

Chapter 3

Legislative reporting



Image: Councillors at the new Maranoa Netball Precinct with the Hon. Stirling Hinchliffe MP, Minister for Local Government, Racing and Multicultural Affairs



Legislative reporting

Local Government Act 2009	
Identifying beneficial enterprises (s41)	
A local government's annual report for each financial year must contain a list of all the beneficial enterprises that the local government conducted during the financial year.	Nil
Identifying significant business activities (s45)	
"A local government's annual report for each financial year must—	
a. contain a list of all the business activities that the local government conducted during the financial year; and	6 Building certification Roads Water and sewerage Gas Quarry Saleyards
b. identify the business activities that are significant business activities; and	Nil
c. state whether or not the competitive neutrality principle was applied to the significant business activities, and if the principle was not applied, the reason why it was not applied; and	N/a
d. state whether any of the significant business activities were not conducted in the preceding financial year, i.e. whether there are any new significant business activities."	N/a
Senior management remuneration packages (s201)(1)	
"A local government's annual report for each financial year must state the total of all remuneration packages payable to the senior management and the number of employees in senior management who are being paid in each band of remuneration. Each band of remuneration is an increment of \$100,000. Senior management includes the Chief Executive Officer (CEO) and 3 Directors; collectively they are our Executive Leadership Team. The total of all remuneration packages paid to the Executive Leadership Team of Council was \$935,338.87 for the 2017/18 financial year. The number of employees in senior management who are being paid each band of remuneration:"	
Total remuneration package (including superannuation)	Number of senior management employees (Executive leadership team)
\$250,000 - \$350,000	1
\$150,000 - \$250,000	3

Local Government Regulation 2012

Preparation of the annual report (s182)

Adopt annual report within one month after the QAO provides the Auditor General's Audit Report.	Final audit report received 26 November 2018. Draft annual report presented to Council on 12 December 2018. Special meeting held on 21 December 2018 to seek approval for amended design and reviewed contents.
Annual Report placed on Council website within two weeks after Council adopting the report.	Report progressively loaded onto the website by section, with the final sections loaded through the night of 4 January 2018. Section covers and minor edits 6/7 January 2019.

Financial statements (s183)

<p>"The annual report for a financial year must contain —</p> <p>(a) the general purpose financial statement for the financial year, audited by the auditor-general; and</p> <p>(b) the current-year financial sustainability statement for the financial year, audited by the auditor-general; and</p> <p>(c) the long-term financial sustainability statement for the financial year; and</p> <p>(d) the auditor-general's audit reports about the general purpose financial statement and the current-year financial sustainability statement."</p>	Commences on page 294
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Community financial report (s184)

The annual report for a financial year must contain the community financial report for the financial year.	Commences on page 24
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Particular resolutions (s185)

<p>"The annual report for a financial year must contain -</p> <p>(a) a copy of the resolutions made during the financial year under section 250(1) - expenses reimbursement policy or amendment; and</p> <p>(b) a list of any resolutions made during the financial year under section 206(2) - which refers to an amount set for when assets are treated as an expense."</p>	<p>No amendments to the Expenses Reimbursement Policy (it was adopted 25 January 2017).</p> <p>Resolution No. GM/01.2017/20 That Council adopt the Expenses Reimbursement Policy (Councillors) as presented.</p>
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Councillors (s186)

(a) for each councillor, the total remuneration, including superannuation contributions, paid to the councillor during the financial year;	<p>Councillor Remuneration is determined by the Local Government Remuneration and Discipline Tribunal*. Superannuation contributions are pursuant to section 226 of the Local Government Act 2009 and Resolution No. GM/02.2017/03.</p> <p>*includes rounding that will be adjusted in a subsequent pay cycle.</p>
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Councillor	Gross payment	Superannuation	Total remuneration
Cr Tyson Golder	\$125,083.92	\$15,010.07	\$140,093.99
Cr Jan Chambers	\$78,177.06	\$9,381.23	\$87,558.29
Cr Janelle Stanford	\$66,450.02	\$7,974.00	\$74,424.02
Cr Cameron O'Neil	\$66,450.02	\$7,974.00	\$74,424.02
Cr Geoff McMullen	\$66,450.02	\$7,974.00	\$74,424.02
Cr Peter Flynn	\$66,450.02	\$7,974.00	\$74,424.02
Cr Puddy Chandler	\$66,450.02	\$7,974.00	\$74,424.02
Cr David Schefe	\$66,450.02	\$7,974.00	\$74,424.02
Cr Wendy Newman	\$66,450.02	\$7,974.00	\$74,424.02

"(b) the expenses incurred by, and the facilities provided to, each Councillor during the financial year under the local government's Expenses Reimbursement Policy; and Councillors Peter Flynn, Puddy Chandler, Wendy Newman, David Schefe, Cameron O'Neil and Janelle Stanford were provided with a fully maintained Council vehicle from Council's fleet. Councillors Jan Chambers was reimbursed at the rate of 88c per kilometre for use of her personal vehicle for the purposes of Council business."

Councillor	Expenses	Conferences	Council supplied vehicle	Mileage	Councillor community engagement	Total expenses
Cr Tyson Golder	\$414	\$1,668	\$-	\$-	\$36	\$3,470
Cr Jan Chambers	\$5,902	\$-	N/A	\$16,092	\$90	\$22,084
Cr Puddy Chandler	\$11,691	\$3,648	\$19,120	N/A	\$90	\$34,549
Cr Peter Flynn	\$1,096	\$2,668	\$22,620	N/A	\$90	\$26,474
Cr Cameron O'Neil	\$4,379	\$3,421	\$19,120	N/A	\$225	\$27,145
Cr Geoff McMullen	\$408	\$3,441	N/A	\$-	\$90	\$3,939
Cr Wendy Newman	\$10,855	\$8,428	\$17,639	N/A	\$90	\$37,012
Cr David Scheffe	\$3,066	\$3,626	\$19,120	N/A	\$90	\$25,902
Cr Janelle Stanford	\$8,737	\$2,460	\$19,120	N/A	\$225	\$30,542

"The total expenses incurred by the Mayor includes Entertainment & Hospitality expenses of \$1,352.27.

Councillors Puddy Chandler, Cameron O'Neil, Wendy Newman, David Scheffe and Janelle Stanford elected to enter into a private use agreement for their Council issued vehicle. Each paid \$3,500 to Council for payment of this benefit under Section 4.4.1 of the Expenses Reimbursement Policy (Councillors)."

(c) the number of local government meetings that each Councillor attended during the financial year;

Councillor	Ordinary Meeting	Special Meeting	Budget Meetings	Workshops	Budget Workshops	Total
Cr Tyson Golder	22	4	1	29	12	68
Cr Jan Chambers	21	5	1	30	13	70
Cr Puddy Chandler	21	4	1	27	10	63
Cr Peter Flynn	20	4	1	25	11	61
Cr Cameron O'Neil	20	5	1	23	12	61
Cr Geoff McMullen	22	5	1	30	13	71
Cr Wendy Newman	20	5	1	28	9	63
Cr David Scheffe	21	5	1	31	11	69
Cr Janelle Stanford	20	4	1	25	13	63

"(d) the total number of the following during the financial year -
 (i) orders and recommendations made under section 180(2) or (4) of the Act;
 (ii) orders made under section 181 of the Act; and"

Nil

"(e) each of the following during the financial year -
 (i) the name of each councillor for whom an order or recommendation was made under section 180 of the Act or an order was made under section 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
 (vi) complaints heard by a regional conduct review panel;
 (vii) complaints heard by the tribunal;
 (viii) complaints to which section 176C(6) of the Act applied."

Nil

"(f) the number of each of the following during the financial year—
 (i) complaints about the conduct or performance of councillors for which no further action was taken under section 176C(2) of the Act;
 (ii) complaints referred to the department's chief executive under section 176C(3)(a)(i) of the Act;
 (iii) complaints referred to the mayor under section 176C(3)(a)(ii) or (b)(i) of the Act;
 (iv) complaints referred to the department's chief executive under section 176C(4)(a) of the Act;
 (v) complaints assessed by the chief executive officer as being about corrupt conduct under the Crime and Corruption Act;
 (vi) complaints heard by a regional conduct review panel;
 (vii) complaints heard by the tribunal;
 (viii) complaints to which section 176C(6) of the Act applied."

Nil

Administrative Action Complaints (s187)

(1) The annual report for a financial year must contain —	Note: Council commenced maintaining a register of complaints in February 2014 as part of the Customer Request System.”
(a) a statement about the local government’s commitment to dealing fairly with administrative action complaints; and	“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. 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.”
(b) a statement about how the local government has implemented its complaints management process, including an assessment of the local government’s performance in resolving complaints under the process.	<p>“Council wants to be open, accountable and responsive to the public’s needs. A review of the complaints process has commenced. Once finalised, 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.”
(2) The annual report must also contain particulars of: (a) the number of the following during the financial year: (i) administrative action complaints made to the local government; (ii) administrative action complaints resolved by the local government under the complaints management process (iii) administrative action complaints not resolved by the local government under the complaints management process; and	<p style="text-align: right;">16 10 6*</p> <p>* 1 - <i>anonymous</i> 1 - <i>in progress at year end</i> 2 - <i>longer term business improvement considerations</i></p>
(b) the number of administrative action complaints under paragraph (a)(iii) that were made in a previous financial year.	0

Overseas Travel (s188)

(1) The annual report for a financial year must contain the following information about any overseas travel made by a councillor or local government employee in an official capacity during the financial year— (a) for a councillor—the name of the councillor; (b) for a local government employee—the name of, and position held by, the local government employee; (c) the destination of the overseas travel; (d) the purpose of the overseas travel; (e) the cost of the overseas travel.	Edward Sims, Manager Economic & Community Development Field trips included several locations in New Zealand (including Auckland, Rotorua & Hamilton) - Food Leaders Australia's " "Access NZ 2018" ". - Innovation in Tourism and in Agricultural Production. - No cost to Council (included conference attendance, airfares and accommodation).
(2) The annual report may also contain any other information about the overseas travel the local government considers relevant.	Nil

Expenditure on grants to community organisations (s189)

"(i) The annual report for a financial year must contain a summary of (a) the local government's expenditure for the financial year on grants to community organisations; and"	Refer below
"(b) expenditure from each councillor's discretionary fund, including — (ii) the name of each community organisation to which an amount was allocated from the fund; and (iii) the amount and purpose of the allocation."	Not applicable - Maranoa Regional Council councillors does not have discretionary funds.
"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 recreational, cultural, environmental, community and economic development projects and activities. There are a number of programs through which Council supports and develops local community organisations: <ul style="list-style-type: none"> • Major grants and community grants • Non-financial (in-kind) community assistance • Ongoing assistance • Regional Arts Development Fund • Sponsorship" 	

Major grants and community grants

Organisation	Project	Funding amount
Round 1		
Muckadilla TopCrop Group	Muckadilla TopCrop Field Day 2018	\$9,868
Roma Touch Association Inc	Repairing playing field	\$4,875
Maranoa Poultry and Caged Birds Club Inc	Maranoa Poultry and Caged Birds Club Inc - poultry show	\$1,000
Roma Show Society	Refurbishment of Bassett Park stables	\$2,150
Mitchell RSL Combined Sporting Club Inc	Mitchell cricket pitch/practice wicket refurbishment	\$2,248
Murilla Landcare Groups Inc	Harrisia Cactus control in the Jackson town precinct	\$959
Injune Professional Rodeo Association Inc	Renewal of safety fence at Injune Rodeo grounds	\$7,000
Wallumbilla Rifle Club	Range earthworks	\$6,952
Roma Rednecks Mud Racing Club Inc	Repairs to race track	\$5,000
	Total Round 1	\$40,052
Round 2		
There was no Round 2 in 2017/18		
Additional payments by Council resolution:		
Wallumbilla Campdraft Association		\$12,690
Wallumbilla Campdraft Association		\$21,420
Total		\$74,162

Non-financial (in-kind) community assistance

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

Organisation	Nature of request	Assistance value
Roma Polocrosse	Waive dump fees for annual carnival	\$500
Roma Bungil Rodeo Association	Waive hire fees, water truck for charity rodeo	\$1,430
Grande Country Carnivale	Waive fees, water truck	\$1,437
Roma Men's Shed	Base for car park	\$18,000
St Vincent de Paul	Waive dump fees for annual carnival	\$1,040
Roma Rugby Union Club	Provision of gravel for potholes	\$980
Roma Red Cross	Chelsea Flower Show - printing & public address system	\$360
Noonga Community Association	Printing for fund-raiser	\$220
Roma Show	Assistance with event	\$17,723
Total		\$41,690

Total is not inclusive of the change to the Fees and Charges Structure. This allows any community group to hire local halls for free, and 50% discount for Maranoa residents. It also provides free building applications to community groups. Fee waivers - \$47,447.

On-going assistance

Applications for on-going assistance include on-going waivers of Council's fees and charges, roads closures, grounds maintenance work etc. Eligible applications are only entitled to receive one On-going Assistance per term of Council. Council provided assistance to a value of \$35,986 to community groups and organisations in 2017/18

Regional Arts Development Fund 2017/18

The Regional Arts Development Fund is a partnership between the Queensland Government and Maranoa Regional Council to support local arts and culture in regional Queensland.

Organisation	Project	Funding amount
Maranoa Regional Council	Small Museums Conference <i>Seed funding</i>	\$3,370
Easter in the Country	Film workshop	\$3,630
Booringa Action Group	"Ngulalma Ngalinda" Because of Her We Can <i>3-day immersive art workshop during NAIDOC Week</i>	\$10,961
Roma on Bungil Gallery Inc.	Exhibition of 2D and 3D Artwork by Cameron Eaton <i>Workshops and exhibition</i>	\$1,272
ICPA St George	Breakout Art at Breaker Camp 2018 <i>Funding art classes for students' camp (attended by Maranoa residents)</i>	\$1,974
Creative Injune	"The Power Within" <i>Painting workshops</i>	\$2,200
Injune Arts	Injune Creative Odyssey 2018 <i>2 day workshop</i>	\$8,000
The Silversmiths Roma Group Inc	Silversmithing workshop <i>Ring or pendant gem setting</i>	\$1,000
Visit Roma	Public mural project at Bassett Park	\$8,000
Friends of the Gallery Mitchell	Out-of-round funding for pottery workshop for Friends of the Gallery (Mitchell) <i>Raku workshop</i>	\$2,450
	Surplus (rolled over for 2018/19)	\$0
Total		\$42,857

Total expenditure of \$42,857 was made up of \$25,000 from Arts Queensland and \$17,857 contribution from Council.

Sponsorship 2017/18

Organisation	Sponsorship type	Funding Amount
Young Beef Producers' Forum	Cash	\$750
Roma Cup	Cash	\$5,000
Wallumbilla Agricultural and Pastoral Association	Cash	\$5,000
Easter in the Country	Cash	\$15,000
Total		\$25,750

Other Contents (s190 (1)(a), (b), (c) of the Local Government Regulation 2012))

(1) The annual report for a financial year must contain the following information:
 (a) the chief executive officer's assessment of the local government's progress towards implementing its 5-year corporate plan and annual operational plan;
 (b) particulars of other issues relevant to making an informed assessment of the local government's operations and performance in the financial year;
 (c) an annual operations report for each commercial business unit;"

Reported in Chapter 2

Refer also:

Message from the mayor, councillors & chief executive officer - Pages 16-18

Performance highlights - Pages 19 - 23 (Corporate Plan, Strategic Priorities 1-5 and mapping to previous Strategic Priorities 1-10)

Operational plan references - Pages 365-368

Not applicable.

Other contents – Joint Local Government Activity (s190(1)(d)(i) of the Local Government Regulation 2012))

(d) details of any action taken for, and expenditure on, a service, facility or activity –
 (i) supplied by another local government under an agreement for conducting a joint government activity; and

Nil

Other contents – Special Rates and Charges (s190(1)(d)(ii) of the Local Government Regulation 2012)

Details of any action taken for, and expenditure on, a service, facility or activity for which the local government levied special rates or charges for the financial year.

Wild Dog Management & State Government Precept – Special Charge

Council set a Wild Dog Management & State Government Precept Levy to:

- Contribute to a coordinated approach for the control of wild dogs on rural properties throughout the region.
- Collect and forward to the State Government a precept for the Wild Dog Barrier Fence, pest and weed research.

Council was of the opinion that all rural properties classified as Category 38 – Rural, would receive a benefit from the provision of wild dog control services.

The Wild Dog Management & State Government Precept levy of 0.00066667 cents in the dollar on the Unimproved Capital Value of all rateable land was applied to all rural properties classified as Category 38 – Rural. The levy generated total revenue of \$747,273.73 in the 2017/18 reporting period.

Rural Fire Brigade – Special Charge

The Rural Fire Brigade Special Charge was levied on all rateable lands serviced by the rural fire brigades.

Rural Fire Brigade Special Charge**Rural Fire Brigade Annual Charge Per Assessment**

Amby	\$74.58
Mungallala	\$74.58
Yuleba	\$74.58
Orange Hill	\$50.00.

This was for the purpose of offsetting the cost of the ongoing operation and maintenance of the Rural Fire Brigades. The calculations were based on budgets previously provided, inclusive of a percentage increase to accommodate rising costs.

This levy generated revenue of \$20,725.16 for the 2017/18 financial year which was distributed to the brigades.

Other contents - Number of Invitations to change tenders (s190(1)(e) of the Local Government Regulation 2012)

The annual report must contain the number of invitations to change tenders under section 228(7) of the Local Government Act 2009 during the year.

Nil

Other contents – List of Registers (s190(1)(f) of the Local Government Regulation 2012)

The annual report must contain a list of registers kept by the local government.

- Register of Interests (s 171B - Local Government Act 2009 /s 289 - Local Government Regulation 2012)
- Register of Delegations (s 260 - Local Government Act 2009 /s 305 - Local Government Regulation 2012)
- Register of Local Laws (s 31 - Local Government Act 2009 /s 14 - Local Government Regulation 2012)
- Register of Roads (s 74 - Local Government Act 2009, s 57 - Local Government Regulation 2012)
- Register of Cost-Recovery Fees (s 98 - Local Government Act 2009)
- Asset Register (s 180 - Local Government Regulation 2012)
- Council also maintains a cemetery register.

Other contents - Summary of all concessions for rates and charges granted (s190(1)(g) of the Local Government Regulation 2012)

Other contents – Summary of all concessions for rates and charges granted (s190(1)(g))

Pensioner Concession

Council recognises that certain types of pensioners have contributed rates over a period of time and should be afforded a concession to alleviate the impact of rates and charges thereby assisting pensioner property owners to remain in their own homes.

In accordance with Section 120 (1) (a) of the Local Government Regulation 2012, Council adopted a Pensioner Rate Concession Policy that granted pensioners a concession of 50% of the general rate, with a maximum limit of \$295 per annum.

Eligibility was based on meeting the requirements to qualify under the State Government Pensioner Rate Subsidy Scheme.

Overdue rates of pensioners subject to this section and policy incurred interest in accordance with Section 3.4 of Council's Revenue Statement.

Note: This concession was in addition to the Queensland Government's Pensioner Rate Subsidy and further details with respect to eligibility and application of this concession were outlined in Council's Pensioner Rate Concession Policy.

Total value of pensioner concessions granted – \$163,233.33

No. of pensioners who received maximum concession – 557

No. of pensioners who received a part concession – 13

Non-Profit Community Organisation Concession

A concession was available for general rates to certain organisations where the land use was considered to contribute to the social, cultural or sporting welfare of the community.

A general rate concession of 100% was allowed for non-profit and charitable organisations. The concession was subject to written application for the concession.

41 community groups received a concession on the general rates this year with a total value of \$55,728.39.

29 community groups received a concession on the water access charge this year with a value of \$44,334.01.

Hardship Concession

Council recognises that individuals can experience difficulty in meeting their rate commitments and that in some cases it may be appropriate, where genuine financial hardship has been demonstrated, to grant a rates concession to the land owner, for example financial hardship as a result of drought.

Applications for concessions on the grounds of hardship were considered by Council on a case by case basis.

Eight applications received hardship concessions for the year, totalling \$199,073.35.

Note: Council may grant eligible applicants a concession by granting the applicant a deferred payment option and or waiving of interest and or approving a full or partial waiver of rates.

Other contents – Report on Internal Audit (s190(1)(h) of the Local Government Regulation 2012)

The annual report must contain the report on the internal audit for the financial year;

Reported on page 53

Other contents – Summary of Investigation Notices under section 49 (s190(i) of the Local Government Regulation 2012)

The annual report must contain a summary of investigation notices given in the financial year under section 49 for competitive neutrality complaints;

Nil

Other contents – Responses to QCA's Recommendations (s190(j) of the Local Government Regulation 2012)

The annual report must contain the local government's responses in the financial year on the QCA's recommendations on any competitive neutrality complaints under section 52(3)

Nil