

---

# HERBERT RIVER IMPROVEMENT TRUST



---

## Letter of Compliance

The Honourable Dr Anthony Lynham MP  
Member for Stafford  
Minister for Natural Resources, Mines and Energy  
PO Box 15216  
CITY EAST QLD 4002

26 July 2018

Dear Minister

I am pleased to present the 2017–18 annual report and financial statements for the Herbert River Improvement Trust.

I certify that this Annual Report complies with:

- the prescribed requirements of the *Financial Accountability Act 2009* and the *Financial and Performance Management Standard 2009*; and
- the detailed requirements set out in the *Annual report requirements for Queensland Government agencies*.

Yours sincerely

Robert A Bosworth  
Chairperson  
Herbert River Improvement Trust

# HERBERT RIVER IMPROVEMENT TRUST

## ANNUAL REPORT 2017–18

### 1. Introduction

#### 1.1 Agency role and main functions

The Herbert River Improvement Trust was constituted in 1943 under the *River Improvement Trust Act 1940*.

The main function of the Trust continues to be to deliver river management, flood mitigation and environmental benefits that align with the State's own Queensland Strategy for Disaster Resilience and water quality improvement programs in the lower Herbert River and tributaries between Abergowrie and the coast at Lucinda.

The Trust's main objectives are to protect and improve the condition of the rivers, repair flood damage, prevent future flood damage, protect public infrastructure and mitigate flooding for the benefit of both urban and rural communities. Over the last 70 years, the Trust has constructed river improvement works at over 300 sites in the Hinchinbrook Shire Council local government area.

The works of the Trust deliver substantial environmental benefits with the reduction in sediment loads from bank erosion and resultant water quality improvement of flood waters moving out to the inner Great Barrier Reef.

The Trust area includes the Herbert River and its main tributaries including the Stone River, Gowrie and Lannercost Creeks. The delta includes Ripple Creek and the Seymour River, Herbert Anabran on the northern side of the Herbert, Trebonne, Kingsbury, Frances, Cattle and Palm Creeks on the southern side. The Herbert also has two major overland flood flow breakouts – the Gairloch and Halifax Washaways. Further south, the Trust area also includes Waterview and other creeks that outfall directly to the coast.

- Address: Hinchinbrook Shire Council, 25 Lannercost Street, Ingham Q 4850
- Postal address: PO Box 162, Ingham Q 4850
- Contact number and email: 0408 771 678. herbertvalleyaccountingandtax@bigpond.com
- Contact officer: Leigh Carr, Secretary

This report will be available from the Hinchinbrook Shire Council and on request from the Trust.

#### 1.2 Operating environment

##### 1.2.1 Administration

During the year, the Trust held 10 ordinary meetings and 1 special meeting.

##### Ordinary Meeting dates:

06/07/2017	05/10/2017	01/03/2018	07/06/2018
03/08/2017	16/11/2017	11/04/2018	
07/09/2017	01/02/2018	03/05/2018	

##### Special Meeting date:

26/04/2018

The annual conference and annual general meeting (AGM) of the State Council of River Trusts, Queensland was held in Brisbane and hosted by the Ipswich Trust over the week end of 1-3 November, 2017. The Cairns, Cassowary Coast, Herbert, Don and Whitsunday Trusts made presentations of the projects they had completed during the year. The meeting included inspections of projects completed by the Ipswich Trust. The Trust was represented at the conference and AGM by Chair Mr Robert A Bosworth and Members Cr Wallis Skinner, Cr Andrew Lancini and Mr Gary Accornero.



### 1.2.2 General

The Trust did not require the services of any Barristers and/or Solicitors during the reporting period (Attachment 4) and no personal contributions were made to the Trust by members and/or staff during the reporting period.

### 1.2.3 Review of operations

The year commenced with periods of significant rainfall in January and then very heavy rainfall in late March, early April. Flooding occurred in the lower Herbert and Herbert Delta, resulting in a disaster declaration by the State Government in April, 2018.

In the flood event, the severity of the two flood peaks at Ingham in the lower Herbert were the worst of the flooding in North Queensland.

The Trust carried out a preliminary assessment of flood damage and received many reports of flood breakouts and river bank damage from landowners. The worst affected areas were Cordelia and Macknade.

The Trust was one of the local agencies invited to make a submission for NDRP funding assistance to be administered by the QRA for infrastructure and non-infrastructure projects. Funding was to be provided jointly by the State and Australian Governments (\$12M) with applicants also expected to contribute.

The Trust made a submission (for infrastructure project) to raise the Halifax town levee following experience with the floods in 2009, 2014 and now 2018 at an estimated cost of \$488,475. The Trust sought 80% subsidy assistance under the NDRP with 20% contribution offered by the Trust. The QRA advised by letter that the Trust's submission was unsuccessful because "the program had been heavily oversubscribed".

This project will have to be done to prevent flood damage in Halifax in the future. The three recent floods were all assessed as being less than 6.7% Annual Exceedance Probability (AEP) events (less than 1 in 15 year Average Recurrence Interval (ARI) flood events). The levee was designed in 2004 to provide 1% AEP (1 in 100 year ARI) immunity to flooding.

Changes in the vegetation and bed levels along the river and changes to the landscape in the delta (changes to private levees, drainage patterns and farm layouts – matters not able to be controlled by the Trust), have played no small part in raising flood levels in the Lower Herbert during significant flood events.

#### Significant undertakings relating to the carrying out of the Trust's role and function:

In stream vegetation and river bed management at and below Halifax continued to be a major project for the Trust following hydraulic modelling done in line with the recommendations of recent hydraulic modelling done for the Trust. The work included re-profiling the river bed at the four islands below Halifax. The work has helped lower flood levels in Halifax, however more needs to be done. Initial work on Castorina Island above Halifax at Cordelia was completed before the 2018 floods but Cordelia and Macknade still suffered severe flooding.

A major river bank rock stabilisation project was completed at the Halifax Washaway. Re-profiling and rock stabilisation was completed on 8 sections of the Washaway bank to prevent scouring and flood damage to the State's Ingham Halifax road and the main cane rail line to the Port at Lucinda where they cross the Washaway.

Rock protection was also completed to stabilise the bank of the Herbert opposite the Ingham town water supply intake.

#### New strategies that the Trust needed to develop during the reporting period:

The flooding and flood damage in early 2018 caused a rethink and immediate revision of the Trusts priorities and works program. The most urgent strategy development needed was how to fund the cost of flood damage restoration and natural disaster resilience activities in the absence of some assistance from the State Government (QRA) for the community on the Herbert River in 2018. The strategy also needed to address the need to raise the Halifax Town levee given that funding assistance from QRA was not available.

The strategy also needed to address the extensive new river bank damage that had resulted from the flooding and vegetation loss. The Trust had inspected and assessed 17 sites of major erosion damage affecting infrastructure and agricultural land. These sites did not include the obvious effects of flooding in the residential area of Cordelia. The Trust will not have the funding to repair river bank damage at more than 5 or 6 of these sites in 2018/19.



#### Details of the opportunities and challenges:

Works carried out in 2018 have progressed the priority being given by the Premier to water quality improvement for the Great Barrier Reef. The works done by the Trust stabilise the river banks and contribute to a reduction in the suspended sediment load moving out to the inner reefs during times of flooding.

The annual works programs of the Trust will continue to progress this work, concentrating on sections of bank most vulnerable to further erosion.

#### Summary of matters of interest to key stakeholders:

Most matters of interest to key stakeholders relate to flood mitigation, protection against flood damage, proper management of agricultural land on the flood plain areas in the river valleys and the broader outcome of water quality improvement.

Key stakeholders confirm their interest and commitment to the work of the Trust by continuing to contribute funding to the work of the Trust. During the year, contributions came from local government (Hinchinbrook Shire Council), State Government and landowners. Land owners make significant contributions to the funding of efforts that potentially benefit more than just their own frontages.

The Trust also continues to take the opportunity to take part in joint projects with catchment groups and others, focussed on revegetation of river and creek banks and riparian areas.

#### *1.2.4 Capital works*

Major river bank restoration and stabilisation works were completed on the Herbert River. Most of the major work was in the lower Herbert as described in the "Review of operations" above. Capital works projects were:

- The vegetation and river bed management at and below Halifax
- Initial work on Castorina Island above Halifax at Cordelia
- Major river bank rock stabilisation was completed at 8 sites in the Halifax Washaway to protect State and Sugar Industry infrastructure and the community
- Bank protection and stabilisation on the Herbert opposite the Ingham town water supply intake
- Other bank restoration works were completed at 5 sites adjacent to cane growing properties on the Herbert, and
- Vegetation management and minor earthworks were completed to maintain the lines and levels of the Halifax Town levee.

The impact of the 2018 floods is discussed above. Restoration of flood breakouts and flood damage that threaten infrastructure, residential areas and agricultural land will dominate the Trusts 2018/19 works program before the next wet season.

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

The Hinchinbrook Shire community is committed to using the Trust to maintain and extend the essential river management infrastructure delivered by the Trust since it was established in 1943.

The Trust continues to work under its river management strategies and action plans to prepare for extreme events like those that have occurred in the past. The work lessens the threat of erosion and reduces the movement of suspended sediment out into the inner reef lagoon. The work fits in very well with the Commonwealth and State initiatives of water quality improvement.

The Trust has been very successful in recent years in securing additional funding for similar works under earlier water quality improvement programs.

The task for the Trust is to work with the other North Queensland Trusts to keep the State Government as a stakeholder in the work they do for the community. The State needs to be a partner in funding the works programs in recognition of the obvious flood mitigation and environmental benefits it receives, benefits that align with its own Queensland Strategy for Disaster Resilience and water quality improvement programs.

## **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 and water quality improvement.

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

Where applicable, the Trust provides services that are consistent with whole-of-government plans and specific initiatives addressing particular issues for North Queensland.

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

The Trust's objectives, as listed in its strategic plan, are:

- To maintain and improve the condition and stability of the rivers and creeks of the Hinchinbrook local government area for the benefit of the community
- To continue to achieve partnerships to prioritise an ongoing program of works to provide that improvement
- To continue to seek funding partnerships with key stakeholders that benefit from stream improvement works in the area, partnerships with local government, State Government, Commonwealth Government, landowners, rural industry, and the community
- To achieve improvement in the condition and stability of rivers, mitigate flooding, restore flood damage associated with natural disaster flood events with sound river management and engineering solutions, and
- Improve the understanding of the stakeholders of the value of river management in the Hinchinbrook local government area.

The Trust measures its achievement of these objectives by community feedback and the continued investment by stakeholders in river management.

The Trust met its objectives for the 2017–18 reporting period:

- The Trust completed works included in its 2017/18 Annual Works Program and the works carried over will be completed by November 2018. A review of the program was necessary after the 2018 floods.
- Wet weather in the first half of 2018 hampered progress and then added a new set of priorities to the program after rain in late March/early April.
- Progress improved greatly with the availability of the State subsidy of 40% and the DILGP job creation program (a subsidy of 60%). The DILGP assistance funded the Halifax Washaway and bank restoration opposite the Ingham water intake.
- The Trust's objectives are achieved with a value for money approach. An analysis of unit costs and overheads confirms this.

### **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 Trust's major funding sources for the 2017-18 year were:

• Hinchinbrook Shire Council	\$243 000.00
• State Council of River Trusts Queensland	\$118 039.84
• Department of Infrastructure, Local Government and Planning	\$ 99 034.15

The Trust had no borrowings or State loan indebtedness and had the financial ability to fund its works program and service its debts during the reporting period.

#### 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 \$
460 073.99	210 071.56	40 339.82	-	34 376.15

### 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 - HSC). The trust members nominate one of the existing members to be elected as chairperson.

Members appointed at 30 June 2018:

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

#### 4.2 Executive management

The Trust is self-managed.

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

Attachment 3 outlines meeting and remuneration information for the Trust for the 2017-18 reporting period. DNRM will make this information available on its website alongside the 2017-18 summary annual report of Queensland's river improvement trusts.

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

The *Public Sector Ethics Act 1994* (PSEA) applies to public service agencies and public section entities as defined under the PSEA.

When appointed, members to the board are reminded of their obligations to the water authority 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*. The Code is aligned with that adopted by HSC.

#### **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 & Mines: <http://www.dnrm.qld.gov.au/water/qld-river-improvement-trusts>

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

#### **5.1 Risk management**

The Prudential Assessment Questionnaire is provided at Attachment 5.

The Trust operates with the benefit of the risk management and accountability procedures of the HSC.

#### **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 2017-18.

#### **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 employed 3 staff during the 2017-18 financial year, all of which worked casual hours as required by the Trust.

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

No packages were paid during the period.

## 7. Governance – operations

### 7.1 Consultancies

The Trust did not employ any consultants during the 2017-18 financial year.

The Trust's business was conducted by the Engineer throughout the year with assistance from HSC.

### 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 Accounting and Tax.

The Trust did not lose any records during 2017-18.

### 7.4 Open data

In accordance with the Annual Report Requirements 2017–18, 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 *Financial Accountability Act 2009* and the *Financial and Performance Management Standard 2019*, general 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, Mines and Energy as soon as it is available.

### 8.1 Remuneration Disclosures

- Remuneration paid to chairperson - \$2 730.00
- Remuneration paid to members - \$10 680.00

Further information on remuneration and meetings is provided at Attachment 3.



---

Signature of chairperson

Dated 26<sup>th</sup> July 2018



# **Herbert River Improvement Trust**

ABN 64 454 924 781

Financial Statements  
For the year ended 30 June 2018

# Herbert River Improvement Trust

ABN 64 454 924 781

## Detailed Profit and Loss Statement

For the year ended 30 June 2018

	2018 \$	2017 \$
<b>Income</b>		
Government Grants	460,074	543,724
Land Owner Contributions	4,500	
Interest Received	4,698	4,621
	<u>469,272</u>	<u>548,345</u>
<b>Expenses</b>		
Administration Expenses	58,827	72,657
Bank Fees and Charges	83	98
Depreciation	820,261	816,060
Interest		1
Capital Works:	47,665	
Maintenance (Trust Funded)	27,056	8,692
Maintenance (Grant Funded)	750	7,210
	<u>954,642</u>	<u>904,718</u>
<b>Net Profit (Loss) from Ordinary Activities</b>	<u><u>(485,371)</u></u>	<u><u>(356,373)</u></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 2018**

	Note	2018 \$	2017 \$
<b>Current Assets</b>			
<b>Cash Assets</b>			
Commonwealth Bank - Cheque Account		1,587	18,208
Commonwealth Bank - Online Saver		381,836	276,518
Commonwealth Bank - Term Deposit		105,260	102,607
		<u>488,683</u>	<u>397,333</u>
<b>Receivables</b>			
Taxation Refund		95,008	88,040
Receivables		4,950	
		<u>99,958</u>	<u>88,040</u>
<b>Total Current Assets</b>		<u><b>588,641</b></u>	<u><b>485,373</b></u>
<b>Non-Current Assets</b>			
<b>Property, Plant and Equipment</b>			
Natural Assets - at Fair Value		37,765,528	37,712,542
Less: Accumulated Depreciation		(8,162,236)	(7,408,901)
Structures - at Fair Value		1,855,738	1,698,652
Less: Accumulated Depreciation		(562,014)	(493,605)
		<u>30,897,016</u>	<u>31,508,688</u>
<b>Total Non-Current Assets</b>		<u><b>30,897,016</b></u>	<u><b>31,508,688</b></u>
<b>Total Assets</b>		<u><b>31,485,657</b></u>	<u><b>31,994,061</b></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 2018**

	Note	2018 \$	2017 \$
<hr/>			
<b>Current Liabilities</b>			
<b>Payables</b>			
Unsecured:			
Payables		33,452	65,062
		<u>33,452</u>	<u>65,062</u>
		<u>33,452</u>	<u>65,062</u>
<b>Total Current Liabilities</b>		<u>33,452</u>	<u>65,062</u>
		<u>33,452</u>	<u>65,062</u>
<b>Total Liabilities</b>		<u>33,452</u>	<u>65,062</u>
		<u>33,452</u>	<u>65,062</u>
<b>Net Assets</b>		<u>31,452,205</u>	<u>31,928,999</u>
		<u>31,452,205</u>	<u>31,928,999</u>
<b>Equity</b>			
Asset Revaluation Reserve		14,766,558	14,766,558
Accumulated Surplus		16,685,647	17,162,441
<b>Total Equity</b>		<u>31,452,205</u>	<u>31,928,999</u>
		<u>31,452,205</u>	<u>31,928,999</u>

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 2018

---

### 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.

---

# Herbert River Improvement Trust

ABN 64 454 924 781

## Notes to the Financial Statements

For the year ended 30 June 2018

---

### (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.

---



# Herbert River Improvement Trust

ABN 64 454 924 781

## Compilation Report to Herbert River Improvement Trust

---

We have compiled the accompanying special purpose financial statements of Herbert River Improvement Trust, which comprise the balance sheet as at 30 June 2018, 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

26 July, 2018

# Herbert River Improvement Trust

ABN 64 454 924 781

## Members' Declaration

---

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 2018 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 26th July 2018



## Annual Reporting 2017-18

## GOVERNMENT BODIES (STATUTORY BODIES AND OTHER ENTITIES)

Herbert River Improvement Trust						
Act or instrument	River Improvement Trust Act 1940					
Function	To protect and improve rivers, repair and prevent damage to rivers and prevent or mitigate flooding of land by riverine floods. The primary role of the Trust is to plan, design, finance, construct and maintain stream improvement works for the benefit of Commonwealth and State Government assets, the community and rural industry within its river improvement area.					
Achievements	Completed the major projects for which grant funding had been approved.					
Financial reporting	<p>Not exempted from audit by the Auditor-General.</p> <p>Transactions of the entity are accounted for in the financial statements, which are audited by distance audit procedures.</p>					
<b>Remuneration</b>						
Position	Name	Meetings attended <i>(insert number)</i>		Approved annual or daily fee <i>(half daily fee paid if under 4 hrs)</i>	Approved sub-committee fees if applicable	Actual fees received
Chair	Robert A Bosworth	over 4 hrs	4	\$390 daily \$195 half day	N/A	\$2,730
		under 4 hrs	6			
Member (Deputy Chair)	Wallis G Skinner	over 4 hrs	-	\$390 daily \$195 half day	N/A	\$390
		under 4 hrs	2			
Member	Wallis G Skinner	over 4 hrs	4	\$300 daily \$150 half day	N/A	\$2,340
		under 4 hrs	5			
Member	Keith T Phillips	over 4 hrs	4	\$300 daily \$150 half day	N/A	\$2,550
		under 4 hrs	7			
Member	Andrew J Lancini	over 4 hrs	4	\$300 daily \$150 half day	N/A	\$2,700
		under 4 hrs	8			
Member	Gary B Accornero	over 4 hrs	4	\$300 daily \$150 half day	N/A	\$2,700
		under 4 hrs	8			
Total remuneration paid (add actual fees received column)						\$13,410
No. scheduled meetings	10 <i>Include total no. meetings scheduled e.g. 12. List sub-committee meetings separately.</i>					
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	\$6,077.84 <i>Include total \$ cost for Chair and all members. "Out of pocket" expenses are outlined in the Remuneration Procedures for part-time Chairs and members of Queensland Government bodies, and includes motor vehicle expenses, travel expenses. Do not include consultancies.</i>					

## 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) ✓	✓	Qld State Government	State Council and DILGP
	✓	Non-government	Land owner
	✓	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	—	2

Contact officer & position	Leigh Frances Carr Secretary
Telephone	0408 771 678
Email	<a href="mailto:herbertvalleyaccountingandtax@bigpond.com">herbertvalleyaccountingandtax@bigpond.com</a>
Additional information if required	

## Annual Reporting 2017–18

## FEES PAID TO BARRISTERS AND SOLICITORS

Name of entity: Herbert River Improvement Trust

Name of portfolio: Natural Resources &amp; Mines

Name of legal firm(s) and Full name(s) & title(s) of <u>each</u> <u>practitioner</u> consulted – please also note if practitioner is a <b>barrister</b> or <b>solicitor</b> (details required for departmental reporting)	No. of briefs paid for and Date(s) briefs were provided	Legal category of service* (please select from list below)	Location of legal service	Amount paid (inc. GST) \$
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 2017–18

## 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 <i>and attached</i> 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>	Yes
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>	No

<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 <b>not</b>, <b>why</b> <b>not</b>? (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:

  
Robert A Bosworth  
Chairperson  
Herbert River Improvement Trust

Date:

26<sup>th</sup> July 2018



## Annual Reporting 2017-18

## 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


☒

*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:

  
 Robert A Bosworth  
 Chairperson  
 Herbert River Improvement Trust

Date:

26<sup>th</sup> July 2018