

Herbert River Improvement Trust

ANNUAL REPORT 2023–24

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1. General Information

1.1. Introductory Information

The work of the Herbert River Improvement Trust (the trust) delivers outcomes with benefits for the Commonwealth, State and Local Governments. These outcomes include flood mitigation, restoration of flood damage and timely preventative removal of debris from water courses and drainage lines after cyclones and extreme rainfall events and associated flooding. The work of the trust includes riverbank restoration, stream re-alignment and revegetation of riverbanks, all of which contribute to water quality improvement for the downstream environment. These outcomes help address the current government objective to protect and enhance our natural environment through flood mitigation and natural resource management for the Hinchinbrook community.

Address of principal place of business: Hinchinbrook Shire Council, 25 Lannercost Street, Ingham Qld 4850

Postal address: PO Box 162, Ingham Qld 4850

Contact number: 0408 771 678

Contact email: admin@hrit.com.au

Contact officer: Ms Leigh Carr, Secretary

A copy of this report is available on request from the trust. Information from this report, along with the trust's 2023–24 financial statements, will be used by the Department of Regional Development, Manufacturing and Water (DRDMW) to prepare a consolidated annual report for all Queensland river improvement trusts. A copy of the consolidated annual report will be made available on DRDMW's website.

1.2. Role and main functions of the Trust

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

The trust's main objectives have been to mitigate flooding for both urban and rural communities in the Hinchinbrook Shire, to protect and improve the condition of the rivers in the area, to repair flood damage, to prevent future flood damage, and to protect State and Local Government and rural industry infrastructure.

The Herbert River rises in the Atherton Tablelands before entering the Hinchinbrook Shire Local Government Area above Abergowrie, one hundred (100) kilometres from the coast. Major tributaries, Gowrie Creek and the Stone River, join the river upstream of Ingham. The Herbert River delta downstream of Ingham, discharges into Hinchinbrook Passage. The delta consists of the Herbert River, Anabranche, Gairloch and the Halifax Washaway with overflows into the Seymour River, Trebonne Creek, Palm Creek and Lagoon Creek. The trust's area also extends forty (40) kilometres south of Ingham with Cattle and Frances Creeks, Waterview and Waterfall Creeks and others flowing directly to the coast.

Ingham is the main business centre and is located in the central area of an extensive flood plain that is mainly devoted to sugar cane production and grazing. Smaller communities surround Ingham in the Hinchinbrook shire. Since its inception, the trust has carried out river improvement and bank stabilisation works at over five hundred (500) sites in the Hinchinbrook Shire. Major flood mitigation works including the Ripple Creek and Catherina Creek floodgates, the Foresthome flood channel and the Halifax Town Levee have also been constructed over the past forty (40) years.

Both the Commonwealth and State Governments have continued to promote the need for on ground river improvement works to reduce bank erosion and the movement of sediment downstream to improve water quality in the inner Great Barrier Reef lagoon.

The trust remains well placed to play an effective role in the construction of the ongoing ground works required to achieve the above-mentioned objectives.

2. Non-financial performance

2.1. Government's objectives for the community

The trust provides services that meet the government's objective of:

- **Protecting the environment:** Protect and enhance our natural environment and heritage for future generations and achieve a 70% renewable energy target by 2032 and net zero emissions by 2050.

The trust meets this objective by:

- Ensuring sustainable management of natural resources.
- Water quality improvement.
- Promoting strategies and on ground works that improve the resilience of the community and rural industry and the condition of the rivers and their ability to recover from natural disasters.
- Ensuring the on-ground works also contribute to environmental recovery from a natural disaster.
- Playing a major role in the recovery from natural disasters within the Hinchinbrook Shire (the community and industries).

The Government's objectives for the community can be found at:

<https://www.qld.gov.au/about/how-government-works/objectives-for-the-community>

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 issues for Queensland.

2.3. Objectives and performance indicators

The trust's objectives, as listed in its 2023–26 strategic plan¹, are:

- Strategic partnerships.
- Improve riverine function and resilience.
- Mitigate effects of flooding.
- Community engagement.

The trust measures its achievement of these objectives by using key performance indicators, consistent with the methods outlined in the 2023-26 strategic plan. Details of the key performance indicators are available within the strategic plan which is available on the Hinchinbrook Shire Council website.

¹ Entities may access guidelines at the following link:

<http://www.premiers.qld.gov.au/publications/categories/plans/assets/agency-planning-guidelines-nov-2015.pdf>

The trust monitors the condition and sand changes in the rivers and creeks in the Hinchinbrook Shire and involves the community in determining priorities and decisions on its annual works program. The trust therefore maintains a detailed understanding of the condition and changes that determine river management priorities in the Shire.

The Herbert River has seen numerous major floods in the delta since the trust's inception, and the flood damage, outcomes and the trust's role in community recovery, play an ongoing role in the works programs. The trust has also assisted individual landowners plan their recovery to enable them to restore their farming and other operations. Under the river improvement trust legislation, any recovery will always need to focus on the recovery of the community, the continued economic viability of the community, community resilience in times of natural disaster and the environment within the Shire.

The trust also refers to its established River Management Strategies that have been developed in conjunction with the community, industry and State Government.

The State Government continues to promote the need for on ground river improvement works to reduce bank erosion and the movement of sediment downstream to improve water quality in the inner Great Barrier Reef lagoon. The trust is well placed to play an effective role in the construction of the ongoing ground works required to achieve this goal. The availability of funding for the works will always be a constraint on progress.

2.4. Service areas and service standards

This entity is self-funding and therefore funding 'service areas' and 'service standards' measures are not applicable.

2.5. Summary of operations

2.5.1. Administration

No significant changes in administration policy were implemented in 2023-24.

2.5.2. Review of operations

The 2023-24 wet season resulted in only moderate rainfall and minor flooding in the lower Herbert River and Stone River areas. This gave the trust the opportunity to further investigate and complete a number of projects that had become priorities in the wake of the recent 2021 flood event in North Queensland.

The work to remove regrowth vegetation on the sand islands in the lower Herbert and reprofile the riverbed adjacent to Cordelia and Macknade were important priorities for the community (**Attachment 5**).

The trust again partnered with the Lower Herbert Water Management Authority (LHWMA) to assist with funding further general stream improvement works in both Ripple Creek and Lagoon Creek.

The trust continued to monitor and repair the Halifax town levee – maintenance of earth banks, spillways and local area flood gates, to protect the town of Halifax from bank overflows in future major floods.

2.5.3. Capital works

Capital works completed in 2023-24 are summarised as follows:

Location	Type of works	Cause and effect
Lower Herbert – Castorina	Reprofiling sand island build-	Extended similar major work

Island site, adjacent to Cordelia and Macknade.	up in riverbed.	done downstream opposite Halifax to restore flood carrying capacity and lower flood levels.
Lower Herbert – Macknade Island site, adjacent to Cordelia and Macknade.	Vegetation management.	Restore flood carrying capacity and lower flood levels.
Upper Stone River.	Riverbank repair, protection and vegetation management.	Stabilisation works to repair and prevent further bank erosion, restore flood carrying capacity.
Ripple and Lagoon Creeks - joint project with Lower Herbert Water Management Authority.	Vegetation management/bank stabilisation.	Vegetation growth/bank slips - improved drainage.
Maintenance works – Halifax town levee, major flood gates, flood channels and washaway chutes.	Monitoring and maintenance.	Vegetation restricting effective and timely operation, channel and chute improvement and reliable flood control infrastructure for the community.

The works benefit the community, mitigate flooding and lessen the threat of loss to the community, minimises infrastructure damage and environmental degradation in the event of future flooding.

2.5.4. Review of proposed forward operations

The flood mitigation works assist in protecting the community, public and rural industry infrastructure, State infrastructure, private sector lands and crop/grazing enterprises in the Hinchinbrook Shire.

Stream improvement works aid in preventing changes in the course of the rivers and creeks, and address bank erosion and associated riverine problems that cause economic, social and environmental problems for the State and the Hinchinbrook Shire infrastructure and community. They also clearly help reduce the movement of suspended sediment from bank erosion out to the inner lagoon of the Great Barrier Reef.

Priorities of the trust will be to address the condition and changes that occur in the many rivers and creeks in the flood plain of the Herbert River and delta, the major Stone River and its West Branch that impact on cropping properties.

The flooding outcomes of future natural disasters will have a major impact on the trust's forward operations and annual works programs, as they have done for the many years since the trust was established 1943.

At this stage, major projects are not planned in 2024–25, however that may change completely in the 2025 wet season, which may require reviews of the current Trust Management Strategies and priorities, however the trust proposes to continue with priority improvement works within the scope of:

- available finances (including local and state government subsidies)
- approvals for individual projects, and

- the strategic planning and implementation objectives and directions of its strategic plan.

The trust will almost certainly require cooperative efforts on community and environmental recovery and funding with the Local, State and Commonwealth Governments. This will be vital to ensuring that the trust's revenue stream will be sufficient to meet its annual works program and maintenance obligations as expected by the community.

The trust does not propose to use loan borrowings to fund any capital works in 2024-25 and will ensure it has sufficient liquid funds to cover any unforeseen and urgent expenditure.

2.5.5. Improvement Notices

Under section 11A of the RIT Act, a trust may issue a notice prohibiting a person from doing or allowing any act, matter, or thing which the trust believes will cause, or contribute to, damage to any streambank in its benefited area, or is likely to cause such damage in the future. If damage has already occurred, the notice may require the person to remedy the damage and restore the surrounding area.

An improvement notice is registered as an encumbrance on the title to land affected by the improvement notice. This encumbrance remains in place until such time as the notice is complied with in full. Failure to comply with a notice is an offence for which a person may be prosecuted.

The trust issued no improvement notices during the 2023–24 financial year.

3. Financial performance

3.1. Summary of financial performance

Funding received by the trust during the 2023–24 year comprised of:

Funding source	Received from	Amount
Precept	Hinchinbrook Shire Council	\$251 505.00
Grant	Queensland Reconstruction Authority	\$76 500.00
Grant	Landowners/QRIDA	\$18 000.00

Expenditure by the trust during the 2023–24 year comprised of:

Expense	Amount
Administration	\$75 051.00
Maintenance of Works	\$71 373.00
Capital Works	\$177 431.00

The trust has the ability to service its debts for the 2023–24 financial year.

The trust made no borrowings during the year and has no loan indebtedness as at 30 June 2024.

A completed Prudential Assessment Questionnaire (**Attachment 2**) and an Entity Indebtedness Statement (**Attachment 3**) are attached to this report.

3.2. Breakdown of funds spent on trust assets

Expenditure on trust assets during the 2023–24 year comprised of:

New capital works completed	Repairs due to flood	Restoration of assets (excl. flood)	Maintenance work on assets
\$177 431.00	\$30 340.00	\$0.00	\$41 033.00

4. Governance – management and structure

4.1. Organisational structure

Composition of the trust:

- As per the *River Improvement Trust Act 1940*, the trust's membership is made up of two (2) councillors of the constituent local government (LG), Hinchinbrook Shire Council, and up to three (3) persons (known as community representative members (CRMs)) appointed by the Minister for Regional Development and Manufacturing and Minister for Water.
- The trust members nominate one of the existing members to be elected as chairperson.

Membership at 30 June 2024:

Name	Position	Current term dates	First appointed
Mr WG Skinner	Chairperson and Member (CRM)	23 April 2024 to 30 June 2024	23 April 2024
Mr RA Bosworth	Member (CRM)	1 July 2023 to 30 June 2024	11 April 2013
Ms TL Olsen	Member (CRM)	23 April 2024 to 30 June 2024	23 April 2024
Cr AD Carr	Deputy Chairperson and Member (LG)	23 April 2024 to 30 June 2024	23 April 2024
Cr KS Milton	Member (LG)	23 April 2024 to 30 June 2024	23 April 2024

During the 2023–24 reporting period, the following membership changes occurred:

Name	Position	Incoming/outgoing	Details
Cr/Mr WG Skinner	Deputy Chairperson/Chairperson and Member (LG/CRM)	Outgoing/incoming	Term expired and Mr Skinner was successful with bid for re-election
Mr RA Bosworth	Chairperson and Member (CRM)	Outgoing/incoming	Term expired and Mr Bosworth was successful with bid for re-election
Ms TL Olsen	Member (CRM)	Incoming	Successful with bid for election
Cr AD Carr	Member (LG)	Incoming	LG member
Cr KS Milton	Member (LG)	Incoming	LG member
Cr AJ Lancini	Member (LG)	Outgoing	Term expired
Ms CA Coppo	Member (CRM)	Outgoing	Term expired
Mr BI Griffiths	Member (CRM)	Outgoing	Term expired and Mr Griffiths was unsuccessful with bid for re-election

4.2. Executive management

The trust is self-managed.

4.3. Meetings and remuneration

The trust held a total of eleven (11) meetings during the reporting period. Meetings were held on the following dates:

- 06/07/2023
- 10/08/2023
- 07/09/2023
- 05/10/2023
- 26/10/2023
- 07/12/2023
- 08/02/2024
- 07/03/2024
- 04/04/2024
- 02/05/2024
- 06/06/2024

The 2023–24 Annual State Conference of River Trusts Queensland was hosted by Cairns River Improvement Trust and was held in Cairns on 1-3 November 2023. The following trust representatives attended:

- Mr RA Bosworth
- Cr AJ Lancini
- Cr WG Skinner
- Mr BI Griffiths

Further information about the trust's meetings and remuneration for the 2023–24 reporting period are outlined in **Attachment 1**.

4.4. Public Sector Ethics

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 trust has in place a Code of Conduct approved on 4 April 2019 and has complied with the *Public Sector Ethics Act 1994*.

4.5. Human Rights

The *Human Rights Act 2019* (HR Act) is an Act to protect and promote human rights, to help build a culture in the Queensland public sector that respects and promotes human rights and to help promote a dialogue about the nature, meaning and scope of human rights. In accordance with section 97 of the HR Act, the trust is committed to:

- giving proper consideration to human rights in decision making and in the development of policy, programs, procedures, practices or services undertaken

- acting compatibly with the human rights of individuals in everyday operations and interactions with the community.

Actions taken by the trust in 2023–24 to further the objectives of the HR Act:

- Nil

The trust received no Human rights complaints in 2023–24.

The trust undertook the following reviews for compatibility with human rights in 2023–24:

- Nil

5. Governance – risk management and accountability

5.1. Risk management

Refer to the Prudential Assessment Questionnaire provided at **Attachment 2**.

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 the 2023–24 reporting period.

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 2023–24 reporting period.

5.5. Information systems and recordkeeping

The trust has complied with all its obligations under the *Public Records Act 2002*, including making, managing, keeping and preserving public records.

The trust did not lose any records during 2023–24.

6. Governance – human resources

6.1. Strategic workforce planning and performance

The trust employed one (1) staff member during the 2023–24 financial year. There were no resignations and no retirements during the 2023–24 financial year.

Staff received the following training:

- Nil

The trust understands that people from different backgrounds bring unique contributions and perspectives and works in collaboration with DRDMW to develop strategies to attract and retain diverse and capable membership.

6.2. Early retirement, redundancy and retrenchment

No redundancy, early retirement or retrenchment packages were paid during the 2023–24 reporting period.

7. Open Data

7.1. Consultancies

The trust incurred the following consultancy costs during 2023–24 financial year:

Consultancy category	Expenditure (excluding GST)
Consultants - Professional/technical	\$29 692.00
Total cost of consultancies	\$29 692.00

7.2. Overseas travel

No overseas travel on trust business was undertaken by members of the trust during the 2023–24 financial year.

7.3. Queensland Language Services Policy (QLSP)

No Queensland language (interpreter) services were accessed by members of the trust during the 2023–24 financial year.

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 Regional Development, Manufacturing and Water as soon as it is available.

8.1. Remuneration Disclosures

Approved remuneration fees for river improvement trusts as set on 28 July 2014 by the former Minister for Natural Resources and Mines are as follows:

	Meetings of more than four hours duration	Meetings of four hours or less duration
Chairperson	\$390.00	\$195.00
Member	\$300.00	\$150.00

Total remuneration paid by the trust to members in 2023–24 financial year:

Member	Member fees	Out-of-pocket expenses
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Mr WG Skinner	\$2 475.00	\$13.32
Mr RA Bosworth	\$2 295.00	\$399.60
Cr AD Carr	\$150.00	\$22.20
Cr KS Milton	\$150.00	\$57.72
Cr AJ Lancini	\$1 500.00	\$0.00
Ms CA Coppo	\$900.00	\$0.00
Mr BI Griffiths	\$1 650.00	\$378.88

Further information on remuneration and meetings is provided at **Attachment 1**.

Mr Wallis G Skinner
Chairperson
Herbert River Improvement Trust

Signature:  _____

Date: 19 January 2026

BOARD REMUNERATION DETAILS 2023–24

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 a trust is to plan, design, finance, undertake and maintain stream improvement works for the benefit of the community within its river improvement area.					
Achievements	Completed several projects that had become priorities in the wake of the recent 2021 flood event in North Queensland; removed regrowth vegetation on the sand islands in the lower Herbert and reprofiled the riverbed adjacent to Cordelia and Macknade; partnered with the Lower Herbert Water Management Authority (LHWMA) to assist with funding further general stream improvement works in Ripple and Lagoon Creeks; and continued to monitor and repair the Halifax town levee – maintenance of earth banks, spillways and local area flood gates.					
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 sessional or daily fee (half daily fee paid if under 4 hrs)	Approved sub-committee fees (if applicable)	Actual fees received (2023–24)
Chair Member – CRM ¹	Mr RA Bosworth (until 4 April 2024)	over 4 hrs	4	\$390.00	N/A	\$2,295.00
		under 4 hrs	6	\$195.00		
Deputy Chair Member – LGA ² /CRM	Cr WG Skinner (until 4 April 2024, then Chair)	over 4 hrs	5	\$300.00	N/A	\$2,475.00
		under 4 hrs	5	\$150.00		
Member – CRM	Ms CA Coppo	over 4 hrs	1	\$300.00	N/A	\$900.00
		under 4 hrs	4	\$150.00		
Member – CRM	Mr BI Griffiths	over 4 hrs	3	\$300.00	N/A	\$1,650.00
		under 4 hrs	3	\$150.00		
Member – LGA	Cr AD Carr (Deputy Chair from 2 May 2024)	over 4 hrs	1	\$300.00	N/A	\$150.00
		under 4 hrs	1	\$150.00		
Member – LGA	Cr KS Milton	over 4 hrs	1	\$300.00	N/A	\$150.00
		under 4 hrs	1	\$150.00		
Member – LGA	Cr AJ Lancini	over 4 hrs	3	\$300.00	N/A	\$1,500.00
		under 4 hrs	3	\$150.00		
No. scheduled	The trust held a total of eleven (11) meetings during the reporting period. Meetings					

meetings	were held on the following dates: • 06/07/2023 • 10/08/2023 • 07/09/2023 • 05/10/2023 • 26/10/2023 • 07/12/2023 • 08/02/2024 • 07/03/2024 • 04/04/2024 • 02/05/2024 • 06/06/2024
Total out of pocket expenses ³	\$871.72

1. CRM = Community Representative Member – appointed by the Minister for Regional Development and Minister for Water
2. LGA = Local Government Appointee – Councillor appointed by the local government
3. Chairs and members of government bodies (whether they are paid or unpaid) are eligible to be reimbursed for reasonable out-of-pocket expenses including domestic travel, accommodation costs, motor vehicle allowances and meals. The allowances, as approved by the Governor in Council are set out in attachment 3 of the *Remuneration Procedures for part-time Chairs and members of Queensland Government bodies*¹.

¹ Remuneration Procedures for part-time Chairs and members of Queensland Government bodies:
https://www.qld.gov.au/_data/assets/pdf_file/0025/39481/remuneration-procedures.pdf

PRUDENTIAL ASSESSMENT QUESTIONNAIRE

Annual Reporting 2023–24

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

No.	Question	Response (Yes/No/Other)
1	Has the entity developed <i>and attached</i> its budget for the next financial year?	☐ Yes ☒ No, move to question 3
2	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?	☐ Yes, please state reason/s why ☐ No Comments:
3	How frequently did the entity prepare bank reconciliation statements during the financial year?	☒ Monthly ☐ Quarterly ☐ Biannually ☐ Annually ☐ Other ☐ Not prepared, please state why Comments:
4	An entity requires the Treasurer's approval to operate an account with an overdraft facility ¹ .	
	a) At any stage during the financial year was the entity overdrawn at the bank?	☐ Yes, please state reason/s why ☒ No, move to question 5 Comments:
	b) Does the entity need to seek the Treasurer's approval ² ?	☐ Yes ☐ No
5	Loan borrowings	
	a) Did the entity draw down any loan borrowings during the financial year?	☐ Yes, from ☐ Queensland Treasury Corporation (QTC) ☐ Other, move to question 5c ☒ No, move to question 6
	b) Did the entity meet all its loan repayments on time?	☐ Yes, please provide the following detail: Date approved: _____

¹ 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.

² The entity should contact statutoryauthorities@rdmw.qld.gov.au, for advice on procedure.

		Terms: _____ Total repayments (\$) _____ ☐ No, please state reason/s why Comments:
	c) If debt was drawn down from a provider other than QTC, was it approved by DRDMW?	☐ Yes ☐ No
6	Risk management assessment	
	a) Considering 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?	☐ Yes ☒ No, move to question 7
	b) Has the entity acted or put plans in place to avoid, minimise, control and manage any identified financial risks?	☐ Yes (refer to section 5.1 of the Annual Report for details of actions taken and/or key elements of these plans) ☐ No
7	Public liability and professional indemnity insurance	
	a) Does the entity have current cover for public liability and professional indemnity insurance?	☒ Yes ☐ No, move to question 7
	b) Are the entity's insurance premiums paid up to date?	☒ Yes ☐ No, please state reason/s why Comments:
	c) Is the current level of insurance cover appropriate?	☒ Yes ☐ No
	d) Has the entity recently reviewed the adequacy of its insurance cover? (A copy of current policy may be requested)	☐ Yes, please provide Date last reviewed: _____ ☒ No
8	Accrual Accounting	
	a) Does your entity have a total gross revenue of \$1,000,000 or more?	☐ Yes ☒ No, you have completed question 8
	b) For how many years in succession has your entity's gross revenue exceeded \$1,000,000?	☐ 1-2 ☐ 3-5 ☐ 6-10 ☐ 11+
	c) 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? For example, a special two-year subsidy program that is not expected to be ongoing.	☐ Yes, 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. ☐ No, you have completed question 8

		Comments:
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Mr Wallis G Skinner
Chairperson
Herbert River Improvement Trust

Signature:  _____

Date: 19 January 2026

ENTITY INDEBTEDNESS STATEMENT

Annual Reporting 2023–24

Herbert River Improvement Trust

Does the entity have outstanding loans?

(Indicate with a tick: ✓)

Yes☐

please respond to the below questions.

No☒

no further action required for this form.

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:

Mr Wallis G Skinner
Chairperson
Herbert River Improvement Trust

Signature: _____

Date: 19 January 2026

Compliance Checklist

Annual Reporting 2023–24

Summary of requirement		Basis for requirement	Annual report reference
Letter of compliance	A letter of compliance from the accountable officer or statutory body to the relevant Minister/s	ARRs – section 7	Submitted with annual report
Accessibility	Table of contents included, and page numbers are correctly represented.	ARRs – section 9.1	Pages 2-3
	Glossary	ARRs – section 9.1	Not applicable. Information to be included in the consolidated annual report developed by DRDMW.
	Public availability	ARRs – section 9.2	
	Interpreter service statement	<i>Queensland Government Language Services Policy</i> ARRs – section 9.3	
	Copyright notice	Copyright Act 1968 ARRs – section 9.4	
	Information Licensing	QGEA – Information Licensing ARRs – section 9.5	
General information	- Introductory Information - Information about the trust and its operations	ARRs – section 10	Section 1 and 2.5
Non-financial performance	Government's objectives for the community and whole-of-government plans/specific initiatives	ARRs – section 11.1	Section 2.1 and 2.2
	Agency objectives and performance indicators	ARRs – section 11.2	Section 2.3
	Agency service areas and service standards	ARRs – section 11.3	Section 2.4
Financial performance	Summary of financial performance	ARRs – section 12.1	Section 3 Attachment 2 and 3
Governance – management and structure	Organisational structure	ARRs – section 13.1	Section 4.1
	Executive management	ARRs – section 13.2	Section 4.2
	Government bodies (statutory bodies and other entities)	ARRs – section 13.3	Section 4.3 Attachment 1
	Public Sector Ethics	<i>Public Sector Ethics Act 1994</i> ARRs – section 13.4	Section 4.4
	Human Rights	<i>Human Rights Act 2019</i> ARRs – section 13.5	Section 4.5

Summary of requirement		Basis for requirement	Annual report reference
	Queensland public service values	ARRs – section 13.6	Not applicable. Departments only
Governance – risk management and accountability	Risk management	ARRs – section 14.1	Section 5.1 Attachment 2
	Audit committee	ARRs – section 14.2	Section 5.2
	Internal audit	ARRs – section 14.3	Section 5.3
	External scrutiny	ARRs – section 14.4	Section 5.4
	Information systems and recordkeeping	ARRs – section 14.5	Section 5.5
	Information Security attestation	ARRs – section 14.6 (Departments only)	Not applicable
Governance – human resources	Strategic workforce planning and performance	ARRs – section 15.1	Section 6.1
	Early retirement, redundancy and retrenchment	Directive No.04/18 <i>Early Retirement, Redundancy and Retrenchment</i> ARRs – section 15.2	Section 6.2
Open Data	Statement advising publication of information	ARRs – section 16	Not applicable. Information to be included in the consolidated annual report developed by DRDMW.
	Consultancies	ARRs – section 31.1	Section 7.1
	Overseas travel	ARRs – section 31.2	Section 7.2
	Queensland Language Services Policy	ARRs – section 31.3	Section 7.3
Financial statements	Certification of financial statements	FAA – section 62 FPMS – sections 38, 39 and 46 ARRs – section 17.1	Submitted to Queensland Audit Officer on 28/07/25
	Independent Auditor's Report	FAA – section 62 FPMS – section 46 ARRs – section 17.2	To be supplied upon receipt from Queensland Audit Office

ARRs *Annual report requirements for Queensland Government agencies*

DRDMW Department of Regional Development, Manufacturing and Water

FAA *Financial Accountability Act 2009*

FPMS *Financial and Performance Management Standard 2019*

Photos of Trust Projects Delivered in 2023–24

Herbert River Improvement Trust

Reprofiling Castorina Island, Lower Herbert River – October 2023 (Stage 1)

Image 1: Vegetation clearing, leveling of sand and steeping of the island batters (Image credit: Mr Keith Phillips, Trust Supervisor)

