



# HERBERT RIVER IMPROVEMENT TRUST

INGHAM

July 2017

# **HERBERT RIVER IMPROVEMENT TRUST**

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# HERBERT RIVER IMPROVEMENT TRUST

## ANNUAL REPORT 2016–17

### 1. Introduction

#### 1.1. Agency role and main functions

The Herbert River Improvement Trust is constituted under the *River Improvement Trust Act 1940* and was constituted by Order-in-Council dated 8 May 1942.

The function of the Trust is to provide for the protection and improvement of the bed and banks of rivers, the repair and prevention of damage to the bed and banks of rivers, the prevention of flooding and the prevention or mitigation of inundation of certain land by flood waters from rivers. The benefited area is the whole of the Shire of Hinchinbrook with the main focus of Trust activities being in the floodplain of the Herbert River which includes the main town of Ingham and the smaller communities of Halifax, Trebonne and several coastal centres as well as rural property.

The Trust's principal place of business within the Herbert River Benefited Area is at the office of Herbert Valley Accounting and Tax, in Eddleston Drive, Cordelia, Via Ingham, North Queensland.

The Trust's postal address as at June 30 is:

*PO Box 162 Ingham Qld 4850*

*Telephome – 0408 771 678*

Enquiries about this Annual Report can be made to the Trust Chairman, Mr Arthur Bosworth by phone 0419 703 591. Copies of this report can be viewed at the office of Herbert Valley Accounting and Tax, 69 Eddleston Drive, Cordelia and the Hinchinbrook Shire Council's website.

#### 1.2. Operating environment

##### 1.2.1. Administration

The Trust held 11 Ordinary Meetings during the year, and met with landholders on one occasion whilst conducting site inspections. The Trust participated in 1 Special Meeting and attended the annual conference of the State Council of River Trusts in the Burdekin in October 2016.

The Trust Chair remains unchanged from the previous year and is Mr Arthur Bosworth. The community representatives are also unchanged and Mr Gary Accornero and Mr Keith Phillips remain. Councillor Wallis Skinner and Councillor Andrew Lancini have continued in their role as Council appointed representatives.

##### 1.2.2. General

There were no personal contributions made to the Trust this year.

##### 1.2.3. Review of operations

The operations of the Trust continued to focus on improvement of the condition of the rivers and creeks and to prevent or mitigate flooding of urban and rural lands in the Hinchinbrook local government area.

The function of the Trust continues to be to plan, design, finance, undertake and maintain stream improvement works for the benefit of the community.

The Trust was successful with an application for special grant funding under the State's 2016/17 Grants and Subsidies Programs. The 60% subsidy made available enabled the Trust to bring forward Stages 1 and 2 of the Halifax Washaway reconstruction project and complete them before the 2018 wet season. This provided

improved flood immunity for the Halifax rural community and protection of State and Sugar Industry transport infrastructure.

#### **1.2.4. Capital works**

The major projects completed in 2016/17 focussed on reconstruction of the rock protection works around the Halifax Washaway and further improvement of the river channels in the Lower Herbert. The State's main Ingham/Halifax Road and the Sugar Industry's main cane rail line to the Port of Lucinda cross the Washaway. The reconstruction of sections of the river overflow has protected that key infrastructure and extensive cane growing lands behind it.

Other work to ensure the proper operation of the Halifax levee and the Alligator ponds flood channel has ensured mitigation of flooding in the future.

Mitigation of flooding in the Lower Herbert had become a capital works priority after a series of floods caused flood levels and river breakouts not expected from minor to moderate rainfall events in the catchment.

#### **1.2.5. Review of proposed forward operations**

In the event of severe flooding in the future, the flood level and river bank overflow situation in the lower Herbert will continue to be closely monitored. Changes in the river with bank vegetation sediment build up, islands and vegetation established on them e.g. the large island opposite Cordelia, may need urgent analysis and management.

Restoration of bank erosion will remain a priority to maintain the stability of all rivers and creeks in the Trusts area and to play an important part in the management of lands in the Herbert Valley.

Hinchinbrook Shire Council will continue to underpin the financial capacity of the Trust to continue its operations and the Trust will continue to seek to attract external funding from both State and Commonwealth programs to accelerate progress with its 5 year works program.

At this stage, no borrowings to fund works are proposed.

## **2. Non-financial performance**

### **2.1. Government objectives for the community**

The Trust provides services that meet the government's objective of protecting the environment, such as ensuring sustainable management of natural resources.

### **2.2. Other whole-of-government plans / specific initiatives**

The program of works completed in 2016/17 had a significant focus on stream and water quality improvement for the lower Herbert River delta and the Great Barrier Reef.

### **2.3. Objectives and performance indicators**

The Trust carried out priority works approved under its annual works program in 2016/17. The works program had a significant focus on community resilience and water quality improvement for the Great Barrier Reef.

The works done involved the community and saw community investment again in a program done for their wellbeing, security from flooding and the protection of National, State and Local Government infrastructure and protection of agricultural lands.

## 2.4. Outputs and output performance measures

The Trust reports on its annual works program performance through the online enquire program with the assistance, as required, of the State Council of River Trusts Queensland Inc. and DNRM.

## 3. Financial performance

### 3.1. Summary of financial performance

The main sources of Trust funding for 2016/17 were:

• Hinchinbrook Shire Council Annual Precept	\$239 370.00
• State Council of River Trusts Queensland Inc.	133 987.93
• Dept. of Infrastructure, Local Government and Planning	170 366.45

The Trust has no borrowings and has sufficient cash funds to meet commitments for 2017/18.

*See Attachment 6: Entity Indebtedness Statement*

### 3.2 Breakdown of funds spent on trust assets

Capital works grants \$	Capital works completed \$	Repairs due to flood \$	Restoration of assets (excl. flood) \$	Maintenance work on assets \$
\$304 354.38	\$447 544.96	Nil	Nil	\$15 902.16

## 4. Governance – management and structure

### 4.1. Organisational structure

Composition of the Herbert River Improvement Trust:

- As per the Herbert River Improvement Trust's constitution, a total of 5 members may be appointed to the Trust.
- Of the above members, 3 are to be appointed by the Minister following advertisement and a merit selection process, and 2 local government members are to be appointed by the constituent local government (Hinchinbrook Shire Council). The trust members nominate one of the existing members to be elected as chairperson.

Members appointed at 30 June 2017:

Name	Position	Current term	First appointed
Mr Arthur Bosworth	Chair	Full year	11 April 2013
Cr Wallis Skinner	Member	Full year	17 May 2012
Cr Andrew Lancini	Member	Full year	26 April 2016
Mr Gary Accornero	Member	Full year	11 April 2013
Mr Keith Phillips	Member	Full year	11 April 2013

## **4.2. Executive management**

Officers of the Trust for the year were:

Secretary - Mrs Leigh Carr – employed 17 July 2014

## **4.3. Government bodies (statutory bodies and other entities)**

*See Attachment 3: Government Bodies (Statutory Bodies and Other Entities)*

## **4.4. Public Sector Ethics Act 1994**

The Trust has complied with the *Public Sector Ethics Act 1994*. When appointed, members of the Trust are reminded of their obligations to the Trust and are given access to the publication, *Welcome Aboard: A Guide for Members of Queensland Government Boards, Committees and Statutory Authorities*.

The Herbert River Improvement Trust has in place a Code of Conduct and has complied with the *Public Sector Ethics Act 1994*.

## **4.5. Public Interest Disclosures Act 2010**

The Trust has adopted by resolution the procedures accessible at the following website of the Department of Natural Resources and Mines: <http://www.dnrm.qld.gov.au/water/qld-river-improvement-trusts>

# **5. Governance – risk management and accountability**

## **5.1. Risk management**

*See Attachment 5: Prudential Assessment Questionnaire*

## **5.2. Audit committee**

The Trust undertakes the role of the Audit Committee ensuring the appropriate accounting standards are used and that there is proper examination of the Trust's financial arrangements.

## **5.3. Internal audit**

When required, the Trust undertakes internal audit functions. There is nothing in this regard to report for 2016/17.

## **5.4. External scrutiny**

The Trust has not been reviewed by any external entities (apart from the Auditor-General's report on the financial statements) during the reporting period.

## **6. Governance – human resources**

### **6.1. Workforce planning and performance (staffing)**

The Trust employs Mr Luke Rosadi to mow the levee at Halifax, and uses the services of casual employees (administration), private contractors, overseers and an engineer (Mr Tim Smith), where appropriate, to undertake both capital and maintenance works. This is a satisfactory and cost effective arrangement. Consultants are engaged from time to time to provide specialised services in technical design and studies for major projects. It is not an option for this Trust to retain full time specialist staff given the infrequency of major projects and the funds available for such services.

### **6.2. Early retirement, redundancy and retrenchment**

No redundancy, early retirement or retrenchment packages were paid during the period.

## **7. Governance – operations**

### **7.1. Consultancies**

The Trust did not employ any consultants during the 2016/17 financial year.

### **7.2. Overseas travel**

No overseas travel on trust business was undertaken by members of the Trust.

### **7.3. Information systems and recordkeeping**

For the reporting period, the Trust's information system and recordkeeping was conducted by Herbert Valley Account and Tax.

### **7.4 Open data**

In accordance with the Annual Report Requirements 2016–17, a number of annual reporting requirements will be published by DNRM on behalf of the trust through Queensland Government Open Data including consultancies, overseas travel, Queensland language services policy, and government bodies.

## 8. Financial statements

In accordance with the exemption granted by the Treasurer, special purpose financial statements have been prepared by the Trust, certified by the Chairperson and Secretary, and submitted to the Queensland Audit Office for audit. A copy of the Auditor's Report will be submitted to the Department of Natural Resources and Mines as soon as it is available.

### 8.1. Remuneration Disclosures

- Remuneration paid to chairperson (meeting fees \$3 120/mileage \$399.60).
- Remuneration paid to members (meeting fees \$7 950/mileage \$501.72).

*See Attachment 3: Government Bodies (Statutory Bodies and Other Entities)*



Signature of chairperson

Dated 8/6/2018



**Herbert River Improvement  
Trust**

ABN 64 454 924 781

**Financial Statements**  
**For the year ended 30 June 2017**

# Herbert River Improvement Trust

ABN 64 454 924 781

## Detailed Profit and Loss Statement

For the year ended 30 June 2017

	2017 \$	2016 \$
<b>Income</b>		
Government Grants:	543,724	260,782
Conference		36
Interest Received:	4,621	5,384
	<u>548,345</u>	<u>266,202</u>
<b>Expenses</b>		
Administration Expenses:	72,657	60,661
Bank Fees and Charges	98	82
Depreciation:	216,060	201,858
Interest	1	
Capital Works:		9,049
Maintenance (Trust Funded):	8,692	8,844
Maintenance (Grant Funded):	7,210	
Sundry Expenses:		25,000
	<u>904,718</u>	<u>905,495</u>
Net Profit (Loss) from Ordinary Activities	<u>(356,373)</u>	<u>(639,292)</u>

The accompanying notes and compilation report forms part of these financial statements.

**Herbert River Improvement Trust**  
**ABN 64 454 924 781**  
**Detailed Balance Sheet as at 30 June 2017**

	Note	2017 \$	2016 \$
<b>Current Assets</b>			
<b>Cash Assets</b>			
Commonwealth Bank - Cheque Account		18,208	4,486
Commonwealth Bank - Online Saver		276,518	244,699
Commonwealth Bank - Term Deposit		102,607	100,000
		<u>397,333</u>	<u>349,185</u>
<b>Receivables</b>			
Taxation Refund		86,879	69,219
		<u>86,879</u>	<u>69,219</u>
		<u>484,212</u>	<u>418,404</u>
<b>Total Current Assets</b>			
<b>Non-Current Assets</b>			
<b>Property, Plant and Equipment</b>			
Natural Assets - at Fair Value		37,555,457	37,457,956
Less: Accumulated Depreciation		(7,406,925)	(6,655,816)
Structures - at Fair Value		1,855,738	1,505,693
Less: Accumulated Depreciation		(497,063)	(432,112)
		<u>31,507,206</u>	<u>31,875,721</u>
		<u>31,507,206</u>	<u>31,875,721</u>
<b>Total Non-Current Assets</b>			
		<u>31,991,418</u>	<u>32,294,125</u>
<b>Total Assets</b>			
<b>Current Liabilities</b>			
<b>Payables</b>			
<b>Unsecured:</b>			
Payables		53,842	176
		<u>53,842</u>	<u>176</u>
		<u>53,842</u>	<u>176</u>
<b>Total Current Liabilities</b>			

The accompanying notes and compilation report forms part of these financial statements.

**Herbert River Improvement Trust**  
**ABN 64 454 924 781**  
**Detailed Balance Sheet as at 30 June 2017**

	Note	2017 \$	2016 \$
<b>Total Liabilities</b>		<u>53,842</u>	<u>176</u>
<b>Net Assets</b>		<u>31,937,576</u>	<u>32,293,949</u>
<b>Equity</b>			
Asset Revaluation Reserve		14,766,558	14,766,558
Accumulated Surplus		<u>17,171,018</u>	<u>17,527,391</u>
<b>Total Equity</b>		<u>31,937,576</u>	<u>32,293,949</u>

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The accompanying notes and compilation report forms part of these financial statements.

# Herbert River Improvement Trust

ABN 64 454 924 781

## Notes to the Financial Statements

For the year ended 30 June 2017

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### Note 1: Summary of Significant Accounting Policies

The members have prepared the financial statements of the trust on the basis that the trust is a non-reporting entity because there are no users dependant on general purpose financial statements. The financial statements are therefore special purpose financial statements that have been prepared in order to meet the requirements of the information needs of the stakeholders.

The financial statements have been prepared in accordance with the significant accounting policies disclosed below, which the members have determined are appropriate to meet the purposes of preparation. Such accounting policies are consistent with the previous period unless stated otherwise.

The financial statements have been prepared on an accruals basis and are based on historical costs unless otherwise stated in the notes. The accounting policies that have been adopted in the preparation of the statements are as follows:

#### (a) Property, Plant and Equipment (PPE)

Property, Plant and Equipment are carried at cost or at independent or trustees' valuation. All assets, excluding freehold land and buildings are depreciated over the useful lives of the assets to the trust. Increases in the carrying amount arising on revaluation of land and buildings are credited to a revaluation reserve in members' equity. Decreases that offset previous increases of the same asset are charged against fair value reserves directly in equity; all other decreases are charged to the income statement. Each year the difference between depreciation based on the revalued carrying amount of the assets charged to the income statement and depreciation based on the asset's original cost is transferred from the revaluation reserve to retained earnings.

#### (b) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities on the balance sheet.

#### (c) Revenue and Other Income

Revenue is measured at the fair value of the consideration received or receivable.

Interest revenue is recognised using the effective interest rate method, which, for floating rate financial assets, is the rate inherent in the instrument.

Grants, contributions, donations and gifts that are non-reciprocal in nature are recognised as revenue in the year in which the Trust obtains control over them (usually at the time of receipt). Where grants are received that are reciprocal in nature, revenue is progressively recognised as it is earned, according to the terms of the funding agreements.

#### (d) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST. Receivables and payables in the balance sheet are shown inclusive of GST.

#### (e) Trade and Other Payables

Trade and other payables, including bank borrowings and distributions payable, are recognised at the nominal transaction value without taking into account the time value of money.

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# Herbert River Improvement Trust

ABN 64 454 924 781

## Compilation Report to Herbert River Improvement Trust

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We have compiled the accompanying special purpose financial statements of Herbert River Improvement Trust, which comprise the balance sheet as at 30 June 2017, the profit and loss statement for the year then ended, a summary of significant accounting policies and other explanatory notes. The specific purpose for which the special purpose financial statements have been prepared is to provide information relating to the performance and financial position of the Trust that satisfies the information needs of relevant stakeholders.

### *The Responsibility of the Trustees*

The members are solely responsible for the information contained in the special purpose financial statements, the reliability, accuracy and completeness of the information and for the determination that the basis of accounting adopted is appropriate to meet their needs and for the purpose that the financial statements were prepared.

### *Our Responsibility*

On the basis of information provided by the members, we have compiled the accompanying special purpose financial statements in accordance with the financial reporting framework described in Note 1 to the financial statements and APES 315 Compilation of Financial Information.

We have applied our expertise in accounting and financial reporting to compile these financial statements in accordance with the financial reporting framework described in Note 1 to the financial statements. We have complied with the relevant ethical requirements of APES 110 Code of Ethics for Professional Accountants.

### *Assurance Disclaimer*

Since a compilation engagement is not an assurance engagement, we are not required to verify the reliability, accuracy or completeness of the information provided to us by management to compile these financial statements. Accordingly, we do not express an audit opinion or a review conclusion on these financial statements.

The special purpose financial statements were compiled exclusively for the benefit of the members who are responsible for the reliability, accuracy and completeness of the information used to compile them. Accordingly, these special purpose financial statements may not be suitable for other purposes. We do not accept responsibility for the contents of the special purpose financial statements.



Herbert Valley Accounting and Tax

8 June, 2018

# Herbert River Improvement Trust

ABN 64 454 924 781

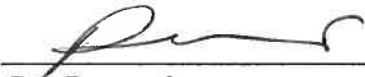

## Members' Declaration

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The members declare that the Trust is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

The members declare that:

- (i) the financial statements and notes, present fairly the Trust's financial position as at 30 June 2017 and its performance for the year ended on that date in accordance with the accounting policies described in Note 1 to the financial statements; and
- (ii) financial assistance received has been expended in accord with the purposes for which it was given in the financial year.

  
\_\_\_\_\_  
R A Bosworth  
Chairperson  
\_\_\_\_\_  
L F Carr  
Secretary

Date 8/6/2018

## Annual Reporting 2016-17

## GOVERNMENT BODIES (STATUTORY BODIES AND OTHER ENTITIES)

Herbert River Improvement Trust						
Act or instrument	River Improvement Trust Act 1940					
Function	To provide for the protection and improvement of the bed and banks of rivers, the repair and prevention of damage to the bed and banks of rivers, the prevention of flooding and the prevention or mitigation of inundation of certain land by flood waters from rivers.					
Achievements	The major projects completed in 2016/17 focussed on river bank stabilisation in the lower Herbert River. Eight eroded sections of bank across the Halifax Washaway were re-profiled and rocked to control flood overflows and protect the State Government's recently upgraded Ingham – Halifax main road, and the cane rail line to the Port of Lucinda that runs beside the road. This work was able to be brought forward in the Trust's 5 year works program with the availability of funding subsidy under the Department of Infrastructure, Local Government and Planning's 2016/17 Grants and Subsidies Program. Restoration of a section of scoured bank of the Herbert River opposite the Hinchinbrook Shire Council's town water intake and pump station was also re-profiled and stabilised with rock to prevent further erosion. Upgrading of another section of the Alligator Ponds flood channel was also completed to maximise its flood mitigation benefit in the future. Other minor works were also carried out in the river bed below Halifax and at the Halifax levee to prepare for future Herbert River flooding. Works were also carried out further upstream to repair bank scour at a number of sites.					
Financial reporting	Not exempted from audit by the Auditor-General. Transactions of the entity are accounted for in the financial statements, which are audited by distance audit procedures.					
Remuneration						
Position	Name	Meetings attended (insert number)		Approved annual or daily fee (half daily fee paid if under 4 hrs)	Approved sub-committee fees if applicable	Actual fees received
Chair	Mr Arthur Bosworth	over 4 hrs	1	\$290 daily	N/A	\$ 3 120 (chair full year)
		under 4 hrs	10			
Member (Deputy Chair)	Cr Wallis Skinner	over 4 hrs	2	\$300 daily	N/A	\$ 2 250
		under 4 hrs	10			
Member	Cr Andrew Landini	over 4 hrs	2	\$300 daily	N/A	\$ 1 950
		under 4 hrs	9			
Member	Mr Gary Accornero	over 4 hrs	2	\$300 daily	N/A	\$ 1 950
		under 4 hrs	9			
Member	Mr Keith Phillips	over 4 hrs	2	\$300 daily	N/A	\$ 1 800
		under 4 hrs	8			
Total remuneration paid (add actual fees received column)						\$11 070



No. scheduled meetings	11			
Average duration (please tick one) ✓	Daily meetings		Sub-committees (if applicable)	
	< 2 hours		< 2 hours	
	> 2 to < 4 hours	✓	> 2 to < 4 hours	
	> 4 hours		> 4 hours	
Total out of pocket expenses	\$2 758.55			

Herbert River Improvement Trust - Additional information				
Appointing authority	Minister for Natural Resources and Mines – community members Hinchinbrook Shire Council – local government representatives			
Remuneration category	Regulation, Administration and Advice – Level 3			
Funding (please tick all applicable) ✓	✓	Old State Government	State Council and DILGP	
		Non-government		
	✓	Other	Hinchinbrook Shire Council	
Equal employment opportunity census (please indicate numbers, e.g. 3)	Target group		Male	Female
	Aboriginal and Torres Strait Islander People			
	People with a disability		1	
	People with non-English speaking background			
	Women		—	3

Contact officer & position	Leigh Frances Carr - Secretary
Telephone	0408 771 678
Email	herbtrvll@countingandtax@bigpond.com
Additional information if required	

## Annual Reporting 2016–17

## FEES PAID TO BARRISTERS AND SOLICITORS

Name of entity: Herbert River Improvement Trust

Name of portfolio: Natural Resources &amp; Mines

<b>Name of legal firm(s) and Full name(s) &amp; title(s) of each practitioner consulted – please also note if practitioner is a barrister or solicitor (details required for departmental reporting)</b>	<b>No. of briefs paid for and Date(s) briefs were provided</b>	<b>Legal category of service* (please select from list below)</b>	<b>Location of legal service</b>	<b>Amount paid (inc. GST) \$</b>
N/A	N/A	N/A	N/A	N/A

**\*Legal categories:** Litigation, Prosecutions and Advocacy, Commercial Law, Project and Construction, Property, Intellectual Property, Public Law, Administrative Law, Workplace Law, Native Title, Child Welfare, Legal Advice on agency, Management/Corporate, Other legal services (please specify).

## Annual Reporting 2016–17

## PRUDENTIAL ASSESSMENT QUESTIONNAIRE

Name of entity: **Herbert River Improvement Trust**

In order to assess the entity's financial position, the entity is required to complete **ALL SECTIONS** in the following statement which is to be signed and dated by the Chairperson of the entity at the relevant time.

The statement must accompany the annual financial statements of the entity, prepared and submitted to the QAO, as soon as possible after 30 June in each financial year.

If the entity is required to state reasons or provide written commentary, the entity is asked to please attach all written responses and return with completed statement.

No.	Question	Yes/No/Other
1	<p><b>Has the entity developed and attached its budget for the next financial year?</b></p> <ul style="list-style-type: none"> <li>• If not, please provide reasons and forward a copy of the budget documentation as soon as possible, noting that this must be provided to DNRM by 31 August<sup>1</sup>.</li> <li>• If yes, was there a material variation of actual results recorded in the financial statements compared with the budget forecasts made at the beginning of the financial year?</li> </ul>	No
2	<p><b>Did the entity prepare monthly bank reconciliation statements during the financial year?</b></p> <ul style="list-style-type: none"> <li>• If not monthly, how frequently were they prepared and why?</li> <li>• If not at all, why not?</li> </ul>	Yes
3	<p><b>At any stage during the financial year was the entity overdrawn at the bank?</b></p> <ul style="list-style-type: none"> <li>• If yes, state reasons why.</li> <li>• Is the entity aware that it requires the Treasurer's approval to operate an account with an overdraft facility<sup>2</sup>?</li> <li>• Does the entity need to seek the Treasurer's approval<sup>3</sup>?</li> </ul>	Yes

<sup>1</sup> This is a requirement under section 13 of the River Improvement Trust Act 1940.

<sup>2</sup> Also, note section 31 of the Statutory Bodies Financial Arrangements Act 1982. <http://www.legislation.qld.gov.au/LEGISLTN/CURRENT/S/StatutryBodA82.pdf> and "Overdraft Facilities—Operational Guidelines for the Public Sector": <https://www.treasury.qld.gov.au/publications-resources/overdraft/index.php>

A statutory body may operate a deposit and withdrawal account to the extent necessary or convenient for its day to day operations. However, the account may only be operated with an overdraft facility with the prior approval of the Treasurer.

<sup>3</sup> The entity should contact the Manager, Catchment Programs, for advice on procedure.

No	Question	Yes/No/Other
4	<p><b>Did the entity draw down any loan borrowings during the financial year?</b></p> <ul style="list-style-type: none"> <li>• If DNRM authorised loan borrowings and the entity has subsequently drawn down funds from the QTC, did the entity meet all its loan repayments on time?</li> <li>• Did the entity draw down any further debt during the year?</li> <li>• Was the further draw down approved by DNRM?</li> <li>• If so, how much (\$ and note the terms) and when approved.</li> </ul>	No
5	<p><b>Taking into account the nature and scope of its operations and its size, has the entity undertaken a risk management assessment to ensure the entity is protected from unacceptable costs or losses?</b></p> <ul style="list-style-type: none"> <li>• If the entity has discovered it is exposed to risk, has the entity taken action or put plans in place to avoid, minimise, control and manage the risk?</li> <li>• If yes, please outline the actions taken and/or the key elements of these plans in an attachment to this questionnaire.</li> </ul>	Low risk identified – no requirement for formal plans
6	<p><b>Does the entity have current cover for public liability and professional indemnity insurance?</b></p> <ul style="list-style-type: none"> <li>• Are the entity's insurance premiums paid up to date?</li> <li>• Is the current level of insurance cover appropriate?</li> <li>• Has the entity recently reviewed the adequacy of its insurance cover? (A copy of current policy may be requested)</li> </ul>	Yes

#### **Note**

If the entity is to respond with a written statement to any of the matters mentioned above, the entity must also include in the written statement the action taken by it to remedy the situation.

If the entity has not taken any action to remedy the situation, the entity must state the reasons for its inaction.

*(Prudential assessment questionnaire continues over page)*

## Accrual Accounting

If your entity has a total gross revenue of \$1,000,000 or more—

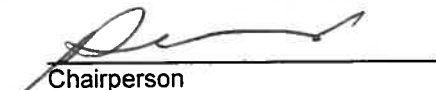
No	Question	Yes/No/Other
7	For how many years in succession has your entity's gross revenue exceeded \$1,000,000?	N/A (income less than \$1m)
8	<p>Are there any specific and exceptional factors that account for gross revenue exceeding \$1,000,000 that are unlikely to occur on an ongoing basis in future years (e.g. a special two-year subsidy program that is not expected to be ongoing)?</p> <ul style="list-style-type: none"><li>If so, please outline the nature of these exceptional revenue factors and state when these factors will no longer have an observable effect on gross revenue in your balance sheets.</li></ul>	N/A (income less than \$1m)
9	Has the entity, as part of its annual financial planning, assessed the growth in its operations and evaluated the impacts of cash accounting versus the accrual accounting framework?	N/A (income less than \$1m)
10	<p>If not already transitioned from cash accounting, is the entity preparing for the introduction of accrual accounting into its operations?</p> <ul style="list-style-type: none"><li>If yes, by which date does the entity anticipate to have fully implemented accrual accounting methods?</li><li>If not, why not? (noting that this is a requirement under the <i>Financial reporting requirements for Queensland Government agencies</i> published by the Treasury department)</li></ul>	N/A (income less than \$1m)

### Note:

If the entity is required to provide reasons in response to questions 8 and 10 above, please **attach a written statement**.

When responding to question 10 above, the entity must **state reasons for its inaction**, if any.

Signed:

  
Chairperson

Herbert River Improvement Trust

Date:

8/6/2016

## Annual Reporting 2016–17

## ENTITY INDEBTEDNESS STATEMENT

Name of entity: **Herbert River Improvement Trust**

An entity that has outstanding loans is required to prepare an entity indebtedness statement to accompany its end of year financial statements presented for audit.

Does the entity have outstanding loans?

(Indicate with a tick - ✓)

Yes

☐

No

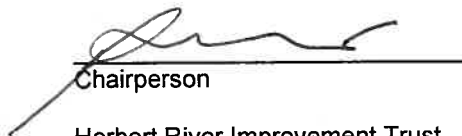
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*This statement must be dated and signed by the entity's Chairperson.*

If YES above is ticked, please address the following:

1	The term of the loan, when it was taken out and when final payment is due:
2	The level of debt at the beginning of the current financial year (1 July):
3	The level of debt at the close of the current financial year (30 June):
4	State how the debt will be serviced in the coming financial year:
5	How the payments will be split between interest and principal:
6	Other commitments the entity may have for the current and coming financial years (e.g. financial commitments the entity might have under existing or proposed contractual arrangements):
7	Additional information if required:

Signed:


  
Chairperson

Herbert River Improvement Trust

Date:

8/6/2018