

Maranoa Regional Council Annual Report 2011/2012



INTRODUCTION

Each year, Councils are required to produce an annual report to review their performance and achievements for the past financial year.

This report is designed to be a snapshot of the 2011/12 year for the Maranoa Regional Council. Inside you will discover an overview of how we have performed and what we have achieved, an insight into our operations and financial position. You will also read of our commitment to continue to provide services to our community and stakeholders into the future.

This report is divided into three sections: Part A - an overview of Council and the region including Annual Report Compliance; Part B - financial information; Part C – performance information.

In an effort to reduce impact on the environment, Council continues not to print the full Annual Report document. Instead the full Annual Report is available online at www.maranoa.qld.gov.au or by request.

OUR LOGO

The Maranoa Regional Council logo uses a symbolic representation of the Bottle Tree, which is significant to the Maranoa region. The five leaves are both symbolic to the amalgamation of areas of five Councils, as well as the areas of operation the Council works in – Communities, Events, Council, Tourism and Business. The Bottle Tree symbol makes a strong statement about a region focused on prosperity and growth. The symbol incorporates environmental colours making reference to the natural surrounds of the region.

Additional reasoning for the bottle tree selection as Council's logo – Every bottle tree is unique, they have character and personality just like the wonderful people who make up our vibrant community. The bottle tree is a symbol that honours our history, our heroes and our future.

The positioning statement 'WORKING FOR YOU. **GROWING WITH YOU.**' serves to promote Maranoa Regional Council as a place with great opportunities for both growth and lifestyle.



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OUR VISION, MISSION AND VALUES

Our Vision Our Vision is to be a progressive and resourceful region which embraces, supports and fosters cohesion in our diverse communities whilst maintaining a relaxed and safe rural lifestyle for our residents.

Our Mission Our Mission is to provide responsible regional leadership whilst partnering with our communities and stakeholders in a decentralised environment that encourages sustainability and equity and enriches the opportunities and lifestyles of our residents.

Our Values Council proudly upholds the following values in its daily operations with customers, external parties and staff:-

Honesty & Integrity We value the importance of honesty in all of our actions, processes and decision making and acknowledge that honesty is the basis for building trust and respect between Council, our employees and our community.

Care and Respect At all times we will value and interact with all our stakeholders in a respectful and caring manner.

Excellence We strive for the value of excellence knowing that we can always improve with whatever we undertake.

Professionalism We value and acknowledge the need for Council to be professional and to be recognised as such. Not only will we strive to undertake all our responsibilities as elected members in a professional manner but we will also support, train and encourage our employees to undertake their duties in the pursuit of professionalism.

Consistency In the interests of fairness and equity, we must be consistent in our operational and decision making processes. Council will endeavour to enhance consistency through the adoption and implementation of appropriate governance processes and policies.

Stewardship As the elected members of our Council we are its custodians and as such value the stewardship and responsibility that our positions hold.

OUR COMMUNITY

The 2011 Census provided a useful snapshot for the Maranoa region.

Population:	13,076 (Est. 13,590 at 30 June 2012¹)
Comprising:	51.5% male and 48.5% female 7.3% / 959 Aboriginal & Torres Strait Islanders
Median age:	36
No. of families:	3,301
Average children per family:	1.9
Private dwellings:	6,124
Average people per household:	2.6
Median weekly household income:	\$1,209 (23.8% less than \$600; 9.2% greater than \$3,000)
Median weekly rent	\$150



People – Cultural & Language diversity	Top Ancestries: Australian (35.2%)* English (28.2%)* Irish (8.8%)* Scottish (7.7%)* German (5%)*	
Country of Birth	Australia 84.9%* Other top responses: Philippines (1.3%)* New Zealand (1.2%) England (1%) South Africa (0.4%) China (0.2%) **	
Languages spoken at home	English (88.9%)*	11,619
	Tagalog (0.8%)*	101
	Filipino (0.5%)*	59
	Afrikaans (0.3%)*	37
	Mandarin (0.2%)	22
	Cantonese (0.1%)	15
Employment	Full Time Work (69.7%)*	
	Part Time Work (21%)	
	Away from Work (6.8%)*	
	Unemployed (2.5%)	
	Total in Labour Force	6,899



*Greater percentage of population than for Queensland and Australia.

** Excludes SARs and Taiwan

*** State of Queensland (Qld Treasury & Trade) – Regional Profile

¹ Government Statistician's estimate, projected from ABS preliminary rebased 2011 ERP

WHAT MAKES US DIFFERENT?

	<i>Maranoa</i>	<i>Queensland</i>	<i>Australia</i>
People (> 15 yrs) who did voluntary work through an organisation or group in the previous 12 months	26.3%	18.7%	17.8%)
Walk to work	8.2%	3.7%	3.7%)
Both partners employed full time (in couple families)	32.8%	22.9%	21.7%
Types of dwellings / Percentage of Separate Houses	91.3%	78.5%	75.6%
Homes owned outright	34.2%	29%	32.1%
3 or more registered motor vehicles per household	26.4%	17.3%	16.5%
Unemployment rate	2.5%	6.1%	5.6%
Maranoa has slightly higher percentages than Queensland and Australia in the under 14 age categories and 25-29 and 50-54 age categories.			

OUR REGION

The Maranoa Region covers an area of 58,834.5 square kilometres, and is located in rural, south-west Queensland, approximately 480 kilometres west of Brisbane.

Towns in the region are Roma, Injune, Mitchell, Mungallala, Muckadilla, Amby, Surat, Yuleba, Wallumbilla and Jackson.

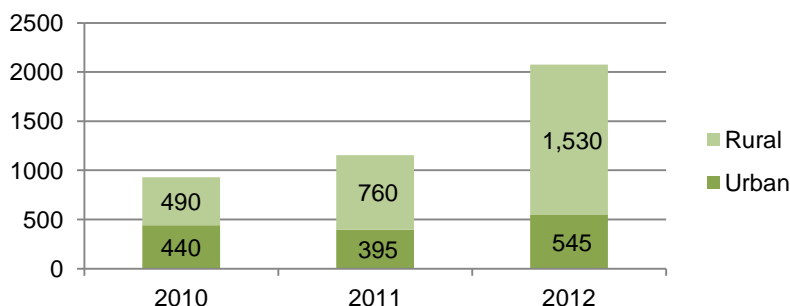
The region comprises an urban area of 31.7 km² and a rural area of 58,802.8 km² with approximately 70% of the permanent population living in the urban areas and approximately 30% in the rural areas.



As a significant part of the Surat Basin energy province, the Maranoa region is one of Queensland's most dynamic regional communities. Very accessible via air, road and rail, the region offers a diversity of experiences for those visiting, living and investing in the region.

The region had a growth rate of 0.6% between 2011 and 2012; however this excludes the significant fly-in-fly out population drawn to the region due to the Coal Seam Gas industry.

Non-Resident Workers On-Shift (FIFO/DIDO) - Maranoa



As defined by the Government Statistician³, non-resident workers are people who fly-in, fly-out (FIFO) or drive-in, drive-out (DIDO) to work and live in the area temporarily while rostered on. The above graph reflects those on shift rather than total workforce numbers as not all are in the region at the same time.

The percentage increase in non-resident workers on-shift can be compared to the passenger numbers using the Roma airport as shown in the following table:

Passenger Numbers through Airport (FIFO)			
End Financial Year	Passenger Numbers	% Increase in Passenger Numbers (FIFO)	% Increase in Non-Resident Workers On-Shift (FIFO & DIDO)
2008	29,965		
2009	39,979		
2010	47,413		
2011	57,482	21%	24%
2012	91,000	58%	80%



It is planned to monitor these percentages over the coming years, to assess any shifts in trends (e.g. increasing proportion of drive in/drive out).

The Government statistician provides figures on the 'Full-Time Equivalent (FTE) Population'. This is the addition of the estimated permanent resident population and the non-resident workers on shift. The combined figures provide a better measure of the total demand for certain services and infrastructure in regions like Maranoa with a high incidence of FIFO/DIDO workers.²

As at June 2012, the population profile of the Maranoa Region is shown the following table:

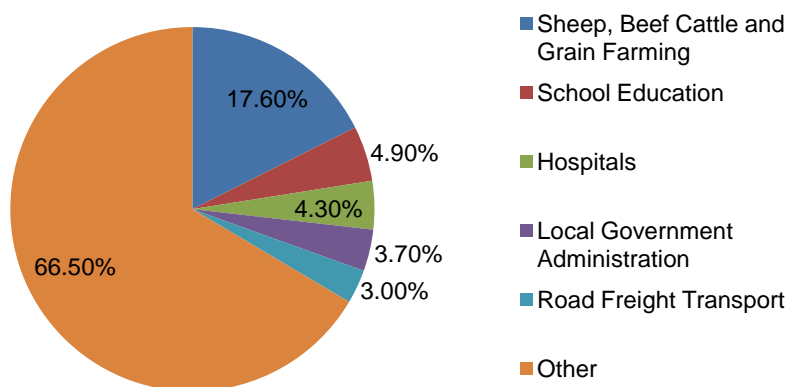
Full-Time Equivalent (FTE) Population as at 30 June 2012	Est. Permanent Residents	Non-Resident Workers On-Shift	Total
Injune	410	180**	590
Mitchell	935	20	955
Roma	7,270	290*	7,560
Surat	435	25	460
Wallumbilla	270	25	295
Other Towns	215	5	220
Rural Areas (Includes Workers Camps > 5 kms from town)	4,055	1,530	5,585
Total	13,590	2,075	15,665

*Included crews constructing new Workers Accommodation Village in/near to the town boundary³

² Queensland Treasury and Trade – Surat Basin Population Report 2012, page 5

In addition to the Coal Seam Gas industry, the region has a strong rural industry (beef, sheep, wool and hard grains) accounting for 17.6% of the region's employment in the last (2011) census.

Industry of Employment



MAYORAL STATEMENT

The year has certainly been one of extreme lows and highs, supporting our community through yet another natural disaster, rebuilding infrastructure not yet repaired from early events, in addition to our normal operations.

Wet weather through late January and early February led to a major **flood event** for the Maranoa for the third consecutive year, surpassing the March 2010 event.

With over 700 properties across the region impacted, evacuation centres once again opened their doors and as the flood waters subsided, the significant cleanup and restoration commenced. Council was grateful for the support received from all levels of government and the personal interest of the Prime Minister, Premier and Governor of Queensland who visited the region. Attention quickly turned to community recovery and then to flood mitigation, with one of the outcomes from the joint discussion involving local members, being the fast tracking of the redesign and construction of the new Maranoa River Bridge in Mitchell.

Council also welcomed the announcement of flood mitigation funding for the south west and we thank the state government for responding at our time of need. The funding is critical for hydrological studies, an important prerequisite for future flood mitigation solutions for both the Roma and Mitchell communities.

Throughout it all we were once again reminded of the generosity of the human spirit. Volunteers registered their cleaning services armed with brooms, mops, disinfectant and self generated pressure hoses. Community groups joined together with the Roma Combined Christian Churches to give support and assistance to the Maranoa community by coordinating, collecting and distributing much needed funds and donations of furniture, clothing, toiletries and essential items. We thank all who helped others in their time of need.



The year also saw a number of difficult but courageous Council decisions. One which I recall clearly was the result of a special Council Meeting on Christmas Eve in 2011. In a 5/4 decision, Council made the decision to put the **Roma Recreation Centre** out to open tender. Whilst the debate was vigorous, I am confident that the community will reap the long term benefits from the process which followed.

Another was the decision made at Council's General Meeting on 13 July 2011. At that meeting, Council resolved to strengthen its commitment to the future of aged care in Mitchell and committed to including \$1.25 million in its 2011/12 budget towards the construction of a **Multi Purpose Health Service** or similar facility in Mitchell. The decision to commit funding, regardless of the outcome of the federal funding submission, was a big step towards finding a solution for the Mitchell community and the region.

Another significant and strategic decision was the calling of tenders in October 2011 for the design, construction and management of a temporary (affordable) accommodation precinct on Council owned land adjoining Roma Airport. Negotiations have been somewhat protracted and time will tell if the project progresses to achieve its original intent. In the interim, Council will continue to monitor housing requirements in the region and be proactive with **affordable housing initiatives** to retain residents within our community.

On a very positive note, the year marked the opening of the **Airport Upgrade** with a carnival family fun day on Saturday, 17 March. The event was attended by Australia's very own Red Bull Air Racer and Topgun Matt Hall and special guest and local rugby league legend Darren Lockyer.

The opening event marked one of our biggest milestones so far as an amalgamated Council and we are appreciative of the combined funding and support from Santos GLNG, Australia Pacific LNG and the state government in bringing the project to fruition.

The investment has since been validated with an announcement that Qantaslink would be introducing another two flights per week for the Brisbane / Roma service, taking the number of seats to over 3,500 per week from May 2012. This also included the launch of the first six Q400 planes made possible with the extension of the runway.

In addition to Darren Lockyer's participation in the airport opening, we were privileged to host a visit from the **Queensland State of Origin rugby league team** on Queensland Day. The visit was a great success and a fitting reward for all those involved in the sport throughout south west Queensland. It also served as a cause for

celebration, lifting the spirits of Roma and Mitchell residents, many of whom were still struggling from the floods.

In closing it would be remiss of me to not make mention of the conclusion of the term of the inaugural Maranoa Regional Council on 27 April. I recognise all nine Councillors, including retiring Councillor Jill Baker, for their hard work and commitment to the community. My fellow Councillors and I also acknowledge the work of the staff. It has been a very busy term for us all and I commend everyone for their contribution to the development of the new organisation over the four years.

I welcome the new Council and recognise Councillor Wason, selected by his peers, to hold the position of Deputy Mayor. We still have many challenges ahead, but I am confident that we have a strong team of people with diverse skills and experiences to take the region forward.

Yours faithfully



Cr Robert Loughnan
Mayor of Maranoa Regional Council



A SNAPSHOT OF THE YEAR IN PHOTOS

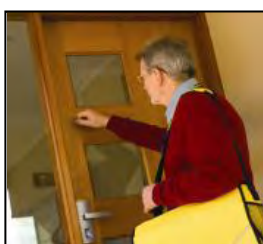


Media Release – 21 July 2011 – Council Launches Pathway to our Future

The official launch of Council's *Maranoa Community Plan 2020 – Pathways to our future*, Local Plan 2013 and public release of the Draft Placemaking Plan took place in Roma on Monday, 25 July.

The community's hard work was celebrated by a string of events in the towns of Roma, Mitchell, Injune, Surat, Yuleba and Wallumbilla.

The *Community Plan* and Local Plans sets a long-term vision for the Maranoa region as a whole, giving overall direction to localised projects.



Media Release August 2011 – Census – Shedding some Light on Maranoa

The Census gives a snapshot of the Maranoa (9 August 2011) and provides important information to decision makers and communities to help plan our region's future. The Mayor emphasised that it is imperative that every resident participates for accurate information to be obtained.



Media Release 15 August 2011 – Be Healthy Maranoa Receives Further Funding

Be Healthy Maranoa's funding application successfully secured a further two years funding from the Department of Health and Ageing to continue implementing the Healthy Communities Initiative.

The funding, which continues until 2013, will allow Be Healthy Maranoa to carry on implementing partnered initiatives aimed at improving residents' access to accredited nutritional and physical activity programs.



Media Release 29 August 2011 – Swimming Season Off to a Warm Start at Roma Pool

Residents were invited to dip their toes in the warm water at the newly heated Denise Spencer Memorial Pool in Roma **from Saturday, 3 September**. Council conducted major improvements which included the installation of a gas heating system, solar blankets and construction of a large enclosure to allow the swimming season to continue for up to 10 months of the year, as well as to protect patrons from the sun. The upgrade came to a total \$1,039,181, with a \$575,000 contribution from the Regional and Local Infrastructure Program and \$464,181 from Maranoa Regional Council.

Media Release 8 September 2011 – Tantalising Local Produce the Star Act at Santos Food & Fire Fest 2011

Local produce was the talk of the town when festival-goers lined up at Santos Food & Fire Fest 2011's exotic food stalls and took a seat to enjoy foodie event 'The Best of Beef'.



During the festival, an array of tantalising aromas filled the air around The Big Rig Parklands, as vendors from inside and outside the Maranoa showcased their talents in cuisines from varied cultures across the world.

Media Release 4 November 2011 – Council Commits to Tackling Housing Issues

The General Meeting on Wednesday, 26 October was a significant one with Maranoa Regional Council committing to tackle the housing issues faced by the region.



The framework was at the forefront of discussion with Council recognising the need to intervene and also support other organisations in improving housing prospects.

Council decided to endorse the following actions:

- Release Council owned land for long term development
- Provide Council land for suitable short/medium term development
- Seek additional developable land that could be marketed by Council
- Support Urban Land Development Authority (ULDA) development near Roma Hospital
- Release of additional land in regional towns
- Draft a policy on location of work camps
- Support social/community housing
- Seek to work with not for profit sector
- Seek funding from energy sector

Media Release 2 December 2011 – Hamper Appeal Spreads Christmas Spirit

Maranoa Regional Council urged locals to help bring Christmas to families in need by supporting the 2011 Christmas Hamper Appeal. The program is run annually in conjunction with Christian Outreach Centre, Salvation Army and St Vincent de Paul.



Media Release 8 December 2011 – New Youth Precincts for Maranoa Communities

Yuleba and Wallumbilla communities were scheduled to celebrate the unveiling of two new youth precincts on 12 December 2011



Precincts comprising skate facilities, seating, shade structures and water fountains are now in place at all major centres of the region.

Yuleba, Wallumbilla and Injune youth precinct construction was finalised in November 2011 as part of the Regional Youth Precinct Master Plan at a total cost of \$400,000. The Department of Communities Sport & Recreation Services contributed \$239,091 funding to the project with the remainder provided by Council.



Media Release 8 December 2011 – Youth Get Set for Holiday Program

Youth throughout the region could try all that and more during another jam-packed Maranoa Holiday Program.

The program kicked off from Friday 9 December and activities ran until Friday 20 January. Activities were suitable for young people aged 10 to 25. Maranoa Holiday Program is coordinated by Maranoa

Regional Council's Community Development Team in partnership with Maranoa Health Enhancement Program, Queensland Health, Blue Light Association, Queensland Police Service and local community members and organisations.



Media Release 28 March 2013 - Mayoral Breakfast to Launch Easter Celebrations

Roma's 2012 Easter in the Country celebrations kicked off with the annual Mayoral Breakfast event.

The annual breakfast, hosted in conjunction with Roma Combined Christian Churches, was open to residents and visitors to the region. This year's guest speaker was ABC radio journalist Phil Smith.



Media Release 2 May 2012 – Works Begin at Mitchell's Great Artesian Spa

Renovations at Mitchell's Great Artesian Spa are to commence with Council resolving on 26 April to progress work through removal of the Spa's existing pool skin to explore the condition of the foundations and to establish the next steps of the reconstruction.



Media Release 21 June 2012 – Security Screening to Commence Operations at Roma Airport

Departing passengers travelling through the Roma Airport were encouraged to use the new security screening which, once installed, would commence operation on Friday 22 June 2012. Compulsory scanning regulations are to commence from 1 July 2012.

OUR COUNCILLORS

Maranoa Regional Council has one Mayor and eight Councillors. The 2012 Local Government quadrennial elections were held on Saturday 28 April 2012.

At the Statutory/Post Election Meeting held at the Maranoa Regional Council Roma Administration Centre on 16 May 2012 the Mayor and Councillors elect individually undertook the Declaration of Office as required under Section 169 of the *Local Government Act 2009*.

ELECTED REPRESENTATIVES

2012 (Elected)

Cr Robert Loughnan (Mayor)
Cr Scott Wason (Deputy Mayor)
Cr Jan Chambers
Cr Joy Denton
Cr Peter Flynn
Cr Wendy Newman
Cr Cameron O'Neil
Cr Ree Price
Cr David Schefe

ELECTED REPRESENTATIVES

2008 – 2012 (Not re-elected or did not seek re-election)

Cr Thomas Hartley (Deputy Mayor)
Cr Jason Bartels
Cr Jeffrey Watson

Maranoa Regional Council has decided to be undivided and therefore does not have divisions or wards. The nine Councillors are the elected representatives of all residents and ratepayers across the region.

Council is responsible for the stewardship and corporate governance of the organisation. Collectively the Councillors set the strategic direction for the Council, identifying service standards and monitoring performance across the organisation.

OUR ORGANISATION

Maranoa Regional Council is a local government authority duly constituted pursuant to the provisions of the *Local Government Act 2009*. Council performs functions of local government set out in the *Local Government Act 2009* and is charged with the good rule and government of its local authority area.

Council is the governing body that appoints a Chief Executive Officer (CEO). The CEO has responsibility for the day to day management of operations in accordance with the strategic directions of the Corporate and Operational Plan.

Four Directors together with the CEO form the Executive Management Group that leads the organisation. The Executive Management Group meets on a weekly basis to oversee and manages the operations of Council. They also provide Council with information and advice to facilitate strategic and effective decisions. Members of the Executive Management Group attend each Council meeting. This executive team is supported by divisional managers and staff that have responsibility for affecting the policies and directions set by Council.

New CEO Commenced on 18 July 2011



As announced in June 2011, Mr Paul Bawden took over from Stuart Randle as Council's Chief Executive Officer. Stuart Randle resigned to take on the role of Chief Executive Officer at Gladstone Regional Council.

Paul has 13 years' experience in leadership positions at a CEO or Director level across a wide range of Council environments and a demonstrated strong planning background. He has previously worked at Rockdale City Council in NSW, South Gippsland Shire Council and City of Casey, both in Victoria.

EXECUTIVE STRUCTURE



The Corporate Plan provides each directorate with an organisational goal which translates into organisational performance.

Organisational Management

To provide the necessary stewardship, leadership and governance for the organisation as a whole so as to ensure informed decision making and best utilisation of limited resources in a comprehensive policy and procedural framework.

Corporate Services

To provide Council's customers with a professional range of services by undertaking Council's Corporate Services functions in a manner that promotes accuracy and accountability in a technologically proficient environment.

Planning and Environment

To implement and administer Council's regulatory functions in a fair and consistent manner and in the interest of the community as a whole.

Community Services

To provide and facilitate a range of contemporary community and social development services that reflects identified community needs through the provision of quality levels of customer service and financially responsible business practices.

Operations

To administer, oversee and manage Council's external works and infrastructure programs to industry acceptable standards for the overall benefit of the community and visitors alike.

Media Release – 9 September 2011 – Council Appoints New Director Operations



Maranoa Regional Council's Chief Executive Officer, Paul Bawden officially announced the appointment of Barry Omundson as the new Director Operations.

Mr Omundson, who was then currently employed as the Executive Manager Operations & Capital Delivery at Cradle Mountain Water in Tasmania, has experience in managerial and directorship roles in local government that have included employment at Mackay Regional Council and Beaudesert Shire Council.

Council's Chief Executive Officer, Paul Bawden said he was confident Mr Omundson was the most suitable person for the role.

"Mr Omundson comes to us with great experience in staff management and strategic planning in both local government and non-government organisations," Mr Bawden said.

"Many capable applicants applied for this position, but Mr Omundson's wide and varied knowledge-base impressed the selection panel and it was considered that he would provide good leadership to Council and the community Council serves," he said.

Mr Omundson commenced duties with Council on Monday, 3 October 2011.

OUR COUNCIL'S GOVERNANCE

Governance in Maranoa Regional Council is supported by policies and protocols associated with both the functions of Council and Council Officers.

Maranoa Regional Council is constituted under the Local Government Act 2009 to provide democratic local government for the people of the Maranoa community. The purposes and objectives of Council as well as the functions and powers of a local government area are also defined under the Act.

Corporate Governance involves the control and management of an organisation to achieve its objectives, it encompasses decision making and implementation, optimisation of performance and how the organisation is directed, reviewed and held to account.

The aim of corporate governance is to ensure the highest level of governance and community leadership. Good governance underpins the Australian democratic system of which local governments are the first level and focuses around the issues of accountability, transparency, fairness, stewardship, responsibility, mandate, consultation and balance. Put simply it is about ensuring the organisation is run properly, goals are achieved and public monies are managed with high standards of propriety and probity.

Corporate governance is a framework that enhances planning and reporting practices, assists leadership and management and drives improved performance moving beyond compliance to focus on meeting strategic objectives and operational goals.

Council operations are governed through three themes. Firstly, elected representatives of the community are responsible for developing the vision and policy direction of Council. Secondly, participative democracy is promoted by encouraging an active and engaging community and thirdly, administrative arrangements, structures and processes that facilitate the implementation of Council's decision making.

Role of Councillors

The *Local Government Act 2009* establishes the framework for Council's operations. Local Government has the jurisdiction to make laws for, and otherwise ensure, the good rule and government of its territorial unit. Under the Act Councillors have a responsibility for representing the overall public interest of the area. They also participate in deciding the facilities, services and enterprises that are appropriate for an area; formulate, adopt and review corporate and operational plans and the policies and goals of Council as well as participating in the decision making process for the achievement of goals and implementation of policies.

In the office of Mayor, additional responsibility is given for presiding at Council meetings and the orderly conduct of such meetings, ensuring local government decisions are implemented, and representing the local government at civic or ceremonial functions.

Role of Chief Executive Officer

Under the *Local Government Act 2009* the Chief Executive Officer is given responsibility for the day to day management of the local government's affairs and for implementing the local government's policies and decisions.

Corporate Planning

Corporate planning is an ongoing process. Council is required to adopt a Corporate Plan. This document establishes the guiding framework and identifies the goals, objectives and strategies to be pursued by Council to meet the needs and aspirations of the community. Considerable effort was put into establishing the 2009 – 2013 Corporate Plan. This key document is a flexible document and may be revised at any time during the life of the plan to ensure plans are relevant and to accommodate any significant changes in direction.

To execute the Corporate Plan, operational plans are created each year. These plans specify key performance indicators to measure successful completion of objectives. The activities identified in the Operational Plan provide the framework for the preparation of Council's Annual Budget. Directors are responsible for the production of portfolio budgets derived from operational activities. These are collated into the whole of Council budget for consideration. The Executive Management Team is responsible for reviewing all budgets, the services to be provided to the community and the impact of the budgets upon Council's financial position.

Performance Monitoring and Reporting

Internal

An internal framework has been established for internal reporting and accountability. Reports are provided to Council on a fortnightly basis to ensure cost efficient and effective services are being provided to the community. Monthly performance reports are presented to Council to report on progress in the implementation of Council's Corporate and Operational Plans and financial reporting of budget performance.

External

The primary tool for external accountability is the Annual Report. An annual report is prepared annually to show the community and interested users how successful Council has been in achieving the strategic goals and objectives outlined in the Corporate Plan and Operational Plan. The report contains detailed financial and non-financial information about Council's activities and performance.

Performance Management

A Staff Performance Review and Development Program has been developed and implemented. This system is designed to ensure that an officer's operational objectives are linked to the strategic and program objectives of Council. Not only does the system link performance of officers to the strategic and operational direction and initiatives of Council, but also encourages effective on the job performance, assists work areas to achieve operational goals, enables regular, detailed and objective feedback on work performance and ensures continued development of officers through the identification of training, education and career development needs. The Staff Performance and Review and Development Program Policy encourages the effective delivery of services by a competent and well managed workforce.

Ethical Framework – Code of Conduct

A Councillor Code of Conduct and an Employee Code of Conduct have been adopted by Council. These codes provide a framework for behaviour, actions and decisions, and promotes five ethical principles (identified in the *Public Sectors Act 1994*): respect for persons, respect for the law and system of government, integrity, diligence, and economy and efficiency. The code applies to all employees, consultants and sub-contractors.

Continuous Improvement

Council has a strong commitment to the continuous improvement of financial and management practices and administrative processes through the implementation of best practices. Operations are subject to ongoing review and opportunities are provided to staff to raise their awareness and knowledge of trends through appropriate mechanism.

Internal Audit

In the budget meeting last year, Council adopted an Internal Audit Process and Audit Committee Policy. This policy provides for the establishment of a committee consisting of at least three (3) and no more than six (6) persons of whom two (2) are Councillors to undertake a review of Council's financial matters. The purpose of the Internal Audit Committee is to provide independent advice and assurance to Council and management that the policies, systems and procedures for which they are responsible are compliant, are carried out with the optimum use of resources, achieve the objectives specified in Council and Operational Plans and exercise pro-active risk management.

External Audit

Each year Council's operations including the financial statements are subject to an external review by the Auditor-General of Queensland.

Regional Consultation

The Mayor, Councillors and senior management participate in external organisations and regional forums to promote and foster cooperation.

Community Engagement Policy

Council is committed to the development of a culture within the organisation to ensure appropriate community participation in its decision making processes.

Council adopted a Community Engagement Policy last year. Community engagement is defined as a planned process of communication, participation and relationship building by involving the community in decision making processes to address issues affecting their quality of life and well-being. Community engagement is an important principle in the planning, policy development and decision making process of Local Government. Council believes that quality community engagement is essential to the foundation of good governance and to enhance the relationship between the community and Council.

Informing Our Community

Council has progressively developed its website www.maranoa.qld.gov.au with the website being updated on a continual basis so that the most current up-to-date information is available for the community to access.

Council also informs the community of its day-to-day activities by issuing media releases, publication of brochures and the distribution of a monthly Council newsletter.

Members of the community are welcome to attend Council meetings.

OUR PEOPLE

Ultimately, we are enabling our people to maximise their personal and professional contribution to the Council and to the Community.

Code of Conduct

Maranoa Regional Council employees are guided by an Employee Code of Conduct outlining the ethical principles, values and behaviours expected of our employees. The Employee Code of Conduct articulates the way Council employees should interact with each other, Council's customers and Councillors. All employees were given refresher training in March and new employees continue to receive Code of Conduct training on their first day of work at Induction Training.

Workplace Health Safety (WHS)

Through independent external auditing Maranoa Regional Council was found to continued to be compliant with the requirements of AS/NZS 4801:2001 - Safety Management Systems and maintained Federal Certification in 4801.

To 30 June 2012 Council had a total of 13 Lost Time Injuries giving a Lost Time Injury Frequency Rate (LTIFR) of 21.4. Although high, the result is a small improvement from the LTIFR of 22.1 recorded at 30 June 2011. Council will continue to focus improving Workplace Health & Safety awareness with the ultimate aim of an injury free work place.

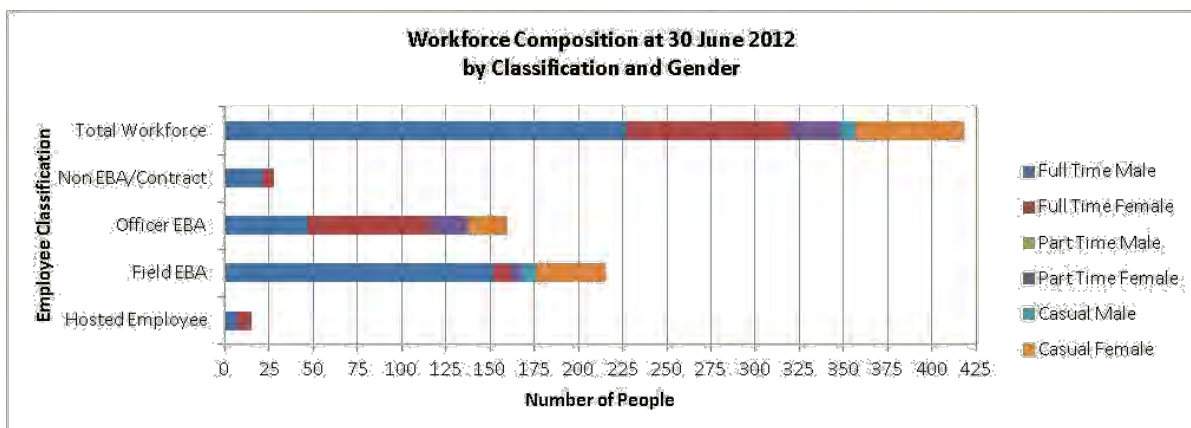
Training and Development

The development of our employees' skills continued as a high priority over the previous 12 months with Plant Operation (backhoe, roller and grader) and Certificate IV level training in Construction Supervision being delivered to the Infrastructure Services workforce.

Workforce Composition

At 30 June 2012 Maranoa Regional Council directly employed 403 people and indirectly employed a further 15 people through Host Employment Agreements. Of those employed directly and indirectly by Council 57.1% were male and 42.9% female.

Maranoa Regional Council's voluntary turnover rate for the previous twelve months was 22.3%, an increase of 2.3% on the previous twelve months. At 30 June 2012 Council had a total of 121 vacant positions across the operations representing 23% of positions.



OUR ACHIEVERS – 2012 AUSTRALIA DAY AWARD RECIPIENTS

Maranoa Regional Council's annual Australia Day Awards program recognises and honours the outstanding achievement of individuals within the communities in the Maranoa. The awards identify excellence in sporting endeavours, recognises significant community events, as well as naming Citizens of the Year and Young Citizens of the Year.

Regional Citizen of the Year Award – Graham York

Media Release January 2012

Dedicated locals throughout the Maranoa will be recognised at Council's Australia Day Award celebrations tomorrow, with the highest honour being bestowed upon Wallumbilla resident Graham York.

Long term resident Graham will be honoured with Regional Citizen of the Year Award, for his involvement in the Maranoa community over many years.

Over the years, Graham has supported many organisations, including Wallumbilla SES unit, Wallumbilla P&C, Wallumbilla Campdraft, Wallumbilla Improvement Group and Wallumbilla Cricket Club.

Graham was involved with Wallumbilla Apex for approximately 15 years, undertaking much work around the community, including the local Christmas Carnival and Christmas tree.

Graham always participates in working bees for the P&C and also volunteers his time to referee junior football in Wallumbilla for home games.

Maranoa Mayor Robert Loughnan said Graham's dedication to the community was commendable.

"Council's Australia Day Awards are a fantastic way to recognise the unsung heroes of our community," Cr. Loughnan said.

"There are many residents throughout the region that work tirelessly towards enhancing their town and it is these people that make the Maranoa such a special place in which to live.

"Graham has been heavily involved in the Wallumbilla and wider Maranoa communities for an extended period of time and I am proud to call him Regional Citizen of the Year."

ROMA & DISTRICT

Citizen of the Year	Jenny Stinson
Community Event of the Year	Easter in the Country
Cultural Award	Maree Worland
Junior Sports Award	Teal Ayers
Member Contribution Award	Ranald Ross Ferrier
Achievement Award	Julie Cook

INJUNE & DISTRICT

Citizen of the Year	Maree Mansfield (Muffy)
Community Event of the Year	Reunions of the Past
Cultural Award	Graham Girle
Sports Award	Darcy Jones
Junior Sports Award	Zac Vidler
Member Contribution Award	Robert & Rita Taylor
Achievement Award	Shirley Nayda

MITCHELL & DISTRICT

Posthumous Citizen of the Year	Julie Kennedy
Young Citizen of the Year	Gemma Watson
Community Event of the Year	The Back to Mitchell Reunion
Cultural Award	Mungallala Cultural Weekend
Sports Award	Desmond Burey
Junior Sports Award	Jack Edgley
Member Contribution Award	Chris Hughes
Achievement Award	Maranoa Retirement Village Auxiliary

SURAT & DISTRICT

Citizen of the Year	Glen Nielsen
Community Event of the Year	Surat Diggers Race Day
Cultural Award	Kathy Ellem
Sports Award	Ben Itzstein
Junior Sports Award	Benjamin Hancock
Member Contribution Award	Debra Richardson
Achievement Award	Michelle Freshwater

WALLUMBILLA & DISTRICT

Citizen of the Year	Graham York
Young Citizen of the Year	Ryan York
Community Event of the Year	Calico Cottage 20 th Birthday Celebrations
Cultural Award	Eileen Emery
Junior Sports Award	Kaylah Pearce
Member Contribution Award	Paul & Beryl Masson
Achievement Award	Greg Seawright
Junior Achievement Award	Thomas Patch

ANNUAL REPORT COMPLIANCE

Annual Report (s201) MUST CONTAIN	
Disclosure of remuneration paid to senior contract employees	

Remuneration Value (ex Superannuation)	Number of Senior Contract Staff
\$201,000 - \$300,000	One
\$101,000 - \$200,000	Four
\$1- \$100,000	One

Identifying significant business activities (s45)	
A local government's annual report for each financial year must—	Not Applicable
a) contain a list of all the business activities that the local government conducted during the financial year; and	
b) identify the business activities that are significant business activities; and	
c) state whether or not the competitive neutrality principle was applied to the significant business activities, and if the principle was not applied, the reason why it was not applied; and	
d) state whether any of the significant business activities were not conducted in the preceding financial year, i.e. whether there are any new significant business activities.	

Local Government (Beneficial Enterprises and Business Activities) Regulation 2010	
Annual operations report for each commercial business unit (s32)	Not Applicable
Annual report to include summary of competitive neutrality complaints and decisions by local governments (s176)	

Local Government (Financial Plans and Reporting) Regulation 2010	
Placed on Website when finalised and copies available for purchase.	Will be available

General Purpose Financial Statements (s110) MUST CONTAIN	
Audited GPFS included in Annual Report	Available 26 June 2013
Copy of signed Auditor-General's Audit Report about the GPFS in the Annual Report	Available 26 June 2013
Community Financial Report (s111)	
Community Financial Report included in Annual Report	Refer Page 58

Distributor-Retailers (SEQ) (s111A)	
Profits of Distributor Retailers distributed to Council	Not Applicable
Tax equivalents paid by Distributor Retailers to Council	
All other payments made by the distributor-retailer to the local government, or obligations or liabilities owed by the distributor-retailer to the local government, under a financial arrangement entered into between the distributor-retailer and local government	
All payments from Council to Distributor Retailers and purposes	
Obligations / liabilities owed by Council to Distributor Retailers LGA (incl. reasons)	

Councillors (s114)	
Total remuneration paid to each councillor during year	Council adopted a new Remuneration Policy on 18 January 2012 – Refer Attachment. For value, see below.
Total superannuation contributions paid during the year for each councillor	Refer below

Councillors	Gross Payment	Superannuation	Total Remuneration (\$)
Cr Jason Bartels	\$41,585.44	Nil	\$41,585.44
Cr Jan Chambers	\$46,838.08	\$5,622.56	\$52,460.64
Cr Rhonda Denton	\$46,838.08	\$5,622.56	\$52,460.64
Cr Tom Hartley	\$49,667.70	Nil	\$49,667.70
Cr Robert Loughnan	\$93,676.71	\$11,241.21	\$104,917.92
Cr Maria Price	\$46,838.08	\$5,622.56	\$52,460.64
Cr William Wason	\$47,652.49	\$5,720.29	\$53,372.78
Cr Jeff Watson	\$41,585.44	Nil	\$41,585.44
Cr Wendy Newman	\$46,838.08	\$5,622.56	\$52,460.64
Cr David Schefe	\$5,252.64	Nil	\$5,252.64
Cr Cameron O'Neil	\$5,252.64	Nil	\$5,252.64
Cr Peter Flynn	\$5,252.64	\$630.32	\$5,882.96

Expenses incurred by and facilities provided to each council during year under Council's expenses reimbursement policy

Councillors	General Expenses \$	Conferences \$	Travel Reimbursement (Council vehicle not provided) \$	Total Expenses \$
R. S. Loughnan	4,751	3,582	0	8,333
S. W. Wason	0	0	0	0
J. L. Chambers	851	0	9,428	10,279
R. J. Denton	1,799	1,231	0	3,030
P. J. Flynn	0	1,145	0	1,145
W. M. Newman	2,230	1,254	11,647	15,131
C. J. O'Neil	0	1,145	0	1,145
M. L. Price	1,240	1,324	0	2,564
D. J. Schefe	0	1,145	162	1,307
T.G.Hartley	760	3,469	0	4,229
J. P. Bartels	0	0	1,145	1,145
J. S. Watson	0	0	7,056	7,056

Note:

Councillors Loughnan, Wason, Chambers, Denton Price & Newman were elected on the 2008 - 2012 term and again for the 2012 - 2016 term.

Councillors, Hartley, Bartels & Watson were elected to the 2008 - 2012 term of Council.

Councillors O'Neil, Flynn & Schefe were elected to the 2012 - 2016 term of Council.

Councillors Loughnan, Wason, Denton, Flynn, Price & Hartley were provided with fully maintained vehicles from Council's fleet for use on Council business. The cost of this vehicle is not included in the above expense figures.

Councillors Chambers, Newman, Schefe, Bartels & O'Neil elected to be reimbursed for using their private vehicles for Council business at the rate of 88c per kilometre as per the Councillor Expenses Policy.

This amount of reimbursement is recorded in the above figures.

Cr. Schefe has since elected to be provided with a fully maintained Council vehicle and these figures will be reflected in the 2012/13 financial year.

The annual report for a financial year must contain particulars of—

(d) a copy of the local government's expenses reimbursement policy; and	<p>New policy adopted 27 June 2012 (Extract from Minutes is below).</p> <p>Refer Attachment.</p>
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Item Number: 10.1

File Number: D12/17985

SUBJECT HEADING: COUNCILLOR EXPENSE & PROVISION OF FACILITIES POLICY

Location: Not Applicable

Applicant: Not Applicable

Author and Officer's Title: Kelly Rogers, Coordinator Executive Services

Executive Summary:

The Local Government Act 2009 requires that Council must adopt, by resolution, an Expenses reimbursement policy which is consistent with the local government principles and the financial sustainability criteria under section 102 of the Act.

Resolution No. GM.001.12

Moved Cr Chambers Seconded Cr Price

That Council adopts the revised Councillor Expense & Provision of Facilities Policy as presented.

CARRIED

9/0

Delegated Officer	Coordinator Executive Services
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(e) the number of local government meetings that each councillor attended during the year;

Statutory Meetings 1 July 2011 - 30 June 2012					
Councillor	Ordinary Council	Special Meetings	Post Election Meeting	Councillor Workshops	Total
R. S. Loughnan	21	2	1	22	46
S. W. Wason	22	2	1	24	49
J. L. Chambers	22	2	1	23	48
R. J. Denton	22	2	1	23	48
P. J. Flynn	3	0	1	5	9
W. M. Newman	21	2	1	23	47
C. J. O'Neil	3	0	1	5	9
M. L. Price	21	2	1	22	46
D. J. Schefe	3	0	1	5	9
T.G.Hartley	18	2	0	18	38
J. P. Bartels	18	2	0	19	39
J. S. Watson	17	2	0	17	36

(f) the total number of the following during the year—

(i) orders and recommendations made under section 180(2) or (4) of the Act;	Nil
(ii) orders made under section 181 of the Act; and	
(g) each of the following during the year—	
(i) the name of each councillor in relation for whom an order or recommendation was made under section 180 of the Act or an order was made under 181 of the Act;	
(ii) a description of the misconduct or inappropriate conduct engaged in by each of the councillors;	
(iii) a summary of the order or recommendation made for each councillor; and	

(h) the number of each of the following during the year—

(i) complaints about the conduct or performance of councillors assessed as frivolous or vexatious under section 177(4) of the Act;	Nil
(ii) complaints referred to the department's chief executive under section 177(5)(a) of the Act;	
(iii) complaints referred to the mayor under section 177(5)(b) of the Act;	
(iv) complaints referred to the department's chief executive under section 177(6) of the Act;	Nil
(v) complaints assessed by the chief executive officer as being about official misconduct;	
(vi) complaints heard by a conduct review panel;	

(vii) complaints heard by the tribunal;[s 115] Local Government (Finance, Plans and Reporting) Regulation 2010 Chapter 3 Financial sustainability and accountability Part 3 Planning and accountability documents Page 86 Reprint 2A effective 10 February 2012	
(viii) complaints dealt with by the chief executive officer under section 177(8) of the Act.	

Administrative Action complaints (s115)	
Statement about Council commitment to dealing fairly with administrative action complaints	<p>Maranoa Regional Council is committed to the provision of the highest quality and level of services to its community and welcomes feedback. The investigation of concerns or complaints can lead to improvements within Council and the manner in which we maintain services within our community.</p> <p>All complaints received by Council will be considered on their merits and addressed in an equitable and unbiased manner through an established complaints process available on Council's website. Complainants will be treated courteously.</p>
Statement about how Council has implemented its complaints management process and assessment	<p>Council wants to be open, accountable and responsive to the public's needs.</p> <p>In future, Council will ensure that our complaints framework, procedures and processes are readily available to all employees and members of the public. This will be achieved by:</p> <ul style="list-style-type: none"> • Incorporating appropriate content and training into the Corporate Induction process • Training Customer Service Officers and other relevant Council employees on lodgement of complaints • Including documents and guidelines on our public webpage and intranet • Making the policy available at our Customer Service Centres • Providing a complaints and feedback form for customer and employee use on our website.
Number of admin action complaints made to Council	<p>Council did not have a register of complaints for the 2010/11 financial year. Whilst all correspondence was recorded in the document management system, there was not a distinction between requests for service and complaints. In reviewing a sample of the documents, what were titled as 'complaints' were often requests for service and therefore it is not possible to give a definitive figure for the year. This is being addressed post 30 June 2012 with Council's new processes.</p>
Number of admin action complaints resolved by Council (under complaints management process)	
Number of admin action complaints not resolved by Council (under complaints management process)	

Number of admin action complaints not resolved by Council that were made in previous year	Not available.
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* This is based on complaints referred to Ombudsman post 30 June 2012

Overseas travel made by councillor or employee in an official capacity (s116)	
Name of councillor and/or name of employee (incl. position held)	Nil
Destination of overseas travel	
Purpose of overseas travel	
Cost of overseas travel	
Other information about overseas travel the Council considers relevant	

Expenditure on grants to community organisations (s117)	
Summary of Council expenditure for year on grants to community organisations	Refer table below
Summary of expenditure from each councillor's discretionary fund to community organisations incl. name of each community organisation and amount and purpose of allocation	Not applicable

Maranoa Regional Council is committed to supporting local and regional initiatives that provide opportunities for the community to access and participate in a wide range of recreation, cultural, environmental, community and economic development projects and activities. There are a number of programs through which Council supports and develops local community organisations:

- **Community Grants (2 funding rounds per financial year)**
- **Quick Grants (up to \$100)**
- **Non-Financial Assistance**
- **On-going Assistance**

Maranoa Regional Councillors do not have discretionary funds.

Maranoa Regional Council Community Grants Rounds 1 and 2

Organisation	Project	Funding Amount
Pinaroo Ladies Auxiliary Committee	Shading of outdoor activity areas	\$5,130
Surat Cricket Club	Relocation of Surat Cricket Practice Nets	\$2,750
Surat Golf Club	Golf Club Amenities Upgrade	\$5,000
Australian Red Cross	Establish Surat Men's Club	\$4,450
Wallumbilla Town Development Group	Wallumbilla Cemetery Maintenance	\$5,000
Easter in the Country	Easter in the Country 2012 Marketing Campaign	\$15,000
Wallumbilla Surat Red Bulls	Purchase of Line Market	\$369
Roma Tourism Association	Roma 150 Years	\$9619
Wallumbilla Campdraft Association	Wallumbilla Showgrounds Redevelopment	\$31,250
Injune Bowls Club	Injune Bowls Carnival	\$500
Lions Club of Surat	Purchase portable Bain Marie	\$900
Surat Bowls Club	Gas Stove Replacement	\$3,000
		\$82,968

Expenditure on grants to community organisations (s117) continued....

Non-Financial Community Assistance

The provision of a non-financial assistance is based on the applicant's ability to meet eligibility criteria.

Non-Financial Assistance

Organisation	Nature of Request	Assistance Value
Queensland Health	Hire of Mitchell Hall	\$236
Roma Performance Horses	Hire of Wallumbilla Showgrounds 4 days training	\$562
Australian Army Military Band	Hire of Cultural Centre – Community Concert	\$220
Wallumbilla Surat Red Bulls	Hire of Surat Shire Hall	\$110
Injune Churches Together	Hire of Injune Hall	\$381
Injune Hospital Auxiliary	Hire of Injune Hall	\$156
Yuleba Development Group	Photocopying Commemorative Booklet	\$243
Bendemere Pony Club	Hire of Wallumbilla Showgrounds	\$272
Young Beef Producers Forum	Hire of Cultural Centre for conference	\$1,718
Wallumbilla Heritage Society	Hire of Wallumbilla Showgrounds	\$204
Wallumbilla State School P&C	Use of Council body truck with Council volunteer driver to deliver topsoil to school	\$360
Roma Middle School	Use of Mitchell Ropes Course with Council instructor	\$384
Mitchell Arts Council	Hire of Mitchell Hall	\$368
Maranoa Kindergarten	Hire of Ernest Brock Room	\$413
Roma Hospital Auxiliary	Hire of Wool Court Bassett Park	\$364
Lions Club of Roma	Assistance with 'Christmas in the Main' event	\$4,000
Community Christmas Group	Hire of Injune Hall	\$267
Injune Ballet Group	Hire of Injune Supper Room	\$1,098
Injune Campdraft	Hire of Injune Supper Room	\$61
Rural Financial Counselling Service	Hire of Injune Hall	\$134
Injune Hospital Auxiliary	Hire of Injune Hall	\$267
Injune Tourism Association	Hire 30 chairs	\$162
Roma Highland Dancers	Hire of Cultural Centre	\$187
NAIDOC	Hire of Cultural Centre	\$462
		\$12,629

On Going Assistance

Applications for on-going assistance include on-going waivers of Council's fees and charges, road closures, grounds maintenance work etc. Eligible applicants are only entitled to receive one On-going Assistance per term of Council. Council provided assistance to a value of **\$87,788** to community groups and organisations in 2011/12

Regional Arts Development Fund 2011/12

The Regional Arts Development Fund (RADF) is a partnership between the Queensland Government through Arts Queensland and the Maranoa Regional Council to support local arts and culture, and develop quality arts practices in the region.

Organisation	Project	Funding Amount
Roma on Bungil Gallery Management Committee	The Art of Fashion	\$2,505
Mungallala Progress & Sporting Association	Mungallala Silversmithing Weekend	\$1,189
Mr Walter Peart	Bronze casting Workshop	\$957
Roma Patchwork & Crafters	Patchwork and embellishing workshop	\$930
Advance Injune	Art for the Ages – Art Therapy Classes	\$1,171
Injune District Tourism Association	Portraiture Photography Workshop	\$1,130
Roma Writers Group	History of Craft in the Maranoa Region	\$1,900
Yuleba Development Group	Pictorial History of Yuleba and district	\$3,295
Surat & District Development Association	Spirit of the River Sculpture	\$4,800
Maranoa Regional Council	Frank Forde Exhibit in Mitchell	\$5,382
Booringa Heritage Group	Museum Exhibition Development	\$2,650
Friends of the Mitchell on Maranoa Gallery	Art Workshop – Exploring Acrylics	\$2,022
Creative Injune	Talents Take Flight – Drawing Workshop	\$1,326
ICPA Mitchell Tomoo Branch	Children's Art Workshop	\$585
Mitchell Arts Council	Erth's Dinosaur Petting Zoo – children's workshops	\$3,125
		\$32,967

Measures of Financial Sustainability (Current + 9 years forecast) (s112) Current years ratios need to be based on data from audited financial statements	Current Year
Asset consumption ratio (Written Down Value of Infrastructure Assets / Gross Current Replacement Cost of Infrastructure Assets as a percentage)	77.9%
Asset sustainability ratio (The ratio of capital expenditure to depreciation)	233.7%
Interest coverage ratio (The percentage of interest costs to total recurrent revenue)	0.006%
Net financial liabilities ratio (Total Liabilities - Current Assets) / Total Operating Revenue)	-0.3%
Operating surplus ratio (Net Operating Surplus / Total Operating Revenue as a percentage)	10.3%
Working capital ratio (The ratio of unrestricted current assets available to meet current liabilities)	5.9:1

9 Years Forecast	Budget 2012/13	Prelim. Budget 2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Asset Consumption Ratio	98.4%	98.3%	98.2%	98.1%	98.1%	98.0%	97.9%	98.0%	97.9%
Asset Sustainability Ratio	116.9%	85.5%	93.9%	93.1%	77.6%	89.8%	73.0%	83.4%	67.4%
Interest Coverage Ratio	0.52%	0.52%	1.48%	1.31%	1.15%	1.00%	0.86%	0.71%	0.58%
Net Financial Liabilities Ratio	-22%	-13%	-29%	-30%	-35%	-37%	-43%	-47%	-54%
Operating Surplus Ratio	5.3%	3.0%	(1.1)%	0.6%	0.7%	0.8%	0.9%	2.3%	2.6%
Working Capital Ratio	4.79 : 1	3.61 : 1	6.03 : 1	5.97 : 1	6.26 : 1	6.35 : 1	6.75 : 1	7.18 : 1	8.06 : 1

Explanation of Council's financial management strategy (s112)(b)

Council to provide an explanation of its financial management strategy.	<p>Council implemented a new financial system during the financial year with a view to providing improved processes and systems for Council's financial management.</p> <p>Other financial strategies included:</p> <ul style="list-style-type: none"> • Regular monitoring of costs and budget reviews • Establishment of preferred supplier and panel of providers to achieve better value for money and more efficient procurement. • On going review of Council's Organisational Structure and management of associated employee entitlements / liabilities. • Finding alternative ways of sourcing revenue – through grants and commercial activities. • Examining the financial sustainability of Council services – e.g. Maranoa Retirement Village.
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Note on controlled reserves and roads (s118)

Land that is a reserve under the Land Act(incl. land that the Council has leased to someone else) MUST state the area	Maranoa Regional Council has control of 14,778 hectares of land that is a reserve under the <i>Land Act 1994</i> . This land does not have a value for the council's financial statements.																
Roads that the Council does not own (incl. length controlled but not owned)	<p>Maranoa Regional Council currently controls roads with the length as follows:</p> <table><tr><td></td><td>Sealed kms</td><td>Unsealed kms</td><td>Total kms</td></tr><tr><td>Urban</td><td>163.24</td><td>68.84</td><td>232.08</td></tr><tr><td>Rural</td><td>980.08</td><td>4,644.82</td><td>5,624.90</td></tr><tr><td></td><td>1,143.32</td><td>4,713.66</td><td>5,856.98</td></tr></table> <p>The roads are located on road reserves that are owned by the Crown, except in those instances where the roads have been constructed off alignment.</p>		Sealed kms	Unsealed kms	Total kms	Urban	163.24	68.84	232.08	Rural	980.08	4,644.82	5,624.90		1,143.32	4,713.66	5,856.98
	Sealed kms	Unsealed kms	Total kms														
Urban	163.24	68.84	232.08														
Rural	980.08	4,644.82	5,624.90														
	1,143.32	4,713.66	5,856.98														

Beneficial Enterprises and Business Activities-related (s119)	
Names of Council shareholder delegates for its corporate entities	Not applicable
Summary of investigation notices given in the year under s137 LGA (Beneficial Enterprises and Business Activities) Regulation [Notice of intention of investigate competitive neutrality complaint]	
Council decisions in the year on referee's recommendations on any complaints under s145(3) LGA(Beneficial Enterprises and Business Activities) Regulation	
Council decisions in the year on QLD Competition Authority's recommendations under s158(5) of LGA(Beneficial Enterprises and Business Activities) Regulation	

Other contents (s119)	
Assessment of Council performance in implementing long-term community plan	Refer part C of document
Assessment of Council performance in implementing 5 year corporate plan	
Assessment of Council performance in implementing annual operational plan	
Particulars of other issues relevant to making an informed assessment of Council operations and performance in the financial year	
Details of any action taken for and expenditure on a service, facility or activity supplied by another Council for conducting a joint government activity and for which the Council levied special rates / charges for the financial year.	<p>Section 119 (2) of the <i>Local Government (Finance, Plans and Reporting) Regulation 2010</i> requires Council to report details of action taken for and expenditure on, a service, facility or activity: Supplied by another local government under an agreement for conducting a joint local government activity; and</p> <p>Council took no such action during the 2011/2012 year.</p> <p>For which the local government levied special rates or charges for the financial year; and</p> <p>Wild Dog Control Special Rate A special Wild Dog Control rate was levied on all ratable rural land. Council is of the opinion that this rate will benefit rural lands across the region. The Wild Dog Special Charge raised \$563,323.69.</p> <p>Rural Fire Special Charge A special charge was levied on all rateable land in the towns of Amby, Mungallala and Yuleba for the purpose of raising funds for the Amby, Mungallala and Yuleba Rural Fire Brigades. Funds collected are for the purpose of the ongoing operation and maintenance of the Rural Fire Brigades.</p> <p>Council is of the opinion that all rateable land within the towns of Amby, Mungallala and Yuleba will receive a special benefit from those activities. The value of the special charge was \$63.00 per annum levied on each parcel of rateable land. The amount of special charge raised was \$12,982.20.</p>

Number of invitations to change tenders under s177 (7) [Revisions to tenders as result of change in tender specifications]	Nil
List of registers kept by Council	<p>The following registers are available for inspection at Council's public office in Bungil Street Roma during office hours. A number of these documents are also available on Council's website.</p> <p>Delegations by Council Delegations by the Chief Executive Officer Local Laws and Subordinate Local Laws Register Register of Roads Register of Lands</p> <p>Registers accessible from the Executive Branch during office hours are:</p> <p>Register of Interest of each Local Government Councillor (Written applications must be made to the Chief Executive Officer to inspect Registers). Register of Disclosure of Electoral Gifts and Loans</p>
Summary of all concessions for rates / charges granted by Council	<p>Religious, Charitable and Other Organisations Maranoa Regional Council exempts religious, charitable and other organisations from general rating in accordance with the Section 7 (a) of the regulation.</p> <p>Pensioner Subsidy Scheme Council provided eligible pensioners assistance in the payment of general rates via a Council rebate on general rates. Pensioners received a 50% rebate on general rates up to a maximum amount of \$180.00. The total amount of concession allowed for the 2011/12 year was \$89,788.60.</p> <p>Heritage Subsidy Scheme Council made provision that upon receiving a detailed submission, Council would remit, wholly or partly a rate levied on a land owner in respect of the preservation, restoration or maintenance of structures or places of cultural, environmental, historic, heritage or scientific significance to Maranoa Regional Council. No applications were received during the 2011/12 years.</p>

<p>Report on internal audit for the year</p>	<p>Council received the first internal audit report for the year on 28 July 2011 (incorporating previous year priorities). These were:</p> <ul style="list-style-type: none"> • Corporate Governance (February 2011) • Flood Damage Grant (February 2011) • Quarry Operations (February 2011) • Bank and Cash Management (April 2011) • Payroll Administration and Leave Entitlements (May 2011) • PPE and Depreciation (June/July 2011) – Still in progress <p>July 2011 – the priorities related to the Asset Management functions:</p> <ul style="list-style-type: none"> • Policies and Procedures related to Non-current Assets (PPE, Depreciation and Revaluations) • Accounting Records, Financial Systems and Reporting • Asset Acquisition and Disposal Procedures • Controls over Asset Registers and recording of transactions in Practical/Authority • Financial Management related to Asset Management <p>November 2011:</p> <ul style="list-style-type: none"> • Accounts Payable (Expenditure, Creditors & Accruals) • Contracts and Tenders <p>Notice received 22 November 2011 of ending of Engagement as Internal Auditors at 31 January 2012.</p>
<p>Statement about Council activities during the year to implement its plan for EEO</p>	<p>Council adopted an Equal Employment Opportunity Management Plan in June 2010 and it remains current. The intent of the EEO Plan is to eliminate discrimination and harassment on the basis of sex, age, marital status, religion, race, language, sexual preference, pregnancy, physical or intellectual disability, through training and active reinforcement of Equal Employment Opportunity principles.</p> <p>To ensure successful implementation, the EEO Management Plan consists of clear responsibilities with adequate resources having been allocated to ensure Council's policies and programs are aligned with EEO principles.</p> <p>Refer also: Our People</p>

COUNCILLOR EXPENSES & PROVISION OF FACILITIES POLICY

Section 113 of the *Local Government Act 2009* requires Council to include in its Annual Report, a copy of the local government's expenses reimbursement policy. This policy was adopted by Council in September 2009.

POLICY PURPOSE

This policy will ensure accountability and transparency in the reimbursement of expenses incurred by the Mayor, Deputy Mayor and Councillors in line with statutory requirements and community expectations while Councillors carry out their duties and responsibilities as elected representatives of Maranoa Regional Council.

This policy will also ensure that elected members are provided with reasonable facilities and other support necessary to assist them in carrying out their civic duties.

POLICY SCOPE

This policy applies to the Mayor, Deputy Mayor and Councillors of Maranoa Regional Council.

DEFINITIONS

Council Business

Means official business conducted on behalf of, and approved by, Council 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 the local government and/or the local government area.

The definition of Council Business is critical to determining when Council resources and costs can be attributed. Council Business is defined through Schedule A of this policy.

Councillors

Means the Mayor, Deputy Mayor and Councillors.

Expenses

Expenses are payments made by Council to reimburse Councillors for their reasonable expenses incurred or to be incurred when discharging their duties as councillors. These payments are not regarded as remuneration. The expenses may be either reimbursed to Councillors or paid direct by Council for something that is deemed a necessary cost or charge when performing their roles.

Facility

Facilities provided by Council to Councillors are the 'tools of trade' required to enable them to perform their duties with relative ease and at a standard appropriate to fulfil their professional role for the community.

Community Consultation

Means Council Business as outlined in schedule A and generally refers to Councillor Consultation with community members, business, State and Federal Government departments and other stakeholders to keep informed of policy, business and community sentiment.

Civic Duties

Means Council Business as outlined in schedule A and generally refers to Councillor attendance at an event or function to perform official duties or as an official Council representative.

Reasonable

Councillors must make sound judgements and consider what is prudent, responsible and acceptable to their communities when determining reasonable levels of facilities and expenditure. The community expects limits and does not want to see excessive use or abuse of public funds.

POLICY STATEMENT/DETAILS

1. Private Use of Council Owned Vehicles and Facilities

Based on the principle that *'no private benefit is to be gained'* the following policy ensures that any Council owned motor vehicles and/or facilities provided to Councillors by the Council are to be used only for Council business and the policy sets out the terms under which a Councillor will reimburse Council for any private use.

2. Choose To Accept or Reject

A Councillor may choose to accept or reject payment for all or any of the below expenses.

3. Review

5.1 All allowances (other than Mileage Allowance) herein are to be reviewed as considered appropriate by Council.

5.2 Mileage Allowance is to be reviewed as part of budget deliberations.

6. Approved Meetings

The Schedule of Authorised Meetings and functions describes approved meetings for the purposes of this policy which are defined as **Council Business**. The Schedule of Authorised Meetings and functions is to be amended as required.

7. Payment of Expenses

Expenses will be paid to a Councillor through administrative processes approved by the Chief Executive Officer subject to the limits outlined in the Policy and Council endorsement by resolution.

7.1 External Meetings, Conferences, Seminars, Professional Development etc

7.1.1 Mandatory Training

Where Council resolves that all Councillors are to attend a specific training course/s conference, workshop/s or external meeting for skills development related to a Councillor's role, the Council will reimburse the total costs of the course. Some examples of this training are Councillor Induction, Code of Conduct, Meeting Procedures, and Legislative Obligations.

7.1.2 Discretionary Capacity Development

Each Councillor has an annual capacity development allocation of \$6000 that can be used where a Councillor identifies a need to attend a conference, workshop or training to improve skills relevant to their role as a Councillor or in their allocated portfolio. Council may, by resolution, approve expenses above the annual allocation. So that there is no misunderstanding, the allocation for capacity development shall cover all costs associated with the training or conference, including registration fees, travel (other than by motor vehicle), meals, daily allowance and accommodation.

Where the cost of an individual training opportunity exceeds \$1500, Council approval is required prior to commitment.

Unspent annual allocations cannot be transferred to another Councillor or across financial years.

7.2 Meals

7.2.1 Councillors may incur meal costs when attending Council meetings, travelling to conferences, training or workshops. In some cases this may involve interstate and overseas travel.

7.2.2 For approved meetings (where the meal is not provided within the registration costs), and with the presentation of an official tax invoice, a meal allowance will be paid.

7.2.3 Claimable meal allowance means the cost of the meal and non-alcoholic beverages.

7.3 Accommodation

Council will undertake every endeavour to pre-book and pay for accommodation if a Councillor is required to overnight when attending to Council business. Booking and subsequent payment for such accommodation will be through normal administrative processes approved by the Chief Executive Officer.

When attending conferences, Councillors must take advantage of any package provided by the conference organisers and therefore stay in the recommended accommodation unless prior approval has been granted by Council. In all other cases Council will pay legitimate accommodation costs.

7.4 Incidental Daily Allowance

On the presentation of appropriate tax invoice/s Council will reimburse up to \$20.00 per day to cover additional incidental costs incurred while Councillors are attending to Council business and travelling and staying away from home overnight.

7.5 Motor Vehicle

7.5.1 Councillors Vehicles

Council will provide fully serviced motor vehicles, including the provision of a break down service, for the Councillors to use in undertaking official duties.

All fuel used in a Council owned vehicle on official Council business will be provided or paid for by Council.

Any private use of the Council supplied vehicle is to be reimbursed to Council at the rate of 88c/km (subject to annual review)

7.5.2 Private Use

Councillors may prefer to use their private vehicles and claim an allowance per km for all council business use.

For the purposes of this policy Council has determined that the allowance for use of a motor vehicle will be 88c/km (subject to annual review). Any claim is to be based on log book details to substantiate the relevance of the travel to council business.

Details of the private use should be recorded on the Councillor Expense Claim and Private Use Reimbursement form as per Appendix A.

7.5.3 Number and Type of Vehicles

The type and number of vehicles provided for Councillor use is as described in Schedule B.

7.5.4 Peer Review

It is recognised that the use of Council motor vehicles is a matter that must be appropriately controlled. To ensure ongoing integrity of this policy and to provide for consistent application of the principles, Councillors will undertake periodic peer reviews of log book entries.

7.6 Travel Bookings Expenses

All Councillor travel on official Council Business approved by Council will be booked and paid for by Council. Economy class is to be used where possible although Council may approve business class in certain circumstances. Airline tickets are not transferable and can only be procured for the Councillor's travel on Council business.

7.7 Hospitality Expenses

Councillors may have occasion to incur hospitality expenses while conducting Council business apart from official civic receptions organised by Council. The Mayor, in particular, may require additional reimbursement when entertaining dignitaries outside of official events. All hospitality expenditure must be:

1. Reasonable and appropriate to Council's business.
2. For official Council purposes only and incurred in providing a service in the public interest.
3. Properly documented and available for internal and external scrutiny, including the provision of detailed tax invoices and receipts.
4. In accordance with all other related policies, procedures and practices.
5. Provided for in a budget and be authorised in accordance with Council's normal accounting procedures.

As a guide the following limits apply:

- 7.7.1 The maximum amount of hospitality expenses that may be reimbursed for Councillors is \$500 per annum.
- 7.7.2 The maximum amount of hospitality expenses that may be reimbursed to the Mayor (as categorised by the Tribunal for local governments' category 3) is \$4,000 per annum.

7.8 Expenses Reimbursement Claim

All expense claims must be submitted for approval by the Chief Executive Officer on the appropriate form (see Appendix A) prior to any reimbursement being made.

8. 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 remain the property of council and must be returned to Council when a Councillor's term expires. The facilities provided by Council to Councillors are to be used only for Council business unless prior approval has been granted by resolution of council.

8.1 Administrative tools and council office amenities

8.1.1 Office space and access to meeting rooms

Council provides occasional office accommodation and access to meeting rooms for Councillors. The standard of Councillor office accommodation is as approved by the Chief Executive Officer, but will generally consist of a desk and chairs. In general, rooms provided for Councillor use will be located at council owned or controlled premises such as libraries or branch offices. These rooms are provided for the purpose of conducting Council Business.

Whilst conducting Council business from a council owned or controlled premises Councillors will be provided access to or use of –

- Council landline telephone
- Telephone or video conference facilities (when available)
- Fax, photocopier/scanner, and paper shredder

8.1.2 Secretarial/Administrative support

Secretarial support will be provided for the purposes of conducting Council Business. In particular, support will be provided for the purposes of arranging attendance at Council Business and the processing and submission of reports for consideration as part of Council Business. (Refer to schedule A for description of Council Business)

8.2 Mobile Telephone

Councillors may incur telecommunication costs while undertaking Council business. Councillors have three options;

Option 1

The Councillors will be provided with a mobile telephone or PDA for Council business use. Any personal calls made by the Councillors must be reimbursed to Council.

Council will only pay for the purchase of Software Applications or “Apps” that are required to conduct official council business.

Option 2

If a Councillor chooses to use their personally owned mobile device, Council will reimburse, for all Council business calls, the call costs incurred. Any calls made from the personally owned mobile device will only be reimbursed if appropriate evidence is provided by the Councillor that the call was related to Council business.

Option 3

Where a Councillor chooses not to be provided a Council owned mobile telephone and chooses not use a personally owned mobile device, and the Councillor has an existing home landline at the Councillor’s residence, Council will reimburse the monthly rental and call costs, for all Council business calls, made from the home telephone. The Councillor will only be reimbursed if appropriate evidence is provided by the Councillor that the call was related to Council business.

8.3 Computer for business use

To allow access to Council meeting material Council will provide Councillors a laptop computer or IPAD with all associated access costs to be met by Council.

Council will only pay for the purchase of Software Applications or “Apps” that are required to conduct official council business.

8.4 Corporate Uniform

On an ‘as needed’ basis Council will provide Councillors with the following corporate uniform as supplied by Council’s preferred supplier arrangement;

Name badge and Business Cards;
Corporate branded shirts;
Corporate branded jacket.

Councillors will be provided with any personal protective equipment (PPE) as required in the discharge of official duties.

8.5 Insurance Cover (Personal Injury while discharging their duties)

Council will insure Councillors in the event of injury sustained while discharging their duties. Council will pay the excess for injury claims made by a Councillor resulting from conducting official Council business.

Schedule A Council Business - Schedule of Authorised Meetings and Functions

This Schedule of Meetings and Functions defines the approved meetings for the purposes of this policy and is defined as Council Business. The Schedule of Authorised Meetings and Functions is to be amended by Council as required.

General Meetings 2nd and 4th Wednesdays Monthly

Special Meetings When Required

Workshops When Required

Community Development Group meetings (e.g. Voice of Warroo, Advance Injune)

Occasions as delegated by the Mayor

Occasions as resolved by Council

Community Consultation activities

Civic Duties (e.g. ceremonial openings of buildings or facilities, annual or presentation dinners, fetes and carnivals); where delegated by the Mayor

Advisory Committee appointments (e.g. Saleyards Committee, RADF)

Councillor Portfolio activities

Other occasions as deemed necessary by the Councillor to undertake their role as a Councillor in accord with the provisions of the Local Government Act 2009, namely;

A Councillor must represent the current and future interests of the residents of the local government area

Ensure the local government discharges its responsibilities under the Act; and achieves its Corporate and Community Plans

Provide high quality leadership to local government and community

Participate in Council Meetings, Policy development and decision making for the benefit of the local government area

Be accountable for the performance of the local government area

Comply with the Queensland Contact with Lobbyist Policy

Schedule B - Schedule of Councillor Vehicle Fleet

This Schedule of Councillor Vehicle Fleet defines the types and quantity of vehicles that comprise of the fleet vehicles for the Mayor, Deputy Mayor and other Councillors to utilise for Council business purposes.

This Schedule may be adjusted from time to time by the CEO to meet the needs of the Council.

VEHICLE TYPE IN FLEET	NUMBER IN FLEET
Toyota Prado or equivalent vehicle.	2
Small 4WD/AWD such as Toyota Kluger, Ford Territory or equivalent vehicle.	5

Notation

The Holden Calais or equivalent vehicle will be kept in the fleet for use with visiting dignitaries or for travel to events outside of the Local Government area.

Schedule to be discussed

Appendix A MARANOA REGIONAL COUNCIL

Councillor Expense Claim and Private Use Reimbursement

Councillor

Date	Meeting Type, Training or Workshop	Meal Claim			Accommodation	Incidental Daily Allowance	Motor Vehicle Use				Telephone Expenses	Hospitality Expenses
		B/fast	Lunch	Dinner			km	Rate	Claim Note 1	Pay Note 2		
								\$0.88				
								\$0.88				
								\$0.88				
								\$0.88				
								\$0.88				
								\$0.88				
								\$0.88				
								\$0.88				
Totals		\$	\$	\$	\$	\$			\$	\$	\$	\$

7

Signature of Councillor: Dated: ____ / ____ / ____

Approved by CEO: Dated: ____ / ____ / ____

Note 1 – Use this column for claims when using own vehicle for Council business

Note 2 – Use this column when reimbursing Council for private use of Council vehicle.

Please ensure all receipts and other documentation is attached to substantiate expenses and mileage allowance claims.

Office Use Only Cost Centre Number: ____ - ____ - ____ Finance Officer: <div style="text-align: right;">Dated: ____ / ____ / ____</div>
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RELATED POLICIES AND LEGISLATION

Local Government Act 2009
Local Government (Operations) Regulation 2010
Local Government (Finance, Plans & Reporting)
Entertainment and Hospitality Expenditure Policy
Purchasing Policy
Light Fleet Vehicle Policy

POLICY STATEMENT

TITLE: COUNCILLOR REMUNERATION POLICY

Category:	<i>(Statutory)</i>
Endorsed by Council on:	<i>18 January, 2012</i>
Responsible Department:	<i>Executive Services</i>
Reference No.:	<i>(To be inserted by Governance Division prior to endorsement)</i>

1. ADOPTION

This policy was adopted by Maranoa Regional Council on 18 January 2012.

2. REVIEW OF REMUNERATION STRUCTURE AND LEVELS

A review of the Councillor remuneration structure and levels is conducted annually after a remuneration review has been completed by Local Government Remuneration Tribunal.

3. COUNCILLOR REMUNERATION

3.1. The Remuneration component (excluding the Amalgamation Loading) has been set to a percentage of the allowance paid to State Government Members of the Legislative Assembly. As a category 3 Council the current percentage for Maranoa Regional Council as set by the Local Government Remuneration Tribunal (The Tribunal) is:

- Mayor – 65%
- Deputy Mayor – 37.5%
- Councillor – 32.5%

3.2. The Tribunal has also set an amalgamation allowance for Mayors, Deputy Mayors and Councillors. This loading is to account for the responsibilities and associated costs in servicing the electorate.

3.3. The Mayoral salary will be paid in fortnightly instalments to the person holding the position of Mayor to account for the responsibilities and associated costs in servicing the electorate in the following ways:

Attendance at:

- Ordinary (General) Meetings, Special Meetings and Committee Meetings of Council
- Regional Meetings
- Inspections
- Community Group Meetings
- Community Consultation Meetings
- Annual General Meetings, Handovers and Community Events
- Civic Receptions
- Community and Developers Delegations/Deputations

3.4. The Deputy Mayoral salary will be paid in fortnightly instalments to the person holding the position of Deputy Mayor to account for the responsibilities and associated costs in servicing the electorate in the following ways:

Attendance at:

- Ordinary (General) Meetings, Special Meetings and Committee Meetings of Council
- Regional Meetings
- Inspections
- Community Group Meetings
- Community Consultation Meetings
- Annual General Meetings, Handovers and Community Events
- Civic Receptions
- Community and Developers Delegations/Deputations

3.5. The Councillor salary will be paid in fortnightly instalments to the person holding the position of Councillor to account for the responsibilities and associated costs in servicing the electorate in the following ways:

Attendance at:

- Ordinary (General) Meetings, Special Meetings and Committee Meetings of Council
- Regional Meetings
- Inspections
- Community Group Meetings
- Community Consultation Meetings
- Annual General Meetings, Handovers and Community Events
- Civic Receptions
- Community and Developers Delegations/Deputations

4. TAXATION

- 4.1. Council can pass a unanimous resolution under s446-5 of Schedule 1 of the Taxation Administration Act 1953 establishing that a particular Councillor or Councillors are to be treated as PAYE taxpayers.
- 4.2. Additionally any Councillor not being treated as a PAYE taxpayer will be responsible for dealing with their own tax liabilities. In this instance the Councillor must make provision of an Australian Business Number (ABN) to Council for payment of remuneration.
- 4.3. Any Councillor electing NOT to be treated as a PAYE employee will need to supply a GST compliant invoice quoting their ABN to ensure remuneration is paid.

5. SUPERANNUATION

As per s238. (1) of the Act, a Councillor may enter into an arrangement with Maranoa Regional Council under which the Councillor agrees to forgo a percentage (12%) of the Councillors Remuneration entitlement for the purposes of superannuation.

Any Councillor who has elected not to be a PAYE employee cannot enter into an arrangement with Maranoa Regional Council for the purposes of superannuation.

6. SALARY SACRIFICE

As per s238. (1) of the Act, a Councillor may enter into an arrangement to participate in Salary packaging for the purpose of participating in voluntary superannuation contributions.

Only PAYE Councillors can participate in Salary Sacrificing arrangements.

A Councillor agrees, if he or she enters into an arrangement to salary sacrifice this will be on terms and conditions as outlined in Council's Salary Packaging Participation Agreement.

Salary Packaging will be administered by Maranoa Regional Council in consultation with their Accountants.

The percentage or amount forgone by the Councillor must not be more than the equivalent of 50% of the Councillor's remuneration entitlement.

POLICY SCOPE

This policy is in respect of the Councillors Maranoa Regional Council.

POLICY STATEMENT/DETAILS

This Policy contains the statutory framework for the remuneration of mayor, Deputy Mayor and Councillors.

RELATED POLICIES AND LEGISLATION

Local Government Act



PART B

- Our Community Financial Report
- Our General Purpose Financial Statements
- Audit Certificate

OUR COMMUNITY FINANCIAL REPORT

The Community Financial Report is an overview of the key elements of Council's financial performance and position for the 2011/12 financial year. Its purpose is to summarise Council's financial data without the need to interpret the financial statements contained in the Annual Financial Statements.

Operational Performance: Did the Council make a profit or a loss?
Operational Data at a glance

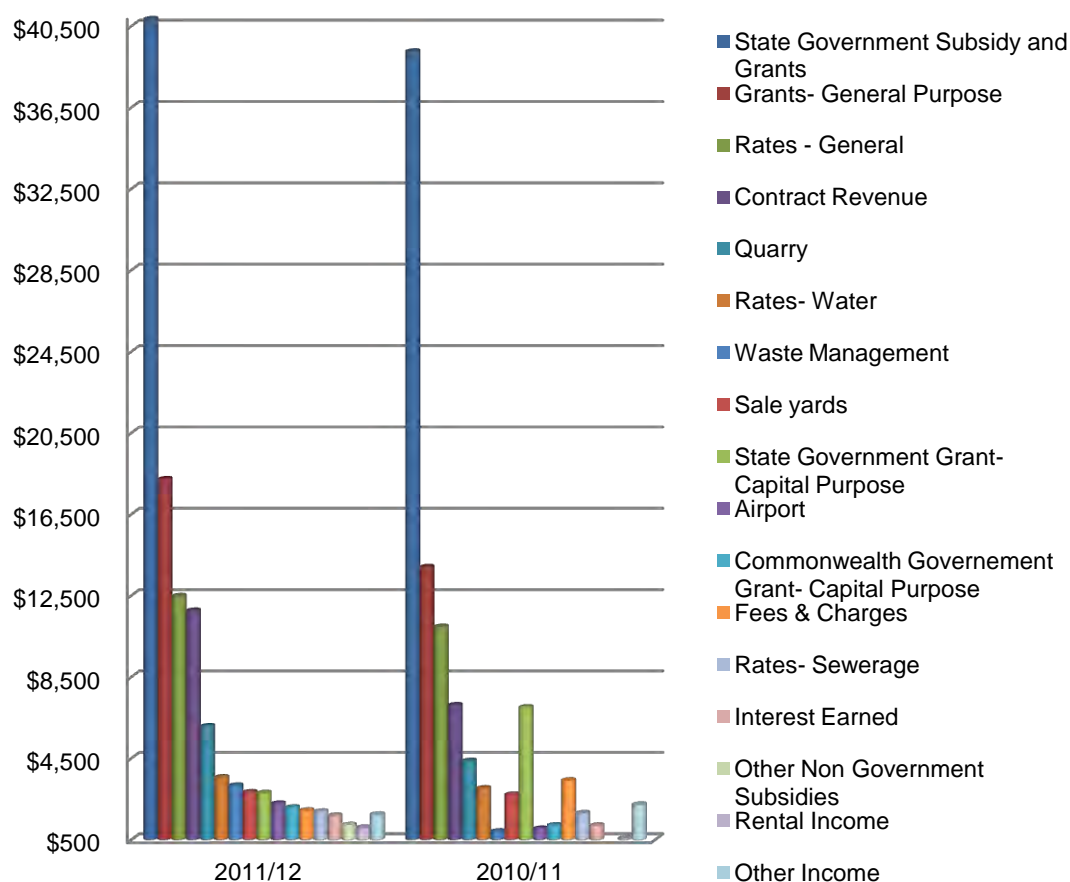
Maranoa Regional Council- Revenue	2011/12	2010/11
Revenue Summary - <i>What we earned</i>	\$000	\$000
Rates(net of discounts)	\$21,081	\$16,627
Grants (Operational)	\$16,846	\$13,230
Grants (Project Based)	\$48,678	\$48,824
Contract Works	\$20,151	\$13,048
Fees and Charges- General	\$2,414	\$2,900
Fees and Charges- Saleyards	\$2,833	\$2,713
Interest Received	\$1,679	\$1,194
Rent Income	\$1,093	\$557
Revenue- Other	\$700	\$501
Gain on Disposal of Asset	\$168	\$1,120
Total Revenue	\$115,643	\$100,714

Maranoa Regional Council- Expenses	2011/12	2010/11
Expense Summary - <i>What we Spent</i>	\$000	\$000
Employee Costs	\$23,891	\$22,849
Materials, Services and Other Expenses	\$69,380	\$34,981
Depreciation	\$9,459	\$7,960
Loss on Disposal of Asset	\$80	
Borrowing Costs	\$888	\$960
Total Expenses	\$103,698	\$66,750
Surplus / (Deficit)	\$11,945	\$33,964

The operating result for the 2011/12 financial year was a Surplus of \$11,945,299 which was \$22,018,859 less than 2010/11 year. This difference is attributable to Council's involvement in flood damage restoration works which has impacted significantly on Council's operations during 2011/12. The increase in expenditure of \$34.39 million from last year for materials, services and other expenses clearly reflects this impact.

Maranoa Regional Council's Sources of Revenue

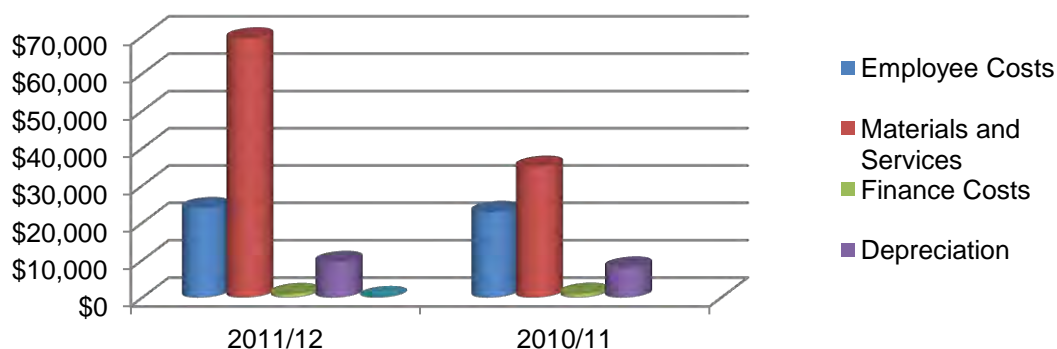
Maranoa Regional Council- Comparative Source of Revenue ('000)



Council's operational revenue is sourced from rates, fees and charges, private works and government grants. Some grants however, are linked to specific capital projects or service programs. Maranoa Regional Council received \$40.844 million from the state government for recovery work to be carried out due to flood damage.

Maranoa Regional Council – Source of Expenditure

Maranoa Regional Council- Comparative Source of Expenditure ('000)



Maranoa Regional Council provides a wide range of services to the community. This work is done by Council staff and in some circumstances contractors. Wherever possible local suppliers and contractors are used so the money flows back into our community. The three largest costs are employee costs, materials and services and depreciation. The level of expenditure is monitored through a rigorous budget process.

Cash Report:

The Statement of Cash Flows quantifies the inflows and outflows of cash throughout the organization during the financial year, as opposed to the accrual based data provided in the financial statements from which the surplus/ (deficit) is derived.

Cash Flow Snapshot		
	2011/12	2010/11
Opening Cash Balance	\$ 38,912,691.00	\$ 13,123,291.00
Net Cashflow from Operating Activities	\$ 2,648,137.00	\$ 26,250,716.00
Net Cashflow from Investing Activities	-\$ 15,579,057.00	\$ 1,110,735.00
Net Cashflow from Financing Activities	\$ 1,663,889.00	-\$ 1,572,051.00
Closing Cash Balance	\$ 27,645,660.00	\$ 38,912,691.00

Cashflows for the period are separated into operating, investing and financing activities.

Operating activities – includes all areas such as rates, user charges, grants, employee costs, material services, interest and administration.

Investing activities- includes money Council receives and spends when we buy or sell property, plant and equipment.

Financing activities – is cash received if Council takes out new loans or cash paid to repay loans.

Borrowing- How much does Council owe in loans for purchase and major maintenance of assets?

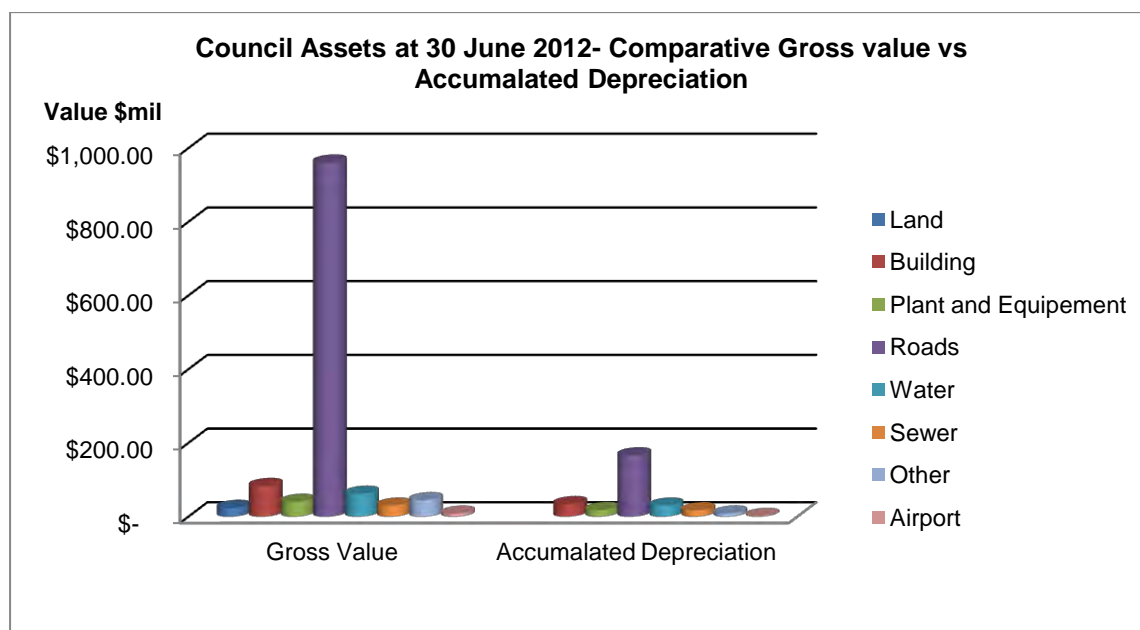
Local Governments, in general, have a very high level of assets under their control but limited revenue raising opportunities. This means that the majority of Councils have to rely on borrowing or substantial grants to fund major capital works, while using their general revenue (rates, fees and charges) to maintain community assets.

In the financial year 2011/12 the Council committed itself to a \$3.00 million loan for the Roma Aerodrome Upgrade. Details of all loans outstanding as at 30 June 2012 are as follows.

Description of Purpose	
Roma Office Refurbishment	\$ 742,053.62
Cultural Centre Upgrade	\$ 1,248,392.14
Quarry Loan	\$ 3,485,197.50
Roma Airport Aerodrome Upgrade	\$ 3,868,837.91
Water Infrastructure Roma	\$ 3,697,289.57
TOTAL OF ALL LOANS	\$ 13,041,770.74

Councils Assets

Maranoa Regional Council has in excess of \$977 million dollars net worth of assets under its control. This is a significant investment by Council and requires astute management to ensure the level of service provided by these assets is maintained. The graph below compares the Gross Value of Assets with their respective Accumulated Depreciation.



Key Local Government Financial Indicators:

Ratio	Description	Formula	2012 Actual Result	Benchmark	Within Limits
Operating Surplus Ratio	This is the indicator of the extent to which revenue raised covers operational expenses only or are available for capital funding	$\frac{\text{Net Operating Surplus}}{\text{Total Operating Revenue}}$	10.3%	0-110%	Yes
Interest Coverage Ratio	This ratio indicates the extent to which Council's operating revenue is committed to interest expenses.	$\frac{\text{Net Interest expense on debt service}}{\text{Total Operating Revenue}}$	0.006%	0-10%	Yes
Current Ratio	This ratio measures Council ability to meets its short term commitments	$\frac{\text{Current Assets}}{\text{Current Liabilities}}$	5.9:1	2:1	Yes