Council strategies, reports and plans
- Statistical data from the Queensland Government Statisticians Office, including Census and other data sets such as building approvals, rental market data and housing approvals
- Housing needs data from the Department of Housing and other state agencies as required
- The Queensland Housing Strategy 2017-2027 and the Housing and Homelessness Action Plan 2021-2025
- Other anecdotal data and information such as general community or industry sentiment as expressed to relevant officers from time to time.

Emerging issues and opportunities, key challenges and potential responses have been developed from the review of a range of data sets, anecdotal feedback, and preceding engagement opportunities with Council and other stakeholders.

3 KEY FACTS

3.1 ABOUT THE REGION

The North Burnett Regional Council (NBRC) area is located approximately 4 hours north, north west of Brisbane, is immediately inland from the Bundaberg Region, and is part of the Wide Bay – Burnett Region. The area comprises of six main townships, being Biggenden, Eidsvold, Gayndah, Monto, Mount Perry, Mundubbera, and an additional 25+ villages and farming catchments.

The region has a total land area of approximately 19,700km² and, as at the 2021 census, had a population of 10,068¹ persons, representing a population density of 0.51¹ persons per square kilometre. While there is no predominant population centre, when grouping state suburbs falling within 20 km of the region's six townships, Gayndah has the greatest population with 2,466 (24.49%) persons, being 337 (3.35%) persons more than Monto (Table 1).

Table 1: Population distribution of the North Burnett Region as at the 2021 Census, within a 20 km radius of each of the region's six main towns

Town	Population (#)	Population (%)
Gayndah	2,466	24.49%
Monto	2,129	21.15%
Mundubbera	1,929	19.16%
Biggenden	1,746	17.34%
Eidsvold	691	6.86%
Mount Perry	525	5.21%
Regional	582	5.78%
Total	10,068	100%

NOTE: Grouped on Australian Bureau of Statistics (ABS) State Suburbs and Localities (SAL) geographical areas within the North Burnett Local Government Area (LGA) where approximately 20% or more of the SAL falls within a 20 km radius of the town's CBD. Where an area falls within multiple radiuses, the population within the SAL is divided evenly based on the number of radiuses it falls within.

Source: North Burnett Regional Council, Based on ABS data, Census of Population and Housing 2021.

As at June 30, 2022, the Queensland Government Statisticians Office estimates the North Burnett population to have grown to 10,220² persons since the 2021 Census figure, representing a 1.51% increase. The region has a total of 5,451¹ private dwellings.

3.1.1 The economic drivers

Within the North Burnett Region, 52.8% (4,475)¹ of individuals aged 15 years or older are active participants in the workforce. Among these, 59.2% (2,650)¹ are engaged in full-time employment.

The key economic strength of the North Burnett Region is agriculture and farming, particularly in the sectors of beef cattle and citrus farming, which employ 21.7% (923)¹ of the region's workforce. For the Gayndah and Mundubbera areas, which together account for 43.6% (4,395) of the region's total population (Table 1), citrus and small crops emerge as the predominant industries. These sectors experiences notable demand for temporary workforces, particularly during peak picking seasons.

The region is also seeing a surge of interest in renewable energy initiatives. Several prospective projects, such as wind farms, solar farms, and a pumped hydro facility, are currently understood to be in the pipeline for the region. If these projects come to fruition, they are expected to generate substantial workforce requirements, spanning a minimum of two years and potentially extending well beyond, although the need for ongoing labour is less clear.

Additionally, other projects such as the rectification of Paradise Dam and general mining exploration within the region are anticipated to make significant contributions to the local economy in the coming years.

Ensuring the region can adequately accommodate the housing needs of its industries is a top priority. In some cases, this may require innovative, sustainable solutions. Council's aim is to foster growth where possible to ensure a prosperous future for generations.

¹ Source: ABS, Census of Population and Housing, 2021, All persons QuickStats, North Burnett LGA – Viewed 25/09/2023.

² Source: Queensland Government Statistician's Office, Queensland Treasury, Queensland Regional Profiles: Resident Profile for North Burnett (R) Local Government Area, Estimated resident population. Based on ABS data, Regional population, Various editions.

4 LOCAL AREA CHARACTERISTICS

4.1 DEMOGRAPHIC CHARACTERISTICS

Demographic data for the North Burnett Local Government Area is based on Australian Bureau of Statistics (ABS), Australian Statistical Geography Standard (ASGS), July 2021, and is primarily sourced from the Queensland Government Statistician’s Office (QGSO) Queensland Regional Profiles for North Burnett Local Government Area (LGA) (ASGS 2021). Where relevant, data comparisons are made to Queensland (State) data sets. Statistics provided are based on available statistical data, where information from the 2021 Census is available, these figures have been included in this social baseline.

4.1.1 Population

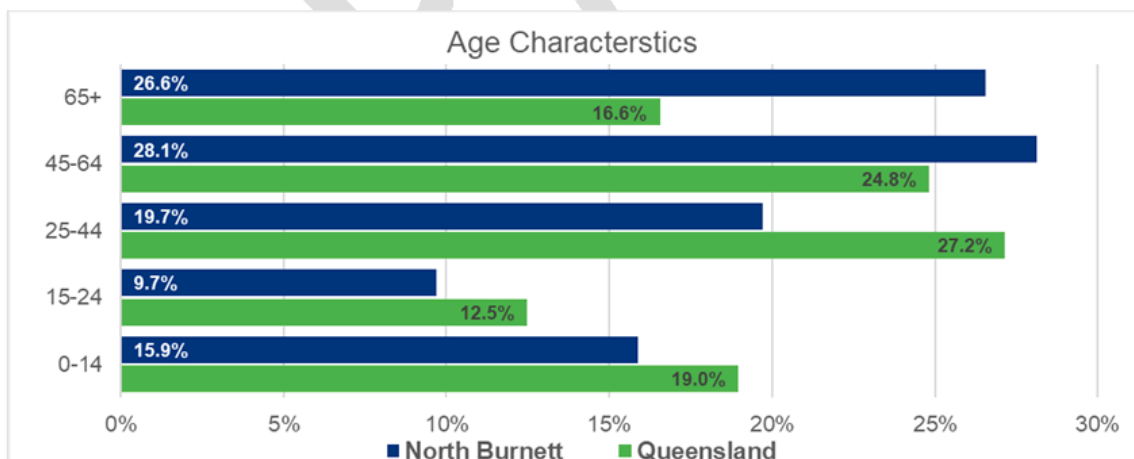
The region’s population, as recorded through regular censuses, has been in a steady decline for several years, with historical data from the previous Shire Councils, which now make up the NBRC, indicating that between 1981 and 2021, the region’s population has decreased by approximately 1,500 persons, to 10,068 in 2021. The Queensland Government Statistician’s Office projects this trend to continue, forecasting a median annual decline of 0.3% per year over the next 25 years, reaching a forecast population in 2046 of around 9,360³ persons. When considering the upper and lower confidence bounds of this forecast, the range spans from an increase to 10,568 persons, to a decrease to 8,246 persons by 2046³. It is understood that these projections do not currently take recent Queensland population growth into account, from which the region appears to have already benefited, albeit modestly

While the forecast decline is of concern, when looking to neighbouring Local Government Areas, most are forecast to grow over the same period. The overall Queensland population is also forecast to grow by 1.4% per year over the next 25 years, amounting to approximately 2,082,281³ additional persons by 2046. With demand for affordable housing at its current levels and the economic drivers in the region, Council remains optimistic around the region’s population growth prospects, and hopes to meet or exceed the upper population forecast of 10,568³ by 2046.

4.1.2 Age

As at June 30, 2021, the median age of the population in the North Burnett Region was 49.1 years⁴, older than the Queensland median age of 38.4 years⁴. The proportion of individuals aged 65 years and older is higher in the North Burnett (26.6%) than in Queensland (16.6%), while the representation of people aged 25-44 years is lower in the North Burnett Region at 19.7% in contrast to Queensland’s 27.2% (Figure 1). Overall, the data reflects an ageing population base in the region.

Figure 1: Age characteristics of the North Burnett Region as at 30 June 2021



Source: Queensland Government Statistician’s Office, Queensland Treasury, *Queensland Regional Profiles: Resident Profile for North Burnett (R) Local Government Area, Population by age and sex*. Based on ABS data, Census of Population and Housing, 2021, Regional population by age and sex, 2021

³ Source: Queensland Government Population Projections, 2023 edition.

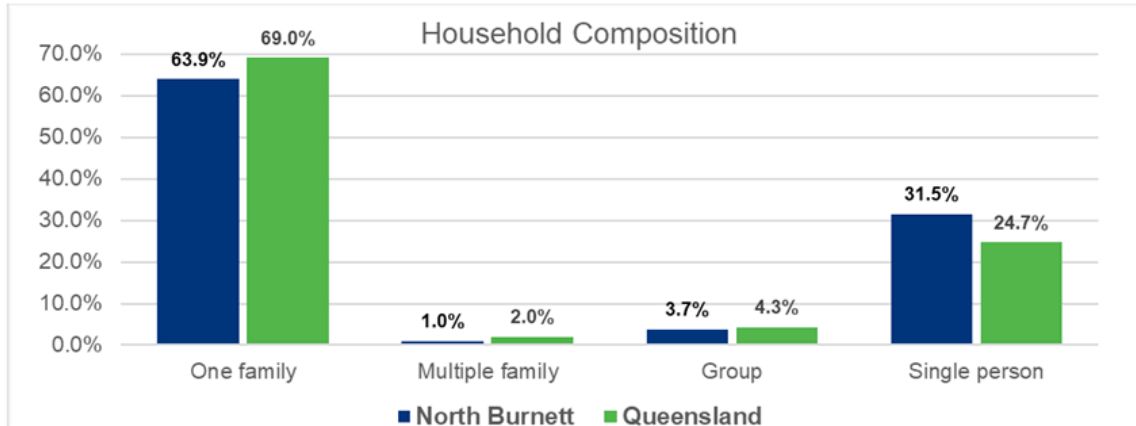
⁴ Source: Queensland Government Statistician’s Office, Queensland Treasury, *Queensland Regional Profiles: Resident Profile for North Burnett (R) Local Government Area, Population by age and sex*. Based on ABS data, Census of Population and Housing, 2021, Regional population by age and sex, 2021.

4.1.3 Household composition

A household comprises one or more individuals aged 15 years or older residing in a private dwelling⁵. Household composition refers to the types of relationships within that household, including whether it consists of a single family or multiple family units or if it is composed of unrelated household members.

In the North Burnett Region, it is most likely a household will be made up of a sole family (63.9%), slightly lower than the proportion of such households across Queensland (69.0%). Group households and multiple family households make up only 1.0% and 3.7%, respectively. Single person households represent 31.5% of identified households, exceeding that of Queensland at 24.7% (Figure 2).

Figure 2: Household composition of the North Burnett Region as at 30 June 2021

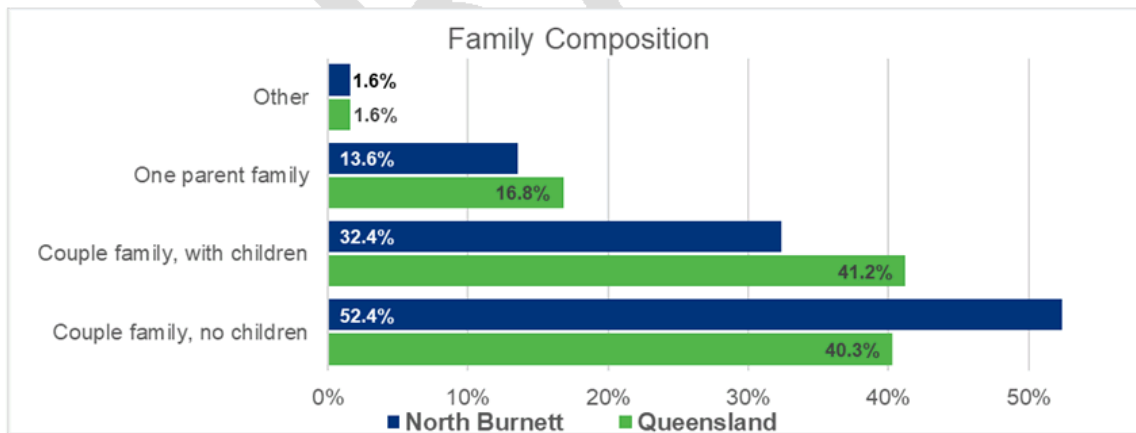


Source: Queensland Government Statistician's Office, Queensland Treasury, *Queensland Regional Profiles: Resident Profile for North Burnett (R) Local Government Area*, Household Composition. Based on ABS data, Census of Population and Housing, 2021, unpublished data (occupied private dwellings)

4.1.4 Family composition

Family composition distinguishes various family types based on their typical place of residence. In the North Burnett Region, 52.4% of families are likely to be couples without children, while couples with children and one parent families make up 32.4% and 13.6% of families, respectively. There is a lower percentage of couples with children in the North Burnett Region (32.4%) compared to Queensland (41.2%), while the percentage of couple families without children (52.4%) significantly surpasses that of Queensland (40.3%) (Figure 3).

Figure 3: Family composition as at 30 June 2021, North Burnett Region and Queensland



Source: Queensland Government Statistician's Office, Queensland Treasury, *Queensland Regional Profiles: Resident Profile for North Burnett (R) Local Government Area*, Family Composition. Based on ABS data, Census of Population and Housing, 2021, General Community Profile - G29

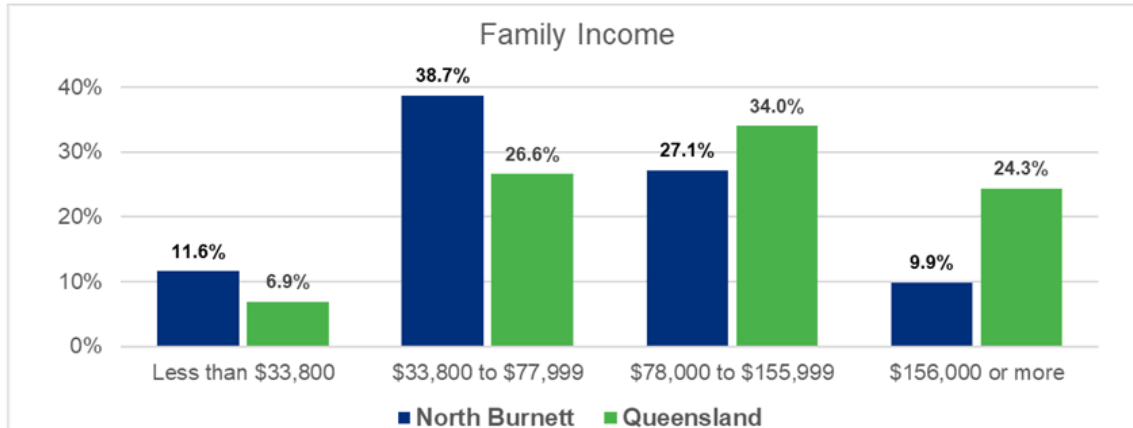
⁵ Source: As per the definition used in the 2021 Census - Australian Bureau of Statistics [ABS] 2021, *H*, ABS, viewed 24 October 2023, <<https://www.abs.gov.au/census/guide-census-data/census-dictionary/2021/glossary/h>>

4.1.5 Family incomes

Total family income comprises the combined personal income of all family members residing in a household during the 2021 Census. Low-income families are those earning less than \$650 per week or \$33,800 annually. In the North Burnett, there is a higher proportion of low-income families compared to Queensland, with 11.6% of families earning less than \$33,800, compared to 6.9% of Queensland families. Additionally, a larger proportion of North Burnett families fall within the income range of \$33,800 to \$77,999, accounting for 38.7%, in contrast to 26.6% across Queensland (Figure 4).

The median income of families in the North Burnett has seen an increase over time, however this has been disproportionate to Queensland. In 2016, the median family income in the region was \$60,268⁶, while in Queensland, it was \$86,372⁶. This figure has risen to \$68,484⁷ (up 13.6%) per year in the North Burnett, as at the 2021 Census, compared to \$105,248⁷ (up 21.9%) per year in Queensland.

Figure 4: Family income as at the 2021 Census, North Burnett Region and Queensland

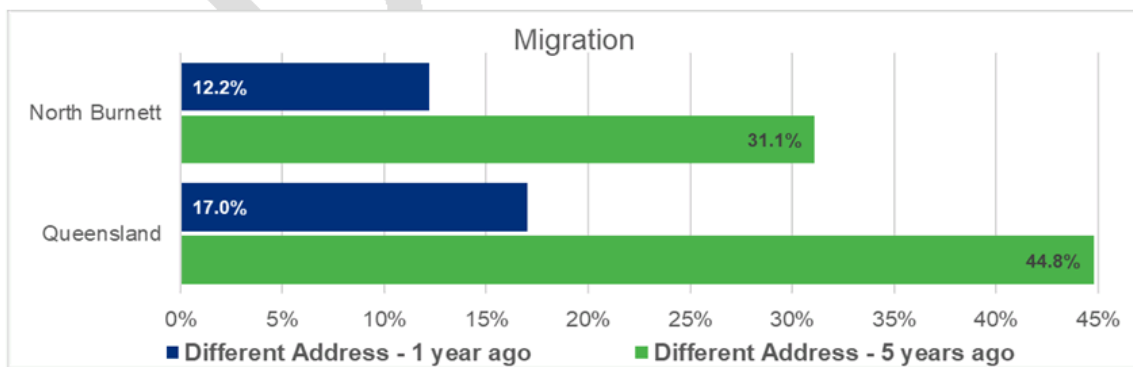


NOTE: Percentages are based on total responses, which includes partially stated and not stated income responses (not shown above).
Source: Queensland Government Statistician's Office, Queensland Treasury, Queensland Regional Profiles: Resident Profile for North Burnett (R) Local Government Area, Total family income. Based on ABS data, Census of Population and Housing, 2021, General Community Profile - G02 and G32.

4.1.6 Migration

The 2021 Census examines how people's residency has changed by looking at where they lived one and five years before the Census. This data can shed light on local property markets by revealing broadly how many people move in and out of a community, affecting demand and property turnover. In comparison to Queensland as a whole, the North Burnett Region experienced less community migration. Only 12.2% of residents had a different address one year prior to the 2021 Census, and 31.1% had a different address five years prior to the Census. These percentages are lower than the corresponding figures for Queensland, where 17.0% had a different address one year prior, and 44.8% had a different address five years prior, indicating a lower rate of community movement (Figure 5).

Figure 5: Place of usual residence one and five years ago as at the 2021 Census, North Burnett Region and Queensland



Source: Queensland Government Statistician's Office, Queensland Treasury, Queensland Regional Profiles: Resident Profile for North Burnett (R) Local Government Area, Migration 1 year ago & Migration 5 years ago. Based on ABS data, Census of Population and Housing, 2021, General Community Profile - G44 and G45.

⁶ Source: ABS, Census of Population and Housing, 2016, General Community Profiles - G02 (North Burnett Regional & Queensland)

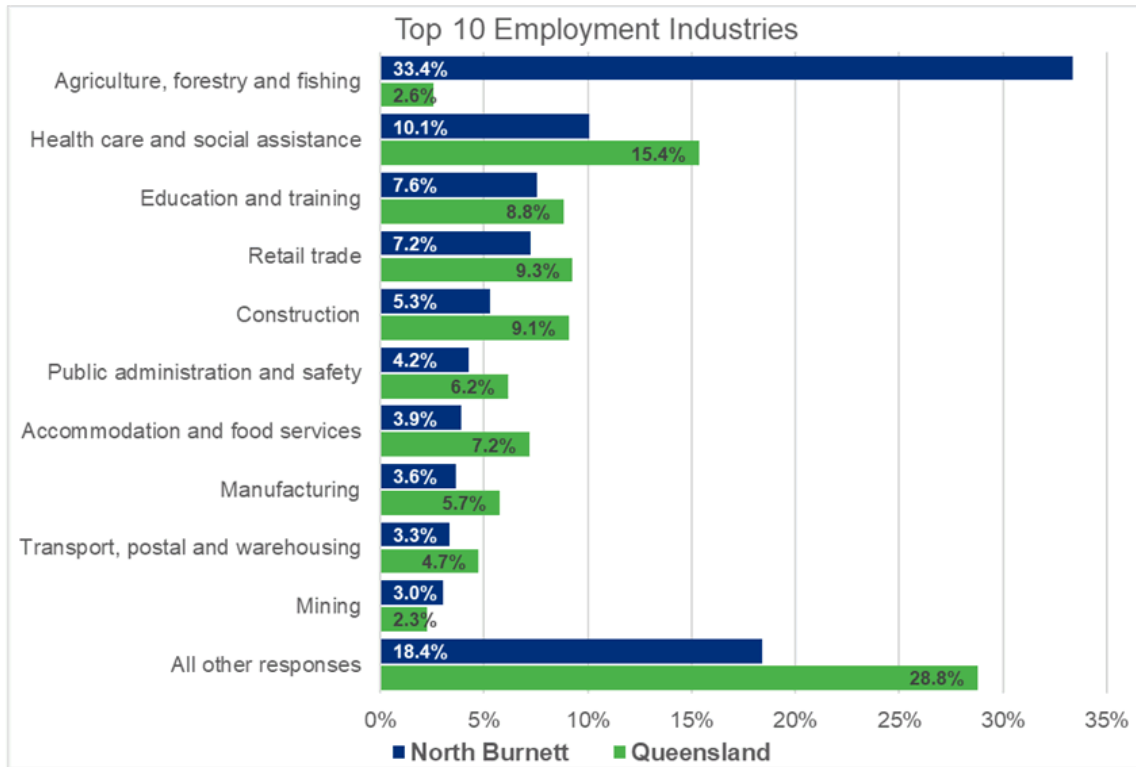
⁷ Source: ABS, Census of Population and Housing, 2021, General Community Profiles - G02 (North Burnett Regional & Queensland)

4.1.7 Other characteristics

4.1.7.1 Industry

The most prominent employment industry within the region is agriculture, forestry and fishing, employing 33.4% of the region’s working population. While not uncommon for regional and rural Local Government Areas (LGAs), the industry surpasses Queensland at 2.6%, making it a significant contributor to the local economy and one that must be nurtured (Figure 6).

Figure 6: Employment industries by number of workforce persons employed as at the 2021 Census, North Burnett Region and Queensland



Source: Queensland Government Statistician’s Office, Queensland Treasury, *Queensland Regional Profiles: Resident Profile for North Burnett (R) Local Government Area*, Employment by industry. Based on ABS data, Census of Population and Housing, 2021, General Community Profile – G54 and unpublished data.

Notably, of Queensland’s working population, 925⁸ are employed in citrus fruit growing, and of these, 301⁹ are in the North Burnett Region, accounting for 32.5% of the industry’s employment numbers at a state level.

⁸ Source: ABS, Census of Population and Housing, 2021, All persons QuickStats, Queensland – Viewed 25/09/2023.

⁹ Source: ABS, Census of Population and Housing, 2021, All persons QuickStats, North Burnett LGA – Viewed 25/09/2023.

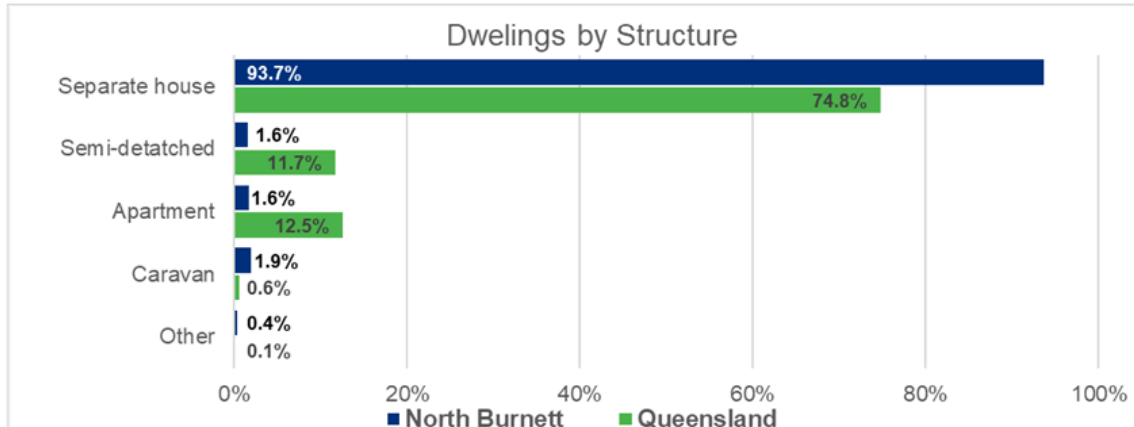
4.2 HOUSING CHARACTERISTICS

4.2.1 Dwellings by structure

The 2021 Census shows detached separate houses were the most common dwelling structure, accounting for 93.7% of all dwellings counted in the North Burnett Region. This figure is significantly higher than the state average, where detached houses accounted for 74.8% of dwellings (Figure 7). This is however relatively in line with other regional or remote areas where low-density housing is common. In the North Burnett Region, the prevalence of detached houses translates into lower proportions of apartments (1.6%) and semi-detached homes (1.6%), compared to Queensland's figures of 12.5% and 11.7%, respectively (Figure 7).

Caravan dwellings (including cabins and houseboats) were more prominent than either semi-detached homes or apartments, accounting for 1.9% of the region's dwellings (Figure 7).

Figure 7: Dwellings by dwelling structure type as at the 2021 Census, North Burnett Region and Queensland

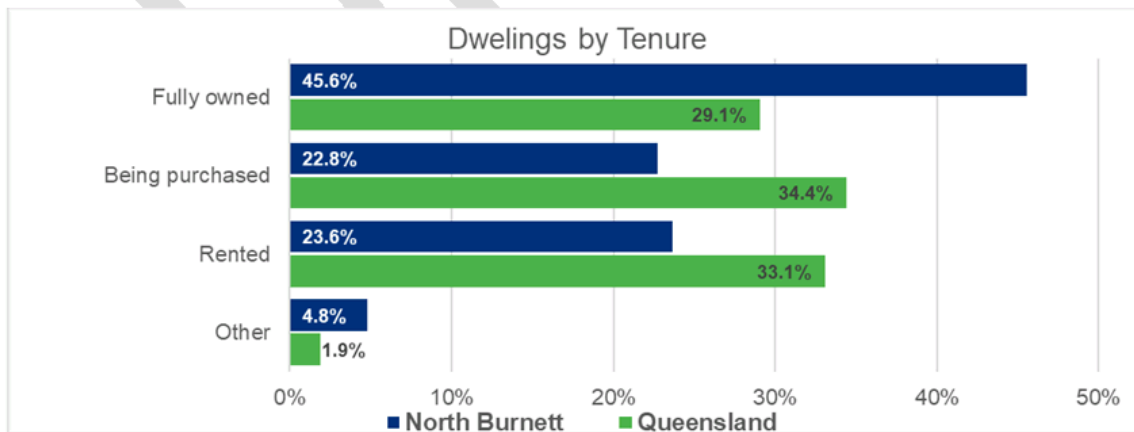


NOTE: Percentages are based on total responses, which includes dwelling structures not stated responses (not shown above).
 Source: Queensland Government Statistician's Office, Queensland Treasury, *Queensland Regional Profiles: Resident Profile for North Burnett (R) Local Government Area*, Dwellings by dwelling structure. Based on ABS data, Census of Population and Housing, 2021, General Community Profile – G36.

4.2.2 Dwellings by tenure

As at the 2021 Census, the North Burnett Region had a significantly higher proportion of residents who occupied and owned their dwellings outright (45.6%) compared to Queensland (29.1%). Consequently, this translated to lower proportions of dwellings being purchased (22.8%) and rented (23.6%) compared to Queensland at 34.4% and 33.1% respectively. Of note, the tenure type of "Other" accounted for 4.8% of respondents compared to Queensland at 1.9% (Figure 8). Source data notation suggests this likely relates to dwellings being occupied rent free or under a life tenure scheme.

Figure 8: Dwellings by dwelling tenure type as at the 2021 Census, North Burnett Region and Queensland

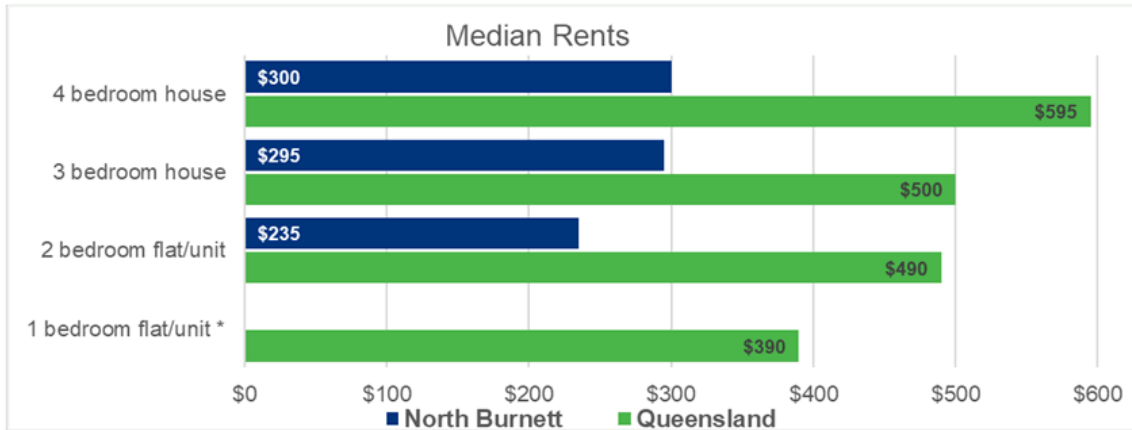


NOTE: Percentages are based on total responses, which includes tenure type not stated responses (not shown above).
 Source: Queensland Government Statistician's Office, Queensland Treasury, *Queensland Regional Profiles: Resident Profile for North Burnett (R) Local Government Area*, Dwellings by tenure type. Based on ABS data, Census of Population and Housing, 2021, General Community Profile – G37.

4.2.3 Renting

Renting in the North Burnett is relatively affordable, with the median weekly rent for a 4 bedroom house of \$300 per week, compared to the respective Queensland median at \$595 per week (Figure 9). Similar trends can be observed in other property types, as depicted in Figure 9. Further, with 63.3%¹⁰ of households indicating rent payments below 30% of household income within the region compared to 58.2%¹⁰ of Queensland households, the region represents an attractive option for renters seeking housing affordability, despite limited availability.

Figure 9: Median rent by dwelling type for the 12 months ended 30/06/2023, North Burnett Region and Queensland



NOTE: Where there are less than 10 bond lodgements with the Residential Tenancies Authority (RTA) for a property type over the 12 month period prior to the date of the data, the median is omitted.

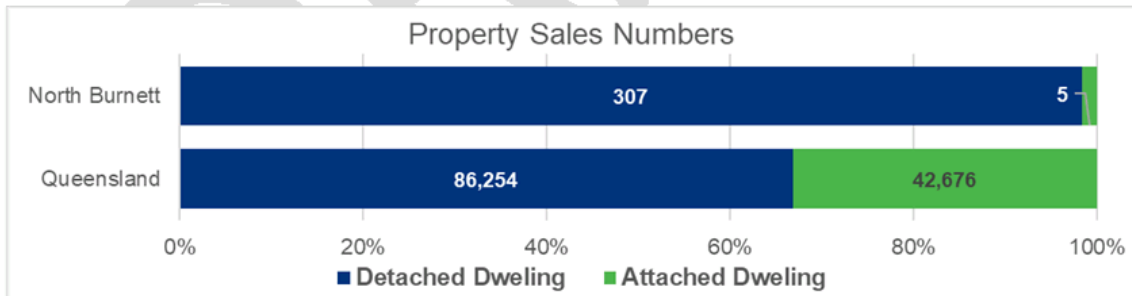
* Insufficient lodgements within the North Burnett Region.

Source: Queensland Government Statistician's Office, Queensland Treasury, *Queensland Regional Profiles: Resident Profile for North Burnett (R) Local Government Area*, Median rents. Data: Residential Tenancies Authority, Rental Bonds data for the 12 months ended 30/06/2023.

4.2.4 Property sales and pricing

Consistent with 97.3% of the region's dwellings being detached (separate house, Figure 7), 98.4% (307) of dwelling sales within the region were for detached dwellings, compared to Queensland at 66.9% (86,254) (Figure 10). Of these sales, the median sale price for a detached dwelling was \$207,500, a considerable discount of 68.1% from the Queensland median of \$650,000 (Figure 11), again representing an attractive option for residents seeking affordable housing, despite limited availability.

Figure 10: Property sale numbers, detached vs attached only, for the 12 months ended 31/03/2023, North Burnett Region and Queensland



Source: Queensland Government Statistician's Office, Queensland Treasury, *Queensland Regional Profiles: Resident Profile for North Burnett (R) Local Government Area*, Residential dwelling sales. Data: Department of Resources, Office of the Valuer-General, Property sales for the 12 months ended 31/03/2023.

¹⁰ Source: ABS, Census of Population and Housing, 2021, All persons QuickStats, North Burnett LGA – Viewed 25/09/2023

Figure 11: Property sale values, detached vs attached only, for the 12 months ended 31/03/2023, North Burnett Region and Queensland



* Insufficient attached dwelling sales within the North Burnett Region.

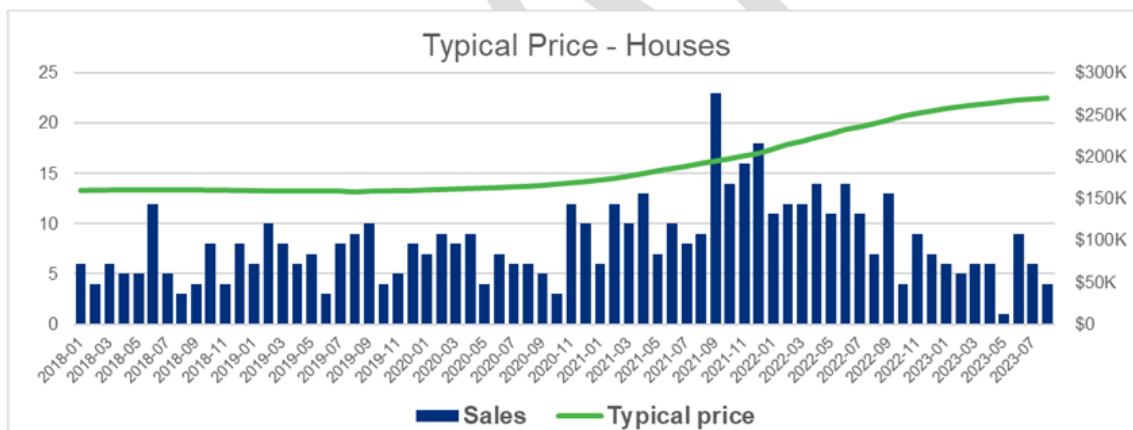
Source: Queensland Government Statistician's Office, Queensland Treasury, *Queensland Regional Profiles: Resident Profile for North Burnett (R) Local Government Area*, Residential dwelling sales. Data: Department of Resources, Office of the Valuer-General, Property sales for the 12 months ended 31/03/2023.

4.2.5 Market trends

Since January 2021, the "Typical" sale price within the North Burnett has increased by approximately \$100,000 and, with elevated sales transactions between November 2020 to November 2022 (Figure 12), demand for property in the region has grown compared to prior periods.

Between January 2018 and August 2023, median rent has remained relatively unchanged however, the number of tenancies entered into over the same period has declined considerably (Figure 13), implying a tightening rental market

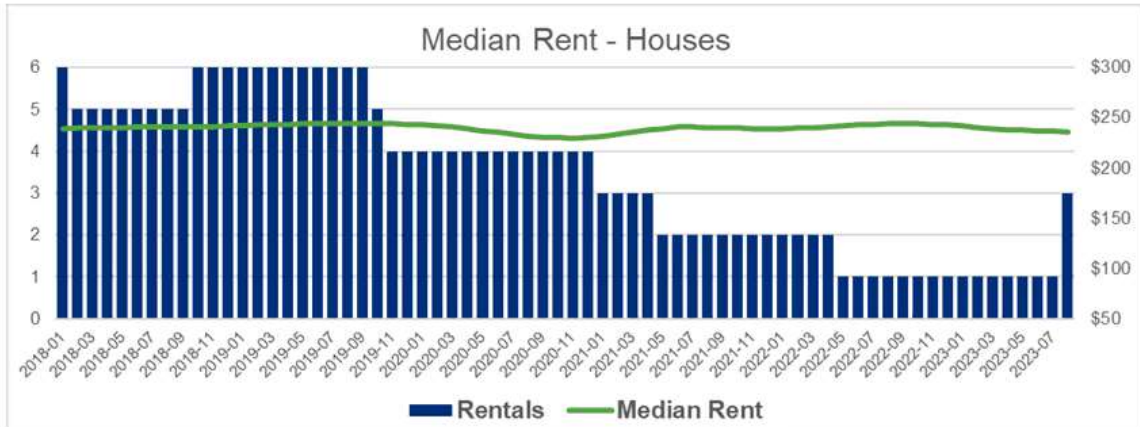
Figure 12: Typical sale prices and numbers for the North Burnett Region – 01/01/2018 – 31/08/2023



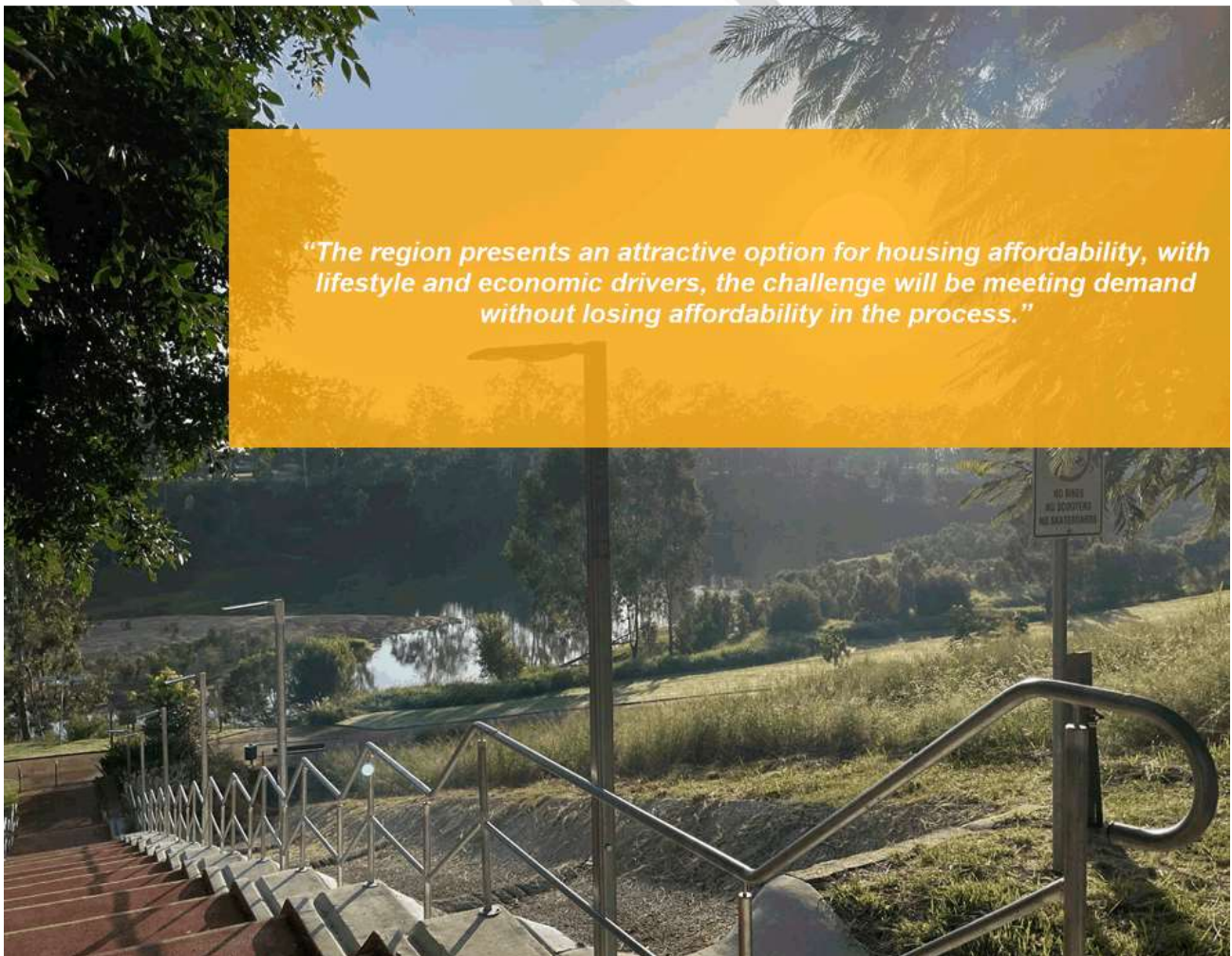
NOTE: HIAG (the data source) applies a calculation to establish a "Typical Price," which differs to a median price. HIAG notes this calculation as a "solution to the shortcomings of the Median Price metric which results in a more accurate representation of home values and price trends at a suburb level." Council does not warrant or endorse the accuracy of the above data in any way.

Source: Reproduced from htag.com.au, Real Estate Data via North Burnett Regional, QLD Property Market & House Prices 2023 – Viewed 25/09/2023.

Figure 13: Typical rental prices and numbers for the North Burnett Region – 01/01/2018 – 31/08/2023



NOTE: HtAG (the data source) notes that "Median Rent is weekly advertised rent based on rentals over the preceding 12 months." Council does not warrant or endorse the accuracy of the above data in any way.
 Source: Reproduced from httag.com.au, Real Estate Data via North Burnett Regional, QLD Property Market & House Prices 2023 – Viewed 25/09/2023.



5 KEY FOCUS AREAS

Areas of focus have been determined through a review of existing data and engagement with stakeholders as identified in the methodology. These focus areas will be considered when identifying and prioritising actions.

5.1 OVERALL HOUSING

The North Burnett Region does not have a predominant population centre. However, approximately 24.49% of the region's population falls within 20 km of Gayndah, surpassing other towns by 3.35% (Table 1), and, consequently, Gayndah is considered the main population centre of the North Burnett. At the Suburb and Locality Area (SAL) level, the immediate Gayndah township (SAL31106) has a population of 1,949¹¹ as at the 2021 Census; however, Council estimates that the true population in this area is now closer to 2,003 persons at the time of preparing this document.

Each town within the region has its own housing needs and profile, with some areas experiencing different demands and/or supply constraints. While this plan has a region wide perspective, some highlighted focus areas and actions will drill down to the particular needs of an area within the region, with the intention of alleviating wider regional demands.

5.1.1 Background

The North Burnett Regional Council area was formed in 2008 through the amalgamation of six (6) Shire Councils. Since this time, there has been very little land and/or building development in the region, as is evident by the total number of private dwellings increasing from 5,441 (Census 2011) in 2011 to 5,451 (Census 2021) in 2021, or a net increase of just 10 dwellings.

While, on average, there have been approximately 28.5 new homes constructed per year for the last 10 years, it is anecdotally understood a proportionate number of dwellings have either been relocated, demolished or otherwise removed from the region. As much of the region's housing stock is aged and/or relocatable (elevated homes, cabins and/or caravans), and with some areas in the region susceptible to bushfires and floods, it is possible this trend will continue.

Since amalgamation, Council has undertaken 1 residential land development, adding approximately 6 freehold lots to the region's land supply, but has also continued another development that was registered pre-amalgamation. Due to the low sale value of residential lots and the high costs to install infrastructure, Council has seen very little interest from private land developers over the same period. Council's records indicate just 3 applications have been approved since 2010 where the development would see the creation of 4 or more lots.

Demand for constructed dwellings is relatively high at present, with some local agents identifying buyers will often pay over the area average for high quality, modern homes. Conversely, while urban residential land remains quite affordable at an average sale price of \$35,000.00 (QVAS), it appears buyers are not as prepared to assume the risk of building to achieve a similar result. This is likely due to the limited availability of local builders and trade providers, with landowners that do choose to build often looking to engage builders from outside of the region. This often comes at a considerable premium, attracting additional travel time and logistical costs.

Due to the region's remote location and lower population numbers, some residents experience difficulty obtaining finance to pursue property transactions. Several lenders are known to have higher deposit requirements for property purchases or building in the region as compared to more populated centres, and other lenders are known to simply not offer finance on property within the region. This provides another barrier to residential construction and potentially adversely influences the region's investment prospects.

The North Burnett's median residential sale price was \$206,250¹² for the 12 months ending March 31, 2023. The region recorded 312¹² dwelling sales, and 62¹² sales of new and vacant land. The median rent for a 3 bedroom house was \$295¹³ per week, with 114¹³ rental applications lodged in the 12 months ending June 30, 2023. The region has a rental vacancy rate of 0.05%¹⁴

¹¹ Source: ABS, Census of Population and Housing, 2021, All persons QuickStats, Gayndah, Suburb and Locality (SAL) – Viewed 25/09/2023.

¹² Source: Queensland Government Statistician's Office, Queensland Treasury, Queensland Regional Profiles: Resident Profile for North Burnett (R) Local Government Area, Residential dwelling sales. Data: Department of Resources, Office of the Valuer-General, Property sales for the 12 months ended 31/03/2023.

¹³ Source: Queensland Government Statistician's Office, Queensland Treasury, Queensland Regional Profiles: Resident Profile for North Burnett (R) Local Government Area, Median rents. Data: Residential Tenancies Authority, Rental Bonds data for the 12 months ended 30/06/2023.

¹⁴ Source: htag.com.au, Real Estate Data via North Burnett Regional, QLD Property Market & House Prices 2023 – Viewed 25/09/2023.

5.1.2 Current housing situation

There are some 5,451 total private dwellings in the region (Census 2021) – this includes 3,903 occupied dwellings, 908 unoccupied dwellings and 640 dwellings non-classifiable or for visitor only purposes. The average number of people per household is 2.2 (Census 2021).

The region's occupancy rate at the time of the census was 81%¹⁵, leaving 19% unoccupied. Among private dwellings, it's estimated that 68% are owner-occupied, while the remaining 32% are rented or fall under other or unstated occupancy categories, as calculated from Figure 8. A breakdown of the dwelling ownership and type is:

- 3,903 – private, occupied dwellings – (3,656 houses, 63 town houses, 64 apartments, 95 other, and 25 dwelling structure not stated)¹⁵
- 81 – State Social Housing¹⁶
- 9 – Social Housing – Community Housing¹⁶
- 51 – Government Employee Housing (GEH) (Table 2)
- 11 – Council staff properties (3 bed or more houses)
- other short-term accommodation in the caravan park, roadhouse and motel are not captured separately – a mix of ensuite, self-contained and shared accommodation.
- Other State government departmental operational accommodation is not captured.

5.2 SHORT-TERM WORKER ACCOMMODATION

The North Burnett Region, like many other Local Government Areas, has a strong agricultural sector with citrus fruit growing employing 13.2% (104)¹⁷ of the workforce in Gayndah and 14.8% (82)¹⁷ of the workforce in Mundubbera. Mundubbera also has workers employed in other agricultural industries, such as berry growing, packaging services and other agricultural and fishing support services, with these industries employing a further 17.0% (94)¹⁷ of the Mundubbera workforce collectively.

During the picking season, the population of some towns is understood to swell by up to 20% due to the short-term worker demands surrounding citrus and small crops, resulting in added housing demand. A lack of short-term accommodation for agricultural employment has now been exacerbated by consistently low rental vacancies. Caravan parks have become an option for residents that are unable to source affordable housing.

5.2.1 Response Opportunities

- Investigate innovative solutions that offer low capital, high capacity short-term accommodation options in the region's towns most in need of short-term worker accommodation.
- Consider long-term master planning to facilitate provision of worker accommodation.

5.3 HISTORICAL LOT RESTRICTIONS

The North Burnett Region has a number of urban residential lots that are registered however, due to past practices, the necessary infrastructure such as services and roads were not constructed. Landowners are unable to affordably build residential dwellings on this land. Council often receives enquiries regarding these lots, with prospective or current owners seeking information on what can be built on the lots. Despite some owners and prospective owners wishing to undertake a residential build on this land, the historical lot overlay necessitates the construction of relevant infrastructure at the owners expense before a residential build can be considered. This requirement often goes beyond the financial capacity of a landowner.

The most significant group of these lots is located in the township of Mount Perry (~116), however other smaller groups of lots exist in other areas across the region amounting to around 375 lots in total. As historical lots are registered, with many already privately owned, investigating and/or undertaking road construction or other infrastructure provision could represent a minimal work, albeit expensive, option to free up affordable residential land for housing construction. Additionally, given the interest already received regarding the potential construction of dwellings on this land, addressing the lack of infrastructure represents an opportunity to potentially attract a number of residential builds within the area.

While the costs of the necessary infrastructure are unclear and are expected to go far beyond Council's financial capacity, should funding be made available, Council believes addressing this issue will lead to additional housing supply in the region.

5.3.1 Response Opportunities

- Seek funding to investigate the feasibility of resolving the current historical lots issue (or a number of the lots).
- Seek funding to rectify the lack of infrastructure, unlocking residential land for dwelling construction.

¹⁵ Source: ABS, Census of Population and Housing, 2021, General Community Profile - G36.

¹⁶ Source: Queensland Housing Profiles for North Burnett (R) Local Government Area, Queensland Government Statistician's Office, Queensland Treasury, Social housing tenancies. Data: Department of Housing, as at 30/06/2020.

¹⁷ Source: ABS, Census of Population and Housing, 2021, All persons QuickStats, Gayndah and Mundubbera, Suburb and Locality (SAL) – Viewed 25/09/2023.

5.4 PRIVATE RENTAL MARKET

Almost all local government areas in Queensland are considered to have 'tight' rental markets (characterised by a vacancy rate under 2.5%)¹⁸. As at the September 2023 quarter, data from the Real Estate Institute of Queensland (REIQ) indicates that Queensland had a rental vacancy rate of just 1.0%¹⁸, with several inner regional LGAs having rates below 0.5%¹⁸. The current rental vacancy rate in the North Burnett Region (as at September 2023) is 0.05%¹⁹ however, continued market monitoring and community feedback suggests the reality of this is between approximately 0-3 rental properties available at any given time across the region. This is supported by a search of a leading property listing site, realestate.com.au, where, as at September 18, 2023, there were 2 houses for rent (\$260 and \$450 per week) and 0 units²⁰ available across the entire North Burnett Region.

While data is limited, rents appear to have increased by around \$50 per week (or 20%) for a three-bedroom home between 2012 and 2022²¹. Properties also appear tightly held and are rarely available in the market.

Residential Tenancy Authority (RTA) data suggests there were 114 bond lodgements related to properties within the region in the twelve months ended June 30, 2023²¹. Based on this data, the median rent for a 2 bedroom flat/unit in the North Burnett was \$235 per week and \$295 per week for a 3 bedroom house. Comparatively, the median for Queensland was \$490 and \$500 per week respectively, presenting the region as an attractive option for those seeking affordable rental accommodation, limited, however, by availability.

Census data shows that approximately 1 in 5 (19%)²² private dwellings were unoccupied at the time of the 2021 Census, however this may require further investigation as it is not reflective of anecdotal evidence. Council estimates this has tightened since 2021 due to growing demand for affordable housing, as is reflected in the current rental and sales markets and depicted in Figure 12 and Figure 13.

5.4.1 Response opportunities

- Consideration be given to incentives to encourage medium density infill development that is likely to be made available as rental stock, such as duplexes and/or unit complexes.
- Consideration be given to bringing forward state social housing projects to free up lower cost rentals for market availability.
- Investigate Council land that may be suitable for urban development and consider innovative disposal methods that could encourage or mandate private development within a reasonable time from the transaction date.
- Consider undertaking not for profit land developments in well serviced centres and dispose of resulting lots through innovative means to attract private building investment.

5.5 AGED PERSONS HOUSING AND AGED CARE

Currently there are 13²³ aged care services in the North Burnett, with few of these offering residential places. There are 5 Home care places and 0²³ Restorative care places within the region. As at 2021, 33%²⁴ of the population suffered from at least one long-term health condition and, with an ageing population (median age of 49, projected to increase to 52 by 2046³), demand for aged care services/facilities is expected to grow over the coming years.

Concerningly, at least two aged care facilities that provide residential places within the region have expressed concerns around their long-term viability. Providers have cited increasing regulation, pending facility upgrades and an inability to attract staff as key concerns.

5.5.1 Response opportunities

- Consider initiatives that increase rental availability in the region, alleviating the housing concerns that may hinder providers ability to attract appropriate staff but also enabling greater in-home care options for residents that may otherwise require a residential place.

¹⁸ Source: Real Estate Institute of Queensland 2023, Queensland's rental vacancy rates take a dip, not a nose dive - Viewed 31/10/2023.

¹⁹ Source: htag.com.au, Real Estate Data via North Burnett Regional, QLD Property Market & House Prices 2023 – Viewed 25/09/2023.

²⁰ Source: realestate.com.au Rental search, Biggenden, Gayndah, Mundubbera, Eidsvold, Monto and Mount Perry - Viewed 18/09/2023.

²¹ Source: Queensland Government Statistician's Office, Queensland Treasury, Queensland Regional Profiles: Resident Profile for North Burnett (R) Local Government Area, Median rents. Data: Residential Tenancies Authority, Rental Bonds data for the 12 months ended 30/06/2023.

²² Source: ABS, Census of Population and Housing, 2021, All persons QuickStats, North Burnett LGA – Viewed 25/09/2023

²³ Source: Queensland Government Statistician's Office, Queensland Treasury, Queensland Regional Profiles: Resident Profile for North Burnett (R) Local Government Area, Aged care services, Data: Australian Government Department of Health, as at 30/06/2022.

²⁴ Source: ABS, Census of Population and Housing, 2021, General Community Profile - G20

5.6 LOCAL GOVERNMENT EMPLOYEE HOUSING

Council struggles to accommodate staff due to the lack of suitable and available housing in the region. This shortage relates to both council-owned staff housing and private rentals staff would otherwise seek through the open market. Council has been required to lease 7 rental properties from the private market to ensure sufficient housing is available for key appointments, placing greater pressure on the wider rental market and further compounding the rental shortage in the region. Existing staff have cited rental availability as a rising concern, noting that, should their current accommodation cease to be available to them, they would need to consider relocating outside of the region and leaving Council.

Council requires additional, appropriately sized staff housing stock to ensure it is able to attract and retain candidates for critical positions, ensuring essential Local Government services can continue to be delivered. Additionally, through the development of further staff housing, Council will be able to progressively return rentals currently leased from the private market, further improving housing availability in the region.

Council has assessed its needs for employee housing with a 5-year outlook, these are summarised below:

- 5 **dwelling**s to meet current and anticipated needs – 1 family sized house and 4 townhouses, apartments, duplex units, or small sized houses.
- 7 **dwelling**s to return private rentals back to the open market – Preferably all townhouses, apartments, duplex units or small sized houses.

Council has serviced land available which can be developed to meet some of these needs, however additional holdings may be needed in priority workforce areas.

5.6.1 Response opportunities

- Consider the development of a cyclical staff housing program that sees smaller sized staff housing stock built up to appropriate levels in required locations, but also sees older employee housing made available for purchase in the open market upon their eventual replacement.
- Assess Council's current land holdings for their fitness to support staff housing and, subject to funding availability, consider construction of appropriately sized dwellings on appropriate lots.
- Consider undertaking land developments in priority workforce areas and provisioning sufficient lots for employee housing before lot disposal.
- Seek funding to support construction of new staff housing.

5.7 SOCIAL HOUSING

There is a high demand for social housing across Queensland and allocations are focussed on supporting households with the highest need. Weekly median household incomes in the North Burnett are \$1,021²⁵ compared to the Queensland median of \$1,675²⁵. Applicants for social housing must meet criteria which often includes being homeless and/or living on the poverty line.

There is currently 90²⁶ social housing dwellings in the region, with 9²⁶ of these provided by Community Housing providers.

It is understood there is considerable social housing demand within the region, with the North Burnett noted as a first preference on 14²⁷ social housing applications (22 persons), and a further 34²⁷ applicants (49 persons) identifying North Burnett towns as alternate preferences (Social Housing Register). Community feedback indicates some community members may have withdrawn from making application for social housing as they are aware that houses are not available.

Based on the number of social housing applicants expressing an interest in the North Burnett, coupled with 59²⁸ individuals deemed homeless, Council estimates there is sufficient demand for a further 55 social housing dwellings within the region.

5.7.1 Response opportunities

- Consider the provision of Council land to community housing providers for the development of suitable medium density dwellings.

²⁵ Source: ABS, Census of Population and Housing, 2021, General Community Profile - G02.

²⁶ Source: Queensland Housing Profiles for North Burnett (R) Local Government Area, Queensland Government Statistician's Office, Queensland Treasury, Social housing tenancies. Data: Department of Housing, as at 30/06/2020.

²⁷ Source: Department of Housing, Social Housing Register, as at 30/06/2023.

²⁸ Source: ABS, Census of Population and Housing: Estimating homelessness, 2021.

5.8 STATE GOVERNMENT EMPLOYEE HOUSING

In order to employ appropriately skilled and suitable employees, employers are required to prioritise attraction and retention incentives such as housing when housing stock is limited, and the standards do not match accommodation expectations.

Relocating an employee's family away from more populated areas creates challenges and availability of good standard housing assists in the transition to remote areas.

The State Government supplies housing for its employees under two (2) arrangements. The Government Employee Housing arrangement (GEH) provides a range of housing types for staff in dwellings owned by the government. In addition, some departments provide "operational housing" for their employees which is located on or adjacent to operational sites e.g., police stations, hospitals, and schools. Departments may also utilise (rent/lease) houses from local government or the private market (where available) to accommodate essential workers.

Currently GEH has 51 dwellings for government employees in the North Burnett Region, the composition of which is detailed in Table 2. Recent advice from GEH indicates that they currently have demand for a further 4 new dwellings (Table 2).

Table 2: Government Employee Housing – Current supply and additional demand as provided to Council in October 2023

Town	Current (#)	Additional Demand (#)
Gayndah	15	1
Monto	12	0
Mundubbera	9	1
Biggenden	5	1
Eidsvold	8	1
Mount Perry	2	0
Total	51	4

Source: Provided to Council by the Local Government Association of Queensland (LGAQ), sourced from the Queensland Department of Housing.

5.8.1 Response opportunities

- In parallel with Council's employee housing needs, consider collaborative options to support Government Employee Housing needs where appropriate, seeking economies of scale where practical.

5.9 INFRASTRUCTURE LIMITATIONS

Council maintains infrastructure of varying capacity and condition across the region, with some areas having greater capacity to support population growth than others. Some areas within the region are already at or past optimal capacity, and others currently only allow for small growth (50-100 dwellings) before requiring upgrades or expansion. Concerns primarily relate to water supply and wastewater collection networks and treatment plants but also extend to sealed and unsealed road networks.

A high-level assessment of infrastructure capacity indicates significant upgrades would be required to facilitate meaningful housing supply growth. Some areas within the region are already at or past optimal capacity and the estimated level of investment required varies considerably from town to town.

5.9.1 Response opportunities

- Identify priority growth areas to focus infrastructure investment in the areas most likely to experience population growth over the coming years.
- Develop solutions to current sewerage network infrastructure constraints, and triage in accordance with lowest cost and highest value.
- Consider the advancement of scoped and designed water and sewerage infrastructure projects that will enable sustainable town expansion.

6 RESPONSE OPPORTUNITIES

A Local Housing Action Plan enables engagement across all levels of government, as well as private and not-for-profit organisations.

An initial set of tactical actions has been developed, enabling refinement through an ongoing iterative process. These actions provide for a targeted response and outcomes that will seek to either create immediate benefit or establish a foundation for the next phase of actions. More specific responses can then be determined that provide flexibility in delivery and support each of the broad areas identified.



6.1 ACTIONS

Council with the support of the Queensland Government through the Housing and Homelessness Action Plan 2021-2025 is committed to engage in the delivery of its initial Local Housing Action Plan through this set of actions, developed to target immediate to longer term housing responses. This is an iterative process, and these actions and target outcomes will seek to either create immediate benefit or to establish foundations that help respond to ongoing housing need.

○	Land and Development	Timeline Starting in March 2024 (months)
1.1	Council to consider undertaking stage two of its current land development in Mundubbera, subject to feasibility and considering the demand for existing lots in stage one.	12
1.2	Review Council's current land holdings across the region and identify any serviced land that could be suitable for development and, if Council is unlikely to develop the land itself in the near future, consider innovative means of disposal where the acquirer is required to develop the land within a reasonable timeframe.	12-18
1.3	Council to undertake appropriate feasibility studies related to the previously developed water and wastewater network concepts necessary to alleviate development constraints on the north side of Gayndah, identifying if there is merit in pursuing such plans, what areas are serviceable and/or if alternative options may be more feasible over the long term.	12-18
1.4	Develop plans and pricing to resolve the current sewer and water network constraints in Mundubbera that limit the town's ability to expand and pose a constraint to current development prospects.	12-18
1.5	Council to undertake an assessment of the historic lots in the region's main towns and determine the most feasible way of resolving the current historic lot overlay restrictions in these areas (or parts thereof), balancing the costs of possible work with the number of lots likely to be freed up for residential construction.	12-24
1.6	Council, subject to capital and/or funding availability, considers undertaking a not for profit (cost recovery) style housing development in a priority workforce area(s) to both free up land for private dwelling construction, but also enable Council employee housing development, should suitable and feasible land be available following the initial review of Council land holdings.	12-48

○	Planning	
2.1	As part of the current planning scheme amendments, continue to pursue opportunities to reduce barriers to residential development.	Immediate
2.2	Council to consider temporary fee reductions or rebates related to planning applications that will lead to the creation of 3 or more urban lots, or encourage medium density development such as unit complexes, duplexes or similar structures.	12
2.3	Undertake an assessment of housing needs and identify opportunities in relation to local density aspirations, opportunities for secondary dwellings on existing blocks, mixed use development options, repurposing unused commercial space, types of construction permitted and any other specific initiatives to address future housing need for both public and private sectors.	12
2.4	Undertake the 10-year review of the planning scheme, including related studies, and, following this review, decide whether to amend or replace the planning scheme.	12-24
2.5	Subject to funding availability and feasibility, undertake an analysis of relevant infrastructure, such as water and wastewater assets, across the region's main towns to identify the infrastructure implications of development and where trunk infrastructure upgrades may be necessary to unlock land for urban residential development.	18-36
○	Optimisation	
3.1	Assess possible lease, redevelopment, change of use or renovation of existing Council buildings to optimise community outcomes that support housing needs.	12
3.2	Investigate partnerships with social housing providers where Council may make land available to providers, enabling social housing development.	12
3.3	In centres where demand for transient workers is high, consider hybrid facility/land use options that may provide temporary accommodation options during periods of high demand.	12-24
○	Master planning	
4.1	Consider master planning of identified options to ensure resilient and well thought out development, in line with community expectation, that leads to sustainable and well-designed towns. The planning may be at development, street, or locality level.	6-24
4.2	In centres most susceptible to transient workforce population fluctuation, consider master planning to best integrate this workforce into the fabric of the community.	6-24
○	Supports	
5.1	Council requests that State and Federal Governments provide financial assistance in grants for rural and remote LGA's to support provision of employee housing to reduce the financial burden on communities of meeting these additional costs and obtaining equitable access to essential services.	12
5.2	Council requests that the State Government considers providing interest free loans to councils for the development of serviced land for sale.	12
5.3	Council requests that the Federal Government consider extending the Home Guarantee Scheme (HGS), as an existing and established scheme, to landholders (including investors) seeking to construct multioccupancy dwellings where loan value ratio restrictions may otherwise be a barrier, with an appropriate value ceiling to reduce potential exploitation.	12-24
5.4	Council requests that the Federal Government provide programs/funding/incentives to encourage and assist local youth to take on trades in the local building industry.	12-24
5.5	Council requests that the State Government ensure there is sufficient housing of an acceptable standard in rural and remote LGA's for State Government agency and service staff to minimise the impact on the general housing markets.	5 Years

○	People in need	
6.1	Informed by available data, identify any cohort specific housing needs and, if identified, consider actions that can be taken to encourage the development of such in parallel with other actions.	Immediate
○	Construction	
7.1	Encourage housing development which may repurpose existing commercial properties for specific cohorts to address emerging needs, such as the transient worker demands.	12
7.2	Council to consider the development of new employee housing stock and, once its needs are met, make surplus properties available in the open market as they are eventually replaced.	18
○	Capital solutions	
8.1	Identify appropriate land holdings and, subject to funding availability, begin development of 3 Council employee houses to replace 3 properties currently rented from the private market.	12
8.2	Following feasibility assessments related to water and sewer constraints on the north side of Gayndah, and if a feasible option is identified that will unlock meaningful development potential, seek funding for such.	18-48
8.3	Following the development of a feasible plan to resolve water and sewer constraints in Mundubbera, and subject to funding availability, undertake the identified works.	24-48
8.4	Following the feasibility assessment related to the historic lots in the region's main towns and subject to funding availability, undertake any identified works (if any).	24-48

9.4 LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND ANNUAL CONFERENCE 2023 REPORT

Doc Id: 1176235
Author: Margot Stork, Chief Executive Officer
Authoriser: Margot Stork, Chief Executive Officer
Attachments: Nil

EXECUTIVE SUMMARY

The Local Government Association Queensland (LGAQ) Annual Conference is the primary opportunity each year for Councillors and senior Officers from local governments across the State to come together to network, discuss strategic matters affecting local government and to engage with other levels of government. It is at the conference that motions are considered for adoption by delegates. Such motions form the basis of the LGAQs advocacy strategy for the coming year.

CORPORATE PLAN

OUR VISION: A prosperous future for generations built on a solid foundation of customer focused, efficient and effective service delivery.

OUR PRIORITY AREAS:

3. *Prosperous Future – to ensure economic growth for future generations*

OFFICERS RECOMMENDATION

That Council note the report on attendance at the 2023 Local Government Association of Queensland Annual Conference.

REPORT

Deputy Mayor, Cr Robbie Radel, and Chief Executive Officer, Ms Margot Stork, represented North Burnett Regional Council as delegates at the Local Government Association of Queensland (LGAQ) Annual Conference, held from 16 October - 18 October 2023, in Gladstone. Additionally, Cr Kingsley Mesner and Cr Melinda Jones attended the conference as observers. The LGAQ Annual Conference is a pivotal event in the local government calendar, being the largest LGAQ event of its kind held each year.

The conference provided our representatives with a unique and invaluable opportunity to gain insight into how local councils and the private sector are spearheading innovation and enhancing service delivery through intelligent and sustainable solutions.

A number of panel sessions showcased a diverse range of projects being undertaken by a variety of Councils across the State. These included:

The Mackay Young Mayors Program

A democratically elected group of young people aged between eleven (11) and seventeen (17) have been elected to serve a one-year term in office. Early in their term they developed a priority agenda and are working with Council to deliver projects, campaigns, and events. The young Councillors meet fortnightly both in person and online. They are also invitees at Mackay Regional Council (MRC) Meetings and events. The Youth Council members are supported by MRC through mentoring and resources.

The program had its genesis in a community consultation program where young people told the MRC that they wanted to be part of the decision-making process. The next election will be held in May 2024.

Yarrabah Microgrid

Yarrabah Aboriginal Shire Council situate on Cape Grafton and comprises an area of 159.4 square kilometres. The population of Yarrabah is 2,559 (2016 census) Yarrabah is connected to the electricity grid but being at the end of the power feed, is subject to power brownouts and impacts to powerlines as a consequence of extreme weather events. In 2021, Yarrabah secured funding to explore opportunities for the development of a Micro grid. The project is to look at any energy generation opportunities including solar and wind to add resilience to the power supply and to explore potential energy savings for the community. This is a work in progress and there are signs of some positive outcomes for the Yarrabah community.

These projects alone showcase the breadth of the Local Government commitment to communities across Queensland.

Motions

Before the conference, Council adopted a set of proposed motions, which were submitted for inclusion on the conference agenda. Out of the ten (10) motions put forth by NBRC, nine (9) were successfully incorporated into the agenda, some as stand-alone motions and others as "associated motions" within groups of similar proposals under consideration. Following robust discussions and deliberations, eight (8) of NBRC's motions were adopted and are now integral components of the comprehensive LGAQ advocacy agenda for the upcoming year. This achievement solidifies our commitment to driving positive change and advocating for the betterment of our community.

CONSULTATION

Council was consulted with and determined the NBRC attendees as per Resolution 2023/67.

RISK IMPLICATIONS

Reputation / Political

A significant role of Council is to advocate on behalf of the communities of the North Burnett region and attendance at the conference, and the submission of proposed motions is an important part of such advocacy. A failure to be involved in this preeminent event poses a reputational risk to Council.

Occupational Health & Safety (WHS)

Nil.

Financial Impact

Nil.

Legal & Regulatory

Nil.

Environmental

Nil.

Property & Infrastructure

Nil.

Human Resources

Nil.

Information Communications Technology

Nil.

Service Delivery

Nil.

Climate

Nil.

KEY MESSAGE

Attendance at the LGAQ Annual Conference offers individuals the opportunity to engage with and exchange ideas with fellow local government professionals. It allows them to contribute to the development of advocacy efforts and influence the future direction of Local Government and communities in Queensland.

As the final conference before the local government elections in March 2024, it provided a significant opportunity for attendees to reflect on the term and collectively acknowledge the sector's substantial achievements.

10 CORPORATE AND COMMUNITY

10.1 FINANCE REPORT TO 31 OCTOBER 2023

Doc Id: 1171185

Author: Michelle A. Burns, Senior Accountant
Owen Jensen, Financial Services Manager

Authoriser: Margot Stork, Chief Executive Officer

Attachments: 1. Finance Report - October 2023.pdf [1178587]

EXECUTIVE SUMMARY

This report provides a summary of Council's financial performance against budget, for the financial year to 31 October 2023.

CORPORATE PLAN

OUR VISION: A prosperous future for generations built on a solid foundation of customer focused, efficient and effective service delivery.

OUR PRIORITY AREAS:

1. *Essential Service Delivery – Getting the basics right*

OFFICERS RECOMMENDATION

That Council, in accordance with section 204 *Local Government Regulation 2012 (Qld)*, receives the Finance Report for the period ended 31 October 2023.

REPORT

The monthly financial report includes a Statement of Financial Performance, Statement of Financial Position and Rates Debtor Analysis. Exception reporting is noted within the reports comparing actual performance against budget. Key highlights as at the end of October 2023 include:

- Rates, Levies and Charges recorded in October 2023 totalling \$10.004m, are lower than the budget year-to-date figure of \$10.014m, resulting in a \$10,000 or 0.001% variance. Rates overdue has decreased from September 2023 of \$1,747,412 to October of \$1,214,210 resulting in \$533,202 being repaid, this is due to the focused internal collection period prior to external debt collection.
- Employee Benefits – The result in employee benefits has been impacted by the current level of vacancies, as compared to budget, from a forecast figure of \$5.581m to \$4.712m; with a \$869,411 or 15.58% variance.
- Materials and Services – The result in Materials and Services of \$6.638m from a budgeted \$5.896m (variance of \$742,063, equivalent to 12.59%) which is slightly above budget at the commencement of the new financial year and reflects increased costs associated with the Road Maintenance Performance Contract and Roadworks Performance Contract.
- Depreciation is below the forecast budget of \$6.333, at \$6.298 (resulting in a \$35,006 variance and 0.55% difference).
- The expense coverage ratio has been included as recommended by the Queensland Audit Office as an indicator of Council's short-term liquidity. A target range is between three (3) and six (6) months. The ratio needs to be monitored as cost control measures need to increase to maintain the ratio at acceptable levels. The ratio currently is at a cash management level of four (4) months, which is within the target range, calculated allowing for restricted funds as follows:
 - Internally restricted for building infrastructure of \$7,920
 - Externally Restricted funds including:
 - unspent capital government grants and subsidies of \$5,749,089
 - landfill management levy of \$8,287,087

- state government prepaid waste management levy of \$1,738,004.
- The current ratio is a liquidity ratio that measures an organisation's ability to pay short-term obligations, or those due within one (1) year. A current ratio above one (1) is considered a minimum. It is anticipated the current ratio will decrease in the latter half of the year as Council draws down on the operational assistance grants received. Council's current ratio at October 2023 is 3.63:1.
- Cash and investments as at 31 October 2023 totals \$32,007,000. After consideration of funds held for external and internal restrictions (as above), the total unrestricted cash balance available for operational purposes is currently \$16,225,000.

CONSULTATION

Report prepared with input from internal budget managers and delegation holders.

RISK IMPLICATIONS

Reputation / Political

Low risk if expenditure deviates slightly from budget or project delivery schedule.

Occupational Health & Safety (WHS)

The operational budget enables funding to improve Council's compliance with workplace, health, and safety.

Financial Impact

Low risk as expenditure is broadly in line with budget. The report highlights the need to continue to closely monitor expenditure and incorporate identified efficiencies into operations.

Legal & Regulatory

Council is required under s170 *Local Government Regulation 2012 (Qld)* to have an adopted budget in place for each financial year and by resolution can amend the budget for a financial year at any time before the end of the financial year.

Environmental

Council is managing its landfill and quarry operations by completing closure plans for the end of their respective useful lives. This will enable compliance in accordance with environmental regulations.

Property & Infrastructure

The capital expenditure budget allows for a program in accordance with respective infrastructure asset management plans.

Human Resources

This operational budget enables resourcing to achieve Council's corporate plans and objectives.

Information Communications Technology

The capital expenditure budget includes an asset replacement program for information communication technology infrastructure to be maintained at a requires standard.

Service Delivery

Revenue is set at a level which considers the services which are to be provided to the community.

Climate

Not Applicable.

KEY MESSAGE

Council is presenting this monthly financial report to provide information on financial performance against budget and to comply with legislative requirements.

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FINANCIAL PERFORMANCE (as at October 2023)

Areas to note

Overall, the council reported a YTD actual net operating loss before capital grants and contributions as at 31 October 2023 which is currently \$932,000 lower than predicted. The net difference is comprised of revenue higher than budget by \$763,000 and operating expenses below budget of \$169,000.

Operating Revenue

- Rates, levies, and charges revenue is below budget by \$9,761, *Water Consumption* has increased to budget by \$11,716, *Discounts* have decreased to budget by \$11,947 and *Waste Management* is above budget by \$3,159. Whereas *General Rates* are lower than budget by \$10,267, *Natural Resource Management Levy* is lower than budget by \$62, *Water* has decreased to budget by \$1,773 and *Sewerage* has decreased by \$327 to budget and *Other Levies* - including Local Disaster Management Levy is lower than budget by \$260.
- Fees and Charges have increased to budget in September by \$220,580 due to additional *Caravan Park Takings* that are above budget by \$129,473 mainly due to increases in *Mt Perry* and *Mingo Crossing, Building and Development Fees* have increase by \$13,468, *Community Service Fees* are above budget by \$22,247, *Trade Waste & Recycling* revenue has increased by \$18,473 with slight increases across all waste facilities, *Other Fees and Charges* have increased by \$27,392 mainly due to rates search fees, show grounds Fees & charges and aviation fuel sales and *Licences and Registrations* have increased to budget by \$13,647, Whereas *Water and Sewer Fees* have decreased by \$4,120 to budget.
- Interest received is favourable to budget due to higher levels of average investments to date.
- Other Income is above budget by \$10,880 mainly due to an insurance recovery of \$15,055 for an older vehicle, that was damaged, being written off, Bus revenue is above budget by \$12,363. Whereas *Washdown Bays* in Gayndah and Monto are below budget by \$15,238 and Reginal Murray Williams Centre is below budget by 3,740, other varying small amounts make up the difference.
- Recurrent Grants, subsidies, contributions are on par with budget.
- Rental Income has decreased from budget by \$13,032, which relates to Council housing and a minor timing difference in invoicing.
- Sales revenue is above budget by \$325,503 which was a result of additional claims Roadworks Performance Contract (RPC) and Road Maintenance Performance Contacts (RMPC).

Operating Expenditure

- Materials & Services is above budget by \$742,063 which relates to increased materials and services costs associated with Roadworks Performance Contract (RPC) and Road Maintenance Performance Contract (RMPC) received being higher than budget forecasts.
- Depreciation is slightly below budget by \$35,006 as at 31st October 2023, this will even out as the year progresses.

Capital revenue and expenses

- Capital Revenue is on par with budget.

YTD FY2023 - 2024

	Actual \$000	Budget \$000	Variance \$000	%	Impact on net result
Recurrent Revenue					
Rates, levies and charges	10,004	10,014	(10)	(0%)	▲
Fees and charges	693	473	220	47%	▲
Interest Received	461	235	226	96%	▲
Other Income	210	199	11	6%	
Recurrent Grants, subsidies, contributions and donations	237	233	4	2%	
Rental Income	117	130	(13)	(10%)	▼
Sales Revenue	873	548	326	59%	▲
Total Operating Revenue	12,596	11,832	763	6%	
Recurrent Expenses					
Employee Benefits	(4,712)	(5,581)	869	16%	▲
Materials & Services	(6,638)	(5,896)	(742)	(13%)	▼
Depreciation	(6,298)	(6,333)	35	1%	
Finance Costs	(31)	(38)	6	16%	▲
Total Operating Expense	(17,679)	(17,848)	169	1%	
Operating Profit / (Loss)	(5,084)	(6,016)	932	15%	▲
Capital Revenue and Expenses					
Capital Revenue	0	0	0	0%	
Capital Expenses	0	0	0	0%	
Net Capital Income Gain / (Loss)	0	0	0	0%	
Net Result	(5,084)	(6,016)	932	15%	▲

Legend:
▲ favourable movement
▼ unfavourable movement

FINANCIAL PERFORMANCE (as at October 2023)

	YTD FY2024	FY 2024
	<i>Actual</i>	<i>Budget</i>
	\$000	\$000
Current Assets		
Cash and cash equivalents	32,007	29,018
Inventories	559	515
Trade and other receivables	976	3,344
Contract Assets	4,035	2,787
	37,577	35,664
Non-Current Assets		
Property, plant and equipment	967,758	929,331
	967,758	929,331
Total Assets	1,005,335	964,995
Current Liabilities		
Current Borrowings QTC	(115)	(170)
Contract Liabilities	(5,749)	(2,500)
Other Current Liabilities	(1,719)	(1,724)
Current Provisions	(2,468)	(3,209)
Trade and other payables	(314)	(2,620)
	(10,365)	(10,223)
Non Current Liabilities		
Borrowings Non Current	(1,513)	(1,333)
Other Non Current Liabilities	(891)	(876)
Provisions Non Current	(13,468)	(7,263)
	(15,872)	(9,472)
Total Liabilities	(26,236)	(19,695)
Net Community Assets	979,098	945,300
Community Equity		
Asset revaluation reserve	(239,795)	(176,757)
Retained surplus/(deficiency)	(739,304)	(768,543)
Total Community Equity	(979,098)	(945,300)

Areas to note

Assets

- YTD Cash and cash equivalents has decreased from 30 September 2023 to 31 October 2023 by \$3,785,000. This is to be expected as rates were due by 15 October 2023 and additional costs incurred relating to major works.

- Trade and other receivables have decreased from 30 September 2023 to 31 October 2023 by \$1,430,000, which is consistent at this time of year as the rating period comes to an end and also relates to timing of claims for major works completed.

- Contract assets represent predominantly works carried out for flood recoveries to date and payable through Disaster Recovery Funding Arrangements (DRFA).

Liabilities

- Current Liabilities have decreased 30 September 2023 to 31 October 2023 by \$2,243,000 in line with recognition of revenue received and work completed for grant funded projects. Contract liabilities of \$5,749,000 relates to capital grants received in advance and as respective projects are completed, the revenue is therefore able to be recognised for these grants.

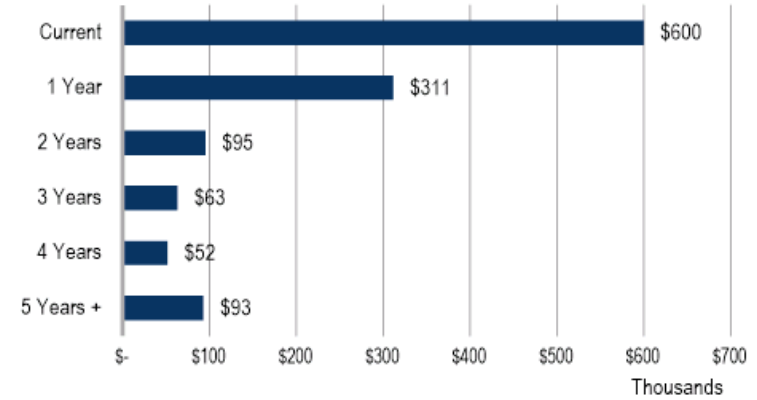
- Other non-current liabilities of \$891,535 relate to the prepayment of the state government waste levy charges for the years 2024-2025 to 2025-2026. These payments will be brought to account in their respective future years.

RATES OVERDUE (as at October 2023)

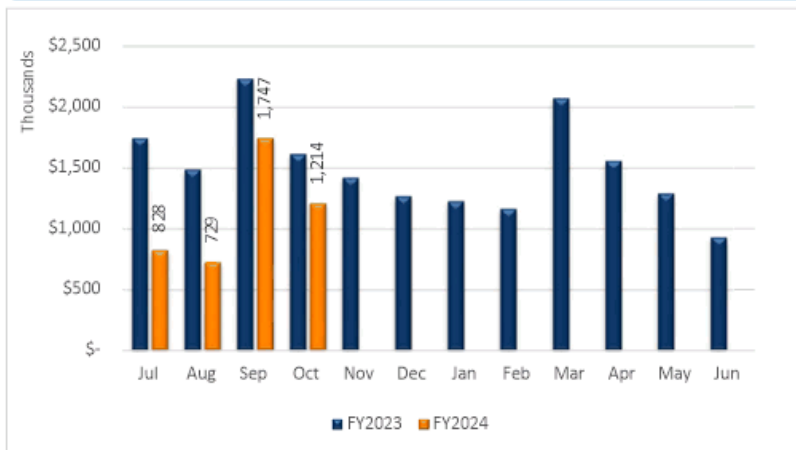
Areas to note

- In October 2023 the rates overdue has decreased from September 2023. This has been a decrease from September (1,747,412) to October (1,214,210) of \$533,202.
- In October 2023 the rates overdue balance has decreased by 30.51%.
- Approximately 75.04% of rates overdue as at 31 October 2023 are less than one year overdue.
- Discount take up for 23/24 year to date is 86.48% compared to discount take up in the 22/23 year of 89.44%.

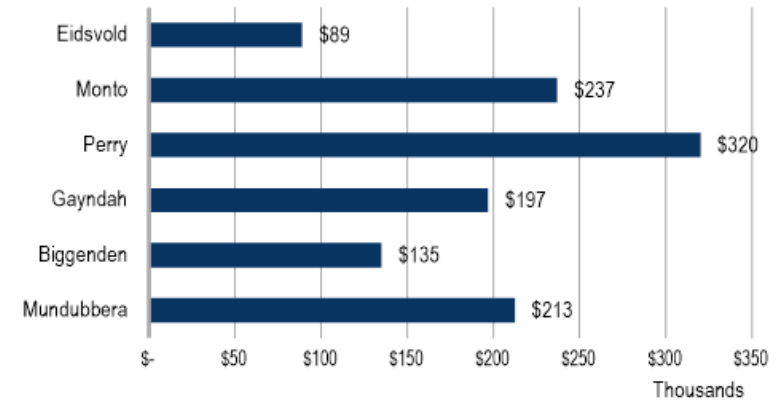
Overdue rates by age



Overdue rates balance



Overdue rates by location



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10.2 COMMUNITY FINANCIAL REPORT - 2022-2023

Doc Id: 1179164

Author: Owen Jensen, Financial Services Manager

Authoriser: Margot Stork, Chief Executive Officer

Attachments: 1. Community Financial Report 2022-2023.pdf [1179165]

EXECUTIVE SUMMARY

The purpose of this report is to present to Council the 2022-2023 Community Financial Report as reviewed by the Audit and Risk Committee.

CORPORATE PLAN

OUR VISION: A prosperous future for generations built on a solid foundation of customer focused, efficient and effective service delivery.

OUR PRIORITY AREAS:

1. *Essential Service Delivery – Getting the basics right*

OFFICERS RECOMMENDATION

That Council adopts the Community Financial Report – 2022-2023 as recommended by the Audit and Risk Committee.

REPORT

The Community Financial Report 2022-2023 (CFR) is included within Council's annual report which is the subject of another Council report being considered at the 22 November 2023 General Meeting. An annual report is a mandatory obligation under *Local Government Act 2009* and *Local Government Regulation 2012*.

The CFR (Attachment 1) aims to simplify and provide a summary of the financial statements into a plain English explanation for the residents, businesses, and other stakeholders of North Burnett Regional Council. It provides a summary of key indicators within the financial statements and financial sustainability ratios.

The CRF assists in demonstrating Council is continuing to provide the community with valuable services and the indicators are reflecting Council is achieving the benchmark to replace assets as they reach the end of their useful lives.

CONSULTATION

A presentation of the results and progress of the audit of the General Purpose Financial Statements (GPFS) for the year ended 30 June 2023 was provided to Council on 04 October 2023.

The CFR was reviewed by the Audit and Risk Committee on 12 October 2023. The Audit and Risk Committee provided feedback and requested a number of updates to improve the readability of the report.

RISK IMPLICATIONS

Reputation / Political

Council has mandatory statutory annual reporting obligations under the *Local Government Act 2009* and *Local Government Regulation 2012*. A local government must prepare an annual report for each financial year. The Annual Report needs to be adopted within one month after the day the Auditor-General provided the auditor-general's report about the local government's financial statements for the financial year to the local government, which was 26 October 2023.

Occupational Health & Safety (WHS)

Not Applicable.

Financial Impact

The annual report, including the Community Financial Report, is prepared as a part of routine corporate and community operational pursuits. There is a small graphic design cost to professionally present the document and costs associated with preparing the audited financial statements.

Legal & Regulatory

Council has a mandatory statutory annual reporting obligations under the *Local Government Act 2009* and *Local Government Regulation 2012*.

Environmental

Not Applicable.

Property & Infrastructure

Not Applicable.

Human Resources

Not Applicable.

Information Communications Technology

Not Applicable.

Service Delivery

Not Applicable.

Climate

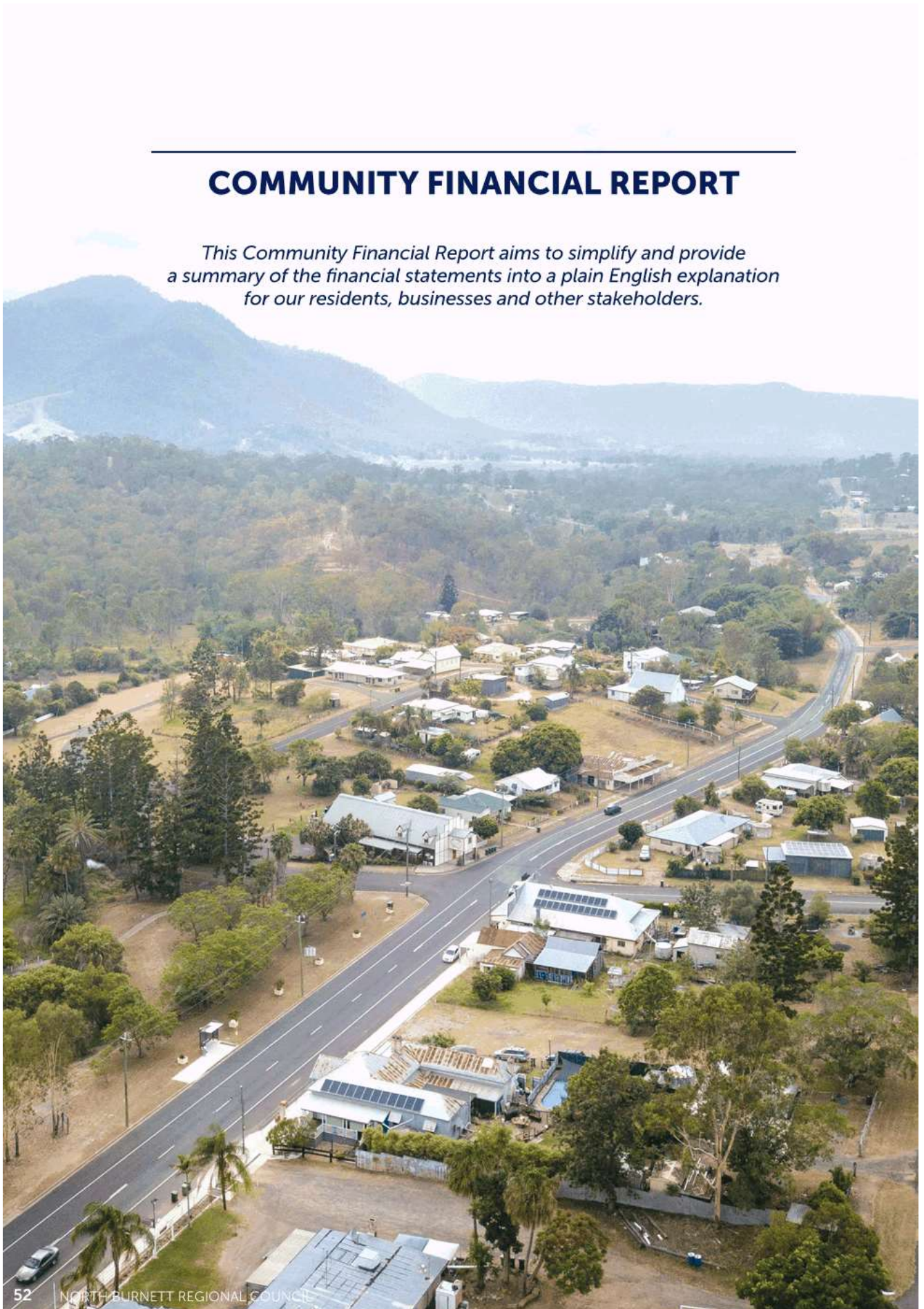
Not Applicable.

KEY MESSAGE

The annual report including the Community Financial Report is an important document which highlights Council initiatives pursued and achieved on behalf of the region's communities during the financial year. We encourage our community to read the Annual Report to see all the things Council achieved over the past financial year.

COMMUNITY FINANCIAL REPORT

This Community Financial Report aims to simplify and provide a summary of the financial statements into a plain English explanation for our residents, businesses and other stakeholders.



FINANCIAL STATEMENTS

Financial statements are formal records of the financial performance and position of Council (page 59). There are four financial statements that assist in providing a high-level picture of council finances -

These include:

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

These statements are accompanied by supporting notes which provide details on the transactions which are included in the line item balances in the four statements.

STATEMENT OF COMPREHENSIVE INCOME

Purpose: Often referred to as the Profit & Loss or income statement it shows all revenue the Council has earned, and the expenses incurred for the financial year. This Statement is outlined through the following sections:

- Income
- Expenses

Income

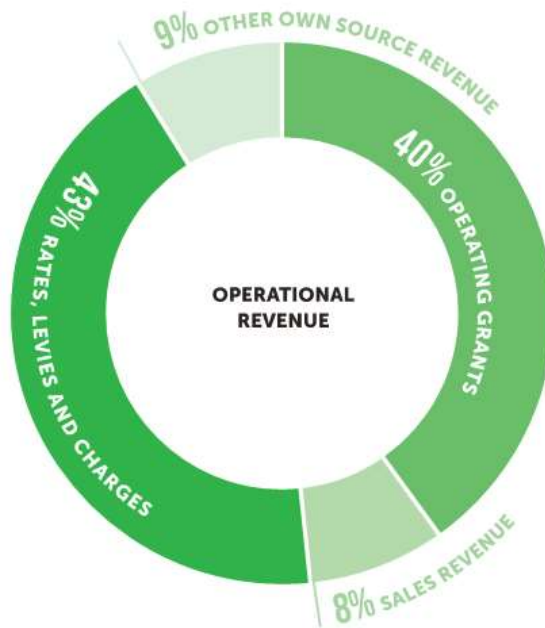
Council's total income in 2022-23 was \$54.079 million (\$56.207 million in 2021-22). Council's operational revenue (total income excluding capital revenue) in 2022-23 was \$47.806 million. Grant income represents 40% of total income, with the remaining 60% of the operating income classed as own sourced income.

Total rates and charges levied (less discount) totalled \$20.453 million. This equates to 43% of council's operational income.

Expenses

Council's total expenses in 2022-23 was \$56.271 million (\$53.366 million in 2021-22) (inclusive of capital expenses). Council spent \$36.266 million during the year on employee costs, materials and services. These items represent a cost to Council of providing services, operating facilities and maintaining assets.

Depreciation expenditure of \$17.546 million records the consumption of assets controlled by Council over the useful lives and provides an indication of what the level of expenditure on rehabilitation and renewal of existing assets is required annually.



STATEMENT OF FINANCIAL POSITION

Purpose: shows the assets and liabilities which make up community equity as at 30 June 2023. This Statement is outlined through the following sections:

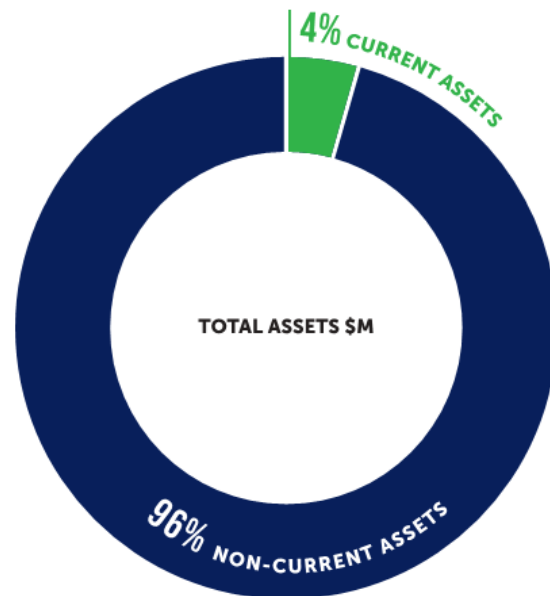
- Net Current Assets
- Total Assets
- Total Liabilities
- Total Cash and Cash Equivalents

Net Current Assets

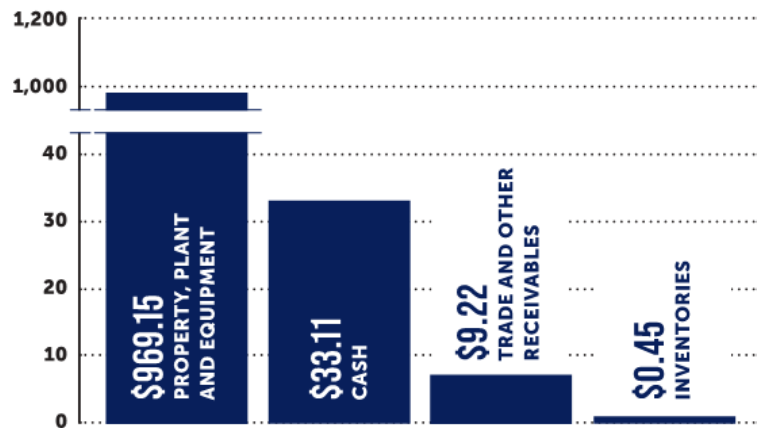
Council's net current assets (that is current assets less current liabilities) are \$30.317 million for 2022-23. Current assets and liabilities are those which are likely to be turned over during the next financial year.

Total Assets

Council's total assets are made up of current assets of \$42.779 million and non-current assets of \$969.150 million giving a total of \$1,011.929 million. The non-current assets are infrastructure assets such as roads, bridges, water and wastewater facilities.



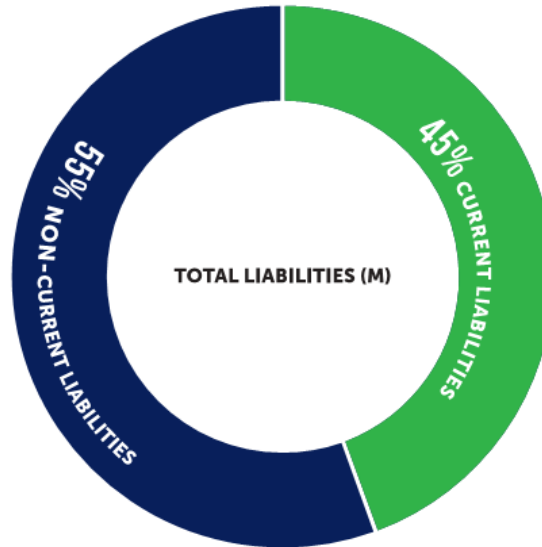
2022-23 ASSET TYPES (\$M)



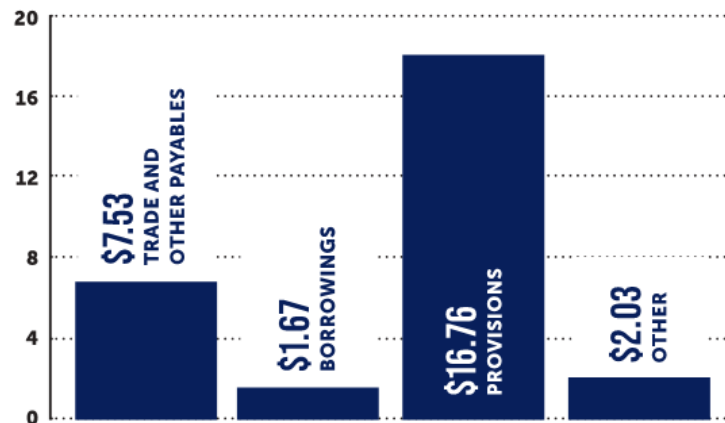
Total Liabilities

Council’s total liabilities are made up of current liabilities of \$12.461 million and non-current liabilities of \$15.530 million, giving a total of \$27.991 million

Borrowings are made up of \$0.155 million in current obligations and \$1.513 million in non-current obligations. Similarly, provisions are made up of \$4.060 million current and \$12.702 million non-current. The non-current provisions are primarily allocated to the future restoration of Council’s waste management facilities, and Council’s gravel quarries.



2022-23 LIABILITIES (\$M)

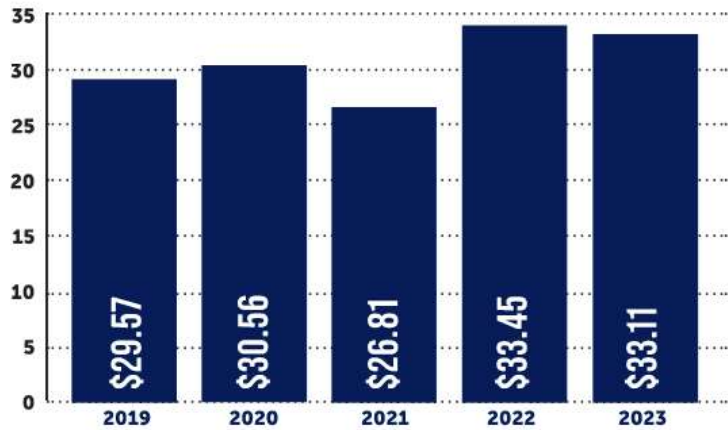


Total Cash and Cash Equivalents

Council delivered \$18.821 million in projects in the 2022-23 financial year. Council had similar cash reserves when compared to 2021-22 and maintained a sufficient cash position at the end of 2022-23 with cash and cash equivalents/financial assets totalling \$33.1 million. After considering externally imposed expenditure restrictions at the 30 June 2023, there was \$16.5 million in unrestricted cash.

Overall Council has taken significant management action to manage costs and enhance its cash position.

CASH POSITION BY YEAR: FIVE-YEAR TREND (\$M)

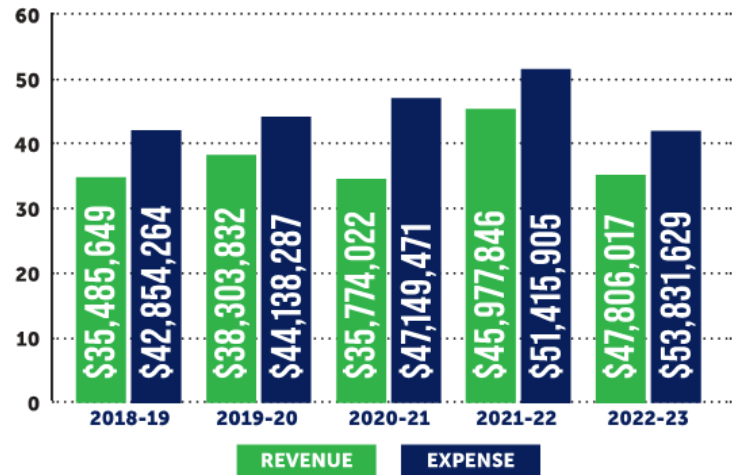


COMPARATIVE TREND ANALYSIS: REVENUE AND EXPENSES

The Expenses against Revenue chart depicts Council's operational revenues and expenditure performance over the last five years. This comparative information demonstrates how Council has performed over a longer period of time.

It should be noted on an operational basis Council is making a loss, where our expenses are exceeding our income. The income figures do not include capital income received as grants nor does it include any gain/ (loss) on disposal of assets.

EXPENSES AGAINST REVENUE: FIVE-YEAR TREND



2022-23 FINANCIAL RATIO SUMMARY

Purpose: Council is required to outline the following relevant measures of financial sustainability. This Summary is outlined through the following sections:

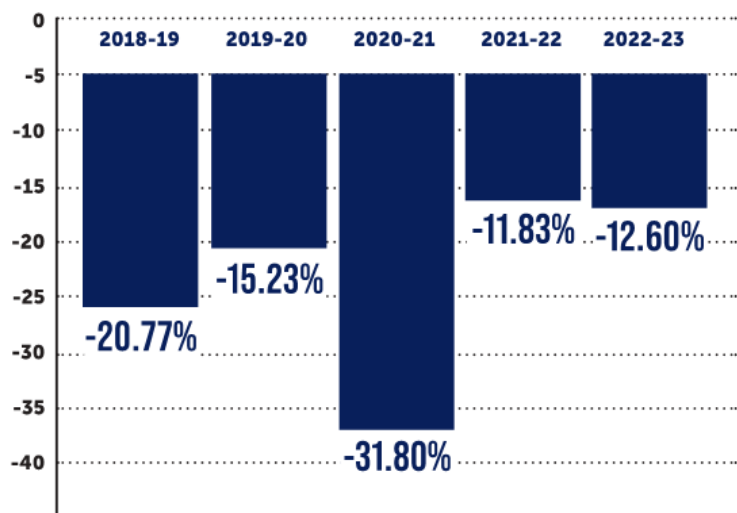
- Operating Surplus Ratio
- Net Financial Liabilities Ratio
- Asset Sustainability Ratio

Operating Surplus Ratio

Target between 0 and 10%

The operating surplus ratio measures the extent to which revenues raised (to cover operating expenses) are available for capital funding and other purposes. It is calculated as net operating result (presented in the income statement) divided by operating revenue. A positive ratio indicates that surplus revenue is available. A negative ratio indicates an operating deficit. In 2022-23, there was a similar ratio as compared to 2021-22.

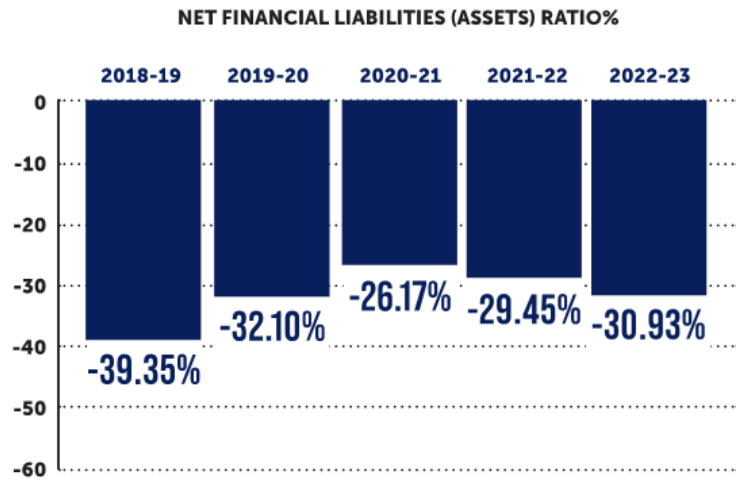
OPERATING SURPLUS (DEFICIT) RATIO%



NET FINANCIAL LIABILITIES RATIO

Target is not greater than 60%

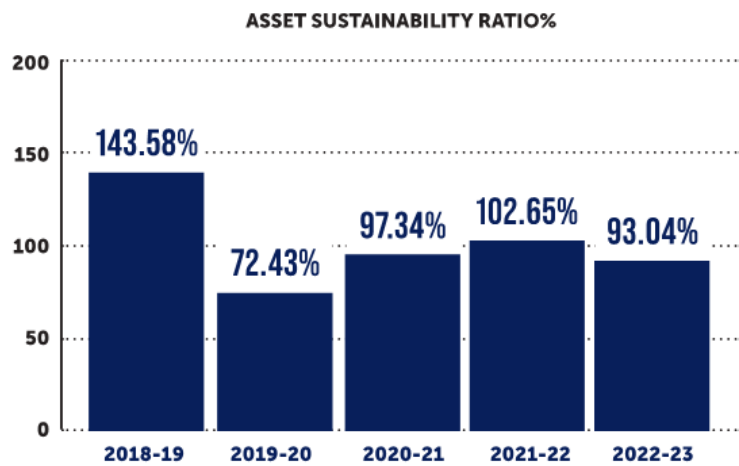
The net financial liabilities ratio indicates the extent to which operating revenues (including grants and subsidies) can cover net financial liabilities (usually loans and leases). The ratio determines how well placed we are to pay our financial liabilities out of current operating revenue and is calculated as the value of net financial liabilities (assets) divided by operating revenue. Net financial liabilities (assets) are calculated as total liabilities minus current assets, and a negative measure means that our current assets exceed total liabilities.



ASSET SUSTAINABILITY RATIO

Target is greater than 90%

The asset sustainability ratio is an approximation of the extent to which the property, plant and equipment assets that we manage are being replaced as they reach the end of their useful lives. In previous years there has been a significant increase in capital outlays as a result of natural disasters. In 2022-23, Council invested millions of Council and external funding directly back into community assets like roads and bridges.



10.3 DRAINAGE EASEMENT - FIELDING STREET, GAYNDAH**Doc Id:** 1178906**Author:** Michael Wallace, Contracts and Leasing Officer**Authoriser:** Margot Stork, Chief Executive Officer**Attachments:** Nil**EXECUTIVE SUMMARY**

A Resolution of Council is required to finalise an Easement for Drainage purposes associated with development at 24-26 Fielding Street, Gayndah.

CORPORATE PLAN

OUR VISION: A prosperous future for generations built on a solid foundation of customer focused, efficient and effective service delivery.

OUR PRIORITY AREAS:

1. *Essential Service Delivery – Getting the basics right*

OFFICRS RECOMMENDATION

That Council resolve to grant an Easement for Drainage purposes over part of Lot 2 RP194226, in favour of the Indigenous Wellbeing Centre Ltd; pursuant to *Sections 224 (6), 236 1(b)(ii), 236 (2)* of *Local Government Regulation 2012*.

REPORT**Introduction/Background**

On 20 July 2020, Council, via Delegated Authority, granted Development Approval for Operational Work for (Earthworks, Access, and Roadworks) at 24-26 Fielding Street, Gayndah. The premises is operated by the Indigenous Wellbeing Centre Ltd (IWC) which is a not-for-profit community organisation providing a range of health and wellbeing services.

The Development Approval included Condition 19 which, in part, requires “an easement shall be provided over the pipeline through all downstream lots, unless otherwise agreed by Council.”. Accordingly, an easement is required over the existing stormwater pipe that traverses Council’s land (Lot 2 RP194226) to enable IWC to meet their Development Approval conditions.

Easements and Compensation

An easement is a right or interest in land which, in this matter, involves the disposal of an interest in Council’s land (Lot 2 RP194226). The granting of such a right to a third party is something which a Council may be compensated for.

Noting the stormwater pipe (infrastructure) has been in place for over thirty years, and the Grantee (IWC) will assume full responsibility for the infrastructure ownership, operation, and maintenance, it is proposed to grant the easement in return for the nominal consideration of one dollar (\$1.00) only.

Legal Framework

Council’s obligations when disposing of an interest in land is governed by *Section 224 (6)* of *Local Government Regulation 2012*. Additionally, to grant an easement for one dollar (\$1.00) to a community organisation without competition, Council must first pass a resolution to apply an exemption pursuant to *Sections 236 1(b)(ii)* and *236 (2)* of *Local Government Regulation 2012*.

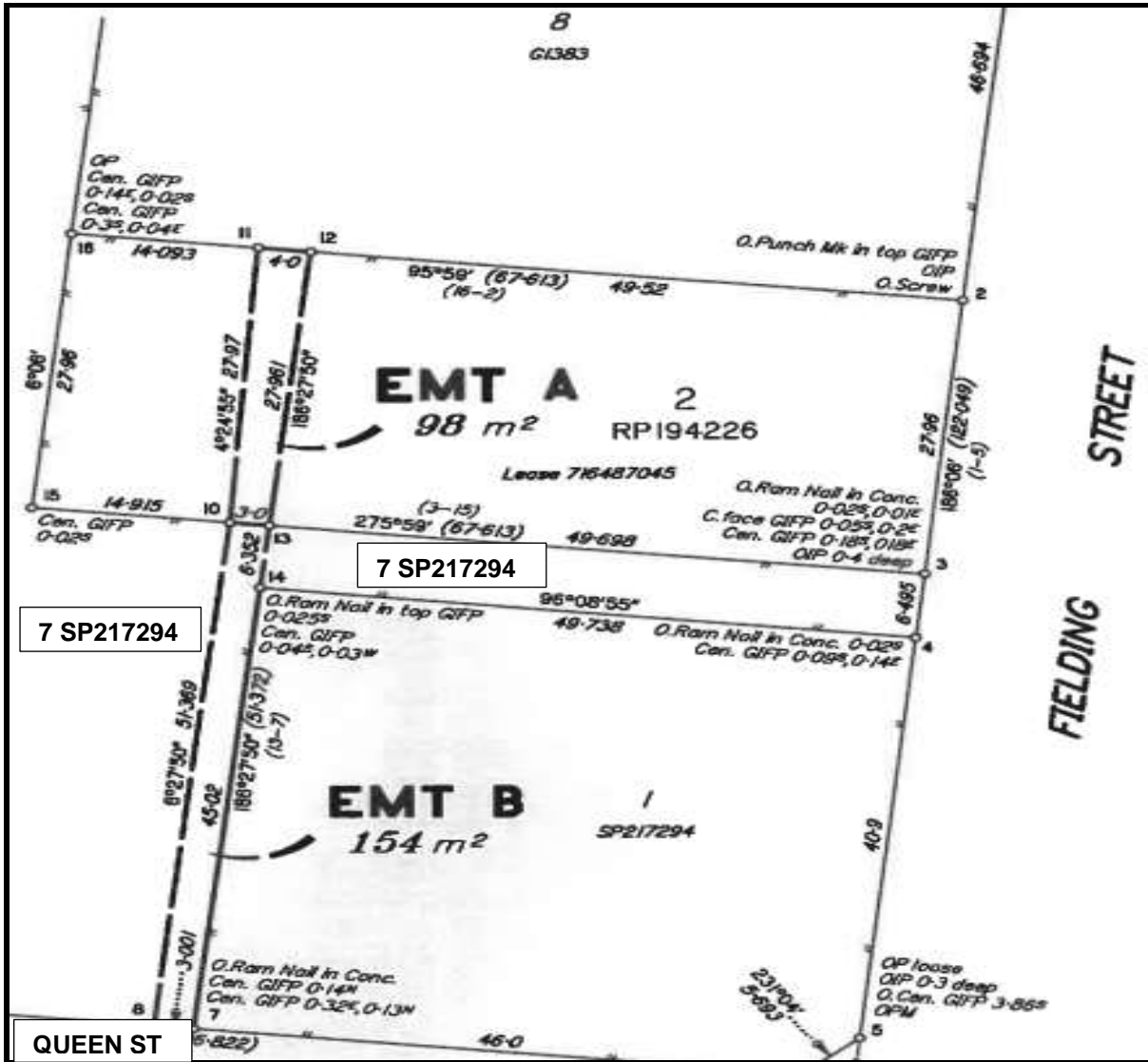
Maintenance Responsibility

As a condition of granting the easement, all future operation and maintenance within the easement will be at the sole expense of the Grantee (IWC).

Easement Location

The proposed easement is depicted in *Figure 1* at *EMT A*, which is a modified extract from the Survey Plan SP324115. The Survey Plan will be submitted for title registration at the expense of IWC.

Figure 1: Easement Location



Lease and Consent

The subject Council lot is under a long-term lease with options until 2034, held by *The Creche and Kindergarten Association Limited (C&K Gayndah Community Kindergarten)*. The easement does not affect the kindergarten operations, however, as the Lessee has exclusive rights to the land (lease registered on title), written consent is required to formalise the easement. Council Officers will facilitate endorsement by the Lessee and provide such to IWC.

CONSULTATION

- Council Executive Leadership Team
- Development & Building Services Stream Leader

RISK IMPLICATIONS**Reputation / Political**

If an easement is not granted Council risks reputational harm if the development is not compliant with the conditions of the Development Approval and financial risk in the advent infrastructure requires operational or maintenance works.

Occupational Health & Safety (WHS)

Not Applicable.

Financial Impact

Granting of the easement and placing all responsibility for operation and maintenance on the Grantee (IWC), reduces Council financial risk if the infrastructure requires operational or maintenance works.

Legal & Regulatory

Council must meet the requirements of *Local Government Regulation 2012* for the disposal of non-current assets.

Environmental

Not Applicable.

Property & Infrastructure

It is proposed a formal easement will be registered over Council freehold land.

Human Resources

Not Applicable.

Information Communications Technology

Not Applicable.

Service Delivery

Not Applicable.

Climate

Not Applicable.

KEY MESSAGE

Council shall continue to minimise its financial risk in relation to operational works (development).

11 WORKS

11.1 MOUNT PERRY STAIRS

Doc Id: 1176203

Author: Allan Hull, Civil Works Manager

Authoriser: Margot Stork, Chief Executive Officer

Attachments: Nil

EXECUTIVE SUMMARY

A set of stairs servicing the Mount Perry Customer Service Centre and Library have been closed due to safety concerns. In investigating options to return the stairs to service, officers have identified a number of issues. These issues will impact on the scope of works required to address the safety concerns and increase the cost to undertake the works.

A decision is required to either replace the stairs at the front of the Mount Perry Customer Service Centre and Library or to close them permanently, noting that there is a second set of stairs approximately seventeen (17) meters away.

CORPORATE PLAN

OUR VISION: A prosperous future for generations built on a solid foundation of customer focused, efficient and effective service delivery.

OUR PRIORITY AREAS:

1. *Essential Service Delivery – Getting the basics right*

OFFICERS RECOMMENDATION

That Council resolves to permanently close the stairs at the front of the Mount Perry Customer Service Centre and Library.

REPORT

A routine Workplace Health and Safety inspection, undertaken in December 2021, identified that a set of stairs servicing the Mount Perry Customer Service Centre and Library was failing. The stairs were subsequently barricaded off.

In July 2022, \$30,000 was allocated to repair the stairs based on a like for like replacement. During planning for the repairs, it was identified that Transport and Main Roads (TMR) approval would be required as the works would be within the TMR controlled road corridor. TMR required RPEQ certified drawings as part of their approval processes.

Officers engaged a consultant to draft and certify replacement stairs. During the design process it was identified that the current heights of the steps and alignment with the building would not allow for compliance with the Disability Discrimination Act (DDA) without significant works.

Alternate options were considered including:

- Replace stairs like for like and not meet DDA compliance. The cost for this this option has been estimated at \$40,000. Allowing for contingencies and project management costs a budget of \$48,000 would be required.
- Remove the stairs and make good the retaining wall. Under this option customers would be directed to use the alternate stairs approximately seventeen (17) meters away. The cost for this option has been estimated at \$10,000. Allowing for contingencies and project management costs a budget of \$15,000 would be required.

It is estimated that up to 203 people access the Mount Perry Customer Centre and Library in its busiest month of September.

CONSULTATION

Consultation has occurred with TMR and the Mount Perry Customer Service and Library team.

TMR have advised that they have no objection to Council rebuilding the stairs, in accordance with certified plans submitted (noting that the plans would not allow for DDA compliant access to the Customer Service Centre and Library) or to Council closing off the stairs and directing customers to the set of stairs approximately seventeen (17) meters away.

TMR further advised that council will be required to submit a road corridor permit (RCP) application to the department for the re-construction of the stairs in front of the council building in Mount Perry. The current stairs are not considered to be a hazard to traffic as they are outside the clear zone for a 50km/h speed zone.

The Customer Service and Libraries Stream Leader has advised that customers are still accessing the Mount Perry Centre, either utilising the stairs approximately seventeen (17) meters away, or via other pathways.

A review of the visitor numbers to the centre has been analysed for the two busiest months of the year, both pre and post the stair closure.

Visitor Numbers	2021	2023	Difference
August	181	143	-38
September	242	203	-39

While these numbers show a drop of approximately 40/month customers entering the centre to undertake business with Council, there are likely to be more factors than the stair closures alone. The Centre is still well patronised and permanent closure of the steps is unlikely to have a significant impact. Disabled parking is available adjacent to the community hall.

RISK IMPLICATIONS

Reputation / Political

The removal of the steps may be seen as a reduction in service as customer would be expected to walk an additional seventeen (17) meters. It should however be noted that the distance between the disabled car parking spots and the Centre is further than seventeen (17) meters.

Occupational Health & Safety (WHS)

Access to the Mount Perry Customer Service and Libraries centre is not compliant with current standards. Any changes to the Customer Service Centre and Library may trigger DDA compliance requirements, which would necessitate significant changes to the current access. This would mean that any investment in repairing or replacing the existing stairs would be wasted.

Financial Impact

The cost to replace the stairs, is estimated at \$48,000 inclusive of contingency and project management costs. The cost to permanently close the stairs is estimated at \$15,000 inclusive of contingency and project costs.

Legal & Regulatory

A road corridor permit is required from Transport and Main Roads to undertake replacement of the stairs or removal of the stairs.

Environmental

The environmental impacts would be similar under each option.

Property & Infrastructure

Replacement stairs would be non-compliant with the DDA due to the excessive grade on the footpath, both the path from the steps to the front of the office building and along the footpath have an 11% grade. This is steeper than the allowable 1:14 grade for AS 1248.1. This means that the

footpath and stairs would need to be redesigned in the future if there are any triggers to meet DDA compliance.

Human Resources

Not Applicable.

Information Communications Technology

Not Applicable.

Service Delivery

The stairs have been out of service for almost two years. Customers can access the Centre via stairs approximately seventeen (17) meters away. Disabled parking is provided adjacent to the Hall.

Climate

Not Applicable.

KEY MESSAGE

The replacement of the stairs at the Mount Perry Customer Service Centre has proven difficult due to the geometry of the site, therefore Council has decided to permanently close the stairs and direct customers to a set of stairs approximately seventeen (17) meters s away.

12 COUNCILLOR REPORTS

12.1 MAYOR AND COUNCILLORS REPORTS

Doc Id: 1178689

Author: Tegan Bauer, Executive Assistant to the Mayor

Authoriser: Margot Stork, Chief Executive Officer

Attachments: 1. Cr Giddins - Councillor Report for October 2023.pdf
2. Mayor Hotz - Councillor Report for October 2023.pdf

INTRODUCTION/BACKGROUND

This report is a summary of information provided by the Mayor and Councillors outlining their attendance at meetings and functions representing Council for the period 1 October 2023 to 31 October 2023.

In addition to the attached, Councillor Information Workshops were held throughout the period as noted below. These workshops are an opportunity for Council Officers to keep Councillors up to date with projects that are happening throughout the region.

- Wednesday 4 October 2023 in Gayndah

As per the 2023 Meeting Schedule, the Council General Meeting was held on Wednesday 25 October 2023 in Biggenden.

OFFICER COMMENTS/CONCLUSION

Nil.

OFFICERS RECOMMENDATION

That Council receives the Councillor Reports for the period 1 October 2023 to 31 October 2023.

COUNCILLOR DAEL GIDDINS

OCTOBER, 2023

Date	Meeting/Function	Location	Comments
07/10/2023	Local Resident's Funeral	Gayndah	Attended.
07/10/2023	Mt Perry Art Gallery Exhibition Opening	Mt Perry	Attended the afternoon opening of new exhibition at Mt Perry Art Gallery. Approx 25 people attended the opening with both Artists in attendance.
07/10/2023	Ron Mitchell's Retirement Function	Gayndah	Attended the retirement of a long-standing member of the Fire Brigade Auxiliary both in Monto & Gayndah. Ron's 38 years in the service was acknowledged on the night.
10/10/2023	Gayndah Hospital Community Reference Group	Gayndah	Meeting with relevant Qld Health agencies.
10/10/2023	Author – Fiona McArthur Presentation	Gayndah	Community presentation by Fiona McArthur.
11/10/2023	Colin Boyce Office Opening	Gayndah	Opening of Colin's office by David Littleproud.
11/10/2023	Colin Boyce, David Littleproud Meeting with Citrus Growers	Mundubbera	Discussion with the Regions Citrus Growers and issues regarding engagement of workers in the industry.
12/10/2023	Webinar – Road off Alignments	Gayndah	LGAQ presentation with Councillors and other relevant agencies on Road Off Alignments.
12/10/2023	Audit & Risk Committee Meeting	Gayndah	Meeting with External & Internal staff.
13/10/2023	Ironing Maidens Show	Gayndah	A NBRC presented workshop and show.
14/10/2023	Biggenden's Big Weekend	Biggenden	Various events.
14/10/2023	Mount Perry Annual Woodchop Event	Mount Perry	Attended the annual event held in Mount Perry to support the Communities connection with local Axemen.
15/10/2023	Mundubbera Hospital 100 th Anniversary	Mundubbera	Unveiling of plaque for the Hospital's 100 th Anniversary at the Mundubbera Hospital.

Date	Meeting/Function	Location	Comments
16/10/2023	LGAQ Conference - OIA Legislation	Gladstone	Attended the presentation at LGAQ, OIA Legislation presentation.
20/10/2023	BIEDO – Burnett Pathways Project – Disaster Support Roadshow	Coalstoun Lakes	Community Engagement program with relevant agencies to give property owners the latest update and meet support people based in the Burnett Region in preparedness for Drought.
22/10/2023	Gayndah St Joseph Convent School	Gayndah	Community event.
24/10/2023	Community & Careers Expo	Gayndah	Opportunity for our Schools & Community members of the NBRC Region to discover what future opportunities are available.
24/10/2023	Bundaberg & Burnett Regional Water Assessment Update – Public Consultation	Gayndah	Opportunity for members of the Region to understand and comment on the relevant plan.
25/10/2023	LifeFlight Presentation	Biggenden	Presentation by Members of the Committee advising the importance of this valuable asset to our Region.
27/10/2023	Local Disaster Management Group – Executive	Gayndah	Working with relevant agencies during the Fire Disaster in our Region from the Disaster Centre.
28/10/2023	Local Disaster Management Group	Gayndah	Working with relevant agencies during the Fire Disaster in our Region from the Disaster Centre.
29/10/2023	Local Disaster Management Group	Gayndah	Working with relevant agencies during the Fire Disaster in our Region from the Disaster Centre.
30/10/2023	Local Disaster Management Group	Gayndah	Working with relevant agencies during the Fire Disaster in our Region from the Disaster Centre.
31/10/2023	North Burnett Human Social & Economic Recovery Group Meeting	Gayndah	Working with relevant agencies actioning the Recovery aspects of the Fire Disaster in our Region.

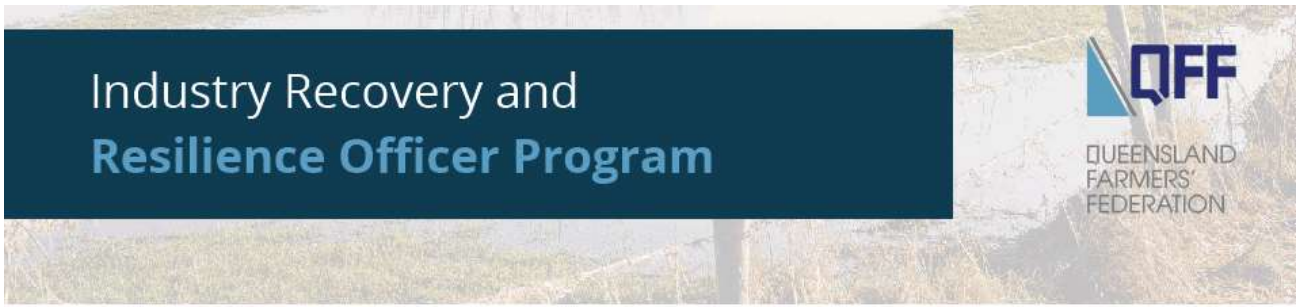
MAYOR LES HOTZ

OCTOBER, 2023

Date	Meeting/Function	Location	Comments
03/10/2023	Three Moon Creek Irrigation Advisory Committee (TMC IAC)	Monto	Discussion regarding releases of water from Cania Dam, it was agreed that a further release be made from Cania Dam on the 1 November 2023 to provide surface and ground water for irrigators with the maize crops and other plantings.
06/10/2023	Funeral Service	Mount Perry	Funeral Service for Tommy Farrugia.
07/10/2023	Funeral Service	Gayndah	Funeral Service for Allan Bucholz.
07/10/2023	Mount Perry Art Gallery Exhibition Opening	Mount Perry	Attended the opening of new exhibition at Mount Perry Art Gallery. Approximately 25 people attended the opening with both Artists in attended.
07/10/2023	Retirement Function	Gayndah	Ron Mitchell's retirement from Queensland Fire and Emergency Services after 38 years of service including serving Gayndah and Monto.
10/10/2023	Meeting with Woodmillar Rural Water Supply Chairperson	Gayndah	Discussion regarding feasibility proposed bore location in Fielding Street, Gayndah.
11/10/2023	Department of Agriculture and Fisheries	Phone	Discussion re drought assistance (attached) and noxious weed i.e. parthenium.
11/10/2023	Colin Boyce Office Opening	Gayndah	Opening of Colin's office by David Littleproud.
11/10/2023	Monto State High School Mental Health Awareness Day	Monto	Presentation of mental health awareness by various Government Organisations.
11/10/2023	Monto Rotary Club Meeting	Monto	Attended Monto Rotary Club as a guest. Visitor and guest speaker for the evening was District Governor 2023 to 2024 (District 9560) Sabaratham (Prath) Prathapan & Inthumathy (Inthu) who spoke of the hopes of Rotary International within Australia.
12/10/2023	Roads Off Alignment Webinar	Gayndah	LGAQ presentation with Councillors and other relevant agencies on Road Off Alignments.

Date	Meeting/Function	Location	Comments
12/10/2023	Audit and Risk Committee	Gayndah	Attended the Audit and Risk committee meeting and welcomed the committee.
13/10/2023	Funeral Service	Monto	Funeral Service for Gary Zimpel.
13/10/2023	"Wall of Fame" book launch and Supper	Degilbo	Attended Wall of Fame book launch and supper at Degilbo, approximately 50 in attendance.
16/10/2023	Public Hearing: Local Government (Councillor Conduct) and Other Legislation Amendment Bill 2023	Gladstone	Copy of the bill is attached. Transcript is not available yet through Hansard.
19 10/2023	BIEDO Burnett Pathways Project – Disaster Support Roadshow	Mundubbera	Refer to attached documents.
20/10/2023	Rural Medical Workforce Discussion	Teams	Discussion around the concerns of lack of doctors in the North Burnett and proposed ideas to attract permanent medical staff with Wide Bay Burnett Hospital and Health Services personal.
21/10/2023	SES Full Day Training	Monto	Training for members throughout the Burnett for flood boat training and traffic control refresher course.
24/10/2023	Bundaberg and Burnett Regional Water Assessment Update	Gayndah	Attended presentation re Bundaberg and Burnett Regional Water Assessment Update.
25/10/2023	LifeFlight Presentation	Biggenden	Committee members from Lifeflight presented to Council the importance of emergency care within our region.
25/10/2023	Community Councillor Session	Biggenden	Meet with community members to listen to their concerns.
27/10/2023	Local Disaster Management Group – Executive	Gayndah	Meeting with required agencies during the Fire Disaster in our region, visited fire site at Eidsvold Ross Crossing Road and Gayndah Mount Perry intersection.
28/10/2023	Monto Fires	Monto	Inspected fires on Youlambie/Powers Road in Monto. Contacted residences in Coppin Road
28/10/2023	Local Disaster Management Group	Gayndah	Meeting with required agencies during the Fire Disaster in our region.
30/10/2023	Funeral Service	Coalstoun Lakes	Funeral Service for George Cross.

Date	Meeting/Function	Location	Comments
30/10/2023	Local Disaster Management Group	Gayndah	Meeting with required agencies during the Fire Disaster in our region.



Are you a primary producer impacted by the significant southern Queensland flooding and rainfall events in 2021 - 2022?

The Industry Recovery and Resilience Officer (IRRO) program is available to provide eligible primary producers with access to specialised long-term recovery support. The Queensland Farmers' Federation (QFF) has engaged two IRROs to help producers develop a Flood Management Plan and identify strategies to mitigate farm business risk.

QFF's IRROs **Eloise Cosgrove and Julia Jurgs** are available to support eligible flood-impacted primary producers. **Lene Knudsen** will also provide additional support one day per week as an IRRO for QFF.

The Burnett Mary Regional Group (BMRG) has also engaged two IRROs to support primary producers in the Burnett Mary Region. You can contact them via 07 4181 2999 or admin@bmrq.org.au



Eloise Cosgrove

Email:
eloise@qff.org.au
Phone:
0409 265 427



Julia Jurgs

Email:
julia@qff.org.au
Phone:
0416 951 450

Our IRROs will work with you to:



Provide support for your business for short, medium, and longer-term recovery needs, including flood mitigation resources for you and your staff.



Develop industry-specific, risk-based, on-farm Flood Management Plans, and connect you to technical advice.



Share information and provide linkages to existing support and services available to your business.

The Industry Recovery and Resilience Officer Program is jointly funded by the Australian and Queensland governments under the Disaster Recovery Funding Arrangements.





Eligibility criteria

The Industry Recovery and Resilience Officer program is available to primary producers within the eligible local government areas of the following natural disasters:

- Central Southern and Western Queensland Rainfall and Flooding event (10 November – 3 December 2021)
- Ex-Tropical Cyclone Seth (29 December 2021 – 10 January 2022)
- Southeast Queensland Rainfall and Flooding event (22 February – 5 April 2022)
- Southern Queensland Flooding event (6 May – 20 May 2022)

Eligible local government areas

- | | |
|------------------------------------|---------------------------------|
| Balonne Shire Council | Moreton Bay Regional Council |
| Banana Shire Council | Noosa Shire Council |
| Brisbane City Council | North Burnett Regional Council |
| Bundaberg Regional Council | South Burnett Regional Council |
| Cherbourg Aboriginal Shire Council | Redland Bay City Council |
| Fraser Coast Regional Council | Scenic Rim Regional Council |
| Gold Coast City Council | Somerset Regional Council |
| Goondiwindi Regional Council | Southern Downs Regional Council |
| Gympie Regional Council | Sunshine Coast Regional Council |
| Ipswich City Council | Toowoomba Regional Council |
| Lockyer Valley Regional Council | Western Downs Regional Council |
| Logan City Council | |



Learn more

Learn more about the IRRO program by scanning the QR code or visiting our website at: www.qff.org.au/projects/irro



The Industry Recovery and Resilience Officer Program is jointly funded by the Australian and Queensland governments under the Disaster Recovery Funding Arrangements.



From: [Jamie Gorry](#)
To: [Les Hotz](#)
Subject: RE: Documents in relation to drought declarations
Date: Thursday, 19 October 2023 12:22:51 PM
Attachments: [image002.png](#)
[image003.png](#)
[image004.png](#)
[IRRO_Flyer.pdf](#)

Hi Cr. Hotz,

I hope that you are well, and having a good time at the LGAQ conference?

I apologise for take a few days to get you the information that we discussed last week, I was on the road with limited comms.

Further to our discussion, given the changes in drought processes, particularly with the focus on resilience planning, QRIDA has a team of officers working with Landholders across the region to develop their resilience plans. They are also advising on finance options to assist landholders in times of hardship. There are officers across the Wide Bay & Burnett Regions working closely with landholders to implement these programs.

I have included the direct links to QRIDA's information on these programs (please see below), I have also included Mark Barrett's contact details, if you don't already have them. Mark is the senior QRIDA officer for the Wide Bay Burnett.

<https://www.qrida.qld.gov.au/drought-support>

<https://www.qrida.qld.gov.au/program/drought-ready-and-recovery-finance-loans>

QRIDA Staff:

CYNTHIA GODDEN

Regional Area Manager – Gympie, Sunshine Coast, North and South Burnett (based in Kingaroy)

Queensland Rural and Industry Development Authority

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MARK BARRETT

Regional Area Manager - Bundaberg, North Burnett & Fraser Coast

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E. mark.barrett@qrida.qld.gov.au

A. DNRME Building 16-32 Enterprise St Bundaberg

Also included are the details of the BMRG/QFF staff who work across the region as resilience officers, and are currently working with members of our own DAF team as well as BEIDO to run

workshops across the region regarding drought planning and resilience:

BMRG

Resilience officers on the ground across WBB who assist growers to write their FBRP.

VIRGINIA KELLEHER

Industry Recovery and Resilience Officer

Virginia.Kelleher@bmrq.org.au

160 Hughes Road Bargara QLD 4670

PO BOX 8601 Bargara QLD 4670

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LEESA KELLY

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160 Hughes Road Bargara QLD 4670

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There is also a team of Rural Financial Councillors embedded in the region – see below:

RFCS

Ross Leggett

RFCS CEO - Kingaroy

Kim Corfield

RFCS North Burnett

Craig Hilton

RFCS Wide Bay Burnett

Ann Boyle

RFCS South Burnett

Kath Clarke

RFCS Bundaberg

<https://www.rfcssq.org.au/rural/#Financial-Counsellor>

DAF:

The workshops being run across the region are also supported, and underpinned by a number of Department of Agriculture & Fisheries (DAF) staff. This includes technical staff from our Agri-Science Queensland (ASQ) team in Toowoomba, as well as two Senior

Agribusiness Development Officers (SADOs) from my team, Stephanie Denman (Gympie) and Rolfe Ellum (Bundaberg).

Stephanie can be reached on 0431 862 372 or email stephanie.denman@daf.qld.gov.au, Rolfe can be contacted on 0488 362 639 or email rolfe.ellum@daf.qld.gov.au

Please let me know if you would like further information regarding support available for the community in relation to Drought Planning, and Financial Hardship.

Kind Regards,



Jamie Gorry

Regional Director, South, Rural Economic Development, Agriculture
Department of Agriculture and Fisheries

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290 Raglan Street Roma Qld 4455
PO Box 308, Roma Qld 4455



[Chat with me on Teams](#)

From: Les Hotz <cr.les.hotz@northburnett.qld.gov.au>

Sent: Thursday, October 19, 2023 7:44 AM

To: Jamie Gorry

Subject: Documents in relation to drought declarations

Good morning Jamie,

I refer to our conversation on 11 October 2023 in relation to the current drought conditions. You promised to forward through relevant paperwork to assist landholders for any Government assistance in relation to drought.

Could you please forward through same to my office.

Your assistance is appreciated.

Regards,

Les Hotz

Mayor

Mobile: 0458 696 272

North Burnett Regional
Council

PO Box 390, 34-36 Capper St
GAYNDAH QLD 4625

Phone: 1300 MY NBRC (1300 696
272)

Fax: (07) 4161 1425

Web: northburnett.qld.gov.au



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STATE DEVELOPMENT AND REGIONAL INDUSTRIES COMMITTEE

Members present:

Mr CG Whiting MP—Chair
Mr JJ McDonald MP
Mr MJ Hart MP
Mr RI Katter MP
Mr JE Madden MP
Mr TJ Smith MP

Staff present:

Ms S Galbraith—Committee Secretary
Dr K Kowol—Assistant Committee Secretary

PUBLIC HEARING—INQUIRY INTO THE LOCAL GOVERNMENT (COUNCILLOR CONDUCT) AND OTHER LEGISLATION AMENDMENT BILL 2023

TRANSCRIPT OF PROCEEDINGS

Monday, 9 October 2023

Brisbane

Public Hearing—Inquiry into the Local Government (Councillor Conduct) and Other Legislation
Amendment Bill 2023

MONDAY, 9 OCTOBER 2023

The committee met at 10.32 am.

CHAIR: Good morning. I declare open this public hearing for the committee's inquiry into the Local Government (Councillor Conduct) and Other Legislation Amendment Bill 2023. My name is Chris Whiting. I am the member for Bancroft and chair of the committee. I would like to respectfully acknowledge the traditional custodians of the land on which we meet today and pay our respects to elders past and present. We are very fortunate to live in a country with two of the oldest continuing cultures in Aboriginal and Torres Strait Islander peoples whose lands, winds and waters we all share. With me today are: Jim McDonald, member for Lockyer and deputy chair; Jim Madden, member for Ipswich West; Michael Hart, member for Burleigh; Robbie Katter, member for Traeger; and Tom Smith, member for Bundaberg.

This hearing is a proceeding of the Queensland parliament and is subject to the parliament's standing rules and orders. Only the committee and invited witnesses may participate in the proceedings. Witnesses are not required to give evidence under oath or affirmation, but I remind witnesses that intentionally misleading the committee is a serious offence. I also remind members of the public that they may be excluded from the hearing at the discretion of the committee. These proceedings are being recorded and broadcast live on the parliament's website. Media may be present and are subject to the committee's media rules and my direction at all times. You may be filmed or photographed during the proceedings and images may also appear on the parliament's website and social media pages. I ask everyone to turn their mobile phones and computers off or to silent mode.

RUHLE, Mr Nathan, Manager, Intergovernmental Relations, Local Government Association of Queensland

SMITH, Ms Alison, Chief Executive Officer, Local Government Association of Queensland

CHAIR: I now welcome our representatives from the Local Government Association of Queensland. Would you like to make opening statements of no longer than five minutes before we start our questions?

Ms Smith: Thank you very much for inviting the LGAQ to speak with the committee today. I would like to acknowledge the traditional owners of the land on which we gather, the Turrbal and Yagara people, and pay my respects to elders past, present and emerging. The LGAQ is the peak body for all councils across Queensland. We have been in existence to provide support, service and advocacy for our members for 127 years. Thank you, again, for the opportunity to speak with you and take questions this morning, because this bill and the reforms that it proposes are very important to our members. For some, these reforms are going to make the difference between whether they will stand in next year's March council elections or not. As you are aware from the evidence that has been brought before you, the current threshold of complaints and the manner in which the OIA has conducted its operation has caused much grief, anxiety and frustration for members in recent years, particularly prior to the establishment of the parliamentary inquiry in 2021.

You will recall that our submission illustrated this with survey results of LGAQ members prior to the March 2020 local government elections. You would remember that in that survey both elected members and CEOs indicated that the integrity reforms were having a negative impact on their confidence as well as their ability to just do their job. Of those elected members who indicated they were not likely to stand for re-election, 59 per cent stated their decision was strongly impacted by the integrity reforms. When asked directly about the OIA in the survey, two in five believe the OIA was efficient and gave them a fair go. One in three did not agree the OIA was open and accountable or was good at resolving issues.

The LGAQ and the sector that we represent believes the system of local government needs to be fair, accountable, transparent, democratic, sustainable and efficient. Local government has a responsibility to comply with standards relating to applicable governance arrangements. The establishment of the inquiry in 2021, the bipartisan and collaborative manner in which the inquiry was

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conducted and the ongoing intent of the state government has given many elected local government members hope. It has given them hope that the system will be recalibrated to what it should be not what it has become. Let's face it, every four years Queenslanders get to gauge the conduct of their local government sector at the ballot box, and that is democracy in its true workings. Thank you for your consideration of our recommendations and the bipartisan manner in which the inquiry has been conducted. Having four of the six members of this committee with local government experience has given the local government sector faith and confidence that the inquiry process has been undertaken with a strong understanding of what elected representatives face in their day-to-day job. Your work and your ongoing consultation on the proposed reforms is greatly appreciated.

That said, in our latest submission we have made 11 recommendations which we believe will further improve the operations of the bill and meet its policy intent. Our 11 recommendations go to the heart of helping ensure that people have trust in the system, have confidence in how conduct complaints are dealt with in the local government sector, and help ensure that good people will continue to put their hand up and run for office. That concludes my opening statement. We look forward to any questions you may have.

CHAIR: I will start with recommendation 1—recognising First Nations lore in law. Whereabouts in the bill would that fit? I know it is addressed very briefly in clauses 45 and 46 very. Where would you imagine that to be included and what would you like to see that recognition include?

Ms Smith: I will make a couple of comments and then throw to Nathan to add to it. We think it is terrific that this bill is proposing this recognition. It will further strengthen the provision in terms of including Aboriginal lore. As we know, this would be a new element going forward. We believe that it will have significant benefit and will also coincide with Path to Treaty reforms and provide an opportunity to cultivate a new relationship with First Nations people. We appreciate it being included; however, we respectfully suggest that the acknowledgement of traditional First Nations family and community obligations should be strengthened further than it currently is in the bill. It would be further strengthened if it ensured that preliminary assessment processes 'must' have regard to that factor as opposed to how it is currently stated which is 'may' have regard.

Mr Ruhle: Further to Alison's point, as we said in our recommendation, we strongly welcome the inclusion of an acknowledgement of the specific issue for elected representatives who are First Nations representatives. Clause 46(5) specifically refers to, as Alison mentioned, this being something that the assessor may consider. We are just suggesting in recommendation No. 1 strengthening that even further to something that they 'must' consider. As we have said in our recommendation, the cultural obligations of First Nations representatives are not something that they can opt in or out of. It is an ongoing concern for them. In terms of strengthening that particular provision—which we welcome—we would like to see it strengthened further to change the wording from 'may' to 'must'.

CHAIR: That is the extent of your recommendation.

Mr HART: Nathan, can you give us an example of what might be in Indigenous lore that may affect someone's conflict of interest and should be taken into account?

Mr Ruhle: As it was described to me by First Nations representatives, they have an obligation to their community that is not recognised currently in the conflict of interest framework. Where the current provisions refer to family members and close associates, there is no specific acknowledgement beyond that to their community, to their particular traditional owner groups, that extend beyond that. It is a specific consideration that is ongoing in terms of how they operate as decision-makers in their community. As we have said in our submission, we strongly welcome the addition of this specific consideration and inclusion, and we recommend strengthening that further. In terms of a specific acknowledgement, I do not think there is anything specific other than just that general obligation that they have to their traditional owner group.

Mr HART: Does that make the conflict of interest tighter rather than looser?

Mr Ruhle: It actually acknowledges a consideration that they have that is currently not acknowledged. The legislation already describes family associates and other close associates that they have to declare, but it does not go beyond that. I guess it actually extends the framework to something that they have to consider themselves but it is not currently recognised, if that makes sense.

Ms Smith: Maybe a simple way of explaining it is that Aboriginal lore has particular complexities and obligations around social relationships, family and roles that are different to the day-to-day workings, as we know it, of the Local Government Act. Therefore, having this provision in there

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will help them to navigate those circumstances when, for example, on a council you might have multiple family members of different hierarchy in a council that is different to their actual roles in the council.

Mr HART: Who is in a position to determine that that is the case? Who in the OIA is the expert on Indigenous lore?

Mr Ruhle: It is strengthened in the legislation in terms of acknowledging that that is an interest that they have which they need to consider as a decision-maker in their local government. I guess what we have advocated for in our submission—and it has been recognised in the legislation—is for that consideration to be acknowledged as a potential conflict when a decision is being made. I guess it is up to the individual decision-maker at the council to acknowledge that as opposed to the OIA itself.

Ms Smith: Further to that, how it has been explained to me when sitting around the table with various councils in our Indigenous communities and, indeed, at our Indigenous leaders' forums is that they would like the ability to recognise this and deal with it through Aboriginal lore so that it is then understood the reasons there may have been a particular conflict that was declared or not. If they were able to navigate that space with that recognition then that would be part of the explanation should a matter be brought before the OIA. At that point we would be hopeful that the provision of this clause, including the words 'must' rather than 'may', would better reinforce that and then enable the OIA to make a better informed decision.

CHAIR: I note that you have an Indigenous Leaders Forum happening at the LGAQ on Monday; is that correct?

Ms Smith: Correct, yes.

CHAIR: We would love to chat with them so they can explain to us a bit more about the importance of this. Your recommendation 3 is that there be a review within 12 months to see if these reforms are working. Can I have more detail on that? Would that be an inquiry by a parliamentary committee such as this one or something that is directed by parliament? Do you have any more views on that particular inquiry?

Ms Smith: We have asked for this review to happen within the first term and, ideally, within the first 12 months of the operation of the new legislation because we think, especially with a new cohort within the local government sector after the March elections next year, it would be very timely to assess how these reforms are indeed working and whether the intent of the legislation is meeting where it needs to get to. In terms of the mechanics of what we would like to see, we have simply said that the review should be in addition to the regular and ongoing oversight that this committee provides. We have not necessarily put forward a mechanism for the review. We are simply saying that we would like it to occur so that those checks and balances can be given to the legislation and how it is performing in practice.

Mr McDONALD: Alison and Nathan, the answers you were giving to the question around the traditional owner lore actually turned my mind to the whole councillor conduct requirements and declarations of personal relationships. Would that matter be fixed if the declarations for personal relationships, or what have you, were based only on material matters, business matters or business associations and not just family matters? Is that a different complication?

Ms Smith: I guess with where we got to with considerable reform in that conflict-of-interest space—and this is work that we did towards the end of 2020, to be honest—we were happy with where that landed because we felt that it had successfully navigated some of those pain points around relationships but particularly business interests and community interests that many elected members find themselves having. One of the reasons they get elected to the job is because they have such deep roots in much of what community activities are. Having said that, the Indigenous or the First Nations lore aspects came to fruition because our members told us that that did not go far enough so it needed to be additional to where we got to with the original conflict-of-interest provisions.

Mr McDONALD: I understand the issue of 'must' and 'may' for the OIA to take that into consideration. They still may make a determination that was contrary to that lore if the behaviour was somewhat worse than justified by the law, perhaps. If the law were all around family relationships, which is a relationship and not a business dealing, would that alleviate it? Again, if it were only in relation to material issues and business issues.

Ms Smith: I think it would be a great opportunity to, indeed, speak with the ILF during the Gladstone hearing. I think it would be good to get their direct evidence on that one.

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Mr McDONALD: My next question turns to the public interest and the private interest of councillors and the recommendations you have made with regard to those. This is something that many councillors struggle to deal with. The inconsistencies that we saw across the inquiry that started this were probably clearer in that space than others.

Ms Smith: As we said in our submission, we very much welcome the fact that this consideration has been given to ensure that allegations relating to the private conduct are not viewed through the lens of the code of conduct. However, one of the things that we are still seeking is for there to be a clear definition of what is public as opposed to what is private. We are asking for that because we think that, without it, it is going to be challenging. It will be open to interpretation and it will be challenging particularly when so many of our members are part-time. Especially when you go west of Brisbane, rural and remote, north-west et cetera, you have part-time councillors and mayors who are elected by their communities. We agree that it should be as it is; however, we think that it needs a definition just to be able to allay any misinterpretation.

Mr McDONALD: I am going to ask the same question with regard to material issues. Again, a lot of these things are relationships. Community champions who are part of something have to declare a private interest versus a public interest. If the standards include some level of materiality in business dealings, would that alleviate that issue or make it clearer in terms of the difference between private business and public business?

Mr Ruhle: I think it is a tricky issue because people have the right to express their own beliefs outside of their workplace. You would all appreciate the challenging dilemma with being a public official who is elected to serve your community and the official role that you have but also living your lives as everyone else does. Whether it is commenting on social media posts or whatever it is, it is a tricky line to delineate. As Alison mentioned, while we strongly welcome the segregation and the acknowledgement of both public and personal roles that people have, it would be helpful to be a bit more clear in terms of a definition of where the line is drawn going forward.

Mr MADDEN: My questions relate to your submission with regards to mandatory training. You state—

The LGAQ would appreciate the opportunity of being further consulted on the development of the regulation on mandatory training requirements.

My interest in mandatory training, and I hope you can clarify this for me, is about the current arrangements. As a former councillor I did training, but I do not know if I had done a second term whether I would do more training. I expect it would be different training in a second term and subsequent terms. Training is going to be a very important issue because it is one of the possible orders that could be made by the Councillor Conduct Tribunal, where somebody commits an indiscretion and they are ordered to do training. I want to give you the opportunity to have an input with regard to those three types of training: training for a newbie councillor; training for an experienced councillor and whether it should be mandatory to do training in subsequent terms; and also the training that might be specific to an indiscretion. I want to give you the opportunity to talk about those three forms of trainings. Clearly, from your submission, you want to have input in the regulations with regard to training. I will leave that with you.

Mr Ruhle: I think this goes back to the previous inquiry and discussion around training. For many of our members and anyone who wants to contest the elections in March, you have to do a course as part of that. It is called, 'So you want to be a councillor?' This is very topical right now. On the other side of that is looking at the best way to induct both new and returning councillors in the next term of local government elections. Something that we regularly discuss with our members is how best to support and assist them. Over the years the feedback has been that the training that is provided is improving. There are still opportunities to refine that and look at ways to help to support and maybe differentiate the training that is provided to both experienced councillors and mayors who have been returned and also new councillors.

In terms of the opportunities and the requirements to do training, I would refer to the fact that the legislation is always evolving, whether it is the Local Government Act specifically or other acts that people have to be aware of in doing their job. We think it is important and, as an association, we provide a range of different training opportunities to our members each year, whether that is workshops within councils or specific requests that they have on tasks whether it is advocacy or governance or communications—there is a range of different issues from the operational level of councils to elected representatives. The comments in our submission simply acknowledge the regulation that is being prepared in relation to the issue of mandatory training and our interest in being further consulted.

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While we are talking about consultation, I should say that the consultation on the bill has been very thorough. As has been acknowledged by the department in the explanatory notes, we have had a number of opportunities to provide comment and feedback throughout the development of the bill. Our recommendation that we would like to be consulted is by no means an acknowledgement that there has been poor consultation; it is the opposite. It has been very good. We are regularly consulted by the department on a range of different issues that obviously impact the sector. I hope that answers your question.

Mr MADDEN: I am aware that the LGAQ has ongoing training and conferences. All of that is training. I am seeking comment on the differentiation between what you might call general training and training as ordered by the tribunal. Do you have any input on that and whether the department or public providers should do it?

Ms Smith: That is an intriguing question to consider. When it becomes—I think your words were—specific to an indiscretion—

Mr MADDEN: I was being general.

Ms Smith:—I would not see any real alternative than the department. It is the department's role with the legislation so having that compliance come back to the department would be ideal.

Mr MADDEN: That is great. You have covered what I wanted to know.

Mr HART: I want to make sure there are no unintended consequences to some of the things that have been suggested. Going back to Indigenous lore, if we were to change 'may' to 'must', have you considered what effect that may have on non-Indigenous councillors or non-Indigenous councils, as in non-Indigenous councillors using that as an excuse for their behaviour?

Ms Smith: Our understanding is that Indigenous or First Nations lore is only applicable to those individuals.

Mr HART: If that is not in the bill then where is that understanding at as far as legislation goes?

Ms Smith: Perhaps it could require a definition to be inserted in clause 46, which we are talking about, to be able to tighten that provision and make it entirely clear as to who it pertains to.

Mr HART: Would that then come down to self-determination, as to whether or not it applied to you?

Mr Ruhle: As I understand, yes. I think that is how it is applied across all forms of legislation. Specifically, the example in clause 46 at proposed subsection (5) states—

Without limiting the matters the assessor may consider in making a preliminary assessment, the assessor may have regard to ...

(a) any reasons for, or factors relevant to, the conduct—

It then uses the examples 'the Aboriginal traditions or island customs of the councillor'.

Mr HART: I am worried that if that is changed to 'must' it will shift that as an excuse to someone to whom these Indigenous laws do not apply. This is just a thought process. On the subject of unintended consequences, I am now a bit worried about the shedding of complaints by a councillor by leaving office and that complaint only having 12 months to be reinstated. A councillor could use that as a way of getting out of a complaint—resigning for a period of time and then trying to get re-elected.

Mr Ruhle: That relates to clause 44 of the bill, which is effectively trying to close off that potential unintended consequence as it now stands. I note submissions from others around this particular clause. We support the clause as it is drafted. We cannot think of any specific examples that this would relate to. It is obviously dealing with a misconduct complaint of a councillor and in the circumstances you are talking about, whether they vacate office—and there is a range of ways they can vacate office—whether they resign and do not contest an election or they contest an election but are unsuccessful.

The best way to allay concerns around this is to say that we do not believe the penalties available under the provisions around this particular element of conduct substantiate someone trying to subvert the system by resigning and then getting re-elected just so they can escape a misconduct complaint. As I said, we are not aware of any specific circumstances where this has happened that this is responding to. We are acknowledging that it is potentially looking at unintended consequences and trying to get ahead of them.

Mr HART: Maybe the benefits outweigh the consequences? Just to be clear, I am talking about not pursuing a councillor who is no longer a councillor.

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Ms Smith: For us, just to be clear, we really support the provision as it is written. We think it makes total sense. It is dealing with matters when councils are there and not leaving it till years later to pursue them. At the end of the day, it is dealing with matters that are about conduct, not about corruption, which is a whole different ball game.

CHAIR: We will extend this session by about 10 minutes because we still have a number of issues to deal with.

Mr SMITH: I will go to recommendation 2 of your submission. That is around clause 86 and you wanting to include anonymous complaints unless the committee agrees to your recommendation 10, which relates to the OIA's general reporting. Noting that you are representing the membership, could you give some explanation as to why your membership would like the report to clearly state the data around the anonymous complaints?

Ms Smith: As you say, we have these two recommendations. Recommendation 10 is our preferred position because it is about not accepting anonymous complaints. From our members' perspective, the reason we have this as a very strong recommendation is because of the workability—trying to marry the intent of the legislation with how it is delivered on the ground. The reason we are saying that anonymous complaints should not be received is they undermine or jeopardise the intent of the bill, which is looking at the provision around vexatious complaints and, more importantly, vexatious complainants. Currently, the bill is proposing 'three strikes and you are out' for vexatious complainants. We propose it is very hard to assess whether anonymous complaints are from one and the same person. Hypothetically, if someone made two complaints that were deemed to be vexatious, what would then stop them from making 20 anonymous complaints that could not be traced back to that person and therefore the third strike could not necessarily come down? We are strongly recommending and urging that anonymous complaints are not put forward because how would you be able to meet that 'three strikes and you are out' component? The other element is the whole bill and the process with this reform comes down to ensuring that the OIA is rigorous and transparent in its workings. How would it necessarily be that rigorous if it is not able to match a complaint with the person who put it forward? We find this challenging in terms of the purported intent of this bill. That is why we are saying no to anonymous complaints.

Mr Ruhle: To add to that, we are not suggesting that the subject of the complaint needs to know who the complainant is, but we are suggesting the OIA at least should know. To the point of the member for Burleigh, we think this is a loophole, if you like, around the three strikes declaration process for vexatious complainants. In relation to recommendation 2, which relates to this recommendation around the new reporting requirements in the annual report for the OIA, we are suggesting that the bill in relation to anonymous complaints—and that is that the OIA will continue to accept them—should have a range of extra reporting obligations so that the public, the sector and anyone else who is interested in or needs to know how complaints are being dealt with can see how many anonymous complaints are being received and how they are dealt with. We can then see if there is a potential loophole being exposed.

Mr SMITH: Would it be fair to say that recommendation 2 in asking for the data around anonymous complaints being made public is a possible way for members in future to launch an argument that anonymous complaints should be done away with if it is shown that most anonymous complaints do not go beyond the OIA's preliminary action? Is this a method whereby members are seeking to possibly mount an argument against it in future based on the data around anonymous complaints?

Ms Smith: At the end of the day our stronger recommendation is for recommendation 10 of our submission because it addresses what I spoke about before and what Nathan has touched on. If that were adopted, then recommendation 2 becomes redundant, so to speak. In terms of what you are suggesting, it is hard to tell; that is hypothetical. However, I would also reinforce to the committee that councils also have their own whistleblower systems. They already have an ability for anonymous complaints to be made to the council for the council to investigate. That provision still exists. We are just talking about how it does not meet with the intent of this bill for the OIA to be looking at anonymous complaints.

Mr SMITH: How would your membership consider the weight of 10 anonymous complaints of a vexatious nature against one anonymous complaint that does find a councillor has breached the code or has committed misconduct or potential corruption? What is the weighting between 10 complaints of a vexatious nature, which are stressful and frustrating for a councillor, versus the importance of an anonymous complaint finding a councillor has acted with misconduct? How do you justify the weighting?

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Mr Ruhle: The best way to respond to that is to say it does not have to be one or the other. All complaints can be made and the identity of the complainant can be protected but still lead to an improved and more rigorous assessment process for all complaints. We are saying the same rules should apply for all complaints and there are obviously certain thresholds that need to be met whether in relation to misconduct or corruption complaints, which are obviously under the CCC's remit. That is probably the best way I would respond.

Mr SMITH: I turn to recommendation 4. Do recommendations 5 and 6 relate to that? Are they related to clause 43, or is it just the way it reads?

Ms Smith: Sorry, do you mind repeating the question?

Mr SMITH: Recommendation 4 talks about amending clause 43. I was wondering, because of the way that recommendations 5 and 6 read, are they related to clause 43 as well?

Mr Ruhle: Recommendation 5 relates to clause 46.

Ms Smith: As does recommendation 6.

Mr Ruhle: As does recommendation 6.

Mr SMITH: I will go to recommendation 4, which states—

... amending clause 43, to allow an opportunity for mitigating circumstances where a reasonable excuse can be justified.

There is a bill currently before the House—and I will not go too much into it. If service stations cannot meet the amount of ethanol they need to sell, the bill's clauses give outs, for example, as long as they advertise and they took all necessary steps. Is that similar to what LGAQ members are asking for here, which is that in section 150L you are asking for stated reasonable excuses against breaching the act? What are you exactly looking for there?

Ms Smith: Just to be really clear, there are a couple of things in relation to this part of the legislation. We think it has been a positive step to remove the wording 'breach of trust placed in the councillor'. What we are saying in our recommendation is we are concerned, however, that there has been a further removal of words from the bill that talks about 'either knowingly or recklessly'. We are concerned because if the bill is passed as it is drafted, a councillor would automatically come up for misconduct if they failed to comply with a statutory obligation. In the past it included the words 'knowingly or recklessly' and we think that is a nuance that—going to the member's question around unintended consequences—should be brought back into this draft. Instead, what we are proposing is more of a practical approach to still uphold the intent that is given here. That practical approach would be around allowing for mitigating circumstances, and we have suggested the wording 'unless the noncompliance was not been done knowingly or recklessly', which is similar to how it used to be worded in the bill and that there is a reasonable excuse for the noncompliance.

Mr SMITH: Would that suggestion be to say, 'Therefore, we will not find guilt in that breach of conduct', or would it be more a case of, 'Yes, there was a breach of conduct. However, the mitigating circumstances mean that instead of a fine it is just an apology and training'? Is the LGAQ looking for an out clause or are they just saying, 'Yes, we would accept that. It is a conduct breach. It was not knowingly. Therefore, that should be taken into consideration around a sentence,' for lack of a better term?

Ms Smith: Ultimately, what we are looking for with our recommendation is consideration of broader circumstances.

Mr McDONALD: In relation to these anonymous complaints, you mentioned earlier that the councillors have a requirement to consider anonymous complaints; is that right?

Ms Smith: I was saying that councils have whistleblower schemes. Is that what you were talking about?

Mr McDONALD: Yes.

Ms Smith: They have their own individual whistleblower schemes like we have at LGAQ so that internally anonymous complaints can be raised in that council environment for the council to investigate.

Mr McDONALD: The contention is that you have that forum already to deal with anonymous complaints as opposed to giving them another opportunity in the OIA forum?

Ms Smith: Correct.

Mr McDONALD: I agree that anonymous complaints are challenging to deal with. I remember one of us asking a question about the OIA and the answer given regarding anonymous complaints was that they would only deal with the evidence contained within that complaint. Obviously if you do

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not have a person to check things with it is challenging to get the evidence and so the statistics of the number that they dismissed in the first pass were very high. Do you have any thoughts around that? Is there an opportunity that I have not thought about to link it back to that anonymous complainant in the council arrangement?

Ms Smith: If I could answer and if Nathan has anything further Nathan can speak to this. The issue is councils have their whistleblower schemes so if there is evidence within an anonymous complaint that gives rise to investigation, or indeed referral, there is that element. However, when you talk about the rigour of the system as it is being proposed we struggle to understand how sending anonymous complaints through to the OIA enables them to then deliver on the vexatious complainant element which has been such a strong focus in all of the hearings that this committee has had around the state.

Mr HART: How would they contact the person to find out who they are if these are anonymous complaints? That is part of what we struggle with.

Mr Ruhle: That is the thing, they can only deal with the substance of the complaint because they have no ability to contact the complainant to ask questions, check the veracity and substantiate what the complaint is. It actually makes for a better complaint system ultimately in that you can properly assess what has been brought forward. It gives you no ability at all when you cannot contact the complainant.

CHAIR: Thank you very much for your evidence before us today. We do not have any questions on notice. We look forward to seeing yourself and your members next week.

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FLORIAN, Ms Kathleen, Independent Assessor, Office of the Independent Assessor

HODGKINSON, Ms Jane, Director, Media and Engagement, Office of the Independent Assessor

KOHN, Mr Charles, Deputy Independent Assessor, Office of the Independent Assessor

CHAIR: I now welcome representatives from the Office of the Independent Assessor. Would you like to make an opening statement of no more than five minutes before we move to questions?

Ms Florian: Firstly, I would like to acknowledge the traditional owners of the land on which we are meeting today and the elders past, present and emerging. My name is Kathleen Florian. I am the Independent Assessor. I do not propose to make an opening statement because the submission that we have made is quite detailed and I want to make sure that we use as much time as possible on questions.

CHAIR: I will go straight to one of your recommendations regarding section 150(1)(b)(i)—dealing with issues that are noncompliant. The CCT had a similar recommendation—noncompliance with this act or other acts. Can you describe what the impact of that change would be?

Ms Florian: At present, the recommendation is that the way that that is phrased is unclear about whether it is intended to capture breaches of just the Local Government Act or breaches of the Local Government Act and other acts. In circumstances where the misconduct definition articulates a series of other specific provisions of the Local Government Act it could be read down to refer to a breach of another act only. If that were to happen then the local government principles will become unenforceable in the Local Government Act. The submission that we made is that if it is intended to change that definition, and I understand that there is a concern about breach of trust, and there is a wish to step away from breach of trust, and if that is the case then at least I think there should be a recognition that it is a breach of the Local Government Act or another act to make that clear.

CHAIR: One of the things that has come through strongly in your submission is making sure that corrupt conduct or potentially corrupt conduct is caught up. I have noted a number of new parts of the act that I think would take care of that potentially corrupt conduct. The question is whether that is enough. I have looked at clause 150SD—there are a number in 150SD(2)(b), (c) and (d)—that should capture potential corrupt conduct. I understand that you are saying that that may not be enough and that more elements may need to be added to carve out how to chase up potentially corrupt conduct. Do I have that right? Is there enough in there or are you looking for more?

Ms Florian: With respect, we are looking for more. The reason for that is that the corrupt conduct definition is included in some sections but not in others. For example, it would allow the OIA to investigate certain matters where it raised a reasonable suspicion of corrupt conduct, but never to refer those matters to the CCT. Importantly, the issue is it has been omitted from the transitional provisions so any matters currently before the CCT which contain suspected corrupt conduct will at present be required to be mandatorily dismissed and, in addition to that, 150AKA(2) would prevent any such matters being referred to the CCT in the future. To have it in some areas saying you can investigate it but effectively you cannot do anything with it at the end of it makes it an exception which is not very effective.

The second aspect of that—and this relates to the corrupt conduct exception as it relates to the time limitations that have been raised—is that there is a provision which says that there is no longer a requirement to refer complaints or notifications that are any longer than one year old or, in certain circumstances, two years old, but then on assessment there is a corrupt conduct exception. If the complaints are not coming, having the corrupt conduct exception at assessment is not a thought through aspect.

Mr McDONALD: The further we get into this the more we get into a legalistic position, which is something we are trying to go away from. In terms of the anonymous complaints—the LGAQ has raised this matter with us again—particularly around your assessment of anonymous complaints, I remember that you told us that when you assess those complaints you did so on the material contained in that complaint and obviously you could not follow that up. Their connection was to the frivolous and vexatious complaints and linking that anonymous complaint to those situations—obviously you cannot identify the person—and the anguish that can be created by those things. Can you talk to us about your thoughts around anonymous complaints to get that clear in our minds?

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Ms Florian: Certainly. The OIA has consistently received about 11 per cent of anonymous complaints every year. If we have details of a complainant then we will not treat it as anonymous and if we do not have the details of the complainant we will not follow up with any outcome if someone is an anonymous complainant. If it is an anonymous complainant there is no-one to go back to so you are required to assess the material purely on the basis of whatever that complaint is or what independent inquiries may be able to be undertaken as a result of that. Consequently, not many anonymous complaints get past the assessment stage. Anonymous complaints, however, can be an important indicator of misconduct or suspected corrupt conduct. The highest percentage of anonymous complaints that we receive are actually from First Nations communities. That is in circumstances where, in those remote communities and with the close relationships in those communities and knowing the people in those communities, putting your name to a complaint raises the stakes a bit more. It is the case that a very small percentage of anonymous complaints get through. There were three matters that have got through to the CCT in the last year and two of those related to First Nations communities.

Mr McDONALD: We are actually talking to those Indigenous communities on Monday. That might be a further conversation.

Ms Florian: You would have seen in the case studies that we included in our brief perhaps one of the most serious ones that we have ever received was, in fact, an anonymous complaint.

Mr McDONALD: Turning your minds to the issue of personal conduct and the definitions around that, I think there are some great points that you made in the submission. I think when you read material you can 95 per cent work out very quickly whether it is in a private capacity or public capacity. Would you like to share with the committee any more thoughts around personal conduct and the definition of it?

Ms Florian: I think it is important that there is a shared understanding of personal conduct. My time as the Independent Assessor is coming to a close, but in the interests of the new Independent Assessor I think that there are a number of stakeholders who take very different views of what is and what is not personal conduct and it places the new Independent Assessor in a very difficult position. In addition to that, I think that if it is the case that one of the legislated responsibilities of a councillor is to provide high-quality leadership to the council and to the community then there needs to be some consideration about how that sits with personal conduct and the implication that that may have on personal conduct in particular circumstances.

There is a view that councillors should be treated in a way which is separate from other disciplines, but I think in circumstances where councillors are civic leaders and where personal conduct is something which applies to people in a whole lot of other circumstances and situations, including police officers, including all public servants, including all registered and unregistered health practitioners, then councillors should not be held to a different standard. While state government ministers are subject to a different regime—and that is not a disciplinary regime in many circumstances, including the ones I have outlined—they have, in fact, suffered a greater consequence than would ever have occurred for a matter going to the Councillor Conduct Tribunal.

The important thing to bear in mind is when we are talking about criminal conduct, there is a distinction between dealing with someone criminally, the purpose of which is to enforce the criminal law of this state, and dealing with someone from a misconduct perspective, the purpose of which is to enforce a standard expected of leaders within the community, and it is up to you to set that standard. Ultimately, if the standard is high-quality leadership to their communities, then I think the existence of that in the act, together with some of the statements that have been made, makes it difficult to see where that lands, and may place the new Independent Assessor in a difficult position.

Mr McDONALD: I understand. In challenging high-quality leadership sometimes you have to make unpopular decisions. It could be good leadership, but it might be contrary to somebody else's opinion, so it could be back in the same boat again.

Ms Florian: Bear in mind that this is a disciplinary scheme and the OIA is one part of that scheme. A matter may go to the tribunal and the tribunal may take a different view, and that is how it exists. It is only reasonable satisfaction that gets matters to the tribunal. Consequently on review, a different view may be taken again. That is the purpose of a disciplinary scheme.

Mr McDONALD: When you answered the question before and you talked about the difference of opinion about what is private and what is public that was of great concern to me. We talked a number of times about the point of truth, being a department. How often are the tripartite meetings? Are they still occurring between the department, the CCT and yourself?

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Ms Florian: The tripartite meetings were occurring earlier this year on about a six-week basis, but they have fallen off in the last number of months.

Mr McDONALD: Is that the forum, do you think, that could be used to resolve these differences of opinion regarding private and public?

Ms Florian: I think the legislation needs to be clear on what is intended.

Mr MADDEN: My question relates to clause 97 with regard to councillor training. When I read clause 169A, councillor training, it suggests to me that this is the training that councillors must undertake when they want to be a councillor, or they want to recontest. My question relates to the training that might be ordered by the tribunal as a result of an indiscretion. Do you think that the amendments to section 169A adequately deal with that specific sort of training? I presume it would be conducted by the department.

Ms Florian: Yes. I gathered that training is conducted by the department. From memory, I think the act is silent on that, as it is on the training that can be recommended by the Independent Assessor in dismissing a matter. There is no requirement that if such a recommendation is made that the training is actually done or no follow-up on that either.

Mr MADDEN: Is this something that you think the committee could look at, expanding that clause to deal with both sorts of training?

Ms Florian: Yes.

Mr MADDEN: The training prior to becoming a councillor, as distinct from the training that might be ordered by the tribunal?

Ms Florian: Yes.

Mr MADDEN: Do you have any comments to make on that second aspect—training that might be ordered by the tribunal?

Ms Florian: No, I do not think so. Training is one of the orders that can be made by the tribunal that recognises that matters can and are taken to the CCT where training is an outcome. It is appropriate where that training occurs that there is follow-up. If there is not follow-up in relation to a tribunal training, then it is a breach of an order of the CCT which in itself can be misconduct, but that does not apply to where matters are dismissed on the understanding that someone might undertake training.

Mr HART: Referring back to your concerns around having to withdraw applications to the CCT about former councillors, even if what has happened is considered corrupt behaviour, what happens presently now? You refer these to the CCT, but do they also go to the CCC?

Ms Florian: To be clear, the matters that we are referring to are matters that have been referred by the CCC to the OIA to deal with. As you would understand, under the Crime and Corruption Act, they receive a large number of complaints including in relation to mayors and councillors. They investigate approximately one per cent of their complaints, but they do not dismiss all the rest. There is the devolution principle under that act. When it comes to mayors and councillors, those matters are devolved to the OIA to investigate in certain circumstances, including under the continued audit or supervision of the CCC. It is these matters that presently, under the transitional provisions, require mandatory dismissal, and it is these matters which cannot be referred to the CCT in future under the section that I referred to.

Mr HART: The CCC has oversight of the process going through the OIA to the CCT. Will not the CCT take back control of that again? I am just trying to get to the bottom of what the process might be. I take your point.

Ms Florian: It would be a matter for the CCC, but they use the devolution principle to be able to deal with matters within their resource base.

Mr HART: If the CCC decides—you might be able to provide some background—that there is corrupt conduct there, is that then referred to the police or the prosecution, or back to the CCC?

Ms Florian: To be clear, when matters are referred back to us by the CCC, we are dealing with them then as misconduct. The CCT will deal with them as misconduct. There have been a small number of occasions where, during the course of dealing with the matter, the CCT has formed a view that there is corrupt conduct, in which case when they publish the decision, they also make that known to the CCC.

Mr HART: So the CCT can publish and report, but the CCC cannot, at the end of the day?

Mr McDONALD: They can. These are matters that have been assessed as being corrupt—

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Mr HART: Corrupt conduct.

Mr McDONALD: No, they were corrupt and they have been assessed as being misconduct.

Mr HART: So there is an unintended consequence here?

Ms Florian: To be clear and to be fair, the CCT publish a report because there is a disciplinary finding, so this is distinguishable from the situation to which I think you are referring.

Mr HART: It is like a never-ending circle here, by the look of it. To whom should we be asking questions about this?

Mr McDONALD: The CCT.

Mr HART: The CCT or—

CHAIR: Member for Burleigh, Ms Anstee from the CCT is our next witness, so you can probably ask her.

Mr HART: I am completely confused now.

CHAIR: You confused all of us, member for Burleigh.

Mr SMITH: I have some questions here, but I want to jump to something around the anonymous complaints.

Ms Florian: Certainly.

Mr SMITH: You may have seen the LGAQ submission, or you may have heard when they were in before, that their membership is very much opposed to anonymous complaints coming forward. I want to clarify one thing: if a complaint is made about a councillor, does the OIA immediately let that councillor know a complaint has been made, or do you deal with a preliminary process first, determine whether or not it is vexatious or valid, and then you let a councillor know afterwards, or is every complaint known?

Ms Florian: No. As soon as we receive a complaint, we undertake a preliminary assessment and, based on that preliminary assessment, 65 per cent of complaints are dismissed and communicated to the councillor, which will be the first time they know of it, within 21 working days of the OIA receiving a complaint. Ultimately, 95 per cent of complaints and notifications do not make it to the CCT. Ninety-five per cent is obviously a very large number of complaints and notifications which are not making their way through to the CCT. The effect of this legislation, in essence, will make it a larger number again, so whether that is 97 per cent of matters will not go to the CCT or 99 per cent, but I guess the point becomes what is the balancing point on that.

Mr SMITH: If a complaint is put forward, the preliminary assessment happens, and it is found that it is worth the OIA's investigation, the councillor is therefore notified about that. It is just as valid as whether the complaint was anonymous or named, is it not? There is no difference; the process will still occur whether someone's name is told or not, is it not?

Ms Florian: We are obviously going to look at the complaint, whether it is anonymous or not, but if it is anonymous then there is no-one, as part of a preliminary assessment process, to go back to and say, 'What are the further details on this? This is a bald statement. What is behind this?' It is for that reason that unless it is in specific detail and you can undertake other independent inquiries, most anonymous complaints are dismissed. We already report on this to a significant degree in all our annual reports. In the last financial year, 72 per cent of all anonymous complaints were dismissed or NFA-ed on assessment, 22 were investigated, one was referred to the CCC, two were referred to councils as potential inappropriate conduct, and nine were dealt with as inquiries only. I also mentioned earlier that three made their way to the CCT and two of those related to Indigenous communities.

Mr SMITH: If a complaint gets to the point where the OIA believes that, yes, it is worth investigating and it is necessary, it is equally as valid as to whether someone has put their name to it or they have not because the OIA have made a determination that, 'There may be something here to investigate.' Councillors could not make an argument that an anonymous complaint is less valid than a complaint that is named if it gets to that point where the OIA determines an investigation is warranted?

Ms Florian: That is correct.

Mr SMITH: I will quickly go back to personal conduct. I note here that we are talking about ministers and responsibilities and code of standards and then members of parliament, but ultimately if a motion of no confidence is moved against a minister in the House, they do not have to stand down, they do not have to resign; it is the will of the Premier or, in the case of the Ethics Committee, it is at the discretion of the Ethics Committee.

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Ms Florian: That is right.

Mr SMITH: Is there an argument that personal conduct should, rather than go to the CCT, go back to the council given the council are the civic leaders? Theoretically, they are the representation of a community's expectation of what leadership is, so therefore they would be best to determine and not the CCT?

Ms Florian: The difficulty with that is that personal conduct is often misconduct. Sometimes it is inappropriate conduct and it can be referred back to the council, and the council will deal with that as they will. However, where the personal conduct is potential misconduct, there is no provision or discretion under the act to refer that back to councils to deal with.

Mr SMITH: I suppose it is a subjective determination, in a sense. If the councillor commits a driving offence and they have done it in a council vehicle, then there is probably more in terms of misconduct because they are using a council vehicle, whereas if they were to commit a driving offence in their own vehicle, there is a difference there between potentially what is inappropriate conduct and what is misconduct because of the council asset or lack of council asset?

Ms Florian: There are a number of criteria that we look at on assessment in making a determination about whether something is potentially personal conduct or not. The questions that we ask are: has the conduct impacted in a measurable way on the reputation of the council or the standing of the councillor in terms of their ability to undertake their role; did the councillor identify themselves as a councillor when undertaking the conduct or were they identified as a councillor; did the councillor invoke their position or authority as a councillor in that personal context; and did the conduct involve the use of and/or damage to council assets? We are looking for a link between the roles or responsibilities of a councillor and the conduct. If there is no such link then that is the end of it. If there is a link then you would go to the next step to see—

Mr SMITH: Are those the criteria that the OIA has placed on itself as an organisation or is that legislated?

Ms Florian: That is right.

Mr SMITH: Could the OIA not still continue to assess based on that with these amended changes?

Ms Florian: Yes, it could; but is there agreement that that is representative of personal conduct or not?

Mr SMITH: That is a fair point. I suppose that is also why we are at this stage of amending because that argument currently exists.

Mr McDONALD: I have a follow-up question around the conversation we were having regarding private behaviour. You said it should be included in legislation. Of the four or five tests that you have just outlined, which are you tests, are you suggesting that we ask for those to be included in legislation or something similar to that?

Ms Florian: That is one option, but I would also like to point out in terms of the case studies that we have used, at present personal conduct must be dismissed on assessment, based on the material available on assessment and without having regard to investigative powers. As you would see in many of the case studies, nearly all of these matters would have been dismissed because it is not until you look at the matter that you can determine whether there is that requisite link. The same applies to the corrupt conduct issue as well. Often when you receive a complaint sometimes it can be a serious complaint but there is not a great deal of information there, but it is so serious that you think that this is something that we should at least look at. It is only when you investigate such matters that you may identify suspected corrupt conduct. Again, dismissing those matters mandatorily on assessment does undermine the ability not only to identify potential corrupt conduct but also to identify matters which are properly within this bill as well.

Mr McDONALD: In relation to the conversation we were having before around matters being assessed by the CCC referred back to the OIA as misconduct, going to the CCT and the CCT making a determination that it was corrupt conduct—

Ms Florian: No. The CCC get corrupt conduct complaints in two ways. They may get them referred from us or they may be received from members of the public. They will assess those complaints. They would deal with the ones that they can deal with. The ones that they believe require investigation and dealing with but they cannot do, they refer them to the OIA to do. When we would deal with those matters we have two choices. We could deal with them criminally using sections such as 201D, but 201D is a very high bar for criminal conduct, so very few matters would ever reach that

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bar. In fact, it would be much easier to prove a fraud under the Criminal Code. The other alternative is that we deal with them as potential misconduct. That is what we refer to the CCT. The CCT are not determining whether corrupt conduct has occurred; they are determining whether misconduct has occurred, but are determining that in matters assessed by the CCC as potential corrupt conduct. That is why you will see some matters that you will look at and think, 'This is criminal conduct; why is the OIA dealing with it?' It is because it has been referred by the CCC.

Mr McDONALD: Devolved I think was the word you used before.

Ms Florian: Yes.

Mr McDONALD: In terms of the CCT finding, they actually also impose the sanctions as well, do they not?

Ms Florian: They do. The CCT may not necessarily know what matters have or have not been assessed by the CCC.

CHAIR: You make a strong point that the vexatious complaints process should also apply to councillors as well as the public. Can you talk a bit more about the benefits of that particular recommendation?

Ms Florian: To be clear, the vexatious declaration process is quite a complex process and it is going to be a very resource intensive process. The process only applies to members of the public. On the one hand, we have members of the public potentially being the subject of up to a four-year declaration that they are vexatious and cannot make complaints, but, on the other hand, misconduct on the part of a councillor that has occurred more than 12 months ago cannot be dealt with as misconduct. There is a balance issue there, I think. Importantly, if it is the view that this new vexatious declaration process is intended to address candidate conduct at the 2024 local government elections, we have set out in the submission the complexity of that process. There are three separate points in that process where after internal review it can be externally reviewed to QCAT. Nothing is going to happen quickly with that process. It is a process which more than anything has the potential to divert OIA resources away from what it is meant to be doing, which is assessing, investigating and dealing with misconduct.

In some of the case studies that we have shown you, there are certain members of the public who may qualify in here but, if the OIA were to take this position, it would just be locked in constant litigation with these people. This legislation has been drawn from the Invasion of Privacy Act. Having contacted the Office of the Information Commissioner and reviewed its annual reports in terms of how effective this has been, we found that they have made one application since 2009. Several other applications have been made on behalf of other agencies that have done the work for that.

Ms Hodgkinson: It took four of their staff to do one. We do not have that many staff.

CHAIR: I appreciate that.

Mr HART: This has been a long, complex investigation by us and obviously you and the government has put legislation in place. I understand you have concerns with some of it, but is there anything in there that is completely unworkable in your view or you are not going to be able to cope with?

CHAIR: That is going to be difficult to answer.

Mr SMITH: What preferred recommendations would you make?

Mr HART: I think you have probably had enough time to study it now to tell us if there is anything in there that you are not going to be able to deal with at all.

Ms Florian: I must make it very clear that there is a lot of material in here which is very good. We have highlighted in the material all the things that will assist us to be able to deal with things in a more effective manner such as not having to communicate with the local government on each occasion, not having every dismissal needing to go into a conduct register. There are a series of provisions in here which are very useful. The ones which raise some concerns are the key issues which have been addressed in these submissions. All we can do is identify those issues. It is a policy matter how they are dealt with.

Mr HART: There is nothing unworkable there; you can work around the majority of it. Is that fair enough to say?

Ms Florian: I think it depends, at the end of the day, what you want from a councillor conduct system. The key issue here is that already 95 per cent of complaints and notifications are not making their way to the CCT. Some 90 per cent of sitting councillors have had no experience with a CCT

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matter. The issue is if there is a view that only the most serious matters should be going to the CCT, what happens to the rest? We are sending low-level conduct to the local governments to deal with. They are dealing with them with mixed success. Some of them are applying penalties which are higher than the CCT. You have matters at a lower level that are being dealt with. You will have a small number of matters at a high level being dealt with, and then a swathe in the middle that are being dismissed. How does that balance? Is that an effective and fair system?

Mr McDONALD: You mentioned that the vexatious legislation was based on invasion of privacy legislation?

Ms Florian: Yes, the Office of the Information Commissioner.

Mr McDONALD: Is there a better model of legislation that you can tell us about? I am sorry, my computer has shut down so I could not go back and check. Is there a better model that you are aware of?

Ms Florian: Really, my mind returns to the Solomon review and the recommendation which was made there—that is, to allow a prosecution not based on an individual vexatious complaint but on a course of conduct. I think that could be far more effective in deterring behaviour.

Mr McDONALD: I understand that.

CHAIR: That concludes this session. We do not have any questions on notice. Thank you very much for your attendance and for your evidence today.

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ANSTEE, Ms June, President, Councillor Conduct Tribunal.

CHAIR: I now welcome President of the Councillor Conduct Tribunal, June Anstee. Could we ask you to make a brief statement of about five minutes and then we will have some questions for you.

Ms Anstee: Before I begin today, I respectfully acknowledge the traditional owners of the land on which we meet and pay my respects to elders past, present and emerging. I would like to make some—hopefully—brief remarks. All of the remarks really underpin the response you have which was narrow. It is limited to three aspects. I am more focused on the spirit and principles of the act.

As you know, the tribunal was established in response to concerns about councillor integrity and as a measure to better meet community expectations of high standards regarding transparent decision-making and accountability of local government councillors. The Local Government Act 2009, upon which this current act is based, introduced a principles-based framework. This principles approach, as opposed to a legalistic approach, was designed to replace a detailed prescription of roles and responsibilities and to make a separate code for councillors redundant. I am quoting from the explanatory notes. It was a deliberate shift away from the codified system of conduct.

A stated objective of this principles-based approach was by requiring entities, including councillors, to comply with the spirit rather than the letter of the law. It was stated at that time that they, councillors and entities, must come to terms with the reasons behind the law. To codify the law as it appears we are trying to do is to have an endless list—an ongoing, ad infinitum list—with councillors not becoming aware of what is behind the law and what the intention of it is. If they were aware of the intention, they would not be making as many errors. They would be complying with the spirit of it.

My role as president has been to implement these standards captured by the purpose and principles of the Local Government Act—and the amendments of 2018 which build upon that—to assess the conduct of councillors in relation to these standards and to adopt disciplinary measures prescribed by the act intended to uphold the integrity principles and reinforce these standards. As a lawyer and as president of the tribunal, I have taken this role seriously. The role was set up to be at arm's length from executive government or any influences.

When the CCT was established, it was established to have a maximum of three members to hear and determine matters—there are good reasons for that, particularly the complex and disputed cases—or for less complex matters two members. We could never place one member on a misconduct matter. That procedure and the current procedure prior to the amendment are an accordance with the definition of a 'tribunal'. The definition of a tribunal is that it is a decision-making body that allows for deliberation by more than one person to consider the evidence and allegations and implement a balanced, procedurally fair and impartial decision-making process, which I am sure all councillors want if they are unfortunate enough to be involved with this process.

A tribunal is intended to be less formal than a court, as you all know, with matters intended to be undertaken as swiftly as possible, while providing sufficient time to ensure parties are afforded natural justice and members have a reasonable opportunity to collaborate before reaching a final decision. Obviously, achieving this goal requires appropriate resourcing. The former local government panels, which arose in 2009 and which really provided the foundation for the establishment of the tribunal, operated between 2009 and 2018, operated in effect as part of the executive arm of government, which is unlike the tribunal, where the departmental officers investigated and provided the evidence to the members, managed and operated the functions of the panels and provided hearing facilities with only the final decision being determined by the panel.

I stress that, over the past five years of the tribunal, I believe that everyone in the tribunal and in the department of local government has tried to respect and observe the independence of the tribunal, but it is a difficult path to walk under the current structure. On reflection, it is my humble opinion that when the tribunal was established it could have been appropriately placed under the Department of Justice and Attorney-General to prevent this sort of tension. I also believe the Department of Justice and Attorney-General would have benchmarks and protocols for resourcing independent tribunals so that they can complete hearings and deliberations as swiftly as possible, which I understand is our concern and is everyone's concern. Obviously the committee spends a lot of time looking at this.

In terms of the committee's recommendations, there is the common theme in relation to the tribunal that the intention of many of the recommendations is to speed up the tribunal process and clear cases more swiftly. As I presented to this committee on 9 February 2022, it is my view that the backlog of matters—and currently that backlog is 40; that is attached to the submission—can be

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cleared easily and without too much cost to the government. The problem can be resolved simply with the appointment of a pool of a minimum of 12 members, preferably up to 15 casual sessional members, who all are available for up to two days a month, together with your recommendation of a full-time president. That sounds expensive, but that is not expensive because those 12 casual sessional members do not receive a dollar unless we allocate a matter to them. To clear that backlog of 40 cases it would require paying them a fee for the time they spend on that matter only. They do not receive income other than that under the present structure. Everyone is casual and sessional, including my position at the moment.

For the past 18 months the tribunal has been functioning with only six members. Some 50 per cent of those members are available on average for no more than four to eight hours a month. The other 50 per cent are available on a weekly or fortnightly basis but only for four to eight hours per fortnight. You can see from that calculation that we cannot clear that backlog with the appointments that we have. Tribunal members have been depleted for many years, but particularly the last 18 months. It is important to place on the record for the committee's understanding that even the simplest disputed misconduct matter requires at least 40 hours of time by the chair and approximately 20 hours for each member. That will sometimes vary, but that is the simplest matter. A complex disputed matter with perhaps 10 to 20 allegations with multiple witnesses can extend the time taken by the chair and both members collectively to in excess of 200 hours. That is not per member; that is the three of them.

The time taken for those matters is what is required to fulfil the obligations and requirements under the act. To shorten that, you have to change the act. It takes that time to give councillors procedural fairness to ensure they have natural justice, to give them adequate time to respond to the evidence that has come in and to give them adequate time to respond to submissions that we require before a hearing can even commence. Just those stages can spread out from anything from eight weeks minimum to up to probably four months if the councillors' require extensions or their legal representatives require extensions of time to get that information in. I am happy to throw this open to any questions, and I am sure you have a few in relation to our submission.

CHAIR: I mentioned earlier the OIA's recommendation—and this is reflected in your recommendation—about expanding new section 150L(1)(b)(i) to apply to noncompliance with this act or other acts. You added to that 'and the principles of the Local Government Act', which I will come back to in a moment. Can you detail the positive impact of making sure that noncompliance with this act also extends to other acts?

Ms Anstee: The amendment as drafted in the bill—and I know this is a proposed amendment—could technically cause confusion because it is not referring to the Local Government Act; it is referring to 'an act'. That could be any act in Queensland. It could be the Local Government Act, but it is leaving it open for ambiguity. The main problem I had with that and why I added 'local government principles' was that, if the government's intention is to remove the requirement for councillors or elected officials to not be disciplined over breaching the public's trust, which is what that means—the constituents that elect councillors or government officials generally—and if they are not going to be required to observe that, which is a big shift because as I said in my opening the principles-based approach to this legislation commenced in 2009 and there has been no shift or change to that approach, the explanatory notes and even the introductory speech of the honourable Deputy Premier did not refer to removing breach of trust placed in the councillor from the Local Government Act. That is what that in effect is doing.

If you remove that, as a decision-maker it makes it difficult to jump back to the local government principles because in a way the local government principles are a general statement. They are the principles. That is the spirit of the act. If you do not have a provision that is saying, 'It is misconduct if you break the spirit of the act', in the interests of making it a codified act—and principles-based legislation does not do that—I find it difficult to see how we are going to be able to enforce the local government principles which are the principles under which councillors have been conducting themselves in a legal and ethical manner. If 'legal and ethical' are not there, it makes it difficult. From my perspective, over the next few years we are going to have to keep adding to the list of breaches of conduct, because the overall catchall phrase 'breach of trust placed in the councillor' has been removed from the act.

We are going back to noncompliance with an act; that is what has been proposed. Noncompliance with an act in effect means, 'Well, tell us what provisions in this act you are not going to comply with.' As part of the definition you have another two sections there where they do name and specify the sections of the act that they must comply with. To me, the first provision could create problems. That is my view. It is the view of all courts. No court has ever been able to define—and does not want to deliberately define—breach of trust, because breach of trust is a broad concept, a

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catch-all phrase and it is the spirit of the legislation. That is why they are elected to represent the interests of their constituents, in a way. I understand there will be checks and balances within council about whether this is in this or that section of the community's interest, but that is another issue. That is resolved reasonably easily and effectively by politicians.

CHAIR: That covered the second part of my question as well. Certainly, once you have performance-based systems or principle-based systems there is always that conflict with people saying, 'Can you be more specific?' That is one of the problems, without wanting to go too far into codifying everything. Pointing constantly to those principles and those performance standards works well in theory and, we would hope, in practice.

Ms Anstee: Fair, effective and transparent—the report in 2017 alluded to that confusion of people with the principles-based legislation. There was a suggestion in that report by that committee—not necessarily a recommendation; I would have to check that—that for definitions of misconduct it can stay broad but you can give examples. For example, misconduct is (a), (b) and (c), but that does not make it prescriptive. The act already does things like that. Section 213 of the act provides that 'the tribunal may for instance disregard the rules of evidence'—and there is a whole lot of examples that we may or may not do, but it is not an exhaustive or a closed list; it is a broad general principle. Removing that principle to me is not consistent with the rest of the act, but the spirit of the rest of the act. If the government wants to remove it then they need to be aware that there could be complications, inconsistencies and difficulties in applying those principles.

Mr McDONALD: You raise some issues that have created more concern for me around some of the legislative changes. You said that it takes 40 hours for a simple matter to ensure procedural fairness and what have you. Can you take us through the process? A matter is assessed by the OIA. They determine that it needs to be dealt with by the CCT. Is any of the work that they do—the procedural fairness and preliminary inquiries—before it comes to the CCT considered by you, or are you doing that whole process again with natural justice?

Ms Anstee: I think I understand your question.

Mr McDONALD: You talked about 40 hours for a simple misconduct matter. To me that seems like a very large amount of time for a simple matter.

Ms Anstee: Basically with what the CCT does, we have nothing to do with that. That is totally a separate entity until they file a misconduct application with us and provide the evidence that they have that they believe justifies their application. That is filed under section 150AJ of the act. At that point we start looking at what they have provided to us. We have to review that. Sometimes the evidence that comes in from the IA can be up to 2,000 pages of evidence. When you say that it seems a long time, the 40 hours of the chair, sometimes it takes you many hours to read and sift through those sorts of documents. I do not wish to comment on those documents but I am just trying to explain, as an example, why this is time consuming.

Two thousand pages of evidence will not be a simple matter, for a start. There is a lot of evidence that comes in. Then, if we have enough panel members available, we will constitute a tribunal. The chair of that tribunal will then issue directions to the councillor and to the IA, who is now a party. Those directions have to observe natural justice. Usually we try to give everyone a minimum of 14 days to complete each step and they are not consecutive. We will give the IA 14 days. That could vary but it is generally 14 days. They respond with their information. Then the councillor has 14 days to respond. The councillor's legal representatives might not be available so they will seek an extension of time for another two weeks or the councillor does, or the IA does not have staff available and they seek an extension of time so suddenly we are up to over two months.

Once all of that comes in we then ask the parties to give us—if this is not going to be an oral hearing—submissions in writing on the disciplinary measures they think are appropriate should a finding of misconduct be made. They have 14 days to do that and then the other side has 14 days. Then we take those, for instance, 2,000 pages of evidence that has come in plus all the additional information and the tribunal starts processing that information before they can conduct a hearing. Then a decision is reached by the tribunal. Then the chair has to commence, when the chair has time—because, remember, no-one is full time so they cannot say, 'We'll start this tomorrow or the next day,' because they all have other careers. Then the chair starts writing up the evidence. The evidence has to be written in a form so that when it is read at the moment by QCAT they have a record of everything that we have looked at—a complete and accurate record. That all has to be put into the front of the report. Just doing that can take days.

Then the actual decision has to be written up and justified, and it has to comply with the principles of natural justice and procedural fairness and other issues in the act. The decision is made and that report then goes back to the one or two tribunal members who are on that matter for them
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to approve that report. That report could be 8,000 words or 12,000 words. They have to find the time to sit down and read that report when they are not at work. I do not know if you have read a 12,000-word report but you cannot do that in two hours either.

Mr HART: We have read plenty of them, don't worry.

Ms Anstee: You might be very good at it. That then comes back to us. That is well over a 40-hour time commitment by the chair, not by the members. The members do not write it up but they still have to review it and pick up errors and things like that.

Mr McDONALD: In writing up the decision so that it complies with the QCAT—

Ms Anstee: QCAT has a guide if it goes on merits review.

Mr McDONALD: How many matters go on merits review?

Ms Anstee: I do not have the figures with me and I do not have an assistant here. He is caught up in court at the moment. I think there are 16 currently.

Mr McDONALD: Out of how many?

Ms Anstee: At the back of that submission I think I have the list, on the last page. I will just have a look at it, actually. Total matters received in the period 3 December to 27 September 2023 is 174; 137 of those are misconduct matters; 37 are inappropriate conduct investigations. Of the 137, we have finalised 86 matters so 16 of those 86 matters have gone to QCAT on review.

Mr McDONALD: I have two questions. Would it be better to have a more streamlined process for all the matters and only deal with the ones that need to go to QCAT for review? I am trying to think of how this process can be streamlined rather than investing in a QCAT compliant review for all matters. That is one question. The other question I would be interested in your feedback on is this: would making your position a full-time position improve the performance of the CCT in terms of having to get chair people to deal with these matters on a part-time basis?

Ms Anstee: I will deal with question 1 on the QCAT matters. We never know if that is going to go to QCAT; it is only when the councillor receives the decision and the report and says, 'We don't agree with it.' All councillors are given a notice, at the end of our hearings and once the report is released, to say, 'You have a right to go to QCAT if you want to have this matter reviewed.' I think of the 80-odd matters that I mentioned earlier, only 16 have gone to QCAT. I do not think you can predict that. The tribunal is not in a position to predict who is going to seek a review and who is not. I hope that answers that question. We cannot predict it. It is impossible.

Mr McDONALD: I would not ask you to predict it, but I am thinking about streamlining the process so that these matters are being dealt with but not to a legalistic standard for QCAT in every matter.

Ms Anstee: I see. I think that is going to be difficult because we have the IA doing the investigation and putting in the evidence, and the IA then becomes a party to our hearings so we have all of those documents. We do not have the sort of role to say, 'We don't want that information.' Also, some of that information is crucial to the allegations. You would not be able to establish one way or the other whether they should be sustained or not sustained if you did not have that information.

In answer to your question, in the current process I do not think that is possible. Under the amendments, QCAT matters are being transferred to the IA to assist QCAT in the QCAT hearings. That will assist us to a limited extent, but I really do not think it is the QCAT—sure, we could change our reports a little, but it is still writing up the whole decision and justifying, under the principles of the act and the law, whether somebody has engaged in misconduct or they have not to the civil standard on the balance of probabilities. Because it is a civil standard and because it is the balance of probabilities, you have to weigh up and balance everything. Unfortunately, we are at the end of the line and I think that is just what happens in decision-making.

In terms of the second question, would the position of full-time president assist: yes. Although I am casual as well and sessional, I mentioned in my opening address we took over the local government regional conduct review panels that were managed basically in-house by one of the departments. All of that management—allocation of panels that the department used to do, sifting through the evidence or allocating the evidence to members and reading it and ensuring we have all the evidence and assisting members and training members as to how to manage the panels—is now my responsibility and that has been my responsibility ever since I became president. That is time consuming. A full-time president would at least acknowledge the amount of resourcing needed for that type of management role for a tribunal.

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The tribunal, as I said, needs a minimum pool of 10 to 12 people. It should never drop below that and, if it does drop below that, the department or the government needs to recruit a new replacement member straightaway. At the moment, we have been waiting three years for appointments to fill the gaps so we have been operating in an incredibly under-resourced fashion for a long time. Those sorts of minor amendments would assist the clearing of these cases. I know the appointment of 10 to 12 tribunal members, as a minimum, sounds expensive but, as I said earlier, it is not expensive; it is efficient and it will help clear the backlog very swiftly.

Mr MADDEN: I must say, as a former lawyer, your explanation for how the tribunal operates is enlightening to me. I find it extraordinary that even you operate on a casual basis as the president of a tribunal.

Ms Anstee: It is extraordinary and it creates a lot of—basically, I will leave it at: we are under-resourced and it has not been addressed. We have this probably very efficient system running with the Independent Assessor and the councils, but it all backlogs up at the tribunal and we are powerless to do anything.

Mr MADDEN: Whereas the Independent Assessor is a full-time position, yours is not a full-time position.

Ms Anstee: That is right and we do not have accommodation—all those things.

Mr MADDEN: We are drifting into commentary now—

Ms Anstee: That is right.

Mr MADDEN:—and I am here to ask a question. My question relates to clause 97 of the bill, proposed new section 169A, which deals with councillor training. It is two pages. There is a lot of talk about councillor training. I raised with the Independent Assessor whether this section was dealing with the training that is required of a councillor before they become a councillor—the mandatory training—or also deals with the training that is ordered by the tribunal. Her response was that this proposed section just dealt with the former and that it was silent with regard to training ordered by the tribunal. Do you agree with that? On my reading of it, it could apply or it may not apply. Do you agree that it is silent? I am not saying that in a bad way. Being silent gives the tribunal discretion, not bound by the act.

Ms Anstee: That is right.

Mr MADDEN: On your reading of proposed new section 169A, do you see it only applying with regard to prospective councillor training, ongoing training and that sort of thing, purely with regard to that side of councillor training?

Ms Anstee: I must admit I had not read that and thought of those issues. When I read that I thought that the department of local government is seriously focused on training councillors. I think there has been a problem because, over time, if we make a training order that actually does sometimes tread on the toes of the department, although the act makes that an order. Our orders are prescribed by the act. We cannot just go and make up orders. There is a list we follow. One of them is a training order. Depending on the circumstances of the case, if we ever make a training order it might be very clear to us that even if a councillor has attended the training—and most of the time they have; I would say 80 per cent of councillors have attended training—it is clear that the councillor did not quite comprehend the training, did not understand the training or if it was in relation to provisions in the act, they definitely did not comprehend that. I am not saying that is the councillor's fault, I am just saying the training must address these issues.

If we are going to have mandated compulsory training, and no doubt the department will want the tribunal to look at the guide when we are making decisions, the training has to be very detailed and rigorous to ensure that the councillors do understand the practical application of the provisions of the act. I cannot really say whether that is silent or not. The tribunal can make training orders at any time in relation to the submissions given to us by the councillors or their legal representatives or the IA. If we think those submissions are valid and justified we might make a training order. I do not know if that answers your question. I think it probably might be silent. I would have to look at that again in detail. I can take that on notice if you wish.

Mr MADDEN: If you could. Perhaps I will ask you this question: when you do make a training order—and I have never seen an order made with regard to training; I probably should have but I have never seen it—do you quote the section of the act that you are relying on when you make that order?

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Ms Anstee: It is under section 150AR, the disciplinary provisions. That is where it is. It is a general order that councillors can be ordered to attend training. We can specify who makes the training. We have actually had a preference to say the department undertake the training, but that might not be a popular order. That is because we know the type of training the department provides. There were a number of training providers and we were not really aware of what information was being conveyed.

Mr MADDEN: I do not think you need to take the question on notice because in answering my question you have identified there is a specific section of the act. Was it 150?

Ms Anstee: It is 150AR. I hope I am right. If it is not AR, it is AS, but I think it is AR.

Mr MADDEN: You do not need to take the question on notice. You have answered my question in saying there is a specific section that deals with training ordered by the tribunal for indiscretions as opposed to training ordered by the act for prospective councillors and ongoing training. I think you have clarified that. I very much appreciate you outlining how the tribunal works. I found it enlightening. I appreciate your answer to my question.

CHAIR: We are looking at clause 97 where it seems to be covered in the bill.

Mr HART: I am wondering if the department has provided you with their response to your submission.

Ms Anstee: The department?

Mr HART: Yes.

Ms Anstee: No.

Mr HART: The department has provided the committee with a response. Chair, can I talk to that response? We have not published that response yet.

CHAIR: I think we made a resolution to that effect earlier.

Mr HART: With regard to your concerns about numbers of members who are required for each investigation, the department has come back and said that basically it would be up to the president to determine how serious the situation is and therefore how many members should be allocated to it. While there is no requirement for there to be those members, they are saying the legislation leaves it to you to determine; is that your understanding?

Ms Anstee: To determine how many members? Not how many members of the tribunal, but how many members sit on a panel; is that right?

Mr HART: That is right, yes.

Ms Anstee: Yes, it is up to me to determine how many members sit on a panel. However, the current act limits that to a maximum of three and I cannot imagine we would need any more members than three on any misconduct matter in any case. That is already stipulated under the act. I did not raise that in my submission. I was raising the constitution of the tribunal.

Mr HART: They have removed the limit of two.

Ms Anstee: That is right, to one. That is of concern because the way the new amendment is drafted, that leaves it open to one member being appointed to complicated matters. It leaves it open for the president, acting president or deputy president, to appoint one member to hear a complicated matter with 200 pages of evidence, with 14 witnesses, with 20 allegations. That is not, as I said in my opening, the definition of a tribunal in this context with principles-based legislation where everything can be subjective, everything is determined on the balance of probabilities and you need a balanced decision-making process. One person might be able to do that, I agree, on non-disputed matters. That is possible.

Mr HART: It comes down to the quality of the president or the person making that decision.

Ms Anstee: It has been mandated for the last 10 years.

Mr HART: The concern that the committee has had is that there is a backlog in the CCT.

Ms Anstee: I understand that is the reason and I think I tried to say that pulling apart the legislation to clear a backlog of 40 cases seems to be—

Mr HART: That is not our intent.

Ms Anstee: I know it is not your intent, but what is happening is we have a backlog of 40 cases, we are depleted of members and now there is going to be a full-time president and you need a regular pool of members available. Even though we might have six members, in effect we have over a year less than one in terms of the time available.

Mr HART: Your main concern is you do not have enough members.

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Ms Anstee: We definitely do not. That would swiftly resolve the backlog.

Mr HART: On another point you made, you are concerned that the Local Government Act and other acts are not specifically mentioned in the legislation; is that correct?

Ms Anstee: No. What I was saying is that the 2009 act and the 2018 act were based on a principles-based framework where councillors are required to observe the spirit of the act, which is supporting the constituents and the public interest by the trust principles.

Mr HART: The department's response says the CCT states that it is not clear from the new provision whether the local government principles section or the LGA remain enforceable.

Ms Anstee: That is right and that is what I was talking about in my opening address. What do they say?

Mr HART: The department is of the view that the current drafting of the section 150(1)(b)(i) captures the LGA, the COBA and other acts that impose obligations on councillors. I would be interested to see your response to the department's response to your submission.

Ms Anstee: I was not even aware that they had done a response.

Mr HART: Is it not normal for the department to give you a copy of their response that they send to a committee?

CHAIR: No, until we publish it no-one sees it.

Ms Anstee: That is right.

Mr HART: It makes it difficult for us to discuss it with the person on the other side if they have not seen what we have seen.

CHAIR: What we can do is resolve to send a letter to the CCT asking for a specific response. If you want to make a note of what you want to follow up we can put that in writing.

Ms Anstee: I should say too the department has advertised for a full-time president and I understand they are interviewing. My term expires at the end of October and I have not sought a re-extension of that. I only have a limited time to respond.

Mr HART: The end of October?

Ms Anstee: 31 October, my appointment period—I think it was four years—expires.

Mr HART: I would like your response, if you have time before the end of October, to the government's response to your submission.

Ms Anstee: I will respond in writing, but I did address that in my opening and I did not even know they had put in a response. Could you tell me the date that was published?

CHAIR: It was published today.

Mr HART: It has only come to us in the last few days.

Mr SMITH: I have two very rapid-fire questions. To your knowledge are industrial relations commissioners in Queensland employed full-time?

Ms Anstee: Yes.

Mr SMITH: Does Queensland have non-jury criminal trials where judges make the determinations in complex criminal matters?

Ms Anstee: Yes.

Mr SMITH: Could you take this on notice: how many matters before the CCT have resulted in non-unanimous decisions—so where it has been 2-1 or 1-1?

Ms Anstee: Where we have not had a majority of views? I think we have had one matter where a dissenting position was adopted by a member after collaboration and consultation. To the best of my knowledge there was just that one. Occasionally we might have a few comments in a decision saying that one member did not agree with this aspect, but not the decision, of how we reviewed the evidence or how we resolved a problem.

Mr SMITH: Could I ask you to please go back and have a look at the figures and identify anything that is 1-1 or 2-1?

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Ms Anstee: I can definitely confirm that we have only had one dissenting written reasons for a decision. It is only officially one and then there will be a few comments throughout. It is not many decisions. I would say there are probably three or four others where there is a bit of a comment.

Mr SMITH: If you could confirm on notice how many times a matter before the CCT has never been 2-0 or 3-0, how many times has it been two to one.

Ms Anstee: I can tell you 2-1 is once.

Mr SMITH: Thank you.

CHAIR: Thank you very much for your time. In relation to the question from the member for Burleigh, we will write to you. That concludes this hearing. Thank you to Hansard and thank you to the secretariat. A transcript of these proceedings will be on the committee's webpage in due course. I declare this public hearing closed.

The committee met at 12.41 pm.

BIEDO Disaster Assistance Support Roadshow Attending Groups

Support Group	Roadshow Contact	Details
Lifeline Farmer to Farmer		
https://www.lifelineqld.org.au/get-help/farmer-to-farmer-crisis-support	Narelle Clem 1800936 229 narelle.clem@ucommunity.org.au	Farmer to Lifeline Farmer support line is here to help by providing tailored support from a fellow farmer. Our Lifeline farmers can provide a listening ear, talk on farmers' terms, and suggest some simple strategies to help manage the stress. The Farmer to Lifeline Farmer is available on 1800 936 229 (business hours).
AusIndustry		
https://www.industry.gov.au/science-technology-and-innovation/industry-innovation/ausindustry ; https://www.ric.gov.au/loans	Kay Strong 1800 875 675 Kay.Strong@Industry.gov.au	The Regional Investment Corporation (RIC) provides loans to make farm businesses stronger, more resilient and more profitable. To be eligible, a farm business must be involved within the agricultural, horticultural, pastoral, beekeeping (apicultural) or aquacultural industries as provided for under RIC's program guidelines.
North Australia Climate Program (NACP)		
https://nacp.org.au/resources	Vicky Mayne/Peter Crawford Peter.Crawford@unisq.edu.au , vicki.mayne@usq.edu.au	The Northern Australia Climate Program (NACP) products include the Northern Rainfall Onset, Drought Monitor, Rainfall Burst, Madden Julian Oscillation, Green Date, Heat Load Index, Chill Index and Flash Drought. Their website contains the Drought Monitor and other drought indices, a climate training course, case studies, regional climate guides, videos and the Climate Outlook (issued monthly).
Burnett Mary regional Group for NRM (BMRG)		
https://www.bmrg.org.au/news/industry-recovery-support-available	Recovery and Resilience Officers Leesa/Virginia/Deborah 07 4181 2999 Leesa.Kelly@bmrg.org.au , Virginia.Kelleher@bmrg.org.au , Deborah.medhurst@bmrg.org.au	Graziers and broadacre farmers in the Burnett Mary region can access support through the Industry Recovery and Resilience Officer (IRRO) program designed to provide long-term support following the significant floods in 2021-22. The IRRO Program aims to help producers develop strategies to mitigate farm business risk and develop a Flood Management Plan as part of their ongoing business planning. IRRO staff can provide assistance for FBR Planning for graziers and broadacre farmers.
Rural Aid		

https://faa.ruralaid.org.au/	<p>Gail Courte 1300 327 624 gail.courte@ruralaid.org.au</p>	<p>Rural Aid’s assistance includes fodder supplies, domestic water, counselling services and more depending on eligibility and situation. You must register and must be a primary producer to qualify for assistance. Contact Rural Aid following your online or postal registration.</p> <p>The Farm Army is a job posting platform for farmers and workers or volunteers. Farmers can post a variety of jobs on a volunteer or paid basis.</p>
Queensland Rural Industry Development Authority (QRIDA) – administers the Drought Preparedness Grants process		
https://www.qrida.qld.gov.au/program/drought-preparedness-grants	<p>Cindy Godden 1800 623 946 cynthia.godden@qrida.qld.gov.au</p>	<p>Primary producers can now apply for a grant of 25 per cent of the cost of purchasing new permanent capital infrastructure) to a maximum cumulative amount of \$50,000 over five years).</p> <p>Drought preparedness activities must be identified in an approved Farm Business Resilience (FBR) Plan.</p> <p>Information about the FBR Plan may be found here - https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/disaster/drought/assistance/business-resilience-plan</p> <p>Activities may include:</p> <ul style="list-style-type: none"> - water infrastructure including pipes, water tanks, water troughs, new dam construction, drilling a new working bore, water conservation infrastructure and water pumps - storage, mixing and feeding out equipment for grain, fodder, molasses and other supplements - grain storage and equipment that improves the ability of the business to manage drought - reasonable freight components to purchase and install equipment or infrastructure - consumables including fuel for own machinery used in relation to the drought preparedness project and - contractor costs or non-salaried employees’ costs directly associated with implementing the drought preparedness project. <p>QRIDA staff may review your plan but cannot write Farm Business Resilience Plans.</p>
Department of Agriculture and Fisheries (DAF)		
https://www.daf.qld.gov.au/news-media/campaigns/drought-assist	<p>Steph Denman/Rolfe Ellem 132523 stephanie.denman@daf.qld.gov.au</p>	<p>The Drought Relief Assistance scheme including freight rebate and emergency water rebate no longer exists. This assistance has been replaced by the Drought Preparedness Grants process administered by QRIDA.</p>

	gov.au, Rolfe.Ellem@daf.qld.gov.au	
Burnett Catchment Carer Association (BCCA)		
https://betterburnett.com/soil-extension-project-invest-in-the-test/	Katie Muller/Marisa Young 07 4166 3898 katie@betterburnett.com	BCCA can provide soil testing info (mapping and how to conduct soil tests fact sheets etc) and offering interpretation of soil test lab as part of our Invest in a Test project.
Burnett Inland Economic Development Organisation Inc (BIEDO)		
https://www.biedo.org.au/hand-up	Wendy/Alan/Nikki/Mistrel community@biedo.org.au	BIEDO was established in 1996 by Burnett local governments, community and industry activists concerned about the impact of drought on our region. Today, we are focused on building a strong, capable and cohesive Burnett Inland. The Hand Up has been updated to provide overview of assistance available.
Queensland Country Women’s Association (QCWA)		
https://qcwa.org.au/Public-Rural-Crisis-Fund	Catherine admin@qcwa.org.au	The Public Rural Crisis Fund provides financial support to families/households in two circumstances: <ul style="list-style-type: none"> - Natural Disasters such as flood, fire, cyclone or drought may provide financial support of up to \$1000 per family/household. - General financial hardship may provide up to \$500 per family/household. <p>Note the general assistance \$500.00 is for non primary producers generally. Historically drought has been considered natural disaster for their purposes.</p>
Rural Financial Counselling Service (RFCS) Southern Queensland		
https://www.rfcssq.org.au/	Kim Corfield/Ann Boyle 07 4622 5500 kim.corfield@rfcssq.org.au, ann.boyle@rfcssq.org.au	Farm Financial Counsellors can help you work through your farm’s financial difficulties and get things back on track. RFCS can with a wide range of services including: <ul style="list-style-type: none"> - farm business plans - improving cash flow and budgeting - bank and creditor negotiations - Farm Business Debt Mediation - accessing financial support, including the Farm Household Allowance. <p>Farm financial Counsellors cannot write Farm Business Resilience Plans</p>
Graham House Community Centre		
https://grahamhouse.org.au/our-services/emergency-relief/	Lauren/Amanda 4169 8400 cadw@grahamhousorg.au, amandah@grahamhouse.org.au	Graham House Community Centre provides financial assistance to people in financial crisis. <p>Christmas Hampers may be available, please contact Graham House to register. Emergency Relief assistance can be in the form of</p>

		<ul style="list-style-type: none"> - vouchers of a fixed value (for example; food, transport or chemist) - part-payment of an outstanding account (for example rent/accommodation, utility accounts) - budgeting assistance - information, advocacy and referrals
Drought Angels		
https://droughtangels.org.au/get-support/assistance-application/	Leonie Bastiaan Team Leader Farmer Support 07 4662 7371 operations@droughtangels.org.au	Drought Angels will provide relief for individuals or families carrying on farming or primary production businesses who are or have been affected by droughts, floods or natural disasters. They work with you to provide the personalised assistance you need to help look after <i>your house paddock ie your home</i> . You must be a registered primary producer to qualify for assistance.

QRIDA Definition of a Primary Producer:

Primary producer means:

- (a) a sole trader who spends the majority of the person’s labour on a primary production enterprise; and either
 - derives the majority of the person’s income from the primary production enterprise;
 or
 - in the opinion of the authority, based on the demonstrated production potential of the primary production enterprise, will eventually derive the majority of the person’s income from the primary production enterprise;
- (b) a partnership, company or trust that carries on a primary production enterprise, any partners, shareholders, or beneficiaries spend the majority of their labour on a primary production enterprise; and either
 - derive the majority of their income from the primary production enterprise;
 or
 - in the opinion of the authority, based on the demonstrated production potential of the primary production enterprise, will eventually derive the majority of their income from the primary production enterprise.

Alternative Assistance Options - Biggenden Area as at September 2023

- Regional Emergency Hampers – angelscommunitygroup.com 0741 536 894. They provide free hampers if you can to to 66 Targo St. Bundaberg. Also deliver to Gin Gin, Childers and Rosedale. Not sure of the cost of delivered hampers.
- Childers Neighbourhood Centre – 0741 304 690.
- Mundubbera Food Pantry – Lifecare – 0741 654 594 – 32 Stuart- Russell St., Mundubbera.
- Regional Housing also are reported to have emergency relief – 0741 531239.
- Monto Neighbourhood Centre may also assist 0749 942 508.
- St. Vincent de Paul - 1800 846 643.
- Drought Angels – 0746 627 371.
- Aussie Helpers – 1300 665 232.
- Childers Salvation Army 0741 261 451 + Salvos Connect 1300 371 288. No hampers, but possibly other assistance.
- Childers Neighbourhood Centre – 0741 304 690 – Childers area only.

13 URGENT BUSINESS

As per the PRO-5005 Standing Order and Model Meeting Procedures, urgent business is business of such urgency that if it was deferred to the next Ordinary Council Meeting the delay could result in the Local Government, or an applicant or relevant stakeholder, being unfairly or unreasonably disadvantaged in some way.

A Councillor wishing to raise a matter of urgent business must provide a verbal report when an urgent business situation arises that does not allow time for a report to be prepared, and a summary will be included in the minutes that provides enough detail to give the reader a clear understanding of the information and advice upon which the Local Government based its deliberations.

As a general principle, all resolutions of Council should ordinarily only be made when Councillors have been given a written report with a recommendation and have had sufficient time to understand the issues involved before making a decision.

Having regard to the above, should a Councillor wish to raise a matter of urgent business, the Councillor must 'move' the following motion and another Councillor is required to 'second' the motion before a verbal report is heard.

Mover:

Secunder:

That the [insert matter] be tabled as an Urgent Matter of Business so that it may be considered by Council.

For:

Against:

14 CONFIDENTIAL REPORTS

Nil.

15 CLOSURE OF MEETING