

CONTENTS

1.	OUR VISION AND GUIDING PRINCIPLES	1
2.	REGIONAL PROFILE	2
3.	MAYOR'S REPORT	4
4.	CHIEF EXECUTIVE OFFICER'S REVIEW	6
5.	PLANNING AND DEVELOPMENT DEPARTMENT ANNUAL REVIEW.....	58
6.	INFRASTRUCTURE AND MAINTENANCE SERVICES DEPARTMENT ANNUAL REVIEW.....	95
7.	CORPORATE PLAN	103
8.	ORGANISATIONAL STRUCTURE.....	104
9.	REMUNERATION PAYABLE TO SENIOR CONTRACT EMPLOYEES	105
10.	EEO MANAGEMENT PLAN	105
11.	PUBLIC SECTOR ETHICS ACT.....	108
12.	ELECTED REPRESENTATIVES	109
13.	COUNCILLOR REMUNERATION	114
14.	COUNCILLOR ATTENDANCE AT COUNCIL MEETINGS HELD 1 JULY 2012 TO 30 JUNE 2013 122	
15.	OVERSEAS TRAVEL	123
16.	GRANTS TO COMMUNITY ORGANISATIONS.....	123
17.	REGISTERS OPEN TO THE PUBLIC	123
18.	CHANGES TO TENDERS.....	124
19.	RESERVES AND CONTROLLED ROADS	124
20.	CONDUCT OF BUSINESS ACTIVITIES - APPLICATION OF CODE OF COMPETITIVE CONDUCT 125	
21.	COMPETITIVE NEUTRALITY COMPLAINTS.....	125
22.	BENEFICIAL ENTERPRISES.....	126
23.	INTERNAL AUDIT REPORT	126
24.	COMMUNITY FINANCIAL STATEMENT	128
25.	REVENUE POLICY	134
26.	DEBT (BORROWING) POLICY.....	136
27.	POLICY ON REBATES AND CONCESSIONS	137
28.	SERVICE, FACILITY OR ACTIVITY SUPPLIED BY ANOTHER LOCAL GOVERNMENT AND FOR WHICH SPECIAL RATES/CHARGES ARE LEVIED	137

29. THRESHOLD FOR TREATING NON-CURRENT ASSETS AS AN EXPENSE 138

30. FINANCIAL STATEMENTS..... 139

31. ASSESSMENT OF PERFORMANCE IN IMPLEMENTING CORPORATE AND OPERATIONAL PLAN FOR 2012/13 FINANCIAL YEAR 188

1. OUR VISION AND GUIDING PRINCIPLES

OUR VISION

Tablelands Regional Council's vision for the Tablelands Region is:

“A thriving region that embraces our natural, cultural and economic diversity.”

To achieve this vision, Council will:

- Give priority to the needs of the community who are the key stakeholders in terms of provision of services and facilities.
- Create and support a variety of healthy, safe and vibrant lifestyle opportunities within the region.
- Strengthen business and employment opportunities by encouraging and supporting development of industry throughout the region.
- Continue to provide an open and transparent system of local governance to the community.



OUR GUIDING PRINCIPLES

The commitment of the elected representatives and officers of the Tablelands Regional Council to its residents and ratepayers is underpinned by the following corporate values and principles:

- Effective service delivery to the community.
- Advocacy on behalf of the community.
- Continuous improvement which encourages initiative, creativity and innovation and values new ideas.
- Transparency and accountability in all our dealings.
- Respect and fairness to all persons.
- Teamwork and loyalty and recognition of effort and achievement.
- Responsible civic leadership.

2. REGIONAL PROFILE



The Tablelands Regional Council was formed in March 2008 as a result of the amalgamation of the former Atherton, Eacham, Herberton and Mareeba Shires.

The Tablelands is a diverse region, covering an area of 64,000 km² - larger than the main island of the State of Tasmania - and home to 46,000 people. The main population centres on the Tablelands are Mareeba, Atherton, Malanda, Herberton, Kuranda, Ravenshoe, Millaa Millaa, Chillagoe, Dimbulah, Mount Garnet, Mount Molloy, Tinaroo, Kairi and Yungaburra.

The region spreads westwards and southwards from the coastal escarpment behind Cairns and incorporates the Wet Tropics to the east, the Einasleigh Uplands to the south, the Gulf Plains to the west and the Cape York Peninsula bioregion to the north. World Heritage Areas lie within the region's eastern boundaries.

The Tablelands region is situated in the vicinity of 16^o south latitude. Its elevation above sea level ranges from about 400 metres towards the northern end and areas adjacent to Cairns to 1,280 metres in the southern areas encompassing the former Herberton and Eacham Shires. Because of its altitude, the region does not suffer from temperature extremes or the high humidity experienced in coastal areas. The northern part of the region enjoys cool, dry winters and warm, wet summers with minimum daily temperatures in winter rarely falling below 15°C and maximum daily summer temperatures rarely exceeding 35°C. To the south, rainfall is much higher with the area around Topaz recording some of the highest annual rainfall in Australia. Temperatures are also lower with a range of between 17°C and 25°C from September to June and between 5°C and 14°C from July to August.

The considerable range in elevation, rainfall and soil types has produced an incredibly diverse and beautiful region. There is a prolific diversity in natural flora and fauna, ranging from tropical highland rainforests to dry tropical savannah.

Water, soils and diverse growing conditions have supported development of a wide range of agricultural and horticultural cropping operations. The region's farmers and support services represent, in most cases, best international practice in farming in a tropical environment.

Water supplied from Tinaroo Dam enables a tremendous range of fruit and vegetables to be grown to supply both the domestic and overseas markets. The range of crops grown is truly amazing and includes avocados, bananas, cashews, citrus, coffee, cow pea, custard apples, dolichos, flowers, fresh herbs, grapes, grass seed, legume seed, lettuce, longans, lychees, macadamia, maize, mangoes, mixed vegetables, navy beans, potatoes, passionfruit, paw paw, peaches, peanuts, pineapples, pumpkins, sorghum, sugar cane, sweet potatoes, ti tree, tomatoes, native trees, turf and watermelons. The cattle industry also plays a significant role in the region's economy and in recent years the value of animals produced in the region has been approximately \$30 million per annum.

To the south, around the Malanda/Millaa Millaa area, the dairying industry is significant and the Tablelands dairy industry is the only tropical dairy industry in Australia and one of the few globally.

Other agriculture based industries include poultry, fruit wineries, aquaculture and timber.



With its remarkable scenic qualities, the Tablelands is a popular tourist destination. Visually the region is stunning. It encompasses a myriad of waterfalls, broad mountain vistas, clear mountain streams, crater lakes, National Park and freehold pristine rainforests, popular and attractive villages such as Kuranda and Yungaburra oriented to tourism, rich outback savannah wetlands teeming with bird life, historic mining towns, limestone caves, rich farming vistas and stark outback scenery reminiscent of Cape York and Kakadu.

With its location adjacent to an international airport and within a region that is already a destination for some 2.2 million visitors per annum, it has unrealised tourism potential. Kuranda alone, with the Kuranda Scenic Railway and Skyrail Cableway, brings up to a million visitors to the region each year and Tinaroo Dam is a further drawcard, bringing an estimated 500,000 visitors per annum to utilise the Dam for water skiing, boating, fishing and camping.

In recent years there has been a rapid expansion of high quality Bed and Breakfast properties which allow visitors to experience the unique attractions of the Tablelands first hand.

The area is also a popular destination for Grey Nomads who hold a Christmas in July event at Mareeba each year.

The Tablelands is also rich in mineral resources including gold, lead, zinc and other base metals, tungsten, copper sulphate, tin, perlite, limestone, marble and slate, and there are a number of major mining operations within the region.

Overall, with its natural beauty, economic diversity, abundance of water, proximity to Cairns and potential for significant expansion in terms of agriculture, tourism and mining and spill-over growth from Cairns, the Tablelands region has a secure future.

The region will continue to be a lifestyle destination of choice for many "tree changers" leaving the cities in search of a quieter lifestyle or for those people who are simply attracted to the natural beauty of the region, its mild tropical climate and its relative proximity to Cairns (with its domestic and international airports).

As well, a focus on establishing Mareeba as the industrial hub of Far North Queensland and the further development of the Mareeba airport, which has the potential to become a major regional centre in North Queensland's fast growing general aviation industry, will provide strategic infrastructure which will help fuel sustained economic growth into the future.

3. MAYOR'S REPORT



This Council continued to face many of the challenges that residents and ratepayers also had to deal with in the period from June 2012 to July 2013.

These have included a constant need to find ways to do more with less, ever-increasing costs and ever-tightening income streams.

Despite these financial pressures, I am very proud that the second Budget brought down by this Council had a general rates increase of only 3.68 per cent.

This was lower than that in the 2012-13 Budget which was itself a very frugal 3.8 per cent.

I believe this Council is maintaining a very strong focus on financial responsibility and continually demonstrates great respect for ratepayers and the financial burdens that are still affecting this region from the fragile international economy.

It has been a goal of this Council to continue to keep rates and charges as low as possible while still delivering services to the standard expected by this community.

We have also faced an intense process surrounding the de-amalgamation of the former Mareeba Shire.

Since de-amalgamation became inevitable,

Tablelands Regional Council continued working hard to deliver a new Mareeba Shire and a new Tablelands Regional Council, with this work still ongoing.

In parallel to that, a massive amount of work is continuing to draw together a new unified Planning Scheme for the region. There was very extensive public consultation which produced a significant amount of valuable public input.

When complete, this new Planning Scheme will be a cornerstone for the future development of the Tablelands.

As well, Tablelands Regional Council has been involved in a very diverse range of activities over the past 12 months including both regular and new events.

Among the new events was the extremely successful celebration of the Solar Eclipse in November 2012 and the opening of the Avenue of Honour in June 2013.

Council also played its part in reflecting community views on whether fluoride should have been added to the water supplies at Kuranda, Malanda and Mareeba.

After a strong community campaign, the new State Government allowed those water supplies to remain fluoride free.

The past 12 months also included the centenary of the death of John Atherton, a pivotal person at the heart of the pioneering era for the area that became known as the Atherton Tablelands.

Finally, I would like to recognise the efforts of my fellow Councillors, and Council's staff, who have met, and overcome, the exceptional challenges of the past 12 months.

Cr Rosa Lee Long
Mayor

4. CHIEF EXECUTIVE OFFICER'S REVIEW



Ian Church
Chief Executive Officer

It is with great pleasure that I write this introduction to the 2012/13 Tablelands Regional Council Annual Report.

I am proud to report that Council has maintained its focus on financial control while also overcoming some exceptional challenges.

These have included the enormously complex development of a new Planning Scheme, the intense demands of the de-amalgamation debate and, from March, work to deliver two successful councils from 1 January 2014.

All of Council's activities during the year were underpinned by a clear focus on financial sustainability. As a result of this focus Council achieved an operating surplus for the 2012/13 financial year of \$2,808,202 and ended the year with total community equity of \$788,783,590. This is despite absorbing enormous increases in costs such as insurance and electricity during the year, without reducing services to the community. To achieve this with only a 3.68% increase in general rates meant significant productivity improvements were implemented across the organisation.

Council staff and contractors completed many projects during the year and I would like to take this opportunity to highlight a few:

- The new Malanda Falls Visitor Information Centre was well on the way to completion by the end of June 2013. It will be an exciting and visually striking facility which will bring sustained benefit to the community.
- Council's customers were provided with the opportunity to rate a number of services through the Voice of the Customer initiative. 76% of respondents noted the services as either good or excellent. Our staff have implemented a series of service improvement initiatives as a result of the feedback.
- The Jum Rum Creek Bridge on Fallon Road Kuranda was replaced during the year. This was a critical project and the final result was an exceptional piece of infrastructure.
- The draft Tablelands Regional Council Planning Scheme was released for public notification early during the 2013 calendar year. Over 2,000 submissions were received and these are being worked through, one by one, to ensure that we get this most important planning document right.

With the change in State Government resulting in significant reductions to a number of funding streams, it remains imperative that Council maintains a solid buffer against future financial challenges.

Looking forward, the new Mareeba Shire will begin with an experienced workforce, a clearly defined and understood financial position, all relevant policies and processes in place and a newly-elected Council which will make its own future decisions.

The continuing Tablelands Regional Council will maintain staff and resources to continue providing the service levels the community expects while maintaining a solid financial base from which to plan for future challenges such as maintaining infrastructure, planning for an ageing population and driving economic development.

It is difficult to overstate the impact the entire de-amalgamation process has had on this organisation.

In the initial stages, very significant work was done on drawing together the submission Council requested be made to the State Government.

That led to a further period of intense work meeting the information requests of Queensland Treasury Corporation. Once de-amalgamation became inevitable, the workload increased yet again as we undertook something that has not been done in Queensland in the past 100 years - splitting one Council in to two.

It has meant significant extra pressure on staff at all levels, both in terms of their duties, and personally in terms of what impact de-amalgamation will have on their employment. I take this opportunity to recognise the outstanding professionalism and dedication that has been demonstrated across the organisation.

It has been an exceptional performance at all levels.

I would like to thank the Mayor, Councillors and Staff of Tablelands Regional Council for your support and dedication to the people of this region.

CORPORATE AND COMMUNITY SERVICES DEPARTMENT ANNUAL REVIEW



Matt Hyde
General Manager
Corporate & Community Services

OVERVIEW

The Corporate and Community Services Department provides services to both internal and external clients. The key functional areas of the department are:

- Customer and Community Services (customer service, libraries, community development and support, grants, arts and culture, tourism, youth, cemeteries)
- Finance (management accounting, accounts, procurement, rates, financial asset management, financial planning)
- Human Resources (employee relations, payroll, workplace health and safety, workforce management, learning and development)
- Plant and Facilities (management of Council's fleet, plant, workshops and facilities such as vehicles, caravan parks, aged care facilities, Council buildings, offices and public halls, TV station, aerodromes; land management including leases and native title and cultural heritage obligations; sport and recreation services including club support and management of sporting facilities and swimming pools)
- Information management (business integration, records management, global information systems (GIS), information and communication technology)
- Corporate services (administration, governance, management, benefited area partnerships, complaints, corporate tenders)

The goals of the department are to:

- Provide timely and accurate advice to internal and external customers
- Provide an efficient, affordable and sustainable service that provides the best possible outcome for the customer
- Ensure transparency in processes to the community including providing methods for customers to have decisions reviewed
- Ensure operations meet legislative responsibilities
- Ensure infrastructure is built and maintained (in collaboration with other departments)
- Ensure Council's workforce is available to deliver Council's business and has the tools and competencies required
- To provide welcoming spaces and programs for learning, culture, leisure and connecting people

4.1 CORPORATE SERVICES

"Corporate services" is a broad term encompassing enabling and overarching activities that complement the other functions of the organisation. Corporate services provided to external clients include complaint management, benefited area partnerships and governance.

Governance

Corporate Services provides a key liaison function with Councillors, ensuring that legislative requirements are met, providing advice and information, and developing Councillor-specific policies. Corporate Services is responsible for updating the register of senior contract managers and Councillor interests and developing policies associated with Councillor remuneration, expenses, Councillor / staff interactions, confidentiality, caretaker period prior to elections and formal meeting processes.

This year saw a peak in governance work associated with the changes to local government legislation. New legislation providing for de-amalgamation of Council came into effect including a state government poll of voters in the former Mareeba Shire.

iPads were introduced to Councillors this year for use in meetings in order to reduce document overhead costs.

Corporate Services delivered the following workshops and training for Councillors:

- A series of in-depth induction workshops on the roles and responsibilities of Council departments
- Elected member induction training (2 days delivered by the Local Government Association of Queensland)
- Ipad training
- Confidentiality and the Information Privacy Act (delivered by MacDonnell's Law)
- Standing Orders for Council meetings

Councillor remuneration schedule was adopted in January 2013 as per the Local Government Remuneration and Discipline Tribunal 2012 schedule, effective from and including 1 January 2013.

Benefited Area Partnerships

Council employs the provisions of the legislation to enact benefited areas to pay for services offered above and beyond the normal levels of service. There are a number of these listed in the Revenue Statement, however, the following provides an update on the few that have partnerships with community groups:

Mareeba Benefited Area: The divisional Councillor continued to consult with the Mareeba Chamber of Commerce on expenditure under this fund. This year funds were dedicated towards a trial CCTV project in Byrnes Street, Mareeba. This required Council to enter into a Memorandum of Understanding with Queensland Police Service to house the recording and monitoring equipment at the Mareeba Police Station. The installation of the CCTV equipment will also serve as a trial for the future roll-out of additional cameras and systems across the Tablelands.

Tourism Kuranda Benefited Area: The Tourism Kuranda Committee continued to promote Kuranda and its environs to prospective tourists. Kuranda is attracting a number of Chinese visitors to the region and the Committee has suggested that the development of a sister city relationship with a small Chinese village may be appropriate.

Chillagoe Benefited Area: Council has received approval for licences from the Australian Communications and Media Authority to retransmit digital STQ, TNQ, RTQ, SBS and ABC at Chillagoe. Accordingly, the Chillagoe Self-Help Retransmission was upgraded in accordance with the digital switchover timetable and ceased broadcasting in analogue format in the first half of 2013.

Other Partnerships

The Kuranda Infrastructure Advisory Committee continued working towards implementation of the Strategic and Conceptual Plan. The committee made a conscious choice to pay off all loans, and to slow down expenditure to equate to the real income received due to the impact of the economic downturn and the reduction in income. The Kuranda Riverwalk project, which provides a walk for tourists and locals from the railway station to the bottom of Therwine Street, was completed in June and volunteers from the Kuranda EnviroCare Group assisted in re-establishing the vegetation along the pathway. Construction of the Walkway Pods from the transport interchange to the Kuranda CBD has commenced. The divisional Councillor has played an important role in consulting and informing the community throughout these projects. Other work involved the design of the new Kuranda Visitor Information Centre.

The Atherton Tableland Home Assist Secure program continued to provide pensioners with services designed to support healthy and safe living at home. Council supported the community-based committee to monitor program delivery. Disappointingly, changes to state government funding guidelines will result in a decline in the level of support available for mowing services. However, the demand for other services is steadily increasing.

Australian Tax Office approval of gift recipient tax deductible status for the Mayor's Community Appeal and Ravenshoe Visitor Centre was received during the year. This endorsement allows the Appeal fund and the Centre to accept tax deductible contributions and gifts which provides increased funding opportunities, especially when seeking corporate contributions.

Complaint Management

Tablelands Regional Council is required by the *Local Government Regulation 2012* (Section 306) to have a process for resolving administrative action complaints. TRC complies with the legislation as per the table below.

Requirement	TRC progress this financial year	Improvements planned for next year
Written policies and procedures for complaints	The focus was on developing procedures and templates and training staff	Policy and procedures need to be streamlined and linked to a new customer request management system to improve efficiency
Quickly and efficiently respond to complaints in a fair and objective way	The average turn-around time of complaints improved in the last quarter (8.7 days) and is well below the benchmark of 30 days. Training has improved supervisors' ability to conduct professional investigations.	The new system will support multiple people working on complex complaints that cross over sections. It will also automate reminders in advance of key tasks, reducing the need for manual tracking and providing early alerts if a process stalls.
Criteria for assessing complaints	Draft complaints assessment template developed to prioritise complaints according to severity. This improved ability to target complex complaints for independent internal review, resulting in closure.	Complaints assessment criteria need to be finalised and published. Complaints that are not accepted for management need to be rejected or re-routed to the appropriate section.
Keep affected parties informed	Systematic internal reporting showed that whilst most complaints were resolved, the action was not always communicated to the complainant. Manual tracking has improved communication.	Establish additional monitoring at department level to ensure follow-up. Revise procedures to clarify communication responsibilities.

Requirement	TRC progress this financial year	Improvements planned for next year
Record administrative action complaints	<p>There has been a great improvement in recording complaints. The number of recorded complaints has significantly increased as officers have become aware of the system, but many items were included as staff are learning the definitions and were uncertain as to what should be included. We have advised it is best to over-include and further assessment will be conducted to see if uncertain items should be included.</p> <p>More detail is being recorded to assist with analysis.</p>	<p>Now that the data is being captured properly, it needs to be subject to quality control to improve accuracy of performance monitoring. Ensure that complaints entries are not split or duplicated.</p> <p>Implement a tier classification system to further refine the data set.</p>
Complaints process open to inspection	Requirements have been met.	The website will have a dedicated page with a printable form and associated procedures. The policy needs to make the tiered approach more streamlined and link with data collection and reporting.
Provide internal complaints reports	Improved quarterly reports with more data showing turn-around times, types of complaints, and result.	New computer system will make reports easier to generate. Managers will be able to self-generate a report on their section at any time.
Identify, analyse and respond to trends in complaints	Manual recording and analysis of "lessons learned" has been enabled. Some recurrent or systemic problems have been identified. A formal system is being developed to track progress on responding to trends. Links with the independent internal auditor have been established.	The focus will be on training management and executive staff to analyse the data. The next step is to establish benchmarks for responding to complaint trends and building systemic improvements into forward planning. Complaint trends need to clearly link to risk management processes and human resource development.
Monitor effectiveness of system	The Queensland Ombudsman conducted an audit of the complaints management system in February. The system was adequate. High priority recommendations were implemented.	Medium and low priority audit recommendations will be implemented in 2013-2014.

Complaints Management Activities

- Two officers from the Queensland Ombudsman visited in February 2013 to conduct an audit of the complaints management system. Whilst the audit report contained many recommendations for improvements, most of these were minor and the Ombudsman indicated that TRC complaints management is satisfactory.
- Ombudsman officers conducted administrative investigations training for 42 members of staff, including the Executive, managers, supervisors and coordinators.

- A schedule of in-house training sessions was delivered to Customer Service Officers to improve complaint resolution at the front-line, capturing of complaints data and understanding of the investigation process.
- Systemic issues that were identified or addressed include:
 - The contracted after hours call service had been giving out the wrong information about after hours animal management, causing confusion
 - In some cases insufficient file notes meant that tasks were completed but the communication with the customer didn't happen or was not accurate
 - Requests related to matters such as new parking areas, land tenure enquiries and speed limit reviews often require detailed investigation. Such requests have also been backlogged by repeated and duplicated items created in the system. Whilst straight forward requests have been addressed in a consistent manner, detailed investigations have required further assessment to determine their priority relative to other requests in the system. As such they have not always been addressed according to the original date of request or their proximity to other investigations activities. A lack of resources in resolving such matters meant that customers did not always receive advice about where their request was in the queue, nor when it had been completed. The Investigations Team is implementing an improved system for intake, assessment and tracking of requests to assist with providing timely advice back to individuals and Council on the status of investigations tasks.

Reportable item	Number
Number of administrative action complaints	106
Number of administrative action complaints resolved	106
Number of administrative action complaints rejected	0
Number of administrative action complaints sustained	33
Number of administrative action complaints not sustained	72
Number of complaints withdrawn by complainant	1
Number of complaints still in progress	0
Number of administrative action complaints that were made in the previous financial year (2011-2012)	58
Number of administrative action complaints that were made two years ago (2010-2011)	20
<i>Local Government Regulation 2012 requirements Section 186 [d,e,f(i,ii,iii,iv,vi,&viii)]</i>	0
<i>Local Government Regulation 2012 requirements Section 186 [f(v)] Complaints assessed by the chief executive officer as being about official misconduct</i>	2
<i>Local Government Regulation 2012 requirements Section 186 [f(vii)] Complaints heard by the tribunal</i>	1

The figures above show that 68% of complaints documented from 01/07/2012 to 30/06/2013 were not sustained, with 31% of complaints being sustained.

According to these figures, it appears that the number of complaints have doubled each year since 2010-2011. Unfortunately, because of improvements to the way data is collected, it is not possible to establish reliable baselines from previous years. Comparison of annual numbers of complaints is therefore not yet a valid measure of overall organisational performance, except that there has been a significant improvement in the intake and documenting of complaints.

Intake officers have been trained to log an issue as a complaint even if they aren't sure. The positive outcome is that issues are being resolved that previously may have been lost. Recurring patterns are easier to identify. However, the low threshold for reporting delivers unfiltered data. For example, of the 106 complaints recorded, an expert review indicates that approximately 20% are duplicates (double entries or several issues reported by one complaint have been split) or requests (not a complaint).

The current system requires considerable manual handling and analysis of data. It was not considered to be resource efficient to improve the quality of the data this year because a new computerised customer request system planned for September 2013 will automatically improve capability. This year the priorities were to train people to capture complaints data and ensure that Council is responding professionally to complaints. Those outcomes were achieved.

Council now complies with all Ombudsman on-line complaints requirements to provide information, access to policies and access to most methods of raising complaints either in writing, by telephone, printable forms and email forms. From September with the introduction of the new TRC internet site this will be replicated on a separate page and the addition of an online form for raising complaints and compliments will be available.

In line with Ombudsman requirements to allow anonymous complaints, three anonymous complaints were accepted this year. One was not sustained and two were unable to be determined as Council was unable to obtain evidence.

4.2 COMMUNITY SERVICES

Serving our Community

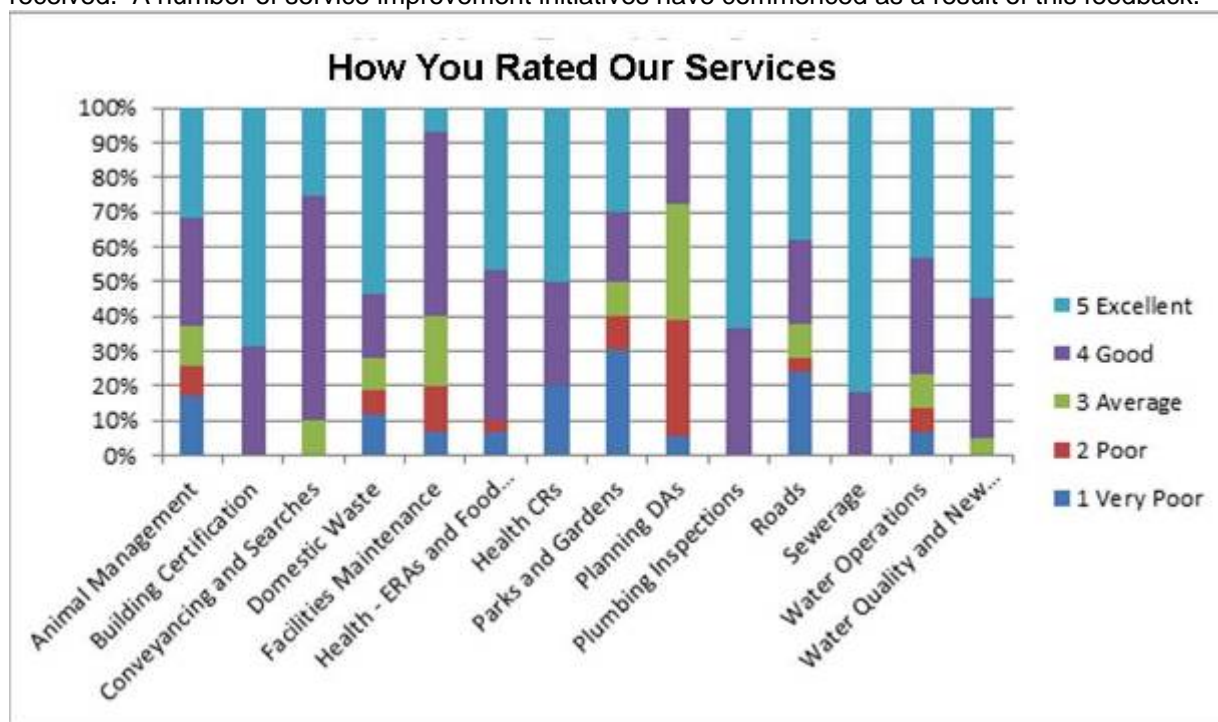
We are committed to achieving the highest standards of service at Council and this is reflected in a number of our key initiatives this year. Our EXCELL Service Improvement program continued throughout 2012-2013 resulting in the development of a customer service charter, implementation of a new customer request management system and other initiatives with the primary objective to meet our customers' needs, expectations and perceptions and to improve the efficiency and quality of the services that we deliver.

Voice of the Customer

The objective of the Voice of the Customer initiative is to develop a better understanding of customer perceptions of the services that we provide. During 2012-2013, recent customers of each of our core services were contacted and asked to provide feedback.

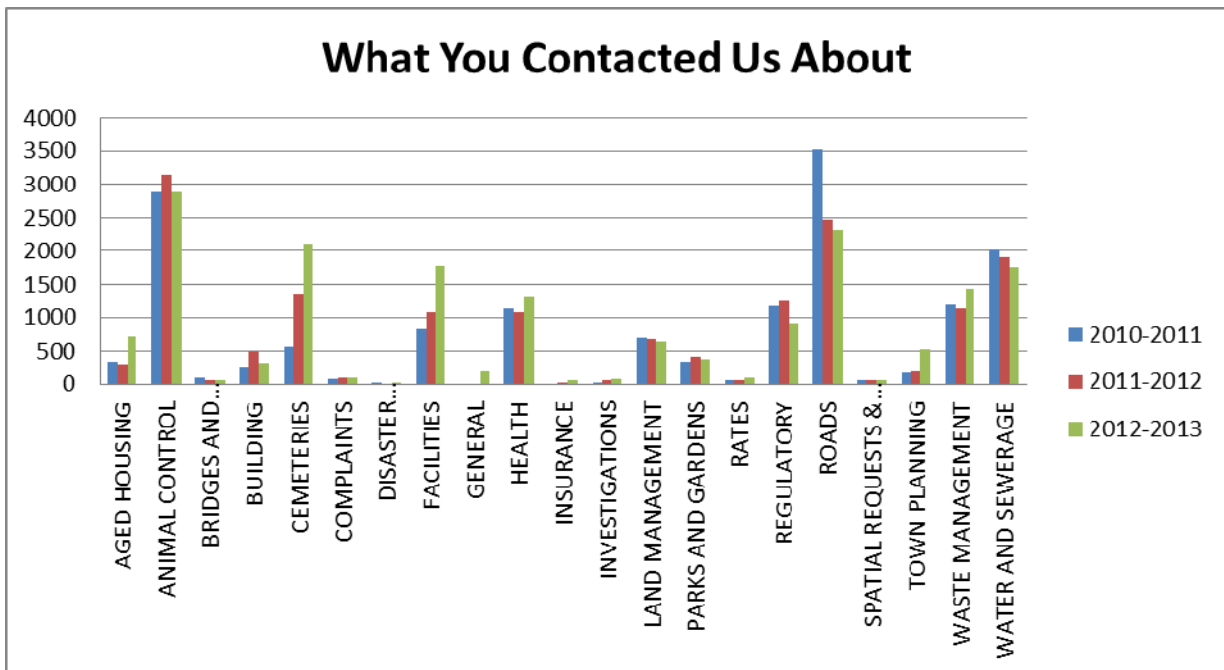
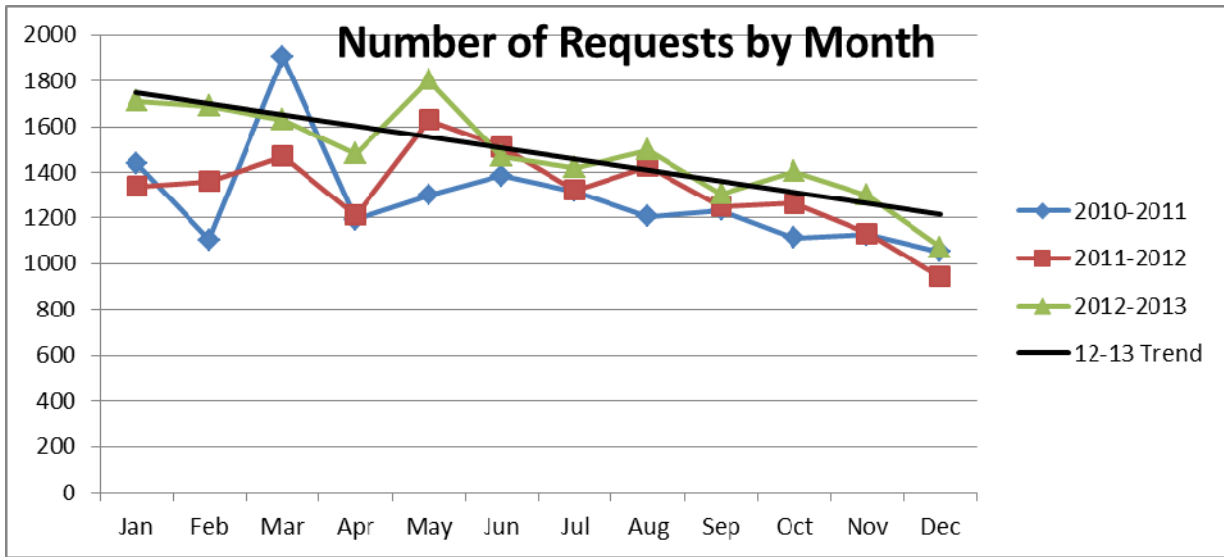
Customers were asked to rate the standard of service received and provide feedback on each service. While our performance varied significantly across our service areas, overall 76% of respondents rated our service as either Good or Excellent.

While the service rating is a useful measure to benchmark our services and provide a mechanism to monitor standards over time, the most valuable feedback that we receive is the verbatim comments. These provide an in depth understanding of customer expectations and a clear insight into perceptions of the service received. A number of service improvement initiatives have commenced as a result of this feedback.

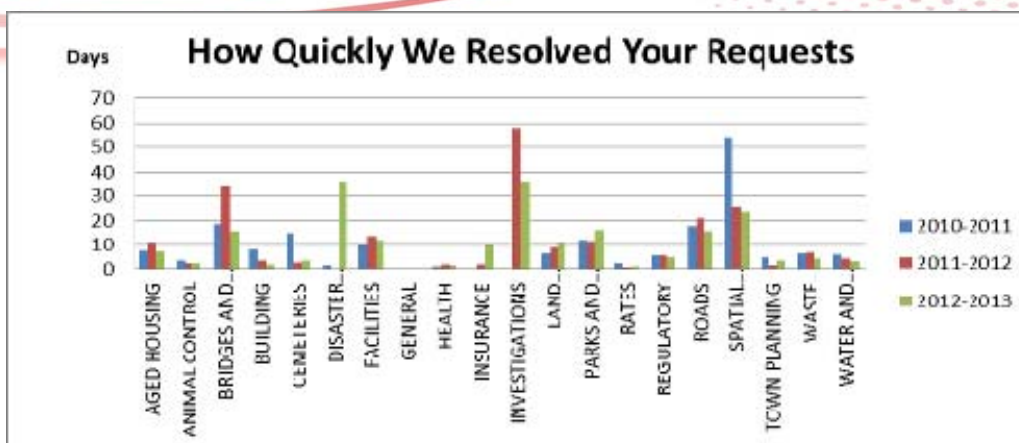


What you Contacted us About

We received 17,744 service requests in 2012/2013, an increase of 1,884 (12%) over the previous year.



Our focus on service improvement has delivered a 2 day reduction in the average time taken for us to resolve your requests since the EXCELL programme began in 2011. This year, on average, we resolved your requests within 7 days.



Customer Request Management(CRM)

The CRM system will ensure that customer requests are managed from initiation through to finalisation. Comprehensive reports will be available to enable identification of bottle necks in delivery processes, and proactive alerts will escalate where service standards are missed.

We are currently working towards implementation during July/August 2013.

How we Communicated

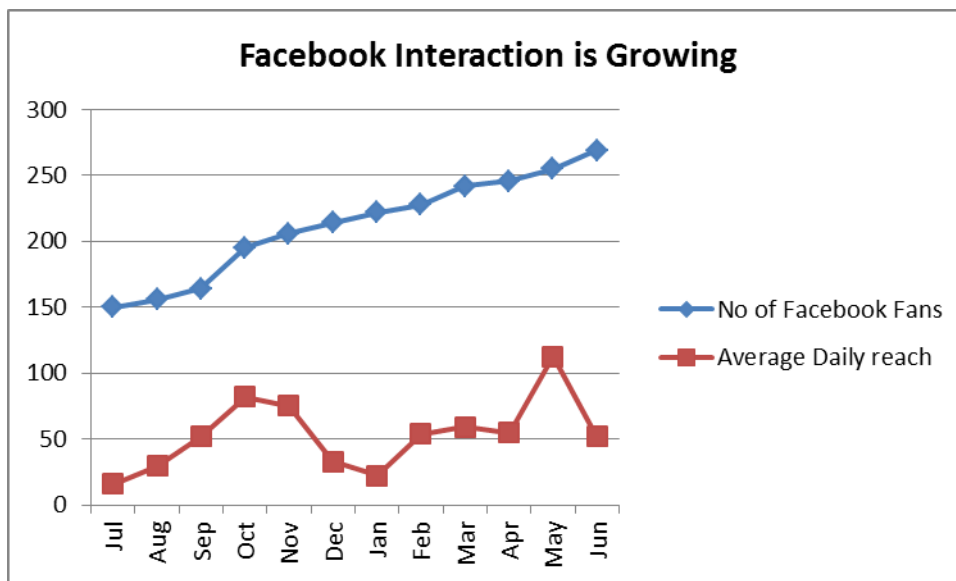
The telephone is still the way most people want to communicate with Council. During the year our call centre received 48,115 calls. We answered 84% of these calls within 15 seconds, exceeding our service target of 80%, with customers waiting an average of 11 seconds for a Council officer to service the call.

Our website, www.trc.qld.gov.au, is becoming a critical medium for communication with the community, allowing customers to access information 24 hours a day, 7 days per week. The number of visits to the site increased by 24% this year.

	2012-2013	2011-2012	% Change
Site Visits	209,731	168,767	24%
Unique Visitors	94,450	71,383	32%
Pages Viewed	546,385	425,775	28%
Pages / Visit	2.61	2.52	4%
Avg Time on Site	3:53	3:48	2%
Bounce Rate	42.98	42.57	1%

We have seen the number of people using mobile technologies to access our site grow significantly this year, now representing 14% of all traffic.

The use of Facebook within the community is also growing. The measure of reach is the number of people that receive a message posted on the TRC Facebook page.



Supporting our Community

Council continued to recognise and support members of the community that make a significant contribution to the Tablelands and whose activities are closely aligned to Council's vision for the future.

This year, local, not-for-profit organisations received \$350,000 in financial and in-kind assistance towards initiatives that delivered significant benefit to the community. Overall, Council made a total of 504 donations during the year to a wide range of initiatives.

2012/2013 Financial & In-Kind Support Budget	\$350,000
Funds Committed as Ongoing Applications	\$173,394
Funds Committed as Special Projects (Mountain Bike Track development and Avenue of Honour)	\$70,000
Funds Approved to date 2012/2013 One off	\$97,447
Number of Donations	504

Council also worked in partnership with various community groups to deliver a range of social programs and projects that often go unseen to the broader public. As an example, this year programs have included the provision of counselling and support services for children identified as being at risk of child abuse and neglect, supporting the homeless in the region, working with youth to encourage them to participate in community life.

Wellbeing Tablelands Project - Healthy Communities Initiatives

The Wellbeing Tablelands program launched this year and is delivering National Programs based around physical activity. These programs include Beat It, Lift for Life and Heart Foundation Walking. Community interest and support for the program continued to grow during the year as more and more initiatives commenced. Some key initiative of this program include:

- distribution of Health Matters, the community newsletter;
- promotion of National Heart Foundation Walking program;

- Swap it Don't Stop it Campaign;
- promotion of locally grown produce;
- opening of Millaa Millaa Community Gym and delivery of a 5 week circuit training program;
- promotion of locally grown produce;
- commencement of three new Heart Foundation Walking Groups on the Tablelands;
- three Facilitators trained to deliver the Living Strong program;
- delivery of Community Gardens in Ravenshoe and Mareeba;
- Water Aerobics and Aqua Fitness for Atherton and Mareeba utilising local service providers;
- Zumba fitness class in Ravenshoe, Yungaburra and Herberton;
- Eat Smart 4 Life program in Atherton, Malanda and Dimbulah;
- Living Strong program in Kuranda and Mareeba;
- Lighten Up program in Chillagoe, Mt Garnet, Malanda, Yungaburra and Herberton and the first program is due to start in Mt Garnet in August 2013.

We have also provided training for qualified professionals in the region on the delivery of National Programs.

A Wellbeing Tablelands online directory was completed and updated during this reporting period and is available through the TRC webpage. This directory lists a wide range of health and wellbeing services and sporting organisations across the Tablelands.

The Tablelands Health and Wellbeing Expo was held on 20 April 2013. The event was extremely successful with more than 100 exhibitors featuring on the day and over 4,500 people entering through the front gates.

Three Wellbeing Camps have been conducted at Lake Tinaroo with the camp participation and engagement rate at capacity.

Wellbeing Tablelands also collaborated and partnered with Community Health Mareeba in the 2013 Rotary FNQ Field Days at Kerrabee Park in May 2013. Wellbeing Tablelands provided information on existing programs and spoke with many community members regarding what healthy lifestyle programs they would like to see developed across the Tablelands.

Housing Support Services

Availability of affordable or social housing was, once again, a critical issue for the region this year. Council has actively worked to address this issue on three fronts:

1. Helping people at risk of losing accommodation and becoming homeless to maintain their tenancies through education and intervention;
2. Supporting people who are sleeping rough, or experiencing chronic homelessness, to move into stable, long term housing.
3. Working in partnership with the community to lobby state and federal governments for continued and improved support in this area.

There is a concerning rise in the level of domestic violence across the Tablelands with a consequential increase in demand for both housing (people needing to exit existing living arrangements) and youth support (youth unable to return home).

As the service matures, it is clear that, given appropriate support, the majority of clients housed are able to maintain their tenancies in the long term.

389 people have been housed since the start of the Street to Home program. The program is continuing to secure private rental tenancies across the Tablelands for Indigenous people with no rental history which, given the shortage of social housing on the Tablelands, is an important factor in dealing with homelessness and overcrowding.

HSS facilitated a Housing Forum to address the end of funding for Street to Home and HomeStay. The forum was well supported with 30 organisations and agencies in attendance. This included Member for Cook, David Kempton, Councillor Evan McGrath and representatives of Dept. of Communities, QCOSS and Cairns Regional Council. Mr Kempton was able to confirm that the State Government would match Federal funding.

Tablelands Counselling and Support Services

There has been an 80% increase in demand for child safety services in FNQ over the last 6 years, with 1 in 4 children, and 1 in 2 indigenous children, now known to child safety. This has resulted in a significant increase in referrals to TCASS from Qld Police with domestic violence a major reason.

Council continued to provide case management, family support and counselling services to families with complex needs (e.g., domestic violence, child abuse or neglect etc). This service was available in Mareeba, Dimbulah, Kuranda, and Atherton/Malanda areas. As Atherton is now serviced by other agencies, the focus will move to Chillagoe in the coming year where alternative service providers do not exist.

This was complemented by a range of Community Development initiatives, including:

- Indigenous Girls Group and Boys Group – these groups, held at Mareeba State School, focus on building resilience and social skills. Children who are having difficulty managing their behaviour are referred to these groups by the Guidance Officer at the school;
- Mainly Music – music based program assisting to build relationships between parents and children and build listening/attentive skills in children in preparation for school. This program has been co-facilitated with the Mareeba Child & Family Centre (Mulungu) and the Mareeba Baptist Church;
- Craft and Yarning Circle - this group has re-commenced this year and is a support group for women, with a focus on homecare skills (craft, cooking) while building relationships and supporting one another;
- Seasons for Growth workshop to help children address trauma, grief and loss;
- Deadly Day Out - Christmas in Yumba (celebrating community and culture); and
- Two camps at Tinaroo with clients focused on building life skills, personal growth and family connections.

Supporting our Youth

Working closely with various youth agencies and key stakeholders we created youth programs and activities that target youth issues across the region. The aim of Council's Youth Development program is to facilitate the development of a strong platform for youth engagement that is unique, challenging, breaking new ground and working with a diversity of youth from different cultures, backgrounds and lifestyles.

Council youth workers have been involved in a range of initiatives focused on positive youth development through participation in recreational and educational activities this year. Initiatives included a range of holiday programs, iTalk Youth engagement project, DJ competition, free skateboarding workshops by Skateboarding Australia in Mareeba and Atherton, movie nights in Herberton with barbeque, night basketball and the Pulse Cafe at Mareeba PCYC.

Youth Fest - The Youth Fest began with award winning guitarist Jordan Brodie (Cairns), The Montgomery Brothers (Cairns), sisters Abbey and Olivia McDonald (Mareeba), as well as young DJ's who were all welcomed and appreciated by the audience. The main performers from Sydney -Young Men's Society (YMS) - famous for their X Factor appearances - were certainly entertainers and had the audience enthralled.

iTalk Community and School based Youth Engagement - The iTalk Youth Engagement Project continued this year, facilitated by Tablelands Regional Council in partnership with youth support services across the Tablelands. Young people aged 12 to 25 years have been given an opportunity to raise and address issues of relevance to them through a two tiered youth engagement strategy from 2011 - 2013.

Approximately 2,900 young people in towns across the region were engaged via Tableland High Schools and partnering agencies to contribute to the validation and prioritisation of youth issues at both a local town and regional level.

The validated youth priorities identified from these local town events included:

- the need for more youth spaces;
- concern of youth regarding levels of domestic violence;
- the need for more affordable and accessible public transport; and
- the need for local education and training opportunities to help secure employment.

Pulse Café - Council, in partnership with the Mareeba PCYC, has helped facilitate a series of vocational workshops this year. These sessions engage with youth to provide basic skills in a range of areas. Sessions have included: how to cook and hygiene requirements in commercial kitchens, woodwork, electronics, bronze medallion and literacy.

Tableland Allstars Football Team operates as a motivation to improve young men's attendance at school (Indigenous) and is facilitated in partnership with Mareeba High School. Involvement in the team is a reward for regular school attendance and good behaviour (24 out of 26 boys have been attending school). The team has played three games this term against Yarrabah, Mossman and Ravenshoe.

Glamour Girls was a project aimed at teaching selected young Indigenous girls deportment and grooming as a way of improving self-esteem and confidence. Seven girls were involved, all passed the program and three were offered work experience at the salon in which they trained.

Building Safer Communities

Council continued to play an active role on the Tablelands Safer Communities Committee, a cross agency committee focused on addressing safety issues across the region.

The committee, in Partnership with the Queensland Police and Department of Main Roads, launched the Tablelands Regional Road Safety campaign that was delivered across the Tablelands in 2011. The project saw a selection of signs erected across the region that depicted a message of road safety and driving to the conditions.

Broadband for Seniors

Council has continued to host three Internet for Seniors kiosks during the 2012-2013 year located at the Chillagoe Hub, Herberton Library, Community Support Services, Mareeba. This program is delivered in partnership with Department of Families, Housing, Community Services and Indigenous Affairs (FaHCSIA), and provides a safe environment for senior members of our community to develop confidence using computers to access the Internet, use email and Skype conferencing software. Training is provided by Community volunteers who are able and willing to donate their time to helping others. We are reviewing the location of these kiosk as we are struggling to maintain volunteer trainers in Chillagoe.

Arts, Heritage and Culture

Regional Arts Development Fund

Arts Queensland, as a funding source, is a key to supporting creative arts in the region. The RADF committee has continued to play an active role this year, acting as ambassadors for the RADF program in the community.

The five year review of the RADF program by Arts Queensland was undertaken in June 2013 and Council was fortunate to have had direct input to the steering group consultations in January. It is expected the review will result in a streamlining and simplification of the application and reporting processes.

Funding workshops and the arts eBulletin are starting to show positive results across the region with a 115% increase in the number of enquiries received in RADF round 1 over the same period last year. The number of applications received also increased by 66%.

Strong interest was shown in the RADF program at the TRC Roadshows and this has helped develop high numbers for the funding rounds, whilst the geographic spread continues to improve which means that applications have now been received from most towns in the region.

Successful collaboration with Cassowary Coast Regional Council resulted in a combined training day for the two respective RADF Committees being held in Atherton in May. Savvy Arts consultant, Melissa Robertson, took the 18 attendees through a process to assess effective project management in RADF applications. This training was complemented by a field trip to three local art studios and the Tableland Regional Gallery.

A total of 23 applications were received for RADF this year, of which 19 were able to be funded. One of the successful applications was for local band The Hillbilly Goats to enable them to produce a video-clip to air nationwide on the Country Music Channel and ABC TV's Rage. The clip was filmed at the Herberton Historical Village which is the perfect background for their "old-time" genre and was produced by a local film maker. The band was nominated for a Tamworth Country Music Festival Golden Guitar Award as Best Alternate Country Album of the Year.

Other successful applications included:

- the Mitchell River Traditional Custodians Advisory Group Aboriginal Corporation for production of a short documentary to tell the story of the Baal Gammon mine near Watsonville from a Traditional Owner perspective and the Mulungu Aboriginal Corporation to record Mareeba Yumba stories and memories of older Mareeba Indigenous people; and
- **Kaisa Breden** - Photographing and producing new work of very large format digital prints (up to 2m x 1.5m) showcasing not only the unique rainforest biodiversity around the Atherton Tablelands in exquisite detail, but also pioneering techniques using multiple digital photographic processes. This exhibition attracted almost 1100 visitors to the gallery during March 2013. The associated workshop was also full to capacity with 25 attendees, several of whom were professional photographers, showing the high standard TRC RADF has reached.

The Tablelands Cultural Catalyst Project

The Tablelands Cultural Catalyst Project was funded as a strategic initiative of TRC's Regional Arts Development Fund for 2012-2013. The objectives of the project are to:

- document and review council and/or community facilities;
- develop databases and directories of cultural groups, public sites of significance, collections and events;
- identify potential cultural development partners (ie community, business and government sector organisations and departments) with some common goals and community interests to progress Council's cultural plan.

\$12,250 was made available in 2012-2013 to fund this initiative which is due for completion in late 2013.

Overall a total of \$61,405 was distributed to the Tablelands community to support a range of Arts and Cultural Activities.

Section	Applications received	Applications approved	Applications not approved	Funding
Quick Response	2	2	0	\$8,427
Round 1: Sep '12	10	8	2	\$24,518
Round 2: Apr '13	12	10	2	\$28,460
Policy Development	NA	NA	NA	\$2,228
Conferences & Training	NA	NA	NA	\$1,050
Tablelands Cultural Catalyst	NA	NA	NA	\$12,250
Total				\$76,933

12 Arts eBulletins were despatched to members of the Arts & Cultural Database this year. These bulletins have continued to grow in popularity this year and are becoming an important medium for the community to share initiatives and events across the region. The bulletin is now directly distributed to 400 recipients each month.

Nganyaji Centre - Volunteers at the Ravenshoe Visitor Centre are developing plans to create a photographic gallery on the veranda of the Nganyaji Centre at the rear of the building. An RADF grant is being used to contract heritage consultant Gordon Grimwade to prepare an Interpretive Plan, and a Deductible Gift Fund has been established to support fundraising activities.

Smoke and Mirrors - a history of the North Qld Tobacco Industry - More than 300 people attended the launch of this book by Marjorie Gilmore at the Mareeba Heritage Centre in November 2012. To date more than 500 copies of the book have been sold.

Storytellers History Project - This project incorporated training for VIC and Library staff undertaken by software developer u-Touch Technologies and there are now touchscreen units in each of the seven Visitor Information Centres. This is an ongoing project for the VICs and Atherton library as they develop a valuable resource of local oral history and heritage photographs.

Mareeba Heritage Centre - Volunteers have completed the replica of the old Mareeba hotel, the Carriers Arms, and work is underway on a watchmaker's shop and jail. Initial plans have been drawn up for an extension to the museum. Nine tour/school groups came through the museum in this quarter.

Herberton Mining Museum - The museum received a donation in February from the estate of the late Allan Gordon of \$10,000. Allan was a Herberton resident and former volunteer at the Museum. These funds will be used to further develop museum displays.

Volunteers have made good progress with construction of a new display featuring the Roger Taylor Tin Collection – the most definitive of its kind in Australia. The 'Ghosts of Miners Past' event held in June was attended by more than 60 people.

Tablelands Heritage Network (THeN) - This network met in February at Atherton Chinatown. The presenter at this forum was archaeologist and interpretation specialist Gordon Grimwade, providing useful tips and tricks for museum staff and volunteers in heritage interpretation.

Art Galleries

We have continued to support our three galleries in Atherton this year and once again we have seen some wonderful art exhibitions come to our region. Our dedicated group of volunteers have played a critical role in making this happen. Exhibitions have featured works from both local and regional artists.

Attendance at exhibition openings continues to grow with the number of attendees frequently exceeding 100 people.

<i>Gallery</i>	<i>Exhibitions</i>
Total Exhibitions	10
Volunteer Hours	2,520
Number of Visitors to the Regional Gallery	6,414
Artists Workshops	2

Tourism

Malanda Falls Visitor Centre Rebuild

Council has continued to work towards the development of the new visitor centre in Malanda, to replace the centre that was destroyed by fire in 2010. Construction work commenced on site in November 2012 and practical completion is due in July 2013. We are on track to have the new centre open in time for the 2013 peak tourist season, with the official opening being planned for September. Council has negotiated with Queensland Museum to display two Ngadjon swords at the Centre.

The new Malanda Falls Visitor Centre has also been selected through a competitive bid process to be one of four mentored and showcased tourism products for the Wet Tropics region under the new National Landscapes programme. The National Landscapes program is an initiative of Tourism Australia and the Wet Tropics region (which stretches from Townsville to Cooktown) has been identified as one of 15 key landscapes throughout Australia which will be used to promote Australia as an international destination.

Kuranda Visitor Centre Development

The Kuranda Visitor Information Centre (VIC) is the busiest yet smallest VIC in the region. The current facility, at 28m² (including staff and storage space), is only big enough to offer basic brochure services. There is little opportunity for interpretation and, during peak periods, visitors do not stay at the centre for long as there is no room to sit and browse. In 2011, Council decided to replace the Centre in Centenary Park, Kuranda. The Kuranda Infrastructure Advisory Committee allocated funding to extend the existing Kuranda Visitors Information Centre as part of a program of work detailed in the *Kuranda Infrastructure Program - Strategic Plan & Project Report*. Detailed design documentation has now been prepared. Council is awaiting confirmation of tenure and funding issues and design refinement, prior to going out to tender for the construction.

The Kuranda VIC is one of 18 selected by Tourism and Events Queensland (TEQ) to trial a new visitor application for tablets which TEQ have developed to provide tourism information in digital format. If successful, this app may form a key part of our visitor services in the future.

The Visitor Centres have continued to play a key role this year, sending out tourist packs to potential visitors, welcoming, providing relocation packs to people moving to the region, welcome packs for conferences, and information on tracing war history, film locations, wedding information and itineraries.

Visitor centres also provide booking services for accommodation and tours as well as acting as a central point of information for local residents. All seven TRC VICs passed their annual accreditation audit with Tourism and Events Queensland (TEQ) in April. TEQ's advertising campaign for accredited VICs includes yellow and blue livery on buses in major tourism destinations including Cairns.

Our volunteers continued to play a critical role in our information centres this year, acting as ambassadors for the region. Over the year a team of dedicated volunteers donated an incredible 40,220 hours. In the 2013 financial year, the value of their contribution across VICs and museums reached more than \$1million for the first time.

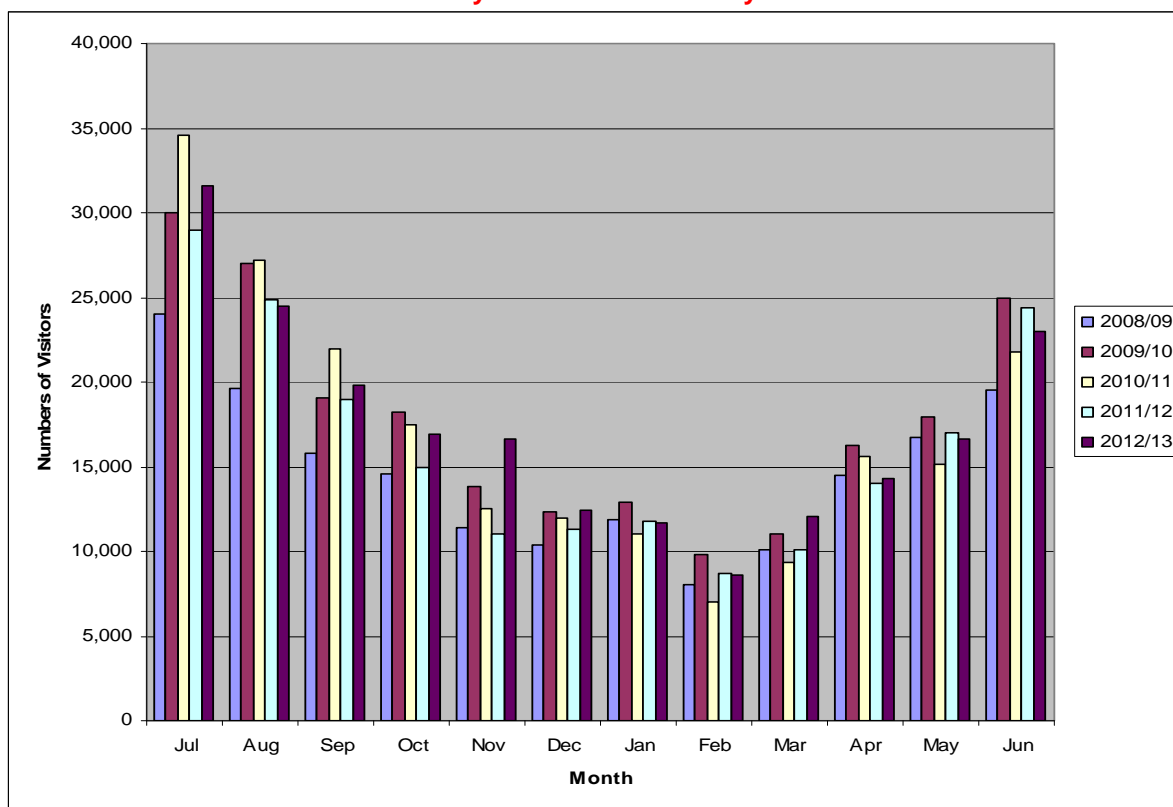
Indigenous trainee Earl Hobbler has successfully completed his traineeship and obtained a Certificate III in Tourism. He has been a huge asset to the Kuranda VIC and will continue in a volunteer/casual capacity until he finds suitable employment. Ernie Raymont, Ngadjon elder and indigenous guide, retired at the end of June, and is to be replaced by his grandson Andrew Morta at the Malanda VIC. Drew completed his traineeship and Cert III in Tourism (tour guiding) with TRC last year. In his new part time role he will be undertaking guided walks though the Malanda Falls Conservation Park, and sharing his culture and rainforest knowledge with visitors to the new centre.

Tourism numbers continue to rise with signs of recovery in the TNQ region. Visitors to Information Centres during the period July-December 2012 have increased by 10.5% against the same period in 2011.

Some of this increase can be attributed to the eclipse in November 2012, which resulted in a 50% increase in visitor numbers for the month, most noticeably in the northern part of the region. However, it is also a reflection of the general recovery of the tourism industry and the emergence of the new Chinese market. Kuranda is first in our region to see an increase in the number of Chinese people visiting the area. In the September - December quarter the number of Asian visitors increased by 12.5% over the same period in 2011 with 1,000 Chinese visitors visiting the Kuranda VIC in the period October -December 2012.

We have seen notable spikes in visitor numbers across the region in 2012-2013 as the Tablelands hosted two additional major sporting events, the Mountain bike Marathon National Championships in Atherton during April (estimated to have brought more than 1000 people to the area) and Cycle Queensland's annual bike ride, which passed through the Tablelands in September. These events both took place during the tourism shoulder period (the transition between peak and low season) and helped to extend the tourism season.

TRC monthly visitor statistics July 2012-June 2013



Visitor Surveys

Visitor Surveys were undertaken by TRC VICs in August/September 2012, which clearly shows the important role VICs play in encouraging people to stay longer and do more in a region, contributing more money to the local economy:

- 90% had stayed longer in the region as a result of visiting a VIC, 40% 3 or more days longer;
- 96% had seen more attractions, 52% 3 or more, as a result of a VIC;
- 40% had booked tours or accommodation;
- most likely reason for visiting: 1. repeat visit, 2. word of mouth, 3. brochures, and 4. information from other VICs.

TNQ Tourism Awards

The tourism team were very excited to have three finalists in the Tourism Awards this year. Kuranda VIC in the information services category, Mareeba Heritage Museum in the Heritage and Culture category and Ravenshoe in the volunteers category. We were very proud to say that both the Kuranda VIC and Ravenshoe VIC took first place in their respective categories. Well done team!

Queensland Information Centres Association Conference

The Kuranda VIC took out several award categories at the annual Queensland Information Centres Association Conference and was the overall winner of the Queensland Visitor Information Centre of the Year Award.

Oral History Project

Two grants were combined for an exciting new oral history project in conjunction with Disaster Recovery. Six touch screens have been installed at the TRC accredited VICs, with a further two mobile units for use at events, following disasters, or at libraries. The software will allow for collection, archive and presentation of community stories and photographs and will form an important addition to our regional heritage.

Tablelands Libraries

This year, Tablelands Libraries joined other libraries in Australia to turn 2012 into the National Year of Reading (NYR), linking together all the great things that are already happening around books, reading and literacy, and giving them an extra boost, with inspirational programs and events taking place across the region.

Each month libraries promoted a particular theme and ran workshops, activities and competitions to support this. A total of 139 National Year of Reading events were held during the year, attended by 6,091 participants. Activity themes included 'Librarians, the Happy Bookers', 'Librarians are Infomanicas' and 'I'd rather be Reading'.

Our community continues to value our library service; membership has increased from 17% of the resident population in 2008 to 37% (16,523) today. Our branches were visited 229,362 times this year and an incredible 354,649 books were borrowed.

A total 23,832 online reservations were made by people using the electronic catalogue to browse our collection at home and reserve books for collection at their local library.

Tablelands Libraries eAudio (electronic audio) service is proving popular. eAudio books are recordings of books that can be downloaded over the internet to a computer and listened to using any standard mp3 player.

Library Activities

	Displays		Early and Family Literacy		Adult Literacy (beginner & lifelong learning)		Young Adult Literacy program (13-18)		Digital Literacy programs (technology, PC, Internet Web2.0)		Multicultural Awareness Programs		Other Public Events and Learning Programs		Home-bound Service
	Displays	Events	attendee	Events	attendee	Events	attendee	Events	attendee	Events	attendee	Events	attendee	Events	attendee
Jul	35	58	709	12	104	0	0	9	21	1	90	2	11		54
Aug	44	77	1015	7	41	0	0	7	20	1	54	11	90		31
Sep	34	55	617	11	61	0	0	8	32	0	0	10	98		67
Oct	34	69	885	11	51	0	0	7	26	0	0	10	263		39
Nov	39	48	666	11	62	0	0	8	30	0	0	7	144		67
Dec	33	40	489	5	33	0	0	3	8	0	0	3	13		66
Jan	34	48	677	4	19	0	0	0	0	0	0	5	24		76
Feb	35	50	600	8	99	0	0	0	0	0	0	10	162		62
Mar	30	60	875	7	46	0	0	0	0	0	0	9	898		36
Apr	37	52	800	6	38	0	0	9	40	0	0	7	53		59
May	33	62	954	8	63	0	0	0	0	0	0	5	1,518		56
Jun	0	55	761	13	100	1	6	1	4	0	0	10	443		58
Total	388	674	9048	103	717	1	6	52	181	2	144	89	3,717		671

Library Utilisation

Branch	Open Hours	Loans	Visits	Loans per Visit	Visits per hr	Avg No members	Avg Visits per member	Avg Loans per member	Avg Loans per hour
Atherton	172	133,457	68,976	1.9	33.4	5,576	12.37	23.93	65
Chillagoe	21	3,679	2,697	1.4	10.7	133	20.24	27.61	15
Dimbulah	24	6,798	2,702	2.5	9.4	307	8.80	22.13	24
Herberton	66	16,330	13,948	1.2	17.6	536	26.04	30.49	21
Kuranda	100	30,048	24,103	1.2	20.1	1,551	15.54	19.37	25
Malanda	146	36,386	25,780	1.4	14.7	1,757	14.67	20.71	21
Mareeba	138	77,539	51,846	1.5	31.3	4,702	11.03	16.49	47
Millaa Millaa	48	8,236	4,392	1.9	7.6	241	18.22	34.16	14
Mt Garnet	24	1,086	367	3.0	1.3	81	4.56	13.49	4
Ravenshoe	120	30,701	21,386	1.4	14.9	1,034	20.69	29.71	21
Yungaburra	60	10,389	13,165	0.8	18.3	605	21.77	17.18	14
Total/Average	919	354,649	229,362			16523			

External Funding

The amount of external funding available via either Federal or State Governments has been significantly reduced this year. Despite this, we have secured an additional \$985,000 for the region to help fund initiatives that cover a number of areas including: mobile baiting stations, community development programs, safety initiatives and cycle trails.

	No of Applications	Value of Applications
Funding secured	7	\$984,669
Claims made against existing programs	35	\$36,978,766
Funding programs completed	27	\$3,935,955
Applications not successful	4	\$262,407
TOTAL (Exc Unsuccessful Applications)	73	\$41,899,390

4.3 FINANCE

Role of Finance

The role of the Finance Group is to manage all financial aspects of Council's operations. This is achieved by ensuring the delivery of efficient financial services to Council's internal and external customers and to provide timely and accurate record keeping ensuring all requirements of the Local Government Act 2009 and Local Government Regulation 2012 are achieved.

Although this group is generally viewed as an internally focused arm of Council, the information collected and reported on by Finance is paramount in ensuring the best business decisions are made, that efficiencies are being achieved and that regulations are being followed. In this way, the Finance Group plays a very important role in terms of the overall contribution to the community at large by ensuring the best value for money is achieved through their rates and other financial contributions.

The finance group is made up of the following sections:

- Management accounting
- Financial accounting
- Procurement & Stores
- Financial Asset Management
- Rates
- Accounts Receivable
- Accounts Payable
- Business Support.

The focus during the 2012/13 year has been on service delivery - improved reporting and efficiency gains. Throughout the year a number of initiatives have been deployed to assist in these achievements, these include:

- Initiation of a corporate overhead review
- Introduction of comprehensive monthly management reports
- Amending procurement protocols for employees
- Review of all fees and charges
- System enhancements and key user training in financial systems.

Since the announcement of de-amalgamation (March 2013), the Finance Group has shifted its attention to the large piece of work in preparing for the separation of the former Mareeba Shire Council on 1 January 2014.

Support External Organisations

Council continues to work in partnership with Tropical Tablelands Tourism, Tourism Kuranda and Tablelands Futures Corp with both Councillor and Officer attendance at board and committee meetings.

Budget allocations have been provided for Tablelands Futures Corporation, Tourism Kuranda and the local Chambers of Commerce throughout 2012/2013. Remittances throughout the 2012/2013 financial year are as follows:

Payee	Amount Paid	Date Paid	Description
Mareeba Chamber of Commerce	\$33,000	03/08/12	Contribution for 2012/13
FNQROC	\$44,000	07/09/12	Advance Cairns 2012/13
Mareeba Chamber of Commerce	\$10,000	16/11/12	Contribution for 2012/13
Tablelands Futures Corporation	\$45,000	5/10/12	Contribution for 2012/12

Long Term Asset Management Planning - Financial Sustainability

The Long Term Financial Plan (LTFP) is coordinated by the financial accounting section and updated on an annual basis and represents a ten year view of Council's finances. Reviews are undertaken with all Managers and includes such information as operational and capital needs over the next ten years.

Asset Management Plans are coordinated by the asset management section and provide renewal data to the financial asset management team which is then represented in the LTFP. The data within these plans is critical to the identification of infrastructure requirements and funding capacity of council.

Formal adoption of the 2013/14 - 2022/23 Plan occurred at the Budget Meeting on 4 July 2013.

Internal Processes

The Management Accounting team designed comprehensive monthly management reports which have assisted in more informed business decisions to provide a more forward looking approach to the finances of TRC and improved transparency of financial data.

Full Cost Pricing Models

Through allocating corporate overhead costs between business units it is intended that more accurate and reliable reporting of financials will be achieved.

A thorough review of the cost drivers and internal customers has commenced, however this project is not likely to be finalised until post de-amalgamation in January 2014.

Alternate Payment Options for Customers

In line with payment options currently provided to ratepayers, it is intended that debtors also be given alternate payment options including BPAY.

This payment method will be further investigated post de-amalgamation with a view to introducing this alternate option.

4.4 HUMAN RESOURCES

The role of the Human Resources Group is to ensure the Council has an effective and productive workforce to meet the organisation's needs, through attracting, retaining and skilling the workforce, and ensuring safe workplaces and practices.

Employment Profile

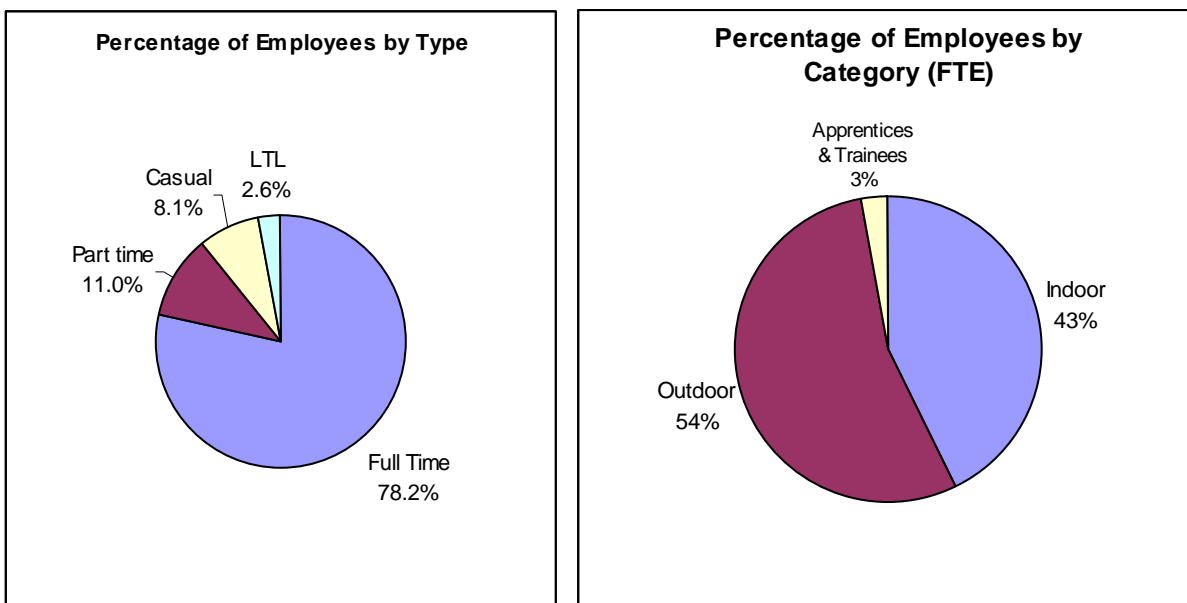
At 30 June 2013, Council employed 643 employees, which equated with 563.68 FTE (full time equivalents), and included 27 employees (18.5 FTE) who were funded either wholly or in part by external organisations.

The composition of the workforce was as follows:

Full-time employees	520
Part-time employees	71
Casual employees	52
Employees on long term leave	17

These figures included 70 employees on fixed term contracts, comprising:

Managers	14	
Grant funded	14	
Apprentices & trainees	10	(employed for the duration of their training)
Other Employees	32	(duration of relief or projects)



At the end of the financial year there were 8 permanent employees on maternity leave. This was an increase of 5 compared to the same date last year and accounted for the increase in employees on long term leave. Otherwise the percentage of employees by employment type remained relatively static.

There was also a reduction in the number of trainees within the organisation. This was a direct result of the cut in funding for trainee positions by the State government. Council has maintained funding for apprenticeships in recognition of its community responsibility and to meet workforce needs.

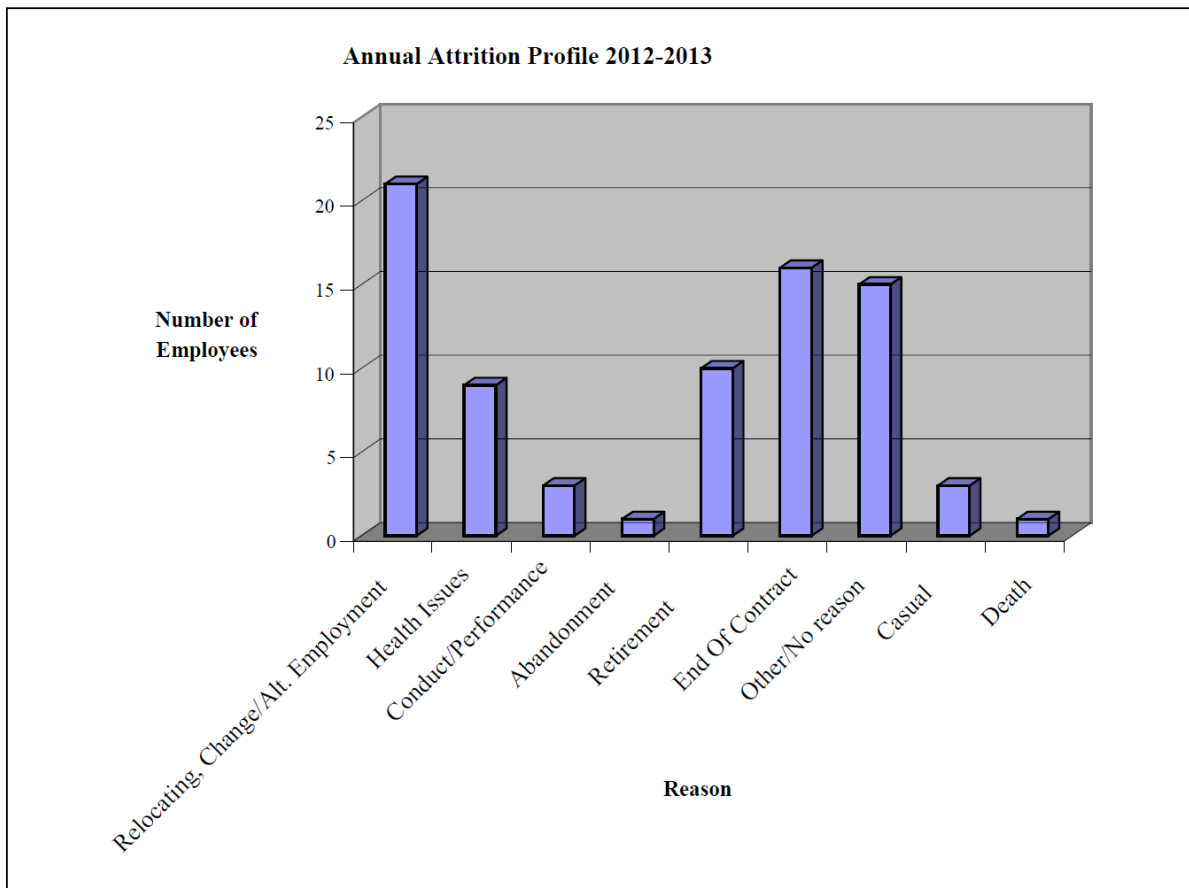
Staff Attrition (Turnover)

Staff attrition rates (ie turnover within the workforce) increased slightly on the previous year to 12.28%.

The reason for employee terminations during the year is shown in the following table and chart.

Reason	Number	Percentage
Relocating, Change/Alt. Employment	21	26.58%
Health Issues	9	11.39%
Conduct/Performance	3	3.80%

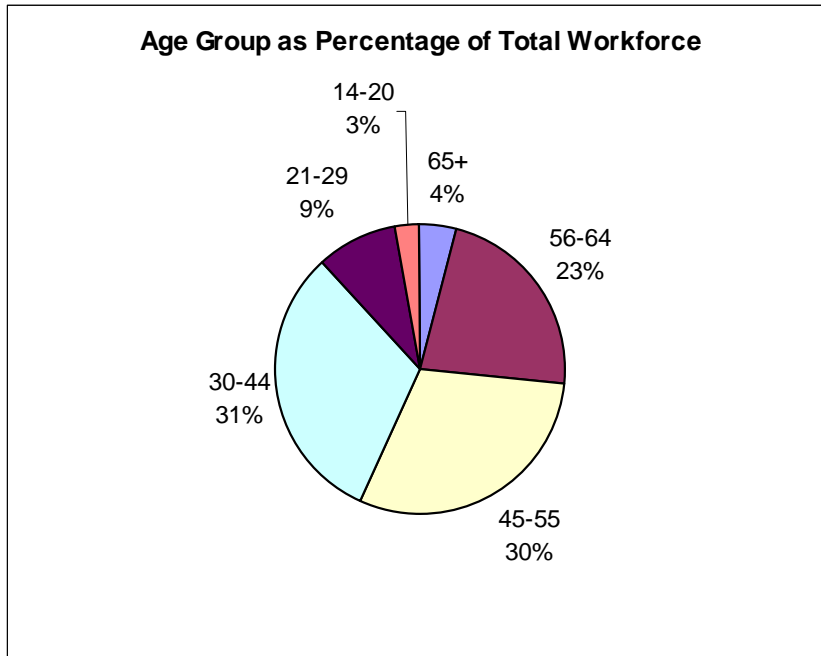
Abandonment	1	1.27%
Retirement	10	12.66%
End of Contract	16	20.25%
Other/No reason	15	18.99%
Casual	3	3.80%
Death	1	1.27%
TOTALS	79	



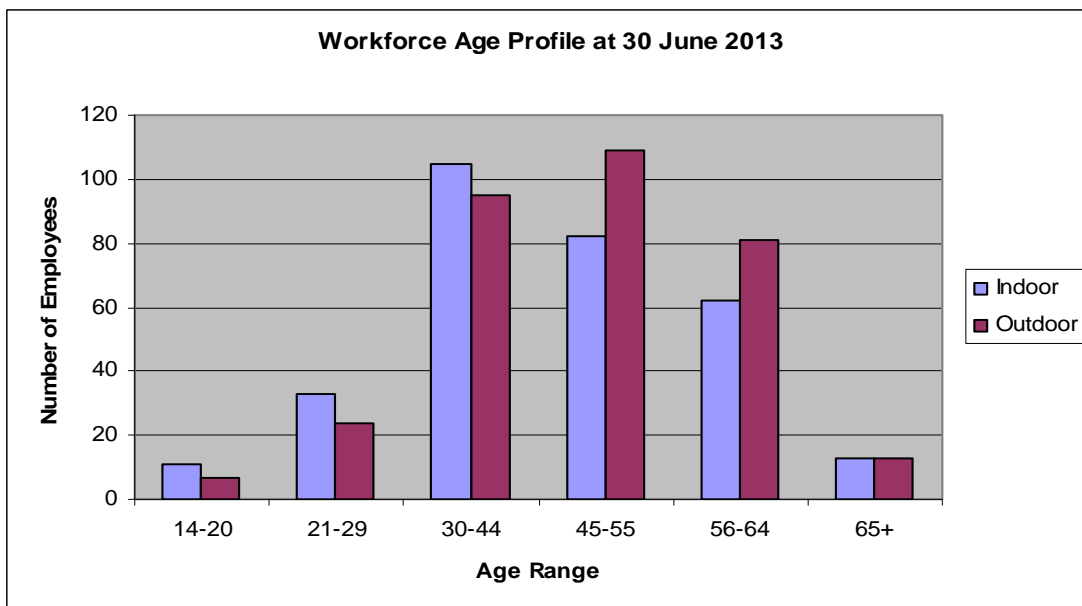
Approximately 46% of employees leaving the organisation were unplanned voluntary terminations; 25% resulted from fixed term contracts ending, completion of apprenticeships and traineeships, or casual positions no longer being required; 24% were retirements or terminations related to health issues; and 5% were terminations for abandonment, conduct or performance issues.

Workforce Profile

Australian workforce research released earlier this year shows that employees are remaining in the workforce longer and the percentage of older workers returning to the workforce is increasing. This trend is reflected in the Council workforce. As can be seen from the charts below, 27% of Council's workforce was aged 56 years and over at 30 June 2013.



The outdoor workforce had a higher percentage of older workers than the indoor workforce (see chart below). Strategies continue to be implemented to encourage older outdoor workers to adopt healthy lifestyle habits to enable them to remain productive team members. Those with health issues that affect their ability to work to the level required of their role, have been provided with support and advice to assist them to transition to retirement, if required.



Enterprise Bargaining

As agreed in the negotiation of the TRC Certified Agreement, the following policies and practices were developed and implemented to meet the needs of the workforce:

- Flexible Work Arrangements policy and procedure;
- Transition to Retirement guidelines;
- Broadband Progression procedure for foremen in the construction and maintenance area.

Two group proposals for flexible working arrangements were received in the first half of 2013 and were implemented on a three month trial basis. The aim of these arrangements is to enhance the opportunity for staff to reconcile work and family life and thereby contribute to improved work satisfaction and morale. It is expected that this will increase the effectiveness and efficiency of operations to the mutual benefit of Council and staff.

Workforce Management

A focus on improvements to the Human Resources Information System (HRIS), including incorporation of the organisation structure in the System, resulted in improved workforce reporting. The ability to generate an increased number of meaningful reports and provide HR metrics for monitoring and benchmarking, led to improved control of recruitment, staffing issues, leave and accrual management.

Organisational consistency in the classification of roles within Council was also an area of attention for the HR group. This included the classification of new positions as well as alignment of existing positions within the organisation.

Industrial relations is an area of constant change where managers and supervisors require support and expert advice. HR staff assisted in managing a number of performance and misconduct incidents particularly involving breaches of the Employee Code of Conduct. In addition to assisting in the development and implementation of Performance Management Plans, the group conducted investigations and assisted with disciplinary processes which resulted in action up to and including termination of employment.

HR staff also represented Council at appearances before the Queensland Industrial Relations Commission and the Queensland Anti-Discrimination Commission.

In addition to the policies mentioned above, new HR policies and procedures which were developed during the year and issued to the TRC workforce included:

No Smoking Policy
Social Media Policy
Labour Hire Policy and Procedure
Misconduct and Discipline Policy and Procedure
Staff Grievance Policy and Procedure

In December 2012, an Equal Employment Opportunity and Diversity Management Plan for the TRC workforce was developed and issued, as required under the Local Government Act. Implementation of the plan commenced with collection of employee data aimed at identifying employees in the target groups.

De-amalgamation

From March 2013 when the residents of the former Mareeba Shire Council (MSC) voted to de-amalgamate from Tablelands Regional Council (TRC), a primary focus of the HR team has been on the de-amalgamation process. This included providing expert advice and support to management in the development of a new organisational structure for the continuing TRC; consultation with unions and employee representatives; providing analysis and guidance on the application of de-amalgamation legislation and regulations; and drafting documents to assist in the transition of staff to the two new organisations.

Strategies were put in place to manage the change process with the aim of minimising negative effects on staff welfare and reducing levels of stress and associated dysfunction within Council. These strategies

included extensive communication and consultation with employees and employee representatives as well as the provision of support programs under the Employee Assistance Program.

Guidelines for Appointment to the new TRC Organisational Structure were developed and, following consultation with managers and union representatives, these guidelines were published and circulated to employees on 24 June 2013.

Extensive planning was also undertaken to ensure a timely, fair and transparent process was followed in filling positions within the new TRC structure. This was particularly important given the need to provide employees with a degree of certainty regarding their future employment prospects and the requirement to provide the Transfer Manager with a list of employees to be transferred to the new MSC.

Learning and Development

During the year TRC continued to invest in learning and development to skill the Council's workforce. Employees attended a total of 14,384 hours of training and professional development during the year.

Employees were provided with access to a range of training and skills development during the year, including sponsorship in the following qualifications:

Mandatory Training	Certificate III / IV	Diploma	Undergraduate / Post Graduate Study
Traffic Management	Road Construction and Maintenance	Conservation and Land Management	Environmental Health
Traffic Control	Civil Construction - Plant Operation	Project Management	Engineering Survey
Accredited Plant Locator	Horticulture	Local Government Administration	Engineering Design
Copper Cable Location	Business Administration	Civil Construction Management	Chartered Practising Accountant - CPA
Confined Spaces	Water Operations	Local Government (Operational Works)	Building Survey
Senior First AID & CPR	Record Keeping		Disaster Management
Plant Operator	Trainer and Assessor		
ACDC	Surveying and Spatial Information		
WH&S Induction	Plumbing (General)		
White card for construction	Engineering (Mechanical)		

Council also provided training in essential Council systems, aimed at increasing productivity through the use of products such as the Microsoft Office suite of programs, SharePoint, GIS and MapInfo, Adobe, Property and Rating, and DataWorks.

Many of the accredited courses were completed in order to ensure continuing professional development in critical operational areas such as water & waste operations, quality assurance and internal auditing, environmental management, unsealed roads, and civil design and construction. Council continued to provide Apprenticeship and Traineeship opportunities in its capacity as one of the largest employers in the region, with 5 Trainees completing Certificate III qualifications, and 14 Apprenticeships maintained in the Plumbing, Mechanical Engineering and Carpentry sections of Council.

In order for Council to meet legislative requirements, targeted training was conducted for the following activities: Emergency Management (Fire Wardens), Dangerous Dog Manual Handling and legislation,

Administration Investigation, Powers of Entry, Aerodrome Reporting Officer, Enforcement Notice Writing, Incident Reporting, Risk Management Principles, Ethics and Code of Conduct, Workplace Health and Safety, and Prevention of Bullying and Harassment.

In order to effect real cultural change and raise the level of productivity of the workforce, it has been recognised that management and interpersonal skills at all levels of the supervisory/management team need to be enhanced and developed. The Supervisor Development Program was continued with the aim to expose participants to new management concepts and provide strategies to increase the effectiveness of the workforce.

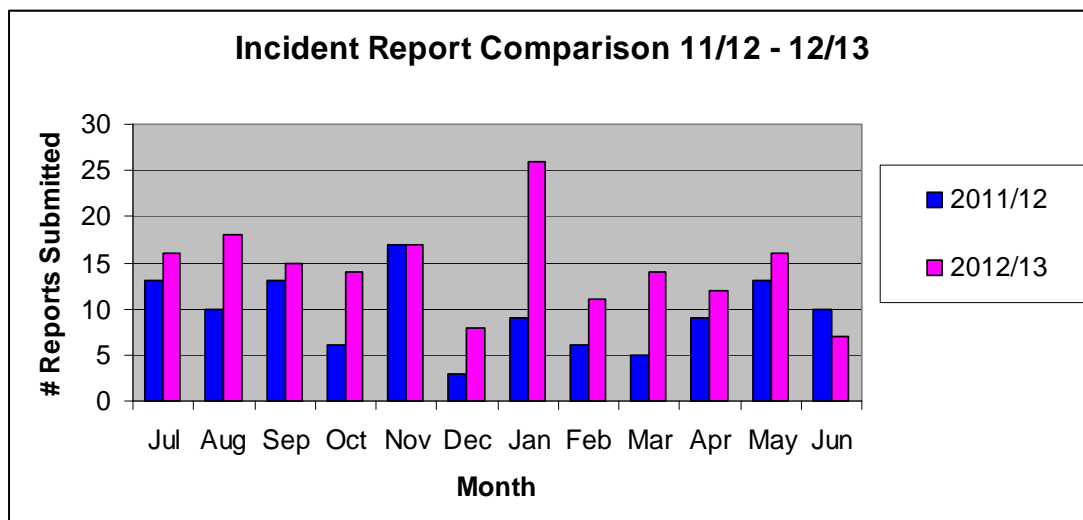
Workplace Health and Safety

This year has seen a concerted effort on revitalising the Safeplan2 safety management system requirements across all areas of Council. With additional capacity to support business operations, and with a renewed focus on raising internal customer service levels, a solid year of WHS performance has been achieved. This effort has been supported by an active and committed team of WHS representatives in all work areas, who have contributed to a proactive WHS committee supporting safety activities in the workplace.

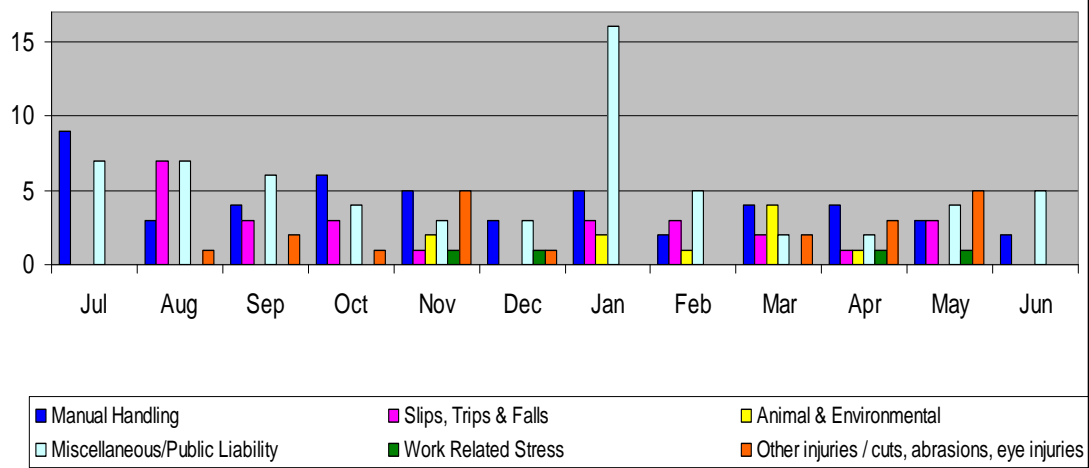
Overall, there has been a significant increase in the number of incident reports received during the year (up by 55%), which is a reflection of improved reporting, following enhanced and simplified reporting and information processes, and of an increased level of safety awareness by employees across the organisation.

There was also an increase of Lost Time Injuries (LTI) of a similar order (52%), with manual handling accounting for 55% of all LTIs. However, the number of days lost as a result of LTIs was virtually identical to the previous year, which is as a result of effective rehabilitation and early return to work practices through a continuing focus on positive case management. The contribution from TRC's contracted medical practitioner in providing advice and assessments of injured workers has also contributed to better management of injured workers.

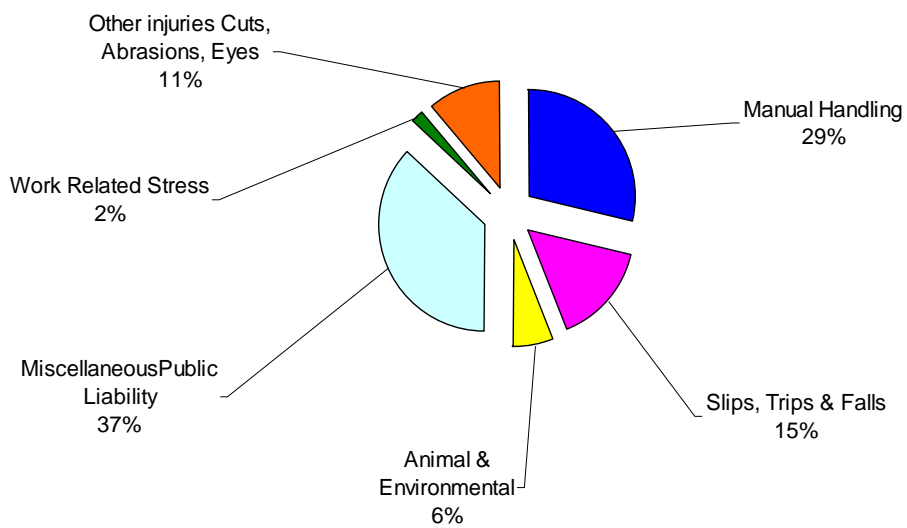
Overall, significant improvements in WH&S continue to be made across Council and a further 10% reduction in Lost Time Injuries and Working Days Lost has been set as the key performance indicators for WH&S for the upcoming year. A heightened level of safety training, education and awareness coupled with targeted intervention programs in the Risk Management and Manual Handling areas should see the achievement of further reductions in incidents and injuries.



Type of Incident Report Submitted By Month - 2012/13



All TRC Incident Types - 2012/13



LGW Scheme, Group and TRC Injury Statistics - Comparison Years 2010 to 2013

YEAR	2010/2011	2011/2012	2012/2013
SCHEME Average Frequency Rate	17.20	17.90	18.89
SCHEME Average Duration Rate	15.90	19.50	18.47
GROUP D COUNCILS Average Frequency Rate	14.00	21.10	20.14
GROUP D COUNCILS Average Duration Rate	15.40	19.50	15.16
TRC Average Frequency Rate	17.89	12.85	31.55
TRC Average Duration Rate	16.93	25.69	18.36

4.5 PLANT AND FACILITIES

The Plant and Facilities Management Group provides both internal and external services and can be subdivided into the following service provisions:

External Service Provision

Facility maintenance

- Emergency response
- Provider of aged housing
- Sport and recreation assistance and development
- Improved relationships with Traditional Owners
- Land and lease management
- Aerodrome management

Internal Service Provision

Fleet acquisition and management

- Facilitate response to native title and cultural heritage
- Coordination of external labour hire and fleet allocations
- Refurbishment of office space
- Improve and maintain revenue from facilities

As per the below quadrant, Plant & Facilities Management conducts the following activities:

Planning and Development Develop concept plans for new facilities Develop and maintain asset plans and strategies Industrial Estates	Community Engagement Conduct forums and support programs Develop agreements and plans in partnership with community groups
Policy Development and Maintenance Develop, maintain and review strategies	Governance and Compliance Audit facilities for safety, legislative and maintenance requirements

The table below provides a summary of the 2012-2013 financial year from an Operational perspective.

Account	YTD Actual	YTD Budget	Variance
Revenue	(11,688,262)	(12,652,053)	92.38%
Expense	18,050,527	16,625,440	108.57%
Net	6,362,265	3,973,387	

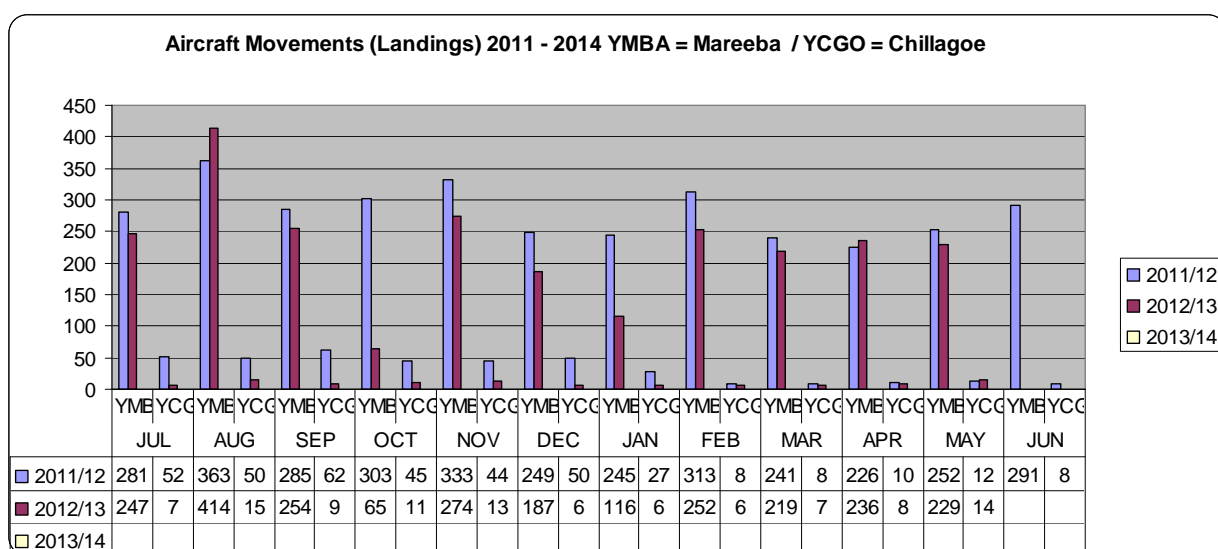
Whilst revenue achieved a moderate variance, there is a 12% improvement in achieving the set budget when compared to the previous financial year. The 7.62% not achieved can be attributed to two main sources of revenue. The projected \$264K for sale of industrial land was not realised as per the original target for the year and \$645K not being realized for internal fleet hire due to vehicles not being fully utilised or booked through the correct processes. The latter, although an internal transaction, will continue to be a focus for the next financial year to ensure continuous improvement. Expenditure is over by 8% and can largely be attributed to depreciation forecasts, insurance costs based on actuals as opposed to estimates and additional expenditure required to maintain three secondhand garbage trucks purchased by the Water, Waste Water and Waste Operations Management Group.

From a capital perspective the below table identifies the total capital budget for the Plant & Facilities Management Group. As per the table, 71.98% of the budget was achieved. Compared to the previous financial year there is a 10.82% improvement in achieving the set budget. The 18.24% not achieved will be carried over and is a result of waiting on funding applications, finalisation of tenders and programming.

Account	YTD Actual	YTD Budget	Variance
Capital	10,523,823	14,619,907	71.98%
Carry Over's	2,667,000	0	18.24%
Net	13,190,823	14,619,907	

Aerodromes

The Tablelands Regional Council is responsible for seven aerodromes within the region. Regular maintenance and inspections have been carried out on the aerodromes throughout the course of the financial year. 2012/13 will be used as the benchmark for recording of aircraft movements for Mareeba and Chillagoe as per the graph below.



Major projects that were carried out during the course of the financial year include:

- Atherton Aerodrome - taxiway and access road sealing;
- Mareeba Airport - Completion of the State Funded drainage project;
- Connection of 240v mains power to Chillagoe Airport;
- Annual technical and lighting inspections were carried out at the Mareeba and Chillagoe airports.

Kites have proven to be a major safety issue at the Mareeba airport during the fourth quarter with several hundred birds settling on the runway during the day. This resulted in one bird strike with no known damage or injury. Actions to mitigate the problem include harassment using vehicles and sound, plus use of bird 'frite' and investigations are also being made with QPWS to obtain a Damage Mitigation Permit to cull birds if the problem continues.

With the change in State Government, funding for the major upgrade of the Mareeba Aerodrome was withdrawn; however, the new State Government did commit to funding the storm water drain works given that that component of the project was near completion. Council officers have commenced revision of the Mareeba Aerodrome Operational Plan in order to re-prioritise the works to be undertaken in accordance with funding availability and opportunity.

A Business Development Plan for all the Council managed aerodromes is 90% complete with work being undertaken on the capital improvements required for a five year period for each facility.

Facilities Section

Tablelands Regional Council is responsible for almost 1000 buildings across the region. The majority of these fall under the responsibility of the Facilities Section and includes caravan parks, swimming pools, toilets, community buildings, commercial buildings, retransmission sites and depots. The financial summary for the Section below indicates a slight over spend, however, when compared to the previous financial year there has been a significant improvement in managing the overspend (4.75%).

Account	YTD Actual	YTD Budget	Variance
6 - Revenue	(1,958,277)	(1,995,753)	98.12%
7 - Expense	7,119,857	6,551,293	108.68%
	5,161,580	4,555,539	

Caravan Parks

The Tablelands Regional Council is responsible for four caravan parks within the region. The Mareeba Riverside Caravan Park is currently managed under a Trustee Permit and the Dimbulah Caravan Park, Malanda Falls Caravan Park and Lakeside Motor Inn and Caravan Park are managed under management agreements.

When compared to the previous financial year, the total utilisation of the four caravan parks has only increased by 1.27%; however this low increase is attributed to one Caravan Park:

- Lakeside Caravan Park - increase in utilisation by 11.77% when compared to the previous financial year;
- Malanda Falls Caravan Park - increase in utilisation by 37.54% when compared to the previous financial year;
- Dimbulah Caravan Park - increase in utilisation by 48.59% when compared to the previous financial year;
- Mareeba Riverside Caravan Park - decrease in utilisation by 41% when compared to the previous financial year;

The Mareeba Riverside Caravan Park has encountered some difficulties with management over the past twelve months; however, Council Officers have commenced working on a Master Plan for the park and in the last quarter significant work has been undertaken in regards to improvements at the park. The following has taken place:

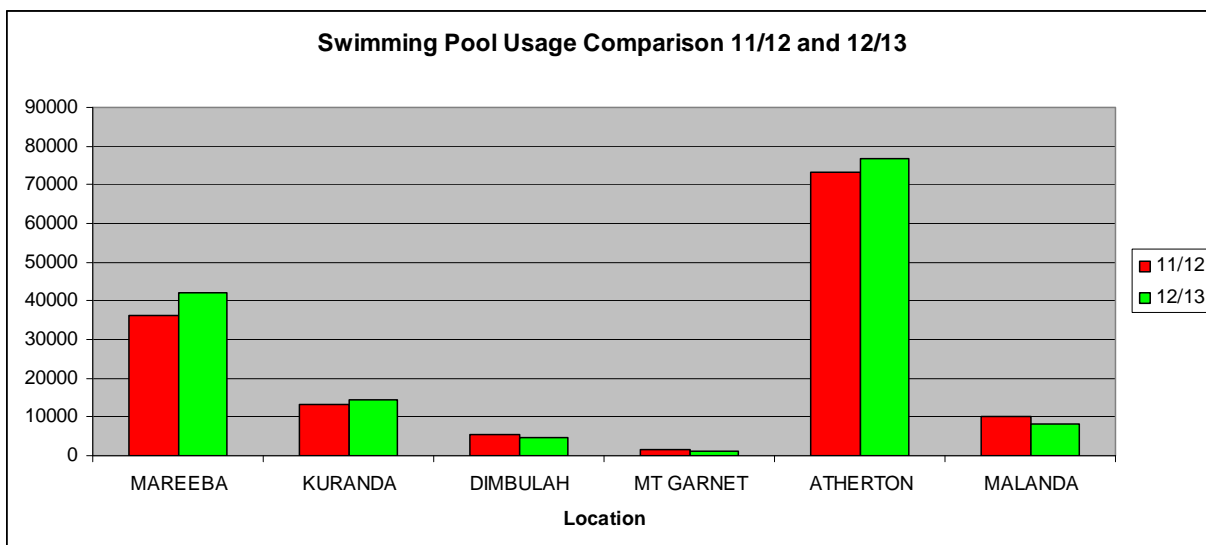
- Implementation of the RTA Agreement;
- Tenant Rules and Regulations awareness;
- Support from other parks gained giving ideas and ways of improvement;
- Changes to Park rules enforced;
- Visual amenity of the park has improved;
- Health, Safety and Risk Management identified;
- General Maintenance and repair of park (painting, varnishing etc);
- Advertising the MRCP in a number of tourist brochures and booklets;
- Website has been constructed with the allowance for on-line bookings;
- Registering of MRCP on Trip Advisor to capture a wider market and obtain feedback on their operation.

The Malanda sewerage installation has been completed within the Malanda Falls Caravan Park and Council officers continue to work with the park managers towards continual maintenance improvements and the upgrade of the Malanda Caravan Park website.

Swimming Pools

Overall there has been an increase in utilisation of 5.12% when comparing FY12/13 to FY11/12. The facilities at Atherton, Kuranda and Mareeba all increased in utilisation when comparing FY12/13 and FY 11/12.

- Atherton - increase in utilisation by 4.64% when compared to the previous financial year;
- Kuranda - increase in utilisation by 9.47% when compared to the previous financial year;
- Mareeba - increase in utilisation by 15.35% when compared to the previous financial year.



The increase in the utilisation of the Atherton Pool can be attributed to, but not limited to, the following:

- the consistent pensioner and adult fitness users of the 25 metre Acqua Therapé mineral salt indoor heated swimming pool. As a result of a number of upgrades and a monthly maintenance program, the heaters for the indoor pool have been fully operational during the cooler months;
- the first Inaugural Atherton Triathlon was trialled during October 2012. This was a successful event with all competitors giving us fantastic feedback on how well the triathlon was organised and that they would definitely return for a second event. This day also included an Aquathlon for children aged 7 – 16. It is encouraging to report the lessee of the Atherton Pool has scheduled the second event for August 2013 and this will become an annual event;
- the commencement of the Annual Swim Camp held in conjunction with the Atherton Swimming Club and the Australia Day carnival;

- additional new events programmed in the financial year such as two Aquathlons, the Masters Mountaineers Swimming Carnival and the annual Swim Safer Week;
- The Annual Swim Camp was held during January 2013 for swimmers who have progressed through the Learn to Swim programme and are ready to move to squad where they can increase strength and stamina, improve technique and have the opportunity to participate in Club Nights and Carnivals.

The annual utilisation at the Kuranda Aquatic Centre increased as a result of organised programs by the Australian Government's Active After-school Communities program. This is a national initiative that provides primary school children with access to free sport and other structured physical activity programs in the after-school time slot of 3:00pm to 5:30pm. This was carried out in conjunction with the Ngoonbi Co-Operative Society, Kuranda.

The Lessee of the Mareeba Swimming Pool is now accredited by the International Paralympics Committee (IPC) as a Classifier for People with Disabilities. A Fun Day for People with Disabilities was organised in conjunction with Queensland Swimming. Guests attending the Fun Day will be Para Olympian Grant Patterson (Scooter) and his Coach Herbie Howard at the Mareeba Swimming Pool.

On going capital works budgeted for the financial year was \$292,400 of which \$263,375 was expended through the course of the year. Major projects included:

- Kuranda re-opening after refurbishment in September 2012;
- Kuranda Pool Acqua Therapé Conversion;
- Dimbulah swimming pool refurbishment commenced in July 2012;
- Atherton Pool (indoor) Acqua Therapé Conversion.

Council Facilities

Council has undertaken a further 150 asbestos management plans this financial year. This will bring the total to 300 plans for the last two financial years. During the course of the year a revised audit was undertaken to determine any further requirements for the forthcoming financial years.

Development of the Kuranda Community Precinct continued through the year with the demolition of Block A and removal of Block B now complete. Council also established the Kuranda Community Precinct Committee during the third quarter and will rely on the expertise of members rather than contracting consultants to work towards developing a multi-purpose precinct.

During the course of the year, Stage 2 of the construction of new aged pensioner units across the Tablelands Regional Council continued with 16 of the 20 being made available for use. The remaining four units in Kuranda are expected to be ready for use in late November 2013.

Tablelands Regional Council has also undertaken significant work with Break Thru People Solutions to help assist local jobseekers develop skills in a real work environment. Break Thru People Solutions is one of Australia's largest not for profit organisations, and offer a range of Community, Employment and Training programs to a range of disadvantaged groups Three main projects were identified and these included:

- Atherton Community Centre - general clean up, painting, repairs, replacement and repair of perimeter fence, new garden beds;
- Cairns Birdwing Vine Project Rehabilitation - constructed trellises for vines, replanted vines, checked on vines weekly;
- Atherton Showgrounds - removed all signs, pressure cleaned areas, painting of grandstand and concrete walls.

Twenty-nine Jobseekers commenced on the project with six of these leaving as they were successful in obtaining work. The majority of jobseekers who attended the project have developed vocational abilities as well as personal skills in team work, communication, motivation and using initiative which has increased their ability to compete in a very difficult employment market.

Capital projects undertaken in the 2012/13 financial year include the following:

- Installation of pressure taps throughout the TRC public toilets;
- Extension to the Mareeba Gymnastics Facility - contribution of \$200,000;
- Creation of an off dog leash area in Kuranda;
- Demolition of Blocks A and B at the Kuranda Community Precinct - \$131,965;
- Painting of various buildings - \$104,000;
- Majestic Theatre digital film upgrade - \$77,225;
- Majestic Theatre toilet upgrade - \$68,001;
- Dimbulah Community Centre upgrade - \$47,668;
- Ravenshoe Hall - removal of asbestos and painting - \$82,751;
- Upgrade of Pine Street Aged unit - \$21,747;
- New Footpath connecting aged units in Charles Street to the township - \$58,149;
- Marshall Park toilet for people with disabilities - \$47,929

Sport and Recreation Section

Throughout 2012/2013, over 18 projects on the Sport and Recreation Operational Plan have been commenced or completed. During this period, Sport and Recreation has also been able to further branch out the Midnight Basketball program to include such areas as Ravenshoe, Herberton as well as Dimbulah.

Other programs over the past year have seen the delivery of:

- Mareeba and Atherton Triathlon;
- Yungaburra Rec Shed Open Day;
- Skateboarding Australia Workshops;
- Australian Sports Commission delivered Indigenous Games;
- National Mountain Bike Championships; and
- Indigenous Games to TCASS Wellbeing Family Camp.

Council's Sport and Recreation section continues to engage with the community and has established new relationships with such groups as the Julatten Community Centre, Ravenshoe Community Centre and the Herberton Children's Centre.

Council Officers have also been working with Tablelands Clubs to establish eligibility and providing advice on potential future projects under the State Government's "Get in the Game" funding. The funding is broken into three streams to:

- boost junior participation,
- providing funding for training and come and try days, and
- for infrastructure.

Fifteen sporting clubs in the region were recipients of the "Get Going Grant" of up to \$10,000 for training and equipment. Council was directly involved in seven of the successful applications. This funding brings in over \$100,000 for the respective clubs across the region.

Council continued to work with the seven cluster clubs and the following activities have been undertaken in the past twelve months.

Tablelands Rowing Club

Council officers assisted the Club in working towards a business case (short, medium and long term plan) for the construction of a new club house and boat shed for the club. Council Officers have continued to work with the club to locate a suitable venue for the club to continue with their activities.

Tablelands Netball Association

Council's Sport and Recreation Coordinator held discussions with the Association's executive regarding the eligibility for funding of their proposed projects. In addition to this, the coordinator assisted the Association on the casual use of Yungaburra Rec Shed for social games and with the Association's AGM in a supporting role for the new executive in the running of the club.

Tablelands Cycle Sports

Tablelands Cycle Sports hosted the 2013 Subaru Mountain Bike Australian Marathon Championships in April at the Atherton Forest Mountain Bike Path. This event was held on 20 April 2013 and attracted over 170 riders to the region. Council supported the event through its Financial and In-Kind Support program and assisted the club with parking and shuttle buses on the day which ran between the Chinese Temple on Herberton Road and the event track. In the fourth quarter, Council applied for additional funding for the development of the park through the Regional Development Australia Fund grant process and will continue to assist the club with the governance of the funding.

Tablelands Hockey

Council assisted Tablelands Hockey in obtaining approvals and putting plans together for the club funded construction of a club house on Loder Park. Construction of the club house has been completed and Council's Sport and Recreation Coordinator assisted the club in implementing a succession plan and to create pathways for the elite Tablelands female players to attend US Colleges on athletic scholarships.

Atherton Futsal

Officers have advised the Atherton Futsal executive on the eligibility of coaching programs and assistance in governance training. The club is interested to expand into Mareeba and a meeting was held to discuss this further in February 2013. The club also attended the YSRA sign on day as an opportunity to promote the sport.

TEPON Equestrian Committee

Council assisted the club with a proposed project for funding and provided advice to the Committee on weed control. Due to the club seeking to expand, Council's Senior Land and Lease Officer commenced assisting the club with a view to obtaining a parcel of state land adjacent to their facility. Council's Sport and Recreation Coordinator assisted the club on the delivery and acquittal of a grant under the "Get Going" program from NPRSR.

NQ Riding for the Disabled.

During the course of the financial year, the club proposed to extend their clubhouse at Kulunga and commenced obtaining designs. Council officers assisted in locating suitable funding options for the club. Assistance was also provided by Council through the FIKS program to upgrade the mounting platform which allows riders to easily climb aboard their horses.

Following on from the endorsement of the Sport and Recreation Plan, the following has been undertaken in the past financial year:

Sport and Recreation Plan	Comments
Develop a Council policy on Council's role in supporting the community use of school facilities	Draft guidelines are complete and have been utilised in Herberton, Dimbulah, Mareeba and St Stephen's.
Work with Ravenshoe R.A.I.S.E to undertake a new independent feasibility study into the development of a multi-purpose indoor sports centre in Ravenshoe	Council officers prepared a report based on a feasibility study provided by RAISE to Council on 6 December 2012. Whilst the feasibility report was not accepted, Council did allocate a parcel of land to be leased for three years, with any development subject to approvals from Council and endorsement of the feasibility report. The next phase includes RAISE obtaining a survey for a leased area for which the proposed swimming complex could be built and for the feasibility report to be re-presented back to Council.
Council should work with key government and non-government agencies to expand the level of youth programming incorporating sport and recreation activities provided across the region	<p>During the year Council developed new working relationships with Julatten Community Centre (Julatten Spring Fair), Ravenshoe Community Centre (Midnight Hoops), Herberton Children's Centre (Midnight Hoops) and JCU (Deadly Day Out) for the facilitation of youth sport and Recreation programs. Other activities of Council's Sport and Recreation Coordinator throughout the year include having:</p> <ul style="list-style-type: none"> • worked with the Community Centre in Ravenshoe, Skateboarding Australia and Swim Logic in October to deliver youth sports and recreational activities across the region; • met with representatives from the Youth Substance Misuse Service (YSMS) in the second quarter to provide contacts and introductions to sporting clubs that were willing to assist in becoming a diversionary program for the YSMS clients; • met with representatives from the RDAF, regarding a Pride vs. Gladiators Game to be held in March; • liaised with the Lake Tinaroo Outdoor Recreation Centre to provide an outlet for at risk youth during the September school holidays; • facilitated a level 1 in basketball coaching in association with the Australian Sports Commission and arranged for the Cairns Taipans to visit Mareeba Basketball; • assisted on the panel for PCYC to select the Indigenous Sport and Recreation Officer for Mareeba; • delivered a clinic in Mareeba in May 2013 with Skateboarding Australia; • provided advice to the PCYC on school holiday programs.
Work with the Millaa Millaa community to develop an upgrade plan for Barney Daly Hall and assist the community to secure resources to implement the plan as	Barney Daley Hall management has been handed back to the community for the creation of a community gym which, with Council's support, opened on 14 October 2012

Sport and Recreation Plan	Comments
demand emerges	
Support the establishment of new clubs as required	<p>Tablelands Skateboarding Club: With the assistance of Skateboarding Australia the Skateboarding club is set up to attract coaching and provide competition for local skaters. The club is incorporated and has set up an executive.</p> <p>Tablelands Forest Users Group: Incorporating the Quad bikes and Forest Horse riders, this group is now incorporated. Council Officers worked with TFUG to help establish grants and tenure in State and National forest.</p> <p>Sitchromes Boxing Mareeba: A previous backyard operation that with Council assistance is now incorporated, insured and affiliated with QLD boxing and operating free of charge out of Mareeba PCYC.</p> <p>Rocky Mountain Sport and Rec Association: After folding in 2010, the RMSRA has been revived, having let their incorporation lapse. The club is now eligible for grant funding and is in the process of putting together a 5 year plan.</p>
Encourage Sunwater, the Department of Environment & Resource Management and the Department of Communities to prepare a Recreation Management Plan for Lake Tinaroo	<p>During the course of the year council arranged for a Tinaroo Users Group to meet Quarterly. Representatives include the main users of the Lake (Skiing, Rowing, and Sailing) and Sunwater and the Harbour Master have been invited to listen to concerns of the users and answer questions. Council officers continue to work with user groups to provide a well planned facility for all users with improved safety measures whilst still maintaining the current freedom of use.</p>
Update the existing club contact database annually via an email and postal form.	<p>The web designers have been forwarded a copy of the Sport and Recreation database which they will be adding on to the community directory portal to make the transition for clubs easier.</p>
Establish relationships with schools in the region to negotiate community use of facilities,	<p>Mutchilba School was approached during the financial year after a request was received by Mutchilba Community Group to upgrade a sporting reserve. It was agreed by the School for the community group to use the oval facilities. Mareeba Basketball received continued use of the Mareeba State High School Gymnasium and Council helped secure the club a reduced hire rate for long term use.</p> <p>Council continued to work with the users of the Atherton State High School Hall in the maintenance / replacement of the roof which will be completed in the 13/14 FY. The users of the school hall continue to work towards obtaining grant funding for the refit of the internals of the hall.</p>
Council should establish an ongoing program to develop internal agency partnerships to plan and develop a network of youth precincts incorporating active recreation across the Tablelands	<p>During the financial year Sport and Recreation was able to assist in the delivery of the Crocodile Trophy, the first Atherton Triathlon, the Skateboarding Australia workshop in Mareeba and Midnight Hoops in Ravenshoe.</p> <p>Other work carried out included:</p> <ul style="list-style-type: none"> • assistance in creating a response taskforce for

Sport and Recreation Plan	Comments
	<p>youth issues in Herberton which will include trying to establish further Sport and Recreation opportunities;</p> <ul style="list-style-type: none"> assessment of the appropriateness of constructing a BMX track at Mt Molloy for which Council is waiting to receive site plans regarding the height and layout of the jumps.
Develop and adopt a Sport and Recreation Policy	The initial draft of a Sport and Recreation Policy has been formulated - the aim of this document is to outline Council's key responsibilities and ambitions within Sport and Recreation while identifying weaknesses that can be addressed in order that there is sustainable and equitable access to Sport and Recreation facilities across the TRC.
Prepare an Outdoor Recreation Strategy to identify the range of outdoor recreation opportunities across the region	A steering group has been formed and an application submitted for funding through TQUAL to audit and create a publicly accessible dataset with mobile device connectivity.
Develop an Open Space strategy to guide parks planning and provision	A draft scoping document is complete and is awaiting finalisation.
Prepare a Master Plan for the Tinaburra Peninsula	During the year, Council endorsed the need for a Master Plan for the Tinaburra Peninsula. The Master Plan will commence in the 13/14 FY.

Other programs that have been initiated that are not on the Sport and Recreation Plan include:

Non Operational Plan Activities	Comments
Midnight Hoops	Midnight Hoops continues to be run in Mareeba by the PCYC with attendance averaging approximately 20 youths per session. A session was facilitated in Ravenshoe in October 2012 by the Ravenshoe Community Centre and TRC.
Atherton Triathlon	11 teams and 38 kids competed in the 1st Atherton Triathlon and Aquathlon. This event was devised to boost pool attendance and provide another avenue of sport for the region.
Crocodile Trophy	The Crocodile Trophy was supported by a Council cash donation, permission to camp on the Tinaroo foreshore, marshalling assistance from Sport and Recreation coordinator, and coordination of the stage 3 which commenced in Atherton.
Mareeba Triathlon	Mareeba Triathlon was held on 23 February 2013 and attracted 65 competitors. Council provided maps and organisational assistance for the event.
Bronze Medallion Course	Bronze Medallion course was successfully delivered; there are now 15 people qualified to supervise the Mt Garnet Pool.
Deadly Day Out	The Sport and Recreation Coordinator delivered Indigenous games for youth during the Yumba celebrations Christmas Deadly Day Out.
Strength and Conditioning	A strength and conditioning workshop was held at Morrow Park in October 2012. The evening was presented in conjunction with Sport and Recreation QLD and Advantage Sports

Non Operational Plan Activities	Comments
Get Playing: Up to \$100,000 for infrastructure projects not deemed to be repairs or maintenance.	Sport and Recreation provided advice and support to the following clubs for the Get Playing Grant: Atherton Cricket, Tepon Equestrian, Malanda Horse and Pony Club, Tolga Little Athletics, Atherton Masters Swimming Club, Mareeba Mountain Goats
Get Going: Up to \$10,000 for training and participation programs.	Sport and Recreation provided advice and support to the following clubs for the Get Going Grant: Mareeba Mountain Goats, Atherton Cricket, Atherton Gymnastics, Atherton Netball, Mareeba Judo, Ravenshoe Tennis, Atherton Golf Club, Mareeba Go Kart Club, Ravenshoe Motorcycle, Tinaroo Sailing Club.
Atherton Gymnastics	Atherton Gymnastics expanded the kinder gym program into Herberton, with the long term goal of creating a super administration featuring Malanda, Atherton and Herberton.
National Rogaine Championships	Championships held in June 2013 which attracted up to 500 visitors to the region. Council supplied FIKS assistance and support through the Sport and Recreation Coordinator to help the organisers supply water and marquees as well as provide competitors with accommodation.
Skate Boarding Australia Clinics	Clinics held on 20 April in Atherton and 11 May in Mareeba.
Community Directory	The Community Directory went live in April, providing a new more user friendly portal for accessing club contacts.

Rail Trail Development - Mareeba to Atherton

Council attended the Community Cabinet Meeting in September 2012 to discuss a number of issues including an allocation of \$2.5M for the development of a rail trail between Mareeba and Atherton. The local community has identified that the recreational trail will provide a safer option for cyclists by providing an alternate route to the road network and further to this, 75% of the community at the respective community meetings held were in favour of the corridor being used as a non-motorised rail trail.

The rail trail is seen as the "backbone" connecting the two mountain biking hubs of Atherton and Mareeba and will benefit the proposed development at Rocky Creek Igloo from a tourism perspective.

A meeting was held in January 2013 for the Rail Trails Advisory Committee to provide a recommendation for Council to consider in regards to the leasing of the corridor and the ownership of the Peterson Creek Bridge. Council has since endorsed the long term lease of the Mareeba to Atherton Rail corridor for the rail trail; however, as a result of the de-amalgamation, it is likely the Tablelands Regional Council will only be provided with a lease for the section from Atherton to Walkamin within the TRC boundary. The remaining rail corridor will be offered to the new Mareeba Shire Council in the first instance.

Land and Lease Section

The Land and Lease Section is primarily responsible for the development of leases, development of land management plans and development and management of Council Industrial Estates.

A major component of developing the lease policy has been to understand what leases, agreements and "deals" are currently in place and understood by users of Council's facilities. During the course of the financial year, the Land and Lease Section has continued to collate all the relevant information, and is now in a position to take the project to the next stage. During the course of the year a number of workshops have been held in regards to the proposed community leasing policy and it is planned that the policy will be finalised in early September 2013.

As Council is trustee to a large number of reserves scattered throughout the region, one of the requirements the Land and Lease Section has had to address is the backlog of land management plans. Council continued to develop land management plans over the last twelve months with several having been advertised for public consultation and submitted to the Department of Natural Resources and Mines for review. Thirty-nine Land Management Plans were drafted during the course of the financial year and currently are at various stages prior to being endorsed and implemented.

Tablelands Regional Council has four main industrial hubs that come under the responsibility of the Land and Lease Section. The following provides a summary of work undertaken on each industrial estate during the financial year:

- Mareeba Industrial Estate - Stages 2a and 2b were developed at a cost of \$1.4M. Council initially allocated \$800K (funds from previous sales) and the balance has been covered by future sales predicted in 2012/13. It is designed that sales will fund future developments of stages as demand requires. Council has also adopted a marketing strategy for the Estate, which includes billboards located in Townsville and outside Mareeba. In order to commence design works for the next stages, Council engaged consultants to carry out a composite drainage analysis report during the latter part of the financial year.
- Ravenshoe Industrial Estate - Council continued with the development approval process which involves the works operational plan/application, the production of a detailed design and site plan including such infrastructure as road works, kerb and channel, water reticulation, sewer reticulation, power and communications conduits, stormwater drainage, buffering and other planning requirements. This will also enable detailed costs to be calculated. A further report will be presented to Council once full costs have been acquired.
- Chillagoe Industrial Estate - There are still some ongoing movements happening in the leasing of lots in the estate as the economic climate and the volatility of the mining industry affects the local economy. In this environment, Council has been successful to the extent that 47 of the 49 lots are being leased and an application has recently been received to lease one of the two remaining lots. During the course of the financial year, Council also successfully negotiated a purchase price for the Chillagoe Industrial estate from the Department of Natural Resources and Mines.
- Tolga Industrial Estate - During the course of the year, Council sold the final block available and finalised the profit sharing development agreement initially negotiated under the former Atherton Shire Council.

Native Title

Over the course of this financial year the following key indigenous interests' outcomes have been achieved for the TRC.

- Additional ILUAs with the Bar Barrum People, Gugu Badhun People, Djungan People, and Western Yalanji People have been entered into over the course of the year and the TRC now has a total of 11 ILUAs to administer;
- Multiple training sessions have been conducted for TRC staff on indigenous interests over the course of the year;
- Sessions on awareness of both Native Title and Cultural Heritage, as well as how to use the new risk assessment procedure have been delivered by the Native Title and Cultural Heritage Officer.

A suite of procedures, training and assessment documents have been created by the Native Title and Cultural Heritage Officer to ensure Council staff have an awareness of Native Title and Cultural Heritage issues, and have the tools to assist them in dealing with the subject. This includes:

A Native Title and Cultural Heritage Handbook to enable Council staff to better understand and identify where Native Title or Cultural Heritage may be at risk, and therefore know what they must do to comply with Native Title and Cultural Heritage legislation:

- An Indigenous Interests Risk Assessment Process and Flowchart has been developed and training on its use has been delivered to Council Design officers, Project Managers and key Supervisory staff;
- Indigenous Awareness and Identification guide has been provided through training – i.e. what Cultural Heritage may look like and where it may be found;
- A concise overview of Native Title and Cultural Heritage has been created and included within the HR General Induction presentation for all new employees;
- Various other forms and templates have been developed to assist with an efficient compliance program.

Council was successful in obtaining funding under the Federal Government 2012-2013 Your Community Heritage Program for the Tableland Yidinji People project that will include indigenous stories with the existing settler stories on the Sundial structure on the Tinaroo Dam foreshore.

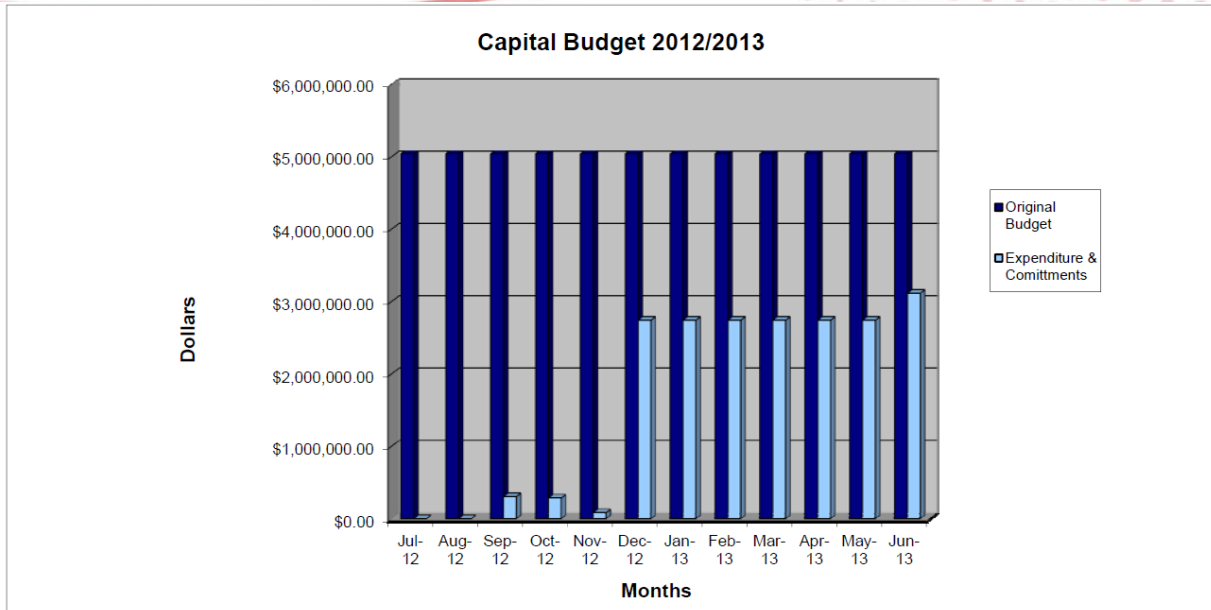
Throughout the year, Council has also endorsed funding opportunities for:

- The collation and presentation of the Douglas Grant WW1 indigenous war veteran story;
- Access improvements and interpretative signage for the Aboriginal graves section of the Herberton Cemetery;
- Aboriginal country signage across the Tableland Regional Council region in consultation with all the regional Aboriginal groups and the Department of Main Roads.

Fleet and Workshops Section

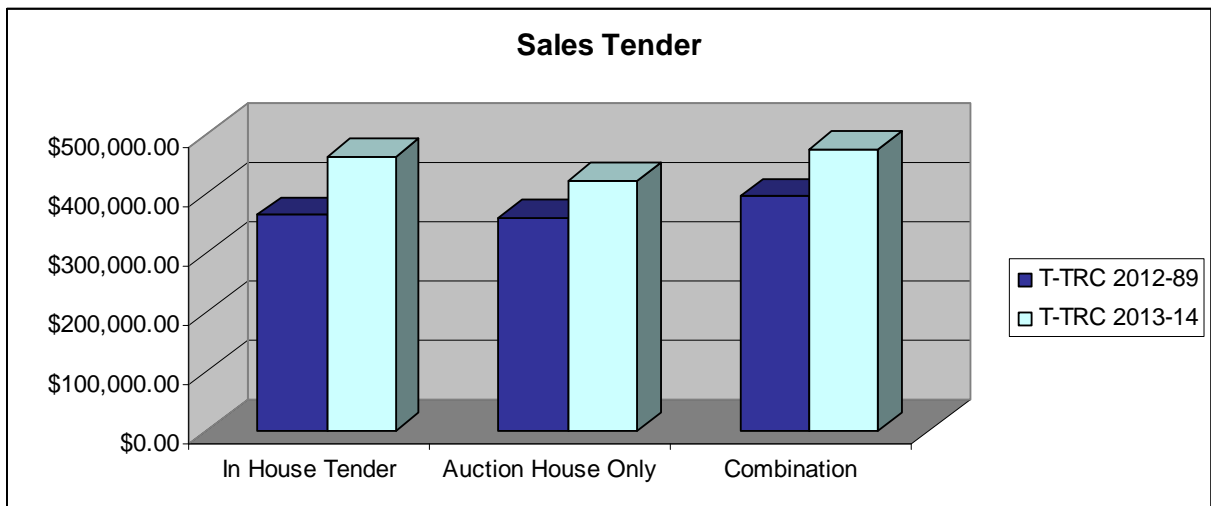
The Fleet and Workshops Section is responsible for the acquisition and disposal of plant and fleet, allocation of external labour hire, allocation of external plant hire and the management of Council workshops. During the course of the financial year, a large amount of staff time has been redeployed to the implementation of a new fleet system. The new system will assist with asset management, improved service across the region, improved management reporting and improved accountability reporting across the organisation. Finalisation of the implementation process is dependent on Finance and Business Integration, however this has been impacted due to the de-amalgamation work required and will be delayed to early 2014.

During the course of the year, the Acquisition Team achieved 58% of their allocated capital replacement budget. The remaining 42% was not achieved due to a moratorium being placed on all new purchases as a result of the decision to de-amalgamate the former Mareeba Shire Council from the Tablelands Regional Council.

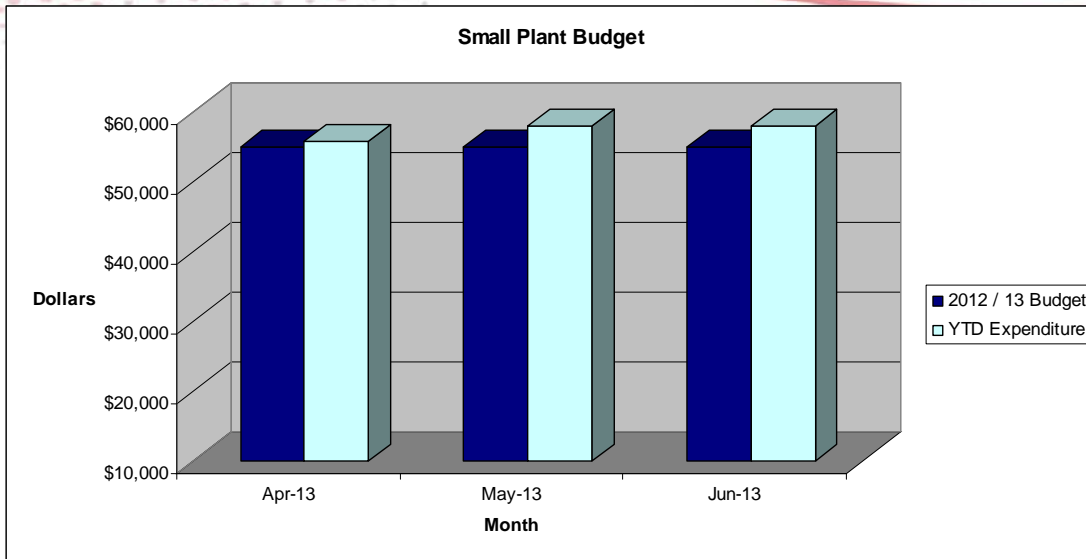


For the twelve month period from July 2012 to June 2013, the Acquisition Team managed two sales tenders. The process adopted by Council is to initially carry out an internal tender for the sale, followed by utilising an auction house if the reserve price is not achieved. Utilising a combination of two methods to dispose of Council's fleet has enabled a maximum return to Council whilst still providing opportunities to the local ratepayers as per the table below:

Tender	In House Tender	Auction House Only	Combination
T-TRC 2012-89	\$363,583.00	\$360,000.00	\$394,761.00
T-TRC 2013-14	\$461,883.00	\$422,800.00	\$474,536.00
Total	\$825,466.00	\$782,800.00	\$869,297.00



The small plant replacement budget of \$55K has been exceeded by \$3K due to the essential replacement of Parks and Gardens outdoor hand held power equipment.

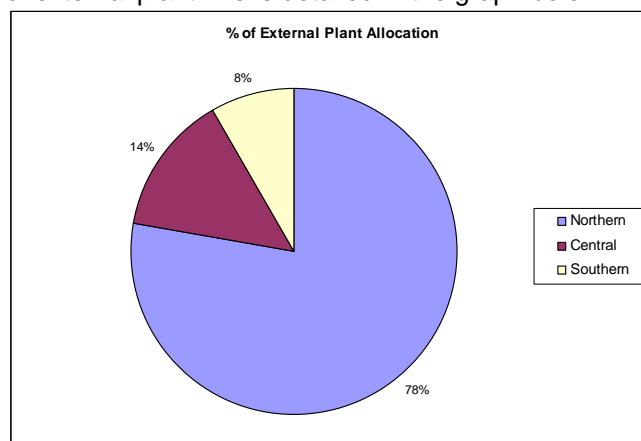


Allocations

The Allocations section is responsible for the coordination of external plant and labour hire. During the course of the financial year, the Allocation Team successfully implemented the new Panel of Providers for external plant hire. For the third year running, information sessions were held for all prospective contractors to assist with the applications process, answer any queries and address any major concerns. The financial figures tabled below provide a summary of the funds spent within the year by location:

	Q1	Q2	Q3	Q4	Total
Northern	\$2,329,560.61	\$2,860,705.42	\$693,701.75	\$1,455,827.78	\$7,339,795.56
Central	\$363,933.11	\$371,083.98	\$321,053.05	\$253,192.43	\$1,309,262.57
Southern	\$147,714.73	\$172,202.45	\$87,083.00	\$385,855.54	\$792,855.72
TOTAL	\$2,841,208.45	\$3,403,991.85	\$1,101,837.80	\$2,094,875.75	\$9,441,913.85

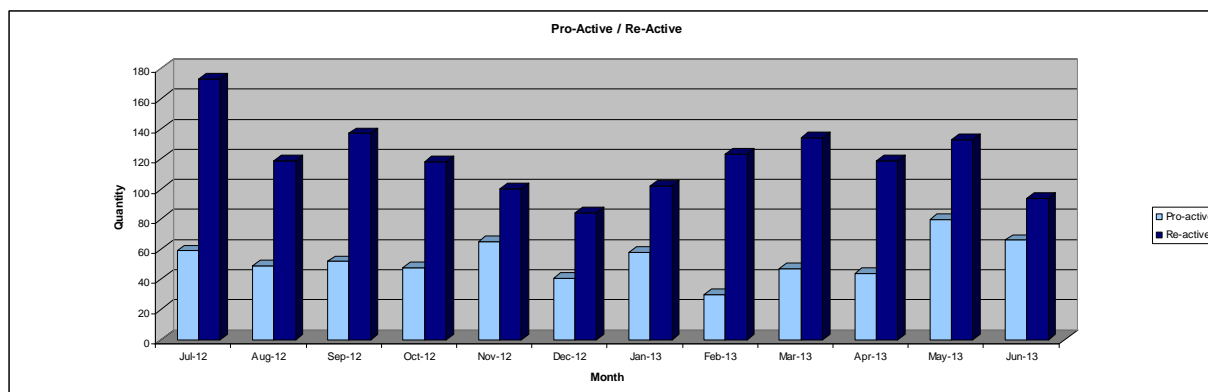
The percentage allocation of external plant hire is detailed in the graph below.



Annual assessments of all workshops are undertaken each year to address commonality across all three workshops, utilisation of best practices across all workshops and address WHS issues reported across the workshops. The employment of a dedicated small engine mechanic has enabled processes to be developed in regards to replacements and repairs of small plant items. The purchasing of all small plant items is via the Local buy vendor panel contract which is distributed via local suppliers and this has resulted in savings of up to 25%.

Council staff continue to work towards creating a proactive work environment in the workshops and this will improve with the implementation of the Fleet System. As per the table below, around 30% of all work

undertaken is proactive and it is envisaged in future years to increase this percentage in order to continue driving efficiencies and savings.



During the course of the year the Voice of the Customer resulted in identification of areas that required addressing within the Fleet and Mechanical Workshop sections. The three areas of focus for the workshops to improve:

- Communication, advising customers of repair time frames;
- Service oriented, understanding the customers needs; and
- Improved work environment, facilitate tooling and equipment.

The two areas of focus for the fleet section to improve:

- Communication, advising of delivery time frames; and
- Red tape, advising customers of the procurement policy.

The two areas of focus for the External Allocations to improve:

- Labour hire process, guidelines surrounding labour hire; and
- Procurement Policy, Procurement training to be provided for staff.

The next round of the Voice of the Customer is due in the 13/14 FY and the Fleet Section is anticipating improvement in all areas that have been focused on.

4.6 INFORMATION MANAGEMENT GROUP

Planning ahead for Information Technology is critical for optimising the benefits technology can provide to the business. It involves identification of business needs, prioritisation of IT business solutions, assessment of costs, benefits and risks and the establishment of Council aligned strategies to be followed.

The Information Management Group has undertaken some significant projects this financial year to position itself with the flexibility to adapt and grow with the organisation over the next five years and beyond. The Information Management Group can be broken down into four distinct departments each with their own responsibilities that contribute to the overall delivery of the Information Management Group's deliverables.

Information Communications and Technology (ICT)

The ICT team are not only responsible for most IT hardware devices from 800+ phones and computers to the sophisticated servers housed in our data centre that provide the backbone of Council's systems, they also maintain all the communication devices scattered around the Tablelands keeping our remote offices connected. On top of all the hardware they manage, the ICT Group design, build and maintain TRC's virtual environment in which TRC's transactional systems operate, they keep track of, and backup all of Council's 15 plus terra bytes of data and manage the suite of systems that keep the Council running day to day. ICT also operate the Help-desk which manages over 300 calls per month from internal staff. In addition to their

day to day tasks, the ICT team have delivered a disaster resilient data centre in the Mareeba office protecting TRC's core infrastructure in the event of a cyclone.

Major projects undertaken during the 2012/2013 financial year have included:

Rankin Street Server Room Re-location

Due to Council's current IT infrastructure being at capacity and out of warranty, posing a high risk of failure causing significant IT outages, a new data centre at Rankin Street has been built. The new infrastructure incorporates redundancy and capacity for growth over the next five years.

The project incorporated:

- anti-static flooring;
- the fitting of the VESDA early fire detection system which will alert staff of the presence of minute traces of smoke in the room;
- installation of data outlets throughout the building, increasing existing capacity, and replacing older style phone ports;
- installation of inter-rack patching to connect the new server racks;
- building the consolidation point in the existing rack core;
- termination of all data and comms links for the Rankin Street office in the new server room;
- server racks and infrastructure;
- the moving of Council systems from the old server room and de-commissioning of the old server room.

Data Centre Infrastructure upgrade

The project to source replacement infrastructure to fit out the new data centre for the Mabel Street office progressed throughout 2012/2013. Detailed design documents have been provided to cover the 5 primary components of the upgrade:

- Networking;
- Storage;
- UCS (Application Servers);
- VMware (Server virtualisation);
- CommVault (Data protection).

As part of the broader IM de-amalgamation project, ICT have begun the process of building a new Data Centre (DC) at the Atherton Mabel Street office. The work will essentially mirror that recently completed at Rankin Street, Mareeba. The work is required due to the lack of a suitable facility within the de-amalgamated TRC to house the necessary core ICT infrastructure.

The final result will be an APC hot isle containment pod similar to that in the Mareeba DC.

Tenancy 3 (T3) was chosen for the new DC due to its:

- size;
- proximity to existing mains power distribution board; and
- proximity to the necessary 'external' space to house the air conditioning condensers.

There was some preparatory work required to 'shore up' the existing floor to cope with the increased loading. To achieve this, pillars were erected in the car park immediately below the room.

The work will result in the upgrade to the power infrastructure at Mabel Street, including the replacement of the existing mains distribution board and the provision of a new, higher capacity, emergency generator.

The anticipated handover date is early October 2013.

In parallel to the Atherton DC build, ICT is currently in the final stages of negotiating pricing for the necessary infrastructure to house the TRC's information systems. We are looking to source the same very 'attractive' pricing model that Council attracted during the infrastructure purchase in 2012.

The intent is to source 'like for like' equipment to that currently installed in the Mareeba DC. This will encompass computer and networking hardware from Cisco, and data storage from NetApp. The equipment is marketed under the umbrella term 'FlexPod'. The intention is that all equipment currently maintained in Mareeba will remain, and be reconfigured to support the new Mareeba Shire Council.

The decision to source FlexPod for the TRC provides a number of key benefits:

- Establishes a 5+ year infrastructure baseline that is:
 - Supportable
 - Expandable
 - High performance.
- Shared knowledge base between TRC/MSC to support systems post December 2013.
- Allows for future interoperability between TRC/MSC to support:
 - Data protection
 - Disaster Recovery.

Microsoft Exchange upgrade

This project was to commence post the IT infrastructure upgrade, however it has been put on hold until post de-amalgamation and will be re-assessed in 2014.

Other Projects

Ravenshoe WAN link

A 'proof of concept' data compression project to improve performance for Ravenshoe Depot users. The equipment, provided by Riverbed and sourced from Telstra, has been operational for over a month with initial subjective responses indicating a meaningful improvement.

A new connection has been provisioned at Rankin Street to the Internet and Ravenshoe Depot and Herberton offices. This connection is an upgrade of the current 4Mbps link and will initially be connected at 10Mbps.

Halloran's Hill Communications Tower

The microwave telecommunications equipment supporting the Atherton Library, Tolga Depot and ATGIS has been fitted to the new communications tower. Initial testing confirmed a significant improvement in performance to these sites, however subsequent user feedback identified 'issues' with the new links. The problem was difficult to troubleshoot, however recent testing appears to have identified the source of the problem.

Rankin Street Generator upgrade

ICT has been looking at a number of steps to upgrade the emergency generator located at The Rankin Street office. The provision of continuous power to this office has always been of major concern to ICT, due to the location of many core information systems in the building. This concern will increase as more complex systems are planned for introduction as part of the infrastructure upgrade. These systems are 'intolerant' of power outages and can only be guaranteed battery backup power for approximately 20 minutes.

The proposed upgrades include:

- Erect an enclosure to provide protection from the weather and prevent unauthorised access to the compound. There has recently been evidence of attempts to 'jimmy' open the generator door, and the location of a kill switch on the outside of the enclosure which is exposed to tampering is of concern.
- Fit an extended run time fuel tank. Based on early discussions we are looking at fitting a 2000 litre, bunded fuel tank. This will guarantee a minimum of 3 days run time at full load.
- Fit an extended exhaust pipe.
- Enter into a maintenance contract to provide for scheduled service, maintenance and 'after hours' support.

Proclaim upgrade to 'Property and Rating'

ICT was involved with the preparatory work required to perform the upgrade from Proclaim to P&R in early 2013 which included:

- Provisioning application and database servers for Testing and Production environments.
- Fitting out T3 as a training facility for key users.
- Deploying client dependencies to Council's PC fleet.

Building Access Upgrade

ICT became involved in a project, sponsored by Facilities, to upgrade door access to Council offices. A centralised door card swipe access has been implemented in the Mareeba, Atherton, Herberton and Malanda offices to provide a single card for all staff. The project revolved around centralising the administration of door access cards, while increasing the number of doors under control.

ICT involvement in the project centred around:

- Assisting with the identification of doors to be controlled.
- Replacing the 'aging' software used to control the card fleet at the Rankin Street office. The replacement software will provide for central administration and monitoring for all sites.
- Issuing of new access cards to all staff.

Business Integration (BI)

The BI Group consult across the organisation assisting business units with technology solutions and implementations. From designing and building complete application solutions to process mapping and tailoring existing implementations, the BI group possess the ability to understand a business area and translate that into beneficial IT solutions.

In the 2012/2013 financial year, the BI Team continued to improve other TRC departments' processes and systems as well as delivered on a number of complex projects. Some of these projects include a solution to manage TRC's cemeteries and implementing a new fleet management system.

Major projects for the year have been:

Proclaim development assessment module

Development of the Proclaim development assessment module for management of development applications was undertaken during 2012/2013 to increase efficiency in processing of development applications.

Upgrades to Technology One Software

To provide consolidation of the Technology One platform across TRC, upgrades to Council's Technology One suite of enterprise software including Financials, HRP, DataWorks and Property & Rating was scheduled to occur during the year.

The Property & Rating component has been completed and is in production. The DataWorks, Financial and HRP components are under assessment due to de-amalgamation.

Records Management

The Records section performs all functions associated with managing the record resources of Council and is the gatekeeper for the Council's electronic document record management system. They ensure all electronic documents are catalogued, retrievable and stored appropriately in our system, currently containing over 1.5 million documents.

Right to Information and Information Privacy

This year the Records section has been busy processing a significant increase in request for information (RTI) applications.

The Office of the Information Commissioner conducted a desktop audit of all public authorities in Queensland to see how they measure up to the OIC compliance standards. The majority of public authorities are well on their way to 100% compliance (approx 60%) and Tablelands Regional Council is part of this group.

The Office of the Information Commissioner (OIC) also tasked each public authority to carry out an RTI & IP Agency Electronic Audit, to be completed by 22 April 2013. This self-assessment will assist Council to monitor its compliance with the legislation and identify areas that may require further attention. It also provides information to the OIC about legislative compliance across the public sector.

Dataworks Data Entry Standards were rolled out to all staff in August 2012. These standards have empowered each department to ensure their work outputs meet an agreed organisational standard. This process has now flowed over to other software applications to ensure that there is a commonality across the organisation with the way data is captured - to enable ease of reference.

De-Amalgamation - from a Records Perspective

The Records section developed a costing report which addresses the separation of Council records upon de-amalgamation. The report identified the significant impact de-amalgamation will have on the corporate records of TRC.

Queensland State Archives, the State's archives and records management authority, have been contacted to provide some guidelines and processes in relation to the management of Council's records during the de-amalgamation process.

In general terms, when an administrative change occurs such as a de-amalgamation, records follow function. If we follow that logic, then the records that relate to the Mareeba council area should be transferred back to the new Council. This may be relatively simple for rates and property records but not so easy for records that cover different functions or more than one geographical area. In these cases, there will need to be some agreement with the new Council that either copies of records that the new Council requires are provided or access to records is provided on an as needs basis.

In preparation for de-amalgamation, Records will be carrying out a number of projects to assist in the preparation for implementing the requirements of the De-amalgamation Regulations. These projects include:

- Stocktake of all physical records in each location;
- Additional in-house training of Records Staff in all aspects of Dataworks to enable them to multi-skill where necessary;
- Retention and disposal - identify what has reached its life end and dispose of accordingly;

- Legal documents - include a field which will help easily identify its future location;
- Continuation with general system maintenance and housekeeping - "tidying up" of indexes.

Planning Scheme - registration of submissions

More than 1,800 submissions to the TRC Draft Planning Scheme have been received and are still in the process of registration into Council's Recordkeeping System.

Atherton Tablelands Geographic Information Services (ATGIS)

Atherton Tablelands Geographic Information Services (ATGIS) acquire, manage and present Council's geographic information and mapping systems to underpin informed decisions across Council. Providing spatial data access at the desktop often negates the need for costly field investigations. ATGIS activities include coordinating aerial imagery and elevation data, mapping Council's core infrastructure, placing rural road addresses, informing disaster management planning and providing project-specific services across Council.

During 2012/13, ATGIS initiated some substantial internal and external projects. Notable amongst ATGIS activities were mapping the draft planning scheme, a focus on digitising historical sewerage network records, the Lake Tinaroo Tourist Map, research on mobile (vehicle mounted) laser scanning for road asset defect mapping and a rollout of major projects for both Carpentaria Shire and Cassowary Coast Regional Councils.

The innovative and effective work of ATGIS on the Disaster Resilient Communications study was recognised by the Geospatial Information Technology Association's (Au/NZ division) 2013 Excellence Award. This is prestigious recognition, triumphing over other entries from across Australia and New Zealand, including entries from multinational companies such as AECOM.

Internal cost-recovery was again a focus for ATGIS and resulted in recovery of internal project-related costs exceeding \$120,000. Operational costs were augmented by the delivery of \$225,000 in other revenue associated with external activities, including for the first time, contract work for an international client based in the USA.



Figure 1: Mobile LiDAR scanner prepared for field research trials

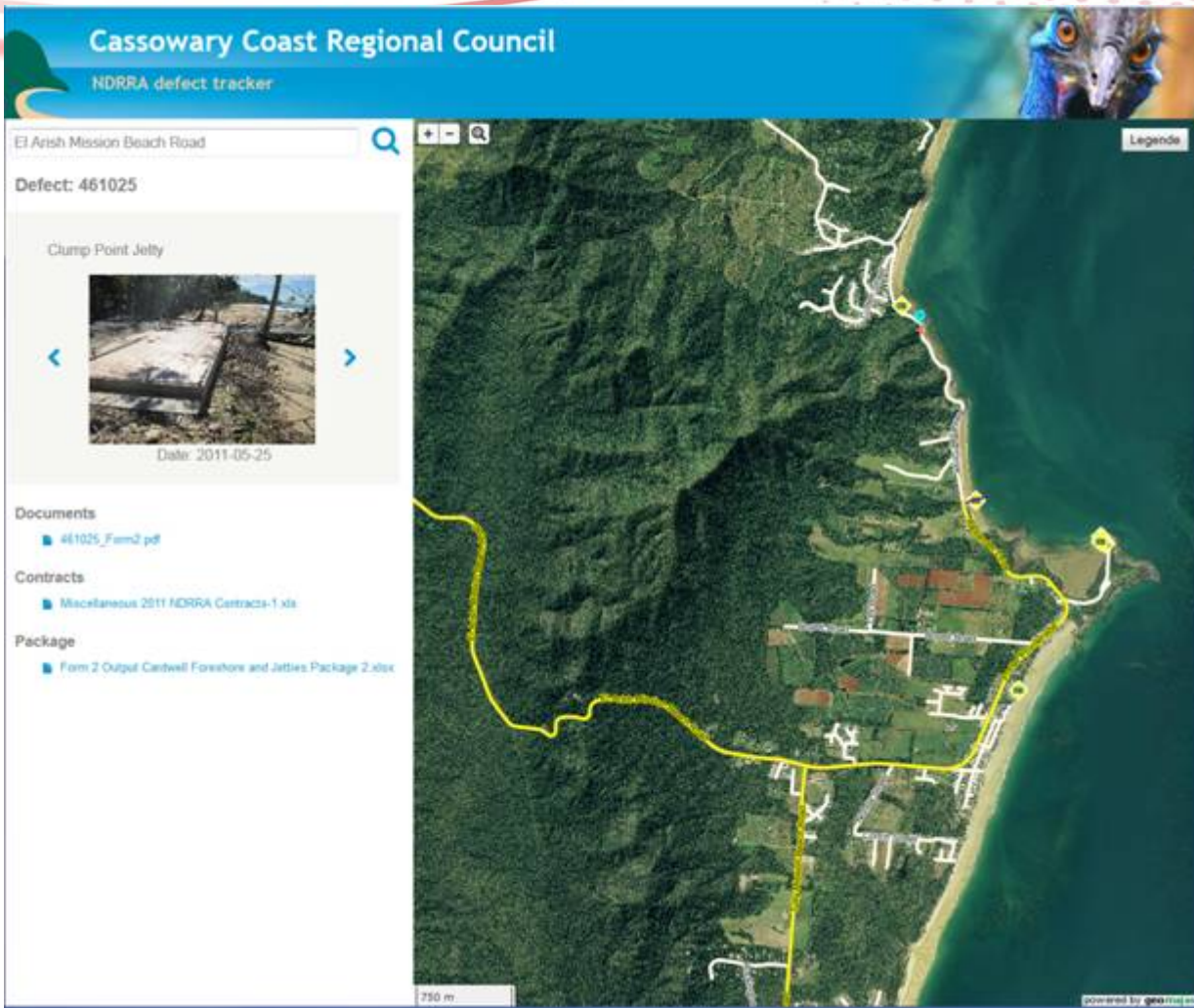


Figure 2: Beta version of CCRC's NDRRA Defect Tracker (final delivery scheduled in FY2013/14)



Figure 3. GITA Au/NZ president Antoine Burdett awards the GITA 2013 Excellence Award to Alistair Hart and George Corea from ATGIS

5. PLANNING AND DEVELOPMENT DEPARTMENT ANNUAL REVIEW



Steven Ripper
General Manager
Planning and Development

OVERVIEW

The Planning and Development Department has a strong strategic focus and is responsible for the planning functions of Council, policy development and review, performance reporting, development assessment, regulatory services and infrastructure management. In addition to this, the department ensures an integrated approach to land use, the environment, development, and the consequences of development.

The department comprises three groups - Corporate Planning, Performance and Risk, Urban and Regional Planning, and Regulatory Services, and each group continued to progress initiatives and projects during the year that will benefit the entire community. In addition to the above three groups, responsibility for Disaster Management also sits with the Planning and Development Department.

Details of projects and work undertaken by each group and the Senior Adviser Disaster Management are set out in the sections that follow.

5.1 CORPORATE PLANNING, PERFORMANCE AND RISK

The Corporate Planning, Performance & Risk Group has responsibility for four functional areas of Council:

Environmental Planning;
Corporate and Community Planning;
Infrastructure Planning (Asset Management); and
Insurance and Risk Management.

The primary purpose of the group is to provide leadership in organisational planning and governance to achieve consistency between long term strategic planning initiatives, the Corporate Plan, associated corporate policies, strategies, systems and structures.

Responsibilities of the group include the preparation of the Council's 5 year Corporate Plan, annual Operational Plan and Annual Report.

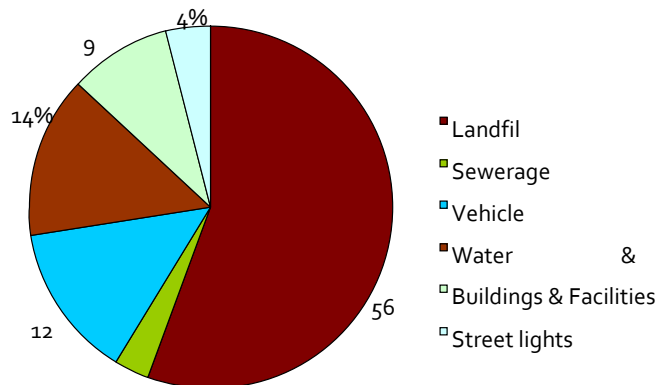
The following gives a brief overview of the activities of each of the four areas within the Corporate Planning, Performance and Risk Group:

Environmental Planning

Greenhouse Gas Re-inventory

A major sustainability project was to review and prepare an updated version of the TRC Greenhouse Gas Emission Inventory. This was completed in Feb 2013.

The Inventory identifies all of Council's activities and their associated carbon emissions and recommends the adoption of a carbon emission reduction target of 5% on 07/08 levels by 2020.



Relative contribution of each relevant source to the total GHG emissions.

Environmental Policy

A new Environmental Policy was developed to: acknowledge Council's obligation under relevant environmental legislation; establish Council's commitment to a sustainable environment; and, outline a framework for the reduction and management of environmental risk and impact from Council operations and activity. The policy was adopted by Council in June 2013.

Energy efficiency grants

Three energy efficiency grants were applied for in early 2013. All three were successful, contributing \$380,500 towards energy efficient improvements to Council buildings and facilities. These energy efficiency projects are:

- 1) Ergon Energy Community Fund - \$5000 funding from Ergon will allow the installation of four Solatube skylights to reduce the need for daytime electric lighting in the Atherton Gymnastic Hall.
- 2) Community Energy Efficiency Grant - round 2 (CEEP) - Council received \$349,376 which is a two-thirds contribution towards new floodlighting for Davies Park, Mareeba and the Atherton showgrounds and upgrades to the Atherton library air-conditioning system and interior lighting.
- 3) Local Government Energy Efficiency Program - This funding is specifically for replacing hot water systems. Council provides a 17.5% contribution to the \$31,000 project to replace the 14 aging 125L Dux electric hot water systems with 300L Rheem heat pumps at the aged care units in Lawson Street, Mareeba.

Building audits

Two of Council's top 10 highest energy using buildings, Rankin Street Office and Mabel Street Office, have had full energy audits conducted in June 2013. Audit reports will enable council to identify no cost, low cost and best investment options towards reducing the energy needs of these buildings.

Tepon-Wondecla Reserve

Environmental planning completed three of the actions on the Tepon-Wondecla Reserve and Wetlands Management Plan. A sign was erected near the canteen promoting the natural and historical values of the site. 165 trees were purchased from the TRC Community Revegetation Unit to create a wildlife corridor near the end of the airstrip (these will be planted summer), and the Tepon Equestrian Park had a control cable from the old pump house to water storage tanks placed underground. The old pump house has been decommissioned and removed.



in

Reef Guardian Council

TRC discontinued its involvement in the Reef Guardian Program in Dec 2012. Council made the decision that TRC would no longer be a Reef Guardian Council as the obligation to carry out the actions identified in the Action Plan were a financial and resource burden that Council currently does not have the capacity to manage. It was also considered that, under the MOU, Council had a requirement to contribute more effort than GBRMPA, with less to gain.

Education, promotion and lead by example

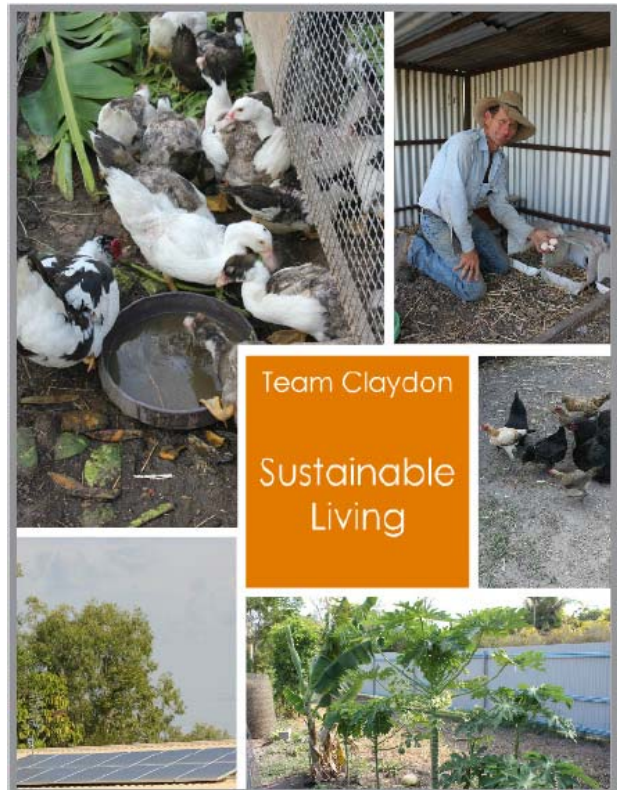
During 2012/13, the following sustainability focused events and projects were undertaken:

Home Eco- challenge - This inter-council sustainability awareness raising game was played out over 5 months, finishing in December 2012. Although the 6 volunteers started off keenly, enthusiasm waned over time with people needing to prioritise their time and energies elsewhere. It seems the teams themselves gained something; team Claydon said 'I am glad we did the challenge, we have certainly learnt from it; team Hempel said 'Thank you for organising it. I have learnt new things about sustainable living that I hope to continue with'. On the whole, Council staff were too busy to read the monthly tasks and results which were meant to help educate and inspire people on sustainable living practices.

Shallow Footprints - As of October 2010, environmental planning contribute a monthly environmental education/reminder page 'Shallow Footprints' to the council Talking Point staff newsletter.

Cartridge Recycling - A Ricoh cartridge recycling program was set up in February 2011 in the main TRC offices. This is a very simple process and is running smoothly.

Paper Smart - Reduction of council paper use project is ongoing with the aim of reducing Council's paper usage by 20% by 2015 and to achieve a better deal for the environment with the office paper purchased. In Feb 2013, printer defaults were changed from single to duplex printing on all main printers. The collection of monthly data from council main printers and raising awareness of paper usage actions will continue.



In June 2013, council paper procurement was offered for tender. Environmental planning prepared a case for changing to a more environmentally friendly paper without increased cost, however, only two suppliers responded to the tender; neither offered the paper assessed to be the more sustainable option. Environmental Planning has recommended that in future Council could approach the companies offering the paper with recycled content and better environmental credentials, but which is of a similar price to the paper currently used, to align more closely to section 4.1.4 of Council's Procurement policy.

Recycling Week - In mid November 2012, National Recycling Week was promoted with information posters and recycled art displays, colouring in, craft activities and take away sheets on recycling, composting and worm-farming in TRC libraries. The Atherton Recycling Facility held an open day for the public to visit, ask questions and see what was happening in the TRC region with regard to recycling.

Sustainable House Day - This event is held in September nationally, whereby owners of sustainable houses open their homes to the public and have industry professionals on site to speak to members of the public. Council supported this event through promotion and the two homes open on the Tablelands (both owned by council employees) had a steady stream of visitors all day.

Website - Council Environment and Sustainability web pages have been added to and are updated regularly with relevant information about what is happening in Council and across the region, themed event promotion and links to local sustainability/environment focused groups and organisations. With the Executive Management Team directive for the Sustainability Action Plan to focus on reducing resource usage and minimise time spent on education and promotion, the website will become the main means of communication with the public on the subject of sustainability.

Great Northern Clean Up - This national rubbish gathering event is supported annually by Council. In 2012 it was held on 14-16 September. Across the Tablelands there were approximately 150 volunteers collecting rubbish from 11 sites located at:

- Herberton (2)
- Tolga
- Mareeba
- Chillagoe
- Yungaburra
- Atherton
- Kuranda
- Tinaroo (2)
- Malanda

The total amount of rubbish collected from these sites was approximately 1.2 tonnes. This included a lot of broken glass, cigarette butts, plastics, paper, a BBQ plate, several discarded shopping trolleys and a wheelbarrow!

Throughout the Great Northern Clean Up area, 6,600 volunteers at 166 Sites removed an estimated 290 tonnes of rubbish from far northern waterways, creeks, roadsides and parks. Great Adventures generously donated a Green Island Eco-Adventure for two, which was won by a lucky volunteer and all participants received a McDonald's food voucher.



Flying Fox Management

Council has been involved in the management of two nuisance flying fox sites on the Tablelands at Oleander Drive, Yungaburra and along Granite Creek in Mareeba.

Oleander Drive reserve in Lakeside, Yungaburra has been a seasonal roost site to over 30,000 Spectacled flying fox since 2007, following Cyclone Larry. The flying fox arrive at Oleander Drive reserve each year around August and stay during the warmer months whilst raising their babies. They leave the site the following year at around May. Since the flying fox arrived at the site, the residents have expressed their concern regarding the noise, smell and potential health affects from living so close to large numbers of flying fox. This concern has increased each year and last year, residents took the pro-active approach to apply to the State Government for a Damage Mitigation Permit to disperse the flying fox. This application was approved. To assist the residents in their efforts, Council allocated funds in the 13/14 financial year to modify the vegetation, including opening the tracks and lopping roost trees, to make the park less desirable for the flying fox to roost in.

Little Red flying foxes arrived in huge numbers (>100,000) to the Granite Creek area of Mareeba in approximately November 2012. Council received numerous complaints about the flying fox and applied for a Damage Mitigation Permit to disperse them. The Little Red flying fox are known to be nomadic and during a six month



Little red flying fox at Granite creek, Mareeba.

period they moved up and down Granite Creek, at times leaving the area only to return a month or so later. Once the permit was approved, Council staff commenced dispersal activities using noise (firing birdfrite and sirens) and spraying water at them. It was learnt that the flying fox had young babies in their care and the dispersal activities were potentially causing harm and stress, therefore dispersal activities were ceased. Within days after ceasing dispersal, the flying fox left the Granite Creek area and have not returned.

Council staff have been actively involved in the State Government's proposed new changes to flying fox management by local governments and are anticipating the release of a draft code-of-practice towards the end of 2013.

LAND PROTECTION - NORTHERN REGION

The 4 Tropical Weeds Program

Targeted species in this program are:

Kosters Curse (*Clidemia hirta*), a native plant from tropical America. The plant is a serious weed in many tropical countries, but is only present in one location in Australia, at Julatten. This straggling shrub has proven its ability to become a major pest in our country, disrupting primary production, impacting on rainforests and environmental systems.

Miconia Tree (*Miconia calvescens*) is another plant from tropical America. This rainforest tree has displaced up to 70% of the forests in Tahiti. In the North Queensland tropics, the risk is loss of natural forests resulting in loss of the endemic animals and birds. *M.calvescens* is a major environmental weed in Hawaii, and is proving its ability to be a similar problem in the wet tropics rainforests of northern Australia.



***Clidemia hirta* (Kosters curse)**

Miconia racemosa is again a tropical introduction that is only present in one known location in Australia and that is at Kuranda. Miconia has the potential to disrupt environmental systems and to encroach on private lands where it will overrun nurseries, gardens, animal pasture as well as impacting on primary production lands.

Limnocharis flava is present as an aquatic plant in garden water features, dams and wetlands. Limnocharis has the proven ability to infest irrigation channels, restricting flows and blocking up infrastructure. It will impact on aquaculture ponds, and fill in natural wetlands, creeks and farm dams.

Council work crews work collaboratively with a team from Biosecurity Queensland who specialise in these Class 1 declared plants. The goal is to completely remove these tropical invaders from the landscape. The work is also supported by affected landowners, catchment management staff and land care groups as well as birdwatching clubs and bush walking groups.

A good news story is that the only known infestation of Mikania vine, another Class one pest that had infested a commercial nursery at Speewah as well as the adjoining World Heritage rainforests, has been successfully eradicated. This vine had the potential to grow over the crowns of rainforest trees and to kill large areas of rainforest by blocking out sunlight and preventing photosynthesis to occur. The process of working in harness with all of the previously mentioned stakeholders has led to this necessary eradication.

Siam (*Chromolaena odorata*)

An isolated infestation of Siam was detected on a feeder creek of Emu Ck south of Petford. Further exhaustive searches of the surrounding country have been undertaken, with no further incursions detected. These plants have been removed and mapped on to Council's GIS. Follow up visits will ensure that this infestation becomes extinct.

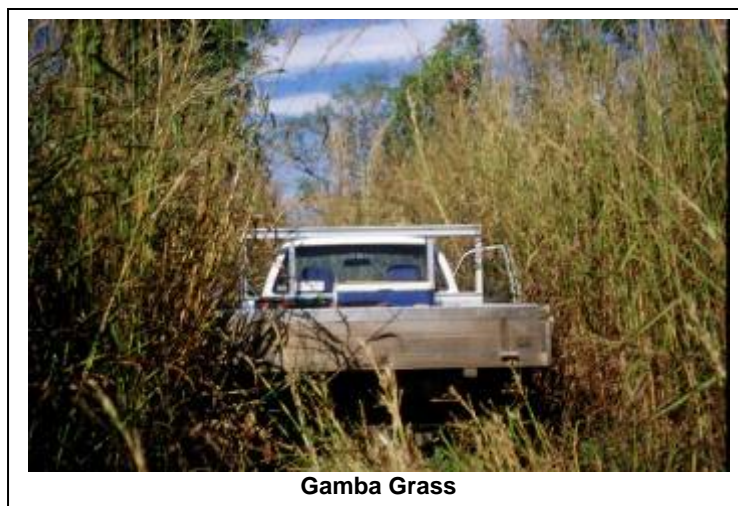
Rubber Vine (*Cryptostegia grandiflora*)

Previously treated infestations have been visited to ensure that all the areas are maintained free of this vine. Some of the areas include the entire Barron River catchment and the Upper Emu Ck on the Walsh catchment. A 10 km wide buffer has been installed along the Great Dividing Range from Atherton to the 40

Mile Scrub. This buffer was installed using funds sourced from The Northern Gulf Resource Management Group and with the assistance of affected landowners. The intent of this buffer is to provide separation from the eastern waters of the Barron, Herbert and Burdekin Rivers from the western falls of the Einasleigh, Lynd, Tate and Walsh Rivers. The buffer provides a clearly delineated clean line for station owners to commence strategic removal programs on their lands and some of those primary producers are taking advantage of the line to carry out control works.

Gamba Grass (*Andropogon gayanus*)

This grass is listed as a Class 2 pest under the State Government regulations and is recognised as a weed of national significance. Council operators have identified 15 infestations over multiple tenancies. These infestations have all been treated by the owners of the lands, mapped on to Council's GIS and will be maintained free of the weed. A major infestation has been located on the western flanks of the Hann Tableland. This infestation is spreading by water run off down Cattle Ck, Leadingham Ck, the eastern branch of the Hodgkinson, and threatens major rivers, the Walsh and Mitchell.



Gamba Grass

Government funding has been secured to carry out a whole of catchment cleanup, the work to be spread over 5 years. To date Council staff have surveyed the entire area, mapped it on to GIS, and have drawn up a containment line. Working strategically, they have removed the grass from the upper reaches of the creeks, and have treated all plants outside of the containment line. Their efforts are mirrored by affected landowners, catchment management crews and state government staff and have also had some input from an indigenous ranger crew.

Parthenium weed (*Parthenium hysterophorus*)

Through searches carried out on private lands, highways, Council lands, creek lines and through Pest Survey Programs and property inspections, Council staff have located no new incursions of this plant this year in the Northern TRC area. Staff have mapped weed infestations throughout the area and all these sites are being maintained by the affected ratepayer with monthly visits from Council officers to ensure that controls are carried out as planned. Public awareness programs are initiated to bring to the public's attention that there are serious health effects to humans and pets associated with Parthenium including contact dermatitis, hay fever and asthma. The plant also impacts on grazing pastures, and horticulture farms. A contributor to TRC's ongoing Parthenium clean status is the Charters Towers Tropical Weeds Centre, which keeps Council supplied with the latest releases of Biological control insects and pathogens. The hard work of Council's Land Protection operators is maintaining this area free of Parthenium whereas some of the areas to the south and west have to live with uncontrollable infestations of this pest.



Signs installed at various locations as part of the Commonwealth funded Gamba Grass project

Belly Ache Bush (Jatropha gossypifolia)

This pest plant has been the subject of a staged, strategic removal program on Emu Ck and its tributaries for several years. Working in with Council crews on this project are affected ratepayers, the Mitchell River Catchment Management Group, Indigenous Ranger Groups, the Northern Gulf Resource Management Group who have funded a large portion of the work, also the Biosecurity Qld Tropical Weeds Research Centre Staff who are researching and developing alternative control technologies and releasing Biological Control agents, and many other clubs like Gem Hunters, Walking Clubs, Native Bee Research Centre, Bird Watchers - all keen and committed to see the staged removal program succeed in pushing this weed further down the catchment.



Bellyache Bush

Aquatic plants

Aquatic plants under management, including Hymenachne, Salvinia, Water Lettuce and others, are treated in waterways, lakes and dams all through the summer months. Land Protection operators paddle in canoes the length of the Barron River all the way from the Jump Up to the weir at Kuranda to control these water weeds. The Barron River Catchment staff and land care groups in Kuranda have contributed to Council's removal program, as do those ratepayers who have these plants on their water reservoirs etc.

Rats Tail Grasses (Sporobolus spp.)

Operators carry out a whole road network spray program and, when weedy sporobolus grasses are seen on private lands, staff approach the landholder, let them know the latest in best practice control options, promote the message about weed seed spread prevention and assist them to draw up property pest management plans. Council operators continually promote the use of "Weed hygiene certificates" and all staff are accredited in vehicle and machinery inspections and can supply certificates to declare machinery free of weed seeds, plant material or contaminated soil.

Lions Tail

The only known infestation of this aggressive rangelands grazing invader has been located on Wrotham Park. The owners supplied Council staff with a seat in a helicopter to carry out an extensive aerial survey to map the area and density of spread of the plant. They also carried out surveys on horse back and 4 wheel drive to add to Council's mapping program. From reading of the country's topography, overlaid with weed mapping, staff have been able to formulate a control plan that will deliver the most strategic benefit to the joint removal program that has commenced. This plant has long lived seeds, but staff are using a mix of herbicides containing pre and post emergence properties, and with the relatively early detection of the plant, staff are confident that it can be (a) prevented from spreading and (b) completely removed within a short timeframe.

This and other detections prove the worth of Council employing well trained and committed personnel in their Land Management unit. Early detection keeps the costs of removal low and also prevents these weeds from becoming an unmanageable problem that can make grazing land unviable. It also helps to preserve the health of the rangelands.

Vertebrate Pest Control

Vertebrate management is the Land Protection Unit's fastest growing problem. This control work in the Northern region now employs one full time operator. While the targeted species (wild dogs, feral pigs and rabbits) are chosen by members of a pest action management committee made up of primary producers, government officers, catchment management people, funding bodies and others, there are other pest animals out there that require urgent action. Feral cats are becoming a huge problem along with mynah birds and feral deer.

LAND PROTECTION - SOUTHERN REGION

Stevia Ovata (Candy leaf)

This is a weed that has started to become one of Council's biggest issues in the Ravenshoe area with one staff member working fulltime on it. Priority has been given to the reduction of spread, concentrating mainly on watercourses and road networks through known Stevia areas. Mapping is continuing and treatment will start again when new growth starts in the new year after the wet season. Landowners have continued to provide assistance on Stevia with control and reporting of new sites.

Fireweed

Both Fireweed sites in the Southern TRC area have been monitored fortnightly and every visit is resulting in less seedling regrowth. This is very encouraging to all stakeholders involved as it is very rare to eradicate any weed infestations and Council's continued commitment to eradication of fireweed has had very positive results.

Siam Weed

TRC land protection staff have been working closely on this class 1 weed throughout the year with other stakeholders eg; Qld Parks and Wildlife Service, Biosecurity Qld ,Indigenous rangers and neighbouring Councils. A number of new infestations have been identified in the Blunder Creek/Herbert River Catchment. Biosecurity Qld have ended the long running Siam weed eradication program, which will put more pressure on landholders and TRC Land Protection Officers to eradicate infestations and stop the spread of this weed. All known outlying infestations have been treated and recently identified plants on roadsides in the Herbert River catchment have been mapped and treated to reduce the spread.

Rubber Vine

Two small infestations of Rubber vine in the Ravenshoe area were located during Parthenium weed surveys. Both of these areas were treated and no regrowth has occurred. Both of these areas are suspected of being brought in with machinery used by fencing contractors. These areas will be monitored to ensure there is no reoccurrence of this weed.

Gamba Grass

At this stage there are only three known areas infested with this weed in the Southern area of TRC. Two of these areas are on main roads controlled land and one is on a privately owned cattle station in the Herbert River catchment. The two sites on main roads land were treated and follow up will continue. The owners of the cattle station have been approached and have ensured TRC staff that they will keep road corridors and all watercourses throughout their property free of this weed. Compliance is difficult in this instance as this weed was promoted for cattle feed by DPI and was planted before declaration.

Parthenium weed

Council received funding from Terrain to conduct a Parthenium eradication project in the Millstream and Upper Herbert catchment. The project was conducted over an 18 month period where staff continued to monitor and control 7 Parthenium sites on a fortnightly basis up until the start of the cooler weather. Monitoring and treatment continues monthly into the future to ensure any further outbreaks are minimized and identified before they spread into adjacent water courses and catchments.

Two staff have been inspecting, treating and conducting surveys for new sites. Two new sites have been identified and control measures put in place. Parthenium has not returned at one of the sites after the first initial treatment. It is believed that this site was a new outbreak possibly as a result of earthworks being carried out on the roadside and as such, the seed bank had not set and it was able to be eliminated from this site after the first treatment.



Parthenium in the Millstream area

Millstream River/Vine Creek and all other waterways in the vicinity have been regularly inspected for Parthenium; small amounts have been found in the Millstream flood plain on occasions and physically removed, no more plants have been found in these areas.

Currently all of the original sites identified are still producing small amounts of seedling regrowth and all landowners are being encouraged to be more pro-active on the control and treatment of Parthenium on their land.

Stakeholders in the Herbert River and Burdekin River catchments have been informed of possible outbreaks in this area due to machinery from known Parthenium locations being used extensively to put in fire breaks during wildfires in late 2012. A shed/stakeholder meeting will be held in the near future to ensure all stakeholders are aware and confident in identifying new outbreaks.

Navua Sedge:

This weed has been a major cause of concern for many landholders in the TRC area, which is evident by the high number of requests received by Council from the public. One staff member of the Land Protection Unit spends a large percentage of his time working on mapping and treating this weed. To complement the work that is done on this weed, staff, in collaboration with the Beef Producers Group and Dept Agriculture, Fisheries and Forestry have formed a Navua sedge working group with the aim of establishing a more integrated effort in control and weed spread prevention and thus reducing the impact upon landholders.

Aquatic plants

TRC Land Protection Officers were requested to provide advice and assistance on the control of Salvinia in the Carrington area on private property. Advice was given on the most strategic time to start work on the treatment of this weed. Work will start on the control and treatment of these infestations during late August when the plant is at its most active stage. Unfortunately, the Salvinia weevil breeding program run by Qld Parks and Wildlife service has ended, so TRC officers will try to identify naturally occurring populations of the weevil to assist with the treatment of this weed in future control programs. A survey program was carried out in the Rocky Creek/Tolga/Yungaburra area to identify any areas where Hymenachne was present that would be a seed source for the Barron River, however, no plants were found.

Belly Ache Bush

The only known outbreak of Bellyache Bush in the Southern TRC area near Mt Garnet has been monitored monthly by TRC Land Protection Officers and DNR&M staff. No plants have been found recently and monitoring will continue. All historic sites where Bellyache Bush was known to exist in the Mt Garnet area have been surveyed with no plants found.

Rats Tail Grasses

Similarly to the Northern area, operators carry out a whole road network spray program and liaise with landholders to provide best practice advice on management of this weed.

Vertebrate Pests

Pest Animals is a major part of the Land Protection unit's work requiring at least one Land Protection Officer's fulltime commitment. Wild dogs in the peri-urban areas of our Region are very difficult to manage as staff are restricted with what control measures are available due to restrictions on baiting and other methods. Trapping is the only tool available for use in these areas and this will continue where time and resources allow.

At present, 1080 baiting programs are being carried out in the Southern and Western area of the region on the larger cattle stations. This requires a lot of planning to co-ordinate the properties and ensure it is done at the most strategic times when dogs are active and breeding.

Rabbits are very active during the winter months which results in a lot of requests from landowners around the townships in the region. RHD virus releases have been conducted in most areas and will continue when requests are received.

Feral Pig requests have increased this year resulting in 1080 baiting programs being carried out with excellent results where this tool is available to use. Where staff cannot use 1080, they give advice on trapping and different methods of control.

TRC Land Protection Officers received a report of foxes attacking and killing chickens on a property in the Clohesy River area. Game cameras will be purchased to monitor this area and confirm whether or not it was actually foxes and not wild dogs or feral cats. If it is confirmed, a control program will need to be implemented to ensure these animals do not become another major pest within the region.

Feral cats, wild deer and myna birds are starting to become bigger problems in the TRC area and will start to require more commitment from Council staff as every year more requests are received to assist with their control.

FIRE MANAGEMENT

In the 2012/2013 year, 668.63 hectares were burnt over 41 properties.

To conduct fire management activities, Council relies heavily upon collaborating with other agencies. Interagency resources utilised to conduct burns include:

- Council - Fire Management Officer, 7 trained staff from other Council departments, 1 dedicated fire management vehicle and 3 other Council vehicles.
- Rural Fire Brigades: South Millstream, Irvinebank, Wondecla, Mutchilba
- Qld Fire & Rescue Services Auxilliary Brigades: Malanda, Herberton, Dimbulah
- Dept Natural Resources and Mines - 6 personnel
- Qld Parks & Wildlife Services - 4 personnel
- NQ Land Management Services



Council also engaged rural brigades to conduct burns on Council's behalf. The following brigades conducted burns on Council land:

- Koah Rural Fire Brigade
- Irvinebank Rural Fire Brigade
- Mt Garnet Rural Fire Brigade
- Innot Hot Springs Rural Fire Brigade

Council's Fire Management Officer provides wildfire response services and has direct contact with the Firecom hotline. Wildfires where Council's Fire Management Officer has assisted include:

Wildfire location	No. Response Personnel	Time Spent Responding
Morecambe Station on Gunnawarra Rd	3	2 days
Millstream, Bivouac Rd and Greys Lane, Ravenshoe	1	1 day
Wooroora Rd, Ravenshoe	2	2 days
Currajong Street, Ravenshoe	1	3 hours
Herberton, near the Transfer Station	1	1 day
Castle Street, Wondecla	1	1 day
Rolley Road, Wondecla	2	4 days
Off Grace St, Herberton	1	3 hours
Yungaburra Transfer Station	1	2 days
Atherton Transfer Station	1	0.5 day
Springmount Road, Arriga	1	1 day

Fire Trail Maintenance

Fire trails have been upgraded or new trails have been created at:

- Perkins Street, Herberton
- Roiko Road, Ray Rd and Zenel Rd, Mareeba
- Davies Creek area
- Kingborough
- Dimbulah
- Magazine Rd, Herberton
- Around the Tumoulin pound reserve
- Arthur Bailey Road, Ravenshoe
- Moomin
- River Road, Millstream



TABLELANDS COMMUNITY REVEGETATION UNIT (TCRU)

The TCRU covers all facets of revegetation work including:

- Seed collecting, propagating and growing trees at the Winfield Park nursery (capacity 60,000)
- Preparing of sites for planting (weed removal)
- Tree planting
- Maintaining the sites with ongoing weed control
- Provides an extension service with technical advice on tree planting and species selection.

TCRU has been in operation since 1989 and has planted more than 280,000 trees covering an area greater than 90ha. The TCRU grows local native species trees specifically for environmental revegetation projects planned up to 18 months in advance. During 2012-13, TCRU supplied 26,846 trees at a value of \$70,500.00 (GST excl), representing 9 hectares of revegetation. The nursery grows many species that are not commercially available.

TCRU attracted \$125,205 (GST excl) in external project funding from government (\$10,732), community group/government (\$111,370) and private (\$3,103) sources on over 25 sites.

The TCRU has a full-time staff of three field labourers led by a Ganger, a part-time Nursery Supervisor and a job-share (50/50) management team. A number of volunteers assist in the nursery on a Tuesday and Thursday.

Council Support

TCRU also employs its expertise and resources to manage a number of Council's reserves in the southern Tablelands (e.g. the Millaa Falls Circuit area, Picnic Crossing reserve) and riparian zones (e.g., Malanda Creek, Johnstone River Esplanade) with regards to weed control and revegetation. Weeds controlled include Turbina, Cat's Claw, coffee, asparagus fern, raspberry, lantana, Singapore Daisy, Small-leafed Privet, Cestrum and Madiera Vine. TCRU was also instrumental in growing and planting over 350 *Aristolochia acuminata* and *Passiflora* vines on 64 trellises for the Cairns Bird-Wing Butterfly project. TCRU also supplied 370 plants (trees and shrubs) for the Avenue of Honour.

Staff provided services to other Council units such as town planning by conducting ecological assessments of developments and advice on biodiversity. Future developments, particularly within the Town Planning area, may include advice regarding carbon off-setting policy, carbon credits and biodiverse plantings.

Community Support

TCRU provided technical support to community groups on the Tablelands such as Malanda Landcare, Eacham Landcare, Yungaburra Landcare, Tree Kangaroo and Mammal Group, Barron Catchment Care and Johnstone River Catchment Management Association in the form of site specific trees, site preparation and planting maintenance for vegetation projects.

TCRU provided advice and assistance on a broad range of vegetation related issues such as weed management, regrowth manipulation, remnant vegetation management, and revegetation. TCRU also provided technical advice and suitable plants for individual landowners in relation to suitable local plant species for urban situations, under powerlines, roadside verges etc.

TCRU supplied and planted trees in conjunction with the Plant Smart (under powerlines) programme run by Ergon Energy and Greening Australia

TCRU collaborated with all stakeholders (DRNM, EHP, QPWS, Main Roads, Terrain & community groups) and provided vegetation related natural resource management advice on behalf of Council. TCRU is also represented on SATRA (Southern Atherton Tablelands Revegetation Alliance) and the Mabi Advisory Group.

TCRU provided advice, information and assistance to at least four Honours and PhD. Students over the year. The students use TCRU's revegetation sites for their studies.

Research support

Being recognised as a leader in vegetation related activities across the region, particularly in the planning, implementation and on-ground management of large scale tree planting projects, TCRU continued its role as on-ground project manager for the *Making Connections-Landholders restoring connectivity in the Wet Tropics* project run by the Wet Tropics Management Authority (WTMA). This project will help restore connectivity between islands of rainforest on private land and World Heritage rainforest in the high-altitude areas of the Southern Atherton Tablelands.

TCRUs technical knowledge and on ground expertise in local revegetation issues gained it a contract with Griffith and Queensland Universities 'Kick-Start' project to carry out the on-ground component of some low cost trials for pasture conversion to rainforest.

Corporate and Community Planning

Tablelands Community Plan: Progress Report

The Tablelands Community Plan 2021 was adopted by Council in March 2011.

Eight divisional reports have been prepared which give an update on the actions Council has taken since becoming aware of the community priorities documented in the 20 town and district community plans and the 7 Indigenous community plans.

This review demonstrates that Council has indeed used the community priorities to inform its service and project delivery by considering the information during budget processes, strategic planning and policy development.

The community plan and the 8 divisional reports are available on Council's website: www.trc.qld.gov.au/tablelands-community-plan.



Community Engagement

Some of the major Council decisions, policies and services where the community was encouraged to get involved and provide feedback included:

- Mutchilba Locality Name Change;
- The draft TRC Planning Scheme;
- Youth engagement project;
- Mareeba Town Water Fluoridation Scheme;
- Draft Waste Reduction and Recycling Plan;
- Regional Arts Development Fund community demand;
- Regional Arts Development Fund Strategic Initiative;
- Numerous community consultations held for a range of other purposes including Indigenous Land Use Agreements and council road maintenance and upgrades.
- Kuranda Community Precinct Design

15 TRC Information Stalls

From November 2012 to July 2013 Council conducted fifteen (15) Information Stalls in the towns of Dimbulah, Mareeba, Chillagoe, Kuranda, Herberton, Mt Molloy/Julatten, Ravenshoe, Mt Garnet/Innot Hot Springs, Yungaburra, Malanda, Millaa Millaa, Tolga and two stalls were held in Atherton. The purpose was to provide the opportunity for residents to access information and services, especially in outlying towns and districts.

The Information Stalls were held in response to community feedback indicating there is fairly limited awareness amongst the general community regarding many Tablelands Regional Council services, roles and priorities as well as a degree of inaccurate information about these matters. There is also limited awareness and much inaccuracy regarding significant service delivery and fiscal decisions made by Council and the rationale for these decisions.

Overall community feedback was very positive about the initiative with many community members commenting that they appreciated being able to meet with a Councillor or Officer to discuss relevant issues.

Long Term Strategic Planning

Tablelands Health Action Group

Tablelands Health Action Group terms of reference and membership was reviewed and 3 meetings were held which focused on identifying ways to support the training and retention of medical and allied health professionals in the Tablelands region. Reducing duplication in community health reference groups is a current priority and discussions are taking place with other groups to streamline current arrangements.

Regional Cultural Centre Advisory Committee

Council convened the Regional Cultural Centre Advisory Committee to investigate the feasibility of establishing a multi-purpose performing arts and conference centre. A \$10,000 state government grant from the Building Rural Communities Fund was used to conduct the feasibility study and Council contributed \$5,500. Consultants presented the final report to the Committee which was referred to Council with the Committee's recommendation in August 2013.

Community Development

Council conducts a number of key community development projects to address priority community issues and concerns and they all have a strong focus on building community partnerships to address priority community issues and improve community wellbeing.

Building Safer Communities Action Team (BSCAT)

This project has continued to attract new community partners and a regional network of community, government and business organisations as well as residents is now addressing a wide range of community safety issues and conducting projects that are funded with the grant money. The Tablelands Safer Communities program is based on partnership and collaboration between organisations and encourages and promotes community collaboration on public safety, crime and violence prevention and health and wellbeing.

The Safer Communities Committee focuses on the following priority target groups for the safety and wellbeing of the community:

- Abused women, men and children
- Disability
- Families
- Homelessness
- Indigenous people
- Low-income groups
- Minority groups within the community, including workplaces
- People at risk due to religion, ethnicity or sexual preferences
- People at risk for injuries from natural disasters
- People living or working near high risk environments (for example, a particular road or intersection, a water hazard etc).
- People participating in unsafe sports and recreation settings
- People with mental illness, developmental delays or other disabilities
- Those at risk for intentional injuries, including victims of crime and self-harm
- Youth

BSCAT Achievements June 2012 to June 2013 included the following:

- "Christmas in Yumba" was hosted by Tablelands Regional Council's Community Support Services & Wellbeing Tablelands in December 2012 at Firth Park. The day featured a host of activities including a visit from Santa and the Fire Brigade, Indigenous games, music and dancing, market stalls, face painting, jumping castle, fruit eating competitions and a healthy barbeque for everyone to enjoy. The day was a great success with over 200 local community members showing up for the fantastic event!
- All bulk billing outlets on the Tablelands were identified and letters sent to the Minister of Health and other relevant people regarding this important issue for the Tablelands.
- Assisted in the development of the flyers and distribution for Midnight Basketball activities.
- Conducted and facilitated the Traditional Indigenous Games activities.
- Continued activities with local driving safety programs e.g. 'Drive to Live', 'Ryder', 'Driving Home the Message' and 'Will U B Next'.
- Distribution of information about the new program Victims Assist for the Tablelands.

- Volunteered for the Music Day Out held for young people at Merrilands Hall in Atherton.
- Worked with ATODS to deliver counselling for 12 - 18 yrs old Indigenous youth on substance abuse.
- 'Call out to Speak up' was an event for Domestic and Family Violence Prevention month. The objective was to raise community awareness and promote a clear message that domestic and family violence will not be tolerated in our communities. This was a collaborative partnership with Wuchopperen and the Tablelands Women's Support Service and Safer Communities to present a united message that domestic and family violence will not be tolerated in our community
- Drug Action Week - Drugs Suck program and activities held.
- Cyber Bullying program for Parents on 'Who's talking to your kids' was conducted.
- Victims Assist QLD conducted outreach and training with non-profit agencies and one on one support around assistance to victims of crime including victim impact statements and applications for assistance.
- An information session was held at the Atherton Courthouse to share information and build understanding for services for victims of crime.
- Identified and addressed the need for more services to work on programs that 'Strengthen the Family Unit' as more young people are suffering from mental health issues, bullying and homophobia.
- In partnership with QLD Police, posters and bumper stickers are being developed in relation to driving to the conditions of the roads and texting while driving.
- Worked with Homicide Support Group to go to each high school to raise awareness about the affects of homicide on families.
- Police & Safer Communities launched the Will U B Next road safety campaign.
- Safer Communities Strategic Plan reviewed for 2013.
- Tablelands Engagement & Attendance Committee launched the Truancy Accord for Mareeba and was also funded by Safer Communities.
- The Deadly Day Out event was successful with approximately 300-500 people attending.
- Worked to address the safety issue of the lack of lighting for the toilets at the Herberton Library.
- Working with QLD Police to re-invigorate the Neighbourhood Watch program across the Tablelands.
- Youth Groups have commenced in Atherton at the Northpoint Church.
- Youth Justice - Community Service activities at Rocky Creek, BMX track at Herberton and the Aerodromes including the training of Youth Workers on Aerodrome safety.

Regional Community Transport Project

Improving access to public and community transport is continually raised as a priority issue in community needs assessments, largely due to the dispersed population in our large rural and remote region. Council facilitates the Regional Community Transport Providers Network and it investigated options for improving coordination for community transport across the region.

Over the past 12 months, Council facilitated negotiations between TOTTS (a community transport service from Townsville), TransitCare (community transport provider from Brisbane) and interested Tablelands transport providers to establish a consortium to provide a coordinated approach to transport across the Tablelands. The Far North Queensland Medicare Local has applied for funding to establish the "Peninsula Transport Consortium".

Tablelands Aged Care Reference Group

Given the significant ageing of the Tablelands population and the lack of a coordinated response to aged care, Council assumed the role of facilitating the Tablelands Aged Care Reference Group which was previously a project of the state government funded Social and Community Planner, and the project lapsed after funding ceased in Dec 2012.

The Group has been re-convened, membership expanded to 26 seniors and aged care service organisations, and the terms of reference and governance arrangements have been reviewed and updated and the Group will now meet every 3 months with the aim of taking coordinated action on priority aged care issues. The priority issues identified include:

- Increasing the number of secure residential beds for dementia clients to reduce the waiting lists across the region; and
- Recruitment and retention of nursing and personal carers.

Economic Development

Council does not have a dedicated economic development officer, but provides support and assistance, both financial and in-kind, to the following external regional bodies: Advance Cairns, Tablelands Futures Corporation, Tourism Kuranda, TTNQ as per memorandum of understandings with respective organisations. Council also collects a levy from Mareeba CBD property owners and funds are returned to the Mareeba Chamber of Commerce and are also used for CBD development.

Council fosters and supports local and regional economic development in many different ways through the delivery of Council services and projects including:

- Contracting local civil works companies for road maintenance and upgrades;
- The purchase of goods and services;
- Maintaining sport and recreational facilities such as swimming pools, caravan parks and camping grounds;
- Conducting and promoting significant community events such as the Great Wheelbarrow Race, regional cycling race and providing financial and in-kind support to many other community events;
- Mareeba industrial estate development and sales;
- Providing access to geographic information products and services for business planning and expansion;
- Successfully lobbied for the early rollout of the National Broadband Network in the Tablelands;
- Operation of Visitor Information Centres;
- Provision of training and mentorship for trainees and apprentices to contribute to a skilled regional workforce;
- Building the capacity of the community to be better prepared for and respond to natural disasters including increasing business and economic resilience;
- Lobbying for the upgrade of the Hahn Highway and Nettle Creek and for other transport upgrades for all weather access;
- Primary research into the supply and demand for retirement accommodation and aged care services to encourage private investment in retirement accommodation;
- Construction of 38 new aged housing units;
- Malanda water supply upgrade and sewerage infrastructure to cater for population growth, increased housing and industrial development;
- Developing a new TRC Planning Scheme that fosters sustainable economic growth and development;
- Developing community services and projects by accessing government funding to address complex community issues and problems which creates new skilled jobs and goods and services are purchased locally. Addressing these community issues also makes towns and districts more "liveable" and attracts new residents;
- Upgrade of the Mareeba aerodrome; and
- Upgrade of community infrastructure.

Social and Community Planning

The Tablelands Social and Community Planning program was funded by the Queensland Government for the past 16 years with the former Mareeba Shire Council auspicing the program and Tablelands Regional Council then assuming this role. The state government ceased funding in December 2012.

The Social and Community Planning program always covered the whole Tablelands, focusing on facilitating community responses to structural adjustments in the tobacco and dairy industries and later building and enhancing the social support infrastructure such as family support services, youth services, aged care services and facilities and farm business planning and support activities on the Tablelands because this type of infrastructure was extremely limited in the region even though there were significant complex community problems.

Over the past 16 years, the Planner facilitated collaborative government and community responses and solutions to complex socio-economic problems such as assisting the community to adjust to tobacco and dairy industry restructuring, improving child protection and setting up specialist counselling to families with children who have been sexually assaulted, reducing antisocial youth behaviour, reducing homelessness and increasing affordable housing stock, increasing the availability of aged care services and accommodation, and creating improved community and public transport.

Many of these projects involved facilitating key stakeholders to come to the table to work out suitable strategies and responses to address these complex community problems experienced sometimes in specific locations and at other times manifesting across the region in many towns and districts. The Social and Community Planner also conducted local research to help stakeholders and residents work out the best way to address these multifaceted and complex problems. The Planner prepared numerous successful funding applications which led to the following new services and projects in the region:

- Multicultural Community Development Officer and Community Partnerships Program (2005-2012)
- Southern Tablelands Blueprint for the Bush Service (2 year service 2003-05)
- Dimbulah Community Centre and Limited Hours Care (2004 ongoing)
- Tablelands Specialist Counselling and Support Service (2005 ongoing)
- Youth at Risk Initiative (2006 ongoing)
- Mobile Response to Rural and Remote Homelessness Project (2 year demonstration project 2007-09 which led to funding of the current Homestay and Street 2 Home services)
- Get Active Project (2 year project 2005-07)
- Northern Tablelands Community Transport Service (3 year project 2007-10)
- Tablelands Wellbeing Project (2 year project 2011-13)

Many of these services and projects were funded recurrently over a number of years bringing in many millions of dollars to the region. This approach to addressing complex community problems is also an economic development and jobs growth strategy as the successful funding applications led to many new services and projects which purchased a wide range of goods and services locally and created new skilled jobs which were often filled by locals with others filled by skilled people migrating into the region. These services and projects were sponsored by Council or community organisations.

Two other multi-faceted projects facilitated by the Planner which drew significant funding into the region and have had many socio-economic benefits are:

- Conducting an affordable housing project in 2007-09 which led to more than \$15M in commonwealth government economic stimulus funding being injected into the regional economy to construct new social housing for seniors and families. Many local construction companies, suppliers to the construction industry and associated businesses such as drafting and soil testing companies, real estate agents, community housing providers and Council benefited from this injection of funds; and
- Conducting research and preparing a detailed submission that led to the Dept of Health and Ageing allocating additional funding for Tablelands aged care services including additional nursing home beds.

Other key services provided by the Social and Community Planner include:

- Improving client access to social services by producing 2 editions of the Atherton Tablelands Social Services Directory;
- Improving the community's access to user-friendly demographic data by producing 2 editions of the Atherton Tablelands Community Profiles and setting up the community profiles on the TRC website;

- Providing customised demographic data for a wide range of requests from Council, community and business representatives. For example the Planner has provided data for use by Council officers including household data to work out the number of sewerage connections in towns and population projections to inform future water usage and infrastructure requirements;
- Conducting research on a wide range of topics including aged care services and accommodation and using the research to provide information on supply and demand in aged retirement accommodation on the Tablelands which was distributed to developers in the aged care and retirement housing sector to promote investment in retirement housing; and
- Facilitating key networks and reference groups including the Aged Care Reference Group which comprises service providers with the aim to improve integrated service delivery.

Infrastructure Planning

The Infrastructure Planning section provides strategic infrastructure asset planning and service level management and reporting for all infrastructure assets including Transport (roads, road alignment, bridges, kerb & channelling footpaths), drainage, water, sewerage, buildings and facilities under Council's control. Activities include the preparation and regular reviewing of Asset Management Plans, assessing renewal and upgrade needs, predicting future demands, developing multi-year forward works programs and assisting with annual budgets.

Asset Management Strategy

During the 2012/13 financial year, the section reviewed the Asset Management Strategy and Policy. An independent Asset Management Maturity Audit was undertaken in February 2013 and provided a summary of Council's capacity to manage infrastructure assets.

The following practice areas were reviewed and reported on (March 2013):

1. Strategic Plan
2. Annual Budget
3. Annual Report
4. Asset Management Policy
5. Asset Management Strategy
6. Asset Management Plans
7. Governance
8. Levels of Service
9. Data & Systems
10. Skills and Processes
11. Evaluation

Asset Management Plans

Infrastructure Asset Management Plans outline the actions and resources required to provide a defined level of service over the next 10 years and provide the basis for informed decision making. Core Asset Management Plans for the upcoming new Tablelands Regional Council (TRC) and new Mareeba Shire Council (MSC) were prepared for Transport, Buildings. Asset Management Plans for Water and Waste Water for both TRC and MRC were still being finalised at the close of the financial year.

This process involved.

- Updating asset registers.
- Determining long term capital and maintenance needs to meet strategic expectations.
- Measuring, monitoring the condition, performance, utilisation and costs of assets.
- Gaining an improved understanding of future population growth trends and how Council intends to meet these demands.
- An infrastructure risk assessment at an asset sub-class level.
- Ongoing improvement in asset management practices.

Capital Works Program Development

The 2013/14 Transport Capital Works Program was prepared for the upcoming new TRC and MSC local governments prior to budget deliberations based on priority ranked renewal and upgrade transport projects. The assessment, and prioritisation of renewal and upgrade transport projects using quantifiable criteria continued during 2012/13.

A condition audit was undertaken in March 2013 of 20% of Council's building assets which represented 39% of the current replacement cost. This resulted in a 15 year building works renewal program which assisted in the preparation of the 2013/14 Building Capital Works Program.

Insurance and Risk Management

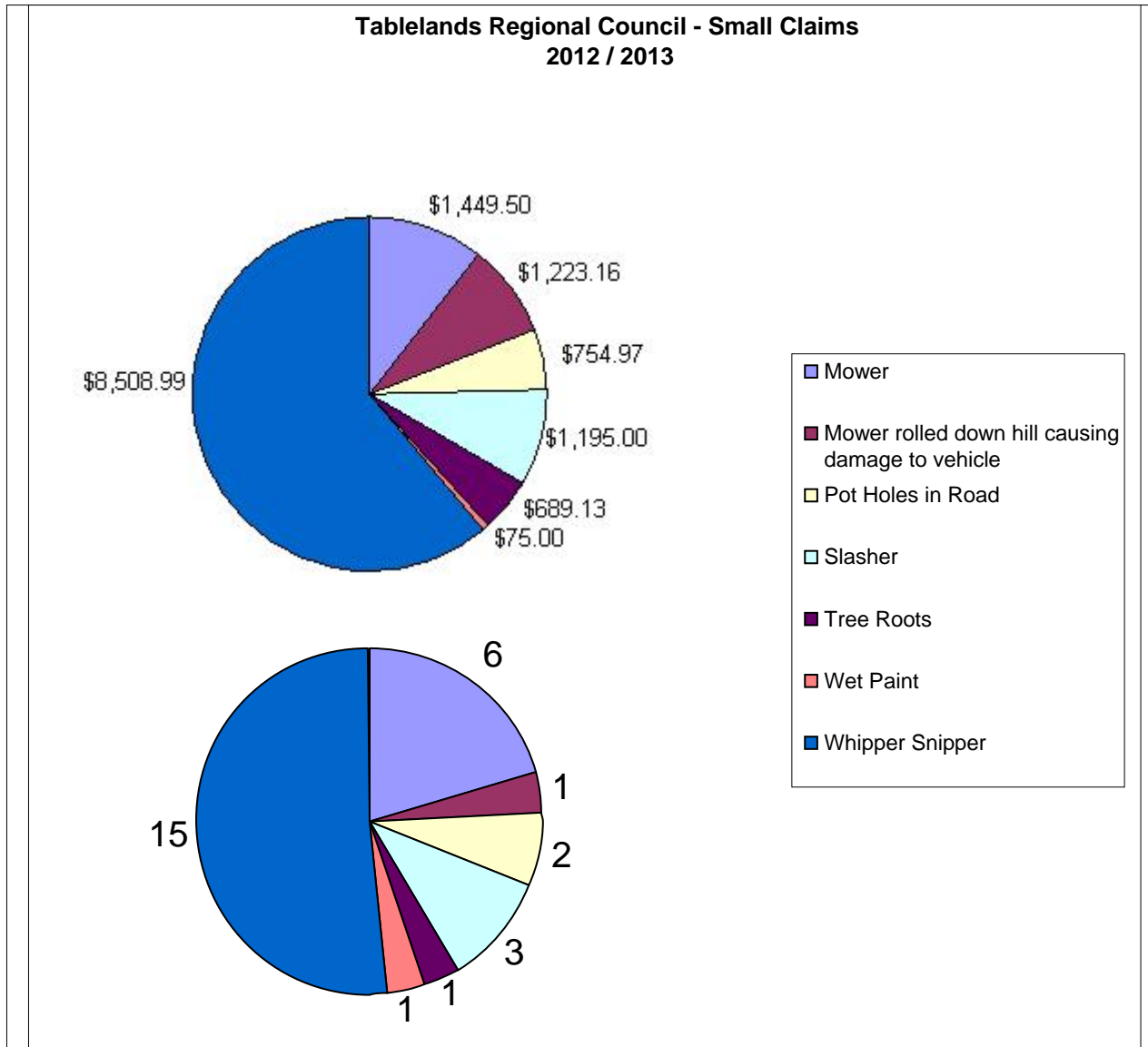
Total claims processed in the 2012 / 2013 financial year are as listed below:

Small Claims - (not claimed on insurance)

Eighty claims lodged from 01.07.12 to 30.06.13:

- Fifty one investigated and denied
- Twenty nine accepted and finalised

The cost of the twenty nine finalised claims was \$13,895.75



Comparison					
	12 / 13	11 / 12	10 / 11	09 / 10	08 / 09
<i>Total number of Small Claims Lodged</i>	80	46	41	43	55
<i>Number of Claims Accepted and Finalised</i>	29	16	20	18	25
<i>Total Value of Accepted Claims</i>	\$13,895.75	\$5,211.35	\$9,259.07	\$4,248.21	\$8,022.07
<i>Number of Claims Investigated and Denied</i>	51	30	21	25	30

Motor Vehicle Claims

Thirty four motor vehicle claims were lodged with Council's insurer from 01.07.12 to 30.06.13.

The total excess for these claims was \$13,600.00

Comparison					
	12 / 13	11 / 12	10 / 11	09 / 10	08 / 09
<i>Total Number of Claims Lodged</i>	34	48	32	43	28
<i>Excess paid to Insurer</i>	\$13,600	\$21,200	\$12,800	\$15,200	\$11,000
<i>Total Damage (Approximate)</i>	\$119,765	\$141,918	\$125,369	\$157,666	\$71,166



Insurance Special Risk (buildings, vandalism etc)

Four claims were lodged in the 2012/13 year. Coincidentally, all four claims were for pumps and the damage was caused by storms and/or electrical faults.

Comparison					
	12 / 13	11 / 12	10 / 11	09 / 10	08 / 09
<i>Excess</i>	\$4,000	\$7,000	\$58,000	\$3,000	\$2,000
<i>Damage Claimed</i>	\$41,896	\$19,576	\$169,401	\$1,316,629	\$69,096

Public Liability

Twenty six new claims were reported to Council's insurer.

Council received a discount on the Public Liability premium of (1%) \$5,713.00 for participation in a self assessment audit and another 1% for being higher than the state average in terms of actively managing risks - a total discount of \$11,426.00. The extra 1% is directly related to the implementation of internal inspection programs.

Risk Management

The footpath inspection program continued during the year to produce the following outcomes:

- Better risk management
- Risk reduction
- Meeting of community expectations
- Recording evidence of inspection
- Reduced litigation

Additional risks identified during the year were added to the Risk Register and draft Risk Assessment and Treatment Plans developed.

A risk assessment framework and guideline was developed for assessment of the amount of public liability insurance cover required to be held by persons to whom a licence or approval is issued by Council for the conduct of activities on Council owned or controlled property (approval holders). Some of the activities for which approvals are issued include:

- Goods for sale on footpaths
- Sandwich boards
- Outdoor dining
- Roadside vending
- Gates, grids and pipelines
- Installation of driveways and crossovers
- Tradesmen utilising footpath
- Conduct of events on Council land eg annual Show, Festivals

Advice was provided to Council on the type and level of cover available to Councillors and officers while acting within the scope of their duties for and on behalf of Council.

5.2 URBAN AND REGIONAL PLANNING

Development Assessment

A steady number of development applications were lodged during the period July 2012 - June 2013, despite the continued economic downturn. A total of 164 applications were lodged across the region in this time period. This figure consists of 123 new applications and 41 requests for changes/extensions to the relevant period. This represents a 10% increase of new applications from the previous year.

The period 2012 - 2013 applications cover a diverse range of new land uses and land reconfigurations. This period again showed a slightly higher rate of Material Change of Use applications being lodged. Development approvals issued during the period 2012 - 2013 consist largely of smaller 1 into 2 lot reconfigurations and residential uses. However, an increasing number of Material Change of Use applications for commercial and industrial development were also lodged.

One Planning Scheme for the Tablelands

Work is well underway on the TRC Planning Scheme, with Council publicly notifying the draft scheme in early 2013.

Over 2000 submissions were received during the public consultation period with submissions primarily addressing issues with overlays included to address Queensland Government 'interests' from State Planning Policies and the FNQ Regional Plan. The Queensland Government released a draft State Planning Policy (SPP) soon after the completion of the public consultation period. Work is now primarily focussed on addressing issues raised in submissions and the new requirements of the draft SPP which will not be finalised until late 2013.

De-amalgamation of the TRC local government area will also require the planning scheme to be split for the two new local government areas.

The TRC Planning Scheme is now expected to be adopted in early to mid 2014.

5.3 REGULATORY SERVICES

This section of Council includes: Building & Plumbing Services, Environmental Health, Local Laws including Animal Management, and Regulatory Support providing administrative and technical support to professional officers and customers by maintaining the processes which support the relevant statutory requirements.

Officers have developed a range of Fact sheets and information kits to assist customers with the frequently asked requests and common issues; this project is ongoing with the information now available on Council's website.

Local Laws

Animal Management: Council promoted responsible pet ownership throughout the region by advertising the importance of registration and by issuing compliance notices and warning letters for various animal related offences. Council also provided funding to the Atherton District Welfare Association (ADWA) to increase the number of desexed animals being kept. This association provides vouchers to pensioners to enable them to have their pets desexed.

Council participated in the AVA pet pep program this year. This program involves Local Law Officers visiting schools to teach children in various age groups how to be a responsible pet owner and, more importantly, how to avoid being bitten by a dog. This interactive program is coordinated by the Australian Veterinary Association and the sessions may be attended by nominated vets, representatives of the RSPCA and other interested parties. Council's Local Laws Officers attended these sessions across the Tablelands Region, taking with them a microchipped dog, their vehicle and equipment used.

Council continued to contract the Friends of the Animals (FOTA) to care for its impounded animals. In addition to this, FOTA rehomed 51 dogs and 25 cats under their agreement with Council. This agreement allows FOTA to operate an animal refuge at the complex. Despite Council's ongoing promotion of responsible pet ownership, 74 Penalty Infringement Notices were issued for offences relating to animal ownership.

During the year, Council's Local Laws Officers impounded 517 dogs and 246 cats found wandering at large. Of these, only 203 dogs and 12 cats were claimed by their owners.

Table of Impounded Dogs and Cats Statistics 2012-2013

No impounded	Claimed by owners	Disposed of	Rehomed
Dogs 517	203 (39%)	228 (19%)	51 (10%)
Cats 246	12 (5%)	197 (80%)	25 (10%)

In addition to this, officers impounded 10 horses and 16 head of cattle.

Regulated Parking

Regulated parking duties were performed in the three towns with declared traffic areas. These patrols resulted in the issue of 874 Penalty Infringement Notices with officers concentrating on those illegally using disabled parks, loading Zones and 5 and 10 minute bays.

Council commenced a review of the traffic areas including photographing and mapping all bays and signs. This project was continuing at 30 June, therefore the recommendations and strategies will be decided and implemented by the new Mareeba Shire Council and the continuing Tablelands Regional Council.

Council's Local Laws Officers patrolled for illegal campers on land under the control of Council and removed abandoned vehicles from Council's roads and processed 253 overgrown property complaints.

Environmental Health

Environmental Protection

Amendments to the Environmental Protection Act and its regulations (also referred to as the Greentape Reduction Project) resulted in most of the environmentally relevant activities (ERAs) that local governments administer being deleted from the schedule and no longer requiring annual registration or inspection by Council. This change, which took effect on 31 March 2013, equates to the loss of approximately \$80,000 in revenue from the operating budget. Council will be required to continue to take proactive action and promote responsible waste disposal and act on nuisance complaints in relation to commercial activities that are no longer classed as an ERA.

Operation of poultry farms is an ERA for which the Administering Authority is no longer local government. This power was transferred to Department of Agriculture, Fisheries and Forestry (DAFF) on 31 March 2013. Some poultry farms in the region continued to generate complaints regarding dust and odour nuisance. In response to such complaints, Council visited farmers and their neighbours, investigated new technologies and drafted a template to assist all the growers to adopt an Environmental Management Plan specific to their operations.

Food Hygiene and Safety

Council's Environmental Health Officers (EHOs) continued to educate operators on safe food practices, ensuring that they hold a licence and that their practices and equipment comply with the Food Safety Standards. Such surveillance work extended to temporary food stalls at events and markets, ensuring that risks were identified and appropriately managed.

Council's EHOs assessed 94 applications for new food licences and issued only 9 Penalty Infringement Notices for non compliance with the Food Safety Standards and 8 Improvement Notices. In addition to this, the EHOs continued to monitor and inspect in excess of 400 food businesses.

5.4 DISASTER MANAGEMENT

1. Membership of LDMG

There have been minimal changes to the membership of the Tablelands Local Disaster Management Group (LDMG) over the previous 12 months. The Chairperson position remains with Mayor Rosa Lee Long and the Deputy Chairperson position is still held by Cr. Shaaron Linwood.

Total membership of the LDMG is 32, made up as follows:

- 18 - Tablelands Regional Council
- 1 - Emergency Management Queensland
- 1 - Queensland Police Service
- 2 - Queensland Fire & Rescue Service
- 1 - Queensland Ambulance Service
- 2 - Queensland Health
- 1 - Ergon
- 1 - Telstra
- 1 - Department of Environment & Resource Management
- 1 - Sunwater
- 1 - Dam Liaison Officer (Lake Mitchell)
- 1 - Dam Liaison Officer (Koombooloomba Dam)
- 1 - Industry Recovery Officer - Queensland Dairy Farmers Organisation

2. Disaster Management Group Meetings

TABLELANDS LOCAL DISASTER MANAGEMENT GROUP (LDMG) & SUB GROUPS

The Tablelands LDMG holds meetings bi-monthly except during the wet season when meetings are held monthly.

A total of six meetings were held during the period July 2012 to April 2013.

MAREEBA DISTRICT DISASTER MANAGEMENT GROUP (DDMG)

(Tablelands Regional Council, Croydon Shire Council and Etheridge Shire Council)

Nine District Disaster Management Group meetings were attended by Tablelands Regional Council during the period July 2012 to May 2013.

FNQROC DISASTER MANAGEMENT MEETINGS

Two meetings were held in August and October 2012.

3. Risk Management / Mitigation

Natural Disaster Resilience Program (NDRP)

Resilient Communications Study: Several meetings were held throughout the year with the final report submitted on May 30, 2013 and audited acquittal lodged on June 30, 2013. Following approval of the scope of the project, a solution is now available and a Resilient Communications Plan and network diagram is now available.

Natural Disaster Relief & Recovery Program (NDRRA)

Community Development Recovery & Wellbeing Package: Funding provided through the Community Development and Recovery Package, a joint initiative of the Australian and Queensland Governments under the Natural Disaster Relief and Recovery Arrangements, was made available to TRC following the impact of TC Yasi. This funding enabled TRC to employ a Community Development Officer (full time) and a Community Recovery Support Officer (part time) until June 2013 to work with communities to develop and implement community resilience initiatives.

- All CDEI & Flexible Funding reports have been submitted by deadlines.
- The CDEI Regional Forum was held in Atherton on 14 and 15 August 2012 with the State-wide Coordinator and CDO's from Hinchinbrook, Cassowary Coast and Rockhampton in attendance.
- State-wide Forum and Symposium attended in Brisbane 19 - 22 November 2012.
- Attended meeting with DLG on 30 November 2012.
- Discussions with LGAQ regarding Demonstration Project for funding - Exercise Whirlwind selected. Interviewed by Fieldworx on 21 February.
- Attendance at CDEI State wide Forum in Hinchinbrook 19 and 20 March 2013.
- The two year Community Development & Engagement Initiative & Flexible Funding Program ended 30 June 2013. Audited acquittals due by 31 August 2013.

Natural Hazard Risk Assessment: LGAQ applied for NDRP funding to conduct Natural Hazard Risk Assessment for 19 LGA's, including Tablelands Regional Council. AECOM Consultants are working with the LDMG Emergency Risk Assessment Task Group and a number of key stakeholders to develop the NHRA which is due to be finalised by August 2013. Meetings were held in July and November 2012 and May and June 2013.

4. Local Disaster Management Plan

LDMP Review and Assessment

The Tablelands Local Disaster Management Plan V2 was approved by the Tablelands LDMG in November 2012. The plan is currently being reviewed for the DDMG annual assessment. A revised version of the plan will be available from 1 January 2014 when the two Councils de-amalgamate.

Sub Plans

The following Sub Plans are now available:

- Activation of the Local Disaster Management Group
- Evacuation Centre Management
- Public Information & Warnings
- Resilient Communications
- Financial Management
- Recovery Plan

Other Sub Plans are progressing. It is anticipated that the Impact Assessment & Evacuation Sub Plans will be available before the end of 2013.

Disaster Planning

The following are key points to note:

Disaster Planning for Residential Care Facilities:

- A meeting took place in Innisfail on 6 July with the Cassowary Coast and Tablelands Regional Council area residential care homes.
- A further meeting took place on 22 October with aged care providers on the Tablelands.

BoM Review:

- Several meetings have taken place to discuss the review of flood warning levels and BoM river height triggers.

Dams:

- A meeting was held in Mt. Garnet to discuss Crooks & Wyndham Dams on 17 October 2012.
- A meeting was held with Sunwater regarding legislative changes on 5 June 2013.
- A meeting was held with WWW regarding legislative changes on 13 June 2013.

Evacuation Centres / Places of Refuge:

- Meeting with Australian Red Cross regarding Evacuation Centre Management planning.
- Visited Mareeba State Primary School on June 21 to discuss use of school as a Place of Refuge.
- Visited Yungaburra State Primary School on June 26 to discuss use of school as a Place of Refuge.

Incident Management Software:

- Demo from Crisisworks Incident Management Software developers on 25 June 2013. Tablelands Regional Council will make a decision during 1st quarter of 2014.

5. Operational Issues

Operations / Incidents

- TRC supported QFRS and QPWS with a number of fire events across the region during August - December 2012. Debriefs attended where applicable.
- Visit to Lamonds Lagoon Station (worst affected by wildfire) on 16 November 2012 with Cr. Linwood.
- TC Oswald - LDMG moved to ALERT on 21 January 2013 until STAND DOWN on 25 January 2013.
- Telstra Outage on 26 January 2013 - No action by LDMG.

6. Training and Development

Training Provided for Staff / LDMG Members:

- Leadership during Crisis Workshop held for TRC Emergency Response Group members in Mareeba on 24 August 2012.
- Guardian training held 24-26 September 2012 for Loggers, Operations, Planning and Logistics Cells.
- Disaster Management Planning Course held 13 November 2012.
- Guardian training and mini-exercises held 28-30 November 2012.
- Emergency Alert & Warnings Training held 21 February 2013.

Training Undertaken by Local Disaster Coordinator:

- AEMI Community in Emergency Management Course held in Brisbane 29 April - 3 May 2013.
- AEMI Exercise Evaluation Workshop held in Cairns 20 and 21 May 2013.
- AEMI Exercise Management Course held in Cairns 22-24 May 2013.
- Charles Sturt University: Master of Emergency Management (High Distinction).

Conferences Attended:

- Australia & NZ Disaster Management Conference in Brisbane: 28-30 May 2013.

7. Exercises

Exercises Conducted / Participated in:

Exercise Beacon 2012: A live exercise to test the Mareeba Local Disaster Coordination Centre was held on 27 September 2012. Debrief report approved by Council and available on request.

DDCC Exercise: Observed and participated in live exercise to test the Mareeba District Disaster Coordination Centre held on 2 November 2012.

Exercise Whirlwind 2012: A desk-top exercise to test the Community All-Hazard Disaster Plans held at the Atherton International Club on 3 November 2012. 60 community members in attendance.

Exercise Partners in Kind: LGAQ & My Community Directory held several training sessions for community sector organisations in Ravenshoe, Malanda, Mareeba and Atherton on 3 and 4 December 2012 followed by Exercise Partners in Kind on 5 December 2012 for LDMG members and Tablelands Regional Council employees.

Exercise Converse 2012: A live radio communications exercise to test the Resilient Communications Sub Plan was held 17 March 2013.

Mareeba Aerodrome Exercise 2013: A live field exercise to test the Mareeba Aerodrome Plan was held on 23 April 2013. Debrief report available on request.

ADF Military Evacuation Exercise: Mareeba 20 June 2013 and Atherton 21 June 2013

8. Community Awareness and Education

Community awareness and education has been extensive during 2012/13. Key initiatives as follows:

Remote Property Survey: The survey was sent out again in early 2012 and a link remained on Council's website during 2012/13 to encourage remote property owners to register to ensure Council has their contact details and information on their properties.

Cyclone Guide 2012/13: The second official Tablelands Disaster Preparedness Guide was developed for 2012/13. The guide was developed in partnership with Tableland Newspapers and issued through the media during the first week of November 2012. This year's guide consisted of bushfire awareness and preparedness information as well as cyclone, storm and flooding awareness and preparedness information. Copies were also made available in libraries and Council service centres.

Community All-Hazard Disaster Plans: Ten communities now have Community All-Hazard Disaster Plans in place that have been approved by the Tablelands LDMG as follows:

- Chillagoe & District
- Dimbulah & District
- Herberton & District
- Kuranda & District
- Malanda
- Millaa Millaa
- Mt. Garnet & District
- Ravenshoe & District
- Tinaroo & Kairi
- Yungaburra & District

Disaster Plan Launches also took place in the following Communities:

- Malanda Community All-Hazards Disaster Plan Launch - 22 July 2012
- Tinaroo & Kairi Community All-Hazards Disaster Plan Launch – 29 July 2012
- Dimbulah & District Community All Hazards Disaster Plan Launch – 15 September 2012
- Kuranda Community All-Hazards Disaster Plan Launch - 11 May 2013



Tinaroo / Kairi Disaster Plan Launch 29 July 2012

Tablelands Regional Council attended the Queensland Resilient Australia Awards 2012 ceremony in Brisbane and received an Encouragement Award for the Community All Hazards Disaster Plans.



Resilient Australia Awards Queensland 2012

Health & Wellbeing Expo: Committee Planning

Meetings were held with Expo Coordinator Jeanette Sturiale from September 2012 to April 2013 to discuss the coordination of the Health & Wellbeing Expo that was held in Atherton on April 20, 2013 between 9am and 4pm. Celebrity guests Rob Palmer, Shane Webcke, Shiike Vanderwurff and Bettina Arndt were in attendance. 111 Exhibitors were in attendance and over 4,500 people attended. The event was a huge success and the debrief was held 23 April 2013.



Rob Palmer and Shane Webcke with Mayor Rosa Lee Long – Tablelands Health & Wellbeing Expo

Hear a Story, Tell a Story:

A meeting was held with Gwyneth Nevard (TRC Coordinator Tourism) and Mike Stent from U-Touch Technologies on 12 September to discuss the implementation of the Hear a Story, Tell a Story project. Further discussion on 25 January 2013 and 16 April 2013. Touch screens with oral histories and disaster preparedness information will be available at the following Visitor Information Centres:

- Mareeba
- Kuranda
- Atherton
- Malanda
- Herberton
- Yungaburra
- Ravenshoe

A mobile Touch Screen is also available and will be used as part of Community Disaster Preparedness Education.

Website / Social Media:

TRC's website has been regularly updated with current disaster management issues and initiatives throughout 2012/13. The disaster management Facebook page has also been regularly updated. TRC also has a Twitter Account although this is less used for disaster management purposes.

State Emergency Service:

Official handover of new Troop Carriers to Atherton SES, Mareeba SES and Mt. Garnet SES on 19 April 2013.

Attendance at SES SMAG meetings throughout the year.

Disaster Preparedness Education Stalls:

Disaster Preparedness Education Stalls were held at the following community events across the Region. At these stalls Disaster Preparedness Show bags were handed out as well as the opportunity to have free entry in an Emergency Kit Giveaway Competition.

- Deadly Day Out - Mareeba 6 July 2012
- Malanda Show - 7 July 2012.
- Atherton Show - 9 and 10 July 2012.
- Mareeba Rodeo - 14 and 15 July 2012.

- Malanda Community Innovation & Fun Expo - 19 August 2012.
- Ravenshoe Torimba Procession and Mardi Gras - 13 October 2012.
- Millaa Millaa Sports Gym Opening - 14 October 2012
- Tablelands Health & Wellbeing Expo - 20 April 2013
- Mt. Garnet Rodeo - May 5, 2013
- Rotary Field Days in Mareeba - 29 and 30 June 2013



Disaster Preparedness Education Stall – Atherton Show 2012

Council Information Stalls:

Council Information Stalls were held across the region. Attendance was not possible at all stalls but the Disaster Preparedness Show bags were available for Community Members at every stall.

Stalls Attended:

- Kuranda Council Information Stall - 4 February 2013
- Herberton Council Information Stall - 14 February 2013
- Mt. Molloy Markets Council Information Stall - 2 March 2013.
- Ravenshoe Council Information Stall - 15 March 2013
- Mt. Garnet Council Information Stall - 27 March 2013
- Malanda Council Information Stall - 8 May 2013.
- Yungaburra Council Information Stall - 24 April 2013.



Councillor Information Stall, Herberton

Stalls unable to attend:

- Dimbulah
- Mareeba
- Chillagoe
- Atherton
- Millaa Millaa

Key Presentations:

- Presentation on disaster preparedness at ECHO Seniors Morning Tea held 2 October 2012.
- Presentation to Queensland Tropical Cyclone Consultative Committee (QTCCC) on Community All-Hazard Disaster Plans and Capability Training Program initiative on 5 October 2012.
- Disaster Preparedness Presentation and Who Wants to be a Master of Disaster Game Show with Dimbulah State School Year 9 students on 30 October 2012.
- Disaster Preparedness Presentation to the Carers Australia Group in Mareeba on 5 November 2012.
- Disaster Preparedness Education Sessions held in Mt. Garnet on 4 and 10 December 2012.
- Presentation at the Pastors Fraternity on 6 February 2013 - Pastors & Chaplains from across the region gathered for a presentation on Councils role in Disaster Management. There have been offers of support from some of these churches in relation to using their facilities after an event.
- Disaster preparedness presentation to Tolga Lions on 2 April 2013. Tolga Lions Club indicated willingness to assist.
- Presented on Resilient Communications Study at 2nd Australian & New Zealand Disaster Management Conference (ANZDMC) held in Brisbane 28 - 30 May 2013.
- Presentation to Tablelands Radio & Electronics Club (TREC) on 15 June 2013 to discuss role in disaster operations.
- Joint paper submitted with Canadian colleague to World Conference on Disaster Management in Toronto held 25 June 2013.

Community Resilience & Capacity Building

Training for community members to assist with their response and recovery to disaster events was held across the Region.



First Aid Training Atherton

Certified First Aid Training: 185 participants

- Atherton 16 May 2013
- Herberton 17 May 2013
- Mareeba 18 May 2013
- Kuranda 2 February 2013
- Tinaroo 3 February 2013
- Atherton 4 February 2013
- Herberton 17 June 2013
- Atherton 18 June 2013
- Atherton 19 June 2013

Leadership During Crisis Workshops - 49 participants

- Mt. Garnet on 21 July 2012
- Malanda on 28 July 2012
- Yungaburra on 4 August 2012
- Ravenshoe on 11 August 2012
- Millaa Millaa on 25 August 2012
- Atherton on 22 September 2012

Insurance Council Roadshow:

Insurance Council Roadshow held in Ravenshoe, Atherton and Mareeba 24-26 October 2012 including presentations on Disaster Management, Insurance and Bushfire Preparedness

Certified Psychological First Aid: 70 participants

- Psychological First Aid Course - Mareeba 14 November 2012.
- Psychological First Aid Course - Atherton 15 November 2012
- Psychological First Aid Course - Ravenshoe 16 November 2012

Hoping for the Best - Planning for the Worst - Business Continuity Workshops: 42 participants

- Mareeba 16 October 2012
- Malanda 16 October 2012
- Atherton 7 November 2012
- Ravenshoe 8 November 2012

Training offered to Remote Community members in the Southern Region:

- Indian Head Massage Workshop to engage with hard to reach remote community members attending the Cairns School of Distance Education Mt Garnet Mini School 28 August 2012. 10 attendees.
- Psychological First Aid Workshop for remote community members attending the Cairns School of Distance Education Mt Garnet Mini School 29 August 2012. 12 attendees.

Accredited Chainsaw Training - 263 participants

- Millaa Millaa - 16 and 17 October 2012.
- Mt. Garnet - 18 and 19 October 2012
- Malanda - 22 and 23 October 2012
- Ravenshoe - 25 and 26 October 2012
- Yungaburra - 30 and 31 October 2012
- Kuranda - 24 and 25 November 2012
- Tinaroo 1 and 2 December 2012
- Minnamoolka Station - 16 and 17 February 2013
- Ravenshoe - 2 and 3 March 2013
- Yungaburra - 9 and 10 March, 2013

- Destiny Church Members - 12 and 13 March 2013
- Herberton - 22 and 23 March 2013
- Mareeba - 16 and 17 May 2013
- Mareeba - 18 and 19 May 2013
- Herberton - 23 and 24 May 2013
- Ravenshoe - 25 and 26 May 2013
- Herberton - 25 and 26 May 2013
- Walkamin - 28 and 29 May 2013
- Walkamin - 1 and 2 June 2013
- Tinaroo - 1 and 2 June 2013
- Walkamin - 5 and 6 June 2013
- Wondecla - 5 and 6 June 2013
- Ravenshoe - 15 and 16 June 2013



Chainsaw Training Ravenshoe 25-26 May

Radio Communications Training: 57 participants

- Community UHF-CB Radio Training 21 May 2013 Ravenshoe
- Community UHF-CB Radio Training held 22 May 2013 Atherton
- Community UHF-CB Radio Training held 23 May 2013 Mareeba
- Community UHF-CB Radio Training held 25 May 2013 Mareeba

Grant Writing Workshop: 25 participants

- Atherton 12 June, 2013

Other events attended

- Discovering Yourself through Art Exhibition at the Tablelands Regional Council Gallery opened on 12 October 2012 for Mental Health Week.
- Attended Australian Christian Churches (ACC) International Disaster Relief event in Cairns on 1 December 2012.
- Attended RFS Review meeting in Atherton on 3 December 2012.
- Floodlines Exhibition Opening at the Atherton Library on 31 May 2013 and touring Tablelands Regional Council libraries until September 2013.

6. INFRASTRUCTURE AND MAINTENANCE SERVICES DEPARTMENT ANNUAL REVIEW



Trevor Adil
General Manager
Infrastructure and Maintenance Services

The Infrastructure and Maintenance Services Department of Council is responsible for the delivery of services across the region with primary responsibility for the maintenance and delivery of new and replacement infrastructure with particular responsibility for buildings, roads, bridges, stormwater, water and wastewater infrastructure, waste facilities and parks and open space assets.

The department's responsibilities are distributed into three (3) operational groups comprising:

- Project Delivery
- Maintenance Services Group
- Water, Wastewater and Waste Operations

The department also has responsibility for management of emergent works during and restoration works, post disaster events.

Tropical Cyclone Oswald caused comparatively minor damage to Council infrastructure across the region as it crossed the coast near Kowanyama on 22 January 2013. Council was activated for Category B – Restoration of Essential Public Assets, Natural Disaster Relief and Recovery Arrangements funding on 7 February 2013.

Council has established a team of seconded and contracted staff who together with external consultants are responsible for delivery of restoration works. For the period on report this team has been responsible for restoration works to sites damaged in 2010, 2011 and 2012 declared disaster events. Strict eligibility criteria associated with the funding means that Council's ordinary time labour cost is ineligible expenditure. As a consequence, apart from the emergent response, the vast majority of works are being delivered by external contractors.

Delays in receiving grant approvals from the Queensland Reconstruction Authority together with resource and procurement lead time has contributed to community frustration at the apparent lack of progress in addressing damage sites, however, it is noteworthy that in the year on report \$27M worth of restoration works has been constructed across the region. Whilst the majority of the funds expended relate to 2010 and 2011 declared disasters, significant progress has been made on delivery of 2012 declared disaster event funding.

The vast majority of these works have been delivered by Tablelands based contractors and in the main the majority of resources consumed were supplied by Tablelands based firms.

Grant applications for the 2013 declared disaster event have been lodged. For grant funding to remain current these works must be delivered by 30 June 2015.

6.1 PROJECT DELIVERY

The Project Delivery Group comprises several teams with responsibility for the following:

- Engineering and cadastral surveying;
- Civil engineering design and documentation;
- Quality assurance auditing;
- Materials testing; and
- Project management services.

The Project Delivery Group primarily provides services to other Council client departments. In addition, materials testing services are provided on a fee for service basis to other local authorities and external third party clients. The group also provides design and documentation services to the Department of Transport and Main Roads on a limited basis, generally for projects within the Tablelands Regional Council region.

While the group exists primarily to service the needs of its client groups within Council, services are provided to external clients in both the government and private sectors. The civil engineering design and documentation team have achieved pre-qualification status through the Queensland Government's Procurement Office to provide design and drafting services to the Department of Transport and Main Roads on a **prequalified supplier basis**. The team's quality system has been certified in accordance with ISO 9001.

Significant projects designed and delivered internally by the Project Delivery Group during the period on report include:

- | | |
|-----------------|---|
| • Almaden | Ootan Road Sealed Overtaking Lane - Stage 1/2/3; |
| • Arriga | North Walsh Road Bridge Upgrade; |
| • Atherton | Twelfth Avenue Intersection Widening and Upgrade; |
| • Biboohra | Bilwon Road Widening and Seal Upgrade; |
| • Danbulla | Coi Creek Bridge Upgrade; |
| • East Barron | Curtain Fig Tree Road Widening and Seal Upgrade; |
| • East Barron | Leslie Creek Bridge Upgrade; |
| • Herberton | Morris Road Widening and Seal Upgrade; |
| • Kuranda | Fallon Road, Jum Rum Creek Bridge Replacement; |
| • Kuranda | Black Mountain Road Bridge No 3 Replacement; |
| • Malanda | High School Carpark Upgrade; |
| • Mareeba | Kenneally Road Drainage Upgrade; |
| • Mareeba | Tinaroo Creek Road Widening and Seal Upgrade; |
| • Millaa Millaa | Theresa Creek Bridge Upgrade; |
| • Millaa Millaa | Waterfalls Carpark Upgrade; |
| • Ravenshoe | Bolton Street Carpark; |
| • Tolga | Griffin Road Drainage and Formation Upgrade; |
| • Tolga | Tate Road Widening and Seal Upgrade. |

The group's Survey Team continues to provide most of the engineering and cadastral survey services required. Council has maintained investment in technologies to enhance the productivity of this group and this investment has ensured the group continues to meet nearly all of Council's survey needs.

The group's Quality Assurance Officer has assisted in maintaining NATA registration for the Soils Laboratory and the successful completion of re-certification audits of the Construction and Maintenance and Design Services quality systems. Both of these systems are second party accredited systems to ISO 9001.

The Project Delivery Group includes a project management team whose primary function is to manage the delivery of projects by external contractors. The project managers have technical skills in the delivery of civil engineering, building construction and water and wastewater reticulation projects.

Advances have been made in the development of systems and processes by which the team manages the delivery of discrete projects. Ongoing professional development within the team will ensure Councils

policies and expectations for delivery of capital projects are met, with particular regard to quality of product, budget, procurement process and timely delivery.

The project management team is delivering the following significant projects using the services of external contractors:

- Atherton Atherton Forest Mountain Bike Park Development
- Atherton Jack Street Drainage Upgrade;
- Chillagoe Torwood Road Causeway Upgrade;
- Kuranda Harriman Street Social Housing Duplex;
- Kuranda Thooree Street Social Housing Duplex;
- Kuranda Pedestrian Walkway Pods;
- Kuranda Visitor Information Centre;
- Malanda Showground Pavilion Amenities Upgrade;
- Malanda Visitor Information Centre;
- Speewah Ross Common Amenities and Shade Pavilion;
- TRC Atherton Mareeba Rail Trail - Stage 1;
- TRC Regional Reseals Programme.

6.2 MAINTENANCE SERVICE GROUP

The Maintenance Services Group comprises construction and maintenance teams with specific responsibility for roads, bridges, parks and gardens and buildings to service the requirements of Council. The civil engineering construction teams undertake projects for the Department of Transport and Main Roads under various forms of contract including sole invitee, alliance contracts and road performance contracts. This team also delivers road maintenance activities on state controlled roads for the department under an annual Roads Maintenance Performance Contract. The scope of the contract remains unchanged from the previous year and generally the performance indicators required by the department have been met.

The group has delivered a significant gravel resheet programme on the Burke Developmental Road west of Chillagoe for the department along with a number of minor works contracts.

The Maintenance Services Group has generally met the minimum maintenance service standard established by Council, however, there are a number of communities within the local government area of the Tablelands Regional Council desirous of higher maintenance standards. There is significant scope to improve service delivery through improved data capture, prioritisation of defects and works scheduling. At the present time works priorities are largely determined by works depot supervisors and Customer Requests.

Council has implemented a Maintenance Management System based on a mobile computing platform that will become the basis for all infrastructure maintenance management including Council roads, bridges, building and parks. At the present time the system is currently being used to manage Council's roads maintenance performance contract obligations to the Department of Transport and Main Roads.



Jum Rum Creek Bridge, Fallon Road, Kuranda

6.3 WATER, WASTEWATER & WASTE

The group comprises teams that manage water and wastewater treatment plants, water and wastewater reticulation services and waste operations across the region.

Council has water treatment facilities on each of its 20 water supply and reticulation schemes. The form of treatment varies across the region depending on the quality of the supply source. These range from the most basic of screening systems through to sedimentation, flocculation and disinfection. The treatment plant and reticulation team's primary responsibility is to ensure the safe and reliable delivery of service supply for both water and wastewater services.

Drinking Water Quality Management Plans for each of the 20 water supply schemes have been developed for the delivery of these services to the region's communities. These plans are a requirement of the state's Water Supply (Safety and Reliability) Act 2008. Interruptions to services are recorded and reported upon against an adopted Customer Service Charter.

Council also operates 7 wastewater treatment plants in accordance with the environmental license conditions applicable to each plant. The Kuranda Wastewater Treatment Plant upgrade has been completed and the contract finalised following completion of the defects liability period.

Operational services for water treatment and wastewater treatment are provided at the Lotus Glen Correctional Facility under commercially negotiated contracts with QBuild.

During the year on report, 2012/2013, the following significant capital projects achieved completion:

- Sewer relining in Mareeba and Ravenshoe has continued with the annual allocation of \$1 million enabling significant renewal of sewer mains in both townships.
- The Malanda Area Water Supply Scheme was substantially completed with the linking of 4 underground water supply bores to the Malanda Water Treatment Plant.
- Final commissioning of Malanda Wastewater Treatment Plant with all residential properties in the service area being connected.
- McIver Road sewer reticulation scheme in Mareeba was completed.
- The linking of Eastine Creek Dam in Tabo Village to the Mt Garnet Water Treatment Plant with a dedicated water delivery main was completed.
- Upgrading the Atherton Waste Management Facility has continued with the redevelopment of the Buy Back Shop area being asphalt sealed in preparation for the construction of a sheltered facility (22m x 18m) being programmed for completion by December 2013.
- Stage 2 of the Smart Water Meter installation programme was completed. There are now more than 2,500 properties connected into this network which has improved the efficiency of the water meter reading process and provide an opportunity for an improved water management production and delivery.
- Walkamin water network upgrade, reservoir replacement and pump installation was completed and residents now have a constant pressure and flow to their properties. All that remains is the installation of an emergency generator and this is expected to be completed by December 2013.
- Improvements at all water treatment plants, in accordance with the approved Drinking Water Quality Management Plans, have been delivered to programme. This includes the roll out of chlorine analysers, linked to operating technology, in all water supply districts.

The team responsible for operations at the landfill and transfer station sites across the region have undertaken remediation projects at the following sites:

- Atherton Waste Management Facility, Landfill
- Innot Hot Springs Landfill

Significant quantities of waste have been received at the Mareeba Landfill site due to mechanical and structural failures at the Bedminster Advanced Waste Recovery plant in Cairns. Operation of the plant ceased in August 2012 and recommenced in August 2013 with approximately 90,000 tonnes of waste delivered to the Mareeba Landfill site during this period.



Figure 1: Mclver Road Mareeba sewer main installation



Figure 2: Kuranda wastewater treatment plant upgrade



Figure 3: Malanda wastewater treatment plant installation



Figure 4: Atherton waste transfer station buy back shop foundation

7. CORPORATE PLAN

The Council's current Corporate Plan covering the period 2009-13 was adopted on 8 April 2009 and the Operational Plan for the 2012/13 financial year was adopted on 30 July 2012.

The Operational Plan is a statement of specific works to be undertaken and services to be provided in order to progress the goals and objectives set out in the Corporate Plan over a period of one financial year.

The appendix to this Annual Report (see section 32) provides an assessment of the Council's performance in implementing its Corporate and Operational Plans for the 2012/13 financial year. In addition, the reports by the Mayor, Chief Executive Officer and General Managers contained herein give a general indication of the progress and achievements of the Council during the 2012/13 financial year.

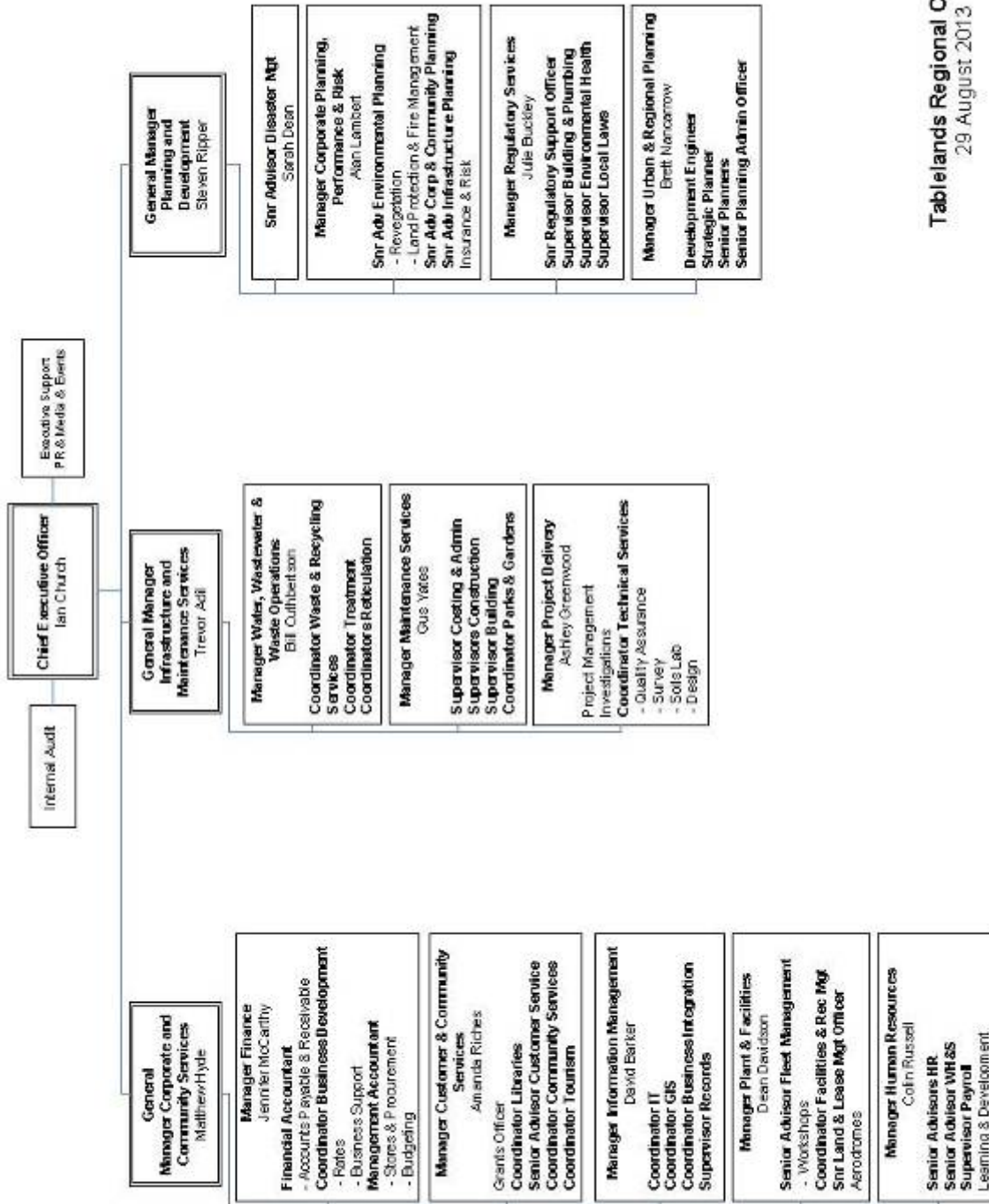
In accordance with the requirements of section 104 of the Local Government Act 2009, a long-term community plan, the Tablelands Community Plan 2021, was prepared following extensive community consultation and was adopted by Council on 7 March 2012.

Following the adoption of the long-term community plan, work then commenced on the preparation of a new 5 year corporate plan based on the strategies and visions outlined in the long-term community plan with the intention of adopting the new corporate plan in the second half of 2012.

However, amendments to the Local Government Act by the Queensland State Government during 2012/2013 have removed the requirement for local governments to prepare long-term community plans and this, together with the successful referendum on 9 March 2013 to de-amalgamate the former Mareeba Shire from the Tablelands Regional Council, combined to delay any further work on the preparation of a new Corporate Plan until after de-amalgamation.

Corporate Plans for both the continuing Tablelands Regional Council and the new Mareeba Shire Council will therefore be developed once the de-amalgamated Councils come into effect from 1 January 2014.

8. ORGANISATIONAL STRUCTURE



Tablelands Regional Council
29 August 2013

9. REMUNERATION PAYABLE TO SENIOR CONTRACT EMPLOYEES

Total remuneration packages payable to senior contract employees during 2012/13, as defined in s201 of the Local Government Act 2009, were:

- 1 senior contract employee with a total remuneration package in the range of \$210,000 - \$230,000.
- 3 senior contract employees with a total remuneration package in the range of \$190,000 - \$210,000.

10. EEO MANAGEMENT PLAN

Council aims to provide an environment that fosters good working relationships and, in doing so, has undertaken the following activities to implement the EEO Management Plan.

1. In October 2012, Council circulated a form for employees to complete updating personal details and requesting information in relation to the EEO Target Groups. The tables below which show salary stream and classification level, summarise the information supplied by staff who identified with the four target groups.

Target Group 1	Number of Staff
People who have migrated to Australia and whose first language is a language other than English, and the children of those people	15

Breakdown of Target Group by Salary stream

Industrial Award	Number of Staff
Local Government Officer's Award	13
Local Government Employee's Award	2

Breakdown of Target Group by Classification Level

Classification Level	Number of Staff
LGE Level 3	2
LGO 2	2
LGO 3	5
LGO 5	3
LGO 6	1
LGO 7	1
LGO 8	1

Target Group 2	Number of Staff
Aboriginal and Torres Strait Islander people	33

Breakdown of Target Group by Salary stream

Industrial Award	Number of Staff
Local Government Officer's Award	11
Local Government Employee's Award	20
Building Trades Award	2

Breakdown of Target Group by Classification Level

Classification Level	Number of Staff
BT 1	2
LGE 1	1
LGE 2	1
LGE 3	9
LGE 4	2
LGE 5	4
LGE 6	1
LGE 8	2
LGO 1	3
LGO 2	3
LGO 3	2
LGO 4	1
LGO 8	1
LGO Trainee	1

Target Group 3	Number of Staff
People with a physical, sensory, intellectual or psychiatric disability	6

Breakdown of Target Group by Salary stream

Industrial Award	Number of Staff
Local Government Officer's Award	2
Local Government Employee's Award	4

Breakdown of Target Group by Classification Level

Classification Level	Number of Staff
LGE Level 3	2
LGO 1	2
LGO 3	1
LGO 4	1

Target Group 4	Number of Staff
Women	220

Breakdown of Target Group by Salary stream

Industrial Award	Number of Staff
Local Government Officer's Award	202
Local Government Employee's Award	15
Contract	3

Breakdown of Target Group by Classification Level

Classification Level	Number of Staff
LGE 1	5
LGE 2	2
LGE 3	4
LGE 5	4
LGO Junior	7
LGO 1	35
LGO 2	53
LGO 3	51
LGO 4	20
LGO 5	16
LGO 6	9
LGO 7	6
LGO 8	5
Contract	3

2. (a) During the year there has been regular consultation with trade unions that have members who are, or will be, affected by the EEO Management Plan.

Council has held formal meetings every three months with union organisers and employee representatives to discuss workplace issues. Specific issues relating to particular employees or employee groups are discussed with the relevant trade union delegates as they arise. If it is an issue that affects employees across different unions it may be placed on the agenda for discussion at the quarterly meeting. No issues specific to any of the target groups have arisen in the period.

(b) A number of platforms are used to communicate with Council's employees, including employees who are members of the target groups. These include the Enterprise Bargaining Consultative Committee and the Workplace Safety Committee. Issues relating to target groups can be raised at the regular meetings of these Committees. The monthly Council newsletter, Talking Point, is used to advertise events relevant to the target groups and the community at large. It has also been used to inform all employees of policies and rights regarding discrimination, workplace harassment, employee complaints management and current workplace issues.

3. During the past year Council has undertaken a number of activities to eliminate unlawful discrimination against, or harassment of, Council's employees.

A major initiative has been the development of a new Ethics & Code of Conduct training program which incorporates prevention of workplace discrimination, bullying and harassment. The program includes a comprehensive set of scenario exercises for completion by participants. Training sessions for new and existing employees are held monthly and participants are encouraged to draw on their own experience to illustrate concepts and ask questions. The aim of this training is to raise awareness of unacceptable

behaviour in the workplace and give employees information and strategies to assist them in dealing with any issues that may arise.

4. Council will continue to collect data which will enable members of the target groups to be identified so that issues important to those groups can be raised and discussed with the management team. Training in Ethics and Code of Conduct will continue with new methods of delivery being evaluated to improve delivery times and provide a point of reference for employees.
5. Other activities undertaken by Council to create a positive work environment for employees include:
 - Training to reinforce and promote organisational core values.
 - Talking Point, monthly newsletter used to inform all staff of what is happening within Council and the community. Information provided includes advertising of Council sponsored community activities, positive feedback from the community regarding work undertaken by employees and specific information from individual work groups that may be of interest to other employees.
 - Promotion and support of fund-raising events such as the Great Wheelbarrow Race, Health and Well-Being Expo and Australia's Biggest Morning Tea as well as free dress days for Daffodil Day, Jeans for Gene's Day and many others.
 - Social club functions including Friday afternoon drinks and pizza as well as special events such as the Staff Christmas Party.
 - Council group functions including barbeques and location based breakfasts.
 - Sporting functions such as the TRC Lympics.

11. PUBLIC SECTOR ETHICS ACT

The *Public Sector Ethics Act 1994* requires that the Annual Report of each public sector entity (which includes a local government) must include an implementation statement giving details of the action taken during the reporting period to comply with those sections of the Act relating to preparation of codes of conduct and access to, and education and training in, the ethics principles and public sector ethics.

The four ethics principles are:

- Integrity and impartiality;
- Promoting the public good;
- Commitment to the system of government; and
- Accountability and transparency.

An amended Code of Conduct based on the above principles was adopted on 17 October 2011.

Education and training in relation to the ethics principles and the code of conduct was undertaken with all staff by Council's HR Department during 2012/13 and is also included as part of the induction process for all new employees.

Copies of the ethics principles and Code of Conduct are provided at each workplace for access by Council staff. Any person, other than Council staff, can obtain access to, or purchase a copy of, the Code of Conduct at any of the Council's administration offices.

The administrative procedures and management practices of the Council have regard to the ethics obligations of public officials and the Council's Code of Conduct and all employees are encouraged to act in ways which give commitment to a high standard of ethics and which ensure the highest standards of public administration.

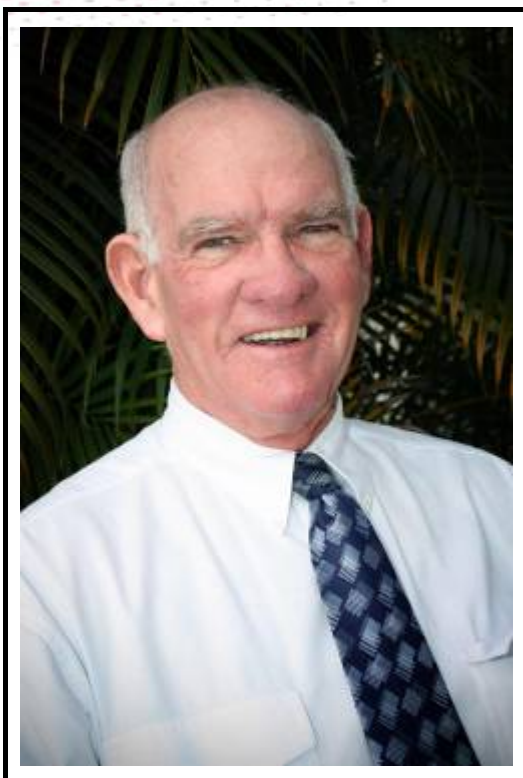
12. ELECTED REPRESENTATIVES



Mayor Rosa Lee Long

Committees:

Kuranda Infrastructure Advisory Committee
Rail Trails Advisory Committee
Tourism Kuranda
Kuranda Community Precinct Advisory Committee
Regional Cultural Centre Advisory Committee
Local Disaster Management Group
Mareeba District Disaster Management Group
Australia-Wide Rural Road Group (Gwydir Shire Council)
2012 Solar Eclipse Group
FNQROC
FNQ Regional Planning Advisory Committee
FNQ Natural Resource Management Group
LAWMAC
Tablelands Health Service
Local Traffic Advisory Committee
Tablelands Fire Management Group - Mareeba and Atherton
Tropical Tablelands Tourism
Tablelands Health Action Group



Councillor Evan McGrath OAM - Division 7
Deputy Mayor

Committees:

Audit Committee
Northern Gulf Resource Management Group
Tablelands Road Safety Management Committee
Local Traffic Advisory Committee
Wellbeing Tablelands Healthy Community Committee
Mareeba Heritage Centre Management Committee
Tablelands Outdoor Recreation Association
Mareeba & District Chaplaincy Committee
Mareeba Liquor Industry Action Group
Mareeba PCYC Management Committee
Sunwater Mareeba Dimbulah Irrigator Advisory Committee
Mareeba Multicultural Festival Committee
Great Wheelbarrow Race Organising Committee
Relay for Life



Councillor Gaye Taylor - Division 1

Committees:

Regional Arts Development Fund (RADF)
Northern Region Pest Advisory Committee
Southern Region Pest Advisory Committee
2012 Solar Eclipse Group
LAWMAC
Main Roads and Local Government Roads Alliance
Western Progress Association Watsonville
Gulf Savannah Development
Great Wheelbarrow Race Organising Committee



Councillor Shaaron Linwood - Division 2

Committees:

Rail Trails Advisory Committee
RADF Committee
Tableland Regional Art Gallery Advisory Committee
Local Disaster Management Group
Audit Committee
Arts Nexus
Ravenshoe Visitor Centre and Herberton Visitor Centre
Mount St Bernard College, Herberton
Carinya Home for the Aged
Atherton/Herberton School Chaplaincy Committee
Herbert River Catchment Group Inc
Herberton Sport & Recreation
Ravenshoe Rail and RAISE, Ravenshoe
Tableland Transport Action Group
Tableland Sport and Recreation Association Inc
Ravenshoe Chamber of Commerce
Herberton Business & Traders Association
Mt Garnet Progress and Mt Garnet Rodeo Association
Torimba Cultural and Festival Association Inc
ITACTRAC Ravenshoe



Councillor Geoff Stocker - Division 3

Committees:

Northern Region Pest Advisory Committee
Southern Region Pest Advisory Committee
Cassowary Recovery Team
Terrain (FNQNRM)
TNQ Sustainable Regions
Tablelands Fire Management Group - Mareeba
Tablelands Fire Management Group - Atherton
AT Youth Action Group
Johnstone River Catchment Management Association
Wet Tropics Water Resource Plan
Eacham Sport & Recreation Steering Committee
Malanda Sport & Recreation
Sustainable Malanda
FNQ Pest Advisory Forum
Malanda Chamber of Commerce
Millaa Millaa Chamber of Commerce
Malanda Show Society
Malanda Swimming Pool Committee



Councillor Rod Marti - Division 4

Committees:

Tablelands Health Service
Tablelands Futures Corporation
Tropical Tablelands Tourism
Barron River Integrated Catchment - Upper Zone Forum
Barron River Integrated Catchment - Central Zone Forum
Barron River Integrated Catchment - Lower Zone Forum
Water Advisory Group
Wet Tropics Water Resource Plan
Tablelands Health Action Group
Tablelands Health Partnership
Tablelands Folk Festival
James Cook University Rural Clinical School Community Advisory Board



Councillor Peter Hodge - Division 5

Committees:

Rail Trails Advisory Committee
Tableland Regional Art Gallery Advisory Committee
Regional Cultural Centre Advisory Committee
Audit Committee
Atherton Children's Centre
Atherton Tableland Home Assist/Secure Committee
Community Hall (Atherton High School) Committee
Loder Park Management Committee
Atherton Town Band Advisory Committee
Atherton Chinatown Committee
Atherton Ambulance Committee
Principal Cycle Network Plan – FNQ
Tablelands Fish Stocking Society
Atherton Maize Festival



Councillor Marjorie Pagani - Division 6

Committees:

Rail Trails Advisory Committee
Building Safer Communities Regional Committee
Morrow Park Management Committee
Rocky Creek War Memorial Park Advisory Committee
Tolga Historical Society
North Queensland Sports Foundation



Councillor Jenny Jensen - Division 8

Committees:

Kuranda Infrastructure Advisory Committee
Tourism Kuranda
Kuranda Community Precinct Advisory Committee
Northern Region Pest Advisory Committee
Homelessness Community Advisory Group
Terrain (FNQNRM)

13. COUNCILLOR REMUNERATION

The amount of remuneration paid to Local Government councillors for the time and effort spent on Council business is determined by the Local Government Remuneration and Discipline Tribunal ('The Tribunal').

The *Local Government Act 2009* provides that the Tribunal is responsible for:

- Establishing categories of local governments;
- Deciding which category each local government belongs to;
- Deciding the remuneration that is payable to the councillors in each of those categories.

The Tablelands Regional Council was originally classified by the Tribunal as a Category 5 Council, however, this classification was reviewed by the Tribunal in 2011 and changed to a Category 4 Council effective from the conclusion of the 2012 quadrennial elections.

Under the provisions of the *Local Government (Operations) Regulation 2010* (which has now been superseded by the new *Local Government Regulation 2012*), the Tribunal was required to make a determination by 1 December each year about the remuneration to be paid to councillors from 1 January the following year.

The *Local Government Regulation 2012* (which came into effect on 14 December 2012) amended the councillor remuneration determination process, however, because the Tribunal had already made a determination about the remuneration to apply to councillors from 1 January 2013 and the relevant remuneration schedule was published in the Queensland Government Gazette on 14 December 2012 in accordance with the provisions of the old *Local Government (Operations) Regulation 2010*, the Department of Local Government advised that councils should adopt the remuneration schedule as per the requirements of section 42(5) of the old Regulation.

The following resolutions relevant to remuneration paid to councillors during the 2012/13 financial year were passed by Council:

Meeting 18 January 2012

"That Council resolve to:

1. Authorise remuneration of Councillors as per the Local Government Remuneration and Discipline Tribunal's 2011 schedule (below), noting that the category 5 schedule is relevant until the conclusion of the March 2012 election, whereupon the category 4 schedule will be applied.

	Category 4 (\$)	Category 5 (\$)
Mayor	109,719	130,292
Deputy Mayor	68,575	85,718
Councillor	58,288	75,432

2. Authorise the payment of an annual amalgamation loading in addition to the remuneration shown in 1. above as follows:

	1 January to 31 March 2012 (\$)
Mayor	2,770
Deputy Mayor	1,940
Councillor	1,700

3. Review the resolution regarding Councillor's remuneration upon receipt of a response from the Tribunal regarding Council's request for a deferment of the Tribunal's decision."

(**Note** that in relation to 3. above, the submission made by the Tablelands Regional Council to the Tribunal in October 2012 regarding deferment of the reclassification of TRC to a Category 4 Council was considered by the Tribunal and rejected.)

Meeting 17 January 2013

"That Council resolve to authorise remuneration of TRC Councillors as per the Local Government Remuneration and Discipline Tribunal's 2012 schedule (below), effective from and including 1 January 2013.

	Category 4 (\$)
Mayor	112,462
Deputy Mayor	70,289
Councillor	59,746

The amended process for determining councillor remuneration which came into effect from 14 December 2012, as set out in the *Local Government Regulation 2012*, required the Tribunal to, before 1 December of the year before each election year in which a local government quadrennial election is to be held and for each category of local government, decide the remuneration payable to a councillor, mayor or deputy mayor of a local government in each category.

The remuneration decided by the Tribunal as above would then be payable from 1 July of the election year to which the Tribunal's decision related with subsequent variations during the four year Council term tied to the percentage increase in the salary of a State member of the Queensland Legislative Assembly.

However, in August 2013, legislative changes by the Queensland State Government returned the functions of the Tribunal to the pre December 2012 arrangements with the Tribunal once again being required to make annual remuneration determinations. While such determinations will still be made before 1 December each year, they will now apply from the following 1 July and not 1 January as was previously the case.

The total remuneration paid to each Councillor and the total superannuation contribution paid on behalf of each Councillor during the period 1 July 2012 to 30 June 2013 is as follows:

Name	Remuneration Paid	Superannuation Paid
Jensen, Jenny	61,258.88	7,351.05
Linwood, Shaaron	61,258.88	7,351.05
McGrath, Evan	72,069.47	7,456.04
Lee Long, Rosa	115,310.42	13,330.87
Hodge, Peter	61,258.88	5,530.53
Marti, Rod	61,258.88	5,530.53
Stocker, Geoff	61,258.88	5,530.53
Taylor, Gaye	61,258.88	7,351.05
Pagani, Marjorie	56,775.18	5,127.00

COUNCILLOR EXPENSE REIMBURSEMENT

In addition to remuneration for time spent on Council business, local government Councillors are also entitled to receive reimbursement of all approved expenses incurred in undertaking their role as a Councillor.

Section 250 of the *Local Government Regulation 2012* requires each local government to adopt an expenses reimbursement policy.

The following Councillor Remuneration, Expenses Reimbursement and Resources Policy was adopted by Council at its meeting held on 15 August 2012.

(Note that references in the Policy to the *Local Government (Operations) Regulation 2010* have now been superseded by relevant provisions of the *Local Government Regulation 2012*.)

Councillor Remuneration, Expenses Reimbursement and Resources Policy

1. POLICY INTENT

The purpose of the policy is to ensure that Councillors (including mayors) can receive reimbursement of reasonable expenses and be provided with necessary facilities in performance of their role. The policy clarifies the extent of remuneration, expense reimbursement and the provision of facilities, vehicles and resources to Councillors.

2. STATEMENT OF PRINCIPLES

This policy complies with the Department of Local Government's Statement of Principles, set out in its transitional expenses reimbursement policy:

- Reasonable expenses reimbursement to Councillors
- Public accountability and transparency
- Public perceptions and community expectations
- No private benefit to be derived
- Equity and participation

3. SCOPE

This policy applies to duly elected Council members.

4. BACKGROUND/SUPPORTING INFORMATION

A local government is required to develop, adopt or amend an expenses reimbursement policy in accordance with Chapter 5, Part 1, Division 2 Section 45 of the *Local Government (Operations) Regulation 2010*.

At its statutory meeting held 17 May 2012, Council instructed officers to prepare an amendment to the TRC expenses policy for Councillors.

5. POLICY STATEMENT

5.1 Remuneration

In accordance with Section 183 of the *Local Government Act 2009*, the Local Government Remuneration and Discipline Tribunal is responsible for:

- (a) Establishing the categories of local governments; and
- (b) Deciding which categories each local government belongs to; and
- (c) Deciding the remuneration that is payable to the Councillors in each of those categories.

In accordance with Chapter 5, Part 1, Division 1 of the *Local Government (Operations) Regulation 2010*, the Tribunal must, on or before 1 December each year and for each category of local government, decide and publish the remuneration schedule that may be paid in the following year to a Mayor, Deputy Mayor or a Councillor of a local government in each category.

The remuneration may include, or may separately provide for, remuneration for the duties a Councillor may be required to perform if the Councillor is appointed to a committee, or as chairperson of a committee, of a local government.

The remuneration fixed by the Tribunal is all inclusive and no additional remuneration is payable for sick leave, annual leave, or any other benefits otherwise applicable to employees other than superannuation. The remuneration can not include any amount for expenses to be paid or facilities to be provided to a Councillor under its expenses reimbursement policy.

The local government must, by resolution adopt the remuneration schedule within 90 days of the schedule being gazetted. In adopting this remuneration amount Council recognises that:

1. Councillors are called upon by the demands of their office to attend civic duties requiring a commitment on their time equivalent, on average, to at least standard full-time working hours.
2. Council considers that the role of Councillors requires, by its very nature, extensive evening and weekend work to service the community's requirements.

5.1.1 Superannuation and tax

At the time of writing, TRC is, by unanimous Council resolution, an "eligible local governing body". This empowers the withholding of Councillors' income tax and automatic payment of superannuation contributions of 9% as per employees.

5.2 Expenses

5.2.1 Payment of Expenses

Reimbursement of expenses will be paid to a Councillor through administrative processes approved by a Council's Chief Executive Officer subject to:

- the limits outlined in this policy and
- Council endorsement by resolution.

The administrative process for payment of expenses at the time of writing is:

- Councillors complete the Councillor Expenses Reimbursement Voucher, attaching copies of supporting documentation such as log book extracts and receipts
- Completed forms submitted to the Chief Executive Officer for approval
- Office of the Chief Executive Officer forwards approved forms to accounts payable

5.2.2 Travel as required to represent Council

A local government may reimburse local and in some cases interstate and overseas travel expenses (e.g. flights, car, accommodation, meals and associated registration fees) deemed necessary to achieve the business of Council where:

- a Councillor is an official representative of Council and / or
- the activity/event and travel have been endorsed by resolution of Council.

Councillors are to travel via the most direct route, using the most economical and efficient mode of transport.

5.3 Vehicles

5.3.1 Use of Council vehicles on Council business

Councillors may have access to a Council vehicle for official business.

5.3.2 Private use of Council vehicles

Private use of Council owned vehicles is only permitted if prior approval has been granted by resolution of Council. Council will, in its resolution authorising private use, set out the terms for the Councillor to reimburse Council for the private use.

"Private use" in this context does not include incidental and occasional private use if the private destination is on a direct path between the Council business destinations.

Fuel costs

Fuel for a Council-owned vehicle used for official Council business, will be provided or paid for by Council.

Fuel costs associated with use of a Councillor's private vehicle are covered by the private vehicle expenses reimbursement rates.

5.3.3 Use of Councillor's private vehicle

Councillor's private vehicle usage may be reimbursed by Council if the:

- travel within the region is required to conduct normal business
- travel outside the region has been endorsed by Council resolution
- claim for mileage is substantiated with log book details and
- total travel claim does not exceed the cost of the same travel using economy flights plus the cost of taxi transfers.

Reimbursement rates for business kilometres as published by the Australian Tax Office will be applied.

Private vehicle insurance is at the risk of the user for both private and business use.

NOTE: Any fines incurred while travelling in Council-owned vehicles or privately owned vehicles when attending to Council business, will be the responsibility of the Councillor incurring the fine.

5.3.4 Policy on vehicle use if accumulating over 12,600 km per year

Reimbursement of private vehicle use is only cost effective under a threshold of 12,600 km (at time of writing).

As per Council resolution on 4 July 2012, Councillors expecting to travel over 12,600 km per year can, by request to the Chief Executive Officer, be provided with a Council vehicle under the same terms and conditions as the Mayor, instead of being reimbursed a kilometre allowance.

5.3.4 Car parking amenities

Council will provide Councillors with:

- car parking at the local government office premises and / or
- reimbursement of parking costs paid by Councillors while attending to official Council business.

5.4 Travel bookings

All Councillor travel approved by Council will be booked and paid for by Council, unless travelling by private or Council vehicle.

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. They cannot be used to offset other unapproved expenses. (e.g. cost of partner or spouse accompanying the Councillor.)

Council will pay for reasonable expenses incurred for overnight accommodation when a Councillor is required to stay outside the local government's region.

5.5 Travel transfer costs

Any travel transfer expenses associated with Councillors travelling for Council approved business will be reimbursed.

Example: Trains, taxis, buses and ferry fares.

Cab charge vouchers may also be used if approved by Council where Councillors are required to undertake duties relating to the business of Council.

5.6 Accommodation

All Councillor accommodation for Council business will be booked and paid for by Council. Council will pay for the most economical deal available. Where possible, the minimum standards for Councillors' accommodation should be three or four star rating. Where particular accommodation is recommended by conference organisers, Council will take advantage of the package deal that is the most economical and convenient to the event.

5.7 Meals

A local government will reimburse costs of meals for a Councillor when:

- the Councillor incurs the cost personally; and
- the meal was not provided:
 - within the registration costs of the approved activity/event;
 - during an approved flight.

The amount Council will reimburse for meals will be in accordance with the current Australian Taxation Office Determination.

No alcohol will be paid for by Council.

5.8 Incidental allowance

Up to \$20 per day may be paid by a local government to cover any incidental costs incurred by Councillors required to travel, and who are away from home overnight, for official Council business.

5.9 Additional expenses for Mayor

5.9.1 Hospitality

Local governments may reimburse mayors up to \$1,000 per annum for hospitality expenses deemed necessary in the conduct of Council business.

5.10 Provision of facilities

All facilities provided to Councillors remain the property of Council and must be returned to Council when a Councillor's term expires.

5.11 Private use of Council owned facilities

Based on the principle that *no private benefit is to be gained*, the facilities provided to Councillors are to be used only for Council business unless prior approval has been granted by resolution of Council.

The Council resolution authorising private use of Council owned facilities will set out the terms under which the Councillor will reimburse Council for the percentage of private use.

5.12 Administrative tools

Administrative tools will be provided to Councillors as required to assist Councillors in their role.

Administrative tools include:

- office space and meeting rooms
- computers
- stationery including business cards
- phones
- i-pad
- access to photocopiers

- name badge
- safety equipment
- printers
- facsimile machines
- publications
- use of Council landline telephones and internet access in Council offices.

Secretarial support may also be provided for Mayors and Councillors, within the existing staff structure, unless by Council resolution.

Each Councillor will be provided with a single standard laptop that can be used both at the Council work location and at the Councillor's home office. A docking station, keyboard, mouse and computer screen along with access to a networked combination/printer/fax will be provided at the Councillor's Council work location. An individual combination printer/scanner/fax may be provided for home office use if required.

Each laptop will be loaded with the Microsoft Office Suite and email software. Internet access will be provided at the Council work location. It is the responsibility of each Councillor to arrange internet access from their home office if required, unless the home office is the Councillor's primary office.

All Council supplied electronic devices are provided under Council's policies relating to computer use, security and internet and email usage. Supplied devices will be supported and maintained through Council's IT Request Tracker system within standard business hours.

Where required, training in the use of the equipment/software that has been provided by Council will be available.

Council will be responsible for the ongoing maintenance and reasonable wear and tear costs of Council-owned equipment that is supplied to Councillors for official business use.

5.13 Insurance cover

Council will indemnify or insure Councillors in the event of injury sustained while discharging their civic duties.

Council will pay the excess for injury claims made by a Councillor resulting from conducting official Council business.

5.14 Professional development

Where Council resolves that all Councillors are to attend training courses or workshops for skills development related to a Councillor's role, Council will reimburse the total costs of the course. In addition, where a Councillor identifies a need to attend a conference, workshop or training to improve skills relevant to their role as a Councillor, other than mandatory training as above, expenses will be reimbursed as per Council resolution on a case by case basis.

The total amount of expenses reimbursed to or paid on behalf of each Councillor during the period 1 July 2012 to 30 June 2013 is as follows:

Name	Attendance at seminars, conferences, deputations etc - \$	Private vehicle travel costs - \$
Jensen, Jenny	1,673	3,037
Linwood, Shaaron	3,740	12,109
McGrath, Evan	3,081	
Lee Long, Rosa	6,938	
Taylor, Gaye	573	698
Stocker, Geoff	1,023	5,201
Hodge, Peter	3,191	8,399
Marti, Rod	2,785	8,751
Pagani, Marjorie	30	3,199

Councillors were also provided with the facilities necessary to effectively undertake the requirements of their position. These facilities included:

- Administrative and secretarial support;
- Office space and Council meeting rooms;
- Desktop and/or laptop computer, Ipad;
- Use of Council landline telephone and internet access;
- Access to fax, photocopier, scanner, printer and stationery;
- Home landline and internet access;
- Name badge;
- Use of Council owned vehicles for official council business;
- Mobile telephones;
- Insurance cover under relevant Council policies (Public Liability, Councillor's Liability, Personal Accident, Workers Compensation);
- Provision of meals (lunches/morning teas) when attending Council meetings and workshops.

14. COUNCILLOR ATTENDANCE AT COUNCIL MEETINGS HELD 1 JULY 2012 TO 30 JUNE 2013

Total Meetings held:

Ordinary Meetings 23

Councillor	Total Attended
Cr Rosa Lee Long - Mayor	22
Cr Gaye Taylor - Division 1	23
Cr Shaaron Linwood - Division 2	23
Cr Geoff Stocker - Division 3	15
Cr Rod Marti - Division 4	22
Cr Peter Hodge - Division 5	23
Cr Marjorie Pagani - Division 6	21
Cr Evan McGrath - Division 7	20
Cr Jenny Jensen - Division 8	21

15. OVERSEAS TRAVEL

No overseas travel was undertaken by Councillors or employees of the Council during 2012/13.

16. GRANTS TO COMMUNITY ORGANISATIONS

The following grants/donations were made during the period 1 July 2012 to 30 June 2013 in accordance with Council's Financial and In-Kind Support Program Policy and via the Regional Arts Development Fund Program:

	\$
Community Events and Fundraising Activities	76,064
Community Organisations	85,437
Remittance of Fees, Rates and Charges	55,267
Youth Related Activities	28,541
Music and Arts Activities	10,375
Sports Related Activities	30,597
Conservation Activities	19,281
Regional Arts Development Fund	61,405
	366,967

Councillors of the Tablelands Regional Council are not provided with discretionary funds to allocate as they see fit. Funding was not therefore provided to community organisations from this source.

17. REGISTERS OPEN TO THE PUBLIC

Register of Members Interests
Register of Delegations by Council
Register of Enterprises
Register of Roads
Register of General Charges and Regulatory Fees
Register of Delegations by the Chief Executive Officer
Register of Local Laws and Subordinate Local Laws
Register of Electoral Gifts
Register of Lands
Register of Policies
Cemetery Register
Impounding Register

18. CHANGES TO TENDERS

There was one occasion during the year where persons who submitted a tender were invited to change their tender to take account of a change in the tender specification prior to Council making a decision (Section 228(7) of the *Local Government Regulation 2012*).

This was in relation to the following tender:

T-TRC2012-112 Kuranda Pedestrian Walkway Pods.

19. RESERVES AND CONTROLLED ROADS

The Tablelands Regional Council has control of:

- (a) 16,296 ha of land (including approximately 1,108ha leased to other parties) which is set apart as 474 separate reserves under the Land Act 1994. The land is reserved for a number of different purposes including the following:
- Beauty Spot
 - Building and Health
 - Camping, Water and Road
 - Cemetery
 - Children's Playground
 - Drainage
 - Educational Institution
 - Esplanade
 - Environmental
 - Flora Preservation
 - Gravel
 - Heritage and Historical
 - Hospital
 - Kindergarten
 - Landing Ground for Aircraft
 - Library
 - Local Government
 - Memorial
 - Open Space and Buffer Zones
 - Park/Park and Recreation
 - Pasturage
 - Pound and Stock Dip
 - Quarry
 - Racecourse
 - Road and Crossing
 - Rubbish Depot
 - Sanitary
 - Scenic
 - School of Arts
 - Sewerage
 - Showground and Recreation
 - Soldier's Memorial
 - Sports Ground
 - Township
 - Town Water Supply
 - Tropical Gardens
- (b) 5,143 kms of roads that are not owned by the Council. This road length comprises 4,121 kms of roads for which Council has direct responsibility and 1,022 kms of Main Roads which Council maintains under RMPC Sole Invitee Status.

This land does not have a value for the Council's financial statements.

20. CONDUCT OF BUSINESS ACTIVITIES - APPLICATION OF CODE OF COMPETITIVE CONDUCT

The following business activities were conducted by Council during the 2012/13 financial year:

Water Supply
Sewerage
Waste Management
Plant Operations
Other Roads activities
Design and Survey Services
Soil Laboratory and Quality Assurance

The *Local Government Act 2009* (section 45 (b)) requires that a Council's annual report must identify the business activities (excluding a roads business activity) that are a significant business activity. The *Local Government (Beneficial Enterprises and Business Activities) Regulation 2010*, which was in force at the time the Council's budget for 2012/13 was adopted, identified the following expenditure thresholds for significant business activities:

Type 1 significant business: \$39.4M for combined water and sewerage services
 \$23.6M for another business activity

Type 2 significant business: \$11.8M for combined water and sewerage services
 \$7.9M for another business activity

The Regulation also provided that a local government must use the financial information for the previous financial year that was presented to the local government's budget meeting to identify each new significant business for the financial year. Only two of Council's business activities have exceeded the threshold for a Type 2 significant business activity and the following are the actual and projected expenditure figures for the 2011/12 and 2012/13 financial years respectively for those two activities:

	Water Supply	Waste Management
Actual 2011/12	\$7,941,494	\$8,127,871
Projected 2012/13	\$7,986,000	\$7,027,000

However, regardless of whether the business activities met the prescribed threshold or not, the Code of Competitive Conduct (full cost pricing of the business activities) was applied to all of Council's listed business activities.

The business activities listed above were also conducted by Council in the previous financial year (2011/12) and there were no new business activities commenced in 2012/13.

21. COMPETITIVE NEUTRALITY COMPLAINTS

There were no complaints received by Council in relation to the operation of its business activities during the year and consequently, there were no notices given during the year under section 49 of the *Local Government Regulation 2012* - (Investigation Notice given by the Queensland Competition Authority stating the QCA's intention to investigate a competitive neutrality complaint).

22. BENEFICIAL ENTERPRISES

The Council entered into a partnership arrangement with King Brown Technology in June 2010 with respect to the conduct of a composting trial at the Mareeba Landfill. The composting trial agreement had an expiry date of 30 April 2013, however, Council has agreed in principle to continue its participation in the composting venture beyond the initial two year trial. A new draft agreement has been negotiated with King Brown Technology but was still with Council's solicitors as at the close of the financial year.

23. INTERNAL AUDIT REPORT

Internal Audit

The Internal Audit function was established to assist Council, the Audit Committee, Chief Executive Officer (CEO) and other levels of management achieve sound managerial control and improve efficiency and effectiveness. The objectives of internal audit are achieved by furnishing Council, the Audit Committee, Chief Executive Officer and other levels of management with reports, analyses, appraisals, recommendations, counsel and information concerning the activities audited/reviewed and by promoting effective control at reasonable cost.

Internal Audit operates as an independent function within Council, reporting directly to the Chief Executive Officer and the Audit Committee with respect to audit/investigation outcomes. For administrative/financial/employee management, Internal Audit reports to the Chief Executive Officer.

Internal Audit reviews and advises on:

- legislative and policy compliance
- operational cost-effectiveness and efficiency
- reliability of financial and related management information
- use of public funds and assets under Council's control
- adequacy and accuracy of accounting and computing systems.

Internal Audit also:

- conducts investigations requested by the Chief Executive Officer
- provides an advisory function concerning business improvement processes and systems of internal controls
- provides administrative support for the Audit Committee.

Major achievements:

- Released two audit reports on investigation of Council's Regulatory Management and Events Management procedures
- Continued to improve professionalism by reviewing and updating procedures.

Due to the taking of a significant leave accrual followed by the subsequent resignation of the Internal Auditor, no Internal Audit activity was undertaken during the period October 2012 to February 2013. As a result of the resignation of the Internal Auditor, the opportunity was taken to review the model for delivery of the Internal Audit function and the decision made to outsource Internal Audit to Pacifica Chartered Accountants for the balance of the 2012/13 financial year, and for a further period as appropriate.

Between March and June 2013, Pacifica undertook a review of the completeness and accuracy of Council's Audit Matrix and the implementation status of items contained within the Matrix. Their detailed report on this matter was presented to the Chief Executive Officer in June 2013.

Also commenced in June 2013 was a review of Contractor Panel Arrangements for the supply of Professional Services - Civil Engineers, Structural Engineers, Surveyors, Technical Officers, Design Drafters, Project Managers and Architects (Engineers & Associated Services Panel).

Audit Committee

The Audit Committee comprises three members: an external independent Chair, Mr Bruce Peden, and two appointed Councillors, Crs Shaaron Linwood and Peter Hodge.

The primary objectives of the Audit Committee are to assist Council fulfil its corporate governance role and oversight of financial management and reporting responsibilities imposed under the *Local Government Act 2009* and other relevant legislation. The Audit Committee performs an independent overview of the financial and management operations of Council, including the internal and external auditing role and, notwithstanding the absence of the Internal Audit function for a significant portion of the 2012/13 financial year, the Committee held three quarterly meetings and two special meetings during the year.

Major achievements:

- Reviewed audit reports and action taken to address recommendations
- Monitored Internal Audit performance against the approved 2011–14 Internal Audit Plan targets
- Reviewed the annual financial statements for 2011/2012
- Undertook a self assessment review to ensure that the committee was meeting its responsibilities.

Under its charter, the committee meets quarterly and, when required, an additional meeting to review the draft Annual Financial Statements. The Chief Executive Officer and Internal Auditor attend each meeting.

24. COMMUNITY FINANCIAL STATEMENT

The Community Financial Report provides the community with Council's financial statements for the year ending 30 June 2013, in a simplified format that is easily understood by members of our community.

De-Amalgamation of Mareeba Shire Council

As per the *Local Government (De-amalgamation Implementation) Regulation 2013* the former Mareeba Shire Council (MSC) was re-established on the 1 January 2014.

Due to de-amalgamation, the continuing Tablelands Regional Council (TRC) disclosed the accounting impacts in the 2012-13 audited annual general purpose financial statements as per the Australian Accounting Standards. TRC's 2012-13 financial statements resulted in the MSC operations displayed as 'Discontinued Operations' and all assets and liabilities that are expected to transfer to MSC are shown under 'Assets held for distribution' and 'Liabilities directly associated with assets held for distribution' respectively.

These split figures were derived from a report compiled by Crowe Horwath who were engaged by the De-amalgamation Transfer Committee to re-create the cash flow, profit and loss and balance sheet for the continuing TRC and former MSC area from 15 March 2008 to 30 June 2013. The figures were calculated as if the former MSC had not been amalgamated with TRC and had remained a stand alone entity, by apportioning actual transactions.

The Income Statement

The Income Statement shows the details of Council's income and expenses for the year ending 30 June 2013.

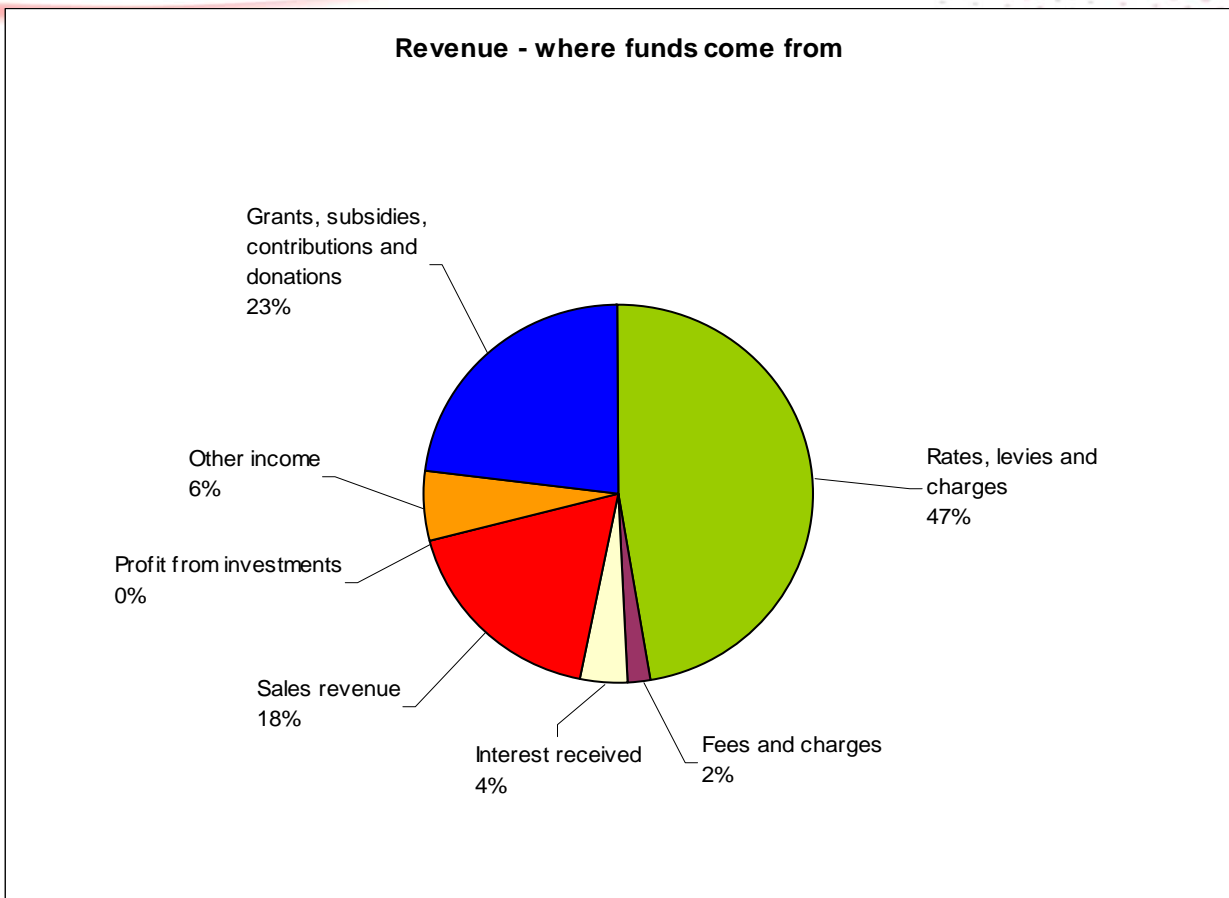
	TRC	MSC	TOTAL
Information at a Glance	1 July 2012 to 30 June 2013 (\$000)		
Revenue (including capital)	51,690	67,414	119,104
Expenses	(51,539)	(64,757)	(116,296)
Net Result	151	2,657	2,808

The summarised Income Statement (table above) shows the revenue sources less expenses to display a net result for the reporting period.

This surplus is allocated to fund capital projects or transferred to reserves for future expenditure.

Revenue - What were the major sources of income to Council? (Includes Continuing and Discontinuing Operations)

OPERATING REVENUE SOURCES	\$(000)
Rates	50,484
Fees & Charges	2,162
Operating Grants, Subsidies & Contributions	24,787
Sales Revenue	19,089
Interest - Investment & Rates	3,931
Other Miscellaneous Income	6,402
Profit from Investments	57



Operating revenue includes rates and utility charges, contract works, fees and charges, operating grants and subsidies, profit from investments and other income.

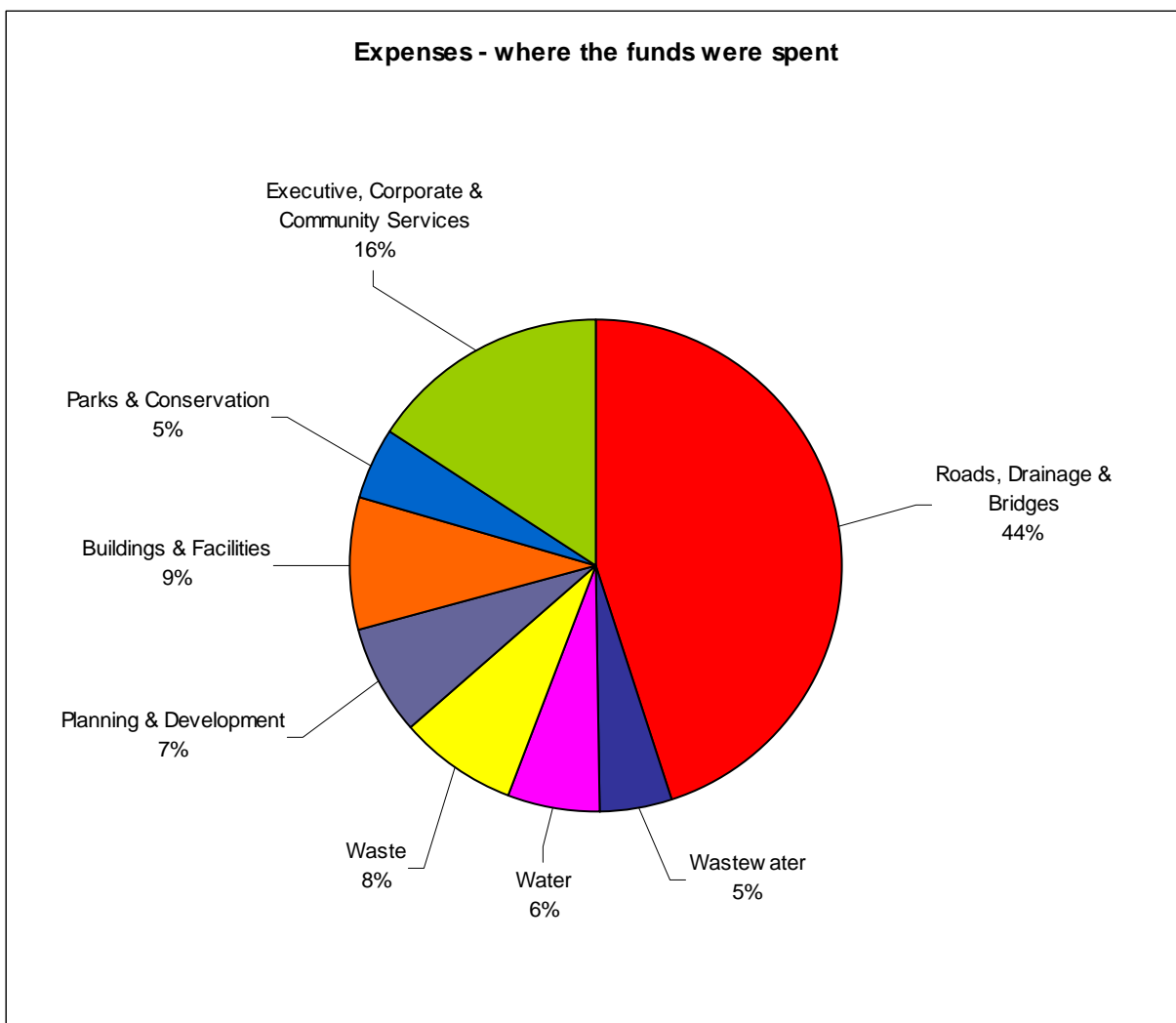
Council received \$106.9 million in revenue during the financial year. This was primarily from rates and charges which totalled \$50.4 million or 47% of total revenue for the year. Other sources are shown in diagram above.

Capital revenue is income from grants, subsidies and contributions that are used to pay for fixed assets. Total capital revenue during the financial year was \$12.1 million.

**Expenditure - What expenses did Council have to meet?
(Includes Continuing and Discontinuing Operations)**

Total expenses of \$116.2 million were incurred in the period. The majority of funds were spent on roads, drainage and bridges, totalling \$52.2 million or 44.9 % of the total expenditure. Other sources of expenditure are shown in the diagram below.

EXPENDITURE	\$(000)
Executive, Corporate & Community Services	18,512
Planning & Development	8,528
Parks & Conservation	5,428
Roads, Drainage & Bridges	52,207
Buildings & Facilities	9,927
Wastewater	5467
Water	7,370
Waste	8858



Balance Sheet

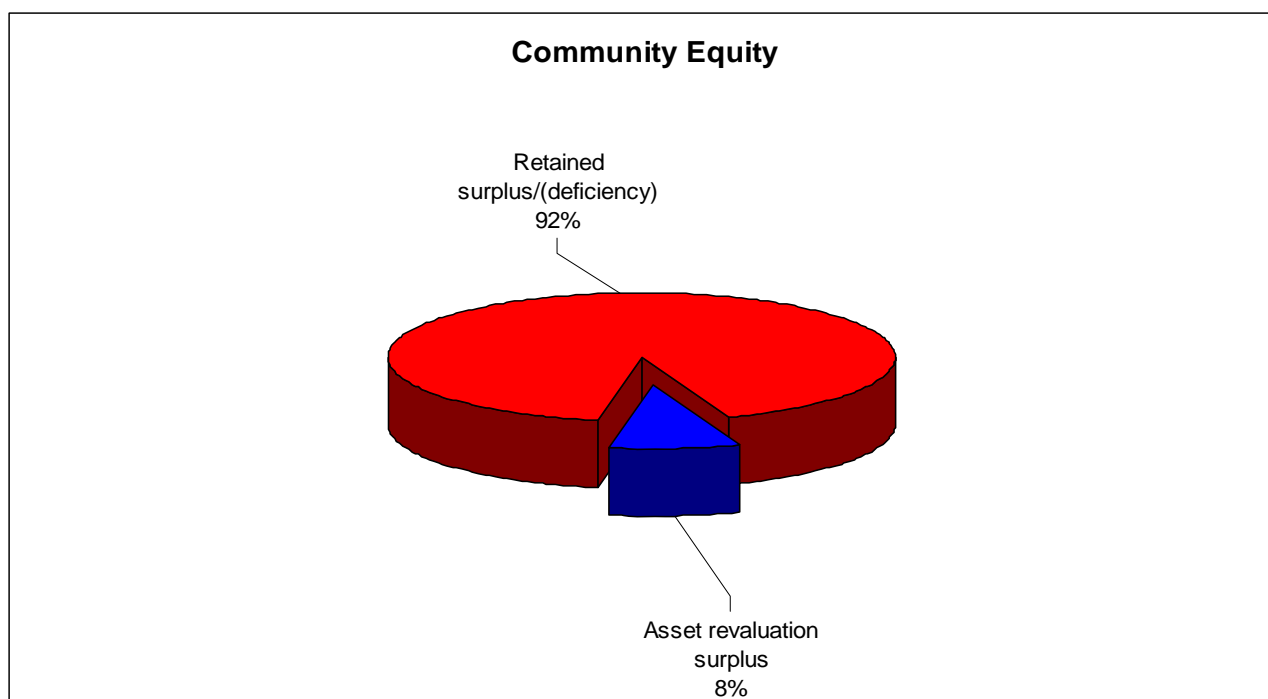
The Balance Sheet displays Council's financial position as at 30 June 2013. The Balance Sheet is divided into assets, liabilities and equity. Assets are what Council owns or is owed for services rendered. Liabilities are what Council owes to external creditors and suppliers.

Each heading in the balance sheet is separated into detailed sub headings cross referenced to notes in the Financial Statements which provide more detail.

Information at a Glance	TRC	MSC	TOTAL
		as at 30/06/2013	
Assets - What Council Owns			
Cash Assets	\$ 15,767	\$ 10,060	\$ 25,827
Short term investments	\$ 25,335	\$ 16,165	\$ 41,500
Receivables	\$ 4,211	\$ 10,587	\$14,798
Inventories	\$ 1,269	\$ 6,022	\$ 7,291
Property Plant & Equipment	<u>\$405,374</u>	<u>\$330,978</u>	<u>\$736,352</u>
TOTAL ASSETS	\$451,956	\$373,812	\$825,768
Less Liabilities - What Council Owes			
Payables	\$ 5,455	\$ 6,529	\$ 11,984
Borrowings	\$ 6,289	\$ 2,517	\$ 8,806
Provisions	<u>\$ 8,517</u>	<u>\$ 7,677</u>	<u>\$ 16,194</u>
TOTAL LIABILITIES	\$20,261	\$ 16,723	\$ 36,984
Net Community Worth	\$431,695	\$357,089	\$788,784

The difference between assets and liabilities is the total community equity or total wealth of the Council. As at 30 June 2013, this amounted to \$788 million. The largest component of Community Equity is the Capital Account, which represents the investment in capital assets and capital cash reserves.

The Asset Revaluation Reserve represents the increase in values of property, roads, infrastructure and plant and equipment since acquisition. Other reserves represent funds that have been set aside for a specific purpose, and are therefore constrained.



Statement of Cashflow

The statement of cashflow measures the inflow and outflow of cash to and from the continuing and discontinuing Councils during the year. The statement is categorised into three groups;

- **Operating activities** - are normal day to day functions of Council. This would include receipts such as rates, fees & charges, interest received on investments and payments of employee wages, materials and services

- **Investing activities** - include payments for the purchase and construction of property, plant & equipment and proceeds from the sale of assets
- **Financing activities** - are repayments of principal on Councils loans, as well as the inflows from new loans drawn down in the year.

	30 June 2013
	(\$000)
Net cash inflow generated from operating activities	\$11,146
Net cash outflow generated from investing activities	(\$8,485)
Net cash outflow generated from financing activities	(\$1,219)

Cash at the end of the period was \$25.8 million that represented cash and deposits as reported in the Balance Sheet. At the same period, Council also had \$41.5 million in short term investments.

Key Financial Performance Ratios

The Local Government (Finance, Plans and Reporting) Regulation 2010 requires Council's to report against the DIP sustainability financial ratios. This information is provided below.

These ratios are designed to provide an indication of the performance of Council against key financial sustainability criteria which must be met to ensure the prudent management of financial risks. Please note: these ratios have been calculated using figures from both the Continuing and Discontinuing Operations.

DIP Sustainability Ratios					
Ratio	Description	Formula	Actual Result	Benchmark	Target Met?
Financial Capital Sustainability Indicators					
Operating Surplus Ratio	<p>This is an indicator of the extent to which revenue raised covers operational expenses only or are available for capital funding purposes.</p> <p>A positive ratio indicates the percentage of total rates available to fund capital expenditure.</p> <p>The higher the ratio the better.</p>	$\frac{\text{Net Operating Surplus}}{\text{Total Operating Revenue}}$	-4.2%	0 - 10%	X
Net Financial Liabilities Ratio	<p>This is an indicator of the extent to which the net financial liabilities of a Council can be serviced by its operating revenues.</p> <p>A ratio less than zero (negative) indicates that current assets exceeds total liabilities and therefore Council appears to have the capacity to increase its loan borrowings.</p> <p>The lower the percentage the better.</p>	$\frac{\text{Total Liabilities} - \text{Current Assets}}{\text{Total operating Revenue}}$	22.6%	<=60%	<input checked="" type="checkbox"/>

Infrastructure Capital Sustainability Indicators					
Asset Sustainability Ratio	<p>This is an approximation of the extent to which the infrastructure assets managed by Council are being replaced as these reach the end of their useful lives.</p> <p>Depreciation expense on renewals (replacing assets that Council already has) is an indicator of the extent to which the infrastructure assets are being replaced.</p> <p>This ratio indicates whether Council is renewing or replacing existing non-financial assets at the same rate that its overall stock of assets is wearing out.</p>	<p>Capital expenditure on the replacement of assets (renewals) Depreciation expense (renewals)</p>	199.4%	>90%	<input checked="" type="checkbox"/>

25. REVENUE POLICY

This policy was adopted by Council at its Budget Meeting held on 30 July 2012.

1. POLICY INTENT

To identify the principles used by Council for making and levying rates and utility charges, exercising powers to grant rebates and concessions, for recovering unpaid amounts of rates and charges and the setting of miscellaneous fees and charges.

2. SCOPE

This policy applies to Tablelands Regional Council and all related business activities.

3. BACKGROUND/SUPPORTING INFORMATION

This Revenue Policy complies with the *Local Government Act 2009, Chapter 4, Part 3* and the *Local Government Finance Standard 2005*.

4. POLICY STATEMENT

4.1. *The Making of Rates and Utility Charges*

4.1.1 In general it is Council's policy that a *user pays principle* applies to all specific services provided to ratepayers and other users in Tablelands Regional Council.

4.1.2 Exceptions to the *user pays principle* include general services to the community as a whole when it is in the community interest to do so.

4.1.3 Council will have regard to the principles of:

- transparency in the making of rates and charges;
- having in place a rating regime that is as simple and inexpensive as possible;
- equity by taking account of the different levels of capacity to pay within the local community; and
- flexibility to take account of changes in the local economy

4.1.4 In pursuing the abovementioned principles Council may avail itself of the following:

- A system of differential general rating
- Minimum general rates
- Utility charges
- Special rates and charges
- Separate charges
- Limitation of rate increases (rate capping)

4.2. *Levying of Rates and Charges*

4.2.1 In levying rates Council will apply the principles of:

- making clear what is the Council's and each ratepayer's responsibility to the rating system (Council may allow a discount for prompt payment);
- making the levying system as simple as possible to administer;
- timing the levy of rates where possible to take into account the financial cycle of local economic activity, in order to assist smooth running of the local economy; and
- equity through flexible payment arrangements for ratepayers with a lower capacity to pay.

4.3. Concessions for Rates and Charges

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

- equity by having regard to the different levels of capacity to pay within the local community,
- the same treatment for ratepayers with similar circumstances;
- transparency by making clear the requirements necessary to receive concessions, and
- flexibility to allow Council to respond to local economic issues

4.4. The Recovery of Rates and Charges

4.4.1 Council will exercise its rate recovery powers in order to reduce the overall rate burden on ratepayers.

It will be guided by the principles of:

- transparency by making clear the obligations of ratepayers and the processes used by Council in assisting them meet their financial obligations;
- making the processes used to recover outstanding rates and charges clear, and as simple to administer and as cost effective as possible (refer to Council's Debt Recovery Policy);
- capacity to pay in determining appropriate arrangements for different sectors of the community;
- equity by having regard to providing the same treatment for ratepayers with similar circumstances; and
- flexibility by responding, where necessary, to changes in the local economy.

4.5. The Setting of Miscellaneous Fees and Charges

4.5.1 Council will be guided by the following principles in the setting of miscellaneous fees and charges:

- Fees associated with regulatory services will be set at the full cost of providing the service or taking the action for which the fee is charged. Council may choose to subsidise the fee from other sources if it is in the community interest to do so.
- Commercial services charges will be set to recover the full cost of providing the service and, if provided by a Business of Council, may include a component for return on Council's investment.

26. DEBT (BORROWING) POLICY

This policy was adopted by Council at its Budget Meeting held on 30 July 2012.

1. POLICY INTENT

The intent of this policy is to detail the principles upon which Council bases its decisions when considering the type of expenditure to be funded by borrowing for the financial years 2012/13 to 2021/22, the total current and projected borrowings and the ranges of periods over which they will be repaid.

2. SCOPE

This policy applies to all borrowing of the Council.

3. BACKGROUND/SUPPORTING INFORMATION

Pursuant to Section 133 *Local Government (Finance, Plans and Reporting) Regulation 2010*, Council's adopted Policy on Borrowings for the period 2012/13 to 2021/22 is set out below.

4. POLICY STATEMENT

The Council will not use long-term debt to finance current operations.

Long term debt is only to be used for income producing assets or those assets that can be matched to a revenue stream. Consequently repayments for the borrowings will be funded from the revenue streams generated by the asset acquisition in question. Consideration must also be given to the long-term financial forecast before planning new borrowings.

Council will utilise long-term borrowing only for capital improvement projects that cannot be financed from existing sources.

Capital projects are to only be undertaken after a thorough process of evaluation (including whole of life costing and risk assessment), prioritisation and review.

When Council finances capital projects through borrowings it will generally pay back the loans in a term not exceeding 20 years. However, in certain circumstances, particularly assets with long useful lives, borrowings may be for a longer period whereby repayments would match the income stream of the asset in question. Existing loans will be paid back within the fixed term provided for in the loan agreement.

Council will continue to ensure repayment schedules are well within Council's operating capability so as to ensure the Community is not burdened with unnecessary risk.

Projected Future Borrowing Predictions:

Year	Project	Term	Borrowings
2012/13	Mareeba Sewerage Treatment Plant Upgrade	20 years	\$ 5,000,000
2013/14	Mareeba Sewerage Treatment Plant Upgrade	20 years	\$10,000,000
2014/15	-		-
2015/16	-		-
2016/17	-		-
2017/18	-		-

2018/19	-		-
2019/20	-		-
2020/21	-		-
2021/22	-		-

Level of Existing Debt - As at the 30th June 2012, Tablelands Regional Council's outstanding loan balance is estimated to be \$8.9m.

27. POLICY ON REBATES AND CONCESSIONS

Council resolved at its budget meeting held on 30 July 2012 to grant a remission of 30% of all general rates, except interest and other charges, to pensioners who own and reside on their property within the Tablelands Regional Council area, provided that they satisfy the conditions as set out on the Pension Remission Application Form, with the maximum Council remission allowable being \$240 per property.

In addition to the remission granted by Council, the State Government Scheme for Subsidisation of Rates and Charges payable to Local Authorities by Approved Pensioners is administered by the Council and under this Scheme, a further 20% remission is allowed to approved pensioners up to a maximum of \$200.00.

The total pensioner remission granted by Council during the year was \$861,030.

The total State Government subsidy granted to approved pensioners was \$656,222.

The total State Government fire levy pensioner rebate was \$58,516.

Council also resolved to grant a remission of fifty (50%) percent up to a maximum of five hundred (\$500.00) dollars of all general rates except interest and other charges to Council approved not-for-profit organisations who own or lease a property within the Tablelands Regional Council, excluding vacant land, and that satisfy the conditions as set out in the Rate Rebates and Remissions Policy.

28. SERVICE, FACILITY OR ACTIVITY SUPPLIED BY ANOTHER LOCAL GOVERNMENT AND FOR WHICH SPECIAL RATES/CHARGES ARE LEVIED

The Council did not during the year, take any action in relation to, or expend funds on, a service, facility or activity:

- (i) supplied by another local government under an agreement for conducting a joint government activity; and
- (ii) for which the local government levied special rates or charges for the financial year.

29. THRESHOLD FOR TREATING NON-CURRENT ASSETS AS AN EXPENSE

There were no resolutions made during the year under section 206(2) of the *Local Government Regulation 2012* (setting an amount for each different type of non-current physical asset below which the value of an asset of the same type must be treated as an expense).

Council has previously determined that the threshold for capitalisation of asset classes other than land is \$5,000. These details form part of Note 1 to the Financial Statements.

30. FINANCIAL STATEMENTS



Tablelands Regional Council Financial Statements for the year ended 30 June 2013

Tablelands Regional Council

Financial Statements

For the year ended 30 June 2013

Table of contents

Statement of Comprehensive Income	
Statement of Financial Position	
Statement of Changes in Equity	
Statement of Cash Flows	
Notes to the financial statements	
1	Significant accounting policies
2	Analysis of results by function
3	Revenue analysis
4	Grants, subsidies, contributions and donations
5	Capital income
6	Employee benefits
7	Materials and services
8	Finance costs
9	Depreciation and amortisation
10	Capital expenses
11	Cash and cash equivalents
12	Short term investments
13	Trade and other receivables
14	Inventories
15	Assets and liabilities held for distribution
16	Property, plant and equipment
17	Intangible assets
18	Trade and other payables
19	Borrowings
20	Finance leases
21	Provisions
22	Asset revaluation surplus
23	Reserves
24	Commitments for expenditure
25	Contingent liabilities
26	Superannuation
27	Operating lease income
28	Trust funds
29	Reconciliation of net result for the year to net cash inflow(outflow) from operating activities
30	Events after the reporting period
31	Discontinued operations
32	Correction of error
33	Financial instruments
34	National Competition Policy
Management Certificate	
Independent Auditor's Report	
Current year measures of financial sustainability	
Certificate of accuracy - current year financial sustainability	
Independent Auditor's Report on current year measures of financial sustainability	
Long term measures of financial sustainability*	
Certificate of accuracy - long term financial sustainability*	

* The long term measures of financial sustainability and accompanying certificate of accuracy are attached to provide additional information that Council considers will provide the reader with more useful information in the process of interpreting these financial statements. This additional report is not required under the Australian Accounting Standards and therefore does not form part of the audited financial statements.

Tablelands Regional Council
Statement of Comprehensive Income
For the year ended 30 June 2013

	Note	Council	
		2013 \$	2012 - Restated* \$
Continuing Operations			
Income			
Revenue			
Recurrent revenue			
Rates, levies and charges	3(a)	28,775,710	27,465,554
Fees and charges	3(b)	1,068,348	880,480
Interest received	3(c)	1,892,183	2,541,630
Sales revenue	3(d)	4,212,241	7,982,104
Profit/(loss) from developments	3(e)	(336,290)	120,000
Other revenue	3(f)	2,466,767	2,413,172
Grants, subsidies, contributions and donations	4(a)	9,567,807	13,332,462
		<u>47,646,766</u>	<u>54,735,402</u>
Capital revenue			
Grants, subsidies, contributions and donations	4(b)	3,773,816	7,052,060
Total revenue		<u>51,420,582</u>	<u>61,787,462</u>
Capital income	5	270,134	118,639
Total income from continuing operations		<u>51,690,716</u>	<u>61,906,101</u>
Expenses			
Recurrent expenses			
Employee benefits	6	(21,791,242)	(20,738,541)
Materials and services	7	(19,061,634)	(17,887,148)
Finance costs	8	(529,590)	(2,609,267)
Depreciation and amortisation	9	(9,583,590)	(9,321,003)
		<u>(51,066,056)</u>	<u>(50,555,958)</u>
Capital expenses	10	(473,244)	(465,262)
Total expenses from continuing operations		<u>(51,539,301)</u>	<u>(51,021,220)</u>
Net result from continuing operations		151,415	10,884,880
Net result from discontinued operations	31	2,656,787	10,326,021
Net result		<u>2,808,202</u>	<u>21,210,901</u>
Other comprehensive income			
Items that will not be reclassified to net result			
Increase / (decrease) in asset revaluation surplus	22	(971,361)	13,177,064
Total other comprehensive income for the year		<u>(971,361)</u>	<u>13,177,064</u>
Total comprehensive income for the year		<u>1,836,841</u>	<u>34,387,965</u>

* See Note 32 for details regarding restatement of comparatives to reflect prior period adjustments.

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

**Tablelands Regional Council
Statement of Financial Position
as at 30 June 2013**

Note	Council		
	2013 \$	2012 - Restated* \$	1 July 2011* \$
Current assets			
Cash and cash equivalents	11 15,766,532	24,384,870	25,366,511
Short term investments	12 25,334,932	65,000,000	53,000,000
Trade and other receivables	13 4,201,955	14,233,092	19,391,925
Inventories	14 1,268,738	5,466,578	4,900,505
Assets held for distribution	15 373,812,366	-	-
Total current assets	420,384,423	109,084,540	102,658,941
Non-current assets			
Trade and other receivables	13 9,500	1,000	22,391
Property, plant and equipment	16 404,052,392	713,357,108	681,484,383
Intangible assets	17 1,322,165	1,895,257	2,092,830
Total non-current assets	405,384,057	715,253,365	683,599,604
Total assets	825,768,480	824,337,905	786,258,545
Current liabilities			
Trade and other payables	18 4,781,163	11,156,846	10,318,961
Borrowings	19 406,960	566,361	627,969
Provisions	21 265,201	428,930	453,204
Liabilities directly associated with assets held for distribution	15 16,722,813	-	-
Total current liabilities	22,176,137	12,152,137	11,400,134
Non-current liabilities			
Trade and other payables	18 674,284	1,496,394	1,395,249
Borrowings	19 5,882,516	8,812,756	9,380,982
Provisions	21 8,251,953	14,929,870	11,523,397
Total non-current liabilities	14,808,753	25,239,020	22,299,628
Total liabilities	36,984,890	37,391,157	33,699,762
Net community assets	788,783,590	786,946,748	752,558,783
Community equity			
Asset revaluation surplus	22 66,408,766	67,380,127	54,203,063
Retained surplus/(deficiency)	722,374,824	658,574,229	641,669,755
Reserves	23 -	60,992,392	56,685,965
Total community equity	788,783,590	786,946,748	752,558,783

* Council has made a retrospective restatement as a consequence of a correction of error and therefore in accordance with AASB 101 has presented a Statement of Financial Position as at the beginning of the comparative period i.e. as at 1 July 2011. Details are disclosed in Note 32.

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

Tablelands Regional Council

Statement of Changes in Equity For the year ended 30 June 2013

	Asset revaluation surplus	Retained surplus	Reserves	Total
Note	22		23	
	\$	\$	\$	\$
Balance as at 1 July 2012	67,380,127	658,574,229	60,992,392	786,946,748
Net operating surplus	-	2,808,202	-	2,808,202
Other comprehensive income for the year				
Increase / (decrease) in asset revaluation surplus	(971,361)	-	-	(971,361)
Total comprehensive income for the year	(971,361)	2,808,202	-	1,836,841
Transfers to and from reserves				
Transfers to/from capital	-	-	-	-
Transfers to reserves	-	-	-	-
Transfers from reserves	-	60,992,392	(60,992,392)	-
Total transfers to and from reserves	-	60,992,392	(60,992,392)	-
Balance as at 30 June 2013	66,408,766	722,374,824	-	788,783,590
Balance as at 30 June 2011	54,203,063	640,224,766	56,685,965	751,113,794
Effect of correction of error	32	1,444,991	-	1,444,991
Restated balance at 1 July 2011	54,203,063	641,669,757	56,685,965	752,558,785
Net operating surplus	-	21,210,899	-	21,210,899
Other comprehensive income for the year				
Increase / (decrease) in asset revaluation surplus	13,177,064	-	-	13,177,064
Total comprehensive income for the year	13,177,064	21,210,899	-	34,387,963
Transfers to and from reserves*				
Transfers to reserves	-	(20,116,512)	20,116,512	-
Transfers from reserves	-	15,810,085	(15,810,085)	-
Total transfers to and from reserves	-	(4,306,427)	4,306,427	-
Balance as at 30 June 2012	67,380,127	658,574,229	60,992,392	786,946,748

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

*Transfers to and from reserves

Council's cash and cash equivalents are subject to a number of internal restrictions that limit the amount that is available for discretionary or future use. In prior years Council accounted for these restrictions using a system of reserves.

On 30 July 2012, Council passed a resolution to close all existing reserves and account for these restrictions using an internal management accounting system.

All existing reserve balances were transferred to retained surplus/(deficit) on that date. Further information is supplied in Note 23.

**Tablelands Regional Council
Statement of Cash Flows
For the year ended 30 June 2013**

	Note	Council	
		2013 \$	2012 \$
Cash flows from operating activities			
Receipts from customers		77,329,769	76,383,720
Payments to suppliers and employees		(94,901,368)	(83,162,952)
		(17,571,599)	(6,779,232)
Interest received		3,931,376	5,446,295
Non capital grants and contributions		24,786,650	32,904,424
Net cash inflow(outflow)from operating activities	29	11,146,427	31,570,487
Cash flows from investing activities			
Payments for property, plant and equipment		(40,977,308)	(31,649,434)
Payments for intangible assets		(1,071,965)	-
Payments for development of land held for resale		(963,698)	-
Proceeds from sale of land held for resale		511,580	-
Net movement in loans and advances		(20,000)	21,391
Proceeds from sale of plant and equipment		1,022,559	379,552
Grants, subsidies, contributions and donations for capital acquisitions		9,513,391	12,241,551
Net movement in short term investments		23,500,000	(12,000,000)
Net cash inflow(outflow)from investing activities		(8,485,441)	(31,006,940)
Cash flows from financing activities			
Proceeds from borrowings		-	-
Repayment of borrowings		(533,437)	(630,429)
Repayments made on finance leases		(37,500)	(32,500)
Borrowing costs		(648,481)	(882,260)
Net cash inflow(outflow)from financing activities		(1,219,418)	(1,545,189)
Net increase(decrease)in cash and cash equivalents held		1,441,568	(981,642)
Cash and cash equivalents at the beginning of the financial year		24,384,869	25,366,511
Less closing balance of cash allocated to discontinued operations	15	(10,059,905)	-
Cash and cash equivalents at end of the financial year	11	15,766,532	24,384,869

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

**Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013**

1 Significant accounting policies

1.A Basis of preparation

These general purpose financial statements are for the period 1 July 2012 to 30 June 2013 and have been prepared in compliance with the requirements of the *Local Government Act 2009* and the *Local Government Regulation 2012*. Consequently, these financial statements have been prepared in accordance with all Australian Accounting Standards, Australian Accounting Interpretations and other authoritative pronouncements issued by the Australian Accounting Standards Board.

These financial statements have been prepared under the historical cost convention except for the revaluation of certain non-current assets.

1.B Statement of compliance

These general purpose financial statements comply with all accounting standards and interpretations issued by the Australian Accounting Standards Board (AASB) that are relevant to Council's operations and effective for the current reporting period. Because the Council is a not-for-profit entity and the Australian Accounting Standards include requirements for not-for-profit entities which are inconsistent with International Financial Reporting Standards (IFRS), to the extent these inconsistencies are applied, these financial statements do not comply with IFRS. The main impacts are the offsetting of revaluation and impairment gains and losses within a class of assets, and the timing of the recognition of non-reciprocal grant revenue.

1.C Constitution

The Tablelands Regional Council is constituted under the *Queensland Local Government Act 2009* and is domiciled in Australia.

1.D Date of authorisation

The financial statements were authorised for issue on the date they were submitted to the Auditor-General for final signature. This is the date the management certificate is signed.

1.E Currency

The Council uses the Australian dollar as its functional currency and its presentation currency.

1.F Adoption of new and revised Accounting Standards

In the current year, Council adopted all of the new and revised Standards and Interpretations issued by the Australian Accounting Standards Board (AASB) that are relevant to its operations and effective for the current reporting period. The adoption of the new and revised Standards and Interpretations has not resulted in any material changes to Council's accounting policies.

At the date of authorisation of the financial statements, the Standards and Interpretations listed below were in issue but not yet effective.

	Effective for annual report periods beginning on or after:
<i>AASB 9 Financial Instruments</i> (December 2009)	1 January 2015
<i>AASB 12 Disclosure of interests in other entities</i>	1 January 2013
<i>AASB 13 Fair Value Measurement</i>	1 January 2013
<i>AASB 119 Employee benefits</i> (completely replaces existing standard)	1 January 2013
<i>AASB 127 Separate Financial Statements</i> (replaces the existing standard together with AASB 10)	1 January 2013
<i>AASB 1053 Application of Tiers of Australian Accounting Standards</i>	1 July 2013
<i>AASB 1055 Budgetary Reporting</i>	1 July 2014
<i>2009-11 Amendments to Australian Accounting Standards arising from AASB 9 (December 2009)</i>	1 January 2015
<i>AASB 2010-2 Amendments to Australian Accounting Standards arising from Reduced Disclosure Requirements</i>	1 July 2013
<i>AASB 2010-7 Amendments to Australian Accounting Standards arising from AASB 9 (December 2010)</i>	1 January 2015
<i>AASB 2011-4 Amendments to Australian Accounting Standards to Remove Individual Key Management Personnel Disclosure Requirements</i>	1 July 2013
<i>AASB 2011-6 Amendments to Australian Accounting Standards – Extending Relief from Consolidation, the Equity Method and Proportionate Consolidation – Reduced Disclosure Requirements</i>	1 July 2013
<i>AASB 2011-8 Amendments to Australian Accounting Standards arising from AASB 13</i>	1 January 2013
<i>AASB 2011-10 Amendments to Australian Accounting Standards arising from AASB 119 (September 2011)</i>	1 January 2013
<i>AASB 2011-11 Amendments to AASB 119 (September 2011) arising from Reduced Disclosure Requirements</i>	1 July 2013
<i>AASB 2011-12 Amendments to Australian Accounting Standards arising from Interpretation 20 (AASB 1)</i>	1 January 2013

**Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013**

<i>AAS B 2012-1 Amendments to Australian Accounting Standards - Fair Value Measurement - Reduced Disclosure Requirements [AASB 3, AASB 7, AASB 13, AASB 140 & AASB 141]</i>	1 July 2013
<i>AAS B 2012-2 Amendments to Australian Accounting Standards - Disclosures - Offsetting Financial Assets and Financial Liabilities</i>	1 January 2013
<i>AAS B 2012-3 Amendments to Australian Accounting Standards - Offsetting Financial Assets and Financial Liabilities [AASB 132]</i>	1 January 2014
<i>AAS B 2012-5 Amendments to Australian Accounting Standards arising from Annual Improvements 2009-2011 Cycle [AASB 1, AASB 101, AASB 116, AASB 132 & AASB 134 and Interpretation 2]</i>	1 January 2013
<i>AAS B 2012-6 Amendments to Australian Accounting Standards - Mandatory Effective Date of AASB 9 and Transition Disclosures [AASB 9, AASB 2009-11, AASB 2010-7, AASB 2011-7 & AASB 2011-8]</i>	1 January 2013
<i>AAS B 2012-7 Amendments to Australian Accounting Standards arising from Reduced Disclosure Requirements [AASB 7, AASB 12, AASB 101 & AASB 127]</i>	1 July 2013
<i>AAS B 2012-9 Amendment to AASB 1049 arising from the Withdrawal of Australian Interpretation 1039</i>	1 January 2013
<i>AAS B 2012-10 Amendments to Australian Accounting Standards - Transition Guidance and Other Amendments [AASB 1, 5, 7, 8, 10, 11, 12, 13, 101, 102, 108, 112, 118, 119, 127, 128, 132, 133, 134, 137, 1023, 1038, 1039, 1049 & 2011-7 and Interpretation 12]</i>	1 January 2013
<i>AAS B 2012-11 Amendments to Australian Accounting Standards - Reduced Disclosure Requirements and Other Amendments [AASB 1, AASB 2, AASB 8, AASB 10, AASB 107, AASB 128, AASB 133, AASB 134 & AASB 2011-4]</i>	1 July 2013
<i>AAS B 2013-1 Amendments to AASB 1049 - Relocation of Budgetary Reporting Requirements</i>	1 July 2014

AASB 9 Financial Instruments (effective from 1 January 2013)

AASB 9, which replaces AASB 139 *Financial Instruments: Recognition and Measurement*, is effective for reporting periods beginning on or after 1 January 2015 and must be applied retrospectively. The main impact of AASB 9 is to change the requirements for the classification, measurement and disclosures associated with financial assets. Under the new requirements the four current categories of financial assets stipulated in AASB 139 will be replaced with two measurement categories: fair value and amortised cost and financial assets will only be able to be measured at amortised cost where very specific conditions are met.

AASB 13 Fair Value Measurement (AASB 13)

AASB 13 applies to reporting periods beginning on or after 1 January 2013 and will therefore be applied by Council in the 2013-14 reporting period. This standard is not required to be applied retrospectively, therefore there is no impact from the application of AASB 13 to values or other disclosures in the 2012-13 financial statements.

The standard sets out a new definition of "fair value", as well as new principles to be applied when determining the fair value of assets and liabilities. The new requirements will apply to all of the Council's assets and liabilities (excluding leases) that are measured and/or disclosed at fair value or another measurement based on fair value. The key changes will relate to the level of disclosures required.

The Tablelands Regional Council has commenced reviewing its fair value methodologies (including instructions to valuers, data used and assumptions made) for all items of property, plant and equipment measured at fair value to determine whether those methodologies comply with AASB 13. To the extent that the methodologies don't comply, the necessary changes will be implemented. While the Council is yet to complete this review, no significant changes are anticipated, based on the fair value methodologies presently used. Therefore, and at this stage, no consequential material impacts are expected for the Tablelands Regional Council's property, plant and equipment as from 2013-14.

AASB 13 will require an increased amount of information to be disclosed in relation to fair value measurements for both assets and liabilities. The recognised fair values will be classified according to the following fair value hierarchy that reflects the significance of the inputs used in making these measurements:

- Level 1 - Fair values that reflect the unadjusted quoted prices in active markets for identical assets or liabilities
- Level 2 - Fair values that are based on inputs other than quoted prices that are directly or indirectly observable for the asset or liability
- Level 3 - Fair values that are derived from data not observable in a market.

To the extent that any fair value measurement for an asset or liability uses data that is not "observable" outside the Council, the amount of information to be disclosed will be relatively greater.

Amendments to AASB 119 Employee Benefits

A revised version of AASB 119 *Employee Benefits* applies from reporting periods beginning on or after 1 January 2013. The revised AASB 119 is generally to be applied retrospectively.

The revised standard includes changed criteria for accounting for employee benefits as "short-term employee benefits". Had Tablelands Regional Council applied the revised standard this year annual leave currently classified as a "short-term benefit" would have been reclassified as a "long-term benefit". However, no reported amounts would have been amended as the Council already discounts the annual leave liability to present value in respect of amounts not expected to be settled within 12 months (refer Note 1.10).

The concept of "termination benefits" is clarified and the recognition criteria for liabilities for termination benefits will be different. If termination benefits meet the time frame criterion for "short-term employee benefits", they will be measured according to the AASB 119 requirements for "short-term employee benefits". Otherwise, termination benefits will need to be measured according to the AASB 119 requirements for "other long-term employee benefits". Under the revised standard, the recognition and measurement of employer obligations for "other long-term employee benefits" will need to be accounted for according to most of the requirements for defined benefit plans.

**Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013**

The revised AASB 119 also includes changed requirements for the measurement of employer liabilities/assets arising from defined benefit plans, and the measurement and presentation of changes in such liabilities/assets. Tablelands Regional Council contributes to the Local Government Superannuation Scheme (QLD) as disclosed in Note 26. The revised standard will require Tablelands Regional Council to make additional disclosures regarding the Defined Benefits Fund element of the scheme.

The reported results and position of the Council will not change on adoption of the other pronouncements as they do not result in any changes to the Council's existing accounting policies. Adoption will, however, result in changes to information currently disclosed in the financial statements. The Council does not intend to adopt any of these pronouncements before their effective dates.

1.G Critical accounting judgements and key sources of estimation uncertainty

In the application of Council's accounting policies, management is required to make judgements, estimates and assumptions about carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates. The estimates and ongoing assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in future periods as relevant.

Judgements, estimates and assumptions that have a potential significant effect are outlined in the following financial statement notes:

Valuation and depreciation of property, plant and equipment - Note 1.Q and Note 16
Impairment of property, plant and equipment - Note 1.T
Discontinued operations - De-amalgamation of Tablelands Regional Council - Note 15 and Note 31
Provisions - Note 1.Y and Note 21
Contingencies - Note 25.

1.H Revenue

Rates, levies, grants and other revenue are recognised as revenue on receipt of funds or earlier upon unconditional entitlement to the funds.

Rates and levies

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

Grants and subsidies

Grants, subsidies and contributions that are non-reciprocal in nature are recognised as revenue in the year in which Council obtains control over them. In the financial year ended 30 June 2012, and previous years, an equivalent amount was transferred from retained earnings to the relevant reserve until the funds were expended. Unspent non-reciprocal capital grants were placed in the Unspent capital grants reserve. On 30 July 2012, Council passed a resolution to close all existing reserves and account for these restrictions using an internal management accounting system. Internal restrictions that have been placed on Council's cash and cash equivalents are now disclosed in Note 11.

Where grants are received that are reciprocal in nature, revenue is recognised as the various performance obligations under the funding agreement are fulfilled. Council does not currently have any reciprocal grants.

Non-cash contributions

Non-cash contributions with a value in excess of the recognition thresholds, are recognised as revenue and as non-current assets. Non-cash contributions below the thresholds are recorded as revenue and expenses.

Physical assets contributed to Council by developers in the form of road works, stormwater, water and wastewater infrastructure and park equipment are recognised as revenue when the development becomes "on maintenance" (i.e. the Council obtains control of the assets and becomes liable for any ongoing maintenance) and there is sufficient data in the form of drawings and plans to determine the approximate specifications and values of such assets. All non-cash contributions are recognised at the fair value of the contribution received on the date of acquisition.

**Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013**

Cash contributions

Developers also pay infrastructure charges for trunk infrastructure to construct assets such as roads and footpaths and to connect new property developments to water and sewerage networks in the local government area. Where agreements between Council and the developers relating to these contributions are determined to fall within the scope of AASB Interpretation 18 *Transfers of Assets from Customers* these contributions are recognised as revenue when the related service obligations are fulfilled.

Developers may also make cash contributions towards the cost of constructing existing and proposed water supply and sewerage headworks in accordance with Council's planning scheme policies. (Headworks include pumping stations, treatment works, mains and sewers). Cash contributions in relation to water supply and sewerage headworks are not within the scope of AASB Interpretation 18 because there is no performance obligation associated with these contributions. Consequently, these cash contributions are recognised as income when received.

Rental income

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

Interest

Interest received from term deposits is accrued over the term of the investment.

Sales revenue

Sale of goods is recognised when the significant risks and rewards of ownership are transferred to the buyer, generally when the customer has taken undisputed delivery of the goods.

The Council generates revenues from contract and recoverable works, which generally comprises a recoupment of material costs together with an hourly charge for use of equipment and employees. Contract revenue and associated costs are recognised by reference to the stage of completion of the contract activity at the reporting date. Revenue is measured at the fair value of consideration received or receivable in relation to that activity. Where consideration is received for the service in advance it is included in other liabilities and is recognised as revenue in the period when the service is performed.

Fees and charges

Fees and charges are recognised upon unconditional entitlement to the funds. Generally this is upon lodgement of the relevant applications or documents, issuing of the infringement notice or when the service is provided.

Other revenue

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

1.1 Financial assets and financial liabilities

Council recognises a financial asset or a financial liability in its Statement of Financial Position when, and only when, Council becomes a party to the contractual provisions of the instrument.

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

Financial assets

Cash and cash equivalents (Note 1.J)
Receivables - measured at amortised cost (Note 1.K)
Term deposits (Note 1.P)

Financial liabilities

Payables - measured at amortised cost (Note 1.V)
Borrowings - measured at amortised cost (Note 1.X)
Finance lease liabilities - measured at amortised cost (Note 1.U)

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

The fair value of financial instruments is determined as follows:

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

The fair value of borrowings, as disclosed in Note 19, is determined by reference to published price quotations in an active market and/or by reference to pricing models and valuation techniques. It reflects the value of the debt if the Council repaid it in full at balance date. As it is the intention of the Council to hold its borrowings for their full term, no adjustment provision is made in these accounts.

The fair value of trade receivables approximates the amortised cost less any impairment. The fair value of payables approximates the amortised cost.

Council does not recognise financial assets or financial liabilities at fair value in the Statement of Financial Position.

All other disclosures relating to the measurement and financial risk management of financial instruments are included in Note 33.

**Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013**

1.J Cash and cash equivalents

Cash and cash equivalents includes cash on hand, all cash and cheques received but not banked at the year end, deposits held at call with financial institutions, other short-term, highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value, and bank overdrafts.

1.K Receivables

Trade receivables are recognised at the amounts due at the time of sale or service delivery i.e. the agreed purchase price / contract price. Settlement of these amounts is required within 30 days from invoice date.

The collectability of receivables is assessed periodically and if there is objective evidence that Council will not be able to collect all amounts due, the carrying amount is reduced for impairment. The loss is recognised in finance costs. The amount of the impairment is the difference between the asset's carrying amount and the present value of the estimated cash flows discounted at the effective interest rate.

All known bad debts were written-off at 30 June. Subsequent recoveries of amounts previously written off in the same period are recognised as finance costs in the Statement of Comprehensive Income. If an amount is recovered in a subsequent period it is recognised as revenue.

Because Council is empowered under the provisions of the *Local Government Act 2009* to sell an owner's property to recover outstanding rate debts, Council does not impair any rate receivables.

Loans and advances are recognised in the same way as other receivables. With the exception of sewerage connection schemes which have a repayment term of between 10 and 15 years, terms are usually a maximum of five years with interest charged at commercial rates. Security is not normally obtained.

1.L Inventories

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

Inventories held for distribution are:

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

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

1.M Land held for resale

Land acquired by Council with the intention of reselling it (with or without further development) is classified as inventory. This land is valued at the lower of cost or net realisable value. As an inventory item, this land held for resale is treated as a current asset. Proceeds from the sale of this land will be recognised as sales revenue on the signing of a valid unconditional contract of sale.

1.N Other financial assets

Council had no other financial assets at reporting date.

Other financial assets are recognised at cost.

1.O Non-current assets held for sale

Items of property, plant and equipment are reclassified as non-current assets held for sale when the carrying amount of these assets will be recovered principally through a sales transaction rather than continuing use. Non-current assets classified as held for sale are available for immediate sale in their present condition and management believe the sale is highly probable. Non-current assets held for sale are measured at the lower of their carrying amount and fair value less cost to sell and are not depreciated. On the eventual sale of these assets a gain or loss is recognised.

Tablelands Regional Council deamalgamated its operations of the former Mareeba Shire Council area on 1 January 2014 after a majority referendum vote was polled on 9 March 2013. As per AASB 5 Non-Current Assets Held for Sale and Discontinued Operations, this represents a discontinued operation being a component of Council (a geographical area of operations) to be disposed of.

1.P Investments

Term deposits in excess of three months are reported as investments, with deposits of less than three months being reported as cash equivalents. At 30 June 2013 Council had term deposits in excess of three months.

**Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013**

1.0 Property, plant and equipment

Each class of property, plant and equipment is stated at cost or fair value less, where applicable, any accumulated depreciation and accumulated impairment loss. Items of plant and equipment with a total value of less than \$5,000, and infrastructure assets and buildings with a total value of less than \$5,000 are treated as an expense in the year of acquisition. All other items of property, plant and equipment are capitalised.

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

Land and Improvements

Buildings

Plant and equipment

Infrastructure

Road, drainage and bridge network

Water

Sewerage

Other infrastructure assets

Work in progress

Acquisition of assets

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

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

Capital and operating expenditure

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

Valuation

Land and improvements, buildings, plant and all infrastructure assets are measured on the revaluation basis, at fair value, in accordance with AASB 116 *Property, Plant & Equipment*. Plant and equipment and work in progress are measured at cost.

Non-current physical assets measured at fair value are revalued, where required, so that the carrying amount of each class of asset does not materially differ from its fair value at the reporting date. This is achieved by engaging independent, professionally qualified valuers to determine the fair value for each class of property, plant and equipment assets at least once every 5 years. This process involves the valuer physically sighting a representative sample of Council assets across all asset classes and making their own assessments of the condition of the assets at the date of inspection.

In the intervening years, Council uses internal engineers to assess the condition and cost assumptions associated with all infrastructure assets, the results of which are considered in combination with the road index published by the Department of Housing and Public Works. Together these are used to form the basis of a management valuation for infrastructure asset classes in each of the intervening years. With respect to the valuation of the land and improvements and buildings asset classes in the intervening years, management engage independent, professionally qualified valuers to perform a "desktop" valuation. A desktop valuation involves management providing updated information to the valuer regarding additions, deletions and changes in assumptions such as useful life, residual value and condition rating. The valuer then determines suitable indices which are applied to each of these asset classes.

An analysis performed by management has indicated that, on average, the variance between an indexed asset value and the valuation by an independent valuer when performed is not significant and the indices used by Council are sound. Further details in relation to valuers, the methods of valuation and the key assumptions used are disclosed in Note 16.

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

**Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013**

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

Both water and sewerage asset classes are measured for valuation purposes into above ground and below ground asset groups. Above ground assets have a different methodology for valuations to below ground assets. A comprehensive revaluation will be completed for both these groups at least once every five years but not necessarily in the same reporting period.

Details of valuers and methods of valuations are disclosed in Note 16.

Major plant

The Council has determined that plant which has an individual cost in excess of \$150,000 is of high value to the Council. Plant which meets this criteria is major plant if it is prone to a high degree of price fluctuations or in danger of becoming obsolete. The asset class primarily includes specialised earthmoving equipment. Council had no assets within this asset class at balance date.

Capital work in progress

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

Depreciation

Land is not depreciated as it has an unlimited useful life. Depreciation on other property, plant and equipment assets is calculated on a straight-line basis so as to write-off the net cost or revalued amount of each depreciable asset, less its estimated residual value, progressively over its estimated useful life to the Council. Management believe that the straight-line basis appropriately reflects the pattern of consumption of all Council assets.

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

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

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

The depreciable amount of improvements to or on leasehold land is allocated progressively over the estimated useful lives of the improvements to the Council or the unexpired period of the lease, whichever is the shorter.

Depreciation methods, estimated useful lives and residual values of property, plant and equipment assets are reviewed at the end of each reporting period and adjusted where necessary to reflect any changes in the pattern of consumption, physical wear and tear, technical or commercial obsolescence, or management intentions. The condition assessments performed as part of the annual valuation process for assets measured at depreciated current replacement cost are used to estimate the useful lives of these assets at each reporting date. Details of the range of estimated useful lives for each class of asset are shown in Note 16.

Land under roads

Land under roads acquired before 30 June 2008 is recognised as a non-current asset where the Council holds title or a financial lease over the asset. The Tablelands Regional Council currently does not have any such land holdings.

Land under the road network within the Council area that has been dedicated and opened for public use under the *Land Act 1994* or the *Land Title Act 1994* is not controlled by Council but is controlled by the state pursuant to the relevant legislation. Therefore this land is not recognised in these financial statements.

1.R Intangible assets

Intangible assets with a cost or other value exceeding \$10,000 are recognised as intangible assets in the financial statements, items with a lesser value being expensed.

Expenditure on research activities relating to internally-generated intangible assets is recognised as an expense in the period in which it is incurred.

Costs associated with the development of computer software are capitalised and are amortised on a straight-line basis over the period of expected benefit to Council.

Amortisation methods, estimated useful lives and residual values are reviewed at the end of each reporting period and adjusted where appropriate. Details of the estimated useful lives assigned to each class of intangible assets are shown in Note 17.

**Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013**

1.S Biological assets

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

1.T Impairment of non-current assets

Each non-current physical and intangible asset and group of assets is assessed for indicators of impairment annually. If an indicator of possible impairment exists, the Council determines the asset's recoverable amount. Any amount by which the asset's carrying amount exceeds the recoverable amount is recorded as an impairment loss. The recoverable amount of an asset is the higher of its fair value less costs to sell and its value in use.

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

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

1.U Leases

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

Finance leases as lessee

Where Council enters into a finance lease as lessee, Council recognises an asset equal to the lower of fair value of the leased property and the present value of the minimum lease payments. The lease liability is recognised at the same amount. Lease liabilities are reduced by repayments of principal. The interest components of the lease payments are charged as finance costs. The asset is accounted for on the same basis as other assets of the same class. Contingent rentals are written off as an expense in the accounting period in which they are incurred.

Operating leases

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

1.V Payables

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

1.W Liabilities - employee benefits

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

Salaries and wages

A liability for salaries and wages is recognised and measured as the amount unpaid at the reporting date at current pay rates in respect of employees' services up to that date. This liability represents an accrued expense and is reported in Note 18 as a payable.

Annual leave

A liability for annual leave is recognised. Amounts expected to be settled within 12 months (the current portion) are calculated on current wage and salary levels and includes related employee on-costs. Amounts not expected to be settled within 12 months (the non-current portion) are calculated on projected future wage and salary levels and related employee on-costs, and are discounted to present values. This liability represents an accrued expense and is reported in Note 18 as a payable.

Superannuation

The superannuation expense for the reporting period is the amount of the contribution the Council makes to the superannuation plan which provides benefits to its employees. Details of those arrangements are set out in Note 26.

**Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013**

Long service leave

A liability for long service leave is measured as the present value of the estimated future cash outflows to be made in respect of services provided by employees up to the reporting date. The value of the liability is calculated using current pay rates and projected future increases in those rates and includes related employee on-costs. The estimates are adjusted for the probability of the employee remaining in the Council's employment or other associated employment which would result in the Council being required to meet the liability. Adjustments are then made to allow for the proportion of the benefit earned to date, and the result is discounted to present value. The interest rates attaching to Commonwealth Government guaranteed securities at the reporting date are used to discount the estimated future cash outflows to their present value. This liability is reported in Note 21 as a provision.

1.X Borrowings and borrowing costs

Borrowings are initially recognised at fair value plus any directly attributable transaction costs. Subsequent to initial recognition these liabilities are measured at amortised cost.

In accordance with the *Local Government Regulation 2012*, Council adopts an annual debt policy that sets out Council's planned borrowings for the next nine years. Council's current policy is to only borrow for capital projects and for a term no longer than the expected life of the asset. Council also aims to comply with the Queensland Treasury Corporation's borrowing guidelines and ensure that sustainability indicators remain within acceptable levels at all times.

All borrowing costs are expensed in the period in which they are incurred. No borrowing costs are capitalised on qualifying assets.

1.Y Restoration provision

A provision is made for the cost of restoration in respect of refuse dumps and quarries where it is probable the Council will be liable, or required, to incur such a cost on the cessation of use of these facilities. The provision is measured at the expected cost of the work required, discounted to current day values using the interest rates attaching to Commonwealth Government guaranteed securities with a maturity date corresponding to the anticipated date of the restoration.

Refuse dump restoration

The provision represents the present value of the anticipated future costs associated with the closure of the dump sites, decontamination and monitoring of historical residues and leaching on these sites. The calculation of this provision requires assumptions such as application of environmental legislation, site closure dates, available technologies and engineering cost estimates. These uncertainties may result in future actual expenditure differing from amounts currently provided. Because of the long-term nature of the liability, the most significant uncertainty in estimating the provision is the costs that will be incurred. The provision recognised for dump sites is reviewed at least annually and updated based on the facts and circumstances available at the time. Management estimates that the following sites will close in:

Old Mareeba Landfill capping	- 2014
Malanda Landfill capping	- 2016
Herberton Landfill capping	- 2016
Atherton Landfill capping	- 2027
Alcatraz Landfill capping	- 2034
Almaden Trench remediation	- 2035
Chillagoe Trench remediation	- 2035

Quarry rehabilitation

The provision represents the present value of the anticipated future costs associated with the closure of the quarries, refilling the basin, and reclamation and rehabilitation of these sites. The calculation of this provision requires assumptions such as application of environmental legislation, site closure dates, available technologies and engineering cost estimates. These uncertainties may result in future actual expenditure differing from amounts currently provided. Because of the long-term nature of the liability, the most significant uncertainty in estimating the provision is the costs that will be incurred. The provision recognised for quarry rehabilitation is reviewed at least annually and updated based on the facts and circumstances available at the time.

Quarries are land. The cost of the restoration provision is therefore included in the cost of the land and amortised over the expected useful life of the quarry. Changes in the provision not arising from the passing of time are added to or deducted from the asset revaluation surplus for land. If there is no available revaluation surplus, increases in the provision are treated as an expense and recovered out of future decreases (if any).

Changes to the provision resulting from the passing of time (the unwinding of the discount) are treated as a finance cost.

1.Z Asset revaluation surplus

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

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

**Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013**

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

When an asset is disposed of, the amount reported in surplus in respect of that asset is retained in the asset revaluation surplus and not transferred to retained surplus.

1.A.A Retained surplus

In reference to the comparative figures for the year ended 30 June 2012, this represents the amount of Council's net funds not set aside in reserves to meet specific future needs.

1.A.B Reserves

Council's cash and cash equivalents are subject to a number of internal restrictions that limit the amount that is available for discretionary or future use. In prior years Council accounted for these restrictions using a system of reserves.

On 30 July 2012, Council passed a resolution to close all existing reserves and account for these restrictions using an internal management accounting system. Internal restrictions that have been placed on Council's cash and cash equivalents are now disclosed in Note 11.

The former reserves operated as follows:

(i) Constrained Works Reserve

This reserve was credited with all grants, subsidies and contributions of monetary revenue received during the reported period and constrained for the purpose of funding specific capital expenditure. As the expenditure was incurred on specified capital assets the equivalent funds were transferred to the capital accounts. The amounts formally reported in this reserve at balance date are now disclosed as an internal restriction on cash in Note 11.

(ii) Future Capital Works Reserve

This reserve was set aside for numerous capital future assets, including the upgrade of the Mareeba and Chillagoe Airports, any improvements or major maintenance works towards existing Aged Pensioner units plus the cost of any new Aged Pensioner units. In addition, funds were set aside specifically for the development of Arnold Park in Mareeba and the new Malanda Visitor Information Centre after it was severely damaged by fire. Further funds were also set aside for a new Mareeba Library and Plant replacement. The Kuranda Tourist infrastructure also has funds which will be used towards any future improvements. The amounts previously reported in this reserve at balance date would correspond to the amount of cash (reported within cash and cash equivalents) which were specifically allocated for this purpose. The amount equivalent to the cash allocated for this purpose would be transferred from retained surplus to the future capital works reserve and the reverse when Council expended money. This amount is now disclosed in Note 11.

(iii) Future Non-Capital Works Reserve

These reserves were created to meet anticipated future recurrent or operating expenditure needs. In each case the amounts relate to a perceived future requirement which is not currently a liability.

- * Benefitted Areas Reserve
- * Kuranda Tourist Infrastructure Reserve
- * Garbage Maintenance Reserve
- * Bynes Street Tiles Reserve
- * Public Halls Reserve
- * Non Capital Grants Reserve
- * Risk Management Reserve
- * Western Facilities Reserve
- * Energy Efficiency Reserve
- * Long Term Housing Program (Maintenance Program)

An amount equivalent to the cash allocated for this purpose was transferred from retained surplus to the future non-capital expenditure reserve annually. When the maintenance was undertaken, an amount equivalent to the maintenance expenditure was transferred out of the future recurrent expenditure reserve to retained surplus. All of the amounts transferred to this reserve related to a perceived future liability which was not currently a liability. This amount is now disclosed in Note 11.

1.A.C National competition policy

The Council has reviewed its activities to identify its business activities. Details of these activities are disclosed in Note 34.

1.A.D Rounding and comparatives

The financial statements have been rounded to the nearest \$1.

Comparative information has been restated where necessary to be consistent with disclosures in the current reporting period.

**Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013**

1.A.E Trust funds held for outside parties

Funds held in the trust account on behalf of outside parties include those funds from the sale of land for arrears in rates, deposits for the contracted sale of land, security deposits lodged to guarantee performance and unclaimed monies (e.g. wages) paid into the trust account by the Council. The Council performs only a custodian role in respect of these monies and because the monies cannot be used for Council purposes, they are not considered revenue nor brought to account in the financial statements.

The monies are disclosed in the notes to the financial statements for information purposes only in Note 28.

1.A.F Taxation

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

The Council pays payroll tax to the Queensland Government on certain activities.

1.A.G Carbon pricing

In 2011 the Australian Government introduced a Clean Energy Legislation package. One aspect of this package, which impacts Council indirectly is the introduction of a pricing mechanism for greenhouse gas emissions in the Australian economy.

Council operates a number of small landfill facilities that have annual emissions of carbon dioxide equivalent that are below the individual site threshold of 25,000 tonnes. Council modelling indicates that one facility is likely to exceed this threshold in the foreseeable future therefore a direct liability has arisen, or is likely to arise as a result of this legislation.

Council has been, and will continue to be indirectly impacted through increased costs arising from the carbon pricing mechanism. The most significant of these will be electricity and fuel. Commonwealth Treasury modelling published in July 2011 in the document "Strong growth, low pollution modelling a carbon price" indicates that the carbon pricing is expected to increase electricity prices by 10% within 5 years from 1 July 2012 and increase other costs by 0.7% on inflation. In addition fuel tax credits will be progressively reduced over the initial fixed price period.

Council's latest modelling indicates that electricity and fuel is likely to increase as follows:

Year	Electricity(\$)	Fuel(\$)
2014	2,369,158	2,210,874
2015	2,440,233	2,277,200
2016	2,513,440	2,345,516

Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013

2. Analysis of results by function

2(a) Components of council functions

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

Corporate & community services

This comprises:

The support functions for the Mayor and Councillors, Council and committee meetings and statutory requirements.

The support functions of Management of the Council's Finance, Information Technology and administration.

Community Services and facilities including cultural, health, welfare, environmental and recreational services.

This function includes:

Libraries

Entertainment venues

Environmental licences and approvals.

Planning and development

Management of the development of the shire and approval processes for development and building.

Transport infrastructure

Providing and maintaining roads and drainage.

Waste management

Providing refuse collection and disposal services.

Water

Providing water supply services.

Sewerage

Providing sewerage services.

**Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013**

2(b) Analysis of results by function

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

Functions	Year ended 30 June 2013													
	Gross program income					Elimination of inter-function transactions	Total income	Gross program expenses		Elimination of inter-function transactions	Total expenses	Net result from recurring operations	Net Result	Assets
	Recurring		Capital					Recurring	Capital					
	Grants	Other	Grants	Other	Other	2013	2013	2013	2013	2013	2013	2013	2013	2013
Corporate & Community Services	9,247,213	34,018,762	7,027,274	1,021,253	-	3,522,701	54,837,203	31,488,233	4,887,336	4,467,712	40,813,281	11,807,742	14,023,922	267,426,232
Planning & development	910	412,033	-	-	-	-	412,943	2,465,322	-	(78,250)	2,377,072	(2,042,379)	(1,964,129)	-
Transport	15,512,027	17,872,066	2,102	2,564,933	(388,192)	(388,192)	36,562,926	53,899,233	-	(1,254,183)	52,616,060	(20,485,160)	(17,062,124)	400,226,111
Waste management	8,833	10,142,346	-	-	(521,238)	(521,238)	9,628,950	10,091,659	-	(953,313)	9,128,346	59,520	501,604	4,437,766
Water	8,833	10,854,112	487,697	341,566	(1,751,524)	10,040,684	8,051,030	-	(1,437,706)	6,613,322	2,911,915	3,427,362	86,031,673	
Sewerage	8,834	8,726,134	266,339	481,800	(851,796)	8,631,351	5,484,040	-	(734,258)	4,749,782	3,250,928	3,881,959	67,547,696	
Total Council	24,786,660	82,125,448	7,783,412	4,409,562	-	119,105,067	111,409,517	4,887,336	-	116,296,853	(4,407,424)	2,808,204	825,768,477	
Discontinued operations	(15,218,843)	(44,046,484)	(4,751,997)	(3,397,017)	-	(67,414,341)	(90,343,462)	(4,414,092)	-	(64,757,654)	1,078,135	(2,656,787)	(373,812,366)	
Continuing Council	9,567,807	38,078,964	3,031,415	1,012,545	-	51,690,716	51,066,055	473,244	-	51,639,299	(3,419,289)	151,417	451,956,111	

Year ended 30 June 2012

Functions	Year ended 30 June 2012													
	Gross program income					Elimination of inter-function transactions	Total income	Gross program expenses		Elimination of inter-function transactions	Total expenses	Net result from recurring operations	Net Result	Assets
	Recurring		Capital					Recurring	Capital					
	Grants	Other	Grants	Other	Other	2012	2012	2012	2012	2012	2012	2012	2012	2012
Corporate & Community Services	15,746,722	32,851,003	7,466,666	323,847	-	2,378,841	58,737,878	48,724,247	532,882	5,766,797	55,024,026	(125,922)	3,713,852	234,065,110
Planning & development	-	779,163	-	-	-	-	779,163	2,277,557	-	-	2,277,557	(1,408,394)	(1,408,394)	-
Transport	17,167,702	14,610,366	-	2,867,192	(814,541)	(814,541)	33,810,709	30,464,938	140,124	(2,889,367)	27,605,696	1,313,120	6,205,014	409,866,151
Waste management	-	9,959,171	-	99,841	-	-	10,059,012	7,934,436	-	(840,266)	7,094,167	2,024,735	2,954,945	11,315,906
Water	-	10,046,809	118,737	729,131	(1,232,100)	9,660,577	8,026,013	-	-	(1,264,871)	6,761,142	2,020,796	2,889,485	99,921,622
Sewerage	-	8,280,732	3,312,463	394,557	(332,200)	11,665,562	5,411,693	-	(872,290)	4,739,403	2,879,039	6,926,149	76,160,116	
Total Council	32,914,424	76,537,834	10,866,066	4,404,568	-	124,712,891	102,828,884	673,106	-	103,501,990	6,613,374	2,121,901	824,337,905	
Discontinued operations	(19,571,982)	(35,134,894)	(5,013,261)	(3,086,674)	-	(62,806,791)	(62,272,925)	(207,844)	-	(62,480,769)	(2,483,931)	(10,326,022)	-	
Continuing Council	13,332,462	41,402,940	5,852,804	1,317,894	-	61,906,100	50,555,959	465,262	-	51,021,221	4,179,443	10,884,879	824,337,905	

**Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013**

Note	Council	
	2013 \$	2012 \$
3 Revenue analysis		
(a) Rates, levies and charges		
General rates	18,755,096	18,034,530
Separate rates	-	-
Water	4,642,132	4,263,390
Water consumption, rental and sundries	-	-
Sewerage	3,678,390	3,661,157
Waste management	3,918,217	3,647,795
Total rates and utility charge revenue	<u>30,993,835</u>	<u>29,606,872</u>
Less: Discounts	(1,660,863)	(1,611,828)
Less: Pensioner remissions	(557,262)	(529,490)
	<u>28,775,710</u>	<u>27,465,554</u>
(b) Fees and charges		
Fees and charges	1,068,348	880,480
	<u>1,068,348</u>	<u>880,480</u>
(c) Interest received		
Interest received from QTC	413,311	620,917
Interest received from other sources (including term deposits)	1,360,837	1,848,384
Interest from overdue rates and utility charges	118,035	72,329
	<u>1,892,183</u>	<u>2,541,630</u>
(d) Sales revenue		
Contract and recoverable works	4,212,241	7,982,104
	<u>4,212,241</u>	<u>7,982,104</u>
<p>The amount recognised as contract revenue during the financial year is the amount receivable in respect of invoices issued during the period. There are contracts in progress at the year end. The contract work carried out is either subject to retentions or bank guarantees.</p>		
(e) Profit/(loss) from developments		
Profit/(loss) from sale of developed land	(336,290)	120,000
	<u>(336,290)</u>	<u>120,000</u>
(f) Other revenue		
Leases & rental	598,977	550,345
Sale of scrap/surplus plant	122,438	81,198
Sale of goods/materials	80,628	119,357
Insurance recoveries	68,460	63,679
Motel/Caravan revenue	181,463	177,273
Other	1,414,821	1,421,120
	<u>2,466,767</u>	<u>2,413,172</u>

**Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013**

Note	Council	
	2013 \$	2012 \$
4		
Grants, subsidies, contributions and donations		
(a) Recurrent		
General purpose grants	3,932,251	5,018,605
State government subsidies and grants	5,364,281	8,033,467
Commonwealth government subsidies and grants	271,275	280,390
	<u>9,567,807</u>	<u>13,332,462</u>
(b) Capital		
State government subsidies and grants	3,031,415	5,852,804
Contributions	591,318	452,494
Donated assets	151,083	746,762
	<u>3,773,816</u>	<u>7,052,060</u>

Conditions over contributions

Contributions recognised as income during the reporting period and which were obtained on the condition that they be expended in a manner specified by the contributor but had not been expended at the reporting date:

Non-reciprocal grants for expenditure on services	-	174,892
Non-reciprocal grants for expenditure on infrastructure	591,318	-
	<u>591,318</u>	<u>174,892</u>

Contributions recognised as income during a previous reporting period that were obtained in respect of the current reporting period:

Non-reciprocal grants for expenditure on services	-	-
Non-reciprocal grants for expenditure on infrastructure	3,225,826	2,544,250
	<u>3,225,826</u>	<u>2,544,250</u>

5 Capital income

Gain on disposal of non-current assets

Proceeds from sale of buildings	-	118,639
Less: Book value of buildings	-	-
	<u>-</u>	<u>118,639</u>

Proceeds from the sale of plant and equipment	457,741	-
Less: Book value of plant and equipment disposed of	(187,607)	-
	<u>270,134</u>	<u>-</u>
	<u>270,134</u>	<u>118,639</u>

6 Employee benefits

Total staff wages and salaries	17,185,725	16,554,560
Councillors' remuneration	326,508	413,488
Annual, sick and long service leave entitlements	2,868,633	2,143,297
Superannuation	2,112,788	1,957,483
	<u>22,493,654</u>	<u>21,068,828</u>
Other employee related expenses	325,868	372,710
	<u>22,819,522</u>	<u>21,441,538</u>
Less: Capitalised employee expenses	(1,028,280)	(702,997)
	<u>21,791,242</u>	<u>20,738,541</u>

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

Total Council employees at the reporting date:	2013	2012
Elected members	9	9
Administration staff	242	235
Depot and outdoors staff	322	299
Total full time equivalent employees	<u>573</u>	<u>543</u>

**Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013**

Note	Council	
	2013 \$	2012 \$
7 Materials and services		
Advertising and marketing	142,957	18,971
Audit of annual financial statements by the Auditor-General of Queensland	56,053	50,313
Cleaning	197,657	185,578
Telephone and Mobile	177,681	180,952
Professional/consultancy services	1,460,119	1,121,445
Contractors	3,272,682	3,928,836
Donations paid	114,831	120,092
Fuels and oils	777,024	874,281
Goods, materials and services	1,296,103	1,621,790
Hire of plant and equipment	2,036,081	3,553,840
Insurance	659,163	675,005
Legal	211,648	240,748
Licences, fees, subscriptions and memberships	490,885	517,635
Furniture and fittings < \$5000	38,375	22,924
Postage and courier	29,744	34,829
Electricity	748,168	842,371
Rent, rates and leasing expenses	192,729	192,202
Repairs and maintenance	3,368,085	1,028,676
Road materials	1,967,641	2,010,249
Stationery, printing and copying	112,596	134,805
Travel/accommodation expenses	80,697	113,027
Workers compensation	108,539	126,917
Other materials and services	1,532,175	291,665
	<u>19,061,634</u>	<u>17,887,150</u>
8 Finance costs		
Finance costs	379,684	408,957
Unwinding of discount on provision for restoration	147,264	2,050,626
Bank charges	70,776	64,527
Impairment of debts	31,866	85,157
	<u>629,590</u>	<u>2,609,267</u>
9 Depreciation and amortisation		
Depreciation of non-current assets		
Buildings	1,128,369	1,002,445
Other plant and equipment	1,666,779	1,829,406
Road, drainage and bridge network	3,961,023	3,421,664
Water	1,227,905	1,243,235
Sewerage	1,023,941	1,107,826
Other infrastructure assets	409,846	566,208
	<u>9,407,863</u>	<u>9,170,784</u>
Amortisation of intangible assets		
Software	175,727	150,219
	<u>175,727</u>	<u>150,219</u>
	<u>9,583,590</u>	<u>9,321,003</u>

**Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013**

Note	Council	
	2013 \$	2012 \$
10 Capital expenses		
Proceeds from sale of buildings	-	-
Less: Book value of buildings	(7,1575)	-
	<u>(7,1575)</u>	<u>-</u>
Proceeds from sale of plant and equipment	-	231,736
Less: Book value of property, plant and equipment disposed of	-	(617,309)
	<u>-</u>	<u>(385,573)</u>
Proceeds from sale of roads, water and sewerage	-	-
Less: Book value of roads, water and sewerage	(401,669)	(79,689)
	<u>(401,669)</u>	<u>(79,689)</u>
	<u>(473,244)</u>	<u>(465,262)</u>
11 Cash and cash equivalents		
Cash at bank and on hand	1,933,494	2,563,918
Deposits at call	9,569,676	21,830,951
Term deposits	4,273,362	-
	<u>15,766,532</u>	<u>24,384,869</u>
Cash and deposits at call are held with various financial institutions in normal term deposits and business cheque accounts. These financial institutions have either a short term credit rating of between A1+ to A2.		
Councils cash and cash equivalents are subject to a number of internal and external restrictions which limit amounts available for discretionary or future use. These include:		
Externally imposed expenditure restrictions at the reporting date relate to the following cash assets:		
Unspent government grants and subsidies	-	14,278,927
Unspent developer contributions	-	21,836,737
*Internally imposed expenditure restrictions at the reporting date:		
Constrained Works Reserve	9,153,283	22,792,101
Future Capital Works Reserve	7,662,846	15,290,337
Future Non-Capital Works Reserve	2,088,148	22,909,954
Total unspent restricted cash	<u>18,804,276</u>	<u>97,108,056</u>
*These restrictions were previously allocated as reserves.		
12 Short term investments		
Current fixed short term deposits	25,334,932	65,000,000
Total current fixed short term deposits	<u>25,334,932</u>	<u>65,000,000</u>
13 Trade and other receivables		
Current		
Rateable revenue and utility charges	1,308,657	3,918,147
Other debtors	2,939,033	9,897,967
Less impairment	(161,024)	(159,063)
GST recoverable	(147,336)	(159,929)
Prepayments	267,275	734,970
Loans and advances to community organisations	250	3,000
	<u>4,201,855</u>	<u>14,233,092</u>

**Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013**

Note	Council	
	2013 \$	2012 \$
Non-current		
Loans and advances to community organisations	9,500	1,000
	<u>9,500</u>	<u>1,000</u>

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

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

Movement in accumulated impairment losses (other debtors) is as follows:

Opening balance at 1 July	159,063	20,373
Additional impairments recognised	3,001	138,690
	<u>162,064</u>	<u>159,063</u>
Less: transfer to assets held for distribution	(1,040)	-
Closing balance at 30 June	<u>161,024</u>	<u>159,063</u>

14 Inventories

Inventories held for sale		
Miscellaneous saleable items	55,382	66,174
	<u>55,382</u>	<u>66,174</u>
Inventories held for distribution		
Quarry and road materials	604,336	672,730
Plant and equipment stores	573,808	3,676,243
	<u>1,178,144</u>	<u>4,348,973</u>
Land purchased for development and sale	35,212	1,051,431
Total from continuing operations	<u>1,268,738</u>	<u>5,466,578</u>

15 Assets and liabilities held for distribution

A referendum was held on 9 March 2013. Over 50% of the former Mareeba Shire Council residents voted in favour of de-amalgamation of the Tablelands Regional Council. Local Government (De-amalgamation Implementation) Regulation 2013 Division 3 section 5 stipulated the changeover date as 1 January 2014 for the Tablelands Regional Council. The new local government (Mareeba Shire Council) came into existence on this same changeover date. The new Mareeba Shire Council was not a discontinued operation or classified as held-for-sale as at 30 June 2012. The comparative statement of profit and loss and other comprehensive income has been re-presented to show the discontinued operation separately from continuing operations.

Note	Council	
	2013 \$	
Assets related to the de-amalgamation of Mareeba Shire Council	(1)	373,812,366
		<u>373,812,366</u>
Liabilities associated with assets held for distribution	(1)	16,722,813
		<u>357,089,553</u>

Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013

(i) As described in Note 31, the former Mareeba Shire Council was de-amalgamated from the continuing Tablelands Regional Council on 1 January 2014. The major classes of assets and liabilities of the former Mareeba Shire Council at 30 June 2013 were as follows:

	30 June 2013
	\$
Property, plant and equipment	<u>329,681,583</u>
Cash and cash equivalents	10,059,905
Short term investments	16,165,068
Trade and other receivables	10,586,692
Inventories	6,022,165
Intangible assets	1,296,953
Assets of the former Mareeba Shire Council classified as held for distribution	<u>373,812,366</u>
Trade and other payables	6,529,359
Borrowings	2,517,121
Provisions	7,676,333
Liabilities of the former Mareeba Shire Council classified as held for distribution	<u>16,722,813</u>
Net assets of former Mareeba Shire Council classified as held for distribution	<u>357,089,553</u>

Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013

16 Property, plant and equipment
Council - 30 June 2013

Note	Land and improvements		Buildings		Plant and equipment		Road, drainage and bridge network		Water		Sewerage		Other infrastructure assets		Work in progress		Total
	Fair Value	Cost	Fair Value	Cost	Fair Value	Cost	Fair Value	Cost	Fair Value	Cost	Fair Value	Cost	Fair Value	Cost	Fair Value	Cost	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
	32,782,288	86,460,619	24,119,573	541,629,094	133,457,624	87,602,040	13,661,206	22,566,049	954,278,493	34,767,312	44,706,445	(7,453,576)	(797,424)	(445,748,389)	(3,069,609)	541,915,940	
5	-	-	24,545	9,004,137	359,344	551,107	-	-	-	-	-	-	-	-	-	-	-
	-	(75,026)	(1,436,998)	(5,941,551)	-	-	-	-	-	-	-	-	-	-	-	-	-
22	-	(1,975,409)	-	1,177,985	-	-	-	-	-	-	-	-	-	-	-	-	-
15	(9,915,139)	(46,536,161)	(10,377,431)	(271,068,373)	(51,121,600)	(44,249,811)	(4,898,762)	(7,581,112)	(445,748,389)	(3,069,609)	-	-	-	-	-	-	-
	-	2,456,939	(25,098)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	107,694	6,464,149	3,681,817	13,716,020	3,449,957	5,915,152	3,228,363	(36,563,172)	(3,069,609)	10,119,468	541,915,940						
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	22,974,843	58,795,111	15,986,407	288,517,312	86,145,325	49,818,488	9,558,966	10,119,468	137,863,548								

Accumulated depreciation and impairment

9	-	445,300	11,453,669	152,947,153	48,755,737	24,796,247	2,523,281	-	-	-	-	-	-	-	-	-	240,921,367
5	-	1,859,007	2,450,542	6,628,511	1,847,405	1,516,023	696,521	-	-	-	-	-	-	-	-	-	14,988,009
22	-	(3,451)	(1,032,386)	(1,127,144)	-	-	-	-	-	-	-	-	-	-	-	-	(2,162,981)
15	-	(41,163)	-	215,100	-	-	-	-	-	-	-	-	-	-	-	-	173,937
	-	(1,403,417)	(5,477,938)	(74,578,321)	(17,919,231)	(15,680,680)	(797,217)	-	-	-	-	-	-	-	-	-	(116,066,804)
	-	479,625	(12,866)	-	-	-	(466,959)	-	-	-	-	-	-	-	-	-	-
	-	1,336,101	7,381,021	84,065,299	32,863,911	10,421,590	1,955,626	-	-	-	-	-	-	-	-	-	137,863,548

Total written down value as at 30 June 2013

Residual value	22,974,843	57,459,010	8,605,366	204,432,013	53,461,414	39,396,898	7,603,360	10,119,468	404,052,392								
Range of estimated useful life in years	22,974,843	11,914,030	-	165,536,702	62,565	6,400	-	-	201,494,540								
	Land: Not depreciated	3 - 100	3 - 50	10 - 500	10 - 100	10 - 80	5 - 100	-	-								
	Improvements	7 - 40	-	-	-	-	-	-	-								

Additions comprise:

Tablelands Regional Council

Renewals	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Other additions	-	-	-	-	-	-	-	-	8,778,414	-	-	-	-	-	-	-	-
Total additions	-	-	-	106,931	44,152	-	-	-	7,083,603	-	-	-	-	-	-	-	-
	-	-	-	106,931	44,152	-	-	-	15,862,017	-	-	-	-	-	-	-	-

Mareeba Shire Council

Renewals	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Other additions	-	-	-	7,836,568	-	-	-	-	13,290,649	-	-	-	-	-	-	-	-
Total additions	-	-	-	7,836,568	-	-	-	-	13,290,649	-	-	-	-	-	-	-	-
	-	-	-	7,836,568	-	-	-	-	13,290,649	-	-	-	-	-	-	-	-

**Tablelands Regional Council
Notes to the Financial Statements
For the year ended 30 June 2012**

Council - 30 June 2012

Basis of measurement	Buildings		Plant and equipment		Road, drainage and bridge network		Water		Sewerage		Other infrastructure assets		Work in progress		Total
	Revaluation	Cost	Revaluation	Cost	Revaluation	Cost	Revaluation	Cost	Revaluation	Cost	Revaluation	Cost	Revaluation	Cost	
Asset values															
Opening gross value as at 1 July 2011	27,401,736	22,810,501	428,227,134	22,810,501	1,818,082	521,061	65,397,486	48,330,281	13,186,866	28,656,223	171,236	33,068,800	728,493,119		
Additions	-	69,898	17,257	69,898	1,818,082	521,061	521,061	206,171	171,236	33,068,800	-	-	35,872,305		
Disposals	-	(2,481,777)	-	(2,481,777)	(148,515)	-	-	-	-	-	-	-	(2,630,292)		
Revaluation adjustment to asset revaluation surplus	5,377,794	-	(2,612,755)	-	104,786,872	62,574,187	62,574,187	22,417,264	-	-	-	-	192,543,362		
Assets classified as held for sale	2,758	-	-	-	-	-	-	-	-	-	-	-	-		
Transfers from work in progress	-	3,721,151	6,945,521	3,721,151	6,945,521	4,964,890	4,964,890	16,648,314	303,104	(39,158,974)	-	-	-		
Closing gross value as at 30 June 2012	32,782,288	24,119,573	541,629,094	24,119,573	541,629,094	133,457,624	133,457,624	87,602,040	13,681,206	22,566,049	13,681,206	22,566,049	954,278,493		

Note

Accumulated depreciation and impairment

Opening balance as at 1 July 2011	-	7,187,208	10,518,454	21,759,435	3,468,570	2,421,924	1,653,142	-	-	-	-	-	47,008,733
Depreciation provided in period	-	1,727,343	2,623,097	7,507,599	1,960,863	1,560,522	870,139	-	-	-	-	-	16,249,563
Depreciation on disposals	-	-	(1,687,882)	(15,327)	-	-	-	-	-	-	-	-	(1,703,209)
Revaluation adjustment to asset revaluation surplus	-	(8,376,970)	123,695,446	43,254,773	20,793,051	20,793,051	-	-	-	-	-	-	179,366,300
Transfers between classes	-	(92,281)	-	-	71,531	20,750	-	-	-	-	-	-	-
Accumulated depreciation as at 30 June 2012	-	445,300	11,453,669	152,947,153	48,755,737	24,796,247	2,523,281	-	-	-	-	-	240,921,387

Total written down value as at 30 June 2012

Residual value	32,782,288	98,015,319	12,665,904	388,681,941	84,701,887	62,805,793	11,137,925	22,566,049	713,357,106
Range of estimated useful life in years	40 - 100	5 - 100	2 - 20	5 - 100	10 - 60	20 - 60	20 - 40	-	217,686,793
Land/Not depreciated/Improvements	7 - 40	-	-	-	-	-	-	-	-

**Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013**

16 Property, Plant and Equipment

Property, plant and equipment valuations were determined by reference to the following:

Land and improvements

The fair value of land and improvements is measured at current market value as at 30 June 2012 as independently determined by AssetVal Pty Ltd, Registered Valuers. Fair value was derived by reference to market based evidence including observable historical sales data for properties of similar nature and specification within the Tablelands region.

Areview was undertaken as at 30 June 2013 based on the Non-Residential Building Construction Index. This index decreased by 1.59% since 30 June 2012. As the movement was not material, no revaluation adjustments have been provided for as at 30 June 2013.

Buildings

There is no market for Council's buildings as these are held to provide essential services to the community. Accordingly, the fair value of all building assets is measured using the depreciated replacement cost method.

The fair value of buildings as at 30 June 2012 was independently determined by AssetVal Pty Ltd, using an abbreviated bill of quantity methodology to benchmark the cost of buildings. The following key assumptions were used to derive these indices:

- Replacement costing relied on Rawlinson's Australian Construction Handbook 2012 and AssetVal's own database.

Areview was undertaken as at 30 June 2013 based on the Non-Residential Building Construction Index. The movement in indices since 30 June 2012 was a decrease of 1.59%, resulting in a decrease of \$1,934,246 to the asset revaluation surplus.

Other plant and equipment

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

Road, drainage and bridge network

There is no market for Council's road infrastructure as these are held to provide essential services to the community. Accordingly, the fair value of all road infrastructure assets is measured using the depreciated replacement cost method.

Road and bridge assets held by Tablelands Regional Council were independently valued at fair value by AssetVal as at 30 June 2012.

The application of unit rates is developed by summing each component that goes into producing a unit of a asset. AssetVal derived the component prices by directly communicating with suppliers and obtaining quoted prices, by using cost guides such as Rawlinson's Australian Construction Handbook.

Areview was undertaken as at 30 June 2013 based on the Road and Bridge Construction Index. This index increased by 1.66% since 30 June 2012. As the movement was not material, no revaluation adjustments have been provided for as at 30 June 2013.

Drainage assets held by Tablelands Regional Council were internally valued by Council's qualified Civil Works Department Engineering staffs as at 30 June 2009.

Drainage assets had an interim revaluation carried out as at 30 June 2010 using an index chosen by management after considering CPI, QLD Constructions, building indexes and local conditions.

Areview was undertaken as at 30 June 2013 based on the Road and Bridge Construction index. The movement in indices since 30 June 2010 was an increase of 7.58%, resulting in an increase of \$962,884 to the asset revaluation surplus. Drainage assets are scheduled to be independently revalued as at 30 June 2014.

**Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013**

Water and sewerage

There is no market for Council's water and sewerage assets as these are held to provide essential services to the community. Accordingly, the fair value of all water and sewerage assets is measured using the depreciated replacement cost method.

Active above ground water and sewerage assets held by Tablelands Regional Council were independently valued at fair value by Sinclair Knight Mertz as at 30 June 2011 using the depreciated replacement cost method.

Areview was undertaken as at 30 June 2013 based on the Road & Bridge Construction Index. This index increased by 3.75% since 30 June 2011. As the movement was not material, no revaluation adjustments have been provided for as at 30 June 2013 for above ground water and sewerage assets.

Passive below ground water and sewerage assets held by Tablelands Regional Council were independently valued at fair value by AssetVal as at 30 June 2012.

The application of unit rates is developed by summing each component that goes into producing a unit of a asset. AssetVal derived the component prices by directly communicating with suppliers and obtaining quoted prices, by using cost guides such as Rawlinson's Australian Construction Handbook.

Areview was undertaken as at 30 June 2013 based on the Road & Bridge Construction Index. This index increased by 1.56% since 30 June 2012. As the movement was not material, no revaluation adjustments have been provided for as at 30 June 2013 for below ground water and sewerage assets.

Other infrastructure

Other Infrastructure assets held by Tablelands Regional Council were independently valued at fair value by Rushton AssetVal as at 30 June 2009 using the depreciated replacement cost method.

An interim revaluation was carried out as at 30 June 2010 using an index chosen by Council management after considering CPI, QLD Constructions, building indexes and local conditions.

Areview was undertaken as at 30 June 2013 based on the Non-Residential Building Construction Index. This index increased by 1.05% since 30 June 2010. As the movement was not material, no revaluation adjustments have been provided for as at 30 June 2013. Other Infrastructure assets are scheduled to be revalued as at 30 June 2014.

Note	Council	
	2013 \$	2012 \$
17 Intangible assets		
Software		
Opening gross value	3,090,755	2,092,830
Additions	1,071,965	997,925
	<u>4,162,720</u>	<u>3,090,755</u>
Less assets held for distribution	(2,063,879)	-
Closing gross value	<u>2,098,841</u>	<u>3,090,755</u>
Accumulated amortisation		
Opening balance	1,195,498	897,924
Amortisation in the period	348,104	297,574
	<u>1,543,602</u>	<u>1,195,498</u>
Accumulated amortisation of assets held for distribution	(766,726)	-
Closing balance	<u>776,876</u>	<u>1,195,498</u>
Total intangible assets	<u>1,322,165</u>	<u>1,895,257</u>

The computer software has an estimated useful life of 10 years.
Straight line amortisation has been used with no estimated residual value.

**Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013**

	Note	Council	
		2013 \$	2012 \$
18: Trade and other payables			
Current			
Creditors and accruals		2,576,292	7,162,584
Annual leave		1,436,531	2,510,827
Other entitlements		768,340	1,483,435
		<u>4,781,163</u>	<u>11,156,846</u>
Non-current			
Annual leave		674,284	1,496,394
		<u>674,284</u>	<u>1,496,394</u>
19: Borrowings			
Current			
Loans - Queensland Treasury Corporation		345,910	472,811
Loans - other		61,050	61,050
Finance leases	20	-	32,500
		<u>406,960</u>	<u>566,361</u>
Non-current			
Loans - Queensland Treasury Corporation		5,638,316	8,247,846
Loans - other		244,200	305,250
Finance leases	20	-	259,661
		<u>5,882,516</u>	<u>8,812,756</u>
Loans - Queensland Treasury Corporation			
Opening balance at beginning of financial year		8,720,656	9,290,035
Loans raised		-	-
Principal repayments		(472,387)	(569,379)
		<u>8,248,269</u>	<u>8,720,656</u>
Less: transfers to liabilities directly associated with assets held for distribution		(2,264,043)	-
Book value at end of financial year		<u>5,984,226</u>	<u>8,720,656</u>
The QTC loan market value for the continuing council at the reporting date was \$6,513,745. This represents the value of the debt if Council repaid it at that date. As it is the intention of Council to hold the debt for its term, no provision is required to be made in these accounts.			
Loans - other			
Opening balance at beginning of financial year		366,300	427,350
Loans raised		-	-
Repayments		(61,050)	(61,050)
Book value at end of financial year		<u>305,250</u>	<u>366,300</u>

No assets have been pledged as security by the Council for any liabilities, however all loans are guaranteed by the Queensland Government.

All borrowings are in \$A denominated amounts and carried at amortised cost, interest being expensed as it accrues. No interest has been capitalised during the current or comparative reporting period. Expected final repayment dates vary from 28 December 2016 to 27 March 2031. There have been no defaults or breaches of the loan agreement during the period.

Principal and interest repayments are made quarterly and semi annually in arrears.

**Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013**

	Council	
	2013	2012
Note	\$	\$
20 Finance leases		
Movements in finance lease during the reporting period were as follows:		
Balance at beginning of financial year	422,500	455,000
Payments made in the period	(37,500)	(32,500)
Minimum lease payments	<u>385,000</u>	<u>422,500</u>
Less: transfer to liabilities directly associated with assets held for distribution	(385,000)	-
Balance at end of financial year	<u>-</u>	<u>422,500</u>
The above minimum lease payments are payable as follows:		
Not later than one year	-	32,500
Later than 1 year but not later than 5 years	-	130,000
Later than 5 years	-	<u>260,000</u>
Total minimum lease payments	-	422,500
Less: Future finance charges	-	<u>(130,339)</u>
Lease liability recognised in the financial statements	<u>-</u>	<u>292,161</u>
Classified as:		
Current	-	32,500
Non-current	-	<u>259,661</u>
	<u>-</u>	<u>292,161</u>
The present value of above minimum lease payments are payable as follows:		
Not later than one year	-	31,026
Later than 1 year but not later than 5 years	-	115,916
Later than 5 years	-	<u>145,219</u>
	<u>-</u>	<u>292,161</u>
21 Provisions		
Current		
Long service leave	<u>265,201</u>	<u>428,930</u>
Non-current		
Quarry rehabilitation	78,000	78,000
Refuse restoration	5,893,687	11,429,207
Long service leave	<u>2,280,266</u>	<u>3,422,663</u>
	<u>8,251,953</u>	<u>14,929,870</u>
Details of movements in provisions:		
Quarry rehabilitation		
Balance at beginning of financial year	78,000	78,000
Increase/(decrease) in provision	-	-
Balance at end of financial year	<u>78,000</u>	<u>78,000</u>
This is the present value of the estimated cost of restoring the quarry site to a useable state at the end of its useful life.		

**Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013**

Note	Council	
	2013 \$	2012 \$
Refuse restoration		
Balance at beginning of financial year	11,429,207	8,241,394
Increase in provision	195,153	3,187,813
	<u>11,624,360</u>	<u>11,429,207</u>
Less: transfers to liabilities directly associated with assets held for distribution	(5,730,873)	-
Balance at end of financial year	<u>5,893,487</u>	<u>11,429,207</u>

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

Subsequent to year end, Department of Environment and Heritage Protection (the Department) undertook a compliance inspection of four of the continuing council's landfill sites. The Department provided Council with a report setting out a number of findings in regard to the inspection. Council has responded to the Department and is currently assessing what additional costs might be incurred in attending to the Department's requirements. At the date of this financial report, Council has not yet quantified the extent to which the provisions for landfill restoration may be impacted, if at all.

Long service leave		
Balance at beginning of financial year	3,851,593	3,657,204
Long service leave entitlement arising	1,085,492	649,111
Long service entitlement paid	(445,858)	(454,722)
	<u>4,491,127</u>	<u>3,851,593</u>
Less: transfers to liabilities directly associated with assets held for distribution	(1,945,860)	-
Balance at end of financial year	<u>2,545,467</u>	<u>3,851,593</u>

22 Asset revaluation surplus

Movements in the asset revaluation surplus were as follows:

Balance at beginning of financial year	67,380,127	54,203,063
Net adjustment to non-current assets at end of period to reflect a change in current fair value:		
Land and improvements	-	5,377,794
Buildings	(1,934,246)	5,764,216
Road, drainage and bridge network	962,885	(18,908,573)
Water	-	19,319,414
Sewerage	-	1,624,213
Other infrastructure assets	-	-
Balance at end of financial year	<u>66,408,766</u>	<u>67,380,127</u>

Asset revaluation surplus analysis

The closing balance of the asset revaluation surplus comprises the following asset categories:

Land and improvements	6,196,055	6,196,055
Buildings	10,896,471	12,830,717
Road, drainage and bridge network	10,653,311	9,690,426
Water	28,107,779	28,107,779
Sewerage	9,920,521	9,920,521
Other infrastructure assets	634,629	634,629
	<u>66,408,766</u>	<u>67,380,127</u>

Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013

23 Reserves

Council's cash and cash equivalents are subject to a number of internal restrictions that limit the amount that is available for discretionary or future use. In prior years Council accounted for these restrictions using a system of reserves.

On 30 July 2012, Council passed a resolution to close all existing reserves and account for these restrictions using an internal management accounting system.

The internal restrictions that have been placed on Council's cash and cash equivalents are now disclosed in Note 11.

Note	Council	
	2013 \$	2012 \$
(i) Constrained works reserve	-	22,792,101
(ii) Future capital works reserve	-	15,290,337
(iii) Future non-capital works reserve	-	22,909,954
Total reserves	-	60,992,392
Movements in reserves:		
(i) Constrained works reserve		
Balance at beginning of financial year	22,792,101	23,121,583
Transfer from retained surplus for future expenditure	-	13,368,552
Transfer to the retained surplus/capital funds expended in the period	-	(13,698,034)
Transfer to the retained surplus/capital due to the closure of the reserve	(22,792,101)	-
Balance at end of financial year	-	22,792,101
(ii) Future capital works reserve		
Balance at beginning of financial year	15,290,337	12,741,662
Transfer from retained surplus for future expenditure	-	4,592,645
Transfer to the retained surplus/capital funds expended in the period	-	(2,043,970)
Transfer to the retained surplus/capital due to the closure of the reserve	(15,290,337)	-
Balance at end of financial year	-	15,290,337
(iii) Future non-capital works reserve		
Balance at beginning of financial year	22,909,954	20,822,720
Transfer from retained surplus for future expenditure	-	2,155,315
Transfer to the retained surplus/capital funds expended in the period	-	(68,081)
Transfer to the retained surplus/capital due to the closure of the reserve	(22,909,954)	-
Balance at end of financial year	-	22,909,954
24 Commitments for expenditure		
<i>Operating leases</i>		
Continuing operations		
Minimum lease payments in relation to non-cancellable operating leases are as follows:		
Within one year	-	82,027
One to five years	-	41,920
Later than five years	-	-
	-	123,947
Discontinued operations		
Minimum lease payments in relation to non-cancellable operating leases are as follows:		
Within one year	10,709	-
One to five years	-	-
Later than five years	-	-
	10,709	-

**Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013**

Note	Council	
	2013 \$	2012 \$
<i>Contractual commitments</i>		
Continuing operations		
Contractual commitments at end of financial year but not recognised in the financial statements are as follows:		
Garbage collection contract	808,846	14,655,105
Cleaning contractors	208,006	426,358
	<u>1,016,852</u>	<u>15,081,463</u>
Discontinued operations		
Contractual commitments at end of financial year but not recognised in the financial statements are as follows:		
Garbage collection contract	10,134,893	-
Cleaning contractors	196,559	-
	<u>10,331,452</u>	<u>-</u>

25 Contingent liabilities

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

Local Government Mutual

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

As at 30 June 2013 the financial statements of LGM Queensland reported an accumulated surplus and it is not anticipated any liability will arise.

Local Government Workcare

The Council is a member of the Queensland local government worker's compensation self-insurance scheme, Local Government Workcare. Under this scheme the Council has provided an indemnity towards a bank guarantee to cover bad debts which may remain should the self-insurance licence be cancelled and there was insufficient funds available to cover outstanding liabilities. Only the Queensland Government's workers compensation authority may call on any part of the guarantee should the above circumstances arise. The Council's maximum exposure to the bank guarantee is \$689,935 (2012: \$663,738).

26 Superannuation

The Tablelands Regional Council contributes to the Local Government Superannuation Scheme (Qld) (the scheme). The scheme is a Multi-employer Plan as defined in the Australian Accounting Standard AASB119 *Employee Benefits*.

The Queensland Local Government Superannuation Board, the trustee of the scheme, advised that the local government superannuation scheme was a complying superannuation scheme for the purpose of the Commonwealth Superannuation Industry (Supervision) legislation.

The scheme has three elements referred to as:

- The City Defined Benefits Fund which covers former members of the City Super Defined Benefits Fund;
- The Regional Defined Benefits Fund (Regional DBF) which covers defined benefit fund members working for regional local governments; and
- The Accumulation Benefits Fund (ABF).

The ABF is a defined contribution scheme as defined in AASB119. Council has no liability to or interest in the ABF other than the payment of the statutory contributions as required by the *Local Government Act 2009*.

**Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013**

The Regional DBF is a defined benefit plan as defined in AASB 119. The Council is not able to account for the Regional DBF as a defined benefit plan in accordance with AASB 119 because the scheme is unable to account to the Council for its proportionate share of the defined benefit obligation, plan assets and costs.

Any amount by which either fund is over or under funded would only affect future benefits and contributions to the Regional DBF, and is not an asset or liability of the Council. Accordingly there is no recognition in the financial statements of any over or under funding of the scheme.

The audited general purpose financial report of the scheme as at 30 June 2012 (the most recent available) which was not subject to any audit qualification, indicates that the assets of the scheme are sufficient to meet the vested benefits.

The most recent actuarial assessment of the scheme was undertaken as at 1 July 2012. The actuary indicated that the Regional DBF is currently in a satisfactory but modest financial position and remains vulnerable to adverse short and medium term experience.

Following the previous actuarial assessment in 2009, councils were advised by the trustee of the scheme, following advice from the scheme's actuary, that additional contributions may be imposed in the future at a level necessary to protect the entitlements of DBF members. In the 2012 actuarial report the actuary has recommended no change to the employer contribution levels at this time.

Under the *Local Government Act 2009*, the trustee of the scheme has the power to levy additional contributions on councils which have employees in the Regional DBF when the actuary advises such additional contributions are payable - normally when the assets of the DBF are insufficient to meet members' benefits.

Note	Council	
	2013 \$	2012 \$
The amount of superannuation contributions paid to the scheme in this period for the benefit of employees was:		
Total from continuing operations	2,112,788	1,957,483
Total from discontinued operations	1,714,081	1,592,816
	<u>3,826,869</u>	<u>3,550,299</u>
27 Operating lease income		
Continuing operations		
The Council has leased facilities to independent operators. The minimum lease receipts are as follows:		
Not later than one year	126,558	481,292
One to five years	269,991	1,493,928
Later than five years	1,500,942	2,546,099
	<u>1,897,491</u>	<u>4,520,319</u>
Discontinued operations		
The Council has leased facilities to independent operators. The minimum lease receipts are as follows:		
Not later than one year	320,894	-
One to five years	1,273,357	-
Later than five years	1,884,641	-
	<u>3,478,892</u>	<u>-</u>

**Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013**

	Note	Council	
		2013 \$	2012 \$
28 Trust funds			
Trust funds held for outside parties			
Monies collected or held on behalf of other entities yet to be paid out to or on behalf of those entities		1,506,872	1,598,780
Plus interest yet to be transferred to general fund		1,218	1,396
		<u>1,507,890</u>	<u>1,600,176</u>

The Council performs only a custodial role in respect of these monies. As these funds cannot be used by the Council, they are not brought to account in these financial statements.

The Council invests funds in a term deposit in the name of Tablelands Regional Council as Trustee for the Nellie Willetts Educational Bursary. These funds have been included in the total of the trust funds held for outside parties. On 30 June 2013 the total of these funds amounted to \$86,559.

Council opened a Mayor's Community Appeal Gift Fund on 8 October 2012. The purpose of the Gift Fund was for Council to receive and maintain money that can be used to support people in necessitous circumstances. On 30 June 2013 the total of these funds amounted to \$1,960.

29 Reconciliation of net result for the year to net cash inflow (outflow) from operating activities			
Net result		2,808,202	21,210,901
Non-cash items:			
Depreciation and amortisation		15,346,114	16,547,134
Finance costs		272,026	3,187,813
Donated assets		(2,078,015)	(2,910,443)
		<u>13,540,125</u>	<u>16,824,504</u>
Investing and development activities:			
Net (profit)/loss on disposal of non-current assets		4,285,779	554,467
Net (profit)/loss on sale of developed land		(57,067)	-
Borrowing costs		648,481	(525,400)
Capital grants and contributions		(9,513,391)	(12,241,550)
		<u>(4,636,198)</u>	<u>(12,212,483)</u>
Changes in operating assets and liabilities:			
(Increase)/decrease in receivables		(730,358)	5,180,224
(Increase)/decrease in inventory		101,575	(566,073)
Increase/(decrease) in payables		(443,202)	939,030
Increase/(decrease) in other provisions		506,282	194,384
		<u>(565,703)</u>	<u>5,747,565</u>
Net cash inflow from operating activities		<u>11,146,427</u>	<u>31,570,487</u>

30 Events after the reporting period

As per the Local Government (De-amalgamation Implementation) Regulation 2013 Part 1 Div 3 Section 5 De-amalgamation changeover date was 1 January 2014 for the continuing local government of Tablelands Regional Council and the commencement of the new local government for Maree Shire Council.

**Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013**

31 Discontinued operations

(a) De-amalgamation

As a result of the Local Government (De-amalgamation Implementation) Regulation 2013 (LGDIR) the Mareeba Shire Council was re-established on 1 January 2014, based on the boundaries as they existed immediately prior to the 2008 amalgamations. The de-amalgamation was conducted in accordance with the LGDIR and De-amalgamation Transfer Methodology and a transfer manager was appointed to manage the formation of the Mareeba Shire Council. A transfer committee, comprising the transfer manager and Council's chief executive officer, were responsible for making decisions on matters such as the transfer of assets and liabilities to Mareeba Shire Council, establishment of joint agreements to ensure continuity of business and deciding on de-amalgamation costs.

In accordance with the LGDIR the costs of the de-amalgamation are to be met by the new Mareeba Shire Council. Accordingly Council established a working capital facility to pay these costs. The facility transferred to the new Mareeba Shire Council on 31 December 2013 and is included in the liabilities associated with the assets held for distribution (Note 15).

(b) Financial separation methodology

Revenue and expenses

Since March 2008, Tablelands Regional Council has operated as one integrated business relating to the whole of the amalgamated shire area. However, since amalgamation, Council has maintained separate general ledger sub-accounts for each of the four former councils (Atherton, Eudang, Herberton and Mareeba). As such, wherever possible, revenue and expenses for each of the amalgamated council areas have been separately identified and segregated in Council's accounting system. Such revenue and expense relating to the Mareeba Shire Council area can be and have been directly attributed to the de-amalgamating council. Revenue and expenses that have not been separately segregated have been allocated by other means. Only after all avenues to obtain a direct attribution were exhausted were other allocation methodologies employed for these revenue and expense items. Accordingly, revenue and expenses from discontinued operations have been calculated using a number of assumptions, which are detailed below.

Revenue from discontinued operations mainly comprises rates, levies, charges and fees collected from residents of the Mareeba Shire Council area, income arising from assets that will be transferred to that council as well as other revenue, including sales revenue and interest on term deposits. 56.60% of Tablelands Regional Council's total income has been allocated to discontinued operations based on the methodology approved by the Transfer Committee which involved direct attribution wherever possible and the allocation of agreed drivers where direct allocation could not be achieved.

Expenses from discontinued operations include depreciation and other normal operating expenses that can be directly attributed to the assets to be transferred to Mareeba Shire Council. 54.16% of Tablelands Regional Council's recurrent expenses have been allocated to discontinued operations based on the methodology approved by the Transfer Committee which involved direct attribution wherever possible and the allocation of agreed drivers where direct allocation could not be achieved.

All revenue and expenses for discontinued operations have been recognised in the same way as revenue and expenses from continuing operations.

Assets and liabilities

Assets and liabilities have been directly attributed wherever possible. In instances where direct attribution was not practical, the apportionment method of the related revenue or expenditure item has been applied. Cash has been determined through the reconstruction of the cash flows for the period of amalgamation. Borrowings have been recorded based on the underlying location of the asset and therefore directly attributable to each council. The Transfer Committee for the de-amalgamation has determined that this methodology is appropriate for those particular assets and liabilities.

The actual cash and borrowings to be transferred to Mareeba Shire Council effective 31 December 2013 will differ from the disclosed amounts at 30 June 2013 due to a number of factors. These include the final methodology that is adopted by the Transfer Committee and transactions that occur between 1 July 2013 and 31 December 2013.

The assets and liabilities are presented in the statement of financial position as assets held for distribution and liabilities associated with assets held for distribution. They include Mareeba Shire Council's share of cash and receivables.

Cash, receivables, investments, other financial assets, trade and other payables, borrowings and employee entitlements are recognised in accordance with the policies for continuing operations.

Other assets held for distribution, such as property, plant and equipment, are recognised at the lower of their carrying value at 12 April 2013 or fair value less costs to distribute.

Depreciation on assets held for distribution ceased as at 12 April 2013.

**Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013**

(c) Analysis of net result for the year from discontinued operations

The result of the discontinued operation (ie. the area that has subsequently been re-established as Mareeba Shire Council) included in the net result for the year is presented below.

Note	2013 \$	Council 2012 \$
Net result for the year from discontinued operations		
Revenue	67,414,340	62,806,790
Expenses	<u>64,757,553</u>	<u>52,480,769</u>
Net result	<u>2,656,787</u>	<u>10,326,021</u>
Loss on remeasurement to fair value less costs to sell	-	-
Net result for the year from discontinued operations	<u>2,656,787</u>	<u>10,326,021</u>
Cash flows from discontinued operations		
Net cash inflows from operating activities	8,858,150	10,326,021
Net cash inflows/(outflows) from investing activities	(5,266,854)	(12,828,862)
Net cash inflows/(outflows) from financing activities	(356,875)	(564,815)
Net cash inflows/outflows	<u>3,234,421</u>	<u>(3,067,656)</u>

The assets and liabilities that relate to the Mareeba Shire Council area have been classified and accounted for at 30 June 2013 as held for distribution (see Note 15).

32 Correction of error

In the process of preparing the accounts for the year ended 30 June 2013, it was determined that the landfill restoration cost estimates and assumptions used since 30 June 2010 were not in accordance with accounting standard AASB 116 *Property, Plant and Equipment* and AASB 137 *Provisions, Contingent Liabilities and Contingent Assets*.

This error has been corrected by adjusting the opening balances at 1 July 2011 and the comparative amounts for 2011-12. The adjustments are as follows:

	As at 30 June 2012 \$	As at 1 July 2011 \$
Increase/(decrease) in provision for restoration	<u>1,742,822</u>	<u>(1,444,991)</u>
Increase/(decrease) in retained surplus	(1,742,822)	1,444,991
	Year ended 30 June 2013 \$	Year ended 30 June 2012 \$
Increase/(decrease) in finance costs	-	3,187,813
Increase/(decrease) in net result attributable to council	-	(3,187,813)

Restated Statement of Financial Position has been included in the financial statements as at 1 July 2011.

**Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013**

33 Financial instruments

Tablelands Regional Council has exposure to the following risks arising from financial instruments:

- credit risk
- liquidity risk
- market risk

This note provides information (both qualitative and quantitative) to assist statement users evaluate the significance of financial instruments on the Council's financial position and financial performance, including the nature and extent of risks and how the Council manages these exposures.

Financial risk management

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

Council's Risk Management Committee approves policies for overall risk management, as well as specifically for managing credit, liquidity and market risk.

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

Tablelands Regional Council does not enter into derivatives.

Credit risk

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

Exposure to credit risk is managed through regular analysis of credit counterparty ability to meet payment obligations. The carrying amount of financial assets represents the maximum credit exposure.

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

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

The following table represents the maximum exposure to credit risk based on the carrying amounts of financial assets at the end of the reporting period:

	Note	Council	
		2013 \$	2012 \$
Financial assets:			
Cash and cash equivalents	11	15,766,532	24,384,870
Short term investments	12	25,334,932	65,000,000
Receivables - rates	13	1,303,657	3,916,147
Receivables - other	13	2,640,423	9,582,975
Other credit exposures:			
Guarantee	25	689,935	663,738
		<u>46,735,479</u>	<u>103,447,730</u>

Cash and cash equivalents

The Council may be exposed to credit risk through its investments in the QTC Cash Fund. The QTC Cash Fund is an asset management portfolio that invests with a wide range of high credit rated counterparties. Deposits with the QTC Cash Fund are capital guaranteed. All investments are required to have a minimum credit rating of "A", therefore the likelihood of the counterparty having capacity to meet its financial commitments is strong.

Short term investments

Term deposits are held with financial institutions, which are rated A1+ to A2 based on rating agency Standard & Poor's ratings, and whilst not capital guaranteed, the likelihood of a credit failure is assessed as remote.

Receivables - rates

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

Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013

Receivables - other

In the case of sundry receivables, the Council assesses the credit risk before providing goods or services and applies normal business credit protection procedures to minimise the risk.

Ageing of past due sundry debtor receivables and the amount of any impairment is disclosed in the following table:

	Council	
	2013	2012
	\$	\$
Not past due	2,402,001	3,676,514
Past due 31-60 days	76,209	1,466,717
Past due 61-90 days	30,173	410,140
More than 90 days	293,064	189,678
Impaired	(161,064)	(159,063)
Total	2,640,383	5,583,986

Liquidity risk

Liquidity risk refers to the situation where the Council may encounter difficulty in meeting obligations associated with financial liabilities that are settled by delivering cash or another financial asset.

The Council is exposed to liquidity risk through its trading in the normal course of business and borrowings from the Queensland Treasury Corporation for capital works or borrowings from other financial institutions.

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

	0 to 1 year	1 to 5 years	Over 5 years	Total contractual cash flows	Carrying amount
	\$	\$	\$	\$	\$
2013					
Trade and other payables	2,576,292	-	-	2,576,292	2,576,292
Loans - QTC	708,287	2,611,176	5,866,109	9,185,572	5,994,226
Loans - other	61,050	244,200	-	305,250	305,250
Finance leases	-	-	-	-	-
	3,345,629	2,855,376	5,866,109	12,067,114	8,865,768
2012					
Trade and other payables	7,162,584	-	-	7,162,584	7,162,584
Loans - QTC	995,727	3,805,654	8,704,118	13,505,499	8,720,666
Loans - other	61,050	305,250	-	366,300	366,300
Finance leases	32,500	130,000	260,000	422,500	292,161
	8,251,861	4,240,904	8,964,118	21,456,883	16,541,701

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

Market risk

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

Interest rate risk

Tablelands Regional Council is exposed to interest rate risk through investments and borrowings with QTC and other financial institutions.

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

Sensitivity

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

Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013

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

Council	Net carrying amount	Result		Equity	
		1% increase	1% decrease	1% increase	1% decrease
	\$	\$	\$	\$	\$
Council 2013					
QTC cash fund	9,559,876	95,597	(95,597)	95,597	(95,597)
Other investments	31,541,788	315,418	(315,418)	315,418	(315,418)
Loans - QTC	5,984,226	(59,842)	59,842	(59,842)	59,842
Loans - other	305,250	(3,053)	3,053	(3,053)	3,053
Net total	<u>47,390,940</u>	<u>348,120</u>	<u>(348,120)</u>	<u>348,120</u>	<u>(348,120)</u>
Council 2012					
QTC cash fund	21,830,951	218,310	(218,310)	218,310	(218,310)
Other investments	67,553,918	675,539	(675,539)	675,539	(675,539)
Loans - QTC	8,720,656	(87,207)	87,207	(87,207)	87,207
Loans - other	366,300	(3,663)	3,663	(3,663)	3,663
Net total	<u>98,471,825</u>	<u>802,979</u>	<u>(802,979)</u>	<u>802,979</u>	<u>(802,979)</u>

Fair value

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

The fair value of borrowings with QTC is based on the market value of debt outstanding. The market value of a debt obligation is the discounted value of future cash flows based on prevailing market rates and represents the amount required to be repaid if this was to occur at balance date. The market value of debt is provided by QTC and is disclosed in Note 19.

QTC applies a book rate approach in the management of debt and interest rate risk, to limit the impact of market value movements to clients' cost of funding. The book value represents the carrying value based on amortised cost using the effective interest method.

**Tablelands Regional Council
Notes to the financial statements
For the year ended 30 June 2013**

34 National Competition Policy

Business activities to which the code of competitive conduct is applied

The Tablelands Regional Council applies the competitive code of conduct to the following activities:

- Water services
- Sewerage services
- Waste management
- Plant operations
- Other road activities
- Soil lab and quality assurance
- Design and survey services

This requires the application of full cost pricing, identifying the cost of community service obligations (CSOs) and eliminating the advantages and disadvantages of public ownership within that activity.

The CSO value is determined by Council, and represents an activities cost(s) which would not be incurred if the primary objective of the activities was to make a profit. The Council provides funding from general revenue to the business activity to cover the cost of providing non-commercial community services or costs deemed to be CSOs by the Council.

The following activity statements are for activities subject to the competitive code of conduct:

	Water services		Sewerage services		Waste management		Plant operations		Other road activities		Soil lab and quality assurance		Design and survey services	
	2013	2013	2013	2013	2013	2013	2013	2013	2013	2013	2013	2013	2013	2013
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Revenue for services provided to the Council	789,700	108,500	108,500	8,752,574	13,299,950	288,610	343,250							
Revenue for services provided to external clients	9,023,698	6,978,438	6,978,438	9,954,288	47,601,203	87,488								
Community service obligations	442,200	223,700	223,700											
	10,255,568	7,310,638	7,310,638	9,954,288	60,901,153	366,078	343,250							
Less : Expenditure	8,660,328	5,116,937	5,116,937	8,127,874	51,136,908	308,711	376,668							
Surplus(deficit)	1,705,230	2,193,701	2,193,701	1,826,417	9,766,244	46,367	(33,408)							

Description of CSOs provided to business activities:

Activities	CSD description	Net cost
Water & sewerage	For providing free services to public areas and supporting small schemes	\$ 665,900

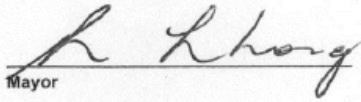
**Tablelands Regional Council
Financial statements
For the year ended 30 June 2013**

**Management Certificate
For the year ended 30 June 2013**

These general purpose financial statements have been prepared pursuant to sections 176 and 177 of the *Local Government Regulation 2012* (the Regulation) and other prescribed requirements.

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

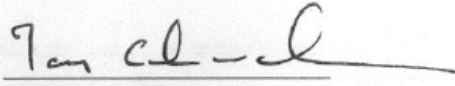
- (i) the prescribed requirements of the *Local Government Act 2009* and *Local Government Regulation 2012* for the establishment and keeping of accounts have been complied with in all material respects; and
- (ii) the general purpose financial statements, as set out on pages 1 to 40, present a true and fair view, in accordance with Australian Accounting Standards, of the Council's transactions for the financial year and financial position at the end of the year.



Mayor

Rosa Lee Long

Date: 26 / 2 / 2014



Chief Executive Officer

Ian Church

Date: 26 / 2 / 2014

INDEPENDENT AUDITOR'S REPORT

To the Mayor of Tablelands Regional Council

Report on the Financial Report

I have audited the accompanying financial report of Tablelands Regional Council, which comprises the statement of financial position as at 30 June 2013, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and certificates given by the Mayor and Chief Executive Officer.

The Council's Responsibility for the Financial Report

The Council is responsible for the preparation of the financial report that gives a true and fair view in accordance with prescribed accounting requirements identified in the *Local Government Act 2009* and *Local Government Regulation 2012*, including compliance with Australian Accounting Standards. The Council's responsibility also includes such internal control as the Council determines is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express an opinion on the financial report based on the audit. The audit was conducted in accordance with the *Auditor-General of Queensland Auditing Standards*, which incorporate the Australian Auditing Standards. Those standards require compliance with relevant ethical requirements relating to audit engagements and that the audit is planned and performed to obtain reasonable assurance about whether the financial report is free from material misstatement.

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

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

Independence

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

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

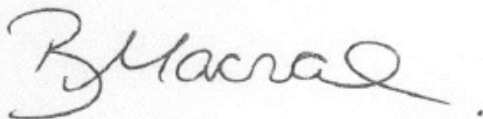
Opinion

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

- (a) I have received all the information and explanations which I have required; and
- (b) in my opinion -
 - (i) the prescribed requirements in relation to the establishment and keeping of accounts have been complied with in all material respects; and
 - (ii) the financial report presents a true and fair view, in accordance with the prescribed accounting standards, of the financial performance and cash flows of Tablelands Regional Council for the financial year 1 July 2013 to 30 June 2013 and of the financial position as at the end of that year.

Other Matters - Electronic Presentation of the Audited Financial Report

Those viewing an electronic presentation of these financial statements should note that audit does not provide assurance on the integrity of the information presented electronically and does not provide an opinion on any information which may be hyperlinked to or from the financial statements. If users of the financial statements are concerned with the inherent risks arising from electronic presentation of information, they are advised to refer to the printed copy of the audited financial statements to confirm the accuracy of this electronically presented information.



B MACRAE FCPA
(as Delegate of the Auditor-General of Queensland)



Queensland Audit Office
Brisbane

Tablelands Regional Council
Current-year Financial Sustainability Statement
For the year ended 30 June 2013

Measures of Financial Sustainability

	How the measure is calculated	Actual - Council	Target
Council's performance at 30 June 2013 against key financial ratios and targets:			
Operating surplus ratio	Net result (excluding capital items) divided by total operating revenue (excluding capital items)	-7.2%	Between 0% and 10%
Asset sustainability ratio	Capital expenditure on the replacement of assets (renewals) divided by depreciation expense.	93.3%	greater than 90%
Net financial liabilities ratio	Total liabilities less current assets divided by total operating revenue (excluding capital items)	-55.2%	not greater than 60%

Note 1 - Basis of Preparation

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

Note 2 - Discontinued operations


The above ratios were calculated based upon Council's continuing operations and exclude discontinued Mareeba Shire Council.

Tablelands Regional Council
Current-year Financial Sustainability Statement
For the year ended 30 June 2013

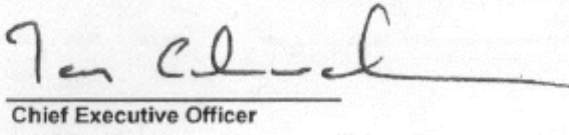
Certificate of Accuracy
For the year ended 30 June 2013

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

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



Mayor
Rosa Lee Long



Chief Executive Officer
Ian Church

Date: 26 / 2 / 2014

Date: 26 / 2 / 2014

INDEPENDENT AUDITOR'S REPORT

To the Mayor of Tablelands Regional Council

Report on the Current-Year Financial Sustainability Statement

I have audited the accompanying current-year financial sustainability statement, which is a special purpose financial report of Tablelands Regional Council for the year ended 30 June 2013, comprising the statement and explanatory notes, and certificates given by the Mayor and Chief Executive Officer.

The Council's Responsibility for the Current-Year Financial Sustainability Statement

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

Auditor's Responsibility

My responsibility is to express an opinion on the current-year financial sustainability statement based on the audit. The audit was conducted in accordance with the *Auditor-General of Queensland Auditing Standards*, which incorporate the Australian Auditing Standards. Those standards require compliance with relevant ethical requirements relating to audit engagements and that the audit is planned and performed to obtain reasonable assurance about whether the statement is free from material misstatement.

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

My responsibility is to form an opinion as to whether the statement has been accurately calculated based on the Council's general purpose financial report. My responsibility does not extend to forming an opinion on the appropriateness or relevance of the reported ratios, nor on the Council's future sustainability.

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

Independence

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

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

Opinion

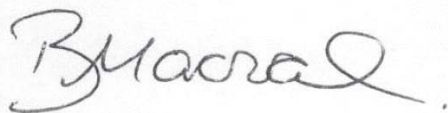
In accordance with s.212 of the *Local Government Regulation 2012*, in my opinion, in all material respects, the current-year financial sustainability statement of Tablelands Regional Council for the year ended 30 June 2013, has been accurately calculated.

Emphasis of Matter – Basis of Accounting

Without modifying my opinion, attention is drawn to Note 1 which describes the basis of accounting. The current-year financial sustainability statement has been prepared in accordance with the *Financial Management (Sustainability) Guideline 2013* for the purpose of fulfilling the Council's reporting responsibilities under the *Local Government Regulation 2012*. As a result, the statement may not be suitable for another purpose.

Other Matters - Electronic Presentation of the Audited Statement

Those viewing an electronic presentation of this special purpose financial report should note that audit does not provide assurance on the integrity of the information presented electronically and does not provide an opinion on any information which may be hyperlinked to or from the financial statements. If users of the financial statements are concerned with the inherent risks arising from electronic presentation of information, they are advised to refer to the printed copy of the audited financial statements to confirm the accuracy of this electronically presented information.



B MACRAE FCPA
(as Delegate of the Auditor-General of Queensland)



Queensland Audit Office
Brisbane

Tablelands Regional Council
Long-Term Financial Sustainability Statement
Prepared as at 30 June 2013

Measures of Financial Sustainability Council	Measure	Target	Projected for the years ended									
			Actuals at 30 June 2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Operating surplus ratio	Net result divided by total operating revenue	Between 0% and 10%	-7.2%	3.8%	5.5%	0.5%	7.4%	6.0%	6.0%	8.6%	9.2%	9.5%
Asset sustainability ratio	Capital expenditure on the replacement of assets (renewals) divided by depreciation expense.	greater than 95%	93.3%	47.7%	50.9%	42.6%	62.7%	46.7%	86.2%	82.4%	69.4%	77.2%
Net financial liabilities ratio	Total liabilities less current assets divided by total operating revenue	not greater than 60%	-55.2%	-34.2%	-40.7%	-53.4%	-59.5%	-69.8%	-74.6%	-81.2%	-88.4%	-54.8%

Tablelands Regional Council's
Financial Management Strategy


Council measures revenue and expenditure trends over time as a guide to future requirements and to make decisions about the efficient allocation of resources to ensure the most effective provision of services. Council ensures that its financial management strategy is prudent and that its long-term financial forecast shows a sound financial position whilst also being able to meet the community's current and future needs. The projections have been calculated using Council's Long Term Financial Plan, which presents Council with the discontinuing Manseba Shire Council still incorporated.

Tablelands Regional Council
Long-Term Financial Sustainability Statement
For the year ended 30 June 2013

Certificate of Accuracy
For the year ended 30 June 2013

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

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



Mayor
Rosa Lee Long



Chief Executive Officer
Ian Church

31. ASSESSMENT OF PERFORMANCE IN IMPLEMENTING CORPORATE AND OPERATIONAL PLAN FOR 2012/13 FINANCIAL YEAR

PRIORITY 1: A VIBRANT AND HEALTHY COMMUNITY			
No	Task/Activity	Corp Plan Ref; <i>LTCP Ref</i>	Assessment of performance in implementing Corporate and Operational Plan for the 2012/13 financial year
1	Rail Trail Development - Mareeba/Atherton Stage 1.	1.1.1 1.1.4 4.6.4(b) (i) & (iii)	The State Government offered a lease of the rail corridor between Mareeba/Atherton to TRC without any funding. A Rail Trails Advisory Committee meeting was held in January 2013 to consider the Government's offer and a report was presented to Council in April 2013 with the Committee's recommendations. Council endorsed the long term lease offered by Dept of Transport & Main Roads for a minimum of 30 years with appropriate conditions for the removal of infrastructure.
2	Extension to the Mareeba Gymnastics Facility as per the Council resolution of 7 December 2011.	1.1.1 4.2.1 4.4.1(b) (i)	A QS Report was received indicating a number of options for the club to consider given the new Gymnastics regulations. A meeting with the club was held in late January 2013. Following the meeting with the club, an option was decided on to proceed with the project. The design of the chosen option was in the process of being finalised at the close of the 12/13 financial year with a view to obtaining quotations/tenders for construction in the 2013/14 financial year, however, this will be dependent on prices received and total funding available.
3	Partner with other Tablelands organizations and community groups to implement strategies to improve access to health and aged care services and to develop an "Ageing Well on the Tablelands" strategy.	1.1.1 1.1.2 1.1.4 1.2.2 1.2.5 4.1.3 4.4.1(a - d) 4.4.2 (e) 4.4.3(d) & (e) 5.2 5.3 6.1	Project was due to commence November 2012 but did not proceed as State Government funding for the Social and Community Planning position ceased. However, given the significant ageing of the Tablelands population and the lack of a coordinated response to aged care, the Community Planning & Development Officer has assumed the role of facilitating the Tablelands Aged Care Response Group. The terms of reference and governance arrangements have been reviewed and updated and the Group will now meet every 3 months with the aim of taking coordinated action on priority aged care issues. The priority issues identified include: <ul style="list-style-type: none"> • Increasing the number of secure residential beds for dementia clients to reduce the waiting lists across the region; and • Recruitment and retention of nursing and personal carers.
4	Facilitate participation in physical activity and increase community awareness of healthy living activities within the Tablelands.	1.1.2 4.4.1(c) (i) & (ii)	<ul style="list-style-type: none"> • TRC adopted the TRC Healthy Communities Policy • Training for qualified professionals in National program delivery completed • Wellbeing Tablelands website complete • Health Matters community newsletter compiled and distributed monthly • TRC Health Habits "On The Go" compiled and distributed monthly • Tablelands Health and Wellbeing online directory completed and available through TRC website. Directory lists a wide range of health and wellbeing services and sporting organisations across the Tablelands • 5 local providers were contracted to deliver a program of healthy initiatives to the Tablelands region. Initiatives in this period included: Community Gardens, Aqua Aerobics and Water Fitness, Zumba and a 'Beat It' tailored exercise and lifestyle management program

PRIORITY 1: A VIBRANT AND HEALTHY COMMUNITY			
No	Task/Activity	Corp Plan Ref; LTCP Ref	Assessment of performance in implementing Corporate and Operational Plan for the 2012/13 financial year
			<ul style="list-style-type: none"> Four contracts for local initiatives were signed during the reporting period. One contract was signed for delivery of the Eat Smart 4 Life program in Atherton, Malanda and Dimbulah. This program is due to commence in August 2013. Two contracts were signed with local services for delivery of the Living Strong program in Kuranda and Mareeba. Both programs started in May 2013. One contract has been signed to deliver the Lighten Up program in Chillagoe, Mt Garnet, Malanda, Yungaburra and Herberton. The first program is due to start in Mt Garnet in August 2013.
5	Conduct an Approved Inspection Program (AIP) to promote responsible animal ownership: Animal Management (Cats & Dogs) Act (AM Act) (Registration requirements); Local Law No 2 - Animals (Proper enclosures).	1.1.3 3.4.1 3.11.4 (viii)	<p>Significant time and resources were used to develop a mobile solution for tracking the door knock progress and information received to enable effective follow up and reporting of results. Two iPads purchased were configured, tested and reconfigured to be used by the fixed term officers.</p> <p>It was resolved by Council on 01/08/2012 that:</p> <ol style="list-style-type: none"> A systematic Approved Inspection Program be carried out to ensure compliance with the registration and micro chipping requirements of the Animal Management (Cats and Dogs) Act 2008; and A systematic Approved Inspection Program be carried out to ensure compliance with section 14 of Local Law 2, Animal Management 2011 - duty to provide proper enclosure and prevent the animal from wandering. <p>The appropriate resolutions were passed by Council and public notices published, however, Council then instructed that the full door knock as proposed not be carried out.</p> <p>In addition to this, Council resolved to increase promotion and education in regard to responsible animal ownership. This commenced with the launch of the AVA Pet Pep Program. The third presentation will be held in July 2013. This program involves a partnership between the Australian Veterinary Association, local veterinarians, bio-security, As Dogs and Council. The program arranges for a minimum of ten school visits where officers attend and talk to students encouraging responsible pet ownership.</p>
6	Poultry Industry - industry engagement in implementation of a solution to reduce ongoing nuisance (dust and odour) complaints.	1.1.3 4.3.2(d) (iii)	<p>The Department of Agriculture, Fisheries and Forestry assumed responsibility from 31 March 2013 for Environmental Protection requirements, including issues associated with poultry farms.</p> <p>New Environmental Management Plans have been written by growers.</p> <p>Notices were served on three growers requiring Environmental Evaluations.</p>
7	Develop information sheets and application forms and guidelines for all local law activities.	1.1.3 4.1.1(d) (iii)	<p>Ongoing - not completed. Review of the information transferred from Navigator to Sharepoint commenced and will need to continue into the first half of 2013/14.</p> <p>The new document approval process will ensure that only current information is shared with customers via Council's website.</p> <p>All Local Laws, Building and Plumbing and Environmental Health information that was available is being reviewed and formats are being updated.</p> <p>A template was developed for fact sheets in</p>

PRIORITY 1: A VIBRANT AND HEALTHY COMMUNITY

No	Task/Activity	Corp Plan Ref; LTCP Ref	Assessment of performance in implementing Corporate and Operational Plan for the 2012/13 financial year
			compliance with Council's corporate style guide. This is now being used for all fact sheets in Regulatory Services.
8	Implementation of new local laws and subordinate local laws across organization.	1.1.3 4.1.1(d) (iii)	<p>Some work was completed such as drafting an MOU with Department of Transport & Main Roads, however, further work was put on hold following the announcement of de-amalgamation.</p> <p>Prescribed activities previously requiring approval were updated to reflect the provisions of Local Law 1 - Administration. Those processes actively used were updated to follow the provisions of new local laws. Compliance Notice templates were updated and now include details to ensure that they are also information notices.</p> <p>The offence codes within the infringements module of Proclaim were updated and communicated to SPER.</p> <p>Information sessions were held with Local Laws Officers to ensure the changes were understood. Changes to process also need to be communicated to other departments within Council. Items requiring amendment were listed for consideration by Council prior to drafting amendments.</p> <p>Discussions commenced with the Department of Transport & Main Roads to develop a Memorandum of Understanding to confirm shared jurisdiction on local law matters relating to compliance and enforcement.</p> <p>Ongoing.</p>
9	Continue the development and implementation of risk management strategies to ensure that potential safety hazards in public areas and Council controlled facilities are eliminated or minimised.	1.1.3 4.4.2(b) (i) & (ii)	A footpath inspection program has been implemented. Draft Risk Assessment & Treatment Plans have been developed for all risks identified in Council's Risk Register plus additional risks identified since the Risk Register was first compiled. Intention was to issue the draft Treatment Plans to all Managers for review and acceptance of management responsibility, however, this was put on hold as a result of the de-amalgamation. The draft Treatment Plans will form the basis of separate Risk Registers to be developed for the two new Councils to come into effect from 1 January 2014. Work has progressed on linking the Risk Treatment Plans (separate individual Word documents) to the Risk register spreadsheet via hyperlink and collating all risk management documents into one overall risk management package for a smooth transition come 1 January 2014.
10	Implement trial CCTV project in Mareeba CBD.	1.1.3 4.4.2(b) (i) & (ii)	The contract for the installation of the CCTV equipment at the Mareeba Fire Station and Mareeba Police Station was completed in October 2012. A draft Policy/Procedure for the operation and management of the system was prepared and reviewed by the Office of the Information Commissioner and this document forms part of an MOU between TRC and QPS which was signed by both parties in April/May 2013. An update report on the CCTV project was submitted to the Council meeting on 21 March 2013 and the draft Policy/Procedure endorsed by Council. An application for funding under the C'with Proceeds of Crime Act was submitted for further CCTV projects in Mareeba, Atherton, Kuranda, Ravenshoe and Herberton, however, the outcome of this application will not be known until the 2013/14 financial year.
11	Finalise the development of the Council's Arts and Cultural Policy for the region.	1.1.4 1.2.3 4.5.1(a) (i)	<ul style="list-style-type: none"> • A review of the community plan has been conducted as input to the policy • The Tablelands Community Catalyst cultural

PRIORITY 1: A VIBRANT AND HEALTHY COMMUNITY			
No	Task/Activity	Corp Plan Ref; LTCP Ref	Assessment of performance in implementing Corporate and Operational Plan for the 2012/13 financial year
			<p>mapping project was approved as a strategic RADF initiative for 2012-13. This has commenced and will provide further input to the policy</p> <ul style="list-style-type: none"> • Audit and photographs complete • Database compiled • External funding is being sought to enable a solution that can be accessed externally • A meeting to finalise strategic Indigenous input into the plan was held in Q4 2013 • Input was received from Indigenous Land Use Agreements and Indigenous stakeholders. Draft plan is finalised pending a briefing with Council.
12	Develop a strategic plan for tourism and cultural heritage.	1.2.3 1.2.4 (2.1.2) 4.2.1(c) (vi) 4.5.1(a) (iv) & (v)	<ul style="list-style-type: none"> • Council is continuing to work in partnership with Tropical Tablelands Tourism, Tourism Kuranda and Tablelands Futures Corporation with both Councillor and officer attendance at board and committee meetings • A meeting was held to agree roles and responsibilities between agencies in preparation for the development of the 2013-14 operational plan • The Tropical Tablelands Tourism Operational Plan was developed as a joint plan for the region.
13	Rebuild the Malanda Falls Visitor Information Centre.	1.2.3 1.2.4 (2.1.2) 4.2.1(c) (vi)	<p>Construction work commenced on site in November 2012 and after some initial delays has been able to progress well. The interpretive steering group has continued to meet with Brandi consultants, with concepts for the interpretive fit out finalised and progressing to detailed design.</p> <p>Construction is due for completion in August 2013. Centre launch is scheduled to take place in September 2013.</p>
14	Finalise and make available an online database of existing public art works and monuments in the region.	1.2.3 4.5.1(a) (iv)	<ul style="list-style-type: none"> • Audit and photographs complete • Database to be compiled by year end • External funding is being sought to enable a solution that can be accessed externally • Awaiting funding to finalise database
15	Investigate, and where appropriate implement, community focused and flexible outreach services.	1.2.3 1.2.5 4.4.3(d) (i) 4.4.3(e) (i)	No progress made during the year.
16	Introduce new electronic and audio services through the libraries.	1.2.5 4.4.5(c) (iii)	<ul style="list-style-type: none"> • eAudio books introduced at libraries and growing in popularity • Online catalogue upgraded • Assessment of options for the delivery of electronic books is ongoing but no definitive plan for delivery at this stage • eBooks are now available at the libraries and a new app provided for mobile devices. • Library cards can now be scanned to a mobile device.
17	Investigate the feasibility of constructing a Regional Cultural Centre on the Tablelands.	1.2.3 4.1.3 4.5.1(b) (i) 6.6	A draft of the financial and economic assessment of the Regional Cultural Centre proposal was received from the 20/20 Group on 1 July 2013. This document was reviewed by the Regional Cultural Centre Advisory Committee and submitted to Council on 1 August 2013.
18	Continued construction of 4 new aged pensioner units in Kuranda.	1.2.5 3.13.1 (i)	Contracts were awarded for the projects at Harriman and Thoree Streets and it is estimated that both projects will be completed in the first quarter of the 2013/14 financial year.
19	Finalisation of Parks & Gardens Strategy for whole of Tablelands Regional Council region.	1.1.4 4.6.4(e) (i)	Not completed.

PRIORITY 2: A STRONG AND GROWING ECONOMY

No	Task/Activity	Corp Plan Ref; LTCP Ref	Assessment of performance in implementing Corporate and Operational Plan for 2012/13 financial year																								
20	Provide a larger Visitor Centre in Kuranda that can act as a Gateway to the Tablelands region.	2.1.2 4.2.1(c) (vi)	A contract for architectural services was awarded and a concept design approved by Council and the steering committee. Awaiting resolution of issues with Dept of Transport and Main Roads regarding tenure of the intended site prior to going out to tender for construction.																								
21	IT infrastructure upgrade.	2.2.4 4.2.4(b) (i) 4.6.2(a) (i)	Complete.																								
22	Microsoft Exchange upgrade.	2.2.4 4.2.4(b) (i) 4.6.2(a) (i)	The Exchange upgrade project is on hold until post de-amalgamation and will be re-assessed 2014.																								
23	GIS Aerial and Elevation Data acquisition.	2.2.4 4.2.4(b) (i) 4.6.2(a) (i)	ATGIS are reviewing processes to best deliver aerial and elevation data and are also investigating the benefits to Council of vehicle mounted LiDAR.																								
24	Development of a Tablelands Walking & Cycling Strategy.	2.2.1 3.21.4 (ii) 3.25.1 (i) & (ii) 3.27.4 (ii) 3.7.3 (vi) 3.9.4 (iii) 3.10.1 (i) & (ii) 3.14.1 (i) 3.14.4 (vi) 3.14.5 (v)	\$90K was allocated in the 2012/13 budget and Council also applied for TIRF funding to work towards developing a database of all current tracks and trails that could be used by the community. The TIRF application was unsuccessful, however, Council has put forward another funding submission and is awaiting the results before proceeding with this project.																								
25	Connect 240v mains power to Chillagoe airport.	2.2.3 4.6.1(a) (i)	An order was issued to Ergon to carry out the required works and 40% payment made. The work is expected to be completed by September 2013. Erection of pole and cables for connection has been scheduled by Ergon for September 2013.																								
26	Develop final design and commence construction works for the Mareeba Aerodrome Upgrade based on the Mareeba Aerodrome Master Plan. Work includes revised designs, obtaining expressions of interest and seeking tenders.	2.2.3 3.16.5 (i) 4.2.1(a) (i)	As a result of State Government funding for the Mareeba aerodrome upgrade being withdrawn, this matter was held over until the appointment of the Mareeba Transfer Manager to allow an assessment of the proposed works to be carried out and a submission made to the next round of RDAF.																								
27	Mareeba Aerodrome Operational Plan.	2.2.3 4.2.1(a) (i)	Refer to item 26 above - development of the Aerodrome Operational Plan is dependent on proposed upgrade works proceeding.																								
28	Continue to support organisations such as Advance Cairns, Tablelands Futures Corporation, Tourism Kuranda and local Chambers of Commerce.	2.1.2 4.2.1(c) (vi) 4.2.1(d) (i) & (ii) 6.5	<p>Council continued to work in partnership with Tropical Tablelands Tourism, Tourism Kuranda and Tablelands Futures Corp, with both Councillor and officer attendance at board and committee meetings. Budget allocations were provided for Tablelands Futures Corporation, Tourism Kuranda and the local Chambers of Commerce. The following remittances were made during the period 1 July 2012 to 30 June 2013:</p> <table border="1"> <thead> <tr> <th>Payee</th> <th>Amount Paid</th> <th>Date Paid</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>Mareeba Chamber of Commerce</td> <td>\$33,000</td> <td>03/08/12</td> <td>Contribution for 2012/13</td> </tr> <tr> <td>FNQROC</td> <td>\$44,000</td> <td>07/09/12</td> <td>Advance Cairns 2012/13</td> </tr> <tr> <td>Mareeba Chamber of Commerce</td> <td>\$10,000</td> <td>16/11/12</td> <td>Additional contribution for 2012/13</td> </tr> <tr> <td>Tablelands Futures Corp</td> <td>\$45,000</td> <td>05/10/12</td> <td>Contribution for 2012/13</td> </tr> <tr> <td>Gulf Savannah Development</td> <td>\$583</td> <td>26/10/12</td> <td>Savannah Gold Membership 2012/13</td> </tr> </tbody> </table>	Payee	Amount Paid	Date Paid	Description	Mareeba Chamber of Commerce	\$33,000	03/08/12	Contribution for 2012/13	FNQROC	\$44,000	07/09/12	Advance Cairns 2012/13	Mareeba Chamber of Commerce	\$10,000	16/11/12	Additional contribution for 2012/13	Tablelands Futures Corp	\$45,000	05/10/12	Contribution for 2012/13	Gulf Savannah Development	\$583	26/10/12	Savannah Gold Membership 2012/13
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PRIORITY 2: A STRONG AND GROWING ECONOMY

No	Task/Activity	Corp Plan Ref; LTCP Ref	Assessment of performance in implementing Corporate and Operational Plan for 2012/13 financial year
			An amount of \$184,578 was spent during the financial year from the Kuranda Benefited Area budget (Tourism Kuranda).

PRIORITY 3: A SUSTAINABLE ENVIRONMENT			
No	Task/Activity	Corp Plan Ref; LTCP Ref	Assessment of performance in implementing Corporate and Operational Plan for the 2012/13 financial year
29	Installation of pressure taps throughout the TRC public toilets - Stage 1.	3.1.1 4.3.1(c) (i)	120 replacement taps were identified in the Central/Southern Zone; 25 taps in the Northern Zone were converted to water saving taps.
30	Continue participation in composting trial at Mareeba Landfill.	3.1.1 4.3.3(b) (i)	Negotiations took place with King Brown Technology to extend the environmental approval to operate the composting trial and the Agreement between King Brown and Council. The amended Agreement was with Council's Solicitors for review as at 30 June 2013.
31	Continue participation in FNQROC Sustainability Group.	3.1.2 4.3.1(a) (ii) 4.3.3(a) (ii)	Staff continued to participate in FNQROC Sustainability Group meetings as a means of obtaining ideas, advice and assistance to incorporate sustainability into TRC's culture. This group has a strong focus on a regional street lighting strategy.
32	Progress actions outlined in adopted Sustainability Action Plan including continuation of energy consumption audit.	3.1.2 4.3.3(a) (i)	The TRC Greenhouse Gas Inventory was completed for the 2009/10 year and presented to the executive management group. The Sustainability Action Plan is under review with the intention of developing a new Action Plan during 2013/14 which will include outcomes from the Inventory and will have a focus on building energy reductions. Commonwealth Government energy efficiency funding was received for the upgrade of the Atherton Library, Atherton Showgrounds and Davies Park, Mareeba lighting with more energy efficient options.
33	Prepare Waste Reduction and Recycling Plan.	3.1.1 3.1.2 4.3.3(b) (i) 4.6.3(b) (i) & (ii)	No further action was undertaken on the WRRP due to awaiting the outcome of de-amalgamation.
34	Develop new Pest Management Plan.	3.1.2 4.3.1(b) (viii) 4.3.2(c) (i)	Development of a new pest management plan continued. Priority weeds were split between TRC and Mareeba in order for the TRC plan to be finalised and a draft Mareeba Shire plan to be prepared.
35	Conduct review of Fire Management Plan.	3.1.2 4.3.1(a) (ii)	The 2013 fire management plan was reviewed and prepared for endorsement by Council. The lack of wet season allowed some burns to be undertaken early.
36	Atherton Waste Receptacle facility - Buy Back Shop.	3.1.1 4.3.3(b) (i) 4.6.3(b) (i)	Preliminary site works were completed and project on track for completion in December 2013.
37	Kerbside recycling project using mobile garbage bins.	3.1.1 4.3.3(b) (i) 4.6.3(b) (ii)	8000 bins were ordered and 7776 bins distributed to residents.
38	Continue the development of the Local Disaster Management Plan and associated Sub Plans as required by the Disaster Management Act 2003 including undertaking a comprehensive disaster hazard analysis and Community Resilience and Recovery planning.	1.1.3 3.1.3 4.1.2 4.3.4(a) (i) & (ii) 4.4.2(d) (i)	Local Disaster Management Plan V2.0 (October 2012) was approved by the LDMG and endorsed by the DDMG and was signed off by Council on 1 November 2012. A Financial Management Sub Plan was signed off in February 2013 and a Resilient Communications Sub Plan was signed off by the LDMG in April 2013. An Impact and Needs Assessment Operational Plan is under development and due to be signed off by the LDMG in August 2013. The Natural Hazard Risk Assessment undertaken by AECOM was circulated as a final draft and is expected to be signed off by the LDMG in August 2013. 10 Community All-Hazard Disaster Management Plans are now in place at Ravenshoe, Yungaburra, Malanda, Dimbulah, Tinaroo/Kairi, Mt Garnet, Millaa Millaa, Kuranda, Chillagoe and Herberton and training and information sessions have been held to assist residents and key stakeholders implement the plans. Each

PRIORITY 3: A SUSTAINABLE ENVIRONMENT

No	Task/Activity	Corp Plan Ref; LTCP Ref	Assessment of performance in implementing Corporate and Operational Plan for the 2012/13 financial year
			community will be assisted to update their plans in the next 6 months. Further rounds of free training have proven popular and there are now 263 Level 2 Chainsaw Operators and 243 First Aiders who are happy to volunteer during disaster events.
39	Assist with the identification of corporate critical activities and the development of service level business continuity plans.	3.1.3 4.3.4(a) (i)	Business Impact Analysis (BIA) stage is now complete across all Council services. A template Business Continuity Plan was developed and services commenced development of plans. Once all plans have been completed, an exercise will be conducted to test the plans in a simulated scenario discussion. It was expected this exercise would take place during the first quarter of 2013, however, timing has been affected by the de-amalgamation decision. No further progress made.
40	Completion of backlog of Land Management Plans required by DERM for reserve land use.	3.1.4 4.6.4(e) (i)	The Land & Lease Section continued to work through the backlog of Land Management Plans.
41	Undertake capital roadworks and drainage projects in accordance with approved capital works schedule.	3.2.2 4.6.1(a) (i) & (ii)	47% of the roads and drainage Capital Works Program was delivered up to 30 June 2013. Delivery was delayed for various reasons including 2011/12 work backlog. 35% of the program was carried over into 2013/14 and the works are expected to be completed by the end of December 2013. Three bridge projects, comprising 18% of the program, were deferred for various reasons including insufficient funds allocated to undertake these projects.
42	Undertake bitumen roads reseal program in accordance with budget allocation.	3.2.3 4.6.1(a) (i) & (ii)	The chip seal resurfacing program for 2012/13 was not delivered in the 2012/13 financial year due to the contractor having competing work demands in the Cairns Regional Council area. The 2012/13 chip seal works program is being carried out from August 2013 and is expected to be completed before the end of December 2013. The 2012/13 asphalt resurfacing program was completed.
43	Continue program of detailed inspection of bridges on the Local Roads of Regional Significance network.	3.2.3 4.6.1(a) (i) & (ii)	<p>Since the ARRB Level 2 bridge inspection 2010 report which identified 12 out of 36 structures as being in very poor to unsafe condition, 6 of the 12 structures have been repaired and/or replaced. Of the 6 remaining bridges, funding has been deferred on Robson Ck, Bells Ck, Big Swamp, and Lawyer Ck remains unfunded. Vine Ck Bridge and Bridge #4 on Black Mountain Road are included in the 2013/14 budget for replacement.</p> <p>25 Level 1 bridge inspections were carried out on LRRS roads between 1/1/2012 and 30/6/2013.</p> <p>A level 3 inspection was undertaken in May 2013 on the timber bridge over Little Creek on the Silver Valley Road following structural damage to the bridge. Works were undertaken to prop the bridge at mid span and Infrastructure and Maintenance Services is investigating replacement and funding of this bridge with a suitable replacement structure as a matter of high priority.</p> <p>\$80,000 has been allocated in the 2013/14 budget for further Level 2 bridge inspections to improve the level of bridge condition data which will facilitate programming of bridge remedial and renewal works and overall management of the bridge assets. A report on Council's current level of risk exposure associated with its bridge assets, including recommendations on posting load limits on various bridges, will be put before Council early in the 2013/14 financial year.</p>
44	Complete the development of Priority Infrastructure Plans.	3.1.4 4.6.1(a) (i) 4.6.3(a) (i)	PIP's have been completed and have undergone public consultation.
45	Mareeba Wastewater Treatment Plant	3.2.2	This project has been held over for the new Mareeba

PRIORITY 3: A SUSTAINABLE ENVIRONMENT

No	Task/Activity	Corp Plan Ref; LTCP Ref	Assessment of performance in implementing Corporate and Operational Plan for the 2012/13 financial year
	Upgrade.	4.6.3(a) (i)	Shire Council to undertake.
46	Continuation of project to ensure all Council facilities in Malanda are connected to sewerage.	3.2.2 4.6.3(a) (i)	There is ongoing dialogue with property owners who have yet to connect to the sewer network.
47	Atherton Water Supply - addition of fluoride (pending State advice of repeal of legislation).	3.2.2 4.6.3(a) (i)	As a result of legislative decisions made by the Queensland State Government, fluoride will not be added to the Atherton water supply.
48	Advance metering supply and installation - Stage 2.	3.2.2 4.6.3(a) (i)	Ongoing project.
49	Sewer installation - Tolga Industrial Estate.	3.2.2 4.6.3(a) (i)	Project completed.

PRIORITY 4: A WELL MANAGED REGION			
No	Task/Activity	Corp Plan Ref; LTCP Ref	Assessment of performance in implementing Corporate and Operational Plan for the 2012/13 financial year
50	Develop inclusive, positive learning communities through open access to ideas, information, knowledge and technology.	4.1.2 1.2.2 4.4.3(b) (iii) 4.4.5(c) (ii) & (iii)	The online library catalogue was upgraded during the year.
51	Complete the development of new Planning Scheme for the whole of the Tablelands Region.	4.1.3 4.2.1(a) (ii) 4.3.1(a) (i) 4.3.1(b) (i) & (ii) 4.3.2(a) (i)	The draft Planning Scheme was completed and public notification undertaken.
52	Develop Proclaim Development Assessment module for management of development applications.	4.1.4 4.2.4(b) (i) 4.6.2(a) (i)	Identification of business objectives was completed and work commenced to roll all outstanding applications into the Development Assessment module within Property & Rating. The BI team provided training to empower Planning staff to undertake property related administrative duties. System development is underway to ensure all applications (once in the system) can be managed by consistent processes. The DA project will be re-evaluated post de-amalgamation.
53	Development of new Corporate Plan 2012/17.	4.1.3 4.1.1(d) (iii)	Workshops facilitated by the 20/20 Group were held with staff from each Department to obtain staff input to the development of the new Corporate Plan. However, as a result of de-amalgamation of TRC from 1 January 2014, no further work was done in relation to the Corporate Plan and the two new Councils will be required to develop their own separate Corporate Plans post January 2014. Advice from the Principal Adviser, Northern Region, Dept of Local Government is that the existing Corporate Plan 2009-13 will apply to the end of 2013 and the 'new' TRC may wish to re-adopt the Plan in January 2014 as an interim arrangement until say 30 June 2014 or later until a new Plan is adopted.
54	Purchase of Works Management System.	4.1.4 4.1.1(d) (iii)	Extensive research was conducted into possible business solutions and three software solutions were costed and assessed against desired business outcomes and evaluation criteria. The Confirm software package was identified as the preferred solution.
55	Implementation of Works Management System.	4.1.4 4.1.1(d) (iii)	Following endorsement of the recommended solution by the Executive Management Team, the Confirm software was purchased and installed and training provided to relevant staff. The software is being initially used for management of RMPC projects before being rolled out to other areas of Council.
56	Ensure long-term asset management planning and financial planning is updated to support financial sustainability.	4.1.4 4.1.1(d) (iii)	The Long Term Financial Plan (LTFP) was prepared based on estimates provided by managers. This data has been relied upon as a starting point for capital renewals over the next ten years. This plan is coordinated by the financial accounting section and updated on an annual basis and represents a ten year view of Council's finances. Formal adoption of the 2013/14 - 2022/23 Plan occurred at the Budget Meeting on 4 July 2013.
57	Continue to review and document internal processes to establish an improved level of control and transparency.	4.1.4 4.1.1(d) (iii)	The management accounting team has been preparing monthly management reports which assists in more informed business decisions and provides a more forward looking approach to the finances of TRC and improved transparency of financial data.
58	Review full cost pricing models to ensure equitable allocation of costs across departments.	4.1.4 4.1.1(d) (iii)	Through allocating corporate overhead costs between business units, it is intended that more accurate and reliable reporting of financials will be achieved. This project is not likely to be finalised until post de-amalgamation in January 2014.
59	Introduce alternate payment options for customers.	4.2.2 4.1.1(d) (iii)	In line with payment options currently provided to ratepayers, it is intended that debtors also be given alternate payment options including BPay. This payment method will be further investigated in the

PRIORITY 4: A WELL MANAGED REGION			
No	Task/Activity	Corp Plan Ref; LTCP Ref	Assessment of performance in implementing Corporate and Operational Plan for the 2012/13 financial year
			2013/14 financial year.
60	Seek to achieve maximum utilization of Council's plant and equipment fleet in order to ensure that plant hire revenue is maximized.	4.2.1 4.1.1(d) (iii)	As at 30 June 2013, the Fleet System was in its final stage of implementation with checks being carried out by BI and Finance. The system should be fully implemented in 2013/14.
61	Annual review of Long Term Community Plan.	4.1.2 4.1.1(b) (iv)	A progress report of Council strategies listed in the plan was prepared on a Divisional basis. Eight Divisional community plan updates were prepared with the last one still being finalised as at 30 June 2013. A report with all the updates will be presented to Council in Q1 2013. Positive feedback was received from residents at the TRC Information Stalls as the Divisional updates were handed out at the stalls and they will be more widely distributed after the report to Council in Q1 2013.
62	Preparation of Reconciliation Action Plan.	4.1.2 4.1.1(c) (iii)	A draft Plan is being prepared and an Indigenous Advisory Group for the Plan is being set up. Once the draft Plan is finalised, it will be made available for public comment and feedback. Ongoing.
63	Develop a Community Engagement Strategy to communicate service level performance, targets and associated risks.	4.1.2 4.1.1(b) (i)	Due to the impending de-amalgamation, this project was postponed for consideration by both the new TRC and MSC.
64	Establish a customer service charter and drive a proactive customer service culture within Council.	4.2.2 4.1.1(d) (iii)	The EXCELL service improvement program continued during the year with the following outcomes: <ul style="list-style-type: none"> • Development of a customer service charter that sets the framework of how Council will work with its customers; • Development of Customer Service Standards across core services areas; • Implementation of a new Customer Request Management system (still in the process of being finalised as at 30 June 2013); • Customers of 17 core services were surveyed as part of the Voice of the Customer initiative; • Continuation of Council's mystery telephone shopper initiative (PhoneFox).
65	Development of a uniform policy for leasing of Council controlled land using data from matrix.	4.1.4 4.2.1 4.1.1(d) (iii)	The draft policy was presented to Council in a workshop on the 22 November 2012 and this was followed by a report in early December 2012. A second presentation will be made to Council in Q1 of the new financial year.
66	Finalise Business Development Plan for all Council managed aerodromes.	4.1.4 4.6.1(a) (i) 4.1.1(d) (iii)	The Business Development Plan for the aerodromes has been put on hold as a result of de-amalgamation.
67	Finalise Business Development Plan for all Council managed Caravan Parks.	4.1.4 3.14.4 (iv) & (x)	The Business Development Plan for the caravan parks has been put on hold as a result of de-amalgamation.
68	Development of Asbestos Management Plan.	4.2.1 4.4.1(a) (ii)	Council engaged Australian Asbestos Management for preparation of a further 150 individual asbestos management plans during the financial year. This brings the total to 300 plans for the last two financial years. The Asbestos Plans and revised Audits were completed in Q2 of the financial year.
69	Continued development of the Kuranda Community Precinct - sale of land, development of new facilities.	4.2.1 3.12.1 (x) 3.13.5 (vi) 4.4.1(b) (i)	Approvals are being finalised for the works to be undertaken and once the titles are received, the two blocks will be put up for sale. The approved Kuranda Community Precinct Committee will meet in July 2013.
70	Undertake a review of Council's Industrial Special Risks insurance (buildings, facilities) to identify where savings in insurance costs can be made and whether it is practical for Council to self insure some of its assets.	4.2.1 4.1.1(d) (iii)	AON Risk Services completed their Insurance Risk Profiling and Insurance Gap Analysis and also a quantitative risk analysis of Council's property and motor vehicle insurance covers. A report on the outcomes of their review and possible options available to Council to achieve premium savings was received from AON after the close of the financial year. The

PRIORITY 4: A WELL MANAGED REGION			
No	Task/Activity	Corp Plan Ref; LTCP Ref	Assessment of performance in implementing Corporate and Operational Plan for the 2012/13 financial year
			identified options will be considered by Council in 2013/14.
71	TRC's Technology One suite of enterprise software upgrades: Financials & HRP, DataWorks and Property & Rating.	4.2.3 4.2.4(b) (i) 4.6.2(a) (i)	Property and Rating is complete and in production. Dataworks and Financials and HRP are under assessment due to de-amalgamation.
72	Contribution towards improvement of the Fleet System (Plant & Facilities Section).	4.2.3 4.2.4(b) (i)	Finance and BI were undertaking final checks on the system as at the close of the financial year (refer Item 60).
73	Ensure readiness of Regulatory Services Section for Technology One upgrades.	4.2.3 4.2.4(b) (i)	The Technical Support Officer was resourced to this project including the coordination of other key users in the completion of tasks (Supervisor Regulatory Support and Project Officer Local Laws). Initial testing was almost complete at 30 June 2013 with user acceptance testing due to start in November 2013. The project relies on the BI team for setting of major project deadlines.
74	Develop effective HR policies and practices to meet workforce needs.	4.2.4 4.1.1(d) (iii)	New policies and procedures were developed for No Smoking, Social Media, Labour Hire, Misconduct and Discipline and Staff Grievance. Guidelines for appointment to the new TRC Organisation Structure were developed, consulted with the Unions via the Consultative Committee and issued for use in the de-amalgamation process. An Equal Employment Opportunity and Diversity Management Plan was developed.
75	Identify current and future workforce skills needs, and develop and implement learning and development strategies to meet the TRC's workforce needs.	4.2.4 4.2.2(b) (iii)	Employees attended a total of 14,384 hours of training and professional development during the year, including: <ul style="list-style-type: none"> • Accredited training (formal qualifications) including sponsorship of traineeships, apprentices and a range of tertiary studies (Cert III to post-graduate) • Mandatory training: traffic management and control, first aid & CPR, cable and plant location, confined spaces, White Card for Construction and WHS inductions • Professional development: water & waste operations, quality and environmental management, technology systems, unsealed roads, civil design and office systems • Leadership and supervisory development programs
76	Deploy strategies for effecting long term cultural change within TRC to improve productivity, efficient work practices and teamwork.	4.2.4 4.1.1(d) (iii)	New Ethics & Code of Conduct training incorporating prevention of workplace discrimination, bullying and harassment was provided to the TRC workforce. Two trials of flexible work arrangements were completed and endorsed. New pre-employment medical screening introduced reinforcing the importance of worker health and fitness. Significant effort was spent on issues arising from de-amalgamation, including briefings, information sessions, newsletters, and support to staff with an accent on resilience.
77	Develop a safety culture to ensure safe workplaces and practices.	4.2.4	SafePlan safety management system revitalised, with improved Monthly Action Plans, hazard inspections, incident reporting and risk management training, supported by committed team of WHS representatives in all work areas, which contributed to proactive WHS committee supporting safety culture. Evidence of improved safety culture across Council with reduction in incident reports, lost time injuries and working days lost.