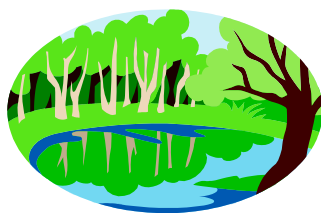

HERBERT RIVER IMPROVEMENT TRUST



Letter of Compliance

The Honourable Mr Glenn Butcher MP
Minister for Regional Development and Manufacturing
Minister for Water
GPO Box 2247
BRISBANE QLD 4001

9th October 2023

Dear Minister

I am pleased to submit for presentation to the Parliament the Annual Report 2022–23 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 2019*, and
- the detailed requirements set out in the *Annual report requirements for Queensland Government agencies*.

A checklist outlining the annual reporting requirements is provided at **Attachment 4** of this annual report (<http://www.forgov.qld.gov.au/manage-government-performance#prepare-annual-reports>).

Yours sincerely



Robert A Bosworth
Chairperson
Herbert River Improvement Trust

Herbert River Improvement Trust

ANNUAL REPORT 2022–23

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HERBERT RIVER IMPROVEMENT TRUST

ANNUAL REPORT 2022–23

1. General Information

1.1. Introductory Information

The work of 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 current government flood mitigation and natural resource management objectives 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: Leigh Carr, Secretary

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

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* and was constituted by Order-in-Council dated 8 May 1942.

The Herbert River rises in the Atherton Tablelands before entering the Hinchinbrook Shire above Abergowrie, one hundred kilometres from the coast. Major tributaries, Gowrie Creek and the Stone River, join the river upstream of Ingham before the Herbert River delta discharges into the 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 others in the delta. The Trust's area also extends forty kilometres south of Ingham with Cattle and Frances Creeks, Waterview and Waterfall Creeks and others discharging directly to the coast.

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, Local Government and sugar industry infrastructure.

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. Since its inception, the Trust has constructed river improvement works at over five hundred sites in the Hinchinbrook Shire. Major flood mitigation works including the Ripple Creek and Catherina Creek floodgates, the Foresthorne flood channel and the Halifax Town Levee have also been constructed over the past forty years.

1.3. Operating environment

1.3.1. Administration

During the year, the Trust held eleven ordinary meetings and no special meetings.

Ordinary Meeting dates:

07/07/2022	04/08/2022	01/09/2022	06/10/2022
10/11/2022	08/12/2022	02/02/2023	02/03/2023
30/03/2023	10/05/2023	01/06/2023	

Special Meeting dates:

Nil

The annual general meeting (AGM) of the State Council of River Trusts, Queensland was held at Dalby, hosted by Wambo Shire River Improvement Trust from 2 to 4 November, 2022. The Trust was represented at the AGM by Chairperson, Mr Robert A Bosworth (Member), Councillor Wallis G Skinner (Member) and Councillor Andrew J Lancini (Member).

1.3.2. Review of operations

The 2021/2022 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 several projects that had become priorities in the wake of the recent 2019 and 2021 flood events in North Queensland.

The two recent flood events again confirmed the Trust's priority role in the lower Herbert for the community and local government (Hinchinbrook Shire Council) - to mitigate flooding and repair any flood damage in the river system. The role is critical for the economic future of the community, community resilience in times of natural disaster, and the environment in the area.

The raising of the levee bank that protects the town of Halifax in 2021/2022, the completion of reprofiling work and removal of regrowth vegetation on the sand islands below Halifax, were important recent achievements for the community.

In 2022/2023, the Trust conducted further investigations into the extensive sediment movement and flooding that affected Queensland Rail's infrastructure and rail traffic and surrounding farming lands at Cattle and Frances Creeks south of Ingham in 2021. Flood modelling and sediment movement experts completed an assessment to underpin a decision on what remediation works can be considered.

The Trust partnered with Terrain Natural Resource Management (FNQ NRM Ltd) to repair a breach in the natural levee of the Herbert River in the Hawkins Creek area north of Ingham. The breach occurred in the 2019 flood event - FNQ NRM Ltd funded the project. Major breaches at two other sites further upstream had previously been repaired by the Trust under the Commonwealth/State DRFA riparian recovery program after the 2019 event. The repairs will prevent flood breakouts from the Herbert River to the Seymour River catchment in those locations in the future.

The Trust also partnered (50% contribution) with the Lower Herbert Water Management Authority (LHWMA) to help fund further improvement works by LHWMA to the Lagoon Creek flood channel. This work will improve flood flows out of the lower Foresthome area at Cordelia.

After a successful project funding application under the NQ Telecommunications and Energy Improvement Grants Program, an upgrade to the Catherina Creek floodgates control system was completed that now allows remote operation of the gates in times of flooding (QRIDA/Trust funded project). The issue of having to get to the floodgates when roads are flooded has been overcome.

Other works included ongoing vegetation control and mowing to maintain flood mitigation infrastructure, including the Halifax Town Levee. This work also ensures the unrestricted operation of the flood channels at various sites in the Herbert River delta.

1.3.3. Capital works

Capital works undertaken during the reporting period (summarised):

Location	Type of works	Cause and effect
Herbert River flood damage - riverbank erosion repair, Hawkins Creek.	Filling the large scour and protection of the natural riverbank levee. Earthworks, rock protection and revegetation.	Natural riverbank levee breached in 2019 floods. Repairs will prevent further bank damage, sediment loss and overflow of flood waters to the adjacent Seymour River and inundation of cane lands in the future.
Cattle/Frances Creeks above and below QR rail line 10km south of Ingham.	<u>Stage 1.</u> Flood modelling and sediment movement expert investigation to underpin a decision on what remediation action can be considered.	Sediment movement from areas at the foot of the mountains is causing problems with flooding, QR rail infrastructure and cane land.
Catherina Creek floodgates at the junction of Catherina Creek and Herbert River, Cordelia. 3 – 3.0 diameter floodgates that when closed prevent the Herbert River back flowing out into cane farms in the Foresthorne area.	Flood mitigation. NQ Telecommunications and Energy Improvement Grants Program (QRIDA/Trust funded). Electronic instrument upgrade that will now allow remote operation by phone.	Remote operation of the floodgates in times when Herbert River flooding prevents access by road to the site control panels. It will avoid the need to have to use nearby residents to try and raise or lower the floodgates.
Lagoon Creek - LHWMA flood channels, Cordelia/Four Mile Road area.	Channel improvement and vegetation management.	Loss of channel capacity caused by sediment during recent flood flows and vegetation regrowth had worsening detention of flood water and resultant inundation of cane land.
<i>Maintenance works</i> Flood mitigation infrastructure - various sites: Halifax town levee, major floodgates, natural flood washaways and flood channels in the lower Herbert.	Spraying, mowing, management of regrowth vegetation.	Work needed to ensure reliable operation of flood mitigation and flood control infrastructure for the community.

1.3.4. Review of proposed forward operations

The following priorities are included in the Trust's 2023/2024 Annual Works Program:

Proposed works:

Flood mitigation QRRRF/QRA/Trust funding - riverbed sand island reprofiling and removal of regrowth vegetation at Castorina Island, between Cordelia and Macknade. Improvement to flood flow capacity of the river channel to delay and reduce any flood overflows of the river's natural levees. The result will be less frequent flooding of the Cordelia and Macknade cane growing and town areas.

Stage 2 Cattle/Frances Creeks - determination of possible remediation works to reduce sand movement and loss of stream capacity. A decision on what action can be considered is needed along with further discussions with adjacent landowners and QR. Possible feasible approaches need to be considered to reduce the impacts of the sand movement on flood levels and infrastructure. This follows on from the flood modelling and sediment movement investigation completed by consultant Venant Solutions in 2022/2023.

The upgrade of the Ripple Creek floodgates control system to allow remote operation in times of flooding (QRIDA/Trust funded project). This will complete the project that saw a similar upgrade for the Catherina Creek floodgates completed in 2022/2023 under the NQ Telecommunications and Energy Improvement Grants Program.

Riverbank erosion repair and stabilisation at various sites. While some sites have been already identified including a bank slump below the Catherina Creek floodgates, other sites may need to be included after the next wet season.

Support again to LHWMA with improvements to the Lagoon Creek flood channel in the Foresthome area, the flood channel that outfalls into the Alligator Ponds flood channel.

Ongoing priority will continue to be given to management of regrowth vegetation on the sand islands in the Herbert River below Halifax. Inspections are also intended of the natural washaways and Anabranh of the Herbert River.

Ongoing priority will also continue to be given to maintenance of flood mitigation infrastructure including the Halifax town levee.

Proposed planning strategies:

The Trust continues to work under its established river management strategies and action plans to mitigate flooding and prepare the river valley for extreme weather events in the future. The work lessens the likelihood of flood damage and reduces the movement of suspended sediment from bank erosion out to the inner Great Barrier Reef lagoon.

In 2023/2024, the Trust proposes a stream function study (modelling) for Ripple Creek.

In addition to the flood mitigation benefit for the community, the works fit in very well with the Commonwealth and State initiatives for overall water quality improvement.

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, and
- Water quality improvement.

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 key objectives, as listed in its 2023-2026 Strategic Plan are:

- To form strategic partnerships
- Improve riverine function and resilience
- Mitigate effects of flooding, and
- Encourage community engagement.

The Trust measures its achievement of these key objectives by using key performance indicators, consistent with the methods outlined in the 2023-2026 Strategic Plan. Details of the key performance indicators are available within the Strategic Plan which is available on the Hinchinbrook Shire Council website.

In 2022/2023, the Trust was able to meet its objectives, consistent with its Strategic Plan (with a value for money approach) and made a significant contribution to the strategies and objectives of all levels of Government and the Hinchinbrook community. The works of stream improvement help prevent 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.

2.4. Service areas and service standards

The Trust is self-funding and therefore funding 'service areas' and 'service standards' measures are not applicable.

3. Financial performance

3.1. Summary of financial performance

Funding received by the Trust during the 2022/2023 year comprised of:

Funding source	Received from	Amount
Precept	Hinchinbrook Shire Council	\$251,505.00
Contractor Agreement	FNQ NRM Ltd	\$ 61,815.84

Expenditure by the Trust during the 2022/2023 year comprised of:

Expense	Amount
Administration	\$ 86,438.31
Capital Works	\$ 75,087.66
Repairs and Maintenance	\$ 32,931.72
General Stream Improvements	\$ 10,995.00
Sedimentation Investigations	\$ 21,600.00

Borrowings by the Trust during the 2022/2023 year comprised of:

Borrowing source	Purpose	Amount
N/A	N/A	Nil

The Trust has the ability to service its debts for the 2023/2024 financial year.

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 2022/2023 year comprised of:

New capital works completed	Repairs due to flood	Restoration of assets (excl. flood)	Maintenance work on assets
\$	\$	\$	\$
75 087.66	Nil	Nil	30 805.86

Note: Figures are excluding GST.

4. Governance – management and structure

4.1. Organisational structure

Composition of the Herbert River Improvement Trust:

- As per the *River Improvement Trust Act 1940*, the Trust's membership is made up of two councillors of the constituent local government (LG), Hinchinbrook Shire Council, and up to three 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.

Members appointed at 30 June 2023:

Name	Position	Current term	First appointed
Mr RA Bosworth	Chairperson and Member (CRM)	7 November 2019 to 30 June 2023	11 April 2013
Cr WG Skinner	Member (LG)	28 April 2020 to 30 June 2023	17 May 2012
Cr AJ Lancini	Member (LG)	28 April 2020 to 30 June 2023	26 April 2016
Ms CA Coppo	Member (CRM)	7 November 2019 to 30 June 2023	7 November 2019

No members have left their position on the Trust during the 2022/2023 reporting period.

4.2. Executive management

The Trust is self-managed.

4.3. Government bodies (statutory bodies and other entities)

Meeting and remuneration information for the Trust for the 2022/2023 reporting period are outlined in **Attachment 1**. DRDMW will make this information available on its website alongside the 2022/2023 summary annual report of Queensland's river improvement trusts.

4.4. Public Sector Ethics

When appointed, members of the Herbert River Improvement 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*. The Code is aligned with that adopted by Hinchinbrook Shire Council.

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 Herbert River Improvement 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.

Actions taken by the Trust in 2022/2023 to further the objectives of the HR Act:

- Nil.

The Trust received no Human Rights complaints in 2022/2023.

The Trust undertook the following reviews for compatibility with human rights in 2022/2023:

- Nil.

5. Governance – risk management and accountability

5.1. Risk management

The Prudential Assessment Questionnaire is provided at **Attachment 2**.

The Trust uses the following approaches to identify areas of significant operational or financial risk:

- The Trust operates with the benefit of the risk management and accountability procedures of the Hinchinbrook Shire Council.

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 2022/2023 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 2022/2023 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 2022/2023.

6. Governance – human resources

6.1. Strategic workforce planning and performance

The Trust employed one staff member during the 2022/2023 financial year, which worked casual hours as required by the Trust. There were no resignations and no retirements during the 2022/2023 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. Member recruitment and selection processes are supported by resources such as those available on the Department of Justice and Attorney-General's Women on Boards website and the Department of Children, Youth Justice and Multicultural Affairs' Diversity and Inclusion on Boards Toolkit.

6.2. Early retirement, redundancy and retrenchment

No redundancy, early retirement or retrenchment packages were paid during the 2022/2023 reporting period.

7. Open Data

7.1. Consultancies

The Trust incurred the following consultancy costs during 2022/2023 financial year:

Consultancy category	Expenditure (\$ excluding GST)
Consultants - Professional/technical	21 600.00
Total cost of consultancies	21 600.00

7.2. Overseas travel

No overseas travel on trust business was undertaken by members of the Trust during the 2022/2023 financial year.

7.3. Queensland Language Services Policy (QLSP)

No Queensland language (interpreter) services were accessed by members of the Trust during the 2022/2023 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:

	Chairperson	Members
Meetings of four hours or less duration	\$195	\$150
Meetings of more than four hours duration	\$390	\$300

Total remuneration paid by the Trust to members in 2022/2023 financial year:

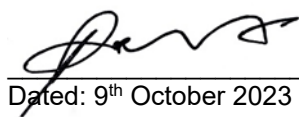
Chairperson (\$)	Members (\$)
2 535.00	5 445.00

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

Robert A Bosworth

Chairperson

Herbert River Improvement Trust



Dated: 9th October 2023

ENTITY INDEBTEDNESS STATEMENT

Annual Reporting 2022/2023

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 Commonwealth and State Government assets, the community and rural industry within its river improvement area.					
Achievements		Conducted (further) investigations into the sediment movement at Cattle and Frances Creeks. Partnered with FNQ NRM Ltd to repair a breach in the natural levee of the Herbert River (Hawkins Creek area). Upgraded the Catherina Creek floodgates control system, allowing remote operation in times of flooding. Ongoing vegetation maintenance and stream improvement work.					
Financial reporting		Not exempted from audit by the Auditor-General. Transactions of the Trust are accounted for in the financial statements, which are audited by distance audit procedures.					
Remuneration							
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 Member - CRM		Mr Robert A Bosworth	over 4 hrs	2	\$390 daily	N/A	\$2,535.00
			under 4 hrs	8	\$195 half day		
Deputy Chair Member – LGA		Cr Wallis G Skinner	over 4 hrs	2	\$300 daily	N/A	\$2,145.00
			under 4 hrs	9	\$150 half day		
Member - LGA		Cr Andrew J Lancini	over 4 hrs	2	\$300 daily	N/A	\$2,100.00
			under 4 hrs	9	\$150 half day		
Member - CRM		Ms Caroline A Coppo	over 4 hrs	1	\$300 daily	N/A	\$1,200.00
			under 4 hrs	6	\$150 half day		
No. scheduled meetings	11 <i>Include total no. meetings scheduled e.g. 12.</i>						
Total out of pocket expenses	\$675.03 <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.</i>						

CRM Community Representative Member – appointed by the Minister for Regional Development and Minister for Water
LGA Local Government Appointee – Councillor

PRUDENTIAL ASSESSMENT QUESTIONNAIRE

Annual Reporting 2022/2023

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? - If not, please provide reasons and forward a copy of the budget documentation as soon as possible, noting that this must be provided to DRDMW by 31 August. ¹ - 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?	Yes
2	Did the entity prepare monthly bank reconciliation statements during the financial year? - If not monthly, how frequently were they prepared and why? - If not at all, why not?	Yes
3	At any stage during the financial year was the entity overdrawn at the bank? - If yes, state reasons why. - Is the entity aware that it requires the Treasurer's approval to operate an account with an overdraft facility? ² - Does the entity need to seek the Treasurer's approval? ³	No
4	Did the entity draw down any loan borrowings during the financial year? - If DRDMW authorised loan borrowings and the entity has subsequently drawn down funds from the QTC, did the entity meet all its loan repayments on time? - Did the entity draw down any further debt during the year? - Was the further draw down approved by DRDMW? - If so, how much (\$ and note the terms) and when approved.	No
5	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? - If the entity has discovered it is exposed to risk, has the entity acted or put plans in place to avoid, minimise, control and manage the risk? - If yes, please outline the actions taken and/or the key elements of these plans in an attachment to this questionnaire.	Low risk identified – no requirement for formal plans.

¹ This is a requirement under section 13 of the *River Improvement Trust Act 1940*.

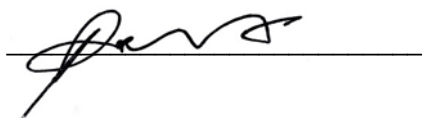
² Also, note section 31 of the *Statutory Bodies Financial Arrangements Act 1982*.
<http://www.legislation.qld.gov.au/LEGISLTN/CURRENT/S/StatutryBodA82.pdf> and "Overdraft Facilities—Operational Guidelines for the Public Sector": <https://www.treasury.qld.gov.au/publications-resources/overdraft/index.php>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

³ The entity should contact the Manager, Economics and Governance, for advice on procedure.

6	Does the entity have current cover for public liability and professional indemnity insurance? • Are the entity's insurance premiums paid up to date? • Is the current level of insurance cover appropriate? • Has the entity recently reviewed the adequacy of its insurance cover? (A copy of current policy may be requested)	Yes
Accrual Accounting If your entity has a total gross revenue of \$1,000,000 or more —		
7	For how many years in succession has your entity's gross revenue exceeded \$1 000 000?	N/A
8	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)? • 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.	N/A
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
10	If not already transitioned from cash accounting, is the entity preparing for the introduction of accrual accounting into its operations? • If yes, by which date does the entity anticipate having fully implemented accrual accounting methods? • If not, why not? (noting that this is a requirement under the <i>Financial reporting requirements for Queensland Government agencies</i> published by the Treasury department)	N/A

Robert A Bosworth
Chairperson
Herbert River Improvement Trust

Signed:



Date: 9th October 2023

ENTITY INDEBTEDNESS STATEMENT

Annual Reporting 2022/2023

Name of entity: Herbert River Improvement Trust

Does the entity have outstanding loans?

(Indicate with a tick: ✓)

Yes☐

please respond to the below questions.

No☒

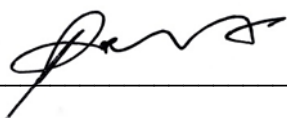
no further action required for this form.

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:

Robert A Bosworth

Chairperson**Herbert River Improvement Trust**

Signed:


Date: 9th October 2023

Compliance Checklist

Annual Reporting 2022/2023

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
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
	Queensland public service values	ARRs – section 13.6	Not applicable. Departments only
Governance management – risk 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

Summary of requirement		Basis for requirement	Annual report reference
	• 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	Not yet submitted to Queensland Audit Office
	• 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*