

# NANANGO SHIRE COUNCIL

# ANNUAL REPORT



ADMINISTRATION OFFICE - BLACKBUTT



BLACKBUTT VISITOR INFORMATION CENTRE

2003/2004

# TABLE OF CONTENTS

<b>1</b>	<b>SHIRE PROFILE</b>	<b>1</b>
<b>2</b>	<b>CHIEF EXECUTIVE OFFICER'S MESSAGE</b>	<b>2</b>
<b>3</b>	<b>COMMUNITY FINANCIAL REPORT</b>	<b>3-7</b>
<b>4</b>	<b>CORPORATE PLAN AND OPERATIONAL PLAN</b>	<b>8-9</b>
<b>5</b>	<b>ASSESSMENT OF OPERATION PLAN</b>	
<b>5.1</b>	Finance and administration	10
<b>5.2</b>	Visitor information centre	11
<b>5.3</b>	Library	12
<b>5.4</b>	Planning and development	12
<b>5.5</b>	Building	13
<b>5.6</b>	Environmental health	14
<b>5.7</b>	Roadworks	15
<b>5.8</b>	Parks and gardens	16
<b>5.9</b>	Water and sewerage	16
<b>6</b>	<b>OTHER ITEMS OF INTEREST</b>	
<b>6.1</b>	Elected representatives	17
<b>6.2</b>	Council remuneration	17-18
<b>6.3</b>	Revenue policy	19-22
<b>6.4</b>	Internal audit policy	23
<b>6.5</b>	Purchasing policy	24-25
<b>6.6</b>	Code of ethics	23
<b>6.7</b>	Equal employment opportunity	23
<b>6.8</b>	National competition policy	26
<b>6.9</b>	Registers – which are open to the public	27
	<b>FINANCIAL STATEMENTS</b>	<b>29</b>



## 1. SHIRE PROFILE

Clans and tribal groups of the Wakka-speaking peoples who roamed this region originally settled the Nanango Shire. Every three years, tribes from within a 300 km radius were invited to the Bunya Mountains to trade and participate in ritual gatherings while they shared the bounty of the araucaria (bunya) pine. The advent of white settlement brought an end to this way of life and its people. Their memory survives in place names, bora rings and a set of paintings at the Maidenwell Rock Shelter.

European settlement of the South Burnett began in the 1840's. The Scott Family opened Taromeo Station on the top of the Blackbutt Range in 1842. Goode's Inn, owned by prospector Jacob Goode was the first commercial business in the region and was situated at a waterhole on William Oliver's Nanango selection. The Inn opened for business in 1848 and the township of Nanango grew up around it soon after. It was the fourth town to be established in Queensland, following Brisbane, Ipswich and Gayndah.

The timber towns of Benarkin and Blackbutt were founded in 1889 on land donated by the Scott Family and new settlers began to carve out 160 acre farms near these townships soon after. The labour shortage due to the gold discovered near Nanango and several areas around Blackbutt and Benarkin towards the end of the 1800's and later at Gympie led to the employment of Chinese and German immigrants as shepherds and stockmen.

The last quarter of the 19<sup>th</sup> century saw large sections of pastoral leasehold land resumed and opened up for free selection. The volcanic soil proved to be well suited to mixed farming, the mainstays of which were maize growing and dairying, though water storage was a problem. Several timber mills were established to provide for the growing community and this industry fully developed when the railway arrived in 1911. In 1920 peanut cultivation began on a small scale.



World War II brought the area to centre stage with Nanango and the South Burnett region being used on a large scale for Army and Airforce instruction and training.

In the long term, the beef industry has proved more durable than dairying where producers are reduced to a few dozen. Nevertheless, towns continued to grow. The development of the Meandu Coal Mine with the construction of the Tarong Power Station in 1979 stimulated the growth of further infrastructure. The need for rural diversification has stimulated the growth of the wine industry, which feeds conveniently into the current tourist expansion.

Growth in the shire has levelled out since 2000/01 (Growth Rate was 5.4%) and in 2002/03 rate is about 1.4%. Young families, professionals and retirees are attracted to the relaxed lifestyle and affordable living.

Existing industries, such as coal mining, power generation, agriculture (broad acre and irrigation), beef and pork production, dairying and milk processing, timber growing and milling, small crops - flowers, fruit and vegetables, grapes and olives ensure continued development. The Shire has a wide range of sporting and leisure facilities with an extensive art and craft base in each town. As our pioneer past fades, communities have sought to research and record history in museums, restored houses such as "Ringsfield", historic sites such as Taromeo Station, and historical re-enactments and family history searches. These have proved to be of interest to visitors from far beyond the boundaries of the Shire. We look forward in 2004 to the opening of the South Burnett- Maidenwell Astronomical Observatory at the Maidenwell Sports Grounds, the re-siting of the Tarong Power Station Display at the Nanango Information Centre and the advent of sporting and Avitourism - we are indeed "Pioneering into the Future"

## **2. ACTING CHIEF EXECUTIVE OFFICER'S MESSAGE 2003/04**



### **QUADRENNIAL ELECTION**

A major feature of the year under review was the Council's 2004 election; Cr McCallum was returned as Mayor (Shire Chairman) for the ninth time.

Nanango Shire Council representation is based on a four (4) Electoral Division System, with two (2) members elected in each division.

The main standing committees are: Finance and Administration; Undertakings, Town Planning; Community Services and Engineering Services.

### **CORPORATE PLAN**

During 2003/04 the Council produced a new Corporate Plan to be in effect during the period 2004-2008. All members of the community interested in the progress and development of the Shire during this critical period are encouraged to familiarise themselves with the plan. It is a compact and readable document and it encourages community involvement. It also commits the Council to undertake major efforts in key areas such as Community Cohesion, Economic Growth and Efficiency and Effectiveness in Council processes and services.

### **NEW I.P.A. PLANNING SCHEME**

During the year under review, Consultants GHD expended considerable time and effort framing the Council's next Planning Scheme. Scheme documents and maps are expected to go on display and be open for public inspection and comment in about October 2004.

### **SHIRE INFRASTRUCTURE**

During 2003/04 Capital funds were expended on a broad range of assets some include: Autumn Park toilets and improvements, Maidenwell Bunya Avenue walkways, New Blackbutt Visitor Information Centre, major improvements to Blackbutt/Benarkin water supply and sewerage systems, Tarong Energy upgrade at Nanango Visitor Information Centre, Shire Roads, Bridges and Reseals.

### **GRANTS AND SUBSIDIES**

Commonwealth and Queensland Government departments and agencies continue to provide major assistance to the Council. Worthy of special comment are the Financial Assistance and Road Grants, the Smaller Communities Assistance Programme, Sports and Recreation Queensland Funding, Capital Works Subsidy Scheme and Roads to Recovery allocations.

Tarong Energy provided substantial funding for the Nanango Visitor Centre upgrades.

The Council certainly acknowledges and appreciates all of the grants and subsidy it has received.

### **TOURISTS AND VISITOR INFORMATION**

The Council foresees tourism and visitors representing a major element in the Shire's future economy and it invests considerable operating and capital funding in its Nanango and Blackbutt Visitor Information Centres.

In 2003/04 nearly 10 000 people called at Nanango Information Centre: 33% were locals, 28% came from Brisbane and 12% interstate.

### **DEPARTMENTAL ASSISTANCE AND CO-OPERATION**

During the year the Council has dealt with many Government departments and it records its appreciation for the positive advice and assistance extended by the officers with whom it deals. Included are Department of Transport and Regional Services, Local Government and Planning, Sports and Recreation, Main Roads, Natural Resources and Mines, Environment, Police, Emergency Services and Transport.

### **STAFF**

The Council discharges a wide range of functions and to do this it depends on an experienced and skilled set of indoor and works staff.

Compliments and commendations are recorded for the commitment and efforts displayed by the staff throughout the organisation.

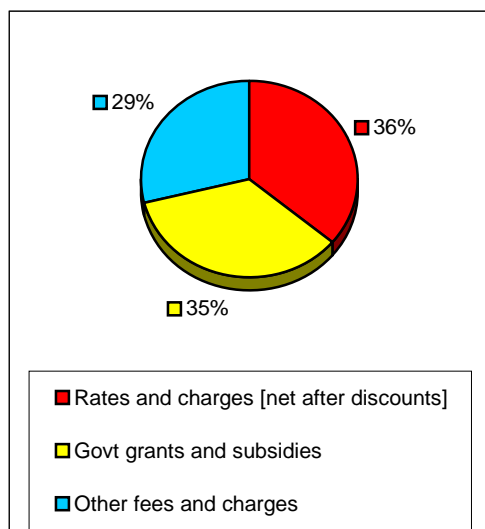
CK Purdie  
ACTING CHIEF EXECUTIVE OFFICER

### 3. COMMUNITY FINANCIAL REPORT

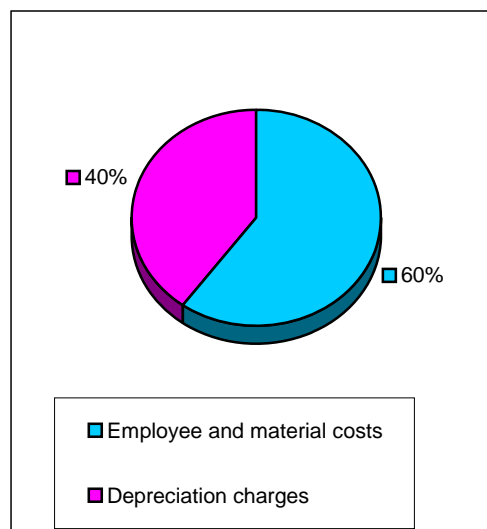
The following financial information and graphic illustrations are intended to assist the elected members, management, staff and external users in understanding the Council's financial activities and results for the 2003/2004 year in a simplified and meaningful format.

#### ANALYSIS OF RESULTS FROM ORDINARY ACTIVITIES.

REVENUE  
2003/04



EXPENSE  
2003/04



What the community earned	2003/04 \$000	2002/03 \$000	What the community spent	2003/04 \$000	2002/03 \$000
Rates and charges [net after discounts]	3,901	3,581	Employee and material costs	6,462	6,640
Govt grants and subsidies	3,765	3,111	Depreciation charges	4,347	4,152
Fees charges and other revenue	3,208	2,605		10,809	10,792
			Net Result for the period	65	(1,495)
	10,874	9,297		10,874	9,297

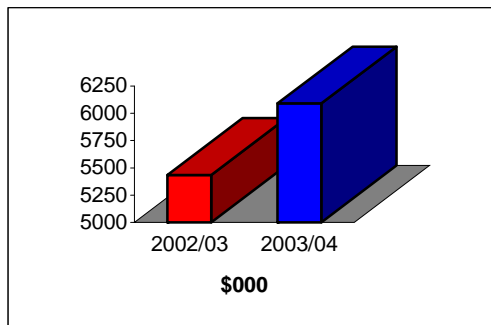


### 3. COMMUNITY FINANCIAL REPORT (Continued)

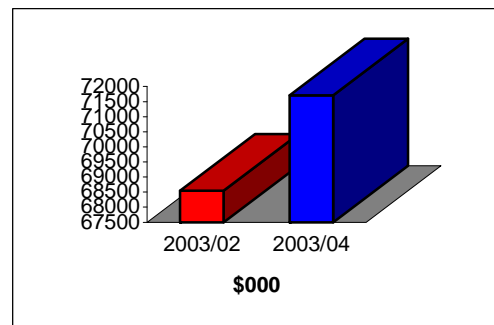
#### STATEMENT OF FINANCIAL POSITION

This statement and report show community assets, liabilities and equity as well as the movements in each category.

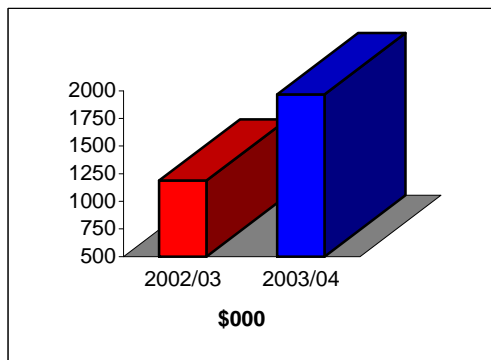
**CURRENT ASSETS**  
**Cash Assets + Receivables + Inventories**



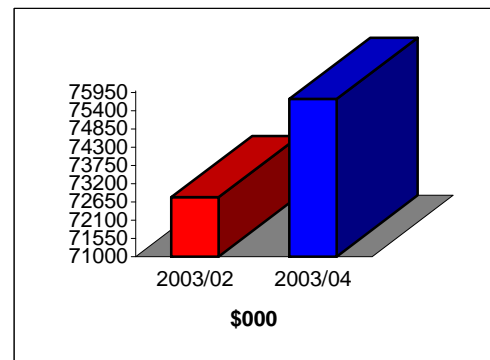
**NON CURRENT ASSETS**  
**Property + Plant + Furniture + Roads + Utilities**



**TOTAL LIABILITIES**  
**Payables + Employee Provisions**



**COMMUNITY EQUITY**  
**Capital + Asset Revaluation Reserve + Reserves + Retained Surplus/Deficit**



The formula to determine community equity is  
[current assets + non current assets] – total liabilities = community equity

#### SIMPLIFIED STATEMENT OF FINANCIAL POSITION [BALANCE SHEET]

What the community owns	2003/04 \$000	2002/03 \$000
Cash assets	4,336	4,311
Inventories	348	269
Property, plant and equipment	71,708	68,542
	76,392	73,122
<b>Add what is owing to the community</b>		
Advance to community groups, debtors and other assets	1,335	854
	77,727	73,976
<b>Less what is owing by the community</b>		
Income tax on employees salaries	(40)	(86)
Provisions for long service and annual leave	(776)	(730)
Unpaid creditors-materials and services	(1,153)	(371)
<b>Net community worth</b>	<b>\$75,758</b>	<b>\$72,789</b>

### 3. COMMUNITY FINANCIAL REPORT (Continued)

#### STATEMENT OF CASH FLOW

Essentially this is a mirrored copy of all of the transactions included in the bank statement for the year and are summarized as follows –

<b>Cash flow from operating activities</b>	<b>2003/04 \$000</b>	<b>2002/03 \$000</b>
Cash in flows [rates-grants-term deposit interest-other services]	10,337	10,076
Cash outflows [payments to employees and suppliers]	(7,273)	(6,672)
Net cash generated from operating activities	3,064	3,404
<b>Cash flow from investing activities</b>		
Proceeds from borrowings	720	
Proceeds from sale of plant/equipment	315	43
Loan advances to community organisations	(31)	(20)
Loan debt repayments	(8)	-
Capital cost of property-plant-roads and utilities	(4,035)	(2,677)
Increase in cash for the year	25	750
Cash at start of year	4,311	3,561
Cash at end of year	4,336	4,311

<b>CAPITAL WORKS EXPENDITURE</b>	<b>2004 \$000</b>	<b>2003 \$000</b>
Road, street and bridge construction	1,607	1,384
Water supply infrastructure	894	890
Plant and equipment acquisitions	769	85
Land purchases	7	24
Recreation and sport	18	78
Office equipment	27	65
Sewerage system infrastructure	168	67
Community buildings	363	36
Refuse tip transfer stations/sheds (other assets)	186	48
Loan redemption	8	--
	4,047	2,677

There may be some minor differences between figures in this brief report and audited financial statements, and users are encouraged to read the audited statements. Council executive staff are willing to answer any queries in relation to the simplified community financial report.

### 3. COMMUNITY FINANCIAL REPORT (Continued)

#### FINANCIAL RATIOS

Revenue Ratio	2004	2003	2002	
The percentage of recurrent revenue derived from rates and charges	44.80%	38.50%	41.0%	Council dependency on grants is fairly high and in the event of any decrease Council would have to seriously consider relative rate increases, work methods and levels of community services provided.
Working Capital Ratio				
The ability of Council to meet all current commitments	6.00 times	6.52 times	7.32 times	A good ratio is considered to be 2:1 which means that Council is in a very sound position to meet all current commitments.
Rate Arrears Ratio				
The effectiveness of collection of rates and charges	9.90%	13.0%	14.0%	A good ratio is considered to be between 4-5%. UCV of rural residential land is a problem. Council uses debt collection agencies.
Unfunded Depreciation Ratio				
The percentage of annual depreciation not funded from current revenue	73.90%	76.3%	76.0%	Council will reconsider funding some portion of depreciation on roads in 2004/05. Depreciation is the accounting dollar used to show how much of the assets are consumed in a year. Council has undertaken a complete review of assets in order to reflect more accurate useful economic life, residual value and depreciation of each asset.



### 3. COMMUNITY FINANCIAL REPORT (Continued)

#### CONCLUSION

##### MAYOR AND CEO REVIEW

On behalf of Council and staff, we are pleased to be able in brief and simple terms to report on another interesting and productive year.

##### CORPORATE PLAN

The mission is to enhance a quality lifestyle for residents and promote economic diversity for our future. Community input is essential and suggestions are invited on issues such as area economic development, recreational facilities, road, water and sewerage infrastructure.

##### OPERATIONAL PLAN

Links to the corporate plan and outlines the major functions and the strategies for the year and are included in the budget.

Reg McCallum (MAYOR)

CK Purdie (ACTING CEO)



*Left:*  
Refurbished War  
Memorial McCallum  
Park  
*Right:*  
Reception Nanango





## 4. CORPORATE and OPERATIONAL PLAN

Nanango Shire functions as a responsible and effective Local Government in the way it is managed and this includes best practices, policies, financial management, community consultation, responsibility and accountability.

### MISSION

*To enhance a quality lifestyle for residents and promote economic diversity for our future prosperity.*

### COUNCIL GOALS

#### Community Services

1. Building : to develop and maintain appropriate building, plumbing and drainage controls while providing a friendly efficient service to the public.
2. Health: to maintain and improve the quality of life through appropriate standards of public health.
3. Town Planning: to ensure that the Shire develops in an orderly and responsible manner that enhances the lifestyle of existing and future residents.
4. Sporting Facilities: to assist in the provision of facilities and opportunities for clubs to meet the needs of their members.
5. Environmental Management: to preserve and promote the natural environment in a realistic and economically responsible manner.
6. Waste Disposal: to manage and dispose of waste in an environmentally responsible manner.
7. Libraries, Culture and Heritage: to improve and expand our literacy and cultural diversity and preserve our heritage.
8. Aged Care: to maximise the opportunities for the provision of aged care facilities and services within the shire.
9. Youth: to encourage the ongoing participation of youth in the affairs of the community and to retain their presence in the shire.

#### Engineering Services

10. Roads: to maintain and preserve the existing road network and improve these wherever possible within budgetary constraints.
11. Water: to provide an adequate water supply service to town residents.

12. Sewerage: to provide an effective sewerage service to town residents.
13. Parks and Gardens: to provide attractive and enticing parks and gardens that enhance the built environment and encourage their use by residents and visitors.

#### Finance and Administration

14. Financial Management: to improve the effectiveness of the monetary operations of the Council whilst maximising every dollar spent and minimising rate increases.
15. Administration: to provide quality administration services to Council, staff and the public.
16. Tourism Promotion: to promote our shire as a premier tourist attraction.

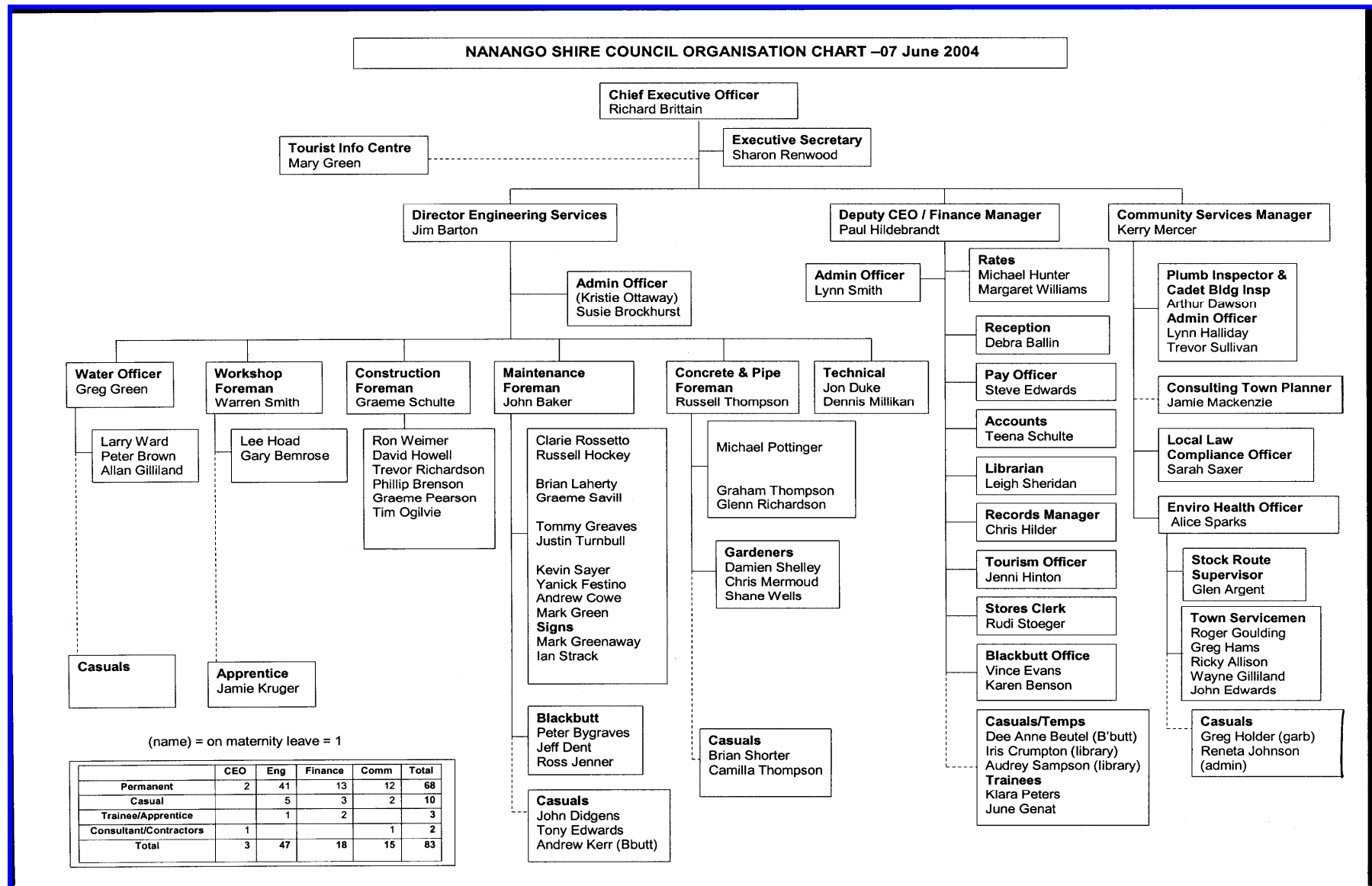
#### Corporate Governance

17. Economic Development: to provide services, regulations and policies that encourage the establishment of local business and industry.
18. Public Relations: to promote a positive image of the Council in all dealings with the public and others.
19. Human Resources: to mould, encourage and build a united, competent and motivated workforce

The Chief Executive Officer {CEO}, Richard Brittain has been employed by Council for four years and provides direct and strong leadership advice to senior management and staff which ensures that direction and policy decisions of Council are carried out promptly and efficiently.

The Chief Executive Officer is supported in these activities by various levels of management which are shown in the organisation structure chart as an attachment to this document.

## 4. ORGANISATIONAL CHART



## 5.1 FINANCE AND ADMINISTRATION

**Major Goal:** *To improve the effectiveness of the monetary operations of the Council whilst maximising every dollar spent and minimising rate increase.*

A very busy year for the finance and administration staff with major enhancements to the following systems -

- Completion of General Ledger upgrade
- Complete review of finance manual

- Intensive staff training
- Continual upgrade of Council's asset register
- Development of new reporting systems for meetings
- Data works upgrade

In the rating section, activity in property searches has increased to 1038 and so have property transfers.

<b>RATES AND CHARGES REVENUE AND ARREARS</b>	<b>Arrears / Levies</b>	<b>Cash Receipts</b>	<b>Discounts Subsidies</b>	<b>Write Off</b>	<b>Arrears</b>
{ Source: Notes to Financial Statements }	<b>Actual 2003/04</b>	<b>Actual 2003/04</b>	<b>Actual 2003/04</b>	<b>Actual 2003/04</b>	<b>30.06.2004</b>
General Rates	3,520,550	2,667,231	570,789	477	282,053
Other Rates/Charges	146,444	113,119	9,438	40	23,847
Fire Service Levies	113,583	109,230	-	16	4,337
Water Charges	625,828	496,977	89,815	521	38,515
Sewerage Charges	451,391	349,805	72,115	57	29,414
Cleansing Charges	248,817	198,256	43,793	14	6,754
<b>Total Rate Arrears/Levies</b>	<b>5,106,613</b>	<b>3,934,618</b>	<b>785,950</b>	<b>1,125</b>	<b>384,920</b>

### PENSIONER REMISSIONS

	<b>Actual 2003/04</b>
General Rates	47,665
Separate Rates/Charges	-
Special Rates/Charges	-
Water Rates/Charges	8,762
Sewerage Rates/Charges	7,063
Cleansing Rates/Charges	4,193
<b>Total Council Pensioner Remission granted</b>	<b>67,683</b>
<b>Total State Pensioner Remission granted</b>	<b>156,906</b>
<b>Overall Total Pensioner Remission granted</b>	<b>224,589</b>

### PROPERTY INFORMATION BY LAND USE

	<b>Value of Rateable Land</b>		<b>No. of Rateable Properties</b>		<b>No. of Water Connections</b>		<b>No. of Sewerage Connections</b>	
	<b>30/06/04</b>	<b>30/06/03</b>	<b>30/06/04</b>	<b>30/06/03</b>	<b>30/06/04</b>	<b>30/06/03</b>	<b>30/06/04</b>	<b>30/06/03</b>
Residential	5,953,000	5,940,000	1,332	1,406	1,166	1,164	1,057	1,062
Commercial/Industrial	2,437,000	2,411,000	161	159	122	119	92	91
Rural	82,185,000	82,138,000	4,025	4,112	118	121	7	8
Other	2,789,000	2,884,000	238	372	86	87	71	55
<b>Total</b>	<b>93,364,000</b>	<b>93,373,000</b>	<b>5,756</b>	<b>6,049</b>	<b>1,492</b>	<b>1,491</b>	<b>1,227</b>	<b>1,216</b>



### 1. Broadwater Recreational Reserve

Situated on Barkers Creek, it is an ideal area for bird observers. It was the site of a large Army camp in WW1 and popular picnic spot.

### 2. Fire Tower - Taromeo

This fire tower affords excellent views of the Blackbutt Range and forestry plantations. Climb at your own risk with Forestry permit.

### 3. East Nanango State Forest

Mt Stanley Road. Playground BBQ's, Toilets. Birdwatching, Mountain bike riding, hiking. Permits required to enter the State Forest.

### 4. 7-Mile Diggings

Fossickers dream. Gold and gemstones. Follow 7-Mile Diggings signs on Old Esk Nth Rd and Old Coach Rd. 4WD only.

### 5. Taromeo Station & Stone-Walled Cemetery

A number of buildings of this historic station, established in 1842, are original. The stone-walled cemetery is one of the few of its kind classified by the National Trust. Turn off the D'Aguilar Highway near Benarkin and proceed along Old Esk Rd. Visitors by appointment.

### 6. Nanango Historic Murals & Chainsaw Sculptures

The township of Nanango is home to 22 murals and several chainsaw sculptures that depict the region's beginnings and developments. All work has been undertaken by local artists. Information of the mural walk and chainsaw sculptures are available at the Nanango VIC.

### Jessie's Well

Historic watering point for teamsters and travellers. Restored by the Blackbutt Tourist Association and is opposite Mullers Sawmill.

### 7. Hill 60

Hill 60 was named by WW1 Blackbutt veterans who had been posted to Hill 60 in France. Upon return they were given jobs in the area clearing scrub for the Forestry department and nicknamed this hill "Hill 60". Enjoy the magnificent panoramic views. Forestry permit required.

### 8. Emu Crk & Camping Area

The first facilities you encounter are BBQ's and toilets beside a slow flowing sandy-banked section of Emu Crk. Excellent picnic area for families with young children. Dog permitted.

### 9. Berlin's Gem & Historical Museum

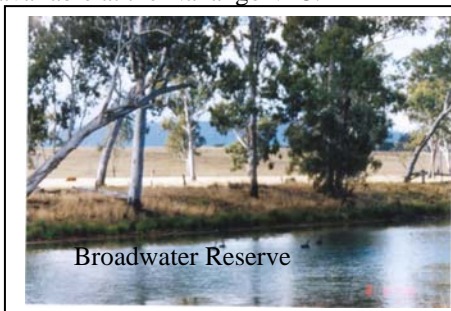
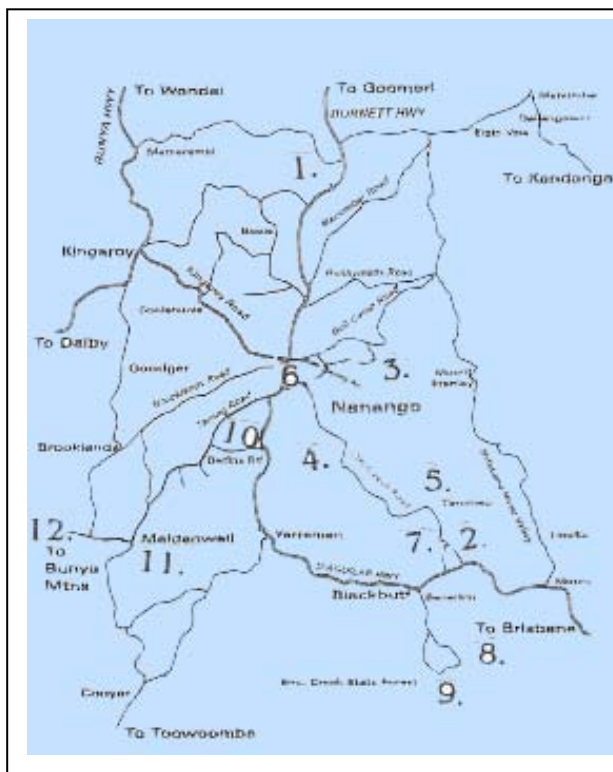
Largest private collection of local history in Australia. Includes gems, minerals, fossils and local historical items from 1848.

### 10. Coomba Falls

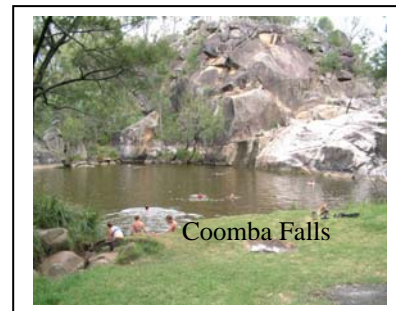
An exceptionally beautiful spot featuring a deep natural swimming hole and striking granite cliffs. Steep short path provides access. 2kms from Maidenwell.

### 11. Bunya Mountains National Park

These mountains dominate the SB landscape. The 'Bunyas' consist of 11500 hectares of magnificent rainforest with a wide variety of walking tracks featuring a huge array of flora and fauna. Access is via the historic village of Maidenwell.



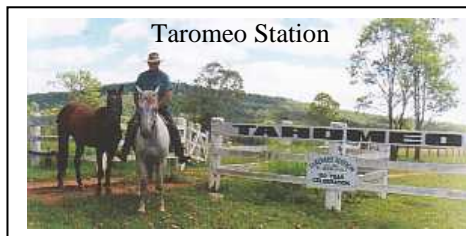
Broadwater Reserve



Coomba Falls



View from Hill 60



Taromeo Station



View from the Bunya Mountains

## 5.3 LIBRARY

**Major Goal:** *To preserve and expand our literacy and cultural diversity and preserve our heritage.*

The Libraries in Nanango Shire (Nanango, Blackbutt and Maidenwell) offer many services including access to videos, music cassettes and compact discs, talking books, large print books, magazines and newspapers. If books are required in languages other than English, this can be arranged. If a book is unavailable in the library it can be ordered.

An information research service is also offered free of charge. The Nanango and Blackbutt libraries offer access to the Internet by appointment.



	2003/04 Nanango	2003/04 Blackbutt	2003/04 Maidenwell	Total
Adult membership	3382	1233	61	4676
Junior membership	862	373	10	1245
The total cost of operating	\$75,582	\$28,877	\$3,120	\$107,579
Operating cost per member	\$17.81	\$17.98	\$43.94	\$18.17

## 5.4 PLANNING AND DEVELOPMENT

**Major Goal:** To ensure that the shire develops in an orderly and responsible manner that enhances the life style of existing and future residents. Council's Planning Department is responsible for the administration of the Town Planning Scheme, which includes the Bunya Mountains Development Control Plan. The aforementioned regulatory instruments are used for the assessment of development applications made under the Integrated Planning Act so as to ensure appropriate and orderly growth of the shire.

This year council considered sixteen development applications during 2003-2004, which included:

Material change in use – impact assessment	8
Material change in use – code assessment	2
Re-configuration of lots (subdivision)	8

The review of the town planning scheme for the shire of Nanango by the Brisbane town planning consultants, Gutteridge Haskins and Davey is continuing. The review is being conducted in conjunction with review for other shires in the South Burnett including Kingaroy, Wondai, Murgon and Kilkivan. This process will endeavour to ensure regional consistency.

The South Burnett shires face similar challenges in the future, with the growth of wineries, piggeries, feedlots and tourist developments being common issues. An integrated planning approach over the several shires involved may allow greater cross-pollination of concepts and shared resourcing in the town planning scheme.



## 5.5 BUILDING

**Major Goal:** *To develop and maintain appropriate building, plumbing and drainage controls while providing a friendly efficient service to the public.*

Building approvals for the 2003-2004 year have increased by 53% from 2002/03. Council's Building Department as well as carrying out building control for the shire, has been involved with several other projects.

Some examples are –

- General maintenance to all council buildings
- Repairs and maintenance to Drayton Villas and Appin Place units.
- Construction of transfer stations in Blackbutt and Wattlecamp and Visitor Information Centres in Nanango and Blackbutt

### Building Statistics 2003/2004

TYPE	NUMBER		VALUE (\$)	
	2002/03	2003/04	2002/03	2003/04
Dwellings	36	78	2,911,975	6,985,346
Relocated dwellings	12	23	580,250	677,512
Additions to dwellings	49	67	722,576	1,034,729
Garages/carports	121	181	914,894	1,450,081
Farm buildings	4	11	56,722	146,061
Business premises	10	8	1,031,466	317,190
Demolition of buildings	1	5	-	18,900
Special structures	25	15	277,812	170,752
Government Buildings	-	7	-	159,327
TOTAL	258	395	\$6,495,695	\$10,959,998



Extension to Nanango Visitor Information Centre  
Models of Tarong Power Station



## 5.6 ENVIRONMENTAL HEALTH

**Major Goal:** *To maintain and improve the quality of life through appropriate standards of public health.*

The aged person units at Blackbutt and Nanango have been fully utilised with full occupancy for most of the year.

No major outbreaks of communicable diseases were reported.

Animal control problems particularly from dogs were on the increase.

Restricted dog legislation was implemented as well as Amended Food Legislation.

Water sampling was routinely carried out on the town water supply. Test results were in compliance with the drinking water guidelines. Samples from private suppliers were taken and submitted as requested.

Annual licensing of health licences and permits was carried out. Public toilets and street cleaning was carried out routinely with hosing down of footpaths conducted regularly.

Immunisation clinics were held each month at Nanango and by appointment at Blackbutt. School clinics were well supported. A total of 305 immunisations were issued..

Town cemeteries at Nanango and Blackbutt have been well maintained.

Councils waste facilities have been upgraded to comply with environmental protection agency licence conditions.

Waste transfer stations have been opened at Wattlecamp and Blackbutt.

Construction of transfer station in Blackbutt



Animal control



## 5.7 ROADWORKS – STREETWORKS – BRIDGES

**Major Goal:** To maintain and preserve the existing road network and improve these wherever possible within budgetary constraints.

Council continues to carry out works on the shires roads in an effort to improve the network by both construction and maintenance of its roads. Details of which are set out in the table below -

Capital expenditure on shire roads are sourced from -

Roads to recovery grants [DOTARS] / TIDS grants / Developer contributions / State government drainage subsidy / Council revenue / Funded depreciation.

### DIVISION 1

Street Reseals .....	Arthur Street/Goode Street/Hay Street/Mill Flat Road.....	\$ 27,309
Footpath Construction .....	.....	\$ 17,905
Drainage/kerbing/resealing.....	Drayton Street.....	\$128,548

### DIVISION 2

Road Reseals .....	Booie Road/Bullcamp Road .....	\$ 22,530
Reinforced concrete box culverts .....	Memerambi-Barkers Ck Road .....	\$244,328
.....	Memerambi-Barkers Ck Road .....	\$ 23,889
.....	Wheelbarrow Creek Road.....	\$147,554



### DIVISION 3

.....	Berlins Road .....	\$479,840
.....	Brooklands/Kumbia Road.....	\$ 30,895
Road Reseals .....	Bochman Road/Golfview Drive/	
.....	Izzards Road/Brooklands Road.....	\$ 65,512



### ROAD MAINTENANCE

{ Sourced from General Revenue }

Division 1	\$165,066
Division 2	\$489,896
Division 3	\$534,564
Division 4	\$254,849

### DIVISION 4

Road Reseals .....	Enid Crt/Gilliland Cres/	
.....	Douglas St/Fern St/Gladys St/	
.....	Muir Drive/James St/Margaret St/	
.....	Morris St/Scott St .....	\$ 48,183
Footpath Construction		
.....	Sutton Street .....	\$ 30,666
.....	Old Esk Road.....	\$230,872
.....	Stretton Drive .....	\$ 42,029
.....	Blackbutt Streets.....	\$ 67,152





## 5.8 PARKS AND GARDENS

**Major Goal:** *To provide attractive and enticing parks and gardens that enhance the built environment and encourage their use by residents and visitors.*

Council has continued to focus attention on the parks and gardens throughout the shire, with continuous improvements being made. Council has placed seats and tables in parks so that more people can enjoy the facilities that are provided. With an emphasis on family, playgrounds for the children have been provided. A number of



walking tracks were constructed in 2002/03 and will carry over into 2003/04.

Council maintains to keep the main CBD area clean and tidy. In keeping with a country feel, Council continues to organise the planting of flowering plants in summer and annuals during the cooler months.

Total area of parks and gardens in the shire is 110 hectares.

Total expenditure on maintenance of parks in 2004 was \$140,000.



## 5.9 WATER AND SEWERAGE

**Water Goal:** *To provide an adequate water supply service to town residents.*

**Sewerage Goal:** *To provide an effective sewerage service to town residents.*

### Blackbutt

Due to extremely low levels in Boobir Creek Dam, the Blackbutt town water supply was complemented with a connection to the Wivenhoe –Tarong pipeline. Council constructed a 150mm rising main from the connection point at Franks Road to the Boobir Creek Water Treatment Plant {approximate length 7 km}.

Investigations commenced into the upgrading of the Blackbutt Sewerage Plant.

### Nanango

Critical areas of trunk water mains were replaced due to the increasing age of the existing pipes.

The clarifier bridge at Nanango Sewerage Treatment Plant was refurbished.

Sewer pump stations were upgraded.

New flow meters were fitted to each of the three water supply bores.

Water meters were replaced as required.

	Length of water mains	Operating Cost	Length of sewer mains	Operating Cost
Blackbutt	26.682 km	\$277,864	11.152 km	\$80,466
Nanango	45.445 km	\$252,110	34.267 km	\$179,339

**Depreciation charges are not included in operating cost..**

New Reservoir for Blackbutt / Benarkin Water Supply constructed in 2003/04



## 6.1 ELECTED REPRESENTATIVES and DETAILS OF REMUNERATION

Pursuant to the Local Government Act 1993 and as amended, Councillors are elected for a four year term and also

- Represents as divisional councillors the public interest of the division
- Takes part in decisions regarding facilities, services and enterprises that are appropriate for the area
- Takes part in formulating, reviewing and adopting
  - (a) The corporate plan and operational plan
  - (a) The policies and goals of the Council



*Back Row {L to R}*  
 Cr L Caffery - Division 3  
 Cr G Yeates - Division 2  
 Cr R Morgan - Division 1  
 Cr R McCallum - Mayor  
 Cr E Tucker - Division 1

*Front Row {L to R}*  
 Cr B Webb – Division 2  
 Cr R Gregor – Division 3  
                     / Deputy Mayor  
 Cr B Tillyer – Division 4  
 Cr K Allery – Division 4

## 6.2 DETAILS OF COUNCILLORS REMUNERATION AND MEETINGS ATTENDED DURING THE YEAR

COUNCILLOR	GENERAL MEETINGS	COMMITTEE MEETINGS	COMMUNITY/OTHER MEETINGS	MAYORAL/CHAIRMAN ALLOWANCE	MEETING ALLOWANCE	TRAVEL	TOTAL
R McCallum	12	12	47	11,381	15,707	-	27,088
R Gregor	12	12	18	1,881	9,524	728	12,133
R Morgan	3	3	6	-	2,634	94	2,728
E Tucker	3	3	6	-	2,634	-	2,634
B Webb	12	12	12	1,129	8,841	219	10,189
G Yeates	3	3	6	-	2,634	313	2,947
L Caffery	11	11	6	188	7,242	-	7,430
B Tillyer	12	12	5	-	7,713	-	7,713
K Allery	12	12	11	1,129	9,499	2,050	12,678
				<b>\$15,708</b>	<b>\$66,428</b>	<b>\$3,404</b>	<b>\$85,540</b>
J Lee	9	9	19	4,138	7,243	861	12,242
M Green	9	9	4	-	5,549	170	5,719
W Marshall	9	9	-	-	5,267	-	5,267
				<b>\$19,846</b>	<b>\$84,487</b>	<b>\$4,435</b>	<b>\$108,768</b>



## 6.2 COUNCILLOR REMUNERATION (Continued)

### Budget Meeting 23 July 2002

*Moved Cr. Green*

That Councillors be paid fees and allowances according to the following system for attending Meetings and attending to other Council business and that the reasons for adopting this system are to adequately compensate Councillors for their time spent and vehicle and other expenses incurred attending to Council business:

1. The allowance paid to Councillors for attending meetings etc shall be calculated at the daily rate of pay of Level 6, increment 3 on the salary scale of the Nanango Shire Enterprise Bargaining Agreement as amended from time to time.
2. On Scheduled Committee, General and Budget meeting days, Councillors shall be paid for a full day, irrespective of the time taken for the meeting.
3. Special meetings where the meeting exceeds four hours shall be paid the full day allowance. Where the meeting is less than four hours the allowance will be 65% of the daily rate.
4. Conference, seminar and deputation attendance which have been approved by Council shall be paid at the full rate for meeting in excess of four hours and at 50% of the daily rate for meetings four hours or less. Travel time to attend shall be taken into account when calculating meeting length.
5. Committee chairman monthly meetings shall be paid at 50% of the General Meeting daily rate.
6. The monthly allowance for the Mayor for attending civic ceremonies, other meetings, resident enquiries and administrative matters shall be 5 ½ times the general meeting daily rate.
7. The Deputy Mayor's monthly allowance shall be one general meeting daily rate to compensate for attendance at civic ceremonies.

8. In addition to the above, a monthly allowance of one general meeting daily rate will be paid to each Councillor in compensation for Council business taking time away from private business, inspections, telephone use and other expenses associated with Council duties.,
9. Private vehicle allowance shall be paid at the rate per kilometre provided for employees in the above award, (presently 52.9 cents per kilometre) where the attendance is approved by Council.
10. The Mayor shall be provided with a motor vehicle for official duties.
11. Annual road inspections shall be paid as per clause four.
12. Where a Councillor attends a meeting not expressly authorised by appointment or approved by Council prior to the meeting, authority to approve/disapprove the payment of fees shall be given to the CEO. Where the Councillor and CEO disagree on the payment of fees, the Councillor may raise the matter at the next Council meeting.

*Seconded Cr Lee*

*CARRIED*

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### General Meeting 18 June 2002

*Moved Cr Allery*

That the allowance paid to Councillors for attending meetings etc shall be calculated at the daily rate of pay of a Level 6, increment 3 on the salary scale of the Nanango Shire Council Enterprise Bargaining Agreement as amended from time to time.

*Seconded Cr Green*

*CARRIED*

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*Moved Cr Caffery*

That attendance at a meeting be authorised for payment by the CEO. If the CEO or Councillor disagree on whether fees should be paid in a particular instance, then the Councillor may take the matter up at the next Council meeting.

*Seconded Cr Allery*

*CARRIED*





## 6.3 REVENUE POLICY

### A. GENERAL RATES

The principal of user pays in the general fund is not considered practical given that all residents of the Shire do not receive the same services, although they do have access to these services. Accordingly, it is considered that a system of differential rating better achieves Council's aims.

- (i) The minimum general rate will be set at a level that reflects the standard of service that is received for that rate from the general fund.

- (ii) Each parcel of land in the Nanango Shire will be categorised for differential rating into one of the adopted categories based on the DNR&M land use code. Differential rating shall be on the basis of the following seven categories:-

1. **Urban:** Land that is primarily used for residential purposes serviced or capable of being serviced by water and sewerage in the towns of Blackbutt and Nanango, or in the case Benarkin capable of being serviced by water.

2. **Rural Residential:** Any land primarily used or intended for use as a dwelling lot but enables some rural activity to be carried out in conjunction with dwelling house/s on the same site.

3. **Commercial:** Any land primarily used or intended for use as a business or commercial office or other business or commercial purpose including; shops, restaurants, hotels, bank, real estate agencies, professional offices service station etc.

**Industrial:** Any land primarily used or intended for use by light, medium or heavy industry including small quarries and other extractive industries.

4. **Village:** Land comprising small settlements where little or no growth is anticipated and where a mixture of land uses is desirable and acceptable. This category specifically refers to the villages of Maidenwell, Brooklands and Dandebah.

5. **Primary Production:** Any land primarily used for agricultural, grazing or animal husbandry purposes.

6. **Other:** Any land that is used or intended for use for a purpose not covered by the other categories.

7. **Group Title:** Any land used or intended for use which is intended to comprise two or more dwelling units where each unit is located upon an allotment as shown on a group titles plan and registered in accordance with the Body Corporate and Community Management Act 1997.

### B. WATER CHARGES

A system of full cost recovery on the supply of water, comprising an access charge to cover the fixed items within the water fund, such as capital expenditure and interest and redemption, and a consumption charge for each kilolitre of water consumed is applicable.

The objectives of Council's policy are:-

- (i) To allocate resources efficiently by properly reflecting the cost of supply to ensure that water resources and capital are not wasted.
- (ii) To distribute costs equitably by ensuring that individual consumers pay for the cost of the service they use.
- (iii) To generate sufficient and stable income for the water fund.



## 6.3 REVENUE POLICY {Continued}

### Water Pricing Policy

The Council will adopt an access charge with an increasing consumption charge Water Pricing Policy for 2003/2004 consisting of the following:-

#### Pricing Policy

1. That the Council adopt a water pricing policy to apply to domestic and non-domestic consumers and to consumption by Council consisting:-
  - An annual access charge, which applies to all connections to the system (including an appropriate access charge for fire services where these are not metered).
  - A charge for each kilolitre consumed which increases for higher level of consumption (that is a lower charge, a medium charge and a higher charge with the higher charge being set at a level which promotes water conservation). Such charges are based on a 0-320, 320-420 and >420 allocation.
  - Large commercial users will be given the 'once only' option of upgrading their connection, for charging purposes only, to a 25mm, 38mm or 50mm sizing. In such instances they will be charged a higher access fee but will be entitled to a larger allocation before being charged a higher usage rate.

#### Application

1. Each separately rated parcel of vacant land contained within the water area but not connected to the reticulation system, be charged an annual access charge equal to half of the connected access charge.
2. That all water outlets to Council facilities which draw from the reticulation system be metered and subjected to the same charges set for other consumers.
- 3 That fire services provided to individual properties be metered and be subject to an access charge as well as a kilolitre charge, with water used for fire fighting purposes not attracting a kilolitre charge.

### **C. SEWERAGE CHARGES**

Council will charge for a sewerage service on the basis of a unit charge per household. Each separately rated parcel of vacant land contained within the sewerage area but not connected to the sewerage main, be charged an annual access charge equal to one half of the domestic charge.

Council will charge commercial, age care; education and child care facilities at the rate of a domestic charge for the first pedestal and each additional pedestal to be charged half of the domestic rate.

Council has deleted the additional charge placed on a second pedestal in a residential dwelling as it was considered to be inequitable as it is people that dictate the quantity of sewerage generated and not pedestals.

### **D. GARBAGE CHARGES**

The garbage charge will apply to the garbage collection areas (as defined).

The purpose of the garbage charge is to recover the cost of the collection, operation and maintenance of the Refuse Collection Service performed within the Nanango Shire.

The annual garbage charge will be set by resolution of Council when adopting its annual budget. The regular service provided will be on the basis of one 240-litre wheelie bin service per week or one regular garbage bin. Each service will be equal to one (1) unit and each additional service equal to one (1) unit for Nanango, Blackbutt and the Bunya Mountains.



## 6.3 REVENUE POLICY {Continued}

### **E. SPECIAL RATE (Blackbutt Water Upgrade)**

Nanango Shire Council may make and levy a special rate for the upgrade of the town water system that will service Blackbutt town water defined area. The upgrade consists of a pipeline connection to the Wivenhoe-Tarong pipeline, ground level and elevated reservoirs including rising main and pumps, and ancillary work at the water treatment plant.

The Council has determined that the debt servicing costs of the upgrade should be repaid by the levying of a special rate. This special rate will be levied to meet the debt servicing costs of loans raised for the Blackbutt defined water area and will continue until the debt is repaid.

#### **(Blackbutt Sewerage Upgrade)**

Nanango Shire Council may make and levy a special rate for the upgrade of the town sewerage treatment plant system that will service Blackbutt town sewerage defined area. The upgrade consists of a new package treatment plant and ancillary works at the sewerage treatment plant.

The Council has determined that the debt servicing costs of the upgrade should be repaid by the levying of a special rate. This special rate will be levied to meet the debt servicing costs of loans raised for the Blackbutt defined sewerage area and will continue until the debt is repaid.

### **F. RURAL FIRE LEVY (Section 971 of the Local Government Act 1993)**

Council is of the opinion that each parcel of rateable land identified on the map (titled 'Rural Fire Brigades and Fire Warden Districts within Nanango Shire', held in the rates section of the Nanango Shire Council Office) will specially benefit to the same extent from the purchase and maintenance of equipment by the Rural Fire Brigades identified in the Schedule of Rates and Charges.

The Council will review the necessity and the level of the charge on an annual basis upon

receipt of a projected budget from the Rural Fire Brigades. It is a policy of Council that no levy

will be collected and no payment will be made to the Rural Fire Brigades until such time as they present their audited annual financial statements.

### **G. URBAN FIRE LEVY**

Council will levy the full amount of the urban fire levy, in accordance with the Queensland Fire Services schedule of fees, in its first levy for the year 2003/2004.

### **H. DISCOUNT ON RATES (Section 1019)**

If the full amount of rates and charges levied is paid within the thirty days after the date of issue of a rate notice, Council will allow a discount on the current rates only excluding urban fire levy, water usage and special rates.

### **I. COUNCIL PENSIONER CONCESSION**

The Council will allow a pensioner rate concession, which applies to general, water access, sewerage, garbage rates and water usage charges.

1. The applicant must be in receipt of a full applicable pension and is an eligible holder of a Queensland "Pensioner Concession Card" issued by the Department of Social Security or the Department of Veterans' Affairs, or a Queensland "Repatriation Health Card - For All Conditions" issued by the Department of Veterans' Affairs. Pensioners who are not in receipt of a full pension due to the deeming of legislation are not entitled to a Council Remission.
2. The remission only pertains to that land which the Pensioner owns.
3. The said property must be the principal place of residence and all buildings must be approved by Council.
4. The applicant must have paid all rates due to Council up to the end of the Financial Year preceding that in respect of which the application is made.



### 6.3 REVENUE POLICY {Continued}

5. Any other matter considered by Council as applicable (Council may request further information)
6. The applicant must be a resident of the Shire of Nanango and Council will adjust on a pro-rata basis upon application.
7. Council rates must be paid by the discount date or the Council subsidy will be levied back onto the account.

#### J. INSTALLMENT

Council does not offer its ratepayers the option of paying by installments. If the ratepayer chooses to make payments they may do so. However Council expressly states that it has made no agreement for the payment of rates by installments and reserves the right to take recovery proceedings at any time (regardless of any further payments which may or may not be made).

#### K. RECOVERY OF RATES

Council requires payment of rates and charges within the specified period. Ratepayers shall be subject to legal action to recover outstanding arrears.

#### L. INTEREST ON RATES

An overdue rate will bear interest at 11% per annum on a compound basis, calculated on a daily basis. Overdue rates shall bear interest from the day immediately following the last day on which the rates were due and payable (that is the day after the close of discount).

#### M. LEVYING OF RATES

Rates will be levied by Council on a half-yearly basis.

#### N. BORROWING POLICY (Section 7 of Local Government Financial Standard 1994)

In the 2003/2004 financial year Council does not intend to borrow to fund any of its works.

At the 30 June 2003 Nanango Shire Council did not owe any funds to external organisations.

#### O. INTERNAL AUDIT POLICY

That Council not appoint an Internal Auditor under Part 2 Division 1 Regulation 3 of the Local Government Finance Standards and as a consequence Council not appoint an Audit Committee under Part 2 Division 1 Regulation 3 of the Local Government Finance Standards.

#### P. INVESTMENTS

Available surplus funds are to be invested in according with the relevant legislation provisions and adopted Council Policy.

#### Q. OPERATING CAPABILITY

Not all functions show an operating surplus, however the net surplus will be used to improve and provide additional infrastructure to meet the needs of the community.

Adjustment to working capital due to accrual accounting will be made where necessary to available funds requires to maintain a balanced appropriation statement.

#### POLICY RESOLUTION AND EFFECT

This is a new Revenue Policy and was adopted by Council on 17 June, 2003 and shall commence on 1<sup>st</sup> July, 2003 and expire on 30<sup>th</sup> June, 2004.



## OTHER ITEMS OF INTEREST

### **6.4 INTERNAL AUDIT POLICY {Adopted 23 July 2002}**

That Council not appoint an Internal Auditor under Part 2 Division 1 Regulation 3 of the Local Government Finance Standards and as a consequence Council not appoint an Audit Committee under Part 2 Division 1 Regulation 3 of the Local Government Finance Standards.

### **6.6 CODE OF ETHICS**

Council developed a code of conduct pursuant to requirements under the Public Sector Ethics Act 1994. The code applies to all elected members

and employees. The code was adopted by Council on 5 February 1997.

### **6.7 EQUAL EMPLOYMENT OPPORTUNITY**

Council formalised its commitment to the EEO process through the development of a management plan, which was adopted by Council on 5 February 1997.

## TIPPERARY FLAT



## 6.5 PURCHASING POLICY {Adopted 16 March 2004}

### POLICY STATEMENT

This document illustrates Council Policy for purchasing throughout the whole Council organization, and provides detail, which allows the persons responsible to ensure that the five

(5) principles prescribed in Section 481 are observed.

The principles to be observed when entering into any purchase contract are:

(i) **Open and effective competition**

To instill confidence in the public about the cost effectiveness of Council's purchasing policies and practices generally by making procurement procedures and processes visible to the public

(ii) **Value for money**

Represent the best return and performance for the money spent from a 'Life Cycle Costs' perspective

(iii) **Enhancement of the capabilities of local business and industry**

Enhance the opportunity for Nanango Shire and the surrounding regions, Queensland and Australian suppliers of goods and services, to be considered for Council business on the basis of merit and value for money

(iv) **Environment protection**

Promoting purchasing practices which conserve resources, save energy, minimize waste, protect human health and maintain environmental quality and safety

(v) **Ethical behavior and fair dealing**

Behave with impartiality, fairness, independence, openness, integrity and professionalism.

It should be noted that the requirements of Section 481-492 of the Local Government Act 1993 and as amended are minimum requirements only and the Council is permitted to introduce more detailed conditions and limits in setting its purchasing policy.



Bitumen Storage

Bitumen Jetpatcher





PROCUREMENT DELEGATION LIMITS		
<p>Delegation by Chief Executive Officer of Authority to purchase goods and materials under the Purchasing policy and Sections 481 and 492 of the Local Government Act.</p> <p>These powers are delegated on the basis that those given the authority to purchase will do so to enable the efficient and effective delivery of services to the community.</p>		
Position	Level of Authority	Conditions
Storeman	<\$500	For general store items
Storeman	>\$500 to <\$13,000	For fuel, bitumen, pipes/culverts and other materials, equipment, labour etc to enable implementation of Council decisions and other necessary purchases in support of Engineering Services
Rates Manager	<\$500	For materials, labour and equipment of a minor nature
Blackbutt Officer	<\$500	For materials, labour and equipment of a minor nature
Manager of Community Services	<\$10,000	For materials, equipment, labour etc to enable implementation of council decisions and other expenses necessary for the operation of the department
Manager of Community Services	>\$10,000 to <\$100,000	For materials, equipment, labour etc to enable implementation of council decisions and other expenses necessary for the operation of the department with approval of the CEO
Manager of Engineering Services	<\$10,000	For materials, equipment, labour etc to enable implementation of council decisions and other expenses necessary for the operation of the department
Manager of Engineering Services	>\$10,000 to <\$100,000	For materials, equipment, labour etc to enable implementation of council decisions and other expenses necessary for the operation of the department with approval of the CEO
Manager of Finance & Administration	<\$10,000	For materials, equipment, labour etc to enable implementation of council decisions and other expenses necessary for the operation of the department
Manager of Finance & Administration	>\$10,000 to <\$100,000	For materials, equipment, labour etc to enable implementation of council decisions and other expenses necessary for the operation of the department with approval of the CEO



## 6.8 NATIONAL COMPETITION POLICY

Nanango Shire Council is committed to ensuring the effective implementation of National Competition Policy (NCP) and Council of Australian Governments (COAG) reform initiatives. This *Competition Policy* aims to provide a summary of Council's ongoing commitment in meeting competition reform.

### **Policy for Identifying Business Activities**

Activities of Council will be identified as business activities if they trade in goods and services to clients that could potentially be delivered by a private sector firm for the purposes of earning profits in the absence of Council's involvement. They do not include the non-business, non-profit activities of Council.

Each year, Council is required to identify those activities that are business activities and determine whether competition reforms need to be applied to assist in removing anti-competitive conduct, encourage greater transparency in the operation of such activities and improve the allocation of Council's limited resources.

The following activities were identified as business activities in 2003/04:

- Water Supply;
- Sewerage;
- Refuse Management;
- Plant;
- Other Roads, including:
  - Road Construction;
  - Road Maintenance;
  - Main Roads – RMPC;
  - Main Roads – APPC;
  - Private Works; and
- Building.

Council is committed to apply the Code of Competitive Conduct to all of the above business activities in 2004/05. This means that the pricing practices for each business activity need to comply with the principles of full cost pricing such that total revenue, inclusive of identified and measured community service obligations and net of any competitive neutrality adjustments, should cover the following cost elements:

- Operational and resource costs;
- Administration and overhead costs;
- Depreciation;
- Tax and debt equivalents; and
- Return on capital.

### **Competitive Neutrality Complaints Process**

Where the Code of Competitive Conduct is applied to a business activity, Section 793 of the *Local Government Act 1993* indicates that Council must establish a complaints mechanism to deal with any complaints about whether the activity is being run in accordance with the requirements of the Code. The complaints mechanism is intended to provide both Council and complainants with some degree of certainty about the status and treatment of complaints over competitive neutrality.

A competitive neutrality complaints process exists for all of Council's nominated business activities. No complaints were received in 2003/04.

### **Responsibility for Day-to-Day Operation of Business Activities**

**Water and Sewerage** – Chief Executive Officer, Manager, Engineering Services and Works Overseer.

**Refuse Management** – Chief Executive Officer and Manager, Community Services.

**Plant** – Chief Executive Officer, Manager, Engineering Services and Works Overseer.

**Other Roads** – Chief Executive Officer, Manager, Engineering Services and Works Overseer.

**Building** – Chief Executive Officer and Manager, Community Services.

All prices are reviewed by the Deputy Chief Executive Officer to ensure compliance with reform guidelines.

Details of activities to which the code of competitive conduct applies are disclosed in Note 30 attached to the financial statements.

The Queensland Competition Authority's preliminary assessment of Council's performance in implementing competition reform has been reviewed for 2003/04.

## 6.9 REGISTERS – WHICH ARE OPEN TO THE PUBLIC

REGISTER	PURPOSE	ACCESS
Register of Interest of each Councillor	To record certain financial and other personal interests of Councillors	Available to any person upon written application to the Chief Executive Officer. Relevant Councillor/s must be informed of the application.
Register of Interests of persons related to Councillors {Section 247}	To record certain financial and other personal interests of specified persons related to Councillors	Restricted to Councillors of the Nanango Shire Council and persons permitted by law or their agents.
Minutes of Meeting {Section 468}	To record all resolutions made by Council at Council Meetings (includes reports)	Available for inspection to any person five days after the meeting, Available for purchase after confirmation of minutes.
Corporate Plan {Sub 7-663}	To document the goals, strategies and performance indicators set by the Council for the 2002/03 year	Available to any person
Operational Plan {Part 2-513}	To document the goals, strategies and performance indicators set by the Council for the 2002/03 year	Available to any person
Budget {Par 4-524}	To record proposed revenue/expenses which must be consistent with the Operational Plan	Available to any person
Statement of Accounts for presentation to monthly meeting {Part 6-529}	To record accurate and meaningful financial reports up to a day as near as possible to the end of previous month	Available to any person
Annual Report/Financial Statements {Part 8-535}	To record the financial position and performance of the Corporate and Operational Plans for the year, also other statutory requirements	Available to any person
Road Register/Road Maps	To record details and categories of all Shire roads.	Available to any person
Schedule of Fees and Charges {Part 5-1008}	To record general charges levied by Council	Available to any person