Welcome to Hope Vale Aboriginal Shire Council’s Annual Report, which provides an account of the organisation’s performance, activities and other information for the financial year 1 July 2014 to 30 June 2015.

The Annual Report is an important document by which Council is transparently accountable for its financial and operational performance throughout the year. It contains important information for all stakeholders (residents, Councillors, staff, community groups, government, developers/investors and other interested parties) on Council’s operations, achievements, challenges, culture, purpose and plans for the future. Council is strongly committed to serving its community and has strived to make this Annual Report accountable and informative in accordance with legislative requirements.

Copies of this Annual Report can be obtained by contacting the Council Administration Centre on (07) 40838000 or by visiting Council’s website at www.hopevale.qld.gov.au

We welcome feedback on this report which can be provided in writing to the address below.

Hope Vale Aboriginal Shire Council
1 Muni Street
Hope Vale QLD 4895
Phone: (07) 40838000
Fax: (07) 40609331
Website: www.hopevale.qld.gov.au
Email: info@hopevale.qld.gov.au
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**Appendix 1**

COUNCILLOR EXPENSES REIMBURSEMENT AND FACILITIES POLICY .......................... 27

**Appendix 2**

AUDITED FINANCIAL STATEMENTS ....................................................................... 32
The Hope Vale Aboriginal Shire Council was able to achieve a number of highlights throughout the year. These included the following:

- The on-going development of new residential houses in Hope Valley Estate where our local residents are now enjoying home ownership on freehold land within their own community area.
- New houses being built for social houses as well as the major upgrade of older houses. Being able to undertake these works as the Principal Contractor provides on-going employment for local contractors.
- Roadworks now being undertaken by Council’s own civil team, which include the bitumen seal of the first section of the Endeavour Valley Road for Road Tek and an additional 6km of bitumen on Elim Beach Road under the NDRRA Betterment program.
- The commencement of the Freehold Pilot Project in conjunction with the Department of Aboriginal and Torres Strait Islander Partnership and Department of Natural Resources to allow further freehold house and land purchasing opportunities in the Hope Vale township.
- A project to re-survey the whole of the town area to give individual blocks their own property description. This will work in closely with the Freehold Pilot Project and the impending introduction of rates for the Shire in 2016.
- Achieving an unqualified audit opinion, having financial statements completed and signed off by the Queensland Auditor General early in August and maintaining Council low risk financial sustainability.

Hope Vale was tested again in March with Tropical Cyclone Nathan crossing the coast just north of Cape Flattery. Gladly, there was no infrastructure damage and little disruption to town services. It is pleasing to see the community work together to ensure preparations are in place leading up to the event.

Finally, I would like to thank my fellow Councillors and the Council staff who have worked tirelessly throughout the year to get Council to the position it is in today.

Mayor Greg McLean
Hope Vale located 46 km north of Cooktown and 370 km north of Cairns was established as a Lutheran Mission in 1949. The Aboriginal people from Hope Valley and Bedford Missions were settled here.

The magnificent land surrounding Hope Vale covers freshwater springs, palm tree lined rivers and beautiful bright sand dunes. Hope Vale itself is made of rich red soil. The unique coloured sands near Elim displays shades of yellow, black and red.

Land in the Shire is made up of parcels that are Deed of Grant in Trust (DOGIT) tenure under the trusteeship of the Council for the town designated DOGIT, land under the trusteeship of the Hope Vale Congress Corporation and small block of freehold. Part of this freehold block has been subdivided to provide a subdivision for freehold residential allotments.

DOING BUSINESS IN HOPE VALE

Hope Vale has a range of facilities available to residents and visitors. These include:

- **Community:** Child Care Centre, Community Justice Group, Home & Community Care Program (HACC), PCYC
- **Education:** Kindergarten, Primary School
- **Facilities:** Radio Station (107.7 FM), Conference/Meeting Rooms, Indigenous Knowledge Centre (Library), Lutheran Church, SES & Rural Fire Service, Multi Purpose Centre, Football Field, Aquatic Centre and Airstrip
- **Health:** Hospital – Health Centre, Aged Care Hostel, Disability Service, Health & Well Being Centre, Men’s Shed
- **Retail:** Supermarket (inc. ATM), Service Station, Butcher Shop, Take Away Food Outlet, Café, Post Office, Everlina Plaza
- **Tourism:** Art & Culture Centre, Elim Camp Ground,
- **Government Services:** Police Station, Centrelink Agency, Department of Housing & Public Works, Department of Prime Minister & Cabinet (Local Program Office), My Pathway (Jobs Centre)

**AREA**

110,000 hectares

**POPULATION**

984 (2011 census)
OUR COUNCIL

Cr Dwayne Bowen, Cr Carmen Pearson, Mayor Greg McLean, Deputy Mayor June Pearson, Cr Chris Woibbo and Chief Executive Officer Ross Higgins

VISION

Our vision is to move from dreaming to reality: from a dispersed community to diversity, harmony and a progressive, united and vibrant region and township

MISSION STATEMENT

Through the practice of good governance and strong leadership, the Hope Vale Aboriginal Shire Council aims to:

- Provide quality services
- Be accountable
- Provide equitable representation
- Drive change
- Foster growth
- Promote success in a friendly environment
- Comply with all legislative statutory requirements
On behalf of the staff of the Hope Vale Aboriginal Shire Council, I am pleased to have the opportunity to contribute to the annual report and reflect on the operations of Council during the 2014/2015 financial year.

The many achievements highlighted in this report demonstrate Council’s commitment to implementing our long term vision for our shire through the strategies developed in our Corporate Plan and Economic Strategic Plan.

Firstly, from a financial perspective, I am very pleased to report that Council has again been able to maintain a low financial sustainability risk following the audit of our accounts for 2014/2015. Council has also achieved an excellent result in having its audit completed and signed off on 11 August 2015 with an unqualified opinion. This follows on from the previous 3 years where the Hope Vale Aboriginal Shire Council is the first local government in Queensland to have its audit finalised. The dedication of staff to achieve these results and the commitment of Council to support our staff is second to none.

Unfortunately, Hope Vale was hit by Tropical Cyclone Nathan in March 2015 which means that we have suffered two (2) cyclonic events in a matter of 11 months following TC Ita in April 2014. The fact that our township was only lightly impacted shows the preparedness and resilience of the Hope Vale community even though there was approx. $5 million damage to our road network. The Hope Vale Banana Farm again suffered damage which has caused operational issues for the farm.

The year has seen the development of a partnership between Council, the Department of Transport and Main Roads and Road Tek to allow Council to undertake the sealing of the gravel sections of the Endeavour Valley Road between Hope Vale and Cooktown over the next 4 years. This allows Council to continue to increase capacity building opportunities for its workforce as well as providing improved access to and from Hope Vale for Shire residents.

I am confident that Council is in good shape moving forward and there are a number of major capital works projects that we can look forward to which will improve facilities available in Hope Vale.

Finally, I would like to thank the Mayor and Councillors for the support and assistance provided to me. I would also like to acknowledge all Council staff for the hard work and dedication they put in on a daily basis to allow us to achieve our goals.

Ross Higgins
OUR ELECTED MEMBERS

Hope Vale Aboriginal Shire Council has an elected body of five councillors. These councillors have specific powers, duties and responsibilities as set out in the Local Government Act and Regulation.

Councillor Portfolio Responsibilities

Mayor Greg McLean

Law & Justice, Council Administration, Disaster Management, ILUA and Land Transfer

Deputy Mayor June Pearson

Health, Church, Aged Care, Disabilities, Funerals, Housing, Environmental Health Awareness and Youth

Councillor Carmen Pearson

Kindergarten, Child Care, Education, Training and Youth Development

Councillor Chris Woibo

Building, Projects, Essential Services and Animal Management

Councillor Dwayne Bowen

Civil Construction (inc. NDRRA), Economic Development, Sport & Recreation, Employment and CFSM
REMUNERATION TO COUNCILLORS

Remuneration of Councillors is fixed by the Local Government Remuneration Tribunal and reviewed on an annual basis.

<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>SALARY</th>
<th>SUPERANUATION</th>
<th>EXPENSES CLAIMED</th>
<th>FACILITIES PROVIDED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gregory McLean</td>
<td>Mayor</td>
<td>$95,488.00</td>
<td>$11,458.22</td>
<td>$18,157.50</td>
<td>Mobile Phone</td>
</tr>
<tr>
<td>June Pearson</td>
<td>Deputy Mayor</td>
<td>$55,089.00</td>
<td>$6,610.74</td>
<td>$5,835.00</td>
<td>Mobile Phone</td>
</tr>
<tr>
<td>Chris Woibo</td>
<td>Councillor</td>
<td>$47,470.00</td>
<td>$5,728.81</td>
<td>$2,420.00</td>
<td>Laptop</td>
</tr>
<tr>
<td>Dwayne Bowen</td>
<td>Councillor</td>
<td>$47,470.00</td>
<td>$4,415.80</td>
<td>$3,027.53</td>
<td>Laptop</td>
</tr>
<tr>
<td>Carmen Pearson</td>
<td>Councillor</td>
<td>$47,470.00</td>
<td>$5,728.84</td>
<td>$5,465.00</td>
<td>Laptop</td>
</tr>
</tbody>
</table>

COUNCILLOR EXPENSES REIMBURSMENT AND FACILITIES POLICY (see Appendix 1)

COUNCILLORS ATTENDANCE RECORD

Council meetings are generally held on the third Wednesday of each month. A schedule of meeting dates is adopted by Council at the first Council meeting of the calendar year.

<table>
<thead>
<tr>
<th></th>
<th>FULL COUNCIL MEETINGS (Days Attended)</th>
<th>SPECIAL COUNCIL MEETINGS (Days Attended)</th>
<th>TOTAL MEETINGS HELD</th>
<th>TOTAL MEETINGS ATTENDED (Days Attended)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gregory Mclean</td>
<td>12</td>
<td>0</td>
<td>12</td>
<td>12</td>
</tr>
<tr>
<td>June Pearson</td>
<td>11</td>
<td>0</td>
<td>12</td>
<td>11</td>
</tr>
<tr>
<td>Chris Woibo</td>
<td>10</td>
<td>0</td>
<td>12</td>
<td>10</td>
</tr>
<tr>
<td>Dwayne Bowen</td>
<td>12</td>
<td>0</td>
<td>12</td>
<td>12</td>
</tr>
<tr>
<td>Carmen Pearson</td>
<td>12</td>
<td>0</td>
<td>12</td>
<td>12</td>
</tr>
</tbody>
</table>

Mayor Greg McLean and Deputy Mayor June Pearson with Deputy Premier Jackie Trad and Director General of Transport and Main Roads Neil Scales inspecting NDRRA road works.
Mayor Greg McLean and Deputy Mayor June Pearson meeting with Federal Minister for Indigenous Affairs, Nigel Scullion

Hope Vale Township
OUR PEOPLE

TRAINING AND DEVELOPMENT

Council has a commitment to learning and development and supports staff with assistance towards courses fees and travel to attend study.

Note: These photos/images and some on the following pages were kindly provided to Council by Vicki Yen Photo. They should not be used or reproduced without permission of Council.

EQUAL EMPLOYMENT OPPORTUNITY

Hope Vale Aboriginal Shire Council has adopted an equal Employment Opportunity Policy.

Recruitment, selection, promotion, transfer and training are dealt with on the basis of equity and merit, without regards to extraneous factors such as applicant’s sex, age, racial background, religious or marital status.

The Council is an equal employment opportunity employer which values the wealth of experience and knowledge of the organisation’s employees. The organisation is committed to promoting equality in employment opportunity and to developing a diverse workforce which is representative of the community.

STAFF STATISTICS AT A GLANCE

Summary of Employment by Gender (The data contained in this table is based on self-reporting and does include councillor numbers).

<table>
<thead>
<tr>
<th></th>
<th>Females</th>
<th>Males</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Time</td>
<td>38</td>
<td>46</td>
<td>84</td>
</tr>
<tr>
<td>Casual</td>
<td>10</td>
<td>1</td>
<td>11</td>
</tr>
<tr>
<td>TOTAL</td>
<td>48</td>
<td>47</td>
<td>95</td>
</tr>
</tbody>
</table>
CORPORATE GOVERNANCE & LEGISLATIVE REQUIREMENTS

The following information provides details required by the Local Government Act 2009 and the Local Government Regulation 2012.

SENIOR CONTRACT EMPLOYEES

Section 201 of the Local Government Act 2009, requires that the remuneration packages of senior contract employees employed during this reporting period are reported on.

- 2 senior contract employees with a total remuneration package in the range of $150,000-$200,000
- 3 senior contract employees with a total remuneration package in the range of $100,000-$150,000

INVITATION TO TENDERER’S TO CHANGE THEIR TENDER

No actions were taken to amend tender specifications after tenders were called.

BENEFICIAL ENTERPRISES

There was no beneficial enterprise identified throughout the financial year.

SIGNIFICANT BUSINESS ACTIVITIES

Council did not conduct any significant business activities during the financial year.

INVITATIONS TO PROVIDE EXPRESSION OF INTEREST

There were no Expression of Interest invitations sought during this financial year as details from those received in April/May 2014 continued to be used.

INTERNAL AUDIT FUNCTION

Council’s internal audit function is undertaken by Altius Advisors (Chartered Accountants) with two (2) reports undertaken during the year. The focus of these internal audits was;

- to provide a systemic and proactive assessment of the effectiveness and reliability of Council’s internal controls and processes;
- to help ensure that Council is achieving its desired outcomes;
- to ensure compliance with legislation, council policy and procedures; and
- to identify and document those areas of significant operational risk to council with a view to finding practical recommendations for improvement.

The focus this year was placed on two (2) areas:

1. A detailed review of employee pay rates due to the introduction of the new Queensland Local Government Industry Award State 2014.
2. A review of the revaluation of assets exercise to ensure it is satisfactory for audit.
ASSESSMENT OF CORPORATE PLAN AND OPERATIONAL PLAN

Council’s Operational Plan for 2014/2015 was reviewed throughout the year with the majority of actions completed. Information was fed back to Council through regular management reports and specific Operational Plan Review reports.

GRANTS TO COMMUNITY ORGANISATIONS

Section 189 of the Local Government Regulation 2012 requires Hope Vale Aboriginal Shire Council to provide a summary of the Council’s expenditure grants for the reporting period.

Council did not provide grants to organisations for this period.

LIST OF Registers AVAILABLE TO THE PUBLIC

The following registers are maintained by Hope Vale Aboriginal Shire Council

<table>
<thead>
<tr>
<th>Name of Register</th>
</tr>
</thead>
<tbody>
<tr>
<td>Register of interests of a Councillor</td>
</tr>
<tr>
<td>Register of Electoral Gifts</td>
</tr>
<tr>
<td>Register of Delegations</td>
</tr>
<tr>
<td>Register of Local Laws</td>
</tr>
<tr>
<td>Register of Beneficial Enterprises</td>
</tr>
<tr>
<td>Register of Lobbyists</td>
</tr>
<tr>
<td>Register of Roads</td>
</tr>
</tbody>
</table>

OVERSEAS TRAVEL

No overseas travel was undertaken by councillors or staff on behalf of Council during the reporting period.

OTHER RELEVANT ISSUES TO MAKING AN INFORMED DECISION

There are no known issues relevant to making an informed assessment of Council’s operation and performance in the financial year.

CONDUCT AND PERFORMANCE OF COUNCILLORS

There was one (1) complaint about the inappropriate conduct of a councillor as per section 176 of the Local Government Act 2009. This matter was dealt with by the Mayor in accordance with section 181 of the Act.

ADMINISTRATIVE ACTION COMPLAINTS

There were no complaints under section 187 of the Local Government Regulation 2012. Council has a Complaints Management Policy in place and a copy is available on our website.
WORK PLACE HEALTH & SAFETY

Council is committed to ensuring employees are provided with the knowledge and resources to self manage their workplace and lifestyles. There is a high level of awareness by staff of the requirement to report incidents to ensure appropriate actions can be implemented to reduce the risk of occurrence of similar incidents to fellow workers.

Council is providing a continuous safety management improvement program to ensure all workplaces are meeting the requirements under the Work Health & Safety Act and Regulation 2011.

CODE OF CONDUCT

The Hope Vale Aboriginal Shire Council has developed and adopted a Code of Conduct for staff.

The staff code has been incorporated in the human resources policies and procedures manual for council employees and remains the focal point of reference for questions on ethics for our organisation.

RATES AND CHARGES

In accordance with Section 190(1) (g) of the Local Government Regulation 2012, the annual report must contain a summary of all concessions for rates and charges granted by the local government.

During 2014/2015, no concessions were granted.

CONTROLLED ROADS

The road network controlled and managed by Council is categorised into various classes of road depending on volumes of traffic, pavement strength and formation width. For the purpose of this report, the network is represented as follows:

- Rural Roads: 100km
- Urban Roads: 24km

Total length of Council Road Infrastructure: 124km

Given that the size of the local government area, the task to manage Council’s road network is both significant and challenging. Council commenced a major project during this reporting period to identify all roads in the Shire with a view to ensuring they are properly recorded as a dedicated road.

Council maintains a total of 3 bridges and 13 major culverts on its road transport network.
OUR PERFORMANCE

THE YEAR IN REVIEW

FINANCE and ADMINISTRATION

2014/2015 saw an unqualified audit opinion on Council financial statements and a low financial sustainability risk. Financial Statements were signed off by the Queensland Audit Office on 11 August 2015.

The Queensland Audit Office Report to Parliament on the Results of audits for Local Government entities for 2013/2014 saw the Hope Vale Council recognised for its practices and timeliness of achieving the completion of Annual Financial Statements.

SOCIAL SERVICES

All Departments (Aged Care, HACC, Disability Services and Child Care) have been able to maintain all legislative licencing requirements.

The Aged Care Facility maintained accreditation for a further 12month period following inspection visit in August 2014. The facility currently supports 11 residents (2 being high care and 9 being low care)

The HACC program supports 37 clients with services such as meals on wheels, yard maintenance, domestic assistance, social support, respite and advocacy.
The Disability Services program passed audit in May 2014 to maintain accreditation for a further 18 month period. The service currently supports 9 clients.

Nola’s Child Care Centre provides services for children between 0-5 years of age and is licenced for 29 children. It operates from 7.45am to 5.15pm Monday to Thursday and 7.45am to 12.15pm on Friday.

The George Bowen Memorial Kindergarten has 12 enrolments for children between ages of 4 to 5 years.

The Parental & Community Engagement (PaCE) program has continued to work closely with schools, child care and parents. Unfortunately the PaCE funding ceased as at 30 June 2015 however, a similar program will commence as at 1 July 2015 to support education and youth activities in Hope Vale.

**OPERATIONS**

**CIVIL**

The major projects completed by the Civil Construction Group during the year included:

- Completed 800 metres of road reconstruction and bitumen seal on Endeavour Valley Road between Hope Vale and Cooktown under sub-contract to Road Tek through agreement with Transport and Main Roads.
- Completed 4km of road reconstruction and bitumen seal on Elim Beach Road under NDRRA Betterment program.
- Completed additional 2km of bitumen seal on Elim Beach Road following approval from Queensland Reconstruction Authority to use savings from original 4km project.
Commenced realignment works including drainage, gravel re-sheeting and new bitumen seal re-sheeting on the intersection of Airport Road and Reuther Street with funding from TIDS and Roads to Recovery.

Completed NDRRA restoration works on damaged Shire roads relating to all declared events prior to 2014.

Completed NDRRA restoration works on damage to causeway over Carroll Creek.

Completed additional parking including drainage control measures in Poland Street at rear of Retail Precinct.

Completed development of 8 residential allotments in Link Road and 3 residential allotments in North Street.

**BUILDING AND CONSTRUCTION**

- Completed construction of 4 x 1 bedroom units in Binthin Street, Hope Valley Estate under contract with Building Asset Services for Department of Education.
- Completed 12 major upgrades, 13 OT modifications, 33 external paints and 17 internal paints on social housing for Department of Housing and Public Works.
- Completed construction of 6 x 3 bedroom houses (as Principal Contractor) for social housing for Department of Housing and Public Works.
- Completed construction of 4 retail shops in Everlina Plaza.
- Completed construction of new office facilities for HACC and Disability Services programs.
FUNDING PROGRAMS

Hope Vale Aboriginal Shire Council carries out a variety of services and projects on behalf of the residents of the shire. At times these activities are funded by federal and state government grants.

The Hope Vale Aboriginal Shire Council would like to acknowledge the following funding bodies for activities funded in the 2014/2015 financial year;

- Department of Prime Minister and Cabinet (Indigenous Affairs Group)
- Department of Health and Ageing
- Department of Local Government, Community Recovery and Resilience
- Department of Aboriginal and Torres Strait Islander Partnerships
- Department of Health
- Department of Justice & Attorney General
- Department of Transport and Main Roads
- Queensland Reconstruction Authority
- Department of Communities
- Department of Emergency Services
- State Library of Queensland
- Office of Liquor and Gaming Regulation (Gambling Community Benefit Fund)

HOPE VALE PLACES AND PEOPLE

Flooding - Everlina Bridge after TC Nathan (March 2015)

St John’s Lutheran Church

Council workers and sub-contractors

Hope Vale CYAAA School Leaders 2015 meet with Councillors
Hope Vale Aboriginal Shire Council
Community Financial Report

2014-2015


1. 2014/2015 Snapshot

Key Highlights of the 2014/2015 financial year include:

- Unqualified Audit
- Low Risk Sustainability
- First Council in Queensland to have the Financial Statements signed off by Queensland Audit Office for four (4) years in row

2. About Council’s End of Year Financial Statements

What you will find in the Financial Statements:


About the Management Certificate:

The Financial Statements must be certified by both the Mayor and the Chief Executive Officer as “presently fairly” Hopevale Council’s financial results for the year and are required to be adopted by the Council – ensuring both responsibility for and ownership of the Financial Statements by management and elected representatives.

About the Financial Statements

The financial statements incorporate 4 primary financial statements and accompanying notes.

1. A Statement of Comprehensive Income

A summary of Hope Vale Council’s financial performance for the year ending 30 June 2015, listing both regular income and expenses and other comprehensive income which records items such as changes in the fair value of Council’s assets and investments.

2. A Balance Sheet


3. A Statement of Changes in Equity

This the overall change for the year (in dollars) of Hope Vale Council’s “net wealth”.
4. **A Statement of Cash Flows**

   Indicates where Hope Vale Council’s cash came from and where it was spent.

5. **Notes to the Financial Statements**

   These provide greater detail to the line numbers of the 4 primary financial statements.

### About the Auditors Report

Hope Vale Shire Council’s Financial Statements are required to be audited by the Queensland Audit office. The audit of all Queensland Councils is contracted to Audit firms that specialise in Local Government. The Auditor provides an audit report which gives an opinion on whether the Financial Statements present the Councils’ financial performance and position fairly.

A complete version of Hope Vale Aboriginal Councils 2014-2015 Financial Statements including the sustainability ratios can be found at Council’s website: [www.hopevale.qld.gov.au](http://www.hopevale.qld.gov.au) or at Council’s administrative offices at:

- 1 Muni Street
  Hopevale QLD 4895

- Or
  4/108 Mulgrave Road
  Cairns QLD 4870

If you have any questions regarding the financial statements please contact Shannon Gibbs on (07) 4052 2100.
3. An overview of this years Financial Result and Financial Position

Hope Vale Council's Statement of Comprehensive Income (Profit & Loss) 2014/2015

<table>
<thead>
<tr>
<th>Hope Vale Council's Result</th>
<th>Actual 2015</th>
<th>% 2015</th>
<th>Actual 2014</th>
<th>% 2014</th>
<th>Actual 2013</th>
<th>% 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Revenue</td>
<td>$14,874</td>
<td></td>
<td>$16,674</td>
<td></td>
<td>$16,128</td>
<td></td>
</tr>
<tr>
<td>Capital Revenue</td>
<td>$2,420</td>
<td></td>
<td>$4,913</td>
<td></td>
<td>$8,186</td>
<td></td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>$17,294</td>
<td>100.00%</td>
<td>$21,587</td>
<td>100.00%</td>
<td>$24,314</td>
<td>100.00%</td>
</tr>
<tr>
<td>Recurrent Expenditure</td>
<td>$14,007</td>
<td></td>
<td>$14,320</td>
<td></td>
<td>$15,813</td>
<td></td>
</tr>
<tr>
<td>Capital Expenditure</td>
<td>$1,127</td>
<td></td>
<td>$2,191</td>
<td></td>
<td>$4,913</td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenditure</strong></td>
<td>$15,134</td>
<td>87.51%</td>
<td>$16,511</td>
<td>76.49%</td>
<td>$20,726</td>
<td>85.24%</td>
</tr>
<tr>
<td>Operating Surplus/(Deficit)</td>
<td>$2,160</td>
<td>12.49%</td>
<td>$5,076</td>
<td>23.51%</td>
<td>$3,588</td>
<td>14.76%</td>
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<tr>
<td>Other Comprehensive Income</td>
<td>$615</td>
<td></td>
<td>-$760</td>
<td></td>
<td>$3,602</td>
<td></td>
</tr>
<tr>
<td><strong>Net Result</strong></td>
<td>$2,775</td>
<td>16.05%</td>
<td>$4,316</td>
<td>19.99%</td>
<td>$7,190</td>
<td>29.57%</td>
</tr>
</tbody>
</table>

Council’s Revenue Sources for 2014/2015 year

<table>
<thead>
<tr>
<th>Hope Vale Council's Revenue Sources</th>
<th>Actual 2015</th>
<th>% of sub-total</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ '000</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Income</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rates, Levies and Charges</td>
<td>189</td>
<td>1%</td>
</tr>
<tr>
<td>Rental Income</td>
<td>332</td>
<td>2%</td>
</tr>
<tr>
<td>Interest &amp; Investment Revenue</td>
<td>31</td>
<td>0%</td>
</tr>
<tr>
<td>Grants &amp; Contributions - Operating</td>
<td>4,787</td>
<td>28%</td>
</tr>
<tr>
<td>Grants &amp; Contributions - Capital</td>
<td>2,419</td>
<td>14%</td>
</tr>
<tr>
<td>Other / Sundry</td>
<td>992</td>
<td>6%</td>
</tr>
<tr>
<td>Sales</td>
<td>8,544</td>
<td>49%</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>17,294</td>
<td>100%</td>
</tr>
</tbody>
</table>
### Expenses

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee Benefits</td>
<td>5,362</td>
<td>35%</td>
</tr>
<tr>
<td>Materials and Services</td>
<td>5,984</td>
<td>40%</td>
</tr>
<tr>
<td>Finance Costs</td>
<td>10</td>
<td>0%</td>
</tr>
<tr>
<td>Depreciation and Amortisation</td>
<td>2,652</td>
<td>18%</td>
</tr>
<tr>
<td>Other</td>
<td>1,127</td>
<td>7%</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td><strong>15,135</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

### Operating Surplus

- **2,159**

---

### Income

- **49%**
  - Rates, Levies and Charges
  - Rental Income
- **28%**
  - Interest & Investment Revenue
  - Grants & Contributions - Operating
- **14%**
  - Grants & Contributions - Capital
- **6%**
  - Other / Sundry
- **1%**
  - Sales

---

### Expenses

- **35%**
  - Employee Benefits
- **40%**
  - Materials and Services
- **18%**
  - Depreciation and Amortisation
- **0%**
  - Finance Costs
- **7%**
  - Other
Councils Statements of Financial Position (Balance Sheet) for 2014/2015

<table>
<thead>
<tr>
<th></th>
<th>Actual 2015</th>
<th>Actual 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ '000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>The major items that make up Hope Vale Council's wealth include the following assets:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Available Cash &amp; Investments</td>
<td>8,534</td>
<td>7,105</td>
</tr>
<tr>
<td>Debtors</td>
<td>1,828</td>
<td>1,340</td>
</tr>
<tr>
<td>Infrastructure, Property, Plant &amp; Equipment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Capital Work in Progress</td>
<td>369</td>
<td>1,684</td>
</tr>
<tr>
<td>- Land and Improvements</td>
<td>4,148</td>
<td>4,037</td>
</tr>
<tr>
<td>- Buildings</td>
<td>22,950</td>
<td>22,544</td>
</tr>
<tr>
<td>- Major Plant</td>
<td>874</td>
<td>867</td>
</tr>
<tr>
<td>- Other Plant and Equipment</td>
<td>324</td>
<td>352</td>
</tr>
<tr>
<td>Infrastructure Roads</td>
<td>17,037</td>
<td>16,143</td>
</tr>
<tr>
<td>- Infrastructure Water &amp; Sewerage</td>
<td>17,075</td>
<td>16,497</td>
</tr>
<tr>
<td>- Infrastructure Other</td>
<td>1,699</td>
<td>1,655</td>
</tr>
<tr>
<td>Other Financial Assets</td>
<td>18,644</td>
<td>18,187</td>
</tr>
<tr>
<td>Net Community Equity</td>
<td>93,482</td>
<td>90,411</td>
</tr>
</tbody>
</table>

Council's Capital Expenditure for 2014/2015 by Asset Class

- Buildings Residential
- Motor Vehicles and Machinery
- Plant & Equipment
- Buildings Other
- Water Infrastructure
- Other Infrastructure
- Furniture & Fittings
- Land

Council's Major Projects for 2014/2015

- Link Road Subdivision
- New Housing
- Infrastructure Road Networks
- Endeavour Valley Road Bitumen Seal and Maintenance
- Elim Beach Bitumen Seal (6km’s)
- North Street Subdivision
- Airport Road Intersection Upgrade

These expenditures have been funded through Cash Reserves, Grants and Contributions and General Revenue. Hope Vale Aboriginal Shire Council would like to thank the Commonwealth and State Governments for their ongoing support to the development of the Hope Vale Aboriginal Shire Area.
Councils Key Financial Figures – A Snapshot of the past 5 years lets you see some overall trends:

<table>
<thead>
<tr>
<th>Financial Performance Figures ($'000)</th>
<th>YE 2015</th>
<th>YE 2014</th>
<th>YE 2013</th>
<th>YE 2012</th>
<th>YE 2011</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Inflows:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sundry/Other</td>
<td>992</td>
<td>2,344</td>
<td>465</td>
<td>3,326</td>
<td>1,709</td>
</tr>
<tr>
<td>Fees &amp; Charges</td>
<td>189</td>
<td>345</td>
<td>130</td>
<td>294</td>
<td>265</td>
</tr>
<tr>
<td>Rental Income</td>
<td>332</td>
<td>411</td>
<td>803</td>
<td>943</td>
<td>1,328</td>
</tr>
<tr>
<td>Interest Received</td>
<td>30</td>
<td>31</td>
<td>57</td>
<td>204</td>
<td>254</td>
</tr>
<tr>
<td>Sales Revenue</td>
<td>8,543</td>
<td>7,534</td>
<td>7,715</td>
<td>9,444</td>
<td>4,599</td>
</tr>
<tr>
<td>Grants, Subsidies, Contributions &amp; Donations</td>
<td>7,208</td>
<td>10,921</td>
<td>15,144</td>
<td>11,159</td>
<td>18,364</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>17,294</td>
<td>21,586</td>
<td>24,314</td>
<td>25,370</td>
<td>26,519</td>
</tr>
</tbody>
</table>

| Outflows:                             |        |        |        |        |        |
| Employee Benefits                     | 5,362  | 5,675  | 6,700  | 6,062  | 6,116  |
| Materials & Services                  | 5,984  | 6,164  | 6,985  | 9,821  | 4,635  |
| Finance Costs                         | 10     | 30     | -      | 17     | 47     |
| Depreciation                          | 2,652  | 2,451  | 2,145  | 2,543  | 2,776  |
| Capital Expense (40 Year Lease)       | 1,127  | 2,190  | 4,913  | 5,784  | 2,604  |
| **Total Expenses**                    | 15,135 | 16,510 | 20,726 | 24,257 | 16,247 |

| Surplus/(Deficit)                     | 2,159  | 5,076  | 3,588  | 1,113  | 10,272 |

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Assets</td>
<td>93,483</td>
<td>90,411</td>
<td>86,112</td>
<td>79,457</td>
<td>79,318</td>
</tr>
<tr>
<td>Current Liabilities</td>
<td>1,081</td>
<td>853</td>
<td>868</td>
<td>1,405</td>
<td>2,380</td>
</tr>
<tr>
<td>Net Current Assets</td>
<td>92,402</td>
<td>89,558</td>
<td>85,244</td>
<td>78,052</td>
<td>76,938</td>
</tr>
<tr>
<td>Cash &amp; Cash Equivalents</td>
<td>7,631</td>
<td>6,045</td>
<td>5,879</td>
<td>6,039</td>
<td>9,736</td>
</tr>
<tr>
<td>Total Value of PP&amp;E</td>
<td>64,477</td>
<td>63,781</td>
<td>60,402</td>
<td>63,502</td>
<td>64,576</td>
</tr>
<tr>
<td>Total Accumulated Depreciation</td>
<td>2,652</td>
<td>2,451</td>
<td>2,145</td>
<td>2,543</td>
<td>2,776</td>
</tr>
<tr>
<td>Indicative Remaining Useful Life (as a % of GBV)</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
</tbody>
</table>

**Source:** Published audited financial statements of Hope Vale Council (current year & prior year annual financial statements)

### 4. Financial Sustainability Measures

The Financial Sustainability of Councils continues to be a cornerstone of the Local Government Act and a core responsibility of individual Councils across Queensland.

The Financial Sustainability indicators (in accordance with the Local Government Regulation 2012) that Council must publish are as follows:
1. Operating Surplus Ratio – Net Result divided by Total Operating Revenue
2. Asset Sustainability Ratio – Capital Expenditure on Asset Renewals divided by Depreciation Expense
3. Net Financial Liabilities Ratio – Total Liabilities less Current Assets divided by Total Operating Revenue

<table>
<thead>
<tr>
<th>Ratio</th>
<th>Target</th>
<th>Actual</th>
<th>Budget</th>
<th>Yr. 1</th>
<th>Yr. 2</th>
<th>Yr. 3</th>
<th>Yr. 4</th>
<th>Yr. 5</th>
<th>Yr. 6</th>
<th>Yr. 7</th>
<th>Yr. 8</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Surplus Ratio</td>
<td>0 - 10%</td>
<td>6%</td>
<td>4%</td>
<td>5%</td>
<td>3%</td>
<td>4%</td>
<td>2%</td>
<td>2%</td>
<td>4%</td>
<td>2%</td>
<td>3%</td>
</tr>
<tr>
<td>Asset Sustainability Ratio</td>
<td>&gt; 90%</td>
<td>93%</td>
<td>101%</td>
<td>98%</td>
<td>98%</td>
<td>127%</td>
<td>102%</td>
<td>101%</td>
<td>99%</td>
<td>96%</td>
<td>100%</td>
</tr>
<tr>
<td>Net Financial Liabilities Ratio</td>
<td>&lt; 60%</td>
<td>-62%</td>
<td>-58%</td>
<td>71%</td>
<td>84%</td>
<td>-94%</td>
<td>-96%</td>
<td>119%</td>
<td>141%</td>
<td>147%</td>
<td>169%</td>
</tr>
</tbody>
</table>
APPENDIX 1

COUNCILLOR EXPENSES REIMBURSEMENT AND FACILITIES POLICY
PURPOSE

This policy sets the basis by which Council provides for the following:
- reimbursement for Councillors and Mayor of legitimate expenses incurred, or to be incurred; and
- facilities to be provided for and/or at the disposal of Councillors and Mayor, while carrying out civic duties as elected representatives of the Hope Vale Aboriginal Shire Council.

APPLICATION

This policy applies to the Mayor, Deputy Mayor, Councillors and Chairs of Committees. This policy deals with the reimbursement of expenses or provision of a facility to Councillors.

DEFINITIONS

For the purpose of this policy the following definitions shall apply:

Council – shall mean the Hope Vale Aboriginal Shire Council.
Councillors – Includes the Mayor, Deputy Mayor and other Councillors, unless specifically identified.
Chairs of Committees – are those persons appointed or whose position is ratified by a Council resolution to chair a duly established Council Committee.
Deputy CEO – shall mean the person appointed to the position of Deputy Chief Executive Officer under the Act and anyone acting in that position.
Expenses - Expenses are payments reasonably incurred, or to be incurred, in connection with Councillors discharging their duties. The expenses may be either reimbursed to Councillors or paid direct by Council for something that is deemed a necessary cost or charge. Expenses are not included as remuneration.
Facility - Facilities provided to Councillors that are the ―tools of trade‖ and required to enable them to perform their duties with relative ease and at a standard appropriate to fulfil the community expectation for their role.
Reasonable - Councils must make sound judgments and consider what is prudent, responsible and acceptable to the community when determining appropriate levels of facilities and expenditure.
The Act – shall mean the Local Government Act 2009 (as amended).
The Regulations - shall mean the Local Government (Operations) Regulation 2010.

BACKGROUND

This policy has been written to be compliant with the five (5) underpinning principles set by Section 4 Local Government Act 2009:

(a) transparent and effective processes, and decision-making in the public interest; and
(b) sustainable development and management of assets and infrastructure, and delivery of effective services; and
(c) democratic representation, social inclusion and meaningful community engagement; and
(d) good governance of, and by, local government; and
(e) ethical and legal behaviour of councillors and local government employees In addition, the financial sustainability criteria under Section 102 of the Act requires that financial policies must be formulated to:
(i) to ensure a reasonable degree of equity, stability and predictability; and
(ii) so that current services, facilities and activities are financed by the current users of the services, facilities and activities; and
(iii) having regard to the effect of the policies on the future users of services, facilities and activities;
1. PAYMENT OF EXPENSES

Expenses will be paid to a Councillor through administrative processes as approved by Council’s Chief Executive Officer subject to:

(a) the limits outlined in this policy;

(b) Council endorsement by resolution, when claims are outside this policy;

(c) in the case of reimbursement of expenses production of receipts and tax invoices or evidence that such expenses have been paid is required prior to reimbursement; and

(d) expense reimbursement must be claimed within three (3) months of such expense having been paid by the Councillor and claims for reimbursements outside of this period will not be accepted.

1.1. Expense Categories

1.1.1. Professional Development /Conferences /Workshops /Training

Council will reimburse expenses incurred for:

(a) attendance at Regional, State or National Local Government associated conferences, subject to attendance being approved by Council resolution;

(b) attendance at Regional meetings and workshops associated with a Councillor’s responsibilities;

(c) mandatory professional development as approved by Council resolution; and

(d) discretionary professional development deemed essential by Council for the Councillor’s role and approved by Council resolution.

1.1.2. Travel as required to represent Council including deputations to Government, Ministers and organisations that promote Council’s objectives.

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

(a) a Councillor is an official representative of Council; and

(b) the activity/event and travel have been endorsed by resolution of Council.

Councillors are to travel via the most direct route, using the most economical and efficient mode of transport. Council will pay for reasonable expenses incurred for overnight accommodation when a Councillor is required to stay outside the local government’s region.

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

Councillors must consider alternatives to paying excess baggage such as couriering or posting material prior to departure. Any personal excess luggage e.g. gifts and souvenirs must be at the Councillor’s personal cost.

1.1.3. Travel Bookings

All Councillor travel approved by Council resolution will be booked and paid for by Council. Economy class is to be used. Airline tickets are not transferable and can only be procured for the Councillor’s travel on Council business. They cannot be used to offset other unapproved expenses (eg cost of partner or spouse accompanying the Councillor).
1.1.4. Travel/Transfer Costs

Any travel/transfer expenses associated with Councillors travelling for Council approved business will be reimbursed. Example: Trains, taxis, buses and ferry fees, toll fees. Council will provide reimbursement for parking costs paid by Councillors while attending to official Council business.

1.1.5. Fuel

Councillors’ receive a fuel litre allowance as stipulated in the Travel Policy’.

1.1.6. Accommodation

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

1.1.7. Meals

Councillors receive an allowance as stipulated in the Travel Policy’.

2. FACILITIES

2.1. Provision of Facilities

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

2.2. Private use of Council-owned facilities

Based on the principles of transparent and effective process, good governance and ethical and legal behaviour the facilities provided to Councillors by Hope Vale Aboriginal Shire Council are to be used only for council business unless prior approval has been granted by resolution of Council.

2.3. Facilities Categories

2.3.1. Administrative tools

Administrative tools should be provided to Councillors as required to assist Councillors in their role. Administrative tools include:
(a) office space and meeting room
(b) mobile telephone for the Mayor
(c) access to computers
(d) stationery
(e) access to photocopiers
(f) access to printers
(g) access to facsimile machines
(h) publications
(i) use of Council landline telephones and internet access in Council offices
(j) Secretarial support may also be provided for mayors and councillors

2.3.2. Maintenance costs of Council owned equipment

Council will be responsible for the ongoing maintenance and reasonable wear and tear costs of Council owned equipment that is supplied to Councillors for official business use. This includes the replacement of any facilities which fall under Council’s asset replacement program.

2.3.3. Name Badge and Safety Equipment for Councillors

A local government may provide Councillors with:
(a) a name badge; and
(b) the necessary safety equipment for use on official business, eg safety helmet/boots.

2.3.4. Use of Council Vehicles on Council Business

Councillors may access a Council vehicle for use on official business.

2.3.5. Telecommunications Costs

Council’s may claim up to a maximum of $400 per month for the cost of work related telephone calls.

2.3.6. Insurance Cover

Hope Vale Aboriginal Shire Council will indemnify or insure Councillors in the event of injury sustained while discharging their civic duties. The local government will pay the excess for injury claims made by a Councillor resulting from conducting official Council business.

3. CLAIMS FOR REIMBURSEMENT

All claims for reimbursement of expenses will be made on the approved form and submitted with original receipts to the Chief Executive Officer for approval. Failure to comply with this policy, falsifying claims or logbooks or the mis-use of facilities may breach the Councillors’ Code of Conduct and/or represent an offence under the Criminal Code and may be referred to the Crime and Misconduct Commission.

4. NOTIFICATION OF ADOPTION OF EXPENSES REIMBURSEMENT POLICY

(1) As soon as practicable after a local government adopts its expenses reimbursement policy, the local government must give public notice of the policy.
(2) The public notice must be published—
(a) in a newspaper circulating generally in the local government area; and
(b) on the local government’s website.

5. POLICY WILL BE DISCUSSED AT AN OPEN MEETING.

A local government cannot resolve under section 72 that a meeting at which a proposed expenses reimbursement policy is discussed (including its adoption or amendment, for example) be closed.
APPENDIX 2

AUDITED FINANCIAL STATEMENTS