

ANNUAL REPORT

| 2008 - 2009 |



BUNDABERG
REGIONAL COUNCIL

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Introduction

Welcome to the Bundaberg Regional Council's first Annual Report. The first thing you will notice is that the period of the Annual Report covers 15 months. This has been brought about by the amalgamation of Councils, March 2008.

This report provides important information for our community, businesses and investors regarding Council's financial performance over the 15 month period.

In preparing the annual report Council has made note of the legislative requirement and hopes that the report provides a clearer picture to the community about how well Council is performing financially and its ability to provide services to the community.



This first Annual Report for Bundaberg Regional Council highlights the vast extent of Council activity across our region.

The Bundaberg Region has a rich community history and valuable agricultural and manufacturing enterprises. It is, indeed, a region to be very proud of and Council is working hard to represent all our residents.

Our goals have been to:

- Take a financially responsible attitude to expenditure
- Build and maintain community infrastructure
- Promote the spirit of our diverse community
- Support the creation and protection of jobs

The following pages give an indication of the many activities Council has been involved in since amalgamation. We have much to look forward to in the next 12 months.

The Airport redevelopment is an important economic driver for this region; it is a significant investment in our future and therefore remains a priority for this Council.

Our recent customer service survey has confirmed that the most important priority for our community is the condition of our road network – and we have listened. Over \$41 million will be spent this year on transport infrastructure, focusing particularly on improving our road and drainage network and maintaining footpaths and bikeways.

Council plays an integral role in building confidence in the region during these difficult economic times by supporting new investment, ensuring community well-being and fostering local industry development.

Our region is fortunate also to have a caring community, clearly evidenced by the large number of local clubs and organizations whose members offer generous support to others, through their volunteering of skills, time and effort. Many assist Council at our facilities around the region and their invaluable help is greatly appreciated.

Bundaberg Regional Council is meeting the challenges that have been placed before it. We continue to listen to feedback from our community and are putting initiatives in place to increase those lines of communication. We have directed the Chief Executive Officer and senior management to continue to find ways to improve the efficiency of this organization and provide better value for ratepayers. We will continue to lobby both State and Federal Governments for additional support.

Bundaberg Regional Council will work together to ensure that we will continue to be the leading region through economic, social and environmental prosperity by:

- Protecting and enhancing our region's natural and built environment
- Driving the growth of our regional economy
- Bringing together the communities and workforce across a region of around 6,500 sq km
- Governing and managing this Regional Council to the highest standards we can deliver.

On behalf of all Councillors, I wish to thank sincerely, the Chief Executive Officer, Mr Peter Byrne; our Directors, Managers, Senior Officers and staff for their continued cooperation, helpful guidance on Council matters, their professional input and most importantly, their commitment to this community.

MAYOR'S REPORT





CEO'S REPORT

A new era of Local Government commenced in the Bundaberg region in March 2008 with the election of a Mayor and 10 Divisional Councillors to form the Bundaberg Regional Council.

The new Council was established following the Queensland Government's implementation of a major reform of the State's Local Government boundaries, and is an amalgamation of the former Bundaberg City, and the Shires of Burnett, Isis and Kolan.

Being the 1st Annual Report for Bundaberg Regional Council it covers the entire 15 month period from the Election to 30th June 2009, and provides a comprehensive overview of Council's operations and highlights the progress towards the implementation of the strategies detailed in the corporate plan.

One of the critical factors that contributed to the smooth transition to the new Council was the availability of a comprehensive Transition Action Plan which had been prepared by an appointed Transition Committee from the former Councils and the Interim Chief Executive Officer. The plan provided a broad range of information across all of Council's operations and this enabled Councillors and Management to move quickly following the election to assess the information and proposed actions detailed in the plan.

Several key strategic decisions were made by Council prior to the formulation of the inaugural budget, including the implementation of a common financial system and the move to immediately commence the combination and rationalisation of the rating systems.

The budget process was challenging, however the decision to move to a new budgeting system in the 1st year has set a solid platform on which Council can build in the years ahead.

Council was sensitive to the diverse range of issues and needs of each of the communities, and supported the implementation of a number of new systems and processes across the organization to assist in the delivery of positive outcomes for the community. These included the introduction of a Council Call Centre, the establishment of Service Centres at Bargara, Childers and Gin Gin and the introduction of a new records management system.

Council also embarked on an extensive process of engagement involving each of the Regional Communities to facilitate the development of the new Corporate Plan for 2009–2014. The strategic priorities identified in the plan are focussed on the delivery of services and infrastructure that will foster the sustainability of a healthy and prosperous community.

An Economic Development Plan for the region was also adopted, with one of the key strategies being the development of the Bundaberg Airport. This \$30 million major infrastructure project is now well advanced, with the runway upgrade now complete and construction well advanced for the redevelopment and expansion of the existing terminal.

Every effort has been made to maintain existing levels of service across the region, and I am pleased to report that in some cases, services have been enhanced. These include Library Services in both Childers and Gin Gin. Also, an additional \$1.2 million was allocated to road maintenance across the region and a recycling service was extended to all residents in the former Isis area.

The initial costs of amalgamation have had a major impact on Council's finances, and strategies have been formulated to address Council's operational deficit. Key costs associated with amalgamation included the provision of wage parity for Staff, and the renovation of facilities and relocation of Staff to enable effective and efficient operation of the various departments.

Council also established an Internal Audit and Risk Committee with 2 external Representatives appointed for a 3 year period. The Committee will oversee the implementation of an Internal Audit Plan and will be proactive in assessing and enhancing Council's Corporate Governance and Risk Management controls.

As Council strives to deliver the strategic vision for the region, there are many significant challenges that will need to be addressed in the years ahead.

One of these key issues is the development of a new Planning Scheme for the whole Bundaberg region, with preliminary work on the project currently in progress. The diverse needs of our Communities; the introduction of the new Sustainability Planning Act; and the need to effectively manage the expected above-average population growth – are some of the factors to be addressed as part of this project.

Another major issue will be the financing of major infrastructure. The recent decisions by the State Government to discontinue the 40% subsidy for water and sewerage infrastructure and the \$560,000 Roads and Drainage Grant, will severely restrict Council's ability to deliver the required services and infrastructure to meet community needs. This will require Council to totally review the range of services delivered, associated service levels and future Capital Works Programmes. Council will also undertake extensive financial modelling and actively source new funding options to ensure its future sustainability.

The period since amalgamation has been both challenging and rewarding, with Council continuing to deliver a broad range of services across the region. This would not have been possible without a dedicated and committed workforce; and it is recognised that staff have had to deal with additional work loads and the other pressures of amalgamation including the transition of all staff into their positions in the new council structure during this period. Council has committed significant resources to ensure staff are provided with the personal assistance and appropriate professional development necessary to assist them through this challenging period.

Critical to the success of the organization into the future will be the encouragement of creativity and innovation within the staff and the effective management of change. In this context, management will work closely with staff to implement a Business Excellence Framework which will assist in managing the change process and the achievement of further cost efficiencies.

In closing, I wish to acknowledge the strong leadership and support provided by the Mayor and Councillors, and the dedication and commitment of management and staff. Without their collective efforts, the achievement of a relatively smooth transition and the many positive outcomes detailed in this Report would not have been possible and I thank them for their support. I look forward to working together with the Council and the Community in the years ahead to continue the ongoing growth and prosperity of our Region.

About The Region

The Bundaberg region, strategically situated at the southern end of the Great Barrier Reef and stretching from the Burrum River to Baffle Creek, is comprised of 6,451 sq km and is home to more than 92,000 people, with our population expected to grow to over 141,000 people within twenty-five years. Collectively, we are renowned for the friendliness of our residents, superb climate, affordable cost of living, first-class facilities, and relaxed lifestyle.

Abundant potential exists for a new wave of investment opportunities, given our close proximity to South East Queensland, and the excellent water, transport and other infrastructure, including a progressive sea port and regional airport and aerospace precinct, to facilitate the attraction of jet services to link the Bundaberg region direct to southern capitals. The Bundaberg region is rapidly progressing to be a destination of choice – for residents, visitors and investors.

Our Vision

“Bundaberg Region – Vibrant, Progressive, Connected and Sustainable”

During this reporting period Bundaberg Regional Council has created its vision of the next five years by the way of the Bundaberg Regional Council Corporate Plan 2009-2014. The corporate plan was created after Council had undertaken extensive public consultation which took in a wide range of views from local communities.

The Corporate Plan provides the necessary strategic direction for the Council to plan and undertake business and service delivery over the next five years. Council's clear goal is to have a vibrant, inclusive and caring community that has a sustainable, managed and healthy environment. With this there is a need to have a strong and sustainable regional economy and a responsive, cohesive, sustainable, ethical and accountable Council.



Vital Region Statistics of the Local Government Area



Estimated Resident Population by Age, by Local Government Area, Bundaberg Regional Council, 30 June 2007 (p)

AGE GROUPS	BUNDABERG REGION	% OF TOTAL PERSONS IN REGION	QLD	% OF TOTAL PERSONS IN QLD
0-14 years	18,215	20.2	844,941	20.2
15-24 years	10,650	11.8	592,761	14.2
25-44 years	20,735	23	1,188,308	28.4
45-64 years	24,796	27.6	1,043,912	25
65 years & over	15,592	17.3	511,509	12.2

p = preliminary

Source: Australian Bureau of Statistics, Population Estimates by Age and Sex, Australia and States (Cat. no. 3235.0.55.001)

Estimated Resident Population by Urban Centre/Locality, Bundaberg Regional Council, 30 June 2008 (p)

URBAN CENTRE/LOCALITY	ESTIMATED RESIDENT POPULATION	AREA KM ²	POPULATION DENSITY PERSONS/KM ²
Bundaberg	51,372	104.4	492.1
Bargara	6,459	9.3	694.5
Burnett Heads	2,700	9.8	275.5
Innes Park	1,966	10.1	194.7
Moore Park Beach	1,850	17.5	105.7
Childers	1,510	2.5	604.0
Coral Cove (L)	1,016	2.4	423.3
Gin Gin (L)	924	4.4	210.0
Elliott Heads (L)	894	1.6	558.8
Woodgate Beach	869	2.5	347.6
Sloping Hummock (L)	542	0.6	903.3
Apple Tree Creek (L)	506	8.6	58.8
Cordalba	302	1.3	232.3
Bundaberg Regional Council	92,341	6,449.0	14.3
Queensland	4,293,915	1,734,173.9	2.5

p = preliminary L = Locality

C = City S = Shire T = Town AC = Aboriginal Council IC = Island Council

Note: Based on ASGC 2006.

Source: Australian Bureau of Statistics, Regional Population Growth (Cat no. 3218.0) and unpublished data



About Council

The Elected members of the Regional Council consist of one Mayor and 10 Councillors who were elected on the 15 March 2008 for a 4 year term.

Council holds an ordinary meeting every 3 weeks of which the Mayor is Chairman and a Planning Committee which meets every 2 weeks, where the Portfolio Councillor is the Chairman. Meeting times, dates and location can be found on Council's web site.

All meetings are held at Council Chambers, 190 Bourbong Street Bundaberg with a meeting being held at one of the other Service Centres or a location determined by Council on an annual basis. Council's role as a local authority is to make local laws and policies that ensure good rule and governance. Your Council also has the responsibility to provide direct services to the community through the supply of services such as water, waste water, cleansing, recreational facilities and community services.

Council's main source of revenue comes from rates, charges and fees which go towards carrying out works that are required by the community. Council obtains other sources of funds from Financial Assistance Grant from the Federal Government, the raising of loans for capital work such as water treatment and waste water treatment plants.

ELECTED MEMBER'S PROFILE



Cr Lorraine Pyefinch
Mayor

Born and bred in the Bundaberg Region, Lorraine started her career as a nurse, graduating at Bundaberg Base Hospital. She was first elected to Local Government in 1994 and served 2 terms as a Councillor. Lorraine did not contest the 2000 election but in 2004 she was once again elected onto Council. In March 2008 Lorraine was elected the first Mayor of the new Bundaberg Regional Council and holds the Portfolio of Strategic Projects, which includes Economic Development and Tourism, the Bundaberg Regional Airport Upgrade and Major Events.

Lorraine and husband Frank (a General Practitioner) have enjoyed considerable business success over the past 15 years in Medical Software, developing and supporting software products for Australian doctors. Lorraine has served on many committees and boards and currently sits on the Board of the Wide Bay Australia International Air Show. As well as her nursing qualifications, Lorraine holds a Graduate Diploma of Business Management and recently completed a Masters Degree in Management.



Cr Alan Bush
Representative for Division 1 -
Water and Wastewater Portfolio

Alan represents Division 1 covering Moore Park Beach, North Bundaberg, Avondale, Yandaran, Winfield, Sharon and Burnett Downs.

Prior to being elected to Council in 2008, Alan was a past Councillor with the Gooburrum Shire Council between 1988 and 1994 and the Burnett Shire Council between 1994 and 2000. He has held many committee positions in the community and now represents Council on a number of community committees.

Alan is also the portfolio spokesman for Water and Wastewater and he is currently a member of the Moore Park Beach Lions Club, Tegege Hall Committee, Avondale Football Club, Group Leader of the Yandaran SES and Officer of the Avondale Rural Fire Brigade.

Cr Tony Ricciardi
Deputy Mayor and Representative for Division 2 -
Waste and Recycling Portfolio

Tony has been in local government since 1992 and was Deputy Mayor of Isis Shire Council, before becoming Deputy Mayor of Bundaberg Regional Council when amalgamation occurred in March 2008.

Tony is the representative for Council on the Burnett Mary Regional Group for Natural Resource Management and is a third generation farmer. Tony was born and educated in Childers, is married to Kath and has 3 sons. They live at beautiful Woodgate.



Cr Wayne Honor
Representative for Division 3 - Roads and Drainage Portfolio

Wayne is Councillor for Division 3, covering an area of 3749 square kilometres in the hinterland of the Bundaberg Regional Council. Wayne holds the portfolio of Roads and Drainage infrastructure and is also a member of the Planning and Development committee. Wayne spent 4 years as a Councillor in the previous Kolan Shire Council, working in the area of Community Services and Finance. Before becoming a Councillor he was involved in a number of community committees including schools and agriculture.

His interests include community, art, sustainable farming practices as well as developing a Droughtmaster Stud cattle herd with his wife. He enjoys clay target and small bore rifle shooting. Wayne is keen to build on the achievements of Council to date and looks forward to contributing to the further development and prosperity of our culturally and geographically diverse region.



Cr Danny Rowleson
 Representative for Division 6 -
 Natural Resource Management Portfolio

Danny lives at Burnett Heads with wife Rhonda and both share an ambition to improve the quality of life across the Bundaberg Region. Danny believes his Natural Resource Management Portfolio provides him with an opportunity of a lifetime to make a contribution towards a more sustainable regional future.

Danny believes our Council is working well in difficult circumstances and is excited by the opportunity available to this Council to create a solid platform of local government in this region.



Cr Mary Wilkinson
 Representative for Division 4 -
 Health and Environmental Services Portfolio

Mary has had an extensive background in management, marketing, promotion and development including 17 years as Councillor on Bundaberg City Council (8 years as Chairman of Health and Environment Services Committee) and 18 years in hospitality and shopping centre management.

Mary has held many positions on community, local government and regional committees and is the Council representative for Division 4, which encompasses all the inner City of West, Central, some South, Milbank, and inner North and of course, the CBD. Her portfolio is Health and Environment and covers Health, Regulatory and Environmental Services.

Mary believes Council has achieved so much since amalgamation and is very excited about the next 2-3 years.

Cr Greg Barnes
 Representative for Division 5 - Finance Portfolio

Greg was first elected to the former Burnett Shire Council in March 2000 and re-elected in 2004. In 2008 he was elected to the new Bundaberg Regional Council and assigned the Finance Portfolio.

Greg has considerable experience in the tourism industry having owned and operated a dive shop and charter boat business at Bargara prior to entering local government. He is the President of the Coral Coast Chamber of Commerce and Tourism and the Chair of Bundaberg North Burnett Tourism.

As the representative for Division 5 Greg has a strong affinity with the coastal townships of Bargara, Innes Park North, Innes Park and Coral Cove. He resides at Bargara with Isobel, his wife of 32 years and they have two adult children now living on the Gold Coast.



Cr Ross Sommerfeld
 Representative for Division 7 -
 Planning and Development Portfolio

Ross was born and raised in Bundaberg. He has more than 25 years experience as a Consulting Surveyor with 21 of those years being Principal of his own business and also is the owner of the West Bundaberg NewsMail delivery run for the past 8 years.

Ross has been actively involved in a number of community and sporting groups over the years and still is a current member of the Bundaberg Croquet Club and a life member of Across The Waves Cricket Club. He is married to Linda and has three adult children.

Ross represents Division 7 which broadly covers the airport, Svensson Heights, Norville and Thabeban. Ross is Chairman of the Planning and Development Committee, a portfolio he finds most rewarding and closely aligned with his previous role as a Consulting Surveyor.

He says that although he represents Division 7, he is committed to the whole region along with his fellow Councillors.





Cr David Batt
 Representative for Division 8 -
 Governance Portfolio

David is a third generation Bundaberg resident and is married with two daughters. He has been a Police Officer for 20 years rising to the rank of Sergeant before being elected for his first term in Local Government. David has a “Diploma in Policing” as well as an “Advanced Diploma in Investigative Practices” and was the Manager of the Bundaberg PCYC for over 2 years before his successful election as the Division 8 Representative for the newly formed Bundaberg Regional Council.

David has a passion for Sport and Recreation in the local community and is involved in many local community organizations.

Division 8 covers a large area of the former Bundaberg City Council, including the areas of Avoca and Branyan within the boundaries of the Isis Highway and the Burnett River.

In his first term in Council, David has the Portfolio of Governance where he has been able to work hard on his election catchphrase “For Accountability”. He is looking forward to the challenges that the amalgamation will bring and in being an active member of a hard working team that is passionate about making the Bundaberg Regional Council the envy of Local Government across Queensland.

Cr Lynne Forgan
 Representative for Division 10 -
 Social and Recreation Portfolio

Lynne is the representative for Division 10 covering the areas of South Bundaberg, Walkervale and Avenell Heights.

With the diversity of our region, it enables Lynne to work with a variety of organizations in her Portfolio of Social and Recreation, this includes Swimming Pools, Halls and Facilities, Showgrounds, Libraries, Moncrieff Theatre, Sport and Recreation and Museums.

Lynne, a qualified hairdresser, married to Gilbert, a mother of 2 and a grandmother of 5, bringing more than 25 years business experience to Council. As a business owner, having worked both in and on her business, she understands all facets of business operation.

Lynne is actively involved within the community, having served on many and varied organizations and taken active rolls on committees, and holds a Certificate IV in Governance and is currently studying a Diploma of Local Government Administration.

Current committee involvements - Police Citizen Youth Club, Wide Bay Volunteers, President North Bundaberg Lions Club, President of the Bundy in Bloom Combined Lions Street Carnival, along with being Council’s appointed representative on several committees.



Cr Judy Peters
 Representative for Division 9 -
 Community and Arts Portfolio ‘the people services part of
 Council’

Judy served as a Councillor on Bundaberg City Council 1994 – 2008. Elected in March 2008 as a Councillor for Bundaberg Regional Council, and now with 15 years experience, Judy represents Division 9 and holds the Community and Arts Portfolio ‘the people services part of Council’. Judy is a member of a number of community groups, as well as serving in various Local Government Executive positions.

To keep her focus on the needs of her community Judy has undertaken a Diploma in Local Government (Administration), a Diploma of Business (Frontline Management) and has also undertaken a Certificate IV in Training and Assessment.

Judy previously owned and operated a shipping services business for 11 years from the Port of Bundaberg and also held the position of Director/Deputy Chairman Bundaberg Port Authority for 14 years.

Creating opportunities for others to achieve is Judy’s goal.



EXECUTIVE LEADERSHIP GROUP

Peter Byrne Chief Executive Officer

Peter was the interim Chief Executive Officer during the transition period for amalgamation and was appointed Chief Executive Officer of the Bundaberg Regional Council in May 2008. He has an extensive career in local government having commenced with Bundaberg City Council in 1972 as a Cost Clerk. On qualifying as a Public Health Inspector Peter worked for the next 20 years in the environmental health field and managed the Health and Environmental Services Department for several years prior to his appointment as Chief Executive Officer of Bundaberg City Council in 1995. Peter has a Diploma Public Health Inspectors Qld and a Graduate Diploma Management- Public (UCQ). He is a member of Local Government Managers Australia and a Fellow of Environmental Health Australia.

Allan Shorter Director Finance

B.Bus (Local Government), Grad. Diploma (Local Government Management) ALGMA (CPDP) and ALGA

Allan has 32 years experience in Local Government, working with 6 urban, coastal and rural multi-purpose Councils in New South Wales and Queensland, including the last 20 years in senior management positions. Allan is committed to encouraging and facilitating a team oriented culture and to ensuring Council's current and long term financial sustainability.

Andrew Fullton Director Planning and Development Services

MBA(Tech. Mgmt.), B.E.(Civil), MIE Aust, CPEng, NPER, RPEQ

Andrew has 19 years experience within Local Government, 14 years within Senior Management. Prior to this, Andrew's background was as an Engineer within the construction industry and Commonwealth Government.



Glenn Hart Director Governance

B. Bus (Local Government and Human Resources); MPA; ASA; AIMM

Glenn has over 27 years of Queensland Local Government experience and has been a senior Council manager in Councils for more than 4 years. Glenn has also held senior positions in the Ipswich City Council and Moreton Shire Council before moving to the Bundaberg region and focuses on providing the best value-added internal services to create a strong, accountable and sustainable organization.

Greg Savage Director Health and Environmental Services

Diploma of Public Health, Bachelor of Applied Science (Environmental Health), Fellow of Environmental Health Australia.

Greg has over 34 years experience in local government, with 32 years in the Bundaberg region. Greg has been the head of the former Bundaberg City Council Health and Environmental Services Department since 1996, and continues this role in the new Bundaberg Regional Council.

John Clerke Director - Community and Cultural Services

B.Bus (Public Administration – Majoring in Local Government and Accounting), Diploma in Local Government Management, Local Government Clerk's Certificate, MLMGA.

John has several years experience in private enterprise and over 30 years experience in Local Government. He has worked for the largest local government in Australia, Brisbane City Council; before moving to the small rural Council of Esk Shire which rapidly developed to a medium size local government. Following his period as Deputy Shire Clerk, at Esk, he took up a position with the former Bundaberg City Council 15 years ago; and prior to amalgamation the Director of Corporate and Community Services. The former Bundaberg City Council appointed him as Acting CEO whilst Mr Peter Byrne was seconded as interim CEO of Bundaberg Regional Council Local Transition Committee. John with his broad experience has a strong strategic vision to deliver community, cultural and customer services to residents and visitors to our local government.

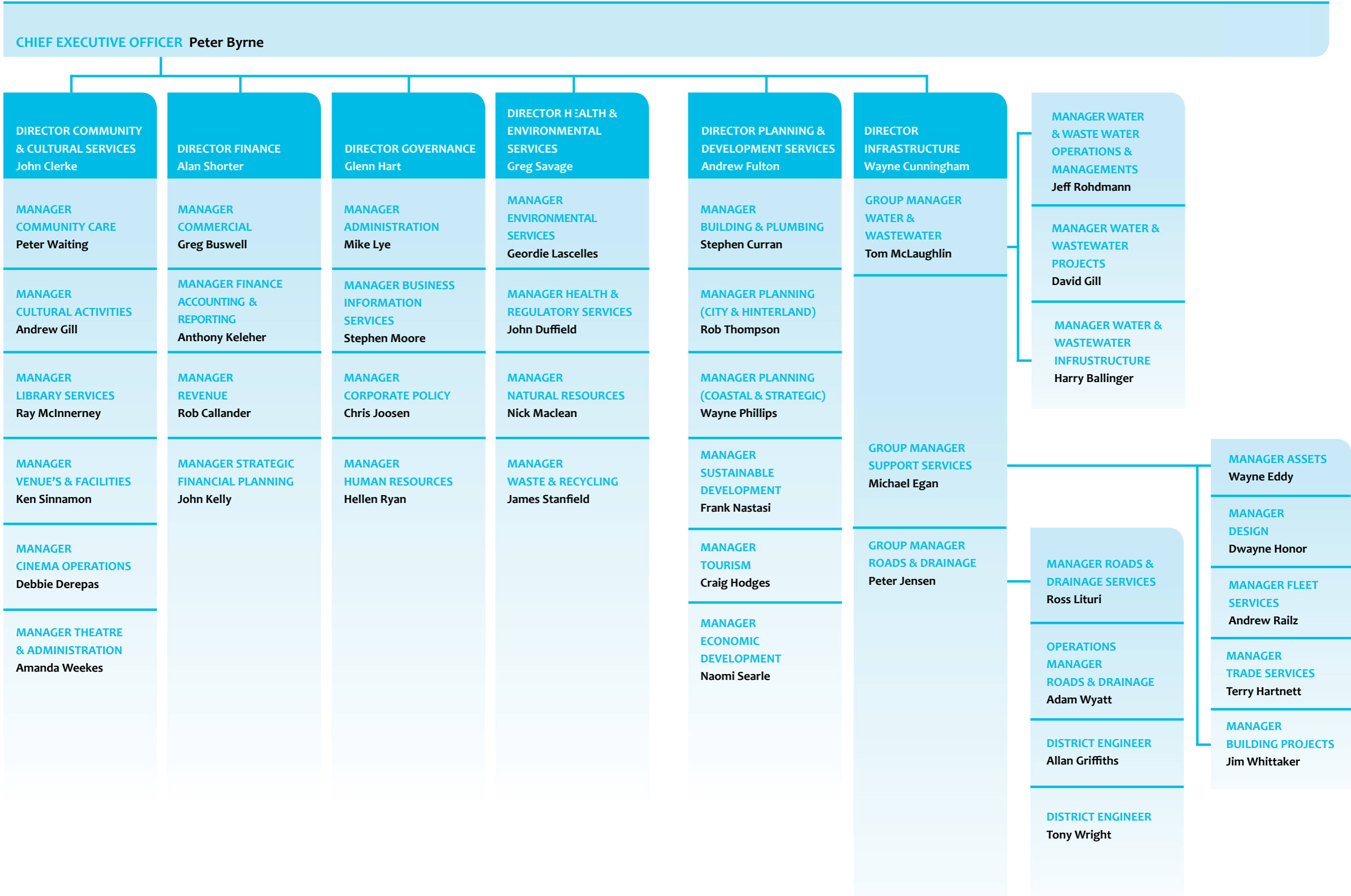
Wayne Cunningham Director - Infrastructure Services

BE (Hons) (Qld) CP Eng RPEQ LGE

Wayne has over 43 years Local Government experience having commenced his career as a Cadet Engineer with Bundaberg City Council. Wayne was promoted to the position of Manager in 1992 and guides Infrastructure Services in the provision of quality infrastructure that meets the region's current and future needs.

Executive Leadership Group left to right: John Clerke, Greg Savage, Andrew Fullton, Peter Byrne, Wayne Cunningham, Allan Shorter, Glenn Hart

Bundaberg Regional Council Management Structure



ACHIEVEMENTS BY DIRECTORATE



COMMUNITY AND CULTURAL SERVICES

The Directorate has delivered numerous community, cultural, arts and lifestyle services to the region. Those services include: Community Development, Cultural Activities, Sport and Recreation, Swimming Pools, Community Events, Community Care, Libraries, Arts and Cultural initiatives, Museums, Theatre and Cinema, Venues and Facilities, Youth Services, Disaster Management and Planning, After School Care, Neighbourhood Centres, HACC Services, Pensioner units, Aged Care Facility, Social, Youth and Aged Planning.

Library Service

Bundaberg Regional Library Service has four branches across the district. The main branch is in Bundaberg, with other branches located in Gin Gin, Childers and Woodgate. Our Libraries are friendly and welcoming and stock a large range of fiction, non-fiction, DVDs, CDs, junior, youth, and large print resources. Free Internet access via the Library Internet PCs or the wireless hotspot is also available.

Bundaberg Regional Library Service is a very busy service, with over 39,000 members. Well over 1 million items were issued during 2008/2009 with a total book stock of 158,636 items. Recently we have increased the opening hours at our Gin Gin, Childers and Woodgate branches to better service borrowers in these communities.

Special Events

The Library Service holds special events throughout the year including author visits and book sales. This year we held our inaugural Book Festival of Authors in May. Four popular Australian authors visited the Library on Sunday 17 May 2009 to talk about their life and writing. About 100 people came to the event and we received excellent feedback not only from the audience but also from the authors who attended. The festival was so successful that we hope to make it a regular event.

After a break of a few years, the Book Sale was held again in June 2009. Donations and old book stock were sorted, stored, and then sold at the Book Sale which was held in the Civic Centre. The Library organises this sale in conjunction with the Rotary Club of Bundaberg East and the profits are shared. Monies raised from this event are used for Library and community projects.

Future

The Bundaberg Regional Library Service continues to grow. The Library remains a popular place for residents and visitors alike with something for everyone available at the Library.

Venues and Facilities

The Venues and Facilities Section is responsible for 4 service centres, 5 other Council office buildings, 43 community halls, 4 swimming pools, 3 showgrounds, 1 Racecourse, several commercial facilities, Agro Trend Grounds, Salter Oval, museums and historical villages, various sporting facilities, rental properties, and leased properties.

The Venues and Facilities Section is staffed by a Manager, a Senior Administration Officer, two Facilities Officers (one Bundaberg and one Gin Gin), a temporary Bookings Officer, a back up Casual Administration Officer, a Maintenance Trades Person, a Cleaner Supervisor, and 10 Cleaners with 8 servicing the Bundaberg area, and 2 servicing the Bargara Office.

A Regional Community Hall Booking System was developed and is now operating satisfactorily. New Booking Forms were developed and are now used at each of the Service Centres for Community Halls in their respective areas.

Community Halls

Over the period extensive upgrade works have been undertaken at several Community Halls as follows: Boolboonda, Elliott Heads, Gin Gin RSL, Wallaville, Moore Park Beach, National Fitness Hall in Gin Gin, Norville and Old Barolin School.

Commercial Facilities

Various leases have been renewed and maintenance undertaken at Childcare Centres, Kiosks and Restaurant.

Museums and Historical Villages

Bundaberg Historical Museum had modifications made to the main entrance and new display cabinets and cabinet lighting installed.

Service Centres and other Council Office Buildings

To accommodate restructuring and staff relocations, office modifications and refurbishments were carried out to a number of buildings.

Showgrounds

Approval was given to the Bundaberg Quilters to construct a storage shed behind the Family Centre. Gin Gin showgrounds had a new kitchen/catering facility constructed.

Sport and Recreation Facilities

Occupancy agreements, maintenance and equipment purchases were made for: Agro Trend Grounds, Apple Tree Creek Sports grounds, Racecourse and Salter Oval

Swimming Pools

Highlights for Councils swimming pools include: major works at Anzac Pool, pool blankets and blanket rollers at Childers Pool, new solar heating and pool blankets at Norville Park Swimming Complex and disabled toilets have been constructed at the Gin Gin Pool.



Community Care and Social Development Branch

With activities and initiatives ranging from neighbourhood centres and community and youth development; sport and recreation; community events and financial assistance; care and respite services; children's services; residential aged care and seniors housing, the first year of this new Branch of Council was as much about identifying like services from the merged former Councils as it was working through the differences between the services in each part of the region and to unite those services.

Community Development Section

Activities and initiatives link to Council's Social Plan and other strategic documents and include a very successful 10,000 Steps program; Disability Sector Forums; Disability Action Plan; Game On social justice theatre; Adult learners week; new Youth Service provider Network; Seniors expo; and Transport forums. Early research has begun on reviewing and consolidating the various Community Health and Social Plans of former Councils, into region-wide strategic plans and assessment of progress with implementation of those existing plans.

Community Events Section

This year saw significant support for the region's community groups through financial and in-kind assistance. This assisted many community groups and Council itself, to host Australia Day celebrations, ANZAC Day Services and Carols by Candlelight celebrations and to celebrate Queensland's 150th birthday and many other events.

The year also saw the expansion of the 'Bundy In Bloom' and Christmas Spirit Awards throughout the whole region.

Sport and Recreation

A wide range of financial support initiatives and hosting of sporting events benefited the Region and included an International Tennis event and expanding all former Sport and Recreation Plans into a Region Wide document. Establishing the regional sporting organization Contacts Directory has been a major highlight of the year with over 300 local clubs now listed.

Community Care

Within the Branch are four accredited Home and Community Care services, in Bundaberg, Childers and Gin Gin. Each service provides either centre-based care (Gracie Dixon Centre) or home based care (Childers and Gin Gin) and include Meals on Wheels. Services include day respite services to frail aged persons, younger people with a disability and personal carers.

These services are operated under service funding agreements between the Home and Community Care program and Bundaberg Regional Council, which is a joint Australian Government – State funded program.

- Gracie Dixon Centre provided 38,118 hours of service to 191 people and 130 carers.
- The Day Respite service in Bargara delivered 672 hours for clients and carers.
- Isis Community Care provided services to 105 clients in Childers.
- Kolan Community Options assisted 118 clients over 5,570 hours.

Neighbourhood Centres

Council operates two Centres, in Childers and Gin Gin, as well as the Community Development offices in Bundaberg.

These Centres continue to support the community in the areas of information and referral, community support and education. Each centre provides a service Hub through room hire for professional services; job-find brokers and counselling services. Through circumstances of rural isolation, high unemployment and current difficult economic times, the centres support local residents and organizations. The Childers Centre also assists many needy families through the DFHCSIA funded Emergency Relief Program.

Child and Family Services

In Childers, the Isis Child and Family Support Program has provided many essential services to children and families within the community, offering a large array of family and parenting workshops, support groups and playgroups. Isis Outside School Hours Care operates from the Childers State School grounds and received a High Quality rating through the National Child Care Accreditation Council.

Seniors Housing

Council operates and maintains fifty two independent living units for seniors, in Bundaberg and Gin Gin. These units are long term public housing and link to the Department of Housing Wait lists. The units have operated at 100% occupancy throughout the year. Each tenant has a lease with Council in accordance with the Residential Tenancies Act.

Residential Aged Care

Council owns a 21 room low care residential facility at Gin Gin. The Kolan Gardens Aged Care Facility celebrated its 5th anniversary in 2009. This facility continues to offer a premier service and has continued at almost 100% occupancy since it opened in 2004. Council has in place a management lease with Churches of Christ Care and that organization provides all nursing and care services on behalf of Council at the Facility.

Disaster Management

Council is responsible for Disaster Management and responses and to achieve its goals and outcomes in this area, Council maintains a structure and provides resources to assist the community during times of natural disasters. The Mayor, Cr Lorraine Pyefinch is the Chair of the Bundaberg Regional Council Local Disaster Management Group with Council's Director of Community and Cultural Services, Mr John Clerke being the Executive Officer of the group. Cr David Batt is Council's spokesperson for Disaster Management. The Mayor and Mr Clerke are also members of the District Disaster Management Group which headed by Superintendent of Police Anne Macdonald.

To assist in meeting Council's obligations in this area, it has appointed Mr Mal Churchill as its Disaster Management officer. Mr Churchill comes to Council with a wealth of experience being a former Inspector of Police at Bundaberg Police Headquarters where amongst other duties, he was the District Disaster Co-ordinator.

Following the formation of Bundaberg Regional Council, management moved quickly to develop a disaster management plan for the Regional Council area. Council maintains 11 Local State Emergency Services Groups by providing the buildings, vehicles and equipment and 99% of the funding to operate the Groups. Mr Bill Daniels is employed by Council as the full time Local Controller for the Bundaberg Local SES and 8 of the 11 local SES groups. Mr John Cottam and Mr Ray McDonough hold the honorary positions of Local Controllers for the Childers and Gin Gin Districts respectively.

Cyclone Hamish which threatened numerous communities on the Queensland Coastline, provided a real time test of Council's preparedness for such events. Council's sincerest appreciation goes to Council Staff, Police, Fire, Ambulance, Local SES and other response agencies involved with the potential danger from the Cyclone. Special mention is made of the roles that the Department of Communities undertook for Community Recovery Planning and Management and Emergency Management Queensland for co-ordination and advice.



FINANCE

The Directorate's focus is on financial management of the Regional Council which includes responsibility for the following functional areas:

Financial Accounting Management: including financial reporting, audit compliance, management of Council funds (loans and investments), financial management systems, policies and procedures, taxation, asset management and costing .

Revenue Management: including rating, accounts receivable and debt control, water meter reading and billing, fees and charges.

Strategic Financial Planning Management: including budget preparation, monitoring and reporting, 10 year planning, support business units, capital works programming, project feasibility, National Competition Policy, internal audit compliance, benchmarking performance measures and financial policy.

Commercial Operations Management: including payroll, accounts payable, purchasing system, inventory management, contract management, logistics operations, procurement / purchasing policy, practices and procedures.

Financial Accounting

The first financial reporting period for the amalgamated Council was extremely complex. Council has dealt with an extended reporting period, from 15 March 2008 to 30 June 2009, combining four diverse financial systems and reporting against incompatible budgets based on two twelve month periods. Council operated from a consolidated finance management system since 1 July 2008, one of the first amalgamated Councils to reach this milestone. Other notable achievements in this first reporting period include:

- Development and implementation of a new General Ledger chart of accounts and Costing system
- Hard Close Audit to 30 June 2008 completed in February 2009
- Creation of a new Asset Classification Structure
- Adopting new asset accounting policies and methodologies
- Revalued all assets to 15 March 2008, with a current replacement value of approximately \$1.7b
- In partnership with Support Services, converted data from the former Council's asset registers for loading into the new asset management system
- Construction of a consolidated set of Annual Financial Statements for the period 15 March 2008 to 30 June 2009 from four diverse finance systems
- Merging and revising former Council debt structures
- Preparing the FBT Return from four dissimilar practices, policies and procedures
- Implementation of the new Transactional Banking Services



Revenue

The first full year of levying rates and charges under one rating structure was a key aim of the Council. Bringing together four different rating structures into a fair and equitable rating structure was a major achievement for the group. Another major achievement was creating one single property system upon which Council's other systems such as Applications, Customer Request System and Health Licensing system use extensively. Other notable achievements in this first reporting period include:

- Interpreting and implementing legislative requirements which determined the framework for Council's revenue structure;
- Compiling and implementing Revenue systems, policies and procedures to establish parameters in which the Revenue section operates;
- Developing and maintaining a property data base comprising converted data from the four amalgamated councils;
- Evolving a fair and equitable amalgamated rating system from the four amalgamated councils;

Strategic Financial Planning

Critical to the new Council was establishing the 2008/09 budget as well as the budget for 15 March 2008 to 30 June 2008. One of the factors when creating a budget is using past years actuals to assist in framing the budget. Clearly this becomes more difficult and time consuming when working from four very different ledger systems. To budget effectively required each Department to review the previous four Councils budgets and map the expenditure and revenue to the new ledger structure that was established. Considering the enormity of creating a new budget, the budget was adopted by Council 4, August 2008.

Other notable achievements in this first reporting period include: effectively undertaking internal financial compliance audits, 10 year planning reports for Council and Queensland Treasury Corporation. As a small section we have accomplished a National Competition Policy review and identification to be commenced from July 2009, commenced capital works monitoring and started project feasibility studies. We have begun to instigate benchmarking, performance measures, monitoring and reporting. This year we have set up new financial policy and procedures for the Bundaberg Regional Council.

Commercial Operations

The amalgamation has brought many changes in commercial operations.

The implementation of a new Enterprise Bargaining Agreement, consolidating and standardizing systems, data, work practices and processes, the adoption of a Procurement Policy and Manual, tighter control over tender processes and stores management have been a few of the many achievements in this area of operation.



GOVERNANCE

Manages the governance requirements of the organization and the delivery of a suite of governance services which support the business and legislative imperatives of Council. This includes change management, organization performance management, policy formation, information systems management, human resources management, work place health and safety, quality assurance systems, risk management, customer services and record management.

Human Resources

Council has been successful in creating a new organizational structure and has transitioned all employees into the structure. Training programs for whole of organization are being prepared which should see a number of training elements undertaken in house removing the need to engage external training providers. There will however still be a requirement to have some training provided by external agencies. A requirement of the Council's new Enterprise Bargaining Agreement was to establish individual performance management process for the employees. As of June 65% of the employees have undertaken a performance management process. As well as this a number of Human Resource Policies have been created which will assist and guide employees.

Business Information Services

Geographic Information System

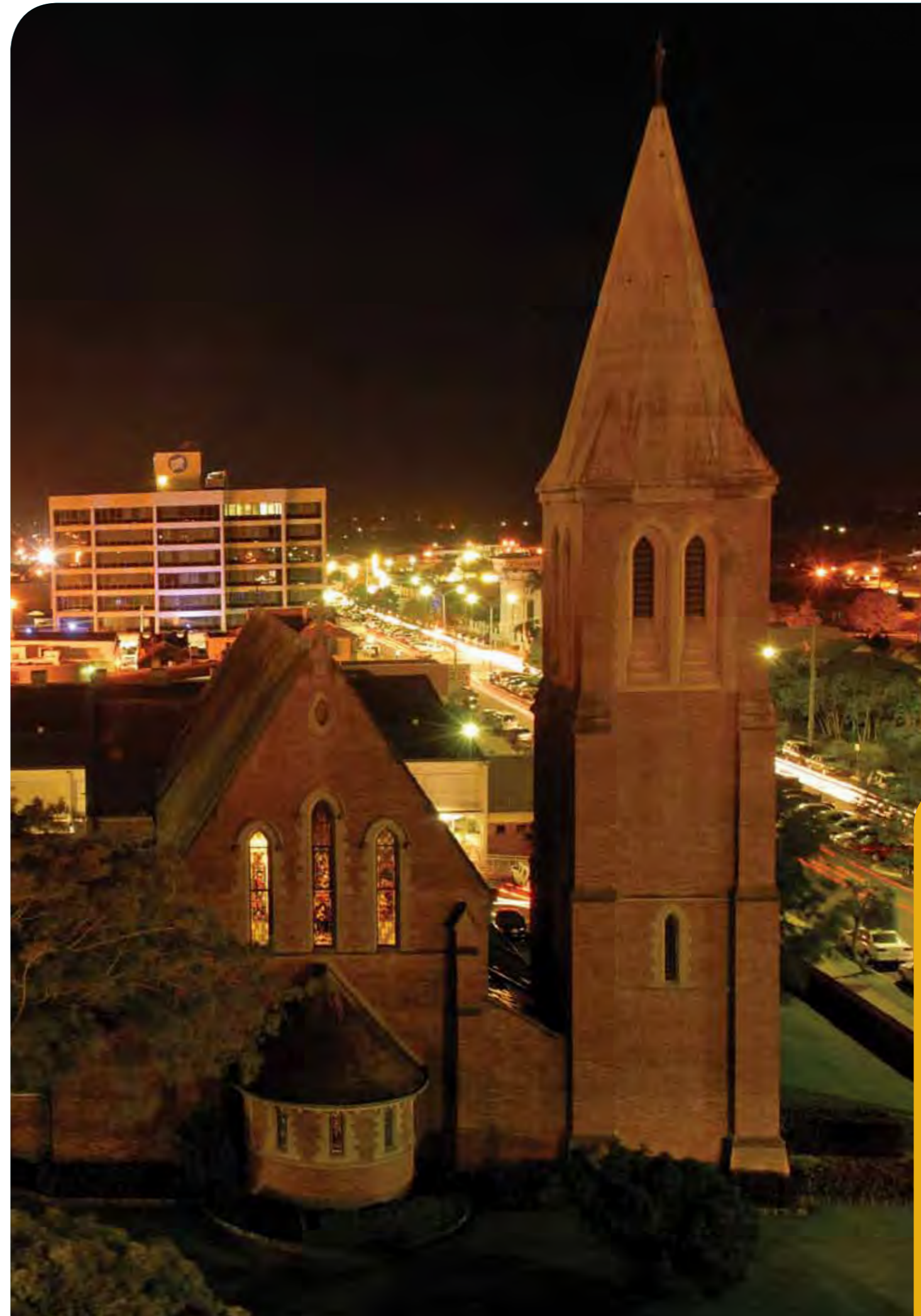
Council has released its interactive web mapping application via its internet site. This allows for greater public access to Council information over the whole Council area. Over time additional information will be added. The G.I.S. team is currently working with the Planning and Development Department to enable planning scheme information to be published.

Council has also entered into a number of joint projects with the Department of Environment and Resource Management to improve data set quality and provide more cost effective data acquisitions for both organizations. The information received will greatly improve the accuracy of data analysis and decisions made by Council's Infrastructure and Planning and Development sections.

A number of high quality hard copy AO street index map products have been produced that are available for public purchase. An A3 street index series is also in development and will be available for public purchase when complete.

Corporate Applications

The Enterprise Systems were merged successfully in July to allow the new Council to have one system for rating, property, finance, applications, registrations etc. A new website was successfully launched in December 2008.



IT Infrastructure

A new high availability link has been installed at the Bargara Service Centre to improve Council's call centre operations and Disaster Management capabilities after the recent cyclone Hamish which formed off Queensland's coast in March this year. In line with improving Business Continuity, a full review is being conducted on all Business Information Systems to utilise Council's new amalgamated infrastructure. This process is also focusing on the removal and archival of former Council systems to improve efficiency and effectiveness of Council's staff.

IT Business Support

The 2008/2009 year presented the Business Support Services team with an extremely high volume of work. The evolution of the new Council generated many adds, moves and changes which in turn presented new challenges for all Helpdesk team members. These challenges were often compounded due to the complexity of maintaining accessibility to all previous Council's data. Despite this, the team has now developed acute skills in identifying blockers and developing strategies with the greater BIS team to overcome the intricacies of the environment we're required to deliver. The latter half of the year has stabilised with the team being able to focus on better enabling users to perform their job function and look towards proactive measures of raising user satisfaction, which should translate into the improvement of the efficiency of all Council staff members.

Corporate Support

Workplace Health and Safety

The past twelve months has been a period of consolidation in the area of Workplace Health and Safety. Previously each Council had its own internal processes which whilst compliant needed to be tailored to the new organization.

Following an external audit, the team has undertaken a comprehensive review of our entire system and is now well progressed into developing a responsive and pragmatic platform to be used throughout Council. The next twelve months will see the Workplace Health and Safety team rolling out these processes and increasing their physical presence on job sites.

Quality Assurance And Risk Management

Council has made a decision to achieve Main Roads Quality Assurance accreditation by September 2010. The size and complexity of our new Regional Council requires a more mature and focused Quality Assurance system than previously existed. The review of internal systems and the development of processes to ensure we achieve accreditation has been a major task over the last twelve months. A preliminary review of our Risk Management procedures has also been undertaken and an internal Risk Audit Committee has been formed. Council has also had several workshops where we have raised the level of risk management awareness and this will be a major focus in coming months.

Policy Development

Council has a comprehensive database of policies and procedures that are co-ordinated through the Council's Integrated Management Systems team. Extensive training has been conducted in the use of the systems to ensure the system is utilized as effectively as possible. A significant amount of resources has also been channelled into remodeling previous Council policies into a flexible and appropriate model for the Regional Council.

Administration

Governance Administration has successfully managed significant change during the past year while maintaining a quality customer service delivery. In its interaction with external and internal clients, a friendly, respectful and proactive approach has been adopted to achieve a more cohesive customer service focus across the organization through the Customer Service/Call Centre operation and Records Management Section.

Customer Service

In its Customer Service Operation corporate Information support sources have been developed to assist staff to deliver consistent and accurate information to Council's clients via its call centre and over the counter. Staffing strategies have been implemented to provide clients access to Council's services through Service Centres established at Gin Gin, Childers and Bargara. A Customer Request Management system has assisted the organization to assign requests to relevant officers then monitor the progress of customer requests through to closure. To the 30th June 2009, 79,477 customer requests were recorded.

Records Management

During the past year Council's Records Management team has been proactive in arranging records management strategies to achieve positive records solutions for staff. Training sessions for key operational areas were arranged by records team members to promote the use and features of the records management software. To cater for the volume and demands of records storage, a new records storage shed was constructed at Bargara. The new facility should cater for Council's records storage demands for the next five years. Archiving strategies and scheduled document destruction has been undertaken. For the period to the 30 June 2009 there were 52,865 items registered in Council's records system.



HEALTH AND ENVIRONMENTAL SERVICES

Health and Environmental Services include Health and Regulatory Services, Waste Management, Natural Resource Management and Environmental Services.

Regulatory Services provides a strong regional-based immunisation program, an equitable animal control service across the region, and consistent licensing and compliance of all relevant operations under statutory legislation.

Natural Resource Management is providing consistent management and education/awareness programs for all of Council's natural resource areas and establishing a region-wide program for pest animal and weed management.

Waste and Recycling provides equitable waste and recycling services across all serviced areas of the region. At the same time, considerable resources are being allocated towards improving existing disposal sites to ensure the highest standard of waste disposal facilities are available for residents.

Environmental Services incorporates development and maintenance of streetscapes, parks/gardens, street cleaning, beaches, foreshores, boat ramps, and cemeteries. Programs are underway to ensure the continuation of existing services, while continuing to improve facilities, maintenance programs, and service to the public where possible.

Waste and Recycling

Council strives to provide a best practice waste and recycling collection and disposal service. This year, awards have been won in a number of areas. Highlights were the new State-of-the-Art landfill facility in Cedars Road being nominated for Australia's National Landfill Excellence Awards and winning the Resource Recovery Award in the Queensland Tidy Towns Competition.

Council's Day-Labour and Contract Collection Service is responsible for 37,000 services across the Region. That equates to over 55,000 services per week being collected of both waste and recycling bins.

Twelve Waste Management Facilities provide waste disposal services to residents of the region. This is made up of 7 Landfill Sites and 6 Transfer Stations with the Bundaberg facility consisting of both a transfer station and landfill. These facilities are run by a combination of Council Day-Labour staff and Contracted Staff. A significant amount of Resource Recovery, Recycling and Trash and Treasure work is carried out at these facilities with the aim of maximizing recovery and minimising waste to landfill.

All facilities are licensed under the Environmental Protection Act with strict conditions to avoid impacting the surrounding Environment. Council has invested strongly in this area to ensure that these facilities comply fully with all requirements. These facilities ensure easy and safe access and simple separation systems to maximise ratepayer participation in recycling systems.

Council participates actively in campaigns such as Clean Up Australia Day, World Environment Day, National Recycling Week, Mobile Muster (Mobile Phone Recycling), Drum Muster (Pesticide Drum Recycling), and Close the Loop Printer Cartridge Recycling.

Research is being conducted into the best way to capture fluorescent light bulbs, paint and small household batteries with the intention to implement these systems progressively.

Environmental Services

The Environmental Services Branch of Council co-ordinates construction, maintenance and community service activities in Parks and Gardens, Beaches and Foreshores and Cemeteries.

The region's beautiful parks play an important role in the quality lifestyle of residents and the enjoyment of visitors. With 330 dedicated parks and reserves and over 3500 hectares of passive and active recreational space, Council applied considerable resources to maintenance and improvements. The year saw \$7.3 million expended in operations, repairs and maintenance including \$800,000 on public amenities (toilets).

Maintenance and improvement programs included:

- Gardens, trees and lawns in parks and urban street environments
- Parks infrastructure including, seats, picnic tables, shade, BBQ's, pathways, lighting and play equipment.
- Botanic gardens and zoo
- Drainage
- Public amenities' provision, cleaning and maintenance
- Support for community organizations and events
- Roads Environment enhancement - including street tree management, greening programs, roundabout plantings, CBD and streetscape gardens.

Major improvements were made to parks and gardens with over \$1.5 million expenditure on numerous capital projects including:

- New Playground Centenary Park, Bundaberg
- Lake Ellen Heritage Hub District Park Development
- Chinese Pavillion and Gardens in the Botanic Gardens Bundaberg
- Completion of Woodgate amenities block, shelters and skatepark
- Theodolite Creek, North Woodgate, carpark and boat launch access
- Ian A Cossart Park Bargara - Garden and drain improvements
- Moneys Creek Lagoon and Crawford Park Bargara landscaping and carpark
- Heritage Park Childers, new playground
- Refurbishment of surfside toilets and shelter in Moore Park Beach
- New Playground in Bob Neilson Park, Moore Park Beach
- Moore Park Beach Lagoon path and lighting Upgrade
- Improved parks furniture and bin surrounds at Gin Gin streetscape





Natural Resources

Council endeavors to manage the Bundaberg region's natural resources for the protection and enhancement of our landscape's important environmental values. The Bundaberg region has a diverse range of native fauna and flora, waterways and wetlands.

The Natural Resources Section of Bundaberg Regional Council covers four main areas of natural resource and environmental management, Land Protection, Wetlands and Waterways, Natural Areas and Coastal Management.

Council's Land Protection Unit uses advanced mapping and surveying technology to track infestations of declared weeds and pests, and offers technical assistance and advice to landholders on integrated pest management options to achieve effective weed and pest management outcomes. Field days and demonstrations on the best management practice for the control of various declared weeds and pests are held in different areas within the region throughout the year, with the key event being Weedbuster's Week.

Council has developed the Mangrove Management Strategy which is integral to Council carrying out operations and services in the Burnett River, whilst maintaining important fish habitats. Several large-scale riparian buffer plantings have been carried out throughout the region as part of National Tree Day to protect and enhance the values of our waterways.

Council works closely with the community, volunteers and trainee programs to conduct land management practices in reserve areas under the control of the Council.

The Bundaberg region is home to over 100km of coastline. Marine wildlife and migratory shorebirds frequent our region's coastal areas, making our region home to some of the most internationally important roosting and feeding sites. Council has commissioned a study at Elliott Heads to determine the best management options for this area, which will provide a basis for a Shoreline Erosion Management Plan to protect the important values of this area.

The Natural Resources section of Council aims to achieve best management practice standards across all areas of the natural environment. Working closely with the community, forming stronger partnerships with government and other non-government organizations, and participation in environmental programs.

Health And Regulatory Services

The Health and Regulatory Services Program focuses on protecting the well-being of the community by maintaining a high standard of food hygiene, immunisation, public health education, animal management, environmental monitoring and vector control.

Licensing/Inspections/Audits

Environmental Health Officers undertake regular inspections of relevant premises to ensure that high health standards are maintained. Council administered the licensing and registration of 1911 premises under the provisions of State legislation and Local Laws. These include food premises, accommodation premises, environmentally relevant activities and fuel storages.

Education

The PetPEP animal education program has been delivered to primary schools located throughout the Region. Food Hygiene Training Courses are delivered throughout the Region on a monthly basis.

Immunisation

Council has expanded both the free childhood immunisation program and staff immunisation program to include all areas located within the Regional Council.

Vector Control

Council utilizes barrier treatments for the control of biting midges in known breeding areas. Mosquito control is undertaken in both fresh water and salt water environments to significantly reduce the disease risk and biting nuisance of these insects.

The region's beaches and foreshores were maintained to provide for safe and enjoyable coastal and river access while providing protection of the natural area and wildlife. Following coastal devastation caused by Cyclone Hamish in March 2009, major cleanup and repairs to beaches, access paths and vehicle accesses were required.

Water safety was enhanced by the provision of lifeguard services at six local beaches and proactive programs were undertaken including water safety signage, and annual school based education.

Council is the managing authority for 19 public boat ramps. Regular inspections, maintenance, and improvements were undertaken to keep the ramps in good repair. Council worked closely with Queensland Transport to ensure boating infrastructure is well provided, and successfully applied for new and improved ramps at Woodgate Beach, Miara, Booyan, Burnett Downs, Sandy Hook, Riverview and Kalkie. Council completed construction of Burnett Downs Boat Ramp, and design of Riverview Ramp and Pontoon. A sealed carpark for the North Lions Park Boat Ramp, Queen Street, Bundaberg, was designed and commenced.

Public Jetties are also provided and maintained by Council on the Burnett River. Major improvements in boating and jetty infrastructure were made including reconstruction of Alexandra Park Jetty and boardwalk in Bundaberg.

Administrative control and maintenance of nine (9) cemeteries and several historical sites, lone graves and family sites has been undertaken. These cemeteries are:

- Apple Tree Creek Cemetery
- Boolboonda Cemetery
- Booyal Cemetery
- Bundaberg General and Lawn Cemetery
- Childers Lawn Cemetery
- Comonju Cemetery
- Cordalba Cemetery
- Gin Gin General and Lawn Cemetery
- South Isis Cemetery

The Cemetery Records of all the areas are being compiled into an electronic database that will be accessible to the public on the Bundaberg Regional Council website. Funding was obtained to assist continuing lone grave research.

Beautification and planning of the region's cemeteries is in constant progress with the aim to create an environment that is serene and tranquil. This year major redesign and improvements were made to Gin Gin Cemetery Ashes Garden and designs were completed for a new amenities facility at the cemetery.



INFRASTRUCTURE SERVICES

Infrastructure Services constructs and maintains infrastructure to provide essential services to meet the current and future needs of the Bundaberg Region comprising roadworks, stormwater drainage, bridges, pathways and water and wastewater reticulation. Infrastructure Services also provides comprehensive support in the areas of design, asset management, building construction and trades such as electrical, mechanical, painting, carpenters, fitters and plumbers/drainers.

In the 2008/09 financial year, Infrastructure Services carried out new works in the order of \$30,800,000 for roadworks and \$16,000,000 for water and wastewater.

Roads and Drainage

Council has approximately 3,000 kilometres of constructed roads in its area and over 1,700 kilometres of these roads are sealed. The Roads and Drainage Work Crews maintain this road network so that it provides safe travel for motorists. The Work Crews operate out of Council Depots located at Gin Gin, Childers, Kalkie, Sharon and East Bundaberg.

As well as maintaining and upgrading our road network, the Roads and Drainage Work Crews also maintain the stormwater drainage systems and the network pathways across the Council area. They undertake contract maintenance work for the Department of Transport and Main Roads on the State Controlled road network and can undertake civil works for private entities and other Council Departments.

Some of the major capital roadworks projects completed during the year included:

- Currajong Farms Road Reconstruction;
- Back Springfield Road Widening;
- North Isis Road Vertical Realignment;
- Fairymead Road Reconstruction;
- Tirroan Road Rehabilitation;
- Jealous Road Sealing;
- Ferry Hills Road Culvert Replacement;
- Esplanade Innes Park Reconstruction;
- Monduran Road Widening;
- Voss Road Sealing;
- Coonarr Road Widening;
- Quay Street Service Road Parking;
- Monduran Road Re-Gravelling;
- Turtle Trail Pathway Construction

Water and Sewerage

Council's standards are categorised by the continuity and adequacy of water supply and the effective transport of wastewater. Council's performance in these areas has highlighted the emphasis that has been placed on maintenance and asset renewals during the year.

Council continues to meet its targets for long term continuity of water and wastewater services.

The following major projects were completed during 2008/09 financial year:

- Continuation of a scheme to double the capacity of Bargara Sewerage Treatment Plant to cater for anticipated growth in the Bargara area and to improve effluent quality to meet legislative and environmental requirements.
- Installation of sewerage trunk infrastructure to accommodate growth south of Watsons Road, Bargara.
- Development of a Regional Sewerage Planning study for the purpose of accommodating growth in the coastal areas.
- Continuation with a program to upgrade pumps at major sewerage pump stations in Bundaberg City.
- Installation of sewerage trunk infrastructure to support major development in Bundaberg.
- Upgrade the Water and Wastewater SCADA Telemetry System used in the City to enhance operations of its water and wastewater systems and to improve reliability of services through an accurate monitoring system.
- Installation of a new pump station at the Branyan Water Treatment Plant to cater for expected growth in the Avoca/Branyan areas. This project shall also improve reliability of supply to existing properties in the area.
- Major repair of the failed Woodgate Beach Sewerage Reticulation System.

Support Services

Support Services provided Project Management support for the Airport Runway Extension works, major alterations to Council's Buildings and Facilities, Lake Ellen Playground and Council's Q150 Projects for the Bargara Community Centre and Childers War Memorial works. Support Services acquired Corporate Software to facilitate management of Council's Assets totalling \$1.53 Billion as well as specific software for the management of its Fleet Assets comprising more than 1500 plant items.



PLANNING AND DEVELOPMENT SERVICES

The Planning and Development Directorate focuses on the sustainable development and future economic well-being of the Region. Its charter includes land use planning, regulation of new development including building, the facilitation of Regional Strategic Projects as well as undertaking economic development and tourism initiatives.

Sections within Planning and Development include Planning, Sustainable Development, Building and Plumbing Services, Economic Development (incorporating Strategic Projects) and Tourism. A brief overview of these key areas for the 2008/2009 is provided below:-

Planning Services

Whilst there has been a downturn in development activity this past year, the development sector in the Region has remained at reasonable levels with the Planning Section processing 1183 approvals. The introduction of electronic lodgement of applications known as 'Smart EDA' has been significant in making it easier to lodge a planning application with Council.

Preliminary studies have been undertaken to support the drafting of a new Regional Planning Scheme. The section has also worked closely with the State Department of Infrastructure and Planning in its development of a Wide Bay Regional Plan.



Sustainable Development

The Sustainable Development Unit has processed 105 Operational Works applications over the past year, projects including:-

- Kensington Park Industrial Subdivision Bundaberg - Stage 4;
- Belle Eden Residential Subdivision Bundaberg - Stage 1;
- Edenbrook Residential Subdivision Bundaberg - Stage 1;
- Bargara Views Residential Subdivision Bargara - Stage 3;
- Frizzell Road Residential Subdivision Woodgate - Stage 1;
- Sismey Road Rural Residential Subdivision Dalysford.

Building and Plumbing Services

Significant work has been undertaken in the development of infrastructure charges plan for the region. There were 2520 building approvals (additions, dwellings and commercial buildings) granted with an approximate construction value of \$208,000,000. Residential building activity within the Region has been strong when compared to other regions. The following table ranks the Bundaberg Region in 4th position for residential dwelling approvals in Regional Queensland for the period ending September 2008.

Table 4.2 Residential dwelling approvals in the top 10 Local Government Areas of regional Queensland, year ending September 2008

1	Townsville (C)	2,817
2	Cairns (RC)	2,203
3	Fraser Coast (RC)	1,359
4	Bundaberg (RC)	1,191
5	Toowoomba (RC)	1,095
6	Mackay (RC)	1,080
7	Rockhampton (RC)	962
8	Gladstone (RC)	715
9	Gympie (RC)	626
10	Tablelands (RC)	438

Source: Australia Bureau of Statistics, Building Approvals Queensland, Catalogue No. 8731.3



Economic Development

Council's Economic Development Unit has experienced an extremely busy period with many projects coming to fruition.

An extensive consultation process was undertaken to develop the Bundaberg Regional Economic Development Strategy 2009-2014, which brought business and industry across the four (4) former local government boundaries together to embark on a process to build the region's economic future. Since the Plan was launched in February 2009, a number of strategies have been implemented and continue to drive the activities of the Economic Development Unit.

Key outcomes for 2008/09 include:

- concept finalisation of the Bundaberg Regional Aviation and Aerospace Precinct, which will see the development of an industrial/commercial subdivision and the upgrade of the Bundaberg Regional Airport. Concept designs for the subdivision were progressed into the development of detailed designs, with construction scheduled to commence in 2009/10
- the construction of the new apron and commencement of the runway extension were highlights of the Airport upgrade
- aviation specialists were engaged to provide specialist services in the development of a route analysis and opportunity profile with an aim to attract additional air services to the region, in addition to the development of a business proposal and financial model for the upgraded Airport
- construction of the Childers Streetscape project saw the successful completion of Stage 4 of the Childers main street upgrade
- a funding application was successful to progress the Gin Gin Main Street Upgrade.

The Events Development Team has had a busy period, with record numbers attending the Childers Festival of Cultures and Chinese New Year celebrations. Support for the Wide Bay International Airshow and Bundy Thunder continued to ensure their success. The Events Development Team play an integral role in attracting key events to the region, developing new event initiatives and developing the capacity of the community to further develop existing and future events.

Tourism

The Bundaberg Regional Council's Tourism section enjoyed a highly productive and successful year by achieving its desired outcomes and setting a high standard for the delivery of efficient and effective tourism product development, marketing and industry support services.

The spectacular new \$7.5 million tourist attraction and aviation adventure experience, the Hinkler Hall of Aviation, was officially opened on 7th December 2008, and already the business has achieved significant financial, community and cultural awareness outcomes for the Bundaberg region. Several thousand local residents, visitors and tourists have enjoyed a tour of the facility located in the Bundaberg Botanic Gardens, and commercial outlets The Aviator's Store and Café 1928.

The commercial accommodation service provider Bundaberg Holiday Parks achieved a record-breaking year for caravan site and cabin reservations. The business unit operates holiday parks in the Bundaberg CBD ('Finemore Holiday Park'), and at prime coastal locations including Burnett Heads ('Burnett Heads Lighthouse Holiday Park'), Elliott Heads ('Elliott Heads Holiday Park') and Miara ('Miara Holiday Park'). In addition, a permit-based bush camping facility was opened to the public at Norval Park.

Council continued its support of accredited visitor information services within the Bundaberg region, operating the highly popular 7-day Childers Visitor Information Centre, and funding operation of the Gin Gin Visitor Information Centre.



Key Statistics On Organization Performance

The information provided below displays statistical evidence and trends on the volume of work undertaken by Council in specific service delivery areas that contribute to our vision of a Vibrant, Progressive, Connected and Sustainable region.

INDICATORS	2006/07	2007/08	2008/09	ANALYSIS
Library Membership	31,900*	34,203	39,227	
Library items borrowed	1,102,696	1,040,124	1,074,002	
Art Centre visits	15,962	18,360	26,206	
Development applications received	N/A	Planning - 1137 Operational works - 136 Building - 2363 Plumbing - 1048	Planning - 1127 Operational works - 105 Building - 2520 Plumbing - 935	Downturn in development activity
Employment rate of total Region population	N/A	N/A	92.2%	2006 Census
Total kerb side waste placed into landfill	N/A	19,194	21,753	
Total kerb side waste recycled	3,585	4,164	4,682	
Customer Service Request	N/A	N/A	79,477	
Correspondence received by Council	N/A	N/A	52,865	
Staff turn over	N/A	N/A	6.6%	

*Estimated figures. Library software conversion.

Internal Audit and Risk Management

Council's Internal Audit and Risk Committee is an advisory committee established in accordance with its charter, under Council's Audit and Risk Management Policy. It complements the relationship between internal audit and the wider organization, safeguarding internal audit's independence and further increasing the internal audit function's effectiveness and value to Council.

The committee provides a review and monitoring function over Council's corporate assurance, audit, risk management and corporate governance activities and arrangements. The committee reports to Council on issues within its charter. At 30 June 2009, membership of the Audit Committee comprised:

Mayor L Pyefinch, Chairman

Cr G Barnes, Finance Portfolio spokesperson,

Cr D Batt, Governance Portfolio spokesperson,

Mr D Green, External Community Representative,

Ms S Barletta, External Community Representative,

Mr P Byrne, Chief Executive Officer and

Mr G Hart, Director Governance

The Audit and Risk Committee is also attended by representatives from both the internal and external audit providers. It is intended that the internal audit function will be performed on an outsourced basis and form part of an overall strategy towards continuous improvement, benchmarking and best practice.

The Internal Audit and Risk Committee held its first meeting in April 2009 and has conducted two meetings for the period. At these meetings the Committee reviewed 25 external audit recommendations from the previous four Councils with 22 of the recommendations being finalised.

Corporate - Workplace Health and Safety

The Workplace Health and Safety Committee is a management committee of Council. It was established to consider policy and program initiatives in relation to our duties under the Workplace Health and Safety Act 1995. Each committee met on a six weekly cycle all reporting to the Corporate Safety Committee.

Council has established a number of registers that assist in tracking hazards and risks within the organization. Included in hazard identification is a structured hazard inspection program where the Chief Executive Officer, Directors and Managers all assist in carrying out these regular inspections.



Public Participation

During the period up to June 2009, members of the public had a number of opportunities to put forward their views on particular issues by way of:

1. Deputations – With the permission of the Mayor, a member of the public may be given the opportunity to address a Councillor personally or on behalf of a group of residents on a matter within the jurisdiction of the Council
2. Where a development application requires impact assessment and is required to be publicly notified the general public are invited to provide comment or representation in respect of the proposal to Council
3. Petitions – Written petitions can be addressed to any elected member for presentation to Council on any issue within the Council's jurisdiction
4. Written Requests – A member of the public can write to the Chief Executive Officer on any Council policy, activity or service
5. Elected Members – Members of the public can contact their elected representative to discuss any issue relevant to Council
6. Consultative Groups – Council has established a number of Consultative Groups to seek feedback from the public
7. Public Participation – Council has established an internet site www.bundaberg.qld.gov.au which the public are welcome to provide feedback to Council and ask for information on the range of Council services
8. Councillors are actively involved in a variety of community organisations and attend numerous community functions. Councillors welcome the opportunity for residents to raise any issues of concern with them, even on an informal basis, at any time
9. Council also runs a pro-active media campaign with advertisements and updates appearing in newspapers

Members of the public who wish to raise an issue or require a response to a particular matter are invited to forward a letter addressed to the Chief Executive Officer outlining their concerns.

Council has also held four of its ordinary meetings at Bargara, Moore Park Beach, Gin Gin and Childers. Council believes that this is an opportunity to take Council meetings to the people. Each meeting was well attended by the community, with time allocated at the completion of the meeting where residents were provided an opportunity to raise matters with Councillors and senior staff.



Community Consultation

The Council consults with local residents and industries on particular issues that affect their immediate neighbourhood and the Council as a whole. Council has conducted a number of community consultations up to June 2009. Community consultation occurred with the establishment of the 2009-2014 Corporate Plan, Customer Service survey, stakeholder surveys on issues related to School Lane Cul-de-sac, Normanby St cul-de-sac and the Kenzlers Road flood immunity provisions, Transport and Disability Forums, Airport noise and Innes Park Recreation Reserve.

The Bundaberg Regional Council is conscious of potential noise impacts on the community resulting from the operations of the Bundaberg Regional Airport, particularly in built up areas surrounding the airport and under flight paths. As a result, the Council undertook consultation with business and industry located at the Airport to develop a Fly Neighbourly Program and Noise Abatement Procedures. The Program is intended to ensure that, as far as practicable, aircraft using the Bundaberg Regional Aerodrome are operated in a way that will minimise the impact of aircraft noise on the Bundaberg community. The Program is voluntary, however the majority of business and industry have taken up the Program and to date is running effectively.

As part of the Airport consultation process, the Bundaberg Regional Council has established a Fly Neighbourly Group, consisting of business and industry located at the Airport and representatives of concerned residents. The Group meets on a bi-annual basis to review the effectiveness of the noise abatement procedures in reducing the impact of aircraft noise on the community as outlined in this Fly Neighbourly Agreement.

Residents and industries were also invited to attend consultative meetings throughout the year to discuss with the Mayor and Councillors matters of concern and community interest.



Councillors Remuneration

Councillors' Remuneration Table - 15 March 2008 to June 2009 (15 Month Period)

COUNCILLOR	TOTAL REMUNERATION				TOTAL EXPENSES		TOTAL REMUNERATION & EXPENSES (15 MONTH PERIOD)
	GROSS SALARY* 15 March 08 - 30 June 08	GROSS SALARY* 1 July 08 - 30 June 09	SUPERANNUATION 15 March 08 - 30 June 08	SUPERANNUATION 1 July 08 - 30 June 09	TELECOMMUNICATIONS, MILEAGE & EQUIPMENT 15 MONTH PERIOD 15 March 08 to 30 June 09	DELEGATIONS & CONFERENCES (including travel, accommodation, meals etc) 15 MONTH PERIOD 15 March 08 to 30 June 09	
L Pyefinch	\$30,300	\$131,300	\$3,030	\$15,756	\$1,719	\$10,483	\$192,588
A Bush	\$19,277	\$82,740	\$1,927	\$9,928	\$11,359	\$1,909	\$127,140
T Ricciardi	\$21,686	\$93,180	\$2,168	\$11,181	\$24,618	\$4,686	\$157,519
W Honor	\$19,277	\$82,740	\$1,927	\$9,928	\$19,643	\$6,616	\$140,131
M Wilkinson	\$19,277	\$82,740	\$1,927	\$9,928	\$508	\$716	\$115,096
G Barnes	\$19,277	\$82,740	\$1,927	\$9,928	\$9,197	\$2,276	\$125,345
D Rowleson	\$19,277	\$82,740	\$1,927	\$9,928	\$12,125	\$1,692	\$127,689
R Sommerfeld	\$19,277	\$82,740	\$1,927	\$9,928	\$4,981	\$4,992	\$123,845
D Batt	\$19,277	\$82,740	\$1,927	\$9,928	\$5,741	\$1,095	\$120,708
J Peters	\$19,277	\$82,740	\$1,927	\$9,928	\$6,965	\$4,475	\$125,312
L Forgan	\$19,277	\$82,740	\$1,927	\$9,928	\$3,309	\$1,361	\$118,542
	\$225,479	\$969,140	\$22,541	\$116,289	\$100,165	\$40,301	\$1,473,915

*Mayor and councillors remuneration paid in accordance with remuneration tribunal <http://www.dip.qld.gov.au/resources/report/local-government/fullreport.pdf>

Table of Council Meetings Attended - 15 March 2008 to June 2009 (15 Month Period)

COUNCILLOR	L PYEFINCH	A BUSH	T RICCIARDI	W HONOR	M WILKINSON	G BARNES	D ROWLESON	R SOMMERFELD	D BATT	J PETERS	L FORGAN
ORDINARY MEETINGS	18	18	19	18	16	18	19	19	19	17	17
PLANNING & DEVELOPMENT COMMITTEE MEETINGS	-	-	26	25	28	29	-	28	-	-	-
SPECIAL MEETINGS	7	7	7	6	7	7	6	7	6	6	6
TOTAL MEETINGS	25	25	52	49	51	54	25	54	25	23	23

Local Government Finance Standard requires the following details:

Overseas Travel

Overseas travel undertaken during the financial year by a Councillor or employee of the local government:

No Councillors or employees undertook overseas travel during the financial year at Council's expense.

Services Rendered by a Consultant

Council undertook some significant projects throughout the region over the 15 month period. These included a major upgrade of the Bundaberg Airport and the development and consolidation of Regional Plans and infrastructure planning:

- Community and Cultural \$17,701.29
- Executive Services \$546.72
- Finance \$38,933.99
- Governance \$69,673.94
- Health \$284,848.88
- Infrastructure \$546,968.42
- Planning and Develop \$742,141.27

Entertainment or Hospitality Services

Entertainment and hospitality services cost totalled \$5,120.22

Advertising

Advertising cost totalled \$148,882.26

Grants To Community Organizations

Donations to the community totalled \$1,165,286.62

Appointments To Committees and Other Bodies To June 2009

NAME OF COMMITTEE / OTHER BODIES	COUNCILLORS
Local Disaster Management Group	Cr. L. Pyefinch Cr. D. Batt
Bundaberg Regional Council Audit and Risk Committee	Cr. L. Pyefinch Cr. G. Barnes Cr. D Batt (Cr. A. Bush and Cr. M. Wilkinson – proxies)
Wide Bay Burnett Regional Water Supply Strategy Management Committee	Cr. A. Bush
Wide Bay Burnett Regional Planning Advisory Committee	Cr. L. Pyefinch (Cr. R. Sommerfeld – proxy)
Wide Bay Burnett Regional Roads Group	Cr. L. Pyefinch Cr. W. Honor
Urban Local Government Association	Cr. L. Pyefinch
Bundaberg Area Committee Crime Stoppers Queensland	Cr. W. Honor Cr. G. Barnes Cr. L. Forgan
Life Education Bundaberg	Cr. L. Forgan
Bundaberg Region Limited	Cr. L. Pyefinch Cr. G. Barnes
Bundaberg and District Vector Control Committee	Cr. M. Wilkinson Cr. D. Rowleson
Bundaberg Groundwater Area Advisory Committee	Cr. A. Bush Cr. T. Ricciardi (Cr. W. Honor – proxy)
Hinkler Hall of Aviation Advisory Committee	Cr. L. Pyefinch Cr. L. Forgan
Regional Organisation of Councils/ROC	Cr. L. Pyefinch
Regional Roads Group	Cr. W. Honor
Local Government Association of Queensland	Cr. L. Pyefinch

Equal Employment Opportunity

Bundaberg Regional Council is committed to this philosophy throughout its management and operations and wants to be seen as an Employer of first choice. Employment Opportunity Plan is supported by anti discrimination, harassment and bullying policies which include the principles of Equal Employment Opportunity.

Through these initiatives Council is committed to enhancing the current gender balance across all age groups in the Council. Council also has a number of job share working arrangements and a number of staff taking advantage of Council's maternity incentives and flexible working arrangements. Council also employs a number of trainees, apprentices and long term unemployed personnel.

Employment status and staff age and department are:

Employment Status

GENDER	FULL TIME	PART TIME	CASUAL	TOTAL
Females	164	23	47	234
Male	591	3	32	626
Total	755	26	79	860

Employee Age Group

AGE	<24	25-34	35-44	45-54	55-65	>65
Male	58	86	136	226	113	8
Female	43	45	61	55	28	1



Councillor's Code of Conduct

In accordance with *The Local Government Act 1993*, elected members can either adopt a Code of Conduct or automatically fall under the Code of Conduct provided by the State Government. Bundaberg Regional Council applies the State Government model Code of Conduct for Councillors and complies with the obligations stated therein.

As well a register listing Councillors' material personal interests is also maintained. *The Local Government Act 1993* requires elected members to declare any material personal interest in matters before Council and to remove themselves from any discussions or decision making on that matter. For a Councillor to have a material personal interest, there must be a personal benefit or gain received by the Councillor or a related person. For the reporting period there have been no breaches of the Code of Conduct by a Councillor.

Registers Open for Inspection by Members of the Public

- Annual Budget
- Annual Report
- Land Record of Rateable Land
- Corporate and Operational Plans
- Council Minutes
- Councillors' Register of Interests
- Council Policies
- Delegations of Authority
- Fees and Charges (Regulatory Fees and Other Charges)
- Local Law and Subordinate Local Laws
- NCP Business Activities
- Statement of Affairs

Code of Competitive Conduct for Business Activities

In accordance with Local Government and Industrial Relations Amendment Act 2008, Council was not required to comply with sections 547 and 555 of *The Local Government Act 1993* until 1 July 2009.

However Council elected to identify the following Business activities of its local government business entities to 30 June 2009 as:

Type 3 Business units

- Recoverable works (Main Roads) "other roads"
- Refuse Operations
- Caravan Parks
- Building Certification
- The Moncrieff Theatre

Type 2 Business units

- Water Business Unit
- Sewerage Business Unit

Council did not apply the code of competitive conduct and it will review its operations and identify Business units after 1 July 2009

Competitive Neutrality Complaints

Section 847 of *The Local Government Act 1993*

Nil.

Tenders and Expressions of Interest

There were no changes to tenders pursuant to Section 488(2) of *The Local Government Act 1993*. There were no resolutions made by Council in relation to expressions of interest under Section 489(1) of *The Local Government Act 1993* during the period.



General Complaints Process Disclosures up to June 2009

Council is required under section 501E(1)(j) of *The Local Government Act 1993* to disclose the number of complaints made and resolved through its General Complaints Process. There were no general complaints received by Council.

Land

Council has control over approximately 5000ha of parkland (which includes 1010ha leased to sporting clubs). The parks include land owned by Council and Crown Reserves, for which Council is the trustee. Areas of some parks are leased to local clubs and associations.

Council also controls 1456 km of roads on land defined under the Land Act 1994.

Reimbursement of Expenses and Provision of Facilities for Councillors Policy and Resolution

At the commencement of the current Council term March 2008 the Councillors were governed by the State Government Interim Reimbursement of Expenses and Provision of Facilities for Councillors guidelines. This would remain until such time as Council adopted an approved Reimbursement of Expenses and Provision of Facilities for Councillors Policy.

Council passed a resolution adopting the Reimbursement of Expenses and Provision of Facilities for Councillors Policy

- (a) The Reimbursement of Expenses and Provision of Facilities for Councillors Policy (as detailed on the ten (10) pages) appended to this Report) be adopted by Council.
- (b) Council authorise the payment of reasonable expenses incurred and the provision of facilities to Councillors in accordance with the Reimbursement of Expenses and Provision of Facilities for Councillors Policy as adopted by Council.

Council's Ordinary Meeting of 19 May 2009 G.1



REIMBURSEMENT OF EXPENSES AND PROVISION OF FACILITIES FOR COUNCILLORS GOVERNANCE POLICY

1.0 Intent

To ensure compliance with statutory requirements and community expectations relating to the payment or reimbursement of legitimate expenses and the provision of facilities for the Bundaberg Regional Council Councillors while carrying out their duties and responsibilities.

To ensure that Councillors have the facilities and support necessary to perform their civic duties as elected representatives of their local communities.

2.0 Scope

The policy applies to Bundaberg Regional Council Councillors and Mayor.

3.0 Policy Objectives

The purpose of the policy is to ensure that the Mayor, Deputy Mayor and Councillors can receive reimbursement of reasonable expenses and be provided with necessary facilities in performance of their role.

4.0 Policy Objectives

Background

The payment and/or reimbursement of expenses and the provision of facilities for Councillors must only be for the actual cost of legitimate business use and in accordance with *The Local Government Act 1993* (the Act) and the Guidelines for Councils:

Reimbursement of Expenses and Provision of Facilities for Mayors and Councillors (the Guidelines) as issued by the Queensland Department of Local Government Sport and Recreation (the Department).

Councillors should not be financially disadvantaged when carrying out the requirements of the role of Councillor and should be fairly and reasonably compensated in accordance with statutory requirements and community expectations.

The payment and/or reimbursement of expenses and provision of facilities for Councillors:

- is to be open and transparent, prudent, responsible, acceptable to the community and in accordance with statutory requirements;
- based on ensuring economy and efficiency; and
- subject to budget provisions.

Council must give public notice of the expenses reimbursement policy by publishing a public notice about the policy after it has been adopted.. The public notice must be published in a newspaper circulating in the local government area as soon as practicable after adopting the expenses reimbursement policy.

Council's annual report must contain a copy of the policy and a copy of any resolution made during the year authorising payment of expenses or provision of facilities to Councillors. Council's annual report must also contain particulars about the expenses that were reimbursed, and the facilities that were provided to Councillors.

Councillors incurring expenses should not gain personal funds as a result of their role serving the community. All reimbursement of expenses or provision of facilities must be for legitimate business use only, that is, to enable Councillors to effectively and efficiently carry out their civic duties.. Facilities and resources provided to Councillors by Council are for the sole use of. Councillors in undertaking their duties and must be used responsibly and appropriately.. Spouses, partners and family members of Councillors are not entitled to reimbursement of expenses or to have access to facilities allocated to Councillors.

Failure to comply with this policy or misappropriation of expenses or facilities may be a breach of the Councillor Code of Conduct and/or an offence under the Criminal Code 1899.

Definitions

Council Business means official business conducted on behalf of, and/or approved by Council or Mayor or Chief Executive Officer, where a Councillor is required to undertake certain tasks to satisfy legislative requirements or achieve business continuity for the Council. Council Business should result in a benefit being achieved either for Council, the local government area or the community.

Council business includes functions that are a statutory requirement of the Councillor's role or are officially recorded in minutes or other public records. This might also include, attending an event or function to perform official duties or as an official Council representative, such as:

- ceremonial openings of buildings or facilities;
- fetes and carnivals;
- annual or presentation dinners;
- public meetings;
- private meetings arranged through official Council channels (i.e. documented in official records or diary for the purpose of conducting bona fide discussions of business of Council; and
 - At the meetings of the local government or its committees that the Councillor is entitled to or asked to attend, or at which the Councillor has business for a resident of the local government's area; and
 - At inspections or deputations, conferences and meetings at which the Councillor's attendance is permitted by the local government; and
 - At official functions organised for the local government; and
 - On residents of the area for the purpose of local government business.
 - Gathering of information by a Councillor necessary to inform him or her of an incident of interest to Council or which properly falls within the responsibility of Council.

Councillors include Councillors, the Mayor and Deputy Mayor.

Civic duties means Council business.

Discretionary training is any training that is not determined by Mayor or Chief Executive Officer as "mandatory".

Expenses refers to expenses described in the Guidelines.

Facilities refer to the facilities deemed necessary to assist Councillors in their role as shown in the Guidelines.

Mandatory training is any training that Mayor or Chief Executive Officer determines that Councillors must attend.

Meal allowance is the daily amount allowed for meals while travelling on Council business.

Official capacity refers to activities undertaken while on Council business.

Public record is any record created, received or kept in an official capacity.

Representing Council - A Councillor is representing Council when Mayor or Chief Executive Officer determines that the Councillor is to attend an event or function as a representative of Council.

Travel advance is a cash payment paid in advance for anticipated expenses associated with travelling on Council business.. A travel advance may include expenses for meals, accommodation and incidentals. All expenses must be reconciled at the return of the travel.

4.1 Expenses

The following expenses refer to actual expenses deemed necessary for Council business. Councillors are only entitled to payment/reimbursement for the expenses contained in the categories listed below.

4.1 Council Business

Where Councillors are attending to Council business such as meetings, functions or other activities in an official capacity, Council will pay for the approved expenses associated with that activity.

4.1.1 Representing Council at Events and Conferences

Councillors may be required to attend a range of events and functions as part of their role in attending to Council business.. Councillors may, for example, be required to attend significant sporting and other community events in an official capacity.

Where the Mayor has approved that a Councillor is required to attend an event or conference either regionally or nationally as a delegate of Council, Council will pay for expenses associated with attending that event. In the case of the Mayor is required to attend an event or conference either regionally or nationally as a delegate of Council the Chief Executive Officer can approve the attendance and Council will pay for expenses associated with attending that event.

Attendance at international conferences must be approved by Council.

4.1.2 Professional Development

The payment of expenses for professional development requires Council approval.

4.1.2.1 Mandatory Training

Councillors must attend training where the Mayor approves and where the Mayor is attending, the Chief Executive Officer approves, that all Councillors or a class of Councillors (e.g. newly elected Councillors) are to attend training courses, workshops, seminars or conferences for skill development related to a Councillor's role. Council will meet all costs.

Examples of mandatory training include, but are not limited to, training for Councillor induction, code of conduct, meeting procedures and legislative obligations.

4.1.2.2 Discretionary Training

A Councillor can attend a conference, workshop or training that has been identified as relevant to their role (other than mandatory training as outlined above).. The Mayor can approve and where the Mayor is attending, the Chief Executive Officer may approve such training.

The funding limit for discretionary training is \$5,000 for each Councillor during their four (4) year term in office.

4.1.3 Travel Costs

Councillors may incur travel costs for a number of reasons including attendance at conferences, training or workshops.

In general, the most cost effective form of travel must be used.. Councillors may request to travel using their own private vehicle for business purposes and claim a kilometre allowance based on log book details to substantiate their claim.

4.1.4 Accommodation

When attending conferences, Councillors must take advantage of any package provided by conference organisers and therefore, stay in the recommended accommodation unless prior approval has been granted by the Mayor, and where the Mayor is attending the Chief Executive Officer has approved. In all other cases, the Mayor must decide, and where the Mayor is attending the Chief Executive Officer must decide what are legitimate accommodation costs for the purpose of reimbursement.

Councillors may receive up to \$20.00 per day to cover incidental costs incurred while travelling and staying away from home overnight.

4.1.5 Meals

Councillors may claim for the reimbursement of each actual cost per meal when travelling for business related purposes.

Alternatively, Councillors may be paid a daily meal allowance of:

- Breakfast \$20.00
- Lunch \$30.00
- Dinner \$40.00

4.1.6 Hospitality Expenses

Where Councillors incur hospitality expenses while conducting Council business, apart from official civic receptions organised by the Council, the maximum amount that may be reimbursed is:

- \$500.00 per annum for each Councillor; and
- \$6,000.00 per annum for the Mayor.

Where the Mayor has delegated the attendance at a function on the Mayor's behalf to another Councillor, any costs incurred by the Councillor for that function are to be charged against the Mayor's hospitality expense account.

Hospitality expenses related to official receptions and other functions organised by Council officers are met from relevant approved budgets.

4.1.7 Cab Charge and Public Transport

Councillors may claim for cab charge facilities or reimbursement for public transport tickets (rail, bus, ferry) to attend on official Council business only.

4.2 Facilities

Facilities provided for Councillors must be deemed necessary and required to assist Councillors in their official capacity.. In accordance with statutory provisions, Council may only provide Councillors with the facilities listed below.

All facilities provided to Councillors remain the property of Council and must be accounted for during annual equipment audits.. The facilities must be returned to Council when the Councillor's term expires, unless Council agrees to dispose of the facility in some other manner.

4.2.1 Administrative Tools and Council Office Amenities

4.2.1.1 Office Space and Access to Meeting Rooms

Council provides office accommodation and access to meeting rooms for Councillors.

The standard of Councillor office accommodation is as approved by the Chief Executive Officer. Furniture and fittings for Councillor offices will be of a standard to allow Councillors to adequately undertake their roles as a Councillor. In general, rooms provided for Councillor use will be located at Council owned or controlled premises such as libraries, community centres or branch offices.

4.2.1.2 Secretarial/Administrative Support

Council will provide administrative support for Councillors with Councillor Support Staff employed under Council's usual terms and conditions of employment.. Relief staff will be provided where practical and shall be subject to budgetary and operational constraints.

The Mayor is entitled to a full time Executive Assistant under Council's usual terms of employment.

4.2.1.3 Computer for Business Use

Councillors are provided with a desktop or a laptop computer for Council business use at the Councillor's office.

Where a Councillor is provided with a desktop computer at the Councillor's office, Council will approve a desktop computer for the Councillor's home office if required.

Where a Councillor is provided with a laptop computer, Council will provide a docking station and monitor for the Councillor's office and the Councillor's home office if required.

The standard of computer shall be similar to that available to Council managers, including provision of wireless/remote access to Council's information technology system.

4.2.1.4 Landline (Councillor Offices)

Councillors are provided with a Council landline telephone and internet access for business use.

4.2.1.5 Fax and/or Scanner (Councillor Offices)

Councillors are provided with a shared facsimile and scanner for business use at the Councillor's office.

4.2.1.6 Printer, Photocopier, Paper Shredder (Councillor Offices)

Councillors are entitled to a printer, paper shredder and shared photocopier for business use at the Councillor's office.

Councillors will be entitled to a printer at the Councillor's home office if required. The standard of printer will be similar to that available to Council managers.

4.2.1.7 Stationery

Councillors are provided with Council stationery for official purposes only. Council stationery (such as letterhead) is not to be converted or modified in any way and may only be used for carrying out the functions of the role of Councillor. Stationery does not include any form of advertising or promotional material produced by Council.

Stationery will be provided similar to that available to Council managers.

4.2.1.8 Publications

Councillors are provided with copies of relevant legislation, books and journals considered necessary for undertaking their duties.

Where possible, these items will be provided in electronic format.. Publications approved by the Mayor and where the Mayor is requesting a publication, approved by the Chief Executive Officer, Council will meet the costs of such publications.

4.2.1.9 Other Administrative Necessities

Subject to Council approval, Councillors may be provided with any other administrative necessities to meet the business of Council.

4.2.1.10 Advertising

Council will not reimburse or provide funds, services or facilities for the purposes of advertising for Councillors.

4.2.1.11 Community Consultation

Councillors may use facilities provided to correspond with community representatives for the purpose of clarifying issues that are relevant to their portfolio, division or the Region in general.

Where a Councillor chooses to undertake further community consultation on a particular matter, in addition to that approved by Council, the Councillor is responsible for those costs.

4.2.2 Home Office

Councillors may be provided with home office equipment comprising a computer, or laptop docking station, facsimile machine, printer and internet access for business use only.

Where Council does not provide an internet connection at the Councillor's residence the Council will reimburse 50% of the monthly internet costs to the Councillor.

4.2.3 Maintenance Costs of any Council Owned Equipment

Council will cover all ongoing maintenance costs associated with Council owned equipment to ensure it is operating for optimal professional use.

4.2.4 Name Badge, Uniform and Safety Equipment

Councillors will be provided with a name badge as well as being provided with any safety equipment such as overalls, safety helmets or glasses, as required, in their role.

4.2.5 Vehicles, Fuel and Parking

4.2.5.1 Mileage on Private Vehicle

A Councillor who uses their private motor vehicle for official Council Business will be paid a monthly mileage allowance in accordance with the Australian Tax Office business use of motor vehicle cents per kilometre method and kilometre rate applicable at time of travel.

A Councillor who uses their private vehicle for Council Business will undertake a monthly reconciliation of Council business mileage for the private vehicle and seek reimbursement from Council for the actual mileage amount incurred for the month.

The Mileage allowance reimbursement will be paid up to a maximum of \$10,000 (6 cylinder vehicle) and \$8,700 (4 cylinder vehicle) per annum.. Should the Councillor exceed the maximum amount they may elect to be supplied with a Council provided vehicle.

Council will provide GPS device (e.g. Navman) for use by Councillor. printer will be similar to that available to Council managers.

4.2.5.2 Council Owned Vehicle

Councillors may be provided with a Council owned vehicle for official business, with access to private use of that vehicle being subject to reimbursement to Council for expenses (see below) associated with the private use of the vehicle.

- (1) The expense for private use shall be calculated such that the contribution by the Councillor will be either:
 - 2% of the Councillor's annual remuneration (excluding the amalgamation loading) or
 - based on actual private use of the vehicle for the month with the private use reimbursement calculated in accordance with the Australian Tax Office business use of motor vehicle cents per kilometre method and kilometre rate applicable at time of travel.

Councillors must advise the Chief Executive Officer of which contribution method they choose.

- (2) Vehicles provided will be in accordance with Council's fleet management practices and Use of Council Vehicle policy and will be purchased or leased ensuring a low carbon footprint.

All vehicles are to be approved by the Chief Executive Officer or their delegate.

- (3) All fuel and maintenance costs will be paid by Council.
- (4) Council will provide parking facilities for Councillors at their base office locations.. Council will provide parking facilities for all Councillors at Council buildings for the purpose of Committee and Ordinary Council meetings.
- (5) Council will provide a GPS device (e.g. Navman) to each vehicle.
- (6) Where a Council motor vehicle is provided to a Councillor, the Use of Council Vehicles Policy is applicable to the use of the vehicle.



4.2.6 Telecommunication Needs

Councillors will be provided with a mobile telephone or a hand held PDA palm pilot device (e.g. Blackberry).

Council will pay for all costs associated with the business use.. Any personal calls made by the Councillor must be reimbursed to Council.. In this context, Council acknowledges that, in principle, it will accept prima facie 5% of the total call charges for a mobile telephone being considered as personal calls and therefore subject to reimbursement to the Council by a Councillor. This principle is subject to review, on a case by case basis should it become evident to the Chief Executive Officer that 5% is reasonably insufficient to cover the actual personal calls for any specific telephone account.

Alternatively, a Councillor may elect to undertake a detailed review of each monthly telephone account and provide reimbursement to Council for the actual amount incurred for private use.

Council will pay for the cost of home internet access for business use only.

4.2.7 Legal Costs and Insurance Cover

Council may decide, pursuant to s240 of *The Local Government Act 1993*, to cover costs incurred through any inquiry, investigation, hearing or legal proceedings into the conduct of a Councillor, or arising out of, or in connection with the Councillor's performance of his/her civic functions.

Councillors will be covered under Council insurance policies while discharging civic duties. Specifically, insurance cover will be provided for public liability, professional indemnity, Councillor's liability, personal accident and/or workers compensation, international and domestic travel insurance.

4.2.8 Credit Card

A credit card may be made available to the Mayor and Deputy Mayor and will be issued with the approval of the Chief Executive Officer. The credit card should only be used for extraordinary business expenses directly related to the Mayor or Deputy Mayor attending to Councils business.

Personal expenses not related to the business of Council must not be charged to the Credit Card.

A statement of expenses including all receipts must be used to reconcile all credit card expenditure and must be submitted to the Chief Executive Officer within seven (7) days of receiving the credit card statement.

4.2.9 Provision of Meals

Councillors will be provided with light meals and morning and afternoon teas if they are required to attend statutory or other prescribed Council meetings that extend over these meal periods.

4.2.10 Non Allowable Expenses

Requests for payment/reimbursement of expenses associated with the following will not be paid or reimbursed:

- unreasonable alcohol expenses (a glass of alcoholic beverage with a meal is not considered unreasonable).
- unreasonable personal telephone expenses (a short daily telephone call to home would not be considered unreasonable).
- toiletries
- mini bar purchases
- traffic infringements
- laundering or dry cleaning
- airline membership
- in flight and in house movies
- expenses incurred by or on behalf of others such as partners, family members and associates



5.0 Controls

This policy is in compliance with the Guidelines for Councils - Reimbursement of Expenses and Provisions of Facilities for Mayors and Councillors issued by the Chief Executive of the Department of Infrastructure and Planning and *The Local Government Act 1993*.

6.0 Effective From

The Councillor's Expenses Reimbursement and Provision of Facilities Policy was adopted by Bundaberg Regional Council on the 19 May 2009 (Item G1).

7.0 Associated Documents

Local Government Act

Guidelines for Councils - Reimbursement of Expenses and Provisions of Facilities for Mayors and Councillors
GP-3-005 Use of Council Vehicles Governance Policy

REVENUE GOVERNANCE POLICY

1.0 Intent

To set the principles which Council will use for:

- The making of rates and charges;
- The levying of rates;
- The recovery of rates and charges;
- Concessions for rates and charges.

Whilst observing these principles Council may apply any of the relevant provisions of the *Local Government Act*, *Local Government Finance Standard* and *Local Government Regulation* relating to formulating, levying, applying concessions and recovery in its system of Rates and Charges.

2.0 Scope

This policy applies to the making of rates and charges, the levying of rates, the recovery of rates and charges, and concessions for rates and charges.

3.0 Policy Objectives

To meet the requirements of legislation including section 513 of *The Local Government Act 1993*.

Transparency, Simplicity, Equity, Fiscal Responsibility, Efficiency and Flexibility in making of rates and charges, levying of rates, recovery of rates and charges, and concessions for rates and charges.

4.0 Policy

4.1 Principles used for the making of Rates and Charges

In deciding the General rate, Council will consider the total projected expenditure and other revenues from providing its services to the community.

Where possible, Council will be guided by the principle of user pays for the making of rates and charges for Water, Sewerage and Cleansing to minimise the impact of rating on the efficiency of the local economy.

In accordance with the *Fire and Rescue Services Act 1990*, Council is required to collect a fire levy on behalf of the Queensland Fire and Rescue Services. The levy is not a Council charge and the funds collected are remitted to the Queensland Fire and Rescue Services.

Council will also have regard to the principles of:-

- Having in place a rating regime that is simple and inexpensive to administer;
- Equity by taking account of the different levels of capacity to pay within the local community;
- Flexibility to take account of changes in the local economy.
- Transparency in the making of rates and charges;

In determining rates and charges the Council will have regard to reserves held or desired to be held in respect of asset replacement and/or specific purpose reserve funds. Reserves will be used for designated purposes, funding of "internal" loans when surplus reserves are available, and balancing of under or over expenditure against against. the original budget estimates.

In making water service charges the Council may consider the community benefits (health, safety, city aesthetics, etc) gained by classes of landowners using this service.

4.2 Principles used for the levying of Rates

In levying rates Council will apply the principles of:

- Making clear what is the Council's responsibility to the rating system and each ratepayers' responsibilities in paying for the levy, ability to enjoy prompt payment discount and the application of interest for overdue rates;
- Making the levying system simple, efficient, and inexpensive to administer in order to minimise costs;
- Making clear the method of calculating the sums payable by a ratepayer;
- Empathy through flexible payment arrangements for Ratepayers experiencing financial difficulty in meeting their rating obligation;
- Discounting certain levies for payment by the due date;
- Timing the levy of rates to take into account the financial cycle of local economic activity, in order to assist smooth running of the local economy.

4.3 Principles used for the recovery of Rates and Charges

Council will exercise its rate recovery powers in order to reduce the overall rate burden on ratepayers. It will be guided by the principles of:

- Transparency by making clear the obligations of ratepayers and the processes used by Council in assisting them meet their financial obligations;
- Making the processes used to recover outstanding rates and charges clear, simple to administer and cost effective;
- Capacity to pay in determining appropriate arrangements for different sectors of the community;
- Equity by having regard to providing the same treatment for ratepayers with similar circumstances;
- Flexibility by responding where necessary to changes in the local economy.

4.4 Rebates and Concessions for Rates and Charges

Statutory provision exists for the Council to remit or postpone rates in certain circumstances. These provisions are detailed in Part 6, Chapter 14 of the Local Government Act of 1993.

In considering the application of concessions, Council will be guided by the principles of:

- The same treatment for ratepayers with similar circumstances;
- Transparency by making clear the requirements necessary to receive concessions;
- Flexibility to allow Council to respond to local economic issues.
- Equity by having regard to the different levels of capacity to pay within the local community.

Consideration may be given by Council to granting a concession to a class of landowner without the need for an individual application (e.g. in the event an area is declared a natural disaster area by the State Government).

5.0 Controls

Section 513 of *The Local Government Act 1993* requires the following in regard to a Local Government's Revenue Policy:

“513A Preparation and adoption of revenue policy

- (1) A local government must, for each financial year, prepare and, by resolution, adopt a revenue policy.
- (2) The local government must ensure each revenue policy is prepared and adopted in enough time, before the start of the financial year for which it is prepared, to allow preparation and adoption of a budget for the financial year consistent with the policy.
- (3) When the policy is adopted by the local government, it becomes the local government's revenue policy for the financial year for which it is prepared.

513B Requirements and content of revenue policy

- (1) A local government's revenue policy, or an amendment of its revenue policy, must comply with the Local Government Finance Standards.
- (2) The revenue policy must, if, under section 1035A, the local government intends to remit rates or defer payment of rates for the financial year, state the purpose of the remittance or deferral.
- (3) A local government may, by resolution, amend its revenue policy for a financial year at any time before the financial year ends.

513C Copies of revenue policy to be available for inspection and purchase

A local government must-

- (a) ensure its revenue policy is open to inspection; and
- (b) make copies available for purchase at its public office at a price not more than the cost to the local government of producing the copy and, if a copy is supplied to a purchaser by post, the cost of postage.”

6.0 Effective From

The Revenue Policy was adopted by Bundaberg Regional Council on 4 August 2008, Special Budgetary Meeting .

This Policy is effective from 4 August 2008.

7.0 Associated Documents

Local Government Act

GP-3-038 Revenue Statement Governance Policy



REVENUE STATEMENT GOVERNANCE POLICY

1.0 Intent

To establish:

- How rates and charges are determined, including the extent that rates and charges relate to relevant costs;
- Details on all rebates and concessions;
- Details on any limitations on rates and charges;
- The extent to which physical and social infrastructure costs for new development are to be funded by charges for the development;
- Whether it is intended to maintain, decrease or increase the operating capability of the local government and the extent to which it may be decreased or increased;
- Whether depreciation, and other non-cash expenses, are to be fully funded.

2.0 Scope

This policy applies to the making of rates and charges, the levying of rates, the recovery of rates and charges, and concessions for rates and charges.

3.0 Policy Objectives

This Statement deals with the reasoning applied by Council in fixing rates and charges and if applicable, how the Council applies user pays principles to utility and general charges. Generally, this statement does not deal with specific dollar amounts.

This Revenue Statement specifically addresses the legislative requirements in respect of those matters detailed above. The Statement provides reasons why Council levies its rates and charges, why and how rebates and concessions are provided, and any limitations on these matters. Where appropriate, the basis for calculation of the various rates and charges may be shown.

4.0 Policy

4.1 The Determination of Rates and Charges:

The Bundaberg Regional Council for any financial year will, as properly planned to meet requirements, make and levy:

- Differential General Rates;
- Minimum General Rates;
- Special Rates and Charges (generally across specific benefitted or serviced areas of the Region); and
- Utility Charges.

In respect of utility charges, the Council will, as properly planned to meet requirements, make and levy such charges for:

- Supplying water services;
- Supplying sewerage services; and
- Supplying cleansing services.

By resolution, the Council will for any financial year, fix Regulatory and Non-Regulatory Charges for services and facilities supplied by the Council pursuant to Sections 36 and 1071A of *The Local Government Act 1993*. In accordance with the Act, a Register of the Council's Regulatory and Non-Regulatory charges will be kept at the Public Administration Office at 186-190 Bourbong Street, Bundaberg Central, and its Service Centres at Bargara, Childers and Gin Gin.

In determining rates and charges the Council will have regard to reserves held or desired to be held in respect of asset replacement and/or specific purpose reserve funds. Reserves will be used for designated purposes, funding of "internal" loans when surplus reserves are available, and balancing of under or over expenditure against the original budget estimates.

4.2 General Rates / Differential General Rates

General Rates are principally allocated to rateable properties in the Regional area based on the Unimproved Capital Value (UCV) as supplied by the Lands Division of the Department of Natural Resources and Water. General Rates are used to fund the general operations of Council after allowing for the income from all other rates and charges. The term "rateable land" is defined by Section 957(1) of *The Local Government Act 1993*.

Other relevant terms used in Council's differential rating criteria are defined as follows:

- 'Primary Council Land Use Code' - shall mean - A two-character code recorded in Council's rating files as a local Government Code which identifies the principle use of the land;
- 'Secondary Council Land Use Code' - shall mean - A two-character code used in conjunction with the Primary Council Land Use code to indicate a particular land use.
- 'Strata Title Residential Property' 'Strata Title Residential Use' - shall mean - Lots, which would have a Primary Council Land Use Code of 8 or 9, created under the provisions of *The Building Units and Group Titles Act 1980* or *The Body Corporate and Community Management Act 1997*.

Council will make and levy Differential General Rates for the Financial Year ending 30th June 2009, on all Rateable Land in the Local Government Area.

In accordance with Section 983 of *The Local Government Act 1993*, Council categorises all rateable land into 20 categories (Column 1), determines the criteria by which the land is to be categorised (Column 2) and pursuant to Sections 978 and 979(2) of *The Local Government Act 1993*, identifies the categories in which rateable parcels of land are included (Column 3) in accordance with the following table:

<p>1 Urban Residential Land</p>	<p>Land that is used for Urban Residential purposes, or has the potential predominant use by virtue of its improvements or activities conducted upon the land of Urban Residential purposes.</p>	<p>Land to which any of the following Primary Council Land Use Codes applies:- <i>Code Description</i> 01 Vacant Urban Land 02 Single Unit Dwelling 03 Multi Unit Dwelling - Flats 08 Building Units (Primary Use Only) 09 Group Title (Primary Use Only)</p>
<p>2 Rural Residential Land</p>	<p>Land located within the area of the former Bundaberg City, Burnett Shire or Isis Shire Councils, that is used for Rural Residential purposes, or has the potential predominant use by virtue of its improvements or activities conducted upon the land of Rural Residential purposes</p>	<p>Land to which any of the following Primary Council Land Use Codes applies:- <i>Code Description</i> 04 Vacant - Large House site 05 Dwelling - Large House site 06 Outbuildings</p>
<p>3 Rural Residential Land (Kolan)</p>	<p>Land located within the area of the former Kolan Shire Council that is used for Rural Residential purposes, or has the potential predominant use by virtue of its improvements or activities conducted upon the land of Rural Residential purposes</p>	<p>Land to which any of the following Primary Council Land Use Codes applies:- <i>Code Description</i> 04 Vacant - Large House site 05 Dwelling - Large House site 06 Outbuildings</p>
<p>4 Bundaberg Strata Title Properties</p>	<p>Land located within the area of the former Bundaberg City Council that is used for multidwelling residential purposes, or has the potential predominant use by virtue of its improvements or activities conducted upon the land of multidwelling residential purposes</p>	<p>Land to which any of the Primary Council Land Use Code applies:- <i>Code Description</i> 08 Building Units (Primary Use Only) 09 Group Title (Primary Use Only)</p>
<p>5 Central Coastal Towns</p>	<p>Land that is:- 1) Used for residential purposes, or has the potential predominant use by virtue of its improvements or activities conducted upon the land of residential purposes; and 2) Within the townships of Bargara, Burnett Heads, Elliott Heads, Innes Park and Moore Park Beach</p>	<p>Lands depicted on Council's Differential Rating Map Nos. 1 to 5 to which any of the following Primary Council Land Use Code applies:- <i>Code Description</i> 01 Vacant Urban Land 02 Single Unit Dwelling 03 Multi Unit Dwelling - Flats 04 Vacant - Large House site 05 Dwelling - Large House site 06 Outbuildings 08 Building Units (Primary Use Only) 09 Group Title (Primary Use Only)</p>

<p>6 Other Coastal Towns</p>	<p>Land that is:- 1) Used for residential purposes, or has the potential predominant use by virtue of its improvements or activities conducted upon the land of residential purposes; and 2) Within the townships of Woodgate, Buxton, Walkers Point, Coonarr or Winfield</p>	<p>Land depicted on Council's Differential Rating Map Nos. 6 to 10 to which any of the following Primary Council Land Use Code applies:- <i>Code Description</i> 01 Vacant Urban Land 02 Single Unit Dwelling 03 Multi Unit Dwelling - Flats 04 Vacant - Large Housesite 05 Dwelling - Large Housesite 06 Outbuildings 08 Building Units (Primary Use Only) 09 Group Title (Primary Use Only)</p>
<p>7 Urban Oceanfront Land</p>	<p>Land that:- 1) has frontage to the Pacific Ocean or roads fronting the Pacific Ocean within the townships of Bargara, Burnett Heads, Elliott Heads, Innes Park and Moore Park Beach; or 2) has frontage to rivers or roads fronting rivers in Burnett Downs or River Park; 3) and is used for residential purposes, or has the potential predominant use by virtue of its improvements or activities conducted upon the land of residential purposes</p>	<p>Land that is depicted on Council's Differential Rating Map Nos. 11 to 28 to which any of the following Primary Council Land Use Codes applies:- <i>Code Description</i> 01 Vacant Urban Land 02 Single Unit Dwelling 03 Multi Unit Dwelling - Flats 04 Vacant - Large House site 05 Dwelling - Large House site 06 Outbuildings 08 Building Units (Primary Use Only) 09 Group Title (Primary Use Only)</p>
<p>8 Subdivisions</p>	<p>Land that is:- 1) a parcel of land which is one of the parts into which land has been subdivided; and 2) the person who subdivided the land (the "subdivider") is the owner of the parcel; and 3) the parcel is not developed land</p>	<p>Land to which any of the following Primary Council Land Use Codes applies:- <i>Code Description</i> 72 Subdivided land in terms of Section 25 of the Valuation of Land Act 1944</p>





9 Agricultural Land

Land located within the area of the former Bundaberg City or Burnett Shire Councils that is used for agricultural purposes, or has the potential predominant use by virtue of its improvements or activities conducted upon the land of agricultural purposes

Land to which any of the following Primary Council Land Use Codes applies:-

- Code Description*
- 60 Sheep Grazing - Dry
 - 61 Sheep Breeding
 - 62 Not Allocated
 - 63 Not Allocated
 - 64 Cattle Grazing & Breeding
 - 65 Cattle Breeding & Fattening
 - 66 Cattle Fattening
 - 67 Goats
 - 68 Milk - Quota
 - 69 Milk - No Quota
 - 70 Cream
 - 71 Oil Seeds
 - 73 Grains
 - 74 Turf Farms
 - 75 Sugar Cane
 - 76 Tobacco
 - 77 Cotton
 - 78 Rice
 - 79 Orchards
 - 80 Tropical Fruits
 - 81 Pineapple
 - 82 Vineyards
 - 83 Small Crops & Fodder - Irrigated
 - 84 Small Crops & Fodder - Non Irrigated
 - 85 Pigs
 - 86 Horses
 - 87 Poultry
 - 88 Forestry & Logs
 - 89 Animals - Special
 - 90 Stratum
 - 93 Peanuts

10 Agricultural Land (Isis)

Land located within the area of the former Isis Shire Council that is used for agricultural purposes, or has the potential predominant use by virtue of its improvements or activities conducted upon the land of agricultural purposes

Land to which any of the following Primary Council Land Use Codes applies:-

- Code Description*
- 60 Sheep Grazing - Dry
 - 61 Sheep Breeding
 - 62 Not Allocated
 - 63 Not Allocated
 - 64 Cattle Grazing & Breeding
 - 65 Cattle Breeding & Fattening
 - 66 Cattle Fattening
 - 67 Goats
 - 68 Milk - Quota
 - 69 Milk - No Quota
 - 70 Cream
 - 71 Oil Seeds
 - 73 Grains
 - 74 Turf Farms
 - 75 Sugar Cane
 - 76 Tobacco
 - 77 Cotton
 - 78 Rice
 - 79 Orchards
 - 80 Tropical Fruits
 - 81 Pineapple
 - 82 Vineyards
 - 83 Small Crops & Fodder - Irrigated
 - 84 Small Crops & Fodder - Non Irrigated
 - 85 Pigs
 - 86 Horses
 - 87 Poultry
 - 88 Forestry & Logs
 - 89 Animals - Special
 - 90 Stratum
 - 93 Peanuts

11 Agricultural Land (Kolan)

Land located within the area of the former Kolan Shire Council that is used for agricultural purposes, or has the potential predominant use by virtue of its improvements or activities conducted upon the land of agricultural purposes

Land to which any of the following Primary Council Land Use Codes applies:-

- Code Description*
- 60 Sheep Grazing - Dry
 - 61 Sheep Breeding
 - 62 Not Allocated
 - 63 Not Allocated
 - 64 Cattle Grazing & Breeding
 - 65 Cattle Breeding & Fattening
 - 66 Cattle Fattening
 - 67 Goats
 - 68 Milk - Quota
 - 69 Milk - No Quota
 - 70 Cream
 - 71 Oil Seeds
 - 73 Grains
 - 74 Turf Farms
 - 75 Sugar Cane
 - 76 Tobacco
 - 77 Cotton
 - 78 Rice
 - 79 Orchards
 - 80 Tropical Fruits
 - 81 Pineapple
 - 82 Vineyards
 - 83 Small Crops & Fodder - Irrigated
 - 84 Small Crops & Fodder - Non Irrigated
 - 85 Pigs
 - 86 Horses
 - 87 Poultry
 - 88 Forestry & Logs
 - 89 Animals - Special
 - 90 Stratum
 - 93 Peanuts

12
Bundaberg Commercial Land

Land located within the area of the former Bundaberg City Council that is used for commercial purposes, or has the potential predominant use by virtue of its improvements or activities conducted upon the land of commercial purposes

- Land to which any of the following Primary Council Land Use Codes applies:-
Code Description
- 07 Guest House/Private Hotel (Accommodation with shared facilities)
 - 08 Strata Title (Non Residential Use)
 - 10 Combined Multi Dwelling and Shops
 - 11 Shop - Single
 - 12 Construction Site - Commercial
 - 13 Shopping Group (2 to 6 Shops)
 - 14 Shopping - Main Retail (Central Business District)
 - 15 Shopping - Secondary Retail (Fringe Central Business District)
 - 16 Drive-In Shopping Centre
 - 17 Restaurant
 - 18 Tourist Attraction
 - 20 Marina
 - 21 Residential Institution - Non Medical
 - 22 Car Park
 - 23 Retail Warehouse
 - 24 Sales Area (Outdoor)
 - 25 Offices
 - 26 Funeral Parlour
 - 27 Private Hospital/ Convalescent Home
 - 28 Warehouse and Bulk Stores
 - 30 Service Station
 - 38 Advertising Hoarding
 - 41 Child Care
 - 42 Tavern/Hotel
 - 43 Motel
 - 44 Nursery (Plants)
 - 45 Theatres and Cinemas
 - 46 Drive-In Theatre
 - 47 Club - Licensed/Sport/Run as a business
 - 49 Caravan Park

13
Other Coastal Towns Commercial Land

Land located within the townships of Woodgate, Buxton, Walkers Point, Coonarr or Winfield that is used for commercial purposes, or has the potential predominant use by virtue of its improvements or activities conducted upon the land of commercial purposes

- Land to which any of the following Primary Council Land Use Code applies:-
Code Description
- 07 Guest House/Private Hotel (Accommodation with shared facilities)
 - 08 Strata Title (Non Residential Use)
 - 10 Combined Multi Dwelling and Shops
 - 11 Shop - Single
 - 12 Construction Site - Commercial
 - 13 Shopping Group (2 to 6 Shops)
 - 14 Shopping - Main Retail (Central Business District)
 - 15 Shopping - Secondary Retail (Fringe Central Business District)
 - 16 Drive-In Shopping Centre
 - 17 Restaurant
 - 18 Tourist Attraction
 - 20 Marina
 - 21 Residential Institution - Non Medical
 - 22 Car Park
 - 23 Retail Warehouse
 - 24 Sales Area (Outdoor)
 - 25 Offices
 - 26 Funeral Parlour
 - 27 Private Hospital/ Convalescent Home
 - 28 Warehouse and Bulk Stores
 - 30 Service Station
 - 38 Advertising Hoarding
 - 41 Child Care
 - 42 Tavern/Hotel
 - 43 Motel
 - 44 Nursery (Plants)
 - 45 Theatres and Cinemas
 - 46 Drive-In Theatre
 - 47 Club - Licensed/Sport/Run as a business
 - 49 Caravan Park



<p>14 Other Commercial Land</p>	<p>Land that is not included in any other category and is used for commercial purposes, or has the potential predominant use by virtue of its improvements or activities conducted upon the land of commercial purposes</p>	<p>Land to which any of the following Primary Council Land Use Code applies:- <i>Code Description</i> 07 Guest House/Private Hotel (Accommodation with shared facilities) 08 Strata Title (Non Residential Use) 10 Combined Multi Dwelling and Shops 11 Shop - Single 12 Construction Site - Commercial 13 Shopping Group (2 to 6 Shops) 14 Shopping - Main Retail (Central Business District) 15 Shopping - Secondary Retail (Fringe Central Business District) 16 Drive-In Shopping Centre 17 Restaurant 18 Tourist Attraction 20 Marina 21 Residential Institution - Non Medical 22 Car Park 23 Retail Warehouse 24 Sales Area (Outdoor) 25 Offices 26 Funeral Parlour 27 Private Hospital/ Convalescent Home 28 Warehouse and Bulk Stores 30 Service Station 38 Advertising Hoarding 41 Child Care 42 Tavern/Hotel 43 Motel 44 Nursery (Plants) 45 Theatres and Cinemas 46 Drive-In Theatre 47 Club - Licensed/Sport/Run as a business 49 Caravan Park</p>	<p>17 Industrial Land (Isis)</p>	<p>Land that is located within the area of the former Isis Shire Council that is:- 1) Used for industrial purposes or has the potential predominant use by virtue of its improvements or activities conducted upon the land of industrial purposes; and 2) Is not Category 13 Land (Heavy Industry).</p>	<p>Land to which any of the following Primary Council Land Use Codes applies:- <i>Code Description</i> 29 Transport Terminal 31 Oil/Fuel Depot and Refinery 32 Wharves, Jetties and barge landing 33 Outdoor Storage Area 34 Cold Stores - Iceworks 35 General Industry 36 Light Industry 37 Noxious/Offence Industry 39 Harbour Industry 40 Extractive Industry 91 Transformers 95 Reservoirs, Dams, Bores</p>
<p>15 Major Drivein Shopping Centre</p>	<p>Land that is used for a drive-in shopping centre with more than 20,000m2 gross floor area, or has the potential predominant use by virtue of its improvements or activities conducted upon the land of drive-in shopping centre with more than 20,000m2 gross floor area</p>	<p>Land to which any of the following Primary Council Land Use Code applies:- Drive-In Shopping Centre with more than 20,000 square metres Gross Floor Area.</p>	<p>18 Extractive/ Transformers/ Substations/ Communication Towers</p>	<p>Land that is used for industrial purposes, or has the potential predominant use by virtue of its improvements or activities conducted upon the land of industrial purposes</p>	<p>Land to which any of the following Primary Council Land Use Codes applies:- <i>Code Description</i> 40 Extractive Industry 91 Transformers / Substations Communication Towers</p>
<p>16 Industrial Land</p>	<p>Land that is:- 1) Used for industrial purposes or has the potential predominant use by virtue of its improvements or activities conducted upon the land of industrial purposes; and 2) Is not Category 19 Land (Heavy Industry).</p>	<p>Land to which any of the following Primary Council Land Use Codes applies:- <i>Code Description</i> 29 Transport Terminal 31 Oil/Fuel Depot and Refinery 32 Wharves, Jetties and barge landing 33 Outdoor Storage Area 34 Cold Stores - Iceworks 35 General Industry 36 Light Industry 37 Noxious/Offence Industry 39 Harbour Industry 40 Extractive Industry 91 Transformers 95 Reservoirs, Dams, Bores</p>	<p>19 Heavy Industry</p>	<p>Land that is used for heavy industrial purposes, such as for example - a cogeneration plant or sugar mill, or has the potential predominant use by virtue of its improvements or activities conducted upon the land of heavy industrial purposes.</p>	<p>Land to which any of the following Primary Council Land Use Codes and Secondary Council Land Use Codes applies:- <i>Primay Code Secondary Code Description</i> 35 01 General Industry/ Cogeneration Plant 75 99 Sugar Cane/Sugar Mill</p>
<p>20 Other</p>	<p>Land that is not included in any other rating category.</p>	<p>This Criteria will only apply where the land is not included in any other rating category, including the following specific land use codes which are not included in any other category:- <i>Code Description</i> 19 Walkway 48 Non-Licensed Sports Club/ Facilities 50 Other Clubs (Non-Business) 51 Religious 52 Cemeteries 53 Commonwealth (Secondary Use Only) 54 State (Secondary Land Use Only) 55 Library 56 Showgrounds/Racecourse, Airfield 57 Parks, Gardens 58 Educational - Including Kindergarten 59 Local Authority (Secondary Use Only) 92 Defence Force Establishments 94 Vacant Rural Land (excluding Codes 1 & 4) 96 Public Hospitals 97 Welfare Homes/Institutions 99 Community Protection Centres</p>			

In accordance with Section 983 of *The Local Government Act 1993*, owners of rateable land will be informed of the category in which the land has been included and that they have the right of objection to the category their land is included in. All objections shall be submitted to the Chief Executive Officer, Bundaberg Regional Council, and the only basis for objection shall be that at the date of issue of the rate notice having regard to the criteria adopted by Council, the land should be in another rating category.

4.3 Minimum General Rates

Each year the Council will make and levy a minimum general rate per rateable assessment irrespective of the unimproved capital value. The minimum general rate is levied to:

- Provide a minimum contribution from all properties situated within the Region;

4.4 Separate Rates and Charges

Each year the Council will determine the necessity to make and levy a separate Rate or Charge which will be applied across the whole Regional area, for the general benefit of the community of the Region, to separately identify funds required for the aforementioned services.

4.5 Special Rates and Charges

Each year the Council will determine the necessity to make and levy a special Rate or Charge which will be applied across specific benefitted areas to repay the cost of works undertaken for the sole benefit of such areas.

Council currently levies special charges for the following specific purposes:

- to finance the reconstruction of the single lane timber bridge over the agricultural drain on Nortons Road;
- to provide drainage to the Moore Park Beach Drainage Scheme defined area;
- a Gates and Grids charge is levied on land upon which a gate or grid is installed across a council road, since the occupier of such land will specifically benefit from this facility through cost saved in fencing requirements. The rate applies to land on which a gate and/or grid is installed;
- to fund the cost of the capital construction of Sewerage Extensions in Rieck and Manning Streets, Gin Gin; and
- to provide for purchase, maintenance and operation of rural fire fighting equipment to specified Rural Fire Brigade Districts within the Region.

4.6 Urban Fire Levy

In accordance with *The Fire and Rescue Service Act 1990*, Council is required to collect an Urban Fire levy on behalf of the Queensland Fire and Rescue Service.

The Levy is not a Council Rate or Charge and the Funds collected are remitted to the Queensland Fire and Rescue Service. However, Council is entitled to an Administration Fee for collecting this Levy, as prescribed by *The Fire and Rescue Service Regulation 2008*.

4.7 Utility Charges

4.7.1 Water Charges

The Council levies Water Charges on properties in the Defined Water Supply Areas to recover the full costs of the Water Supply operation including a return to the Community on the assets employed.

Pursuant to Sections 963 and 973 of *The Local Government Act 1993*, the following Water Charges shall be made and levied for each financial year:

(1) Water Access Charge

4.7.2 Sewerage Charges

(1) Declared Service Area - Sewerage

The declared service areas (Sewerage) to which Sewerage Charges apply, shall be as per the following Declared Service Area (Sewerage) schedule:

- Key Map Registered No. 25550 dated July 2008; and
- Key Series Nos. 1 to 23 inclusive Registered Series Nos. 25551 to 25575 dated July 2008.

(2) Service Provider (Sewerage)

The Service Provider within the declared service area/s (Sewerage) shall be Bundaberg Regional Council through its Infrastructure Services (Water and Sewerage Operations) Section.

(3) Sewerage Charges

Sewerage Charges are levied on all properties within the defined sewerage area to cover the cost of:-

- Sewage collection and treatment;
- The disposal of effluent and bio-solids.

The same amount of rates is charged to connected properties and non-connected properties within the defined sewerage area. The reason for this is that the major portion of Council's costs associated with providing a sewerage service is in the provision and maintenance of capital infrastructure (pipes, processing plant etc.) and these costs must be financed whether or not a property is actually connected to the sewerage system.

Pursuant to Sections 963 and 973 of *The Local Government Act 1993* the following Sewerage Charges shall be made and levied for each financial year:-

- Single residential properties are levied a 100% charge for the first pedestal only. No additional charges apply for extra pedestals.
- Flats, units and strata title properties are levied a 100% charge per flat, unit or strata title unit, for the first pedestal only. No additional charges apply for extra pedestals.
- Where multiple lots are included on the one assessment Council does not levy a sewerage charge for each allotment, e.g. House and vacant lot together — only One (1) sewerage charge equal to 100% is levied or where there are multiple vacant lots on the one assessment — only One (1) Sewerage charge equal to 100% is levied.
- Commercial properties are levied a full charge per sewerage pedestal.
- Waste Dump Points at Caravan Parks charged 100% pedestal charge.

(6) Multiple Accommodation Self Contained Residential Units for Aged under the Control of Charitable/Church Organizations

Pursuant to Sections 1031 and 1033(1)(b) of *The Local Government Act 1993*, Multi accommodation self contained residential units for aged under the control of charitable/church organizations excluding care centres; and pedestals installed in Queensland Housing Commission units for the aged, including those identified in the following Table, be granted a remission of 60% of the Sewerage Rates.

PROPERTY OWNER AND LOCATION

The State of Queensland (Represented by Department of Housing), 11 Mulgrave Street, Bundaberg West
The State of Queensland (Represented by Department of Housing), 30 Sugden Street, Bundaberg South
East Haven, 1 Ann Street, Bundaberg East
East Haven, 49 Victoria Street, Bundaberg East
East Haven, 51 Victoria Street, Bundaberg East
The Corporation of the Synod of the Diocese of Brisbane, 4 Mezger Street, Kalkie
The Roman Catholic Trust Corporation, 9 Kepnock Road, Kepnock
The State of Queensland (Represented by Department of Housing), 9 Griffith Street, Bundaberg South
St. John's Evangelical Lutheran Church, 71 Dr May's Road, Svensson Heights
St. John's Evangelical Lutheran Church, 83 Dr May's Road, Svensson Heights
The Uniting Church in Australia Property Trust (Q), (part) 341 Bourbong Street, Millbank
The Uniting Church in Australia Property Trust (Q) (balance) 341 Bourbong Street, Millbank
The State of Queensland (Represented by Department of Housing), 147 Barolin Street, Avenell Heights
The State of Queensland (Represented by Department of Housing), 147 Barolin Street, Avenell Heights
Forest View Childers Inc, Morgan Street, Childers
Forest View Childers Inc, Morgan Street, Childers
Kolan Gardens, 3 Tyron Road, Gin Gin

Council grants this remission on the basis that Multi accommodation self contained residential units for aged, under the control of Charitable/Church organizations are entitled whose objects do not include the making of a profit.

Council delegates to the Chief Executive Officer the power, pursuant to Section 1035 of *The Local Government Act 1993*, to determine Applications made for this remission.

4.7.3 Waste Collection Charge

Waste Collection Charges are user-pays based charges and are levied on all properties receiving the cleansing service to recover the associated costs. These costs include the disposal and/or recycling of the refuse collected through a component of the Council's refuse tip maintenance costs.

(1) Single residential properties are charged one full charge per set of One

(1) refuse and One (1) recycling bin.

(2) Premises containing Two (2) or more Flats, Apartments, or other Dwelling Units, each used as a separate Domicile are charged One (1) full charge for each separate Domicile per set of One (1) refuse and One (1) recycling bin.

(3) Where insufficient space is available for the storage of Multiple Bins at multi-storey Strata Titled properties, (e.g. "Mantra"), these Properties may make Application to the Chief Executive Officer for approval to make private arrangements to receive an Industrial Bin service, in which case a Council Waste Collection Charge will not apply.

The charges for the service are annual charges and credits cannot be allowed for periods of time when the premises are unoccupied.

4.8 Regulatory Fees and Commercial Charges

Bundaberg Regional Council fixes Regulatory Fees and Commercial Charges for services and facilities supplied by the Council in accordance with Sections 36 and 1071A of *The Local Government Act 1993*.

In accordance with the provisions of the Act, Council keeps a copy of the Register of Regulatory Fees and Commercial Charges at its Public Administration Office at 186 – 190 Bourbong Street, Bundaberg Central, and its Service Centres at Bargara, Childers and Gin Gin, and this Register is open to inspection.

The criteria, used to determine the amount of Regulatory Fees, are the costs of the service or facility being provided, which comprise labour, material, equipment, and overhead costs.

In determining the level of all Regulatory Fees and Commercial Charges, the Council places a major emphasis on user-pays principles.

4.9 Rebates and Concessions

Statutory provision exists for the Council to remit or postpone rates in certain circumstances. These provisions are detailed in Chapter 14 – Part 6 of *The Local Government Act 1993*.

The Council has a policy of providing an Annual Rate Rebate to Approved Pensioners and a copy of this Policy together with the necessary application forms is available from Council Offices.

Currently the Rebate is in the amount of 10% of the Council's annual Rates and Charges levy to a maximum of \$70 for any financial year. This Rebate is provided in addition to any Pension Subsidy Scheme operated by the Queensland Government.

A phasing-in process will apply to properties in the former Isis Shire Council area.

4.10 Discount on Rates and Charges

A Discount of Ten Percent (10%) of the Current Year's Council Rates and Charges is conditional on the payment of Current Rates and all Arrears within the specified period of Thirty (30) Clear Days from the Issue Date of the Rate Notice.

4.11 Recovery of Overdue Rates

A separate Council policy has been prepared in respect of the recovery of overdue rates, to reinforce Council's practice and intentions in this regard. Council will actively pursue all available options under *The Local Government Act 1993*, including the sale of land for arrears of rates, to ensure that overdue rates are not a burden on the Region's ratepayers.

4.12 Interest on Overdue Rates

Council determines this matter from time to time by resolution in accordance with the requirements of *The Local Government Act 1993*. Currently interest is charged at 11% on overdue Rates and Charges on Daily Rests as from the seventh day following the Due Date stated on the Rate Notice.

4.13 Levying and payment of Rates and Charges

Council currently levies rates twice in each financial year. The first rates levy is issued as soon as possible after the annual Budget has been approved by Council.

The second rates levy is issued in the second half of the financial year (after 1 January).

Rates are due and payable by the 'Due Date' stated on the Rates Notice.

4.14 Funding of Capital Expenditure

Council's Budget includes capital expenditure for physical and social infrastructure. Where possible it is the Council's policy to fund, in part, such projects with charges for the development. However, the whole community, through the general rates process, will fund projects for the general benefit of the whole community.

4.15 Funding of Depreciation

Council seeks wherever possible to fully fund depreciation and other non-cash expenses. These depreciation charges may however be applied to new capital projects in any financial year. Depreciation charges are not fully funded, where the extent of unfunded depreciation is shown in the annual Budget. All other non-cash expenses, including employee provisions, are fully funded.

4.16 Proceeds from the Sale of Lands

Proceeds from the sale of lands held for resale shall be applied by Council to capital purposes only.

4.17 Operating Capability

Council's Budget shall provide for the maintenance of Council's operating capability.

5.0 Controls

The Local Government Act 1993 and the Local Government Finance Standard 2005 requires that the Council's Revenue Statement include the following:

- How rates and charges are determined, including the extent that rates and charges relate to relevant costs;
- Details on all rebates and concessions;
- Details on any limitations on rates and charges;
- The extent to which physical and social infrastructure costs for new development are to be funded by charges for the development;
- Whether it is intended to maintain, decrease or increase the operating capability of the local government and the extent to which it may be decreased or increased;
- Whether depreciation, and other non-cash expenses, are to be fully funded.

6.0 Effective From

This Policy is effective from 4 August 2008.

7.0 Associated Documents

Local Government Act

GP-3-001 Revenue Governance Policy



COMMUNITY FINANCIAL REPORT



The Queensland Local Government Finance Standard 2005 requires Council to prepare a Community Finance Report, to accompany the Financial Statements in the Annual Report. The four key financial statements can often be difficult to interpret. The Community Financial Report has therefore been designed with the intention of reporting the information portrayed in the four statements in a simplified and more understandable manner.

Particular areas of importance have been highlighted and expanded on where necessary to allow interested stakeholders the opportunity to make their own informed decisions. The four key financial statements for 2009 and key performance indicators can be described as follows:

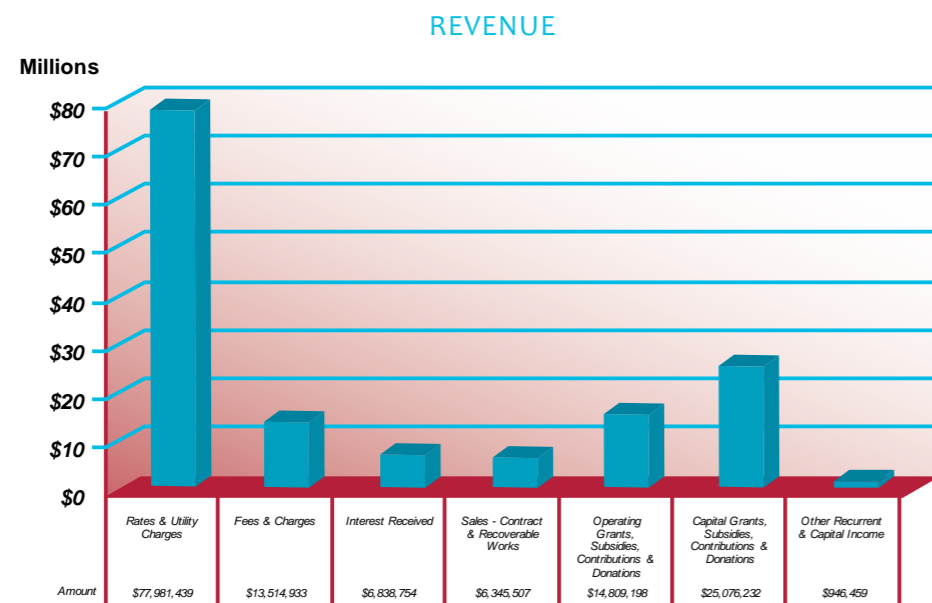
- Income Statement - revenue received and expenditure outlaid in the past 15.5 months
- Balance Sheet - assets owned and liabilities owed at 30 June 2009
- Statement of Cash Flows - a summary of where cash was received from and where it was used
- Statement of Changes in Equity - the community's net wealth at 30 June 2009
- Financial Ratios - for reviewing Council performance

To provide history and direction the consolidated data from the former Council's financial statements for the years 2005 to 2007 is included where appropriate in the Financial Ratios section. In order to create comparative figures for normal financial years for 2008 and 2009, Council reconstructed, to the best of its ability, the information from the former Councils and the Regional Council's respective financial statements for the 8.5 months ending 14 March 2008 and the 15.5 months ending 30 June 2009. These figures are indicative only and have not been subjected to audit. In reconstructing these figures Council applied assumptions where the former Councils reporting methodologies varied from the Regional Council and where normal 30 June accrual entries were not processed.

Income Statement

Revenue - where did Council receive revenue from?

The Bundaberg Regional Council area has a population of more than 92,000. It is therefore not surprising that rates and charges provided 53.6% of Council's total revenue. However, other sources of income such as fees and charges, and grants, subsidies, contributions and donations, have provided Council with 36.8% of its total revenue.



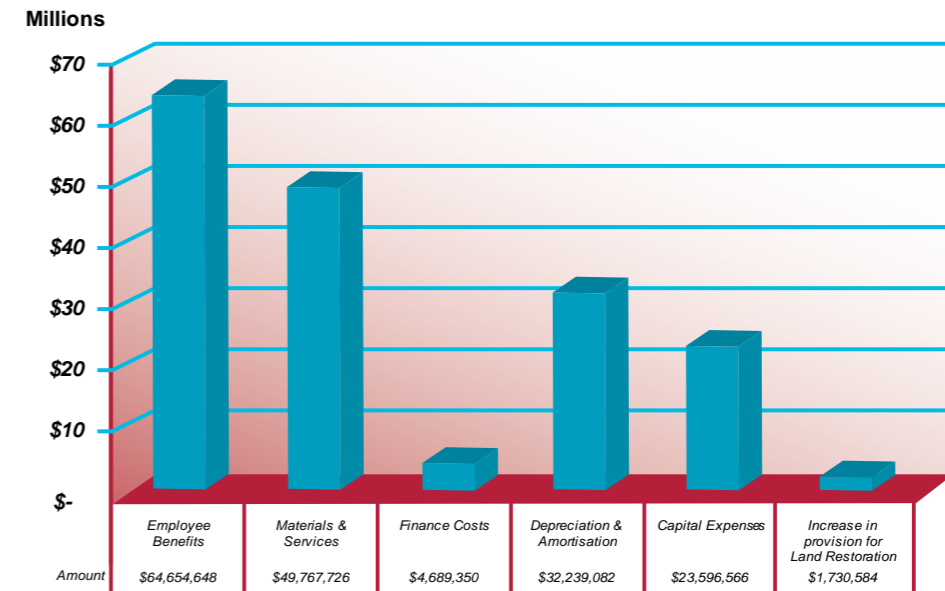
Expenses - what did Council spend money on?

A major component of Council's expenditure is employee benefits, representing over 36% of Council's outlay. Employee benefits include employee salaries and wages, councillors remuneration and superannuation, however this figure excludes wages that were capitalised as part of Council's assets of \$4.4m. Parity of wages from amalgamation caused a significant impact on the cost of existing employee benefits. This is a once-off cost and accordingly Council expects a reduction in employee costs for 2009-10. Materials and services also account for a large portion of Council's expenditure, totalling \$49.7m. This includes costs such as plant hire, contractors, chemicals for the operation of treatment plants, electricity, telephone and other operational costs.

Council's depreciation expense is in excess of \$32m, however this does not represent cash spent but rather a decline in value of assets through wear and tear.



EXPENDITURE



Balance Sheet

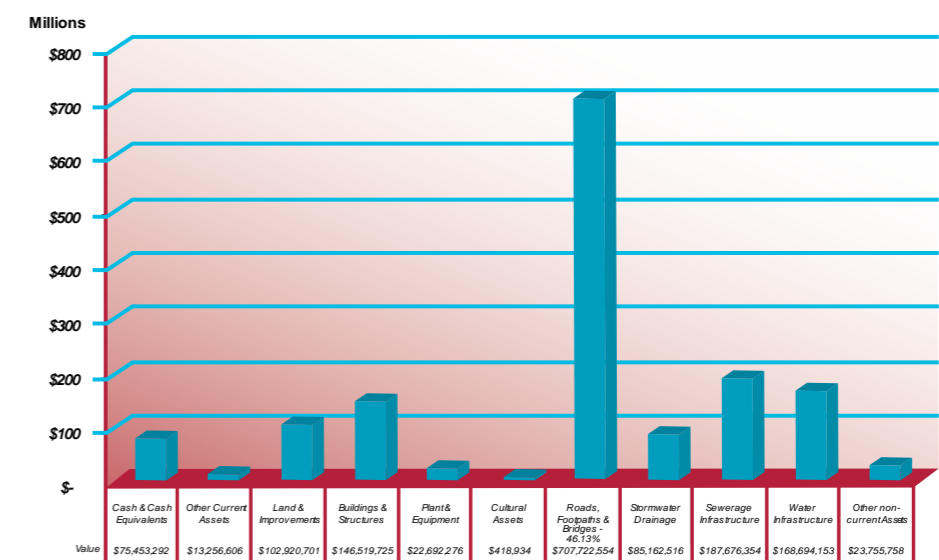
The balance sheet measures what Council owns and owes to relevant stakeholders at the end of the financial year. The result of these two components determines the net wealth of Council, which is the net wealth of the community.

Assets - what Council owned at 30 June 2009

Council has an asset base totalling \$1.53b. The major investment for Council has been in the assets which allow establishment and basic services for a growing community, namely property, plant & equipment which total \$1.42b. Cash represents less than 5% of net assets and consist mainly of reserves restricted for future capital expenditure.

The bulk of Council's property, plant and equipment assets are in the form of roads, footpaths and bridges, which total \$707,722,554, or 46.13%, while Water and Sewerage Infrastructure account for over 23% of Council's assets. Council requires over \$30m p.a. to maintain the value in these assets.

ASSETS

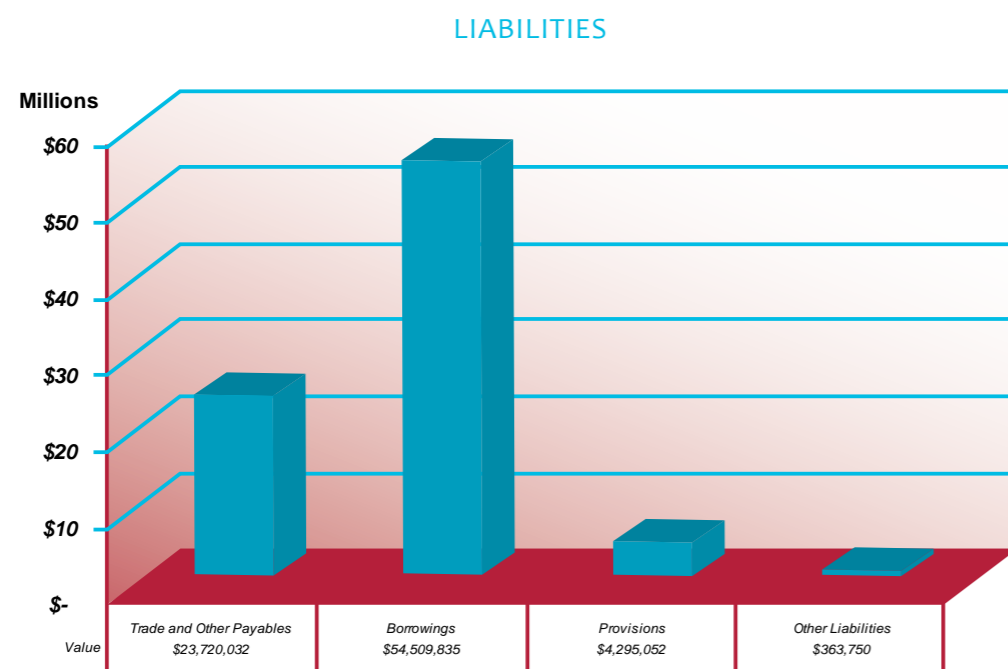


Liabilities - What Council Owed at 30 June 2009

The majority of Council's liabilities consist of borrowings, representing 65.76%, and trade and other payables, representing 28.62%. Borrowings are undertaken to fund certain projects, such as upgrade of the airport terminal and runway, to ensure intergenerational equity in the allocating of costs of such projects.

Trade and other payables are made up of day-to-day Creditors (\$8m) for the purchase of items ranging from bitumen to stationery, and Employee Entitlements totalling \$15.6m. Employee entitlements consist of annual leave, vested sick leave and long service leave amounts payable to employees at 30 June 2009.

Provisions consist of costs that are expected to be incurred in restoring landfill sites administered by Council, and represent 5.18% of the total liabilities.



Statement of Cash Flows

This statement summarises where cash has been received from and where it has been spent, resulting in a closing cash balance at year end. Council invests all surplus cash not required for day-to-day operation. These investments are included in Cash and Cash Equivalents. In simplified terms, Council's cash transactions for the year are as follows:

Opening balance	\$94.4m
Plus cash received	\$157.0m
Less cash spent	\$175.9m
Cash available at year end	\$75.5m

The major sources of cash received were receipts from customers of \$98.8m, and grants, subsidies, contributions and donations of \$37.5m, while cash outlays mostly consisted of payments to suppliers and employees of \$110.8m and payments for property, plant and equipment of \$53.3m.

Statement of Changes in Equity

The Statement of Changes in Equity determines the net wealth of Council, and therefore the community, and includes the asset revaluation reserve, retained earnings, capital and other reserves.

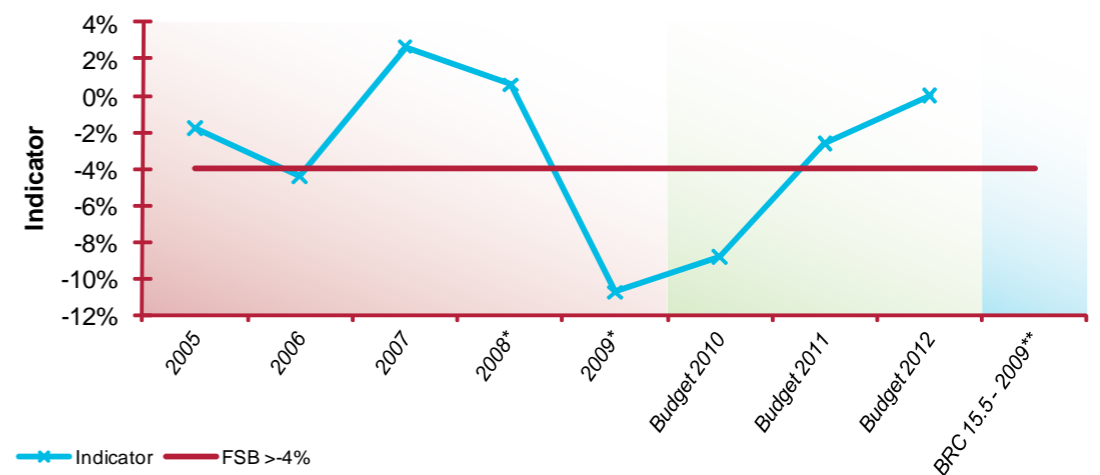
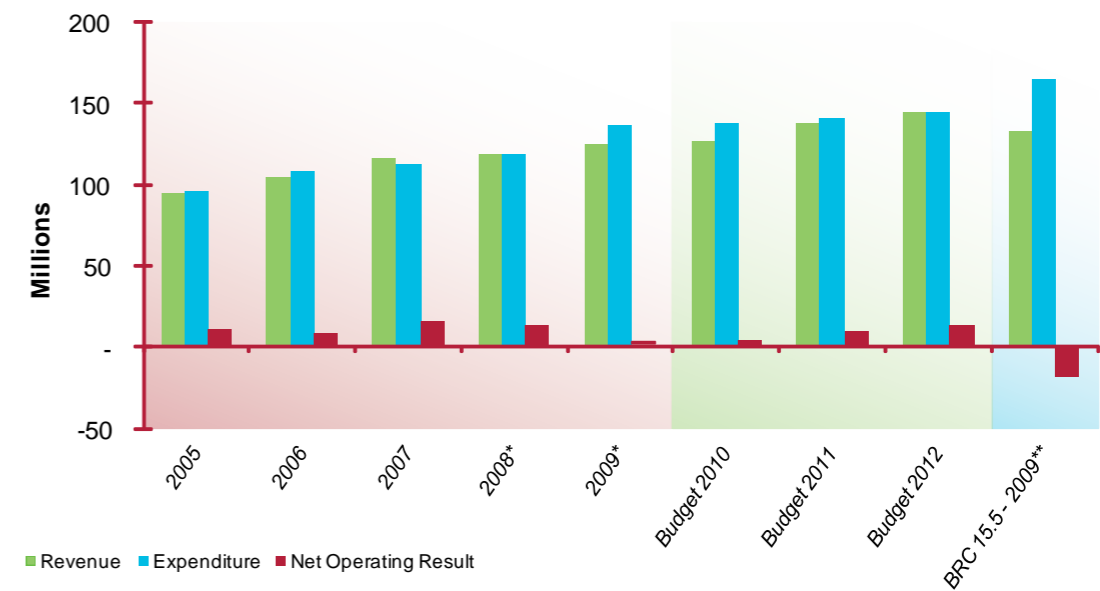
The asset revaluation reserve consists of \$271.5m worth of revaluations of Council's asset base throughout the year. Council's other reserves allow the setting aside of money to fund future projects, reducing the need to rely on borrowings for funding. The reserves set aside by Council include constrained works, asset acquisition, transport improvement, fleet renewal, sewerage improvement and water improvement, totalling \$37.0m.

Ratios

Ratios are an important tool for financial analysis, and portray information in a simplified manner. However a ratio should not be used in isolation to form an opinion on Council's performance. The reader should consider the impact of one-off significant events (amalgamations, legislative changes, etc.), Council's future strategic plans and other ratios and indicators when reviewing financial performance. Measuring the ratios against industry standards or acceptable levels assists in gauging Council's performance. This report includes five benchmarks determined by the Queensland Treasury Corporation (QTC) for reviewing financial sustainability in Queensland Local Government.

Operating Position - Operating Margin

The Operating Margin calculation reflects the net operating result, excluding capital items, as a percentage of operating revenue. QTC recommends a Financial Sustainability Benchmark (FSB) of greater than -4%.



* Estimates figures for comparative purposes

** Actual figures for the 15.5 months period from 15 March 08 to 30 June 09

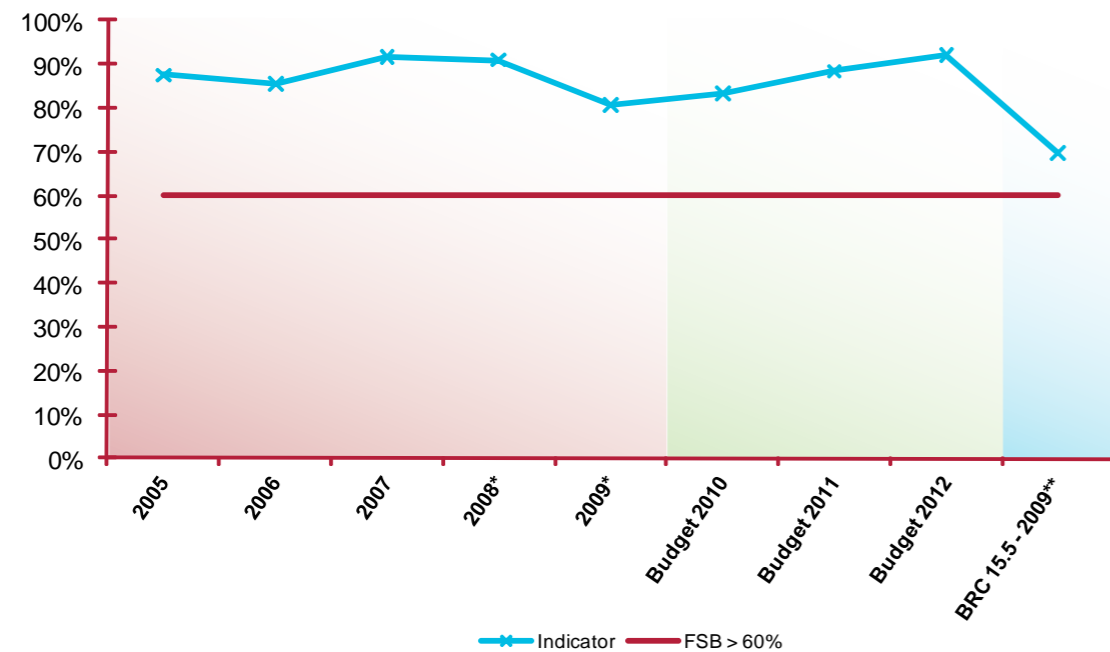
In prior years, Council's operating margin has been above the QTC benchmark of -4%, however 2009 saw a significant fall to -10.77%, which is 6.77% below the QTC minimum. This is mainly due to the cost associated with amalgamation. Council aims to return to a more acceptable level over the next two years. The negative net operating loss for the 15.5 month period to 30 June 2009, is exaggerated by the fact that rate revenue covering the first 3.5 months expenditure was received in the prior period. This mismatch is reflected in a number of ratios for "BRC 15.5 - 2009".

Fiscal Flexibility

Fiscal sustainability indicators measure the financial flexibility of Council, and therefore provide an indication of the capacity to respond to changing circumstances, including adverse financial shocks.

Fiscal Flexibility - Self Generated Operating Revenue Contribution

The Self Generated Operating Revenue Contribution displays the capacity of Council to significantly influence its own revenue outcomes, and is calculated as recurrent revenue, excluding subsidies, donations and contributions, as a percentage of recurrent expenses. QTC recommends a FSB of greater than 60%.

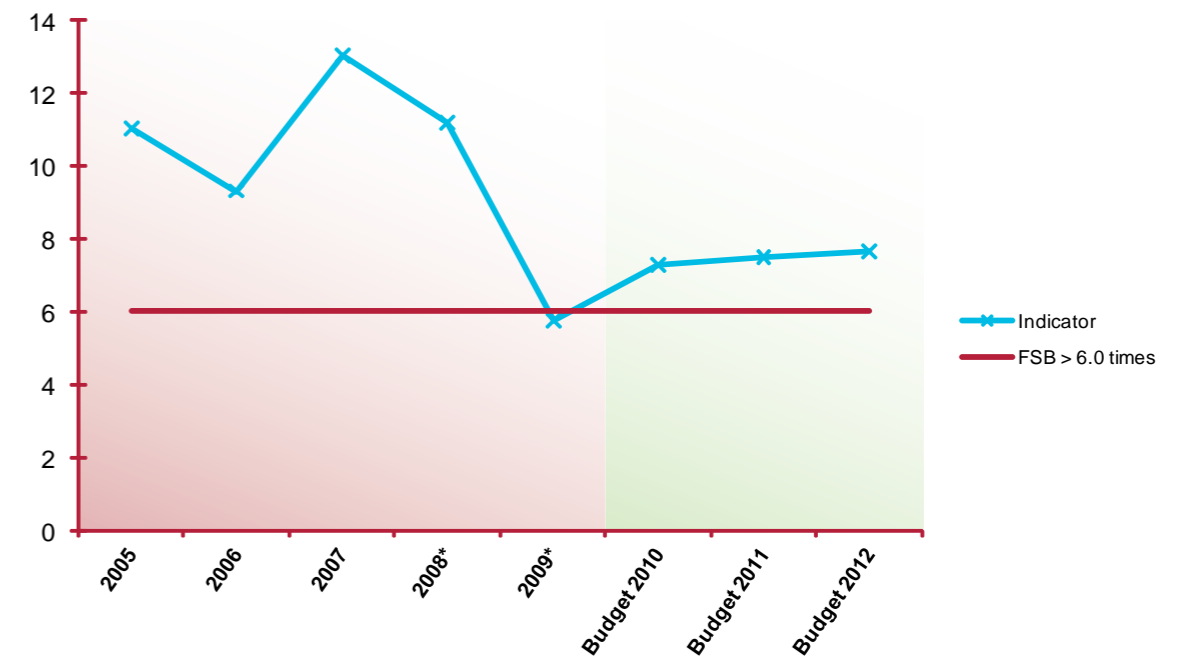


Council's indicator has remained above the QTC FSB in prior years, with the current year calculation coming in at 80.68%. This indicates that Council is not heavily reliant on grants and similar funding to sustain operations. Future years also look positive, with this indicator predicted to remain over the QTC FSB of 60%. It should be noted that this ratio does not show Council's reliance on future capital grants and subsidies for new capital expenditure and upgrades.

Again the "BRC 15.5 - 2009" is distorted by the mismatch of rate revenue received in a previous period.

Fiscal Flexibility - Interest Cover

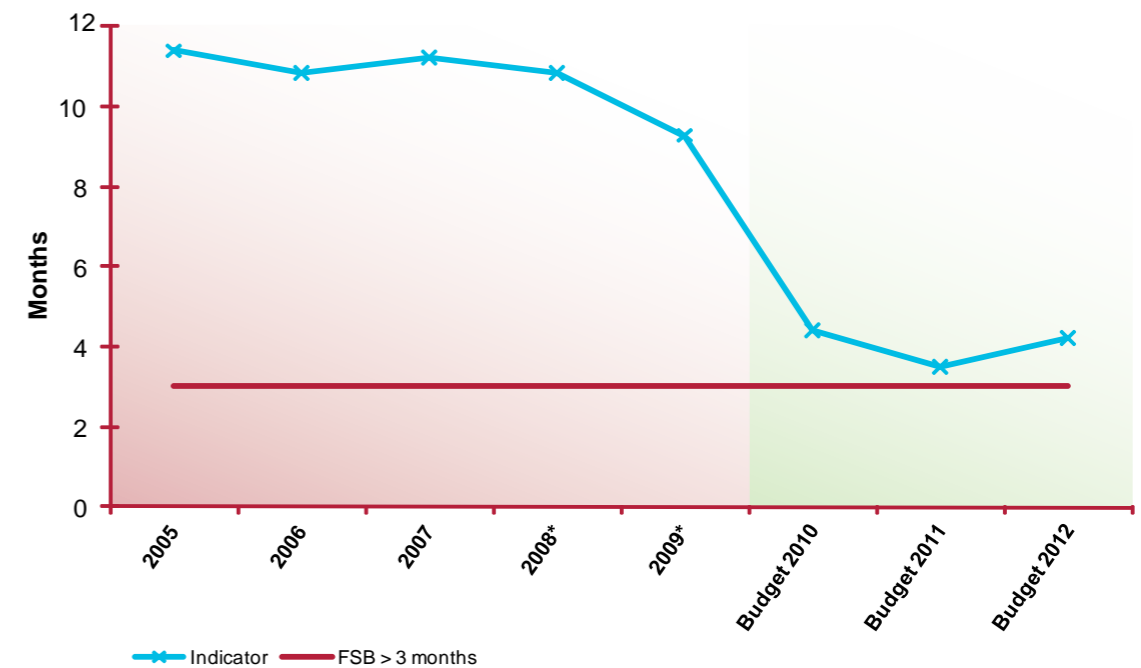
The Interest Cover indicator is Council's operating result, excluding capital items, interest and depreciation, divided by interest cost, with a QTC recommendation for sustainability of greater than 6 times.



Council's indicator in the past have remained higher than the 6 times recommendation, peaking at 13 times in 2007. In 2009 the indicator fell to 5.8 times, which is just under the QTC recommendation. This fall appears to only be temporary with future budgets predicting it to rise to approximately 7 times.

Liquidity - Cash Holdings

The Cash Holdings indicator is used to monitor Council's current cash balance in multiples of average monthly expenditure. This is calculated by dividing total cash by average monthly cash operating expenses, excluding capital items and depreciation. For this indicator QTC recommends a FSB of greater than 3 months.



Although history reflects a gradual decline in the indicator, it remains well above level recommended by QTC for sustainability. Historically, Council has held restricted funds for uncompleted capital works at 30 June each year which inflates Council's liquidity. During budget deliberations Council aims to match capital funds with in year expenditure, thereby reducing the amount of restricted cash held at year end and accordingly, reflecting in a much lower liquidity ratio.

Liquidity - Working Capital Ratio (Current Ratio)

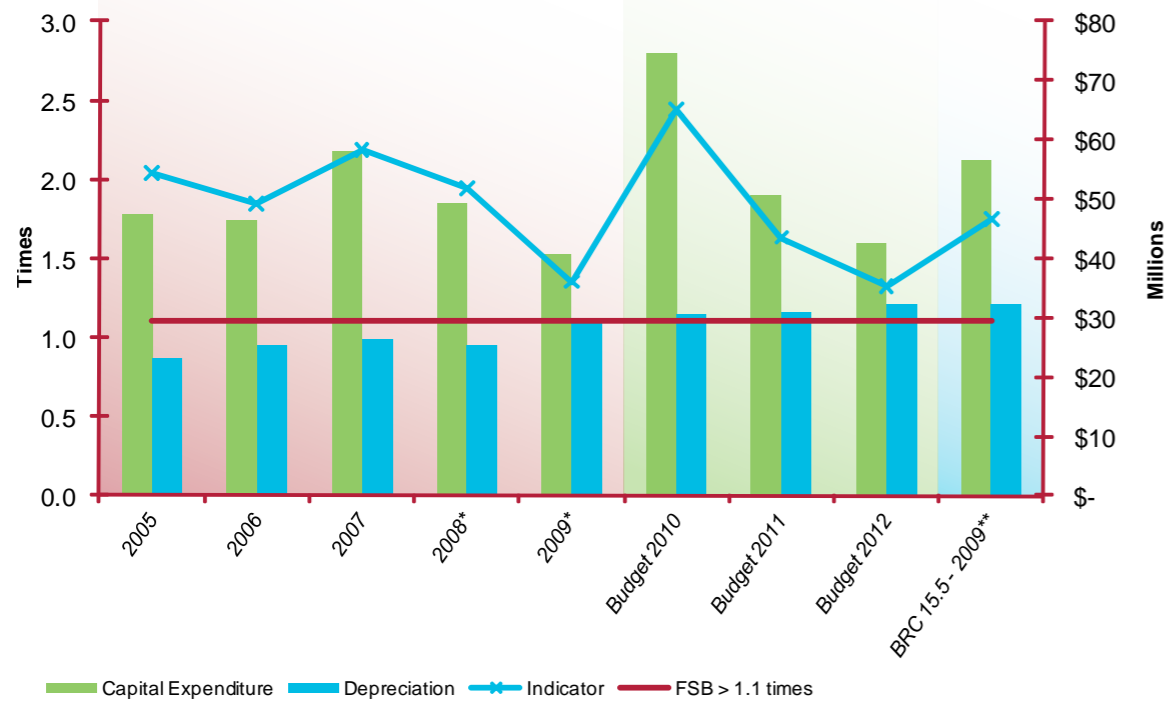
An important indication in determining the financial health of Council is to measure its ability to meet commitments when they fall due. This indicator identifies if Council has enough short-term assets to cover its immediate liabilities.

A ratio of more than 1 is desirable and generally a higher current ratio indicates a stronger financial position, and that Council has sufficient liquid assets to maintain normal business operations. Council's working capital ratio is 5.1 times, which indicates that it is in a strong financial position to meet its current commitments. QTC recommends a FSB greater than 3 times.

Former Council comparatives have not been included for this indicator as it is subjective with the changes in accounting policies and assumptions across the four former Councils following amalgamation and the creation of new policies.

Balance Sheet Management - Capital Expenditure Ratio

The Capital Expenditure Ratio divides annual capital expenditure by annual depreciation, which indicates how much of Council's capital expenditure is funded by depreciation. QTC recommends a FSB of greater than or equal to 1.1 times.

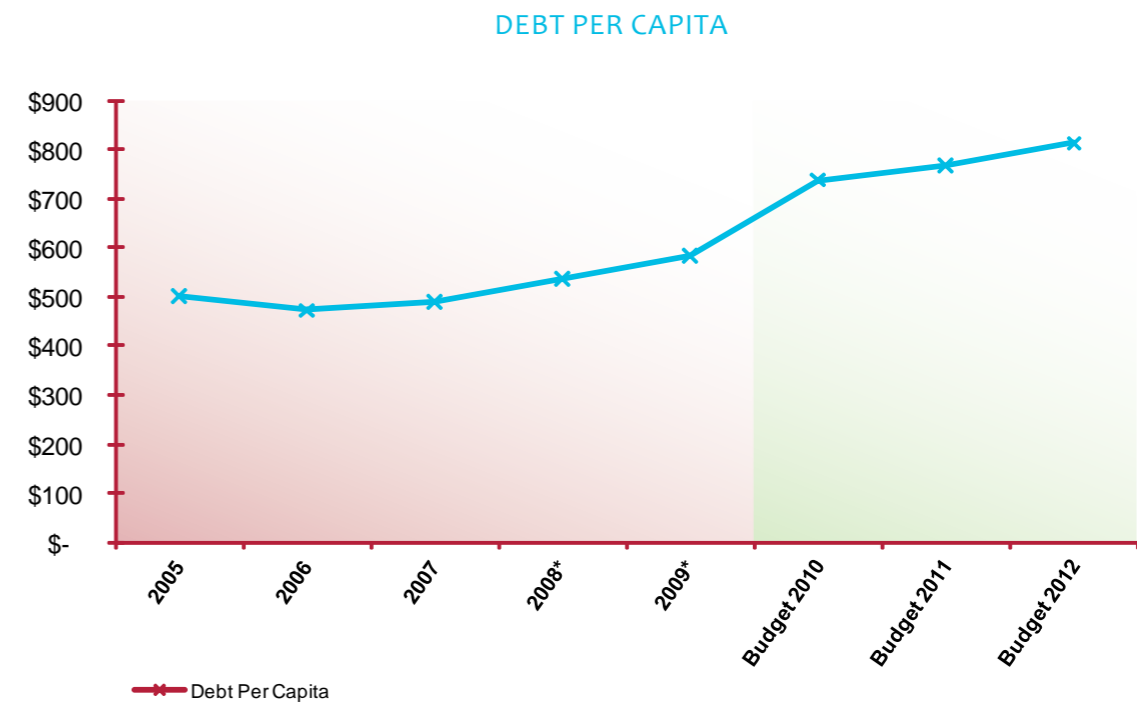


In the current year, and the past 4 years, Council's ratio has been above the QTC minimum. This ratio did decrease slightly in 2009 though to 1.4, however future budget figures indicate that this should increase in 2010 to 2.4 with the completion of the airport upgrade and other major capital projects.

Debt Per Capita

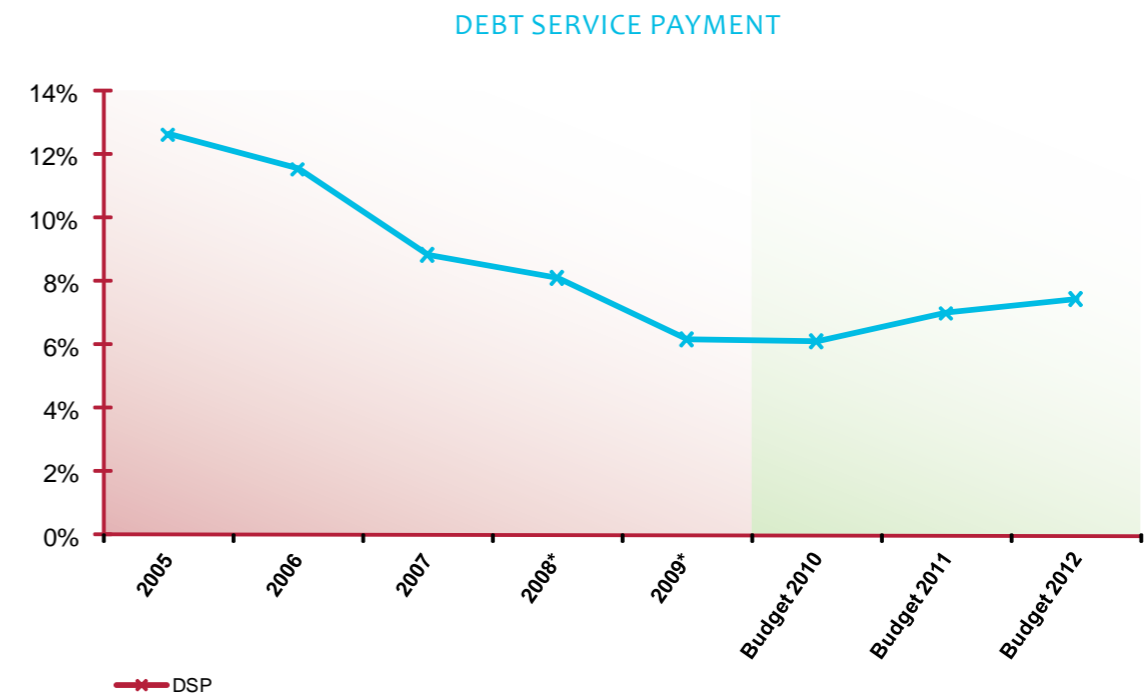
The debt per capita calculation monitors the amount of Council debt per resident. Based on an estimated population of 93,468 and total borrowings of \$54.5m, the debt per resident of Bundaberg Region as at 30 June 2009, is \$590.31.

The below graph shows a gradual increase in debt per capita in the past, and will continue into the future, based on current budgets for future years.



Debt Servicing Ratio

The Debt Servicing Ratio represents the percentage of operating revenue required to service debt payments.



Council's Debt Service Payments have decreased over the past several years, to a level of 6.2 in 2009. This indicates that Council requires 6.2% of its operating revenue to service debt payments for the year. Based on future budgets, it is expected that this level will increase slightly to 7.4% in 2012.

AUDITED ANNUAL FINANCIAL REPORT



BUNDABERG REGIONAL COUNCIL

ANNUAL FINANCIAL REPORT

For the period 15 March 2008 to 30 June 2009

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BUNDABERG REGIONAL COUNCIL
INCOME STATEMENT

For the period 15 March 2008 to 30 June 2009

	Note	30-Jun-09 \$
Income		
Revenue		
Recurrent Revenue		
Net rate and utility charges	3(a)	77,981,439
Fees and charges	3(b)	13,514,933
Interest received	3(c)	6,838,754
Sales - contract and recoverable works	3(d)	6,345,507
Grants, subsidies, contributions and donations	4(a)	14,809,198
Profit on sale of developed land held for sale	5	647,490
Total recurrent revenue		120,137,321
Capital Revenue		
Grants, subsidies, contributions and donations	4(b)	25,076,232
Total Revenue		145,213,553
Capital Income	6	298,969
Gain on Restructure of Local Government		
Assets and liabilities transferred from abolished Councils	15	1,212,479,068
Adjustment to opening balances	41	(1,444,621)
		1,211,034,447
Total Income		1,356,546,969
Expenses		
Recurrent Expenses		
Employee benefits	7	(64,654,648)
Materials and services	8	(49,767,726)
Finance costs	9	(4,689,350)
Depreciation and amortisation	10	(32,239,082)
Total recurrent expenses		(151,350,806)
Capital Expenses	12	(23,596,566)
Increase in Provision for Land Restoration	11	(1,730,584)
Total Expenses		(176,677,956)
Net Result Attributable to Council		1,179,869,013

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

BUNDABERG REGIONAL COUNCIL
BALANCE SHEET

As at 30 June 2009

	Note	30-Jun-09 \$
ASSETS		
Current Assets		
Cash and cash equivalents	16	75,453,292
Trade and other receivables	17	10,113,613
Inventories	18	2,651,523
Other financial assets	20	486,635
		88,705,063
Non-current assets classified as held for sale	21	-
Total Current Assets		88,705,063
Non-Current Assets		
Trade and other receivables	17	4,835
Investment property	22	195,253
Property, plant and equipment	23	1,421,807,213
Capital works in progress	24	18,277,078
Intangible assets	25	5,283,427
Total Non-Current Assets		1,445,567,806
TOTAL ASSETS		1,534,272,869
LIABILITIES		
Current Liabilities		
Trade and other payables	26	13,602,217
Borrowings	27	3,300,499
Other liabilities	30	363,750
Total Current Liabilities		17,266,466
Non-Current Liabilities		
Trade and other payables	26	10,117,815
Borrowings	27	51,209,336
Provisions	29	4,295,052
Total Non-Current Liabilities		65,622,203
TOTAL LIABILITIES		82,888,669
NET COMMUNITY ASSETS		1,451,384,200
Community Equity		
Capital	31	1,142,781,940
Asset revaluation reserve	32	271,515,187
Retained surplus/(deficiency)	33	-
Other reserves	34	37,087,073
TOTAL COMMUNITY EQUITY		1,451,384,200

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

BUNDABERG REGIONAL COUNCIL

STATEMENT OF CHANGES IN EQUITY

For the period 15 March 2008 to 30 June 2009

	Total	Capital Note 31	Asset Revaluation Reserve Note 32	Retained Surplus/ Deficiency Note 33	Other Reserves Note 34
	\$	\$	\$	\$	\$
Balance at beginning of period	-	-	-	-	-
Changes in equity for period					
Asset revaluation adjustments	271,515,187	-	271,515,187	-	-
Surplus for the period	1,179,869,013	-	-	1,179,869,013	-
Total recognised income and expense	1,451,384,200	-	271,515,187	1,179,869,013	-
Transfers to and from reserves					
Transfers to/from capital	-	1,142,781,940	-	(1,119,025,716)	(23,756,224)
Transfers to other reserves	-	-	-	(60,843,297)	60,843,297
Transfers from other reserves	-	-	-	-	-
Transfer of funds expended	-	-	-	-	-
Total transfers to and from reserves	-	1,142,781,940	-	(1,179,869,013)	37,087,073
Balance at 30 June 2009	1,451,384,200	1,142,781,940	271,515,187	-	37,087,073

BUNDABERG REGIONAL COUNCIL

STATEMENT OF CASH FLOWS

For the period 15 March 2008 to 30 June 2009

	Note	30-Jun-09 \$
Cash Flows from Operating Activities :		
Receipts from customers		99,792,085
Payments to suppliers and employees		(110,839,855)
		(11,047,770)
Interest received		7,002,215
Proceeds from sale of developed land held for resale	5	806,197
Non-capital grants and contributions		14,755,968
Borrowing costs		(3,838,114)
Costs incurred on inventory land held for sale		(160,343)
Net Cash from Operating Activities	39	7,518,153
Cash Flow from Investing Activities :		
Payments for property, plant and equipment		(53,313,428)
Payments for intangible assets	25	(1,396,414)
Proceeds from sale of property plant and equipment		3,020,692
Grants, subsidies, contributions and donations		22,827,085
Net movement in loans and advances		5,439
Net Cash used in Investing Activities		(28,856,626)
Cash Flow from Financing Activities :		
Transfer of hostel bonds to trust		(970,349)
Proceeds from borrowings	28	8,818,074
Repayment of borrowings	28	(5,469,189)
Net Cash from Financing Activities		2,378,536
Net Decrease in Cash Held		(18,959,937)
Cash at beginning of reporting period		-
Cash flow arising from restructure of local government	15	94,413,379
Adjustment to cash holding in the period	12	(150)
Cash at End of Reporting Period	16	75,453,292

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

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

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

1 Summary of Significant Accounting Policies

1.01 Basis of Preparation

This general purpose financial report has been prepared in accordance with Australian Accounting Standards and complies with the requirements of the Local Government Act 1993, the Local Government Reform Implementation Regulation 2008 and the Local Government Finance Standard 2005.

The Local Government Reform Commission report to the Minister for Local Government, Planning and Sport on 27 July 2007 recommended that the former Bundaberg City Council, Burnett Shire Council, Isis Shire Council and Kolan Shire Council be amalgamated to form the Bundaberg Regional Council. Pursuant to Chapter 3, Part 1B, of the *Local Government Act 1993* and in accordance with *Local Government Reform Implementation Regulation 2008* the Bundaberg Regional Council was formed on 15 March 2008.

The *Local Government Reform Implementation Regulation 2008* and the *Local Government Reform Implementation (Transferring Areas) Amendment Regulation (No.1) 2008* transferred the assets and liabilities of the former Bundaberg City Council, Burnett Shire Council, Isis Shire Council and Kolan Shire Council to the Bundaberg Regional Council as at changeover date.

Pursuant to section 159YQ of the *Local Government Act 1993* and sections 26 and 35 of the *Local Government Reform Implementation Regulation 2008*, financial statements have been prepared for the period starting on 15 March 2008 and ending on 30 June 2009. Future periods will be for twelve month periods starting 1 July and ending on 30 June.

Assets and liabilities of the former Councils have been recognised by Bundaberg Regional Council on 15 March 2008 at the previous book values of the transferor local governments. This is shown as income in the Income Statement and details are disclosed in Note 15.

Bundaberg Regional Council adopted consistent accounting policies from its commencement date of 15 March 2008. In some cases, this resulted in adjustments to the measurement of assets and liabilities transferred from former Councils as at 15 March 2008. These accounting policy alignment adjustments are shown in the Income Statement and details are disclosed in Note 15.

Except where otherwise stated the financial report has been prepared in accordance with the historical cost basis.

1.02 Statement of Compliance

Australian Accounting Standards include Australian equivalents to International Financial Reporting Standards (AIFRS). Because Council is a not-for-profit entity and the Australian Accounting Standards include requirements for not-for-profit entities which are inconsistent with IFRS, to the extent these inconsistencies are applied this report does not comply with IFRS. The main impact is in the recognition of the offsetting of revaluation and impairment gains and losses within a class of assets, and the recognition of assets and liabilities of the former Councils at the amounts at which they were recognised by the transferor Local Governments.

This financial report has been prepared as a general purpose financial report and complies with the requirements of the Local Government Act 1993, the Local Government Finance Standard 2005, and the Australian Accounting Standards including AAS27.

1.03 Adoption of New Accounting Standards

The following Australian Accounting Standards, issued on the dates shown, are not mandatory for the period ending 30 June 2009 but, as permitted, have been applied in preparing this report where applicable:

AASB 1004 Contributions (December 2007)

AASB 1051 Land Under Roads (December 2007)

AASB 1052 Disaggregated Disclosures (December 2007)

AASB 2007-9 Amendments to Australian Accounting Standards arising from the Review of AASs 27, 29 and 31

AASB Interpretation 1038 Contributions by Owners Made to Wholly-Owned Public Sector Entities.

The following Australian Accounting Standards, issued on the dates shown, are not mandatory for the period ending 30 June 2009 and have not been applied.

AASB3 Business Combinations (March 2008)

AASB8 Operating Segments (Feb 2007)

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

1 Summary of Significant Accounting Policies (Cont'd)

1.03 Adoption of New Accounting Standards (Cont'd)

AASB101 Presentation of Financial Statements (September 2007)

AASB123 Borrowing Costs (June 2007)

AASB127 Consolidated and Separate Financial Statements (March 2008)

AASB 1039 Concise Financial Reports (August 2008)

AASB 2007-3 Amendments to Australian Accounting Standards arising from AASB8 (February 2007)

AASB2007-6 Amendments to Australian Accounting Standards arising from AASB123 (June 2007)

AASB 2007-8 Amendments to Australian Accounting Standards arising from AASB101 (September 2007)

AASB 2007-10 Further Amendments to Australian Accounting Standards arising from AASB 101

AASB 2008-1 Amendments to Australian Accounting Standard - Share-based Payments: Vesting Conditions

AASB2008-2 Amendments to Accounting Standards - Puttable Financial Instruments and Obligations arising

AASB2008-3 Amendments to Accounting Standards arising from AASB3 and AASB127 (March 2008)

AASB2008-5 Amendments to Australian Accounting Standards arising from the Annual Improvements Project

AASB2008-6 Further Amendments to Australian Accounting Standards arising from the Annual Improvements

AASB 2008-7 Amendments to Australian Accounting Standards – Cost of an Investment in a Subsidiary,

AASB2008-8 Amendments to Australian Accounting Standards - Eligible Hedged Items [AASB 139] (August

AASB 2008-9 Amendments to AASB 1049 for Consistency with AASB 101 (September 2008)

AASB 2008-11 Amendments to Australian Accounting Standard – Business Combinations Among Not-for-

Profit Entities [AASB 3] (November 2008)

AASB 2008-13 Amendments to Australian Accounting Standards arising from AASB Interpretation 17 –

Distributions of Non-cash Assets to Owners (December 2008) [AASB 5 & AASB 110]

Interpretation 15 - Agreements for the Construction of Real Estate (August 2008)

Interpretation 16 - Hedges of a Net Investment in a Foreign Operation (August 2008)

Interpretation 17 – Distributions of Non-cash Assets to Owners (December 2008)

It is not expected that the new standards would have made a substantial difference to the results if they had been applied to this accounting period. Most of the changes are matters of presentation.

1.04 Critical Accounting Estimates

The preparation of financial statements in conformity with AIFRS requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the Council's accounting policies. Estimates and judgements are based on historical experience and other factors, including expectations of future events that may have a financial impact on the Council and that are believed to be reasonable under the circumstances.

The estimates and assumptions that have the potential to cause a material adjustment to the carrying amounts of assets and liabilities within the next financial year are referred to in the appropriate notes to the financial statements.

1.05 Currency

Council uses the Australian Dollar as its functional currency and its presentation currency.

1.06 Constitution

Bundaberg Regional Council is constituted under the Queensland Local Government Act 1993 and is domiciled in Australia.

1.07 Date of Authorisation

The financial report was authorised for issue on the date it was submitted to the Auditors for final signature. This is the date the management certificate is signed.

The Local Government has the power to amend the financial report after it is authorised for issue until the adoption of the report by the Local Government as part of the Annual Report.

1.08 Changes to Accounting Policies

Unless otherwise stated, accounting policies have been consistently applied throughout the period.

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

1 Summary of Significant Accounting Policies (Cont'd)

1.09 Rates, Grants and Other Revenue

Rates, Grants and Other Revenue are recognised as revenue on receipt of funds or earlier unconditional entitlements to the funds.

(i) Rates

Where rate monies are received prior to the commencement of the rating period, the amount is recognised as revenue in the period in which they are received.

(ii) Grants and Subsidies

Where Council has an obligation to use a grant or subsidy in a particular manner the amount is recognised as revenue on receipt. An equivalent amount is placed in the constrained works reserve until the obligation is satisfied.

(iii) Non-Cash Contributions

Non-cash contributions in excess of the recognition thresholds set out in Note 23 in value, are recognised as revenue and as non-current assets. Non-cash contributions below the thresholds are recorded as revenue only.

(iv) Other Revenue Including Contributions

Other Revenue is recognised as a receivable when it is probable that it will be received and the amount is known, otherwise the amount is recognised upon receipt.

1.10 Cash and Cash Equivalents

For the purposes of the Balance Sheet and the Statement of Cash Flows, cash assets include all cash and cheques receipted but not banked as well as deposits at call with financial institutions. It also includes bank overdrafts and liquid investments with original maturities of three months or less that are readily convertible to cash at Council's option without penalty and that are subject to a low risk of changes in value.

1.11 Receivables

Trade debtors are recognised at the nominal amounts due at the time of sale or service delivery, settlement on trade debtors being generally required within 30 days from the invoice date.

The collectability of receivables is assessed periodically with provision being made for impairment. All known bad debts were written-off at 30 June 2009.

1.12 Other Financial Assets

Other Financial Assets are recognised at cost.

1.13 Financial Assets and Financial Liabilities

Categorisation

Bundaberg Regional Council has categorised the financial assets and financial liabilities held at balance date as follows:

Financial Assets	Category
Cash	
Receivables	Loans and receivables (at amortised cost)
Other financial assets	As applicable
Financial Liabilities	
Payables	Financial liability (at cost)
Borrowings	Financial liability (at amortised cost)

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

1 Summary of Significant Accounting Policies (Cont'd)

1.13 Financial Assets and Financial Liabilities (Cont'd)

Financial assets and financial liabilities are presented separately from each other, offsetting has not been applied.

The fair value of financial assets and liabilities must be estimated for recognition and measurement and for disclosure purposes.

The fair value of financial assets and liabilities is determined as follows:

The fair value of cash and cash equivalents and non-interest bearing monetary financial assets and financial liabilities approximate their carrying amounts and are not disclosed separately.

The fair value of borrowings, as disclosed in Note 28 to the accounts, is determined by reference to published price quotations in an active market and/or by reference to pricing models and valuation techniques. It reflects the value of the debt if the Council repaid it in full at balance date. As it is the intention of the Council to hold its borrowings for their full term, no adjustment provision is made in these accounts.

The fair value of other monetary financial assets and financial liabilities is based on market prices where a market exists, or is determined by discounting expected future cash flows by the current interest rate for financial assets and liabilities with similar risk profiles.

The fair value of trade receivables and payables are assumed to approximate their nominal value less estimated credit adjustments.

The fair value of prepayments is represented by the book value as the period of time to consumption is short and there are no rates involved in the calculation, therefore they are not disclosed separately.

Available for sale financial assets are measured at cost, as fair value cannot be reliably measured, therefore no fair value is disclosed.

1.14 Inventories

Stores and raw materials 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. Costs are assigned on the basis of weighted average cost.

Inventories held for distribution are:

- goods to be supplied at no, or nominal, charge, and
- goods to be used for the provision of services at no, or nominal, charges.

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

1.15 Land Held for Resale

Land acquired with the intention of reselling it (with or without further development) is classified as inventory. As inventory this land is valued at the lower of cost or net realisable value. Inventory items are always treated as current assets.

Profit arising upon sale of land is recognised in the Income Statement on the signing of a valid unconditional contract of sale.

1.16 Investments

Financial institution deposits at call and term deposits are treated as cash equivalents. Interest and dividend revenues are recognised on an accrual basis.

1.17 Investment Property

Investment property is property held for the primary purpose of earning rentals and/or capital appreciation. This includes property held by the Council without any specific purpose (such as land no longer required for its original purpose).

Investment property is measured using the fair value model. This means it is initially recognised at cost including transaction costs. Where investment property is acquired at no or nominal cost it is recognised at fair value. All investment property is subsequently revalued annually at the balance sheet date. Gains or losses arising from changes in the fair value of investment property are included in the income statement for the period in which they arise. Investment property is not depreciated and is not tested for impairment.

Rental revenue from investment property is recognised as income on a periodic straight line basis over the lease term.

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

1 Summary of Significant Accounting Policies (Cont'd)

1.18 Property, Plant and Equipment

Each class of property, plant and equipment is stated at cost or fair value less, where applicable, any accumulated depreciation and accumulated impairment loss. Items of plant and equipment, buildings and infrastructure assets with a total value of less than \$10,000, and land with a total value of less than \$1 are treated as an expense in the year of acquisition. All other items of property, plant and equipment are capitalised.

The classes of property, plant and equipment recognised by Council are:

Land and Improvements
Buildings and Structures
Plant & Equipment
Cultural Assets
Road, Footpaths & Bridges
Stormwater Drainage
Sewerage Infrastructure
Water Infrastructure

(i) Major Plant

Council has determined that plant which has an individual cost in excess of \$1,000,000 is of high value to Council. Plant which meets this criteria is classified as major plant if it is prone to a high degree of price fluctuations or in danger of becoming obsolete. Major plant is valued at fair value, while other plant and equipment is valued at cost.

(ii) Acquisition of Assets

Acquisition of assets are initially recorded at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition, including freight in, architect's fees, engineering design fees and all other establishment costs.

Non-monetary assets, including property, plant and equipment, received in the form of contributions and assets received in a local government restructure, are recognised as assets and revenues at fair value by Council valuation where that value exceeds the recognition thresholds for the respective asset class. Fair value means the amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction.

Assets transferred from the former Bundaberg City, Burnett Shire, Isis Shire and Kolan Shire Councils, as a result of a Government Restructure, were initially recognised at the amount at which they were recognised by the former Councils as at the changeover date as disclosed in Note 1.01 and Note 15. Those assets are reflected as additions at cost in Note 23.

(iii) Capital and Operating Expenditure

Wage and materials expenditure incurred for the acquisition or construction of assets are treated as capital expenditure. Routine operating maintenance, repair costs and minor renewals to maintain the operational capacity of the non-current assets are expensed as incurred, while expenditure that relates to replacement of a major component of an asset to maintain its service potential is capitalised.

(iv) Valuation

Land, buildings, furniture and fittings, major plant, infrastructure and heritage and cultural assets are measured on the revaluation basis, at fair value, in accordance with AASB116 *Property, Plant and Equipment* and the *Local Government Finance Standard 2005*. All other non-current assets, principally plant and equipment and intangibles are measured at cost.

Non-current physical assets measured at fair value are revalued where required so that the carrying amount of each class of asset does not materially differ from its fair value at the reporting date. This is achieved by comprehensively revaluing these assets at least once every five years with interim valuations, using a suitable index, being otherwise performed on an annual basis where there has been a material variation in the index.

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

1 Summary of Significant Accounting Policies (Cont'd)

1.18 Property, Plant and Equipment (Cont'd)

(iv) Valuation (cont'd)

Details of valuers and methods of valuations are disclosed in Note 23 (b).

Any revaluation increment arising on the revaluation of an asset is credited to the asset revaluation reserve of the appropriate class, except to the extent it reverses a revaluation decrement for the class previously recognised as an expense. A decrease in the carrying amount on revaluation is charged as an expense, to the extent it exceeds the balance, if any, in the revaluation reserve relating to that asset class.

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

Separately identified components of assets are measured on the same basis as the assets to which they relate.

(v) Depreciation

Land, cultural and heritage assets are not depreciated as they have unlimited useful lives. Depreciation on other property, plant and equipment is calculated on a straight-line basis so as to write-off the net cost or revalued amount of each depreciable asset, less its estimated residual value, progressively over its estimated useful life to Council.

Assets are depreciated from the date of acquisition or, in respect of internally constructed assets, from the time an asset is completed and commissioned ready for use.

Where assets have separately identifiable components that are subject to regular replacement, these components are assigned useful lives distinct from the asset to which they relate. Any expenditure that increases the originally assessed capacity or service potential of an asset is capitalised and the new depreciable amount is depreciated over the remaining useful life of the asset to Council.

Major spares purchased specifically for particular assets that are above the asset recognition threshold are capitalised and depreciated on the same basis as the asset to which they relate.

The estimated useful lives of property, plant and equipment are reviewed annually. Details of the range of useful lives for each class of asset are shown in Note 23 (a).

(vi) Unfunded Depreciation

Council has elected not to fund depreciation expenses for assets that will not be replaced or where external funding sources other than loans will be obtained to fund their replacement. Depreciation is funded to the extent necessary to meet future replacement capital works.

(vii) Land Under Roads

The Bundaberg Regional Council does not control any land under roads. All land under the road network within the council area has been dedicated and opened for public use under the Land Act 1994 or the Land Title Act 1994 and is not controlled by council but is controlled by the State pursuant to the relevant legislation. Therefore this land is not recognised in these financial statements.

1.19 Intangible Assets

Only intangible assets which have a cost exceeding \$10,000 are recognised as intangible assets.

Expenditure on internally generated intangible assets is recognised from the date of the approval by Council of a capital expenditure authorisation for the acquisition or development of the asset. This approval is taken to indicate that the project meets the criteria for recognition in AASB138.57.

Expenditure on internally generated assets, up to the decision to generate the asset in a particular form, is research expenditure and is not capitalised.

It has been determined that there is not an active market for any of Council's intangible assets. As such, the assets are recognised and carried at cost less accumulated amortisation and accumulated impairment losses.

1.20 Capital Work In Progress

The cost of property, plant and equipment being constructed by Council includes the cost of purchased services, materials, direct labour and an appropriate proportion of labour overheads.

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

1 Summary of Significant Accounting Policies (Cont'd)

1.21 Biological Assets

Council operates a nursery to produce bedding plants and trees for its own use. In view of the immaterial nature of this operation the accounting procedures related to biological assets have not been applied. The costs incurred in this operation are included in Council's general operations as they are incurred.

1.22 Impairment

Each non-current physical asset is assessed for indicators of impairment on an annual basis. If an indicator of possible impairment exists, Council determines the asset's recoverable amount. Intangible assets with indefinite useful lives and intangible assets not yet available for use are tested for impairment annually and whenever there is an indication that the asset may be impaired. Any amount by which the asset's carrying amount exceeds the recoverable amount is recorded as an impairment loss.

The recoverable amount of an asset is determined as the higher of its fair value less costs to sell and its depreciated replacement cost.

An impairment loss is recognised immediately in the Income Statement, unless the asset is carried at a revalued amount. When the asset is measured at a revalued amount, the impairment loss is offset against the asset revaluation reserve of the relevant class to the extent available.

Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior years. A reversal of an impairment loss is recognised as income, unless the asset is carried at a revalued amount, in which case the reversal of the impairment loss is treated as a revaluation increase.

1.23 Leases

Leases of plant and equipment under which Council as lessee assumes substantially all the risks and benefits incidental to the ownership of the asset, but not the legal ownership, are classified as finance leases. Other leases, where substantially all the risks and benefits remain with the lessor, are classified as operating leases.

(i) Finance Leases

Finance leases where Council is lessee are capitalised in that a lease asset and a liability equal to the fair value of the leased property (or the present value of the minimum lease payments, if lower) are recorded at the inception of the lease. Lease liabilities are reduced by repayments of principal. The interest components of the lease payments are charged as finance costs. The asset is accounted for on the same basis as other assets of the same class. Contingent rentals are written off as an expense in the accounting period in which they are incurred.

(ii) Operating Leases

Payments made under operating leases are expensed in equal instalments over the accounting periods covered by the lease term, except where an alternative basis is more representative of the pattern of benefits to be derived from the leased property.

1.24 Payables

Trade creditors are recognised upon receipt of the goods or services ordered and are measured at the agreed purchase/contract price net of applicable discounts other than contingent discounts. Amounts owing are unsecured and are generally settled on 30 day terms.

1.25 Liabilities - Employee Benefits

Employee benefits are accrued for such items as wages and salaries, annual leave and long service leave in respect of services provided by the employees up to the reporting date. Liabilities for employee entitlements are assessed at each reporting date. Where it is expected that the leave will be taken in the next twelve months the liability is treated as a current liability. Otherwise the liability is treated as non-current.

(i) Salaries and Wages

A liability for salaries and wages is recognised and measured as the amount unpaid at the reporting date at current pay rates in respect of employees' services up to that date. This liability represents an accrued expense and is reported in Note 26.

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

1 Summary of Significant Accounting Policies (Cont'd)

1.25 Liabilities - Employee Benefits (Cont'd)

(ii) Annual Leave

A liability for annual leave is recognised. The current portion is based on current wage and salary levels and includes related employee on-costs. The non-current portion is based on projected future wage and salary levels and related employee on-costs discounted to present values. This liability is reported in Note 26.

(iii) Sick Leave

A liability for vested sick leave is recognised and measured in accordance with Council's Enterprise Bargaining Agreement. The current portion is based on current wage and salary levels and includes related employee on-costs. The non-current portion is based on projected future wage and salary levels and related employee on-costs discounted to present values.

(iv) Superannuation

The superannuation expense for the reporting period is the amount of the contribution Council makes to the superannuation plan which provides benefits to its employees.

Details of those arrangements are set out in Note 37.

(v) Long Service Leave

A liability for long service leave is measured at 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 interest rates attaching as at the reporting date, to Commonwealth Government guaranteed securities are used to discount the estimated future cash outflows to their present value. The value of the liability was calculated using current pay rates and projected future increases in those rates and includes related employee on-costs. The liability is reported in Note 26.

1.26 Borrowings

Loans payable are measured at amortised cost. Interest is recognised as it accrues. The effective interest rate is the rate that exactly discounts estimated future cash payments or receipts through the expected life of the financial instrument

Borrowing costs, which include interest calculated using the effective interest method and administration fees, are expensed in the period in which they arise. Costs that are not settled in the period in which they arise are added to the carrying amount. Borrowing costs are treated as an expense, as assets constructed by the Council are generally completed within one year and therefore are not considered to be qualifying assets.

Gains and losses on the early redemption of borrowings are recorded in other revenue / expense.

Borrowings are classified as current liabilities unless the council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

1.27 Restoration Provisions

A provision is made for the cost of restoration of assets and other future restoration costs where it is probable Council will be liable, or required, to incur such a cost on the cessation of use of the facility. This liability is provided in respect of refuse dumps. Details can be found in Note 29.

The provision is measured at the expected cost of the work required and discounted to current day values using an appropriate rate. The current QTC lending rate is considered an appropriate rate.

(a) Restoration on land not controlled by Council

Where the restoration site is on State reserves which Council does not control, the cost of the provisions for restoration of these sites has to be treated as an expense in the year the provision is first recognised. Changes in the provision not arising from the passing of time are treated as an expense or income.

(b) Restoration on land controlled by Council

Where the restoration site is on Council controlled land, the cost of the restoration provision is added to the cost of the land as an improvement and amortised over the expected useful life. Changes in the provision not arising from the passing of time are added to or deducted from the asset revaluation reserve for land. If there is no available reserve, increases in 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.

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

1 Summary of Significant Accounting Policies (Cont'd)

1.28 Capital

Capital is the carrying value of Council's capital assets less the amount of capital debt at the reporting date. It represents the net investment of Council funds in assets purchased to deliver future services to the community. Where Council has accumulated unspent depreciation for the purchase of future assets, this forms part of the capital account. It represents capital cash held pending investment into physical assets.

1.29 Asset Revaluation Reserve

The asset revaluation reserve comprises adjustments relating to changes in value of property, plant and equipment that do not result from the use of those assets. Net incremental changes in the carrying value of classes of non-current assets since their initial recognition are accumulated in this reserve.

Increases and decreases upon revaluation are offset within a class of assets.

Where a class of assets is decreased upon revaluation, that decrease is offset first against the amount remaining in the asset revaluation reserve in respect of that class. Any excess is treated as an expense.

When an asset is disposed of, the amount in the reserve in respect of that asset is retained in the reserve.

1.30 Retained Surplus

This represents that part of Council's net funds that are not required to meet specific future funding needs. The balance of this account at the end of each financial year represents the accumulative amount available to Council that may be used to offset against expenditure in the following year.

1.31 Reserves

The following reserves are cash backed reserves and represent funds that are accumulated within Council to meet anticipated future needs. In each case the amount relates to a perceived future requirement which is not currently a liability.

(i) Constrained Works Reserve

This reserve represents contributions received for capital works where the required works have not yet been carried out.

(ii) Transport Improvement Reserve

This reserve represents cash reserves set aside to provide funds for the future construction and replacement of Council's Roads, Pathways and Bikeways Infrastructure.

(iii) Asset Acquisition Reserve

The financial strategy of Council is that each year there should be sufficient capital expenditure to maintain the operating capability of the Council. This reserve is used to even out capital expenditure fluctuations year by year.

(iv) Fleet Renewal Reserve

This reserve was created for replacement and upgrading of Council's plant.

(v) Sewerage Improvement Reserve

This reserve was created to provide a contingency amount to offset any major unforeseen sewerage works that are required.

(vi) Water Improvement Reserve

This reserve was created to provide a contingency amount to offset any major unforeseen water works that are required.

(vii) Unspent Funded Depreciation Reserve

This reserve represents cash reserves set aside to provide funds for the future replacement or upgrade of Council's assets and Loan Principal payments.

(viii) Working Capital Cash Reserve

This reserve was created to ensure that Council is able to continue its operations and ensure that it has sufficient cash flow to enable payment of debt and upcoming operational expenses.

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

1 Summary of Significant Accounting Policies (Cont'd)

1.32 Rounding

Amounts included in the financial statements have been rounded to the nearest \$1 or, where that amount is \$0.50 or less, to zero.

Comparative figures have not been provided as Bundaberg Regional Council commenced operation on 15 March 2008 and the financial statements cover the period 15 March 2008 to 30 June 2009.

1.33 Financial Risk Management

Council minimises its exposure to financial risk in the following ways:

Investments in financial assets are only made where those assets are with a bank or other financial institution in Australia and are for a period of less than one year.

The Council does not invest in derivatives or other risky investments.

When Council borrows, it borrows from the Queensland Treasury Corporation unless another financial institution can offer a more beneficial rate, taking into account any risk. Borrowing by the Council is constrained by the provisions of the Statutory Bodies Financial Arrangements Act 1982.

Details of financial instruments and the associated risk are shown in Note 40.

1.34 Trust Funds Held for Outside Parties

Funds held in the Trust Account on behalf of outside parties 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 paid into the Trust Account by Council. 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.

The monies are disclosed in the notes to the financial statements for information purposes only. Refer to Note 38.

1.35 Taxation

Income of local authorities and public authorities is exempt from Commonwealth taxation except for Fringe Benefits Tax and Goods and Services Tax ('GST'). The net amount of GST recoverable from the Australian Taxation Office ('ATO') or payable to the ATO is shown as an asset or liability respectively.

The Council pays Payroll Tax to the Queensland Government on certain activities.

1.36 Judgements and Assumptions

The Council has made no judgements or assessments which may cause a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

2 (a) Analysis of results by function

Income and expenses defined between recurring and capital are attributed to the following functions :

Functions	Grant Revenue	Other Revenue	Total Revenue	Total Expenses	Net Result	Assets
	\$	\$	\$	\$	\$	\$
Council departments	26,357,638	74,828,944	101,186,582	148,451,762	(47,265,180)	1,126,782,587
Sewerage services	4,830,225	17,049,898	21,880,123	14,148,997	7,731,126	213,904,187
Water services	1,079,642	19,921,554	21,001,196	14,077,197	6,923,999	193,586,095
Total	32,267,505	111,800,396	144,067,901	176,677,956	(32,610,055)	1,534,272,869

The analysis presented above does not include the total gain on restructure of Local Government, as presented in the Income Statement and Note 15, as this is not specific to any function within Council.

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

2 (b) Component functions of Council

The activities relating to Council's Functions reported on in Note 2(a) - Analysis of Results by Function are as follows:

Council departments

Comprised of the following departments incorporating the various service delivery programs within Council which are primarily funded from general rate operations:

Department	Service delivery programs
Governance	Corporate services; Information technology; Human resources and workplace health and safety
Finance	Financial functions of Council including: Payroll; Purchasing; Rating; Budgeting and financial reporting
Executive support	Chief Executive Officer; Mayor and Councillors and corporate communications
Community and cultural services	Community services; Cultural services; Counter disaster; Sport and recreation and venues and facilities
Infrastructure services	Roads and drainage; Fleet management; Assets and design and trade services (Water and sewerage services reported as separate functions)
Health and environmental services	Waste management; Health and environmental protection
Planning and development services	Building; Planning and development; Economic development and tourism

Sewerage services

Council's sewerage operations are primarily funded from sewerage utility charges. The focus of this function is to provide and maintain a reliable, efficient and cost effective sewerage system which recognises environmental values in the city.

Water services

Council's water operations are primarily funded from water utility charges under a user-pays system. The focus of this function is to provide a safe, reliable and adequately treated water supply to consumers based on high standards of treatment, efficient maintenance of infrastructure and sound planning techniques.

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

	Note	30-Jun-09 \$
3 Revenue analysis		
(a) Rates and charges		
General rates		46,077,638
Cleansing and recycling		8,104,656
Water		16,612,458
Sewerage		14,991,532
Special rates and charges		(31,640)
Total rates and utility charge revenue		85,754,644
Less: Discounts		(7,329,592)
Less: Pensioner remissions		(443,613)
Net rates and utility charges		77,981,439
(b) Fees and charges		
Fees and charges		13,514,933
		13,514,933
(c) Interest received		
Interest received from investments		6,307,266
Interest from community loans		580
Interest from overdue rates and utility charges		530,908
		6,838,754
(d) Sales - Contract and recoverable works		
Sales - Contract and recoverable works		6,345,507
		6,345,507
<p>The amount recognised as revenue for contract revenue during the period is the amount receivable in respect of invoices issued during the period. There are no contracts in progress at the year end. The contract work carried out is not subject to retentions.</p>		
4 Grants, subsidies, contributions and donations		
(a) Recurrent - Grants and subsidies, other contributions and donations are analysed as follows:		
General purpose grants		11,027,552
State Government grants and subsidies		2,560,568
Federal Government grants and subsidies		770,775
Non-Government grants and subsidies		193,251
Donations		49,315
Contributions		207,737
Total recurrent revenue		14,809,198

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

	Note	30-Jun-09 \$
4 Grants, subsidies, contributions and donations (cont'd)		
(b) Capital - Grants and subsidies, other contributions and donations are analysed as follows:		
(i) Monetary revenue received:		
State Government grants and subsidies		12,396,977
Federal Government grants and subsidies		4,824,635
Contributions		6,045,111
Non-Government grants and subsidies		4,575
(ii) Non-Monetary revenue received:		
Donated assets contributed by developers at fair value		1,804,934
Total capital revenue		25,076,232
(c) Conditions over contributions		
<p>Contributions and grants which were recognised as revenues during the reporting period and which were obtained on the condition that they be expended in a manner specified by the contributor but had not been expended at the reporting date :</p>		
Capital grants and subsidies		1,902,969
Developer's contributions		5,313,696
Other capital contributions		40,000
		7,256,665
<p>Contributions and grants which were recognised as revenues in a previous reporting period and were expended during the current reporting period in accordance with the Council's obligations.</p>		
Capital grants and subsidies		1,547,804
Developer's contributions		2,651,436
		4,199,240
5 Profit on sale of developed land held for resale		
Proceeds from sales of developed land held for resale		806,197
Current cost of developed land sold		(158,707)
		647,490
6 Capital income		
Revaluation of investment property	22	34,847
		34,847
Gain/(loss) on the disposal of non-current assets held for sale		
Proceeds from the sale of non-current assets held for sale		393,636
Less: Book value of non-current assets held for sale	21	(129,514)
		264,122
		298,969

BUNDABERG REGIONAL COUNCIL
NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

	Note	30-Jun-09 \$
7 Employee benefits		
Total staff wages and salaries		49,648,447
Councillors' remuneration		1,194,626
Annual, sick and long service leave entitlements		10,572,381
Superannuation	37	<u>5,817,521</u>
		67,232,975
Other employee related expenses		<u>1,871,870</u>
		69,104,845
Less: Capitalised employee expenses		<u>(4,450,197)</u>
		<u>64,654,648</u>
<p>Councillor remuneration represents salary, and other allowances paid in respect of carrying out their duties.</p>		
<p>Total Council employees at the reporting date:</p>		
Elected members		11
Administration staff		328
Depot and outdoor staff		<u>465</u>
Total full time equivalent employees		<u>804</u>
8 Materials and services		
Audit services	(i)	626,689
Donations paid		1,231,403
Rentals - operating leases		177,718
Other material and services		<u>47,731,916</u>
		<u>49,767,726</u>
<p>(i) The audit services amount recorded in this note includes audit costs associated with the audit of the abolished formal Councils' financial statements. The Auditors remuneration for the audit of the Bundaberg Regional Council's financial statement for the period to 30 June 2009 is \$350,000.</p>		
9 Finance costs		
Finance costs charged by the Queensland Treasury Corporation		3,835,694
Other finance costs		1,725
Impairment of debts		217,020
Bank charges		312,782
Landfill restoration - change in provision over time		<u>322,129</u>
		<u>4,689,350</u>

BUNDABERG REGIONAL COUNCIL
NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

	Note	30-Jun-09 \$
10 Depreciation and amortisation		
(a) Depreciation of non-current assets		
Buildings and structures		1,827,876
Plant and equipment		3,661,136
Roads, footpaths & bridges		16,971,226
Stormwater drainage		2,042,547
Water infrastructure		3,387,152
Sewerage infrastructure		<u>4,173,754</u>
Total depreciation of non current assets		<u>32,063,691</u>
(b) Amortisation of intangible assets		
Intangible assets		<u>175,391</u>
Total depreciation and amortisation		<u>32,239,082</u>
Unfunded depreciation		
<p>Depreciation is regarded as unfunded when the cost of the depreciation is excluded from the budget in determining the level of revenue required for the year.</p>		
<p>Depreciation is not funded when the assets it relates to are not intended to be replaced or other sources of funding are available.</p>		
<p>In the period the unfunded depreciation was \$10,525,000</p>		
11 Increase in provision for land restoration		
Increase in rehabilitation provision, due to increase in the estimated future cost that pertains to land not controlled by Council	29	<u>1,730,584</u>
		<u>1,730,584</u>
12 Capital expenses		
Revaluation decrement on property, plant and equipment	23	<u>16,638,292</u>
		<u>16,638,292</u>
Other Income (expense) adjustments		<u>150</u>
		<u>150</u>
Total loss on the sale of non-current assets	13	<u>5,247,173</u>
		<u>5,247,173</u>
Total loss on the write off of non-current assets	14	<u>1,710,951</u>
		<u>1,710,951</u>
Total capital expenses		<u>23,596,566</u>

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS
For the period 15 March 2008 to 30 June 2009

	Note	30-Jun-09 \$
13 Gain/(Loss) on sale of non-current assets		
Proceeds from sale of property, plant and equipment		887,898
Book value of property, plant and equipment disposed		<u>(7,665,980)</u>
Gain/(Loss) on sale of property, plant and equipment		<u>(6,778,082)</u>
Proceeds from sale of land		1,671,909
Book value of land disposed		<u>(141,000)</u>
Gain/(Loss) on sale of land		<u>1,530,909</u>
Gain/(Loss) on sale of non-current assets		<u>(5,247,173)</u>
14 Loss on write off of non-current assets		
Book value of plant and equipment written off	23	1,660,565
Book value of intangibles written off	25	<u>50,386</u>
Loss on write off of non-current assets		<u>1,710,951</u>

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS
For the period 15 March 2008 to 30 June 2009

15 Gain on restructure of local government

The Local Government Reform Commission report to the Minister for Local Government, Planning and Sport on 27 July 2007 recommended that the former Bundaberg City, Burnett Shire, Isis Shire and Kolan Shire Councils be amalgamated to form the Bundaberg Regional Council. Pursuant to Part 1B of the Local Government Act 1993 and in accordance with the Local Government Reform Implementation Regulation 2008 the amalgamation was effective from the changeover date of 15 March 2008.

The Local Government Reform Implementation Regulation 2008 and the Local Government Reform Implementation (Transferring Areas) Amendment Regulation (No.1) 2008 transferred the assets and liabilities of the former Bundaberg City, Burnett Shire, Isis Shire and Kolan Shire Councils to the Bundaberg Regional Council as at changeover date.

The assets and liabilities of the former councils have been recognised at the amounts at which they were recognised by the transferor local governments as at the changeover date. In accordance with the policy, each class of property, plant and equipment has been recognised at 15 March 2008 at its carrying amount, except for the Plant & Equipment class which was brought on at gross value.

Bundaberg Regional Council adopted consistent accounting policies from its commencement date of 15 March 2008. This policy alignment resulted in changes in the measurement of assets and liabilities transferred from former councils as at 15 March 2008 however the changes were not considered material.

Details are as follows:

	14 March 2008 \$	14 March 2008 \$	14 March 2008 \$	14 March 2008 \$	15 March 2008 \$	2009 \$	2009 \$
	Bundaberg City Council	Burnett Shire Council	Isis Shire Council	Kolan Shire Council	Total assets and liabilities recognised by Bundaberg Regional Council	Adjustments due to accounting policy alignment	Gain on restructure of local government
ASSETS							
Current assets							
Cash and cash equivalents	74,417,250	13,217,340	2,184,915	4,583,874	94,413,379	-	94,413,379
Trade and other receivables	6,283,192	4,334,623	1,072,311	566,008	12,242,134	-	12,242,134
Inventories	448,509	335,899	356,096	84,964	1,225,038	-	1,225,038
Other financial assets	430,522	212,078	124,692	27,817	795,089	-	795,089
Non-current assets classified as held for sale	81,865,473	18,089,940	3,747,874	5,262,263	108,875,650	-	108,875,650
Total current assets	<u>81,865,473</u>	<u>18,089,940</u>	<u>3,865,759</u>	<u>5,262,263</u>	<u>108,763,435</u>	<u>-</u>	<u>108,763,435</u>
Non-Current assets							
Trade and other receivables	410,895,321	10,551	-	-	10,551	-	10,551
Property, plant and equipment	7,103,348	435,338,624	255,295,362	53,423,742	1,155,054,069	-	1,155,054,069
Capital works in progress	3,002,188	6,201,248	6,416,471	494,213	20,205,281	-	20,205,281
Intangible assets	421,101,857	442,022,704	261,711,853	53,907,855	3,454,468	-	3,454,468
Total non-current assets	<u>502,867,330</u>	<u>460,102,644</u>	<u>285,567,612</u>	<u>59,170,218</u>	<u>1,178,724,369</u>	<u>-</u>	<u>1,178,724,369</u>
TOTAL ASSETS							
LIABILITIES							
Current liabilities							
Trade and other payables	6,770,033	2,647,441	2,224,983	1,058,304	12,700,761	-	12,700,761
Borrowings	2,843,691	1,033,656	1,214,509	233,837	5,325,693	-	5,325,693
Other	55,437	-	200,677	-	256,114	-	256,114
Total current liabilities	<u>9,669,161</u>	<u>3,681,097</u>	<u>3,640,169</u>	<u>1,292,141</u>	<u>18,282,568</u>	<u>-</u>	<u>18,282,568</u>
Non-Current liabilities							
Trade and other payables	5,769,563	928,876	559,083	1,289,741	8,546,263	-	8,546,263
Borrowings	25,862,403	10,832,569	7,985,642	1,144,843	45,835,257	-	45,835,257
Provisions	2,364,648	-	-	-	2,364,648	-	2,364,648
Total non-current liabilities	<u>33,996,614</u>	<u>11,761,445</u>	<u>8,554,725</u>	<u>2,434,384</u>	<u>56,746,168</u>	<u>-</u>	<u>56,746,168</u>
TOTAL LIABILITIES	<u>43,665,775</u>	<u>15,442,542</u>	<u>12,194,894</u>	<u>3,726,525</u>	<u>75,028,736</u>	<u>-</u>	<u>75,028,736</u>
NET ASSETS TRANSFERRED FROM ABOLISHED COUNCILS	<u>459,002,555</u>	<u>444,680,102</u>	<u>293,372,718</u>	<u>55,443,893</u>	<u>1,212,479,068</u>	<u>-</u>	<u>1,212,479,068</u>

(b) Net result attributable to Council before net assets transferred from abolished Councils

Net result attributable to Council

Gain on restructure of local government

Net result attributable to Council before gain on restructure of local government

2008 \$	1,179,869,013
2009 \$	1,212,479,068
	<u>(32,610,055)</u>

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

	Note	30-Jun-09 \$
16 Cash and cash equivalents		
Cash at bank and on hand		1,789,177
Deposits at call		46,764,115
Short term money market instruments		26,900,000
Balance per cash flow statement		<u>75,453,292</u>
Externally imposed expenditure restrictions at the reporting date relate to the following cash assets:		
Unspent government grants and subsidies		1,902,970
Unspent developer contributions		19,491,651
Unspent loan monies		14,018,792
Unspent capital contributions		40,000
Total unspent restricted cash for capital projects		<u>35,453,413</u>

Cash and deposits at call are held at the Commonwealth Bank and in a QTC Capital Guaranteed Cash Fund account, with credit ratings of A-1+ for both institutions.

17 Trade and other receivables

(a) Current

Rateable revenue and utility charges		4,807,266
Less: Provision for doubtful rates debts		(54,497)
Other debtors		4,842,596
Less: Provision for doubtful debts		(141,162)
GST recoverable		654,810
Loans and advances to community organisation		4,600
		<u>10,113,613</u>

(b) Non-current

Loans and advances to community organisation		4,835
		<u>4,835</u>

Interest is charged on outstanding rates at a rate of 11% per annum. No interest is charged on other debtors. There is no concentration of credit risk for rates and utility charges, fees and other debtors receivable.

All loans and advances related to loans made to various community bodies. These loans arise from time to time and are subject to negotiated interest rates. The credit risk on these loans is considered low.

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

	Note	30-Jun-09 \$
18 Inventories		
Current		
Inventories for sale:		
Miscellaneous saleable items		82,167
Total inventories for consumption		<u>82,167</u>
Valued at the lower of cost and net realisable value		
Inventories held for consumption:		
Stores inventories		907,519
Total inventories for distribution		<u>907,519</u>
Valued at the lower of cost and replacement value		
Land purchased for development and sale	19	<u>1,661,837</u>
		<u>1,661,837</u>
Total inventories		<u>2,651,523</u>

19 Land purchased for development and sale

Transferred from abolished Councils as part of government restructure	15	319,949
Correction of error	41	1,340,252
Transferred from other asset category		160,343
Less: Cost of developed land sold		(158,707)
Closing balance at period end		<u>1,661,837</u>

Land purchased for development and sale is valued at the lower of cost and net realisable value.

20 Other financial assets

Current

Prepayments		486,635
		<u>486,635</u>

21 Non-Current assets classified as held for sale

Transferred from abolished Councils as part of government restructure	15	107,785
Transferred from other asset category		21,729
Disposal - value of assets sold		(129,514)
Closing balance		<u>-</u>

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

22 Investment property

Transferred from abolished Councils as part of government restructure		-
Transfer of land held for unascertained future purposes from property, plant and equipment	23	160,406
Revaluation adjustment to the income account	6	34,847
Fair value at end of period		<u>195,253</u>

Investment property comprises:

- land which is held for future development or unascertained future purposes.

The land was valued at market value by Australia Pacific Valuers Pty Ltd at 15 March 2008.

At the balance sheet date, no income was generated from the investment property.

Expenses (if applicable) in respect of investment property are shown in Note 8.

At the balance date there were no contractual obligations to purchase, construct or develop investment property.

Note
30-Jun-09
\$

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

23 (a) Property, plant and equipment

Basis of measurement

Asset values

Net value of assets transferred from abolished Councils

Additions at cost

Contributed assets

Disposals

Write offs

Revaluation adjustment to the ARR

Revaluation adjustment to expense

Assets transferred to investment property

Assets transferred to intangible assets

Internal transfers

Closing gross value

Accumulated depreciation

Accumulated depreciation transferred from abolished Councils

Depreciation provided in period

Depreciation on disposals

Depreciation on write offs

Revaluation adjustment to the ARR

Revaluation adjustment to expense

Assets transferred to intangible assets

Internal transfers

Closing accumulated depreciation

Total written down value at 30 June 2009

Range of estimated useful life in years

	30-Jun-09	30-Jun-09	30-Jun-09	30-Jun-09	30-Jun-09	30-Jun-09	30-Jun-09	30-Jun-09	30-Jun-09	30-Jun-09	Total
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Land and improvements	87,948,868	84,526,167	36,086,424	-	582,128,322	100,429,938	146,066,908	131,885,425	1,169,072,052	1,169,072,052	
Buildings and structures	962,849	12,825,977	5,935,329	25,302	11,959,367	2,202,677	15,513,139	2,996,638	52,421,276	52,421,276	
Plant and equipment	(141,000)	(829,976)	(3,198,649)	-	713,948	650,831	237,507	200,648	1,804,934	1,804,934	
Cultural assets	14,662,284	70,071,380	(3,294,525)	-	(8,103,555)	(4,405)	(651,025)	(95,940)	(13,024,550)	(13,024,550)	
Roads, footpaths & bridges	(160,406)	-	-	(5,588)	277,101,657	27,744,015	98,745,426	92,485,363	553,066,110	553,066,110	
Stormwater drainage	(351,894)	(1,424,820)	1,032,066	399,220	(556,612)	556,612	-	(205,094)	(740,220)	(740,220)	
Water infrastructure	102,920,701	155,138,728	36,407,413	418,934	863,243,127	131,581,668	259,905,489	227,267,040	1,786,883,100	1,786,883,100	
Sewerage infrastructure	-	-	-	-	-	-	-	-	-	-	
Internal transfers	-	-	-	-	-	-	-	-	-	-	
Closing gross value	102,920,701	155,138,728	36,407,413	418,934	863,243,127	131,581,668	259,905,489	227,267,040	1,786,883,100	1,786,883,100	
Accumulated depreciation	-	-	-	-	-	-	-	-	-	-	
Accumulated depreciation transferred from abolished Councils	-	14,017,983	-	-	-	-	-	-	-	-	14,017,983
Depreciation provided in period	-	1,827,876	3,661,136	-	16,971,226	2,042,547	4,173,754	3,387,152	32,063,691	32,063,691	
Depreciation on disposals	-	(129,785)	(2,565,850)	-	(2,280,124)	(114)	(241,639)	(59)	(5,217,571)	(5,217,571)	
Depreciation on write offs	-	-	(1,633,960)	-	-	-	-	-	(1,633,960)	(1,633,960)	
Revaluation adjustment to the ARR	-	17,238,638	-	-	140,829,471	-	68,297,020	55,185,794	281,550,923	281,550,923	
Revaluation adjustment to expense	-	-	-	-	-	-	-	-	-	-	
Assets transferred to intangible assets	-	-	(31,898)	-	-	-	-	-	-	-	(31,898)
Internal transfers	-	(317,726)	317,726	-	-	-	-	-	-	-	
Closing accumulated depreciation	-	18,619,003	13,715,137	418,934	155,520,573	46,419,152	72,229,135	58,572,887	355,075,887	355,075,887	
Total written down value at 30 June 2009	102,920,701	146,519,725	22,692,276	418,934	707,722,554	85,162,516	187,676,354	168,694,153	1,421,807,213	1,421,807,213	
Range of estimated useful life in years	Not depreciated	10-150	3-100	Not depreciated	10-150	80	20-80	20-100	20-100	20-100	

As disclosed in Note 15 all assets from the former Councils have been taken up at their carrying amount with the exception of Plant and equipment which have been recognised at gross value. The total of the asset values and accumulated depreciation transferred from the abolished Councils is: 1,155,054,069

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

23 (b) Property, plant and equipment valuations were determined by reference to the following :

(i) Land and improvements

Land parcels were independently valued at market value as at 15 March, 2008. This valuation was undertaken by Daniel Atherton (Registered Valuer No. 2962) and Lachlan Black (Registered Valuer No. 2913) of Australian Pacific Valuers Pty Ltd trading as APV Valuers and Asset Management.

Land under infrastructure and reserve land does not have a value for the purpose of a Local Government's financial statements.

(ii) Buildings and structures

The valuation of buildings at fair value as at 15 March 2008, was undertaken by Daniel Atherton (Registered Valuer No. 2962) and Lachlan Black (Registered Valuer No. 2913) of Australian Pacific Valuers Pty Ltd trading as APV Valuers and Asset Management. Buildings constructed and acquired since that date are recorded at cost.

(iii) Plant and equipment

Plant and equipment is measured at original cost less accumulated depreciation.

(iv) Cultural assets

Cultural assets were valued on the basis of insurable value as at 30 June, 2009. This valuation was undertaken by Richard McDonald, Art Valuer, on behalf of Australian Pacific Valuers Pty Ltd trading as APV Valuers and Asset Management.

(v) Roads, footpaths and bridges

The valuation of roads, footpaths and bridges, were independently valued as at 15 March 2008, by Tony Blefari of ACEAM Pty Ltd.

(vi) Stormwater drainage

The valuation of drainage assets were independently valued as at 15 March 2008, by Tony Blefari of ACEAM Pty Ltd.

(vii) Sewerage infrastructure

The valuation of sewerage passive assets were independently valued as at 15 March 2008, by Tony Blefari of ACEAM Pty Ltd. Sewerage infrastructure active assets were independently valued at fair value as at 15 March 2008, by John Deac, B. Eng, of Australian Pacific Valuers Pty Ltd trading as APV Valuers and Asset Management.

(viii) Water infrastructure

The valuation of water passive assets were independently valued as at 15 March 2008, by Tony Blefari of ACEAM Pty Ltd. Water infrastructure active assets were independently valued at fair value as at 15 March 2008, by John Deac, B. Eng, of Australian Pacific Valuers Pty Ltd trading as APV Valuers and Asset Management.

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

		30-Jun-09
	Note	\$
24 Capital work in progress		
Capital work in progress at cost		<u>18,277,078</u>
25 Intangible assets		
(i) Computer software		
Transferred from abolished Councils as part of government restructure	15	1,204,154
Additions at cost		335,442
Transfer from/(to) property, plant and equipment		505,126
Write offs	14	<u>(79,440)</u>
Closing balance at cost		<u>1,965,282</u>
Accumulated depreciation transferred from abolished Councils		(244,663)
Amortisation charge for the year		(175,391)
Write offs	14	29,054
Transfer from/(to) property, plant and equipment		<u>(81,897)</u>
Closing accumulated amortisation		<u>(472,897)</u>
Net carrying value at the period end		<u>1,492,385</u>
The software items have finite estimated lives of 10 years. Straight line amortisation has been used with no residual value.		
(ii) Water rights		
Transferred from abolished Councils as part of government restructure	15	2,494,976
Additions at cost		1,060,972
Transfer from/(to) property, plant and equipment		<u>235,094</u>
Closing balance at cost		<u>3,791,042</u>
The water rights have an indefinite useful life and, as such, are not amortised.		
Total intangible assets		<u>5,283,427</u>

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

	Note	30-Jun-09 \$
26 Trade and other payables		
Current		
Creditors and accruals		8,111,847
Annual leave		3,892,185
Vested sick leave		961,185
Long service leave		637,000
		<u>13,602,217</u>
Non-Current		
Annual leave		886,263
Vested sick leave		1,144,106
Long service leave		8,087,446
		<u>10,117,815</u>

The average credit period on purchases is one month. No interest is charged on the trade payables for the first 30 days from the date of invoice. Thereafter, interest is charged at a pre-approved rate per annum on the outstanding balance. Council has financial risk management policies in place to ensure that all payables are paid within the credit timeframe.

Employee benefit entitlements are calculated at current pay levels as adjusted for inflation and likely future changes in salary level.

These estimates are then adjusted for the probability of the employee remaining in employment with Council or other associated employment which would result in Council being required to meet the liability. Adjustments are then made to allow for the proportion of the benefit earned to date, and the result is discounted to present value.

27 Borrowings

	Note	30-Jun-09 \$
Current		
Loans - Queensland Treasury Corporation	28	<u>3,300,499</u>
Non-Current		
Loans - Queensland Treasury Corporation	28	<u>51,209,336</u>

On 18 March 2009, an overdraft facility with Commonwealth Bank of Australia was approved with a limit of \$100,000. This facility remained fully undrawn at 30 June 2009 and is available for use in the next reporting period.

Financing facilities are limited by the requirement to obtain State Government approval for all loan applications. All loans are unsecured.

All borrowings are in \$A denominated amounts are carried at amortised cost, interest being expensed as it accrues. No interest has been capitalised during the current reporting period. Expected final repayment dates vary from 9 March 2014 to 12 March 2025.

There have been no defaults or breaches of the loan agreement during the period.

Principal and interest repayments are made quarterly in arrears.

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

	Note	30-Jun-09 \$
28 Loans		
Queensland Treasury Corporation		
Transferred from abolished Councils as part of government restructure	15	51,160,950
Loans raised		8,818,074
Principal repayments		<u>(5,469,189)</u>
Book value at period end		<u>54,509,835</u>
Classified as :		
Current	27	3,300,499
Non-Current	27	<u>51,209,336</u>
		<u>54,509,835</u>

The loan market value at 30 June 2009 is \$54,613,829.29. This represents the value of the debt if Council repaid it at that date. As it is the intention of Council to hold the debt for its term, no provision is required to be made in these accounts.

29 Provisions

	Note	30-Jun-09 \$
Non-Current		
Landfill restoration		<u>4,295,052</u>
Details of movements in provisions:		
Landfill restoration provision		
Transferred from abolished Councils as part of government restructure	15	2,364,648
Increase in provision - finance cost due to change in time		322,129
Increase/(decrease) in provision - change in discount rate		(347,304)
Increase in provision - new site		2,298,099
Increase/(decrease) in estimate of future cost		(220,211)
Amount expended in year		<u>(122,309)</u>
Balance at the end of period		<u>4,295,052</u>

This is the present value of the estimated cost of restoring the landfill site to a useable state at the end of its useful life.

30 Other liabilities

	Note	30-Jun-09 \$
Current		
Monies received in advance		<u>363,750</u>
		<u>363,750</u>

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

	Note	30-Jun-09 \$
31 Capital		
Calculation of retained surplus:		
Cash and cash equivalents		75,453,292
Less restricted cash:		
Reserves (excluding the asset revaluation)		(37,087,073)
Funded depreciation carried forward		(12,446,233)
Unspent loan funds		(14,018,792)
Unearned revenue		(363,750)
Cash funds allocated for future rehabilitation costs		(322,129)
Working cash requirement		(11,215,315)
Retained surplus/(deficit)		-
Capital		<u>1,142,781,940</u>
Total capital and retained surplus at end of period		<u>1,142,781,940</u>
Movement in capital account		
Balance at beginning of period:		-
Transfers from/(to) retained surplus		1,119,025,716
Transfers from/(to) reserves		23,756,224
Balance at end of period		<u>1,142,781,940</u>
32 Asset revaluation reserve		
(i) Movements in the asset revaluation reserve were as follows:		
Balance at beginning of period		
Net adjustment to non-current assets at end of period to reflect a change in fair value:		
Land and improvements		14,662,284
Buildings and structures		52,832,742
Roads, footpaths & bridges		136,272,186
Sewerage infrastructure		30,448,406
Water infrastructure		37,299,569
Balance at end of the year		<u>271,515,187</u>
(ii) Asset revaluation reserve analysis		
The closing balance of the asset revaluation reserve is comprised of the following asset categories:		
Land and improvements		14,662,284
Buildings and structures		52,832,742
Roads, footpaths & bridges		136,272,186
Sewerage infrastructure		30,448,406
Water infrastructure		37,299,569
		<u>271,515,187</u>

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

	Note	30-Jun-09 \$
33 Retained surplus		
Movements in the retained surplus were as follows:		
Retained surplus/(deficit) at the beginning of financial year		-
Change in net assets resulting from operations after gain on restructuring		1,179,869,013
Transfers (to)/from capital account		(1,119,025,716)
Transfer (to)/from the constrained works reserve		(42,621,449)
Retained surplus available for transfer to reserves		<u>18,221,848</u>
Transfers (to)/from reserves for future capital funding purposes:		
Asset acquisition reserve		(4,391,156)
Transport improvement reserve		(1,787,080)
Fleet renewal reserve		(1,871,759)
Sewerage improvement reserve		(7,433,369)
Water improvement reserve		(2,738,484)
Retained surplus at period end		<u>-</u>
34 Other reserves		
(a) Summary of reserves held for funding future capital expenditure:		
(i) Constrained works reserve		21,434,621
(ii) Asset acquisition reserve		3,626,814
(iii) Transport improvement reserve		1,684,133
(iv) Fleet renewal reserve		271,759
(v) Sewerage improvement reserve		7,410,987
(vi) Water improvement reserve		2,658,759
		<u>37,087,073</u>
(b) Movements in capital reserves are analysed as follows:		
(i) Constrained works reserve		
Balance at beginning of period		
Transfer from retained surplus for future expenditure		42,621,449
Transfer to the capital account funds expended in the period		(21,186,828)
Balance at the end of period		<u>21,434,621</u>
(ii) Asset acquisition reserve		
Balance at beginning of period		
Transfer from retained surplus for future expenditure		4,391,156
Transfer to the capital account funds expended in the period		(764,342)
Balance at the end of period		<u>3,626,814</u>

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

	Note	30-Jun-09 \$
34 Other reserves (Cont'd)		
(b) Movements in capital reserves are analysed as follows:		
(iii) Transport improvement reserve		
Balance at beginning of period		
Transfer from retained surplus for future expenditure		1,787,080
Transfer to the capital account funds expended in the period		<u>(102,947)</u>
Balance at the end of period		<u>1,684,133</u>
(iv) Fleet renewal reserve		
Balance at beginning of period		
Transfer from retained surplus for future expenditure		1,871,759
Transfer to the capital account funds expended in the period		<u>(1,600,000)</u>
Balance at the end of period		<u>271,759</u>
(v) Sewerage improvement reserve		
Balance at beginning of period		
Transfer from retained surplus for future expenditure		7,433,369
Transfer to the capital account funds expended in the period		<u>(22,382)</u>
Balance at the end of period		<u>7,410,987</u>
(vi) Water improvement reserve		
Balance at beginning of period		
Transfer from retained surplus for future expenditure		2,738,484
Transfer to the capital account funds expended in the period		<u>(79,725)</u>
Balance at the end of period		<u>2,658,759</u>

35 Commitments for expenditure

(a) Operating leases

Minimum lease payments in relation to non-cancellable operating leases are as follows:

Payable:	
Within one year	135,510
One to five years	480,710
Later than five years	<u>773,834</u>
	<u>1,390,054</u>

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

	Note	30-Jun-09 \$
35 Commitments for expenditure (Cont'd)		
(b) Contractual commitments		
Contractual commitments at balance date but not recognised in the financial statements are as follows:		
Garbage collection contract. Expires 3 October 2012		905,125
Landfill operations contract. Expires 9 March 2010		<u>553,637</u>
		<u>1,458,762</u>
Payable:		
Within one year		819,404
One to five years		639,358
Later than five years		<u>-</u>
		<u>1,458,762</u>
(c) Capital commitments		
Commitment for the construction of the following assets contracted for at the reporting date but not recognised as liabilities are as follows:		
Property, plant and equipment		<u>12,921,907</u>
		<u>12,921,907</u>
Payable:		
Within one year		12,921,907
One to five years		-
Later than five years		<u>-</u>
		<u>12,921,907</u>

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

	Note	30-Jun-09 \$
36 Contingent liabilities		
Details and estimates of maximum amounts of contingent liabilities are as follows:		
<p>The Council is a defendant in a number of claims that arise as a result of the operations of the Council. The Council is of the opinion that the claims can be successfully defended and that no costs in excess of the recorded accruals will result. Information in respect of individual claims has not been disclosed in accordance with AASB137 "Provisions, Contingent Liabilities and Contingent Assets" on the basis that the council considers such disclosures would seriously prejudice the outcome of the claims.</p>		
<p><u>Local Government Mutual</u> Council is a member of the local government mutual liability self-insurance pool, Queensland Local Government Mutual Liability Pool. In the event of the scheme being wound up or if 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 scheme members in the same proportion as their contribution is to the total scheme contributions, in respect to any year that a deficit arises. As at June 2008 the financial statements reported an accumulated surplus of \$10,053,438. It is not anticipated that any liability will arise.</p>		
<p><u>Local Government Workcare</u> The Bundaberg Regional Council is a member of the Local Government Self-Insurance Scheme, Local Government Workcare. Under this scheme the Council has provided a bank guarantee to cover bad debts which may remain should the self insurance licence be cancelled because of insufficient funds being available to cover outstanding liabilities. Only Local Government Workcare may call on any part of the guarantee should the above circumstances arise.</p>		
The Council's maximum exposure is:		1,654,788

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

	Note	30-Jun-09 \$
37 Superannuation		
<p>Council contributes to the Local Government Superannuation Scheme (Qld) (the scheme). The scheme is a Multi-employer Plan as defined in the Australian Accounting Standard AASB119 Employee Benefits. The scheme has two elements referred to as the Defined Benefits Fund (DBF) and the Accumulation Benefits Fund (ABF).</p>		
<p>The ABF is a defined contribution scheme as defined in AASB119. Council has no liability to or interest in the ABF other than the payment of the statutory contributions as required by the Local Government Act.</p>		
<p>The DBF is a defined benefit plant as defined in AASB119. The Council is not able to account for the DBF as a defined benefit plan in accordance with AASB119 because the scheme is unable to account to the Council for its proportionate share of the defined benefit obligation, plan assets and costs.</p>		
<p>Under amendment to the Local Government Act 1993 passed in June 2009, the trustee of the scheme has the power to levy additional contributions on Councils which have employees in the DBF when the actuary advises such additional contributions are payable - normally when the assets of the DBF are insufficient to meet members benefits. Clause 56(e) of the scheme's Trust Deed indicates that any increase in the contributions is limited to 6% of the relevant employee's salary.</p>		
<p>In its letter to Council dated 5 June 2009 the trustee advised that "at this stage, there is no requirement for Councils to contribute any additional contributions". The letter further stated that "any additional contributions above 12% (standard rate of contribution) that may be required would be on a temporary basis only, and would be requested based on independent actuarial advice. When possible, the contribution rate would reduce at a later date to offset additional costs - for example, councils may be asked to pay 18% contributions instead of 12% for a period, then contributions may reduce to 6% for a compensatory period before returning to the regular 12% contribution rate".</p>		
<p>Any amount by which either fund is over or under funded would only affect future benefits and contributions to the DBF, and is not an asset or liability of the Council. Accordingly there is no recognition in the financial statements of any over or under funding of the scheme.</p>		
<p>The audited general purpose financial statements of the Scheme as at 30 June 2008 (the most recent available) which were not subject to any audit qualification, indicates that the assets of the scheme are sufficient to meet the accrued benefits.</p>		
<p>The general purpose financial report discloses that the most recent actuarial assessment of the scheme was undertaken as at the 1 July 2006. The actuary indicated that without improvements to benefit conditions, or other unanticipated events, current contribution rates would be sufficient to meet members benefits as they accrue. The next actuarial investigation will be made as at 1 July 2009.</p>		
<p>The Queensland Local Government Superannuation Board, the trustee of the scheme, advised that the local government superannuation scheme was a complying superannuation scheme for the purpose of the Commonwealth Superannuation Industry (Supervision) legislation.</p>		
<p>The amount of superannuation contributions paid by Council to the Superannuation Fund in this period for the benefit of employees was:</p>		
		5,678,676
<p>Council also contributes to the scheme for the benefit of elected members. The amount of contributions paid for this benefit during the reporting period was:</p>		
		138,845

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

	Note	30-Jun-09 \$
38 Trust funds		
Monies collected or held on behalf of other entities yet to be paid out to or on behalf of those entities:		<u>3,612,886</u>
Council performs only a custodial role in respect of these monies, and because the monies cannot be used by Council, they are not brought to account in these financial statements.		
39 Reconciliation of result from ordinary activities to net cash inflow from operating activities		
Result from ordinary activities	15	<u>(32,610,055)</u>
Non-cash operating items:		
Depreciation and amortisation	10	32,239,082
Change in restoration provision expensed to finance costs	9	322,129
Rehabilitation expenditure funded from provision	29	(122,309)
Current cost of developed land sold	19	<u>158,707</u>
		<u>32,597,609</u>
Investing and financing activities:		
Revaluation of investment property	6	(34,847)
Net (profit)/loss on disposal of non-current assets	6	(264,122)
Less non-cash portion of sale proceeds		(67,250)
Non-cash payments for property, plant & equipment		13,749
Donations, subsidies and contributions	4	(25,076,232)
Less non-cash portion of grants received		444,214
Capital expenses	12	23,596,566
Increase in provision for land restoration	11	1,730,584
Adjustment to opening balances	41	1,444,621
Capitalised development costs on land for sale	19	<u>(160,343)</u>
		<u>1,626,940</u>
Changes in operating assets and liabilities:		
(Increase)/decrease in receivables		2,070,562
(Increase)/decrease in inventories (excluding land)		(84,596)
(Increase)/decrease in other operating assets		308,464
Increase/(decrease) in payables		3,501,593
Increase/(decrease) in other liabilities		<u>107,636</u>
		<u>5,903,659</u>
Net cash inflow from operating activities		<u><u>7,518,153</u></u>

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the period 15 March 2008 to 30 June 2009

40 Financial risk management

Bundaberg Regional Council's activities expose it to a variety of financial risks including interest rate risk, credit risk and liquidity risk.

Exposure to financial risks is managed in accordance with Council approved policies on financial risk management. These policies focus on managing the volatility of financial markets and seek to minimise potential adverse effects on the financial performance of Council.

Bundaberg Regional Council measures risk exposure using a variety of methods as follows:

Risk	Measurement method
Interest rate risk	Sensitivity analysis
Liquidity risk	Maturity analysis
Credit risk	Ageing analysis

(i) Credit risk

Credit risk exposure refers to the situation where Council may incur financial loss as a result of another party to a financial instrument failing to discharge their obligations.

In the case of rate receivables, Council has the power to sell the property to recover any defaulted amounts. In effect this power protects Council against credit risk in the case of these debts.

In other cases, Council assesses the credit risk before providing goods or services and applies normal business credit protection procedures to minimise the risk.

Council is exposed to credit risk through its investments with the Queensland Treasury Corporation (QTC) and deposits held with banks and other financial institutions. The QTC Cash Fund is an asset management portfolio that invests with a wide variety of high credit rating counterparties. Deposits are capital guaranteed. Other investments are held with highly rated and regulated financial institutions and whilst not capital guaranteed, the likelihood of a credit failure is remote.

By the nature of Council's operations, there is a geographical concentration of risk in Council's area. Because the area is largely agricultural, there is also a concentration in the agricultural sector.

The maximum exposure to credit risk at balance date in relation to each class of recognised financial asset is the gross carrying amount of those assets inclusive of any provisions for impairment.

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

The following table represents Council's maximum exposure to credit risk:

Financial assets	30-Jun-09 \$
Cash and cash equivalents - bank	1,789,177
Cash and cash equivalents - QTC	26,900,000
Cash and cash equivalents - other ADI	46,764,115
Receivables - rates	4,752,769
Receivables - other	<u>5,365,681</u>
Total	<u><u>85,571,742</u></u>

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS
For the period 15 March 2008 to 30 June 2009

40 Financial risk management (Cont'd)

Past due or impaired

No financial assets have had their terms renegotiated so as to prevent them from being past due or impaired, and are stated at the carrying amounts as indicated.

Included within Council's receivable balance are debtors past due date for which Council has not provided against as there has been no significant change in credit quality and amounts are still considered recoverable.

The following table represents an analysis of the age of Council's financial assets that are either fully performing, past due or impaired:

	Fully performing \$	Past due				Impaired \$	Total \$
		Less than 30 days \$	31 to 60 days \$	61 to 90 days \$	Over 90 days \$		
Receivables	4,744,447	69,154	33,996	39,875	5,426,638	195,659	10,118,451

(ii) Liquidity risk

Liquidity risk refers to the situation where Council may encounter difficulty in meeting obligations associated with financial liabilities. Council is exposed to liquidity risk through its trading in the normal course of business and borrowings from the Queensland Treasury Corporation for capital works.

Council manages its exposure to liquidity risk by maintaining sufficient undrawn facilities, both short and long term, to cater for unexpected volatility in cash flows. These facilities are disclosed in the Borrowings Note 27.

The following table sets out the liquidity risk of financial liabilities held by Council in a format as it might be provided to management. The amounts disclosed in the maturity analysis represent the contractual undiscounted cash flows at balance date:

Financial liabilities

	0 to 1 year	1 to 5 years	Over 5 years	Total
	\$	\$	\$	\$
30 June 2009	6,554,869	25,665,825	46,023,513	78,244,207

Financing arrangements

Unrestricted access was available at balance date to the lines of credit listed below:

	30-Jun-09
	\$
Bank overdraft facility	100,000

(iii) Interest rate risk

Council is exposed to interest rate risk through its borrowings from the Queensland Treasury Corporation and investments held with financial institutions.

The risk in borrowing is effectively managed by borrowing only from Queensland Treasury Corporation and having access to a mix of floating and fixed funding sources such that the desired interest rate risk exposure can be constructed. Interest rate risk in other areas is minimal.

Council does not undertake any hedging of interest rate risk.

BUNDABERG REGIONAL COUNCIL

NOTES TO THE FINANCIAL STATEMENTS
For the period 15 March 2008 to 30 June 2009

40 Financial risk management (Cont'd)

Interest rate sensitivity analysis

The following sensitivity analysis is based on a report similar to that which would be provided to management, depicting the outcome to profit and loss should there be a 1% increase in market interest rates. The calculations assume that the rate would be held constant over the next financial year, with the change occurring at the beginning of that year. It is assumed that interest rates on overdue rates would not change. If the rates decreased by 1% the impact would be equal in amount in the reverse direction.

	Net carrying amount	Profit	Equity
	30-Jun-09	30-Jun-09	30-Jun-09
	\$	\$	\$
Financial assets	73,664,115	736,641	736,641
Financial liabilities	54,509,835	545,098	545,098

30-Jun-09
Note \$

41 Correction of error

Upon amalgamation, Council identified transactions which were incorrectly recorded in the Balance Sheet of a former Council.

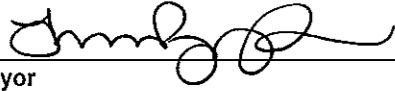
The reallocation of the following Balance Sheet amounts have been processed:

Inventories (Land Purchased for Development and Sale)	19	1,340,252
Capital Work in Progress		<u>(2,784,873)</u>
Adjustment to opening balances		<u>(1,444,621)</u>

MANAGEMENT CERTIFICATE

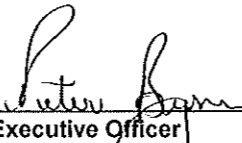
The general purpose financial report has been prepared pursuant to Section 532 of the Local Government Act 1993, the Local Government Finance Standard 2005 (the Standard), Section 35 of the Local Government Reform Implementation Regulation 2008 and other prescribed requirements. In accordance with Section 48 of the Standard we certify that -

- (i) the local government considers the relevant recording and reporting procedures have been complied with in the preparation of the financial statements; and
- (ii) the financial statements for the period ended 30 June 2009 and supporting notes present the Council's income, equity, balance sheet and cash flows as required by the *Local Government Act 1993*.



Mayor

Date: 12 / 11 / 09 .



Chief Executive Officer

Date: 12 / 11 / 09

To the Mayor of Bundaberg Regional Council

Report on the Financial Report

I have audited the accompanying financial report of Bundaberg Regional Council, which comprises the balance sheet as at 30 June 2009, and the income statement, statement of changes in equity and cash flow statement for the financial period ended on that date, a summary of significant accounting policies other explanatory notes and certificates given by the notes and certificates given by the Mayor and Chief Executive Officer.

The Council's Responsibility for the Financial Report

The Council is responsible for the preparation and fair presentation of the financial report in accordance with the *Local Government Act 1993* and *Local Government Finance Standard 2005* including compliance with applicable Australian Accounting Standards (including the Australian Accounting Interpretations). This responsibility includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

My responsibility to express an opinion on the financial report based on the audit is prescribed in the *Auditor-General Act 2009*. This Act, including transitional provisions, came into operation on 1 July 2009 and replaces the previous requirements contained in the *Financial Administration and Audit Act 1977*.

The audit was conducted in accordance with the *Auditor-General of Queensland Auditing Standards*, which incorporate the Australian Auditing Standards. These auditing standards require compliance with relevant ethical requirements relating to audit engagements and that the audit is planned and performed to obtain reasonable assurance whether the financial report is free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of risks of material misstatement in the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control, other than in expressing an opinion on compliance with prescribed requirements. An audit also includes evaluating the appropriateness of accounting policies and the reasonableness of accounting estimates made by the Council, as well as evaluating the overall presentation of the financial report.

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

Independence

The *Auditor-General Act 2009* promotes the independence of the Auditor-General and QAO authorised auditors. The Auditor-General is the auditor of all Queensland public sector entities and can only be removed by Parliament.

The Auditor-General may conduct an audit in any way considered appropriate and is not subject to direction by any person about the way in which audit powers are to be exercised. The Auditor-General has for the purposes of conducting an audit, access to all documents and property and can report to Parliament matters which in the Auditor-General's opinion are significant.

Auditor's Opinion

In accordance with s.40 of the *Auditor-General Act 2009* –

- (a) I have received all the information and explanations which I have required; and
- (b) in my opinion -
 - (i) the prescribed requirements in respect of the establishment and keeping of accounts have been complied with in all material respects; and
 - (ii) the financial report has been drawn up so as to present a true and fair view, in accordance with the prescribed accounting standards, of the financial performance and cash flows of the Bundaberg Regional Council for the financial period 15 March 2008 to 30 June 2009 and of the financial position as at the end of that period.



Stephen Stavrou
as Delegate of the Auditor-General of Queensland

Brisbane, 12 November 2009



Feedback

Council welcomes feedback on this annual report.

Please pass on your comments or request for additional copies of the report to Council's Marketing and Communication Branch on 1300 883 699, email: ceo@bundaberg.qld.gov.au or write to PO Box 3130, BUNDABERG QLD 4670.

Council's annual report is available online at:

<http://bundaberg.qld.gov.au/council/councildocuments/annualreports>

