

KYOGLE COUNCIL



2023/2024 ANNUAL REPORT

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2023/2024 year at a glance

409.35

kilometres of road
re-sheeted/graded

40,921

potholes patched

43,044

pool attendances

33,568

visits to Kyogle library

33

timber bridges replaced

\$80.5M

CapX and flood damage
works completed

3537.15

tonnes of waste
landfilled

1285.41

tonnes of materials
recycled

29.8

days to process a
development application
(average)

\$21.18M

value of development
approved throughout
the LGA

70

compliments from the
community

16.5

kilometres of sealed
roads rehabilitated

Summary of Achievements

This year has been another challenging period for the organisation and its people, as we continue to repair and rebuild after the catastrophic 2022 flood event, while simultaneously delivering improved services and infrastructure across the Local Government Area (LGA).

Council's commitment to the communities it serves was reflected in the level of its investment in the LGA's towns and villages and improvements achieved to the road and bridge networks. It also continues to invest and develop the LGA's parks and gardens, public pools, pre-schools, library and cultural services.

Council delivered its second largest annual capital works program in 2023-24, with work to the value of more than \$80.5 million completed. This comes on the back of Council completing its largest annual program last year (2022-23), and its third largest in 2021-22. This sustained effort and level of achievement has only been possible thanks to the commitment, hard work and dedication of Council's workforce.

One of the most significant issues facing Council is the time frame for flood restoration works and delivery of externally funded projects.

Council's financial position remains strong – Council finished the year with an unrestricted cash balance of \$20 million. We also continue to apply for, and secure, external grant funding for a host of projects ranging from upgrades to our road and bridge networks and rehabilitating riparian zones/habitat restoration to offering free cat desexing and microchipping programs.





Achievements include:

Roads and Bridges

- A total of 33 timber bridges replaced with concrete or steel structures – 31 bridges replaced under the Fixing Country Bridges Program, one bridge jointly funded by Fixing Country Bridges and the Bridge Renewal Program and one bridge completed under the Community Development Grant.
- 16.5km of sealed roads rehabilitated.
- 275km of roads re-sheeted/graded, which includes the emergency works associated with the February 2022 floods and natural disaster.
- More than 40,921 potholes patched.
- Tims Lane and Baileys Bridge Road Bridges were replaced with improved flood immunity.
- Sextonville Road initial seal completed using a combination of flood damage and Council co-contributions.
- Completion of the first six sections of the Clarence Way Upgrade and the upgrade of Ettrick Road.



- A total of 29 landslips that occurred during the 2022 February floods were repaired.

Utilities and Services

- Implemented a new three-bin waste collection service for general waste, recyclables and food and organics waste including community education campaign which resulted in a 32.7% reduction in the amount of waste being sent to landfill.
- Conducted waste collection audits and lift-the-lid audits in Kyogle and Woodenbong to gather data to inform Council's waste education program.
- Upgraded general waste drop off area at the Kyogle Landfill Facility and constructed new wash-down bay.
- Recommenced operation of the Kyogle Reuse Shed (Tip Shop) and launched Facebook page to promote reuse in our community.
- Streetlight conversion to LEDs completed.
- Installation of electric vehicle charging stations in Kyogle, Woodenbong, Bonalbo, *pictured above*, and Tabulam.



Community Facilities

- Major upgrade to Woodenbong Sports Ground completed.
- Completed functionality upgrades of the KMI Hall including supper room and main stage improvements.



- Completed building upgrades to Council administration and facilities depot.
- Completed upgrades to Kyogle Pool amenities.
- Completed repairs and repainting works for Woodenbong and Bonalbo pools.
- Achieved 43,044 combined attendances at Council's three swimming pools.
- Trial of new pool opening hours for Kyogle was well received by the community and new hours were made permanent.

Planning and Heritage

- 82 development applications approved with a total value of \$21.18 million.
- Started development of a new Local Growth Management Strategy to guide the development of land to support growth and local business.
- Commenced implementation of the Kyogle Civic Heart and Main Street Redevelopment plans.
- Progressed a planning proposal which aims to support the sustainable growth of the local timber and forestry industry by removing duplication in government approval processes.
- Local Heritage Funding Program implemented.
- Worked with local indigenous community members and NSW Aboriginal Affairs to identify and re-mark grave sites at the Tabulam Cemetery.
- Sought input from all local Aboriginal Land Councils in the Kyogle LGA on names for 50 new bridges.

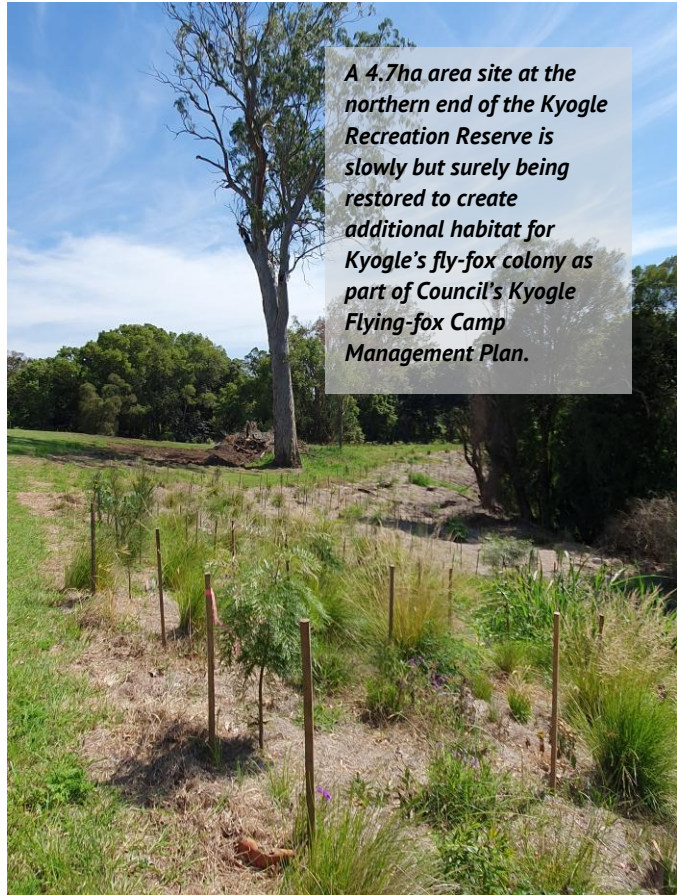
Economic Development and Tourism

- Continued marketing of Kyogle local government area through the 'Kyogle Up for It' campaign.
- Development of three new 'Visit Kyogle' website pages to promote local events, markets and businesses across the local government area.



Environment

- Meeting all renewable energy targets, seven years ahead of schedule by improving energy efficiency at Council-operated facilities, installation of 355kW of on-site photovoltaic systems, LED streetlighting and the purchase of 100% green grid energy for electricity suppliers.
- Commenced development of a Climate Change Adaptation Strategy and Action Plan which seeks to identify how climate change will impact the local economy, lifestyle and environment and what needs to be done to adapt to a changing climate.
- Partnering with the NSW Government, Friends of the Koala and Northern Rivers councils to develop the Northern Rivers Regional Koala Conservation Strategy.
- Continuing our partnership with Tweed Shire Council to progress the Northern Rivers Feral Deer Prevention Program.
- Continuing our partnership with the RSPCA to roll out the Keeping Cats Safe at Home Program including a school education program on responsible cat ownership and desexing of over 300 cats across the local government area.
- Joining forces with the NSW Department of Primary Industries to raise awareness of the dangers posed by red imported fire ants to the environment and local economy.
- Joining forces with Landcare to deliver awareness training about cane toads and our biosecurity obligations.



- Continued to implement the \$200,000 grant from the Environmental Trust and LGNSW to create 4.7 hectares of flying-fox habitat within the northern section of the Kyogle Recreation Reserve.
- Regenerating about three hectares of the riparian zone on two properties along Fawcetts Creek by removing weed plant species, planting native plants and installing a litter sock.
- Secured funding to start restoration work on a stretch of the Richmond River riparian zone adjacent to the Moore Park Recreation Reserve.
- Secured funding to restore 15 hectares of koala habitat on six properties within the local government area.
- Implementing the Parks are for People Project to address the dumping of household waste in public parks under Council's Illegal Dumping and Litter Prevention Strategy.

Community Development

- More than \$500,000 in community and resilience grants awarded.
- Council conducted community information stalls at the Woodenbong and Kyogle shows, and local markets in Kyogle, Bonalbo, Woodenbong and Tabulam.
- Council hosted Volunteers Thank You events at Bonalbo, Mallanganee, Woodenbong and Kyogle.

Arts and Culture

- Provided support for the Kyogle Writers Festival, Summerland Pumpkin and Watermelon Festival, Kyogle, Bonalbo and Woodenbong shows, Tabulam Trail of Light and Sound. Bonalbo Eat Street events and a series of other events across the LGA;
- Nine exhibitions held in the Roxy Gallery showcasing local artists and five exhibitions in the 'Steppin' Up Gallery' to support young, emerging artists and artists living with a disability.
- Annual contribution to Arts Northern Rivers to support local artists as part of the NSW Regional Art Development Organisations Network.



Financial Result

Council's surplus from all activities for the year ended 30 June 2024 totalled \$57,284,000. This compares to a surplus in 2023 of \$77,766,000. The 2024 result can be summarised as follows:-

	2023 \$'000	2024 \$'000
Result from continuing operations	14,968	16,522
Less Depreciation	(9,518)	(10,228)
Results from continuing operations before capital amounts	5,450	6,294
Capital grants and contributions	79,485	56,708
Gain/(loss) on disposal of assets	(7,169)	(5,718)
Surplus/(Deficit) from all activities	77,766	57,284



Kyogle Council Profile

Kyogle Council is a small rural council (pop. 9,359) that covers a large geographical area (3,584km²) with a complex road and bridge network (1,321km roads and 264 bridges) and a high proportion of the LGA dedicated for National Parks and State Forests (approx. 30%).

Kyogle Council adjoins the Scenic Rim Council in Queensland and the Northern Rivers local government areas (LGAs) of Tweed, Lismore, Richmond Valley, Clarence Valley and Tenterfield.

Kyogle Council comprises a large and diverse region with spectacular environmental and cultural attributes. The LGA is within two hours' drive of Brisbane and is one hour from the Gold Coast and NSW coastal communities of Byron Bay, Ballina and Tweed Heads. This, combined with a superb climate and proximity to all necessary services, including education and recreation facilities, makes the Kyogle area an ideal place to live and work.

The district boasts a wide range of natural assets, including the World Heritage-listed Border Ranges National Park, Toonumbar National Park and no fewer than 12 State Forests, all within easy reach of the towns and villages. And there is an abundance of well-maintained facilities, picnic spots, camping and swimming sites, lookouts and walking and mountain biking trails.



Vision, Mission & Values

Community Vision

Working together to balance Environment, Lifestyle, and Opportunity.

Our Mission

To meet the challenges of our unique and diverse region.

Our Values

- Respect and respond to community needs
- Improve the quality of our services
- Be open and accessible
- Act with honesty and integrity
- Value people's contribution
- Support the culture of teamwork, cooperation and safety



Elected Representatives

Nine Councillors represent three wards of the council area and are responsible for the direction and control of Council's affairs in accordance with the Local Government Act and associated legislation. Councillors for the 2021-2024 term were :

A Ward

Cr Kylie Webster (Mayor)
Cr Hayden Doolan
Cr Janet Wilson

B Ward

Cr John Burley
Cr Robert Cullen
Cr Maggie May

C Ward

Cr Tom Cooper (Deputy Mayor)
Cr Danielle Mulholland
Cr James Murray



Kyogle Council: Back from left, Councillors James Murray, Rob Cullen, Hayden Doolan; centre from left, Councillors Tom Cooper (Deputy Mayor), Maggie May, and John Burley; front from left, Councillors Kylie Webster (Mayor), Janet Wilson, and Danielle Mulholland.

Attendance at Council Meetings

During the year the following meetings were conducted.

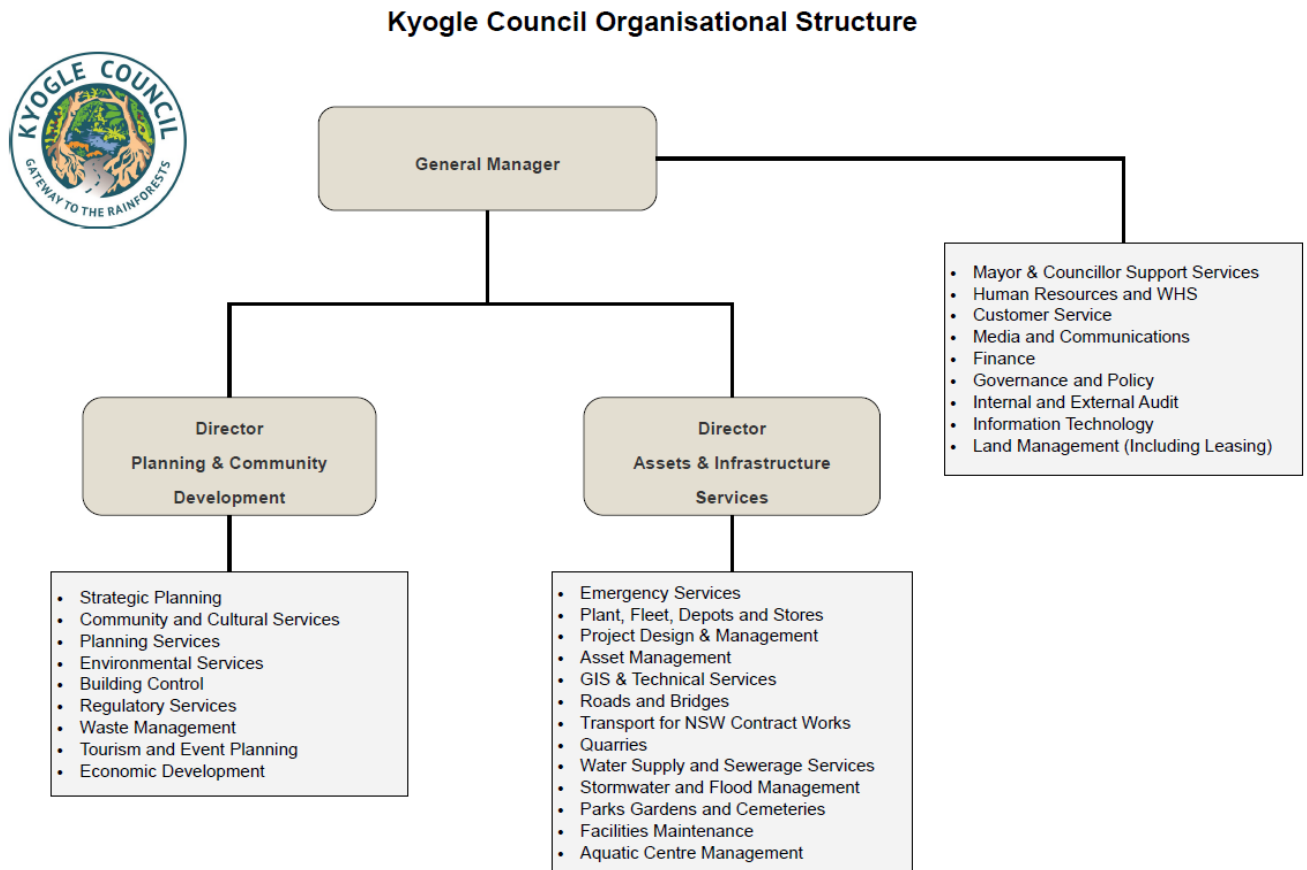
The attendance from Councillors 1 July 2023 to 30 June 2024 is summarised in the table below:

Councillor Name	Ordinary Meetings attended (11 held)	Extraordinary Meetings attended (1 held)
Cr Hayden Doolan	8	1
Cr John Burley	9	1
Cr Maggie May	10	1
Cr Robert Cullen	11	1
Cr Danielle Mulholland	10	1
Cr Tom Cooper	10	1
Cr Kylie Thomas	8	1
Cr James Murray	11	1
Cr Janet Wilson	11	1



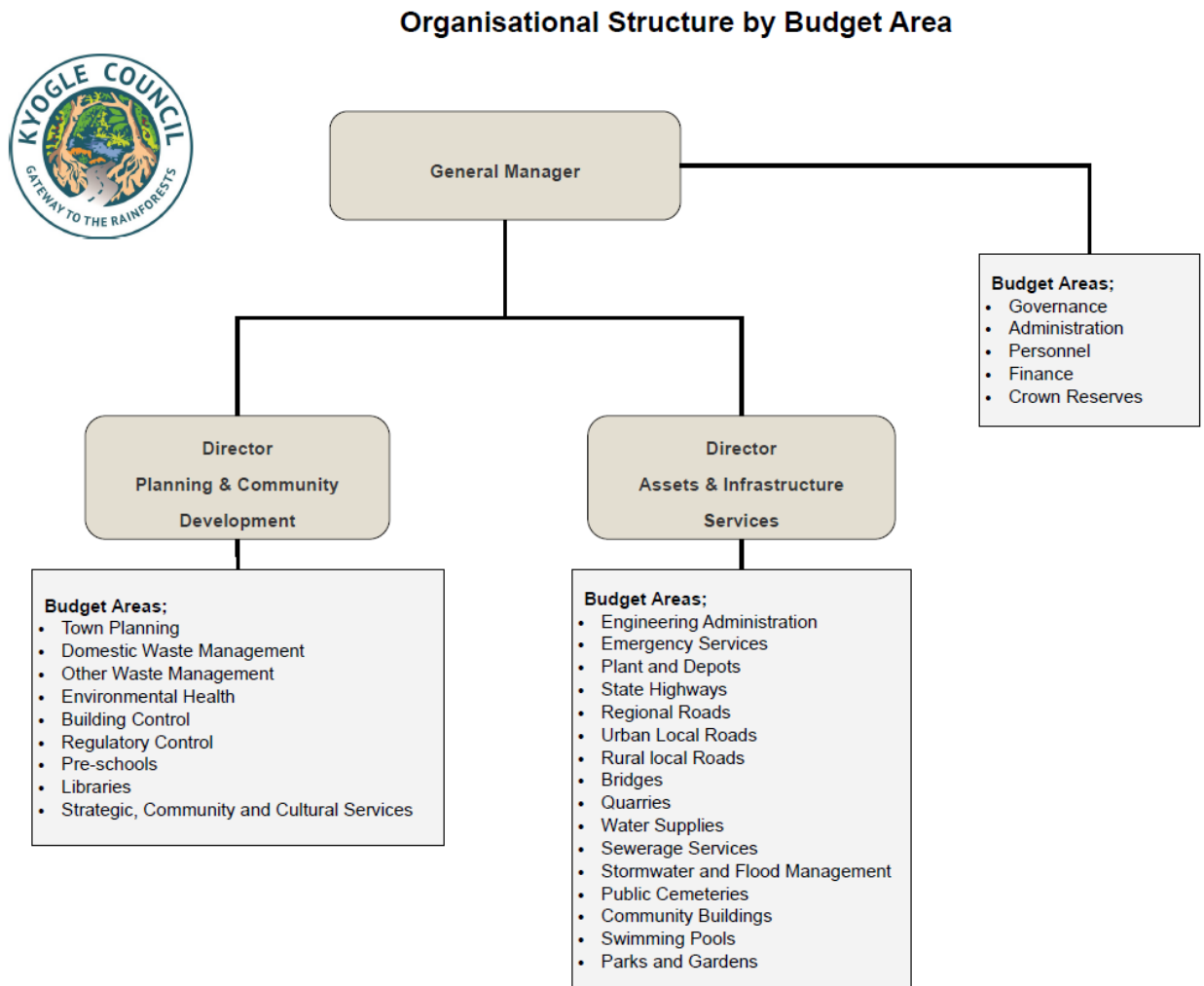
Organisational Structure

The Organisational Structure shown below was adopted by Council in October 2022.



Principal Activities

The principal activities and their respective budget areas identified in the Integrated Planning and Reporting Framework are outlined below;



Key Strategic Priority Areas

The following key strategic focus areas are identified in Council's Community Strategic Plan.

Prosperity

Prosperity is about more than just money. It's about having the right job opportunities to attract and retain people in the area, it's about having a good variety of local shops and businesses that provide the community with access to the products and services they need, and it's about appropriate economic growth and a healthy environment that supports quality of life.

Community feedback shows there is a desire to continue supporting agriculture as the heart of the local economy, but that it should be agriculture for the 21st Century – innovative, value-added, sustainable, and regenerative. On the other hand, people also want to see diversity, including expansion of the visitor economy and support for emerging businesses and industry sectors.

Housing

Having secure, affordable accommodation in a safe, appropriate home is a basic human right but for many in our region finding a suitable home is becoming more and more difficult.

Housing prices in the Kyogle LGA are competitive compared to neighbouring LGAs



but this is a double-edged sword. While it can make property more affordable for buyers and renters, it reduces the financial incentive for property developers. As a result, there hasn't been much new housing coming into the market over recent years.

Like many regional areas in NSW, the Kyogle LGA has an ageing population and this will likely lead to an increase in demand for smaller homes, like units and townhouses, together with access to facilities and support services. It's important that we create the right conditions for growth and choice in the local housing market, to provide the accommodation options required by our communities.

Liveability

Friendly, peaceful, rural, green, and community-minded are all words people use to describe what they love about living in the Kyogle LGA. Our residents also value local shops, having quality schools and good health services. It is important that we provide well-maintained, well-serviced and attractive towns and villages where people want to live, as well as a healthy environment that contributes to the wellbeing and prosperity of the community. The community also want Council to support and nurture community spirit and to focus on the people who make our communities, not just the assets.

Sustainability

Reducing greenhouse gas emissions in order to limit global warming and begin reversing the impacts of climate change is an urgent priority, not just for Kyogle, but for the nation and the world. There is also a strong desire within the community to protect native plants, animals and ecosystems and build our resilience to natural disasters such as droughts, fire and floods.



Audited Financial Reports

Section 428(4)(a)

Kyogle Council's 2023/24 Financial Statements and the audit report from the Auditor General for New South Wales are attached to this document as Appendix 1.

Condition of Public Works

Section 428(2)(d)

The information contained in Special Schedule Report on Infrastructure Assets comprises accounting estimates formulated in accordance with the NSW Local Government Code of Accounting Practice and Financial Reporting. Nothing contained within this Schedule may be taken to be an admission of any liability to any person under any circumstance.

Assets within all asset classes are reported by condition (1-5) as part of the annual asset accounting process. The condition numbers are defined as follows;

1. Excellent: Only planned maintenance is required
2. Good: Minor maintenance required plus planned maintenance
3. Average: Significant maintenance required
4. Poor: Significant renewal/upgrade required
5. Very Poor: Unserviceable

All assets with condition scores of less than 4 are deemed to be in a satisfactory standard. This leaves all assets in conditions 4 and 5 deemed to not be in a satisfactory standard.



The estimated cost to bring these assets to a satisfactory standard is also known as the “infrastructure backlog”. This is calculated as the accumulated depreciation of all assets deemed not to be in a satisfactory standard, ie conditions 4 and 5.

The total infrastructure backlog calculated at the end of the 2023/24 financial year was \$30.40M, which is down from the 2022/23 figure of \$34.26M.

Buildings and Other Structures

Estimate of cost (at current values) to bring these buildings/major facilities up to a satisfactory standard.

The total estimated cost to bring these facilities to a satisfactory condition is \$1,011,000 down from \$1,270,000 in 2022/2023.

Required Annual Maintenance.

The required annual maintenance for these buildings and other structures is \$306,000, with the 2023/2024 expenditure \$469,000.

ROADS

Estimate of cost (at current values) to bring these roads/structures up to a satisfactory standard.

The total cost to bring these asset types to a satisfactory standard is:

- Sealed roads \$19,426,000 up from \$17,586,000 in 2022/2023
- Unsealed roads \$3,066,000 down from \$4,922,000 in 2022/2023
- Bridges \$3,980,000 down from \$7,793,000 in 2022/2023
- Footpaths \$206,000 up from \$128,000 in 2022/2023
- **Total \$26,678,000 down from \$30,429,000 in 2022/2023**

Required Annual Maintenance.

The required annual maintenance for the road assets is \$4,420,000, with the 2023/2024 expenditure \$3,969,000.

STORMWATER DRAINAGE

Estimate of cost (at current values) to bring these drainage facilities up to a satisfactory standard.

The estimated cost to bring drainage to a satisfactory standard is \$1,427,000, which is up from \$1,350,000 in 2022/2023

Required Annual Maintenance.

The required annual maintenance for these drainage systems is \$51,000, with the 2023/2024 expenditure \$67,000.

WATER & SEWERAGE

Council operates water and sewerage schemes in Kyogle, Bonalbo and Woodenbong.

Estimate of cost (at current values) to bring these water and sewerage facilities up to a satisfactory standard.

The total cost to bring these asset types to a satisfactory standard is;

- Water \$23,000 up from \$21,000 in 2022/2023
- Sewer \$1,261,000 up from \$1,186,000 in 2022/2023
- **Total \$1,284,000 up from \$1,207,000 in 2022/2023**

Required Annual Maintenance.

The required annual maintenance for these systems is \$534,000 with the 2023/2024 expenditure \$1,057,000.



Cost of Legal Proceedings

Cl 217(1)(a3)

Legal Costs - Outstanding rates and charges/seeking legal opinions legal action

Summary of Legal Proceedings

Council conducted the recovery of overdue rates and outstanding debts in 2023/2024. These costs are added to the outstanding balance and recovered. The amount expended on this activity was \$36,937.56.

Legal expenses were incurred for the purposes of representing Council in legal proceedings and in seeking legal opinions on various issues coming before Council, advice on contracts, property transfers, road realignments and investigation of illegal structures and animal control. The amount expended on this activity was \$23,921.69.

The total cost of the above legal proceedings was \$60,859.25.



Mayoral & Councillor Fees, Expenses & Facilities/ Senior Staff Contracts /Overseas Travel/Training and Professional Development

Section 428(4)(b), cl 217(1)(a), cl 217(1)(a1), cl217(1)(b)

Fees and Expenses relating to the Mayor and Councillors

Under the Local Government Act 1993, Councillors are to be paid an annual fee, payable monthly in arrears. The Mayor is entitled to receive a fee in addition to the Councillor annual fee for the responsibilities of that office.

Expense/Allowance	2023/2024
Mayoral Allowance including Deputy Mayoral Allowance	28,361.00
Councillors fees	116,987.40
Superannuation	14,558.35
Travel allowance	10,888.50
Provision of office equipment & supplies	Nil
Telephone expenses	2,492.87
Conference and Seminar expenses	6,122.33
Sundries and IT expenses	2,139.79
Councillor sustenance	2,119.66
Expenses of spouses	Nil
Overseas visits	Nil
Childcare expenses	Nil
TOTAL	182,869.90

Councillor Expenses and Facilities

Council has developed a Policy for the Payment of Expenses and Provision of Facilities for Councillors. This policy addresses the provision of expenses to be paid in relation to approved travel outside the Kyogle Council area, travel involving the use of private vehicle, reimbursement of the cost of Council related telephone calls. A copy of the policy can be read and downloaded from the Council website at www.kyogle.nsw.gov.au.

Councillor Training and Professional Development

Councillor	Attendance at Councillor Workshops/Briefings (6 held)
Cr Mulholland	3
Cr Burley	2
Cr Wilson	2
Cr Cooper	3
Cr Cullen	3
Cr Murray	3
Cr Thomas	3
Cr May	2
Cr Doolan	0

There was no overseas travel undertaken by any Councillors or senior staff representing Council during the 2023/2024 financial year.



Senior Staff Contracts

There were three senior staff members as designated in the Local Government Act during the financial year ended 30 June 2024. The General Manager is employed under a performance-based contract. Total remuneration package for the General Manager was \$286,206.00 (includes salary, superannuation, and fringe benefits tax).

Total remuneration for senior staff other than the General Manager was \$636,937.00 (including salary, superannuation and vehicle costs).

Statement of total number of persons who performed paid work on Wednesday 14 February 2024. There were:

- 133 persons employed by the council on a permanent full-time, permanent part-time or casual basis or under a fixed-term contract
- 3 persons employed by the council as senior staff members,
- 7 persons engaged by the council, under a contract or other arrangement with the person's employer, wholly or principally for the labour of the person
- 9 persons supplied to the council, under a contract or other arrangement with the person's employer, as an apprentice or trainee

Major Contracts Awarded

Section cl 217(1)(a2)

Contracts Greater than \$150,000.

Council calls tenders for the supply of various services, including the supply of bitumen, cement stabilisation of roadworks, truck hire, and plant hire. Other purchases may be tendered as necessary throughout the year. Purchases greater than \$250,000 that are subject to formal tendering provisions are shown in the following table.

Supplier	Annual Expenditure (incl GST)
MJ Smith Ground Preparation	\$6,029,541.78
Green Civil Services Pty Ltd	\$5,258,687.78
Ellis Stabilising Pty Ltd	\$4,831,528.08
NSW Spray Seal	\$4,596,539.81
Grahams Quarry Cedar Point Pty Ltd	\$4,528,720.01
The Control Group Pty Ltd	\$4,054,256.48

Supplier	Annual Expenditure (incl GST)
Ozwide Bridge Rail & Civil Pty Ltd	\$3,221,312.31
Farragher & Whitehead	\$2,861,025.75
Maslen Contractors Pty Ltd	\$2,720,867.09
Naviq Pty Ltd	\$2,346,777.68
Humes Ltd	\$1,810,453.00
HXR Pty Ltd	\$1,772,628.23
NSW Treasury Corporation	\$1,636,680.17
Grahams Concrete	\$1,530,812.47
PayClear Services Pty Ltd	\$1,523,541.55
Kingsbrae Partnership Pty Ltd	\$1,492,820.25
Fenwick Drilling Pty Ltd	\$1,474,982.85
Solo Resource Recovery	\$1,420,629.26
Kyogle Earthworx	\$1,394,257.94
Rpq Pty Ltd	\$1,382,291.77
Country 2 Coast Concreting Pty Ltd	\$1,333,909.73
Kyogle Excavation & Tipper Hire Pty Ltd	\$1,332,447.79
North Coast Petroleum - Wholesale	\$1,258,549.71
Stabilised Pavements	\$1,138,365.78
Transport for NSW	\$1,080,681.88
Richmond Valley Council	\$1,013,473.61
FJS All Builds Pty Ltd	\$962,226.41
CivilCS Pty Ltd	\$938,400.45
The Concreters Northern NSW Pty Ltd	\$835,071.58
Civil Consult	\$786,291.55
Versatile Earthworks	\$783,843.71
Planit Consulting Pty Ltd	\$736,834.55
Hgt Australia Ltd	\$728,747.08
Roseberry Creek Farms	\$684,288.21
Nviroscope Pty Ltd	\$682,023.11
Pirlo's Excavation	\$631,221.73
NORTEC Employment & Training	\$618,643.77
Public Works Advisory	\$610,532.10
Road Safety Barriers Pty Ltd	\$606,525.53
James Frizelles Sunshine Automotive	\$566,599.06
MJS Tipping	\$563,244.00
S & F Murray Contracting	\$558,089.83
Statewide Mutual	\$544,456.50
TWM Civil Works Pty Ltd	\$542,989.64
Coops Tipper Hire Pty Ltd	\$541,034.20
Rockhead Pty Ltd	\$510,563.12
RDO Equipment Pty Ltd	\$509,097.73
Lack Group	\$485,718.98
IFind Underground Service Locations	\$471,000.27
Conplant Hire	\$469,478.49

Supplier	Annual Expenditure (incl GST)
Robbo's Earthworx	\$463,651.56
Wicks & Parker Cranes Pty Ltd	\$463,183.89
Piling & Concreting Australia (PCA) Pty Ltd	\$449,231.97
Ezyquip Hire Pty Ltd	\$444,567.28
Riordans Consulting Surveyors	\$417,352.48
Rodney Davis Bobcat Hire	\$392,764.62
Wagners Cement Pty Ltd	\$392,155.07
BCQ Pty Ltd	\$387,789.98
Waeger Constructions Pty Ltd	\$384,054.00
Origin Energy	\$374,635.61
D-Rex Excavator & Bobcat Hire	\$373,906.40
Kyogle Council	\$369,140.16
Roseberry Creek Developments Pty Ltd	\$367,685.86
Broons Group Pty Ltd	\$353,054.68
Mr B Harris	\$338,893.50
Grahams Precast Concrete Products	\$325,842.00
Holcim (Australia) Pty Ltd	\$292,844.72
Ahoy Traffic Control and Labour Hire Services Pty Ltd	\$290,507.46
Altus Traffic Pty Ltd	\$288,121.67
Bonalbo District Memorial Hall	\$288,050.40
Dept of Environment, Climate Ch	\$285,455.73
Coffs Harbour City Council	\$270,380.00
State Cover Mutual Limited	\$259,692.35
Green's Tree Lopping	\$252,450.50
Protest Geotechnical Pty Ltd	\$249,756.38
National Australia Bank - Loans	\$244,804.88
MoCrib	\$243,210.23
Barrier Signs	\$234,813.01
Neumann Steel Pty Ltd	\$219,159.08
RKM Tipper Hire Pty Ltd	\$216,562.90
Coates Hire	\$215,781.06
Allstate Linemarking Services Pty Ltd	\$211,528.92
Vectorial International Pty Ltd	\$199,469.09
Perma-Patch Australia	\$198,933.07
SAFEgroup Automation Pty Ltd	\$190,385.80
EVSE Australia	\$181,109.50
Ninety 6 Concreations	\$178,414.58
Mr H Anderson	\$172,631.61
TTC Equipment	\$172,524.00
Kerb & Co Pty Ltd	\$169,851.00
Vailo Pty Ltd	\$167,662.88
Downer Edi Works Pty Ltd	\$167,018.94
Rous County Council	\$163,240.00
Mr J W Van Mourik	\$162,161.67

Supplier	Annual Expenditure (incl GST)
Lismore Toyota	\$161,035.26
Fergies Fine Fields	\$156,750.00
Peter Lowndes Consulting Engineer	\$155,100.00
Lismore Nissan & Kia	\$150,446.03
Southern Queensland Steel Pty Ltd	\$150,063.03



Modern Slavery Act 2018

Local governments have an important role to play in combating modern slavery, and local government entities are encouraged to voluntarily comply with the Modern Slavery Act, 2018 (the Act) where they have capacity to do so.

The Department of Home Affairs (the Department) advises that the Act explicitly excludes state and territory governments from the Reporting Requirement. Consistent with this approach, local government entities are not required to comply with the Reporting Requirement. This ensures that local government entities are treated in the same way as state and territory governments under the Act.

Although falling into the above category, Kyogle Council supports all endeavours to stamp out the serious exploitation of people in the manufacturing and supply of goods and services and strongly supports the following statement from the Department;

Modern slavery can occur in every industry and sector and has severe consequences for victims. Modern slavery also distorts global markets, undercuts responsible business and can pose significant legal and reputational risks to entities.

Kyogle Council's procurement practice is to support the local economy where possible and to;

To deliver quality outcomes at competitive prices while recognising the impact of procurement decisions on local industry and economic development

To ensure that all legislative and statutory requirements and guidelines are met in relation to tendering and procurement

Council has adopted a Statement of Business Ethics and considers the business ethics of those we engage.

In May 2022 Council undertook a review of its investment partners' ethical and sustainable business practices, and was satisfied that all adhered to the Modern Slavery Act, 2018. A report on the review was presented to Council at the 14 June 2022 Ordinary meeting. A further review was undertaken, and a report was presented to Council 11 September 2023.



Bushfire Hazard Reduction Programs

Section 428(2)(11)

Kyogle Council is a member of the Northern Rivers Local Emergency Management Committee (LEMC) and plays an active part with regular attendance by the nominated Local Emergency Management Officer (LEMO).

Kyogle Council is a member of the Northern Rivers Bush Fire Management Committee (BFMC) and plays an active part with regular attendance by senior staff.

Kyogle Council has staff member appointed to the Fire Access and Fire Trails (FAFT) subcommittee and plays an active part in updating the plan as required.

The Bushfire Risk Management Plan, prepared by the regional Bush Fire Risk Management Committee identifies the different land tenure, vegetation types and land management practices and provides objectives and strategies for addressing bush fire risks in these areas.

During 2022/2023 hazard reduction carried out by Kyogle Council continued through its ongoing roadside slashing operations throughout the road network.

Council, where necessary, continues through its Development Assessment process, to control and in some cases restrict development of housing in areas where adequate fire protection zones cannot be established.

All new development in the Council area must conform to the Planning for Bushfire Protection Guidelines 2019.

Through its Local Emergency Management Committee, Council continues to support and encourage the development of evacuation and emergency plans.

Kyogle Council has identified a significant fire trail that is now listed as the number 1 priority for the Northern Rivers BFMC FAFT plan and awaiting full funding to implement (over Iron Pot to Peacock, over Mount Brown).

Kyogle Council in partnership with the RFS has had its Bushfire Prone Land mapping reviewed and endorsed by the Northern Rivers BFMC in 2023.

Kyogle Council is assisting in a review of Neighborhood Safer Places in preparedness for the bush fire season with a new location identified in Kyogle township at the last BFMC meeting and under consideration by the RFS.

NSW RFS mitigation crews have undertaken Asset Protection Zone (APZs) works around significant communication facilities in Kyogle LGA (Haystack, Mt Donaldson, Homeleigh and Mallanganee)

NSW RFS mitigation crews have undertaken community protection works through the Assist Infirm, Disabled and Elderly Residents program (AIDER) in Roseberry Creek, Wadeville and Tabulam and continue to attend jobs upon request.

The RFS and NSW National Parks and Wildlife Service (NSWNPWS) have recently undertaken a number of planned hazard reduction burns in the Richmond Range & Border Range Notational Parks. These hazard reduction burns are both for community protection (1400ha burn in Richmond Range NP) and environmental for the Eastern Bristle Bird population around the Border Ranges National Park.

NSW RFS supported Cultural Burning workshops hosted by Jagan Alliance in conjunction with the Local Aboriginal Land Councils in Tabulam. Workshops held at Tabulam Rural Fire Brigade Station and attended by brigade members.

NSW RFS supported Cultural Burning activities at Cine Cera (Border Ranges property) with Githabul Rangers and Local Land Services.



Multicultural Services

Section 428(2)(j)

The Council area's ethnic groups, and languages spoken as per the 2021 Census are set out in the tables below. Total population is 9,359.

Place of birth	Number	Proportion of total population
Australia	7,453	79.6%
England	266	2.8%
New Zealand	148	1.6%
Germany	53	0.6%
Philippines	45	0.5%
South Africa	30	0.3%



Language spoken at home	Number	Proportion of total population
English	8,140	87.0%
German	38	0.4%
Spanish	19	0.2%
French	17	0.2%
Italian	16	0.2%
Mandarin	13	0.1
Japanese	11	0.1%

The Roxy Gallery supports local emerging artists from culturally diverse backgrounds of all ages and abilities.

Council continues to sponsor events that cater to a wide cross-section of the community through sports, cultural activities and business development.



One of the many diverse works of art exhibited by the Roxy Gallery during 2023-2024.

Council Subsidised Private Works

Section 67(3), cl 217(1)(a4)

All private works undertaken by Council were carried out in accordance with the approved fees and charges and the works estimating and costing procedures as fixed by Council.

The scope of other private works carried out by Council included plant hire, supply and delivery of road materials, and minor sewer, drainage and water jobs and other general works. Income from the work was \$14,399.92

Private Works are documented by way of an “Private Works and Services Request” which details job description, location, application name, estimated cost, payment details and other relevant job information.

Financial Assistance Provided

Cl 217(1)(a5)

Grants provided by Council under Section 356 on the Local Government Act 1993 during the 2023/2024 Year are shown below. Appropriate advertisements are placed in Council's Newsletter and local media seeking applications from local groups and individuals. Council granted the following donations during the 2023/2024 year:

ORGANISATION	VALUE
Community Assistance Grants (Various small grants determined by Council under Community Assistance Policy)	\$48,576
Kyogle Historical Society	\$5,632
Australia Day Committee (Kyogle)	\$4,572
Australia Day Committee (Woodenbong)	\$4,572
Australia Day Committee (West)	\$4,572
Various Halls	\$9,565
Learn to Swim / Life Education	\$614
North Coast Academy of Sport	\$1,367
Kyogle Citizens Band	\$1,181
Kyogle NAIDOC celebrations	\$2,813
Kyogle Youth Ventures	\$4,358
Bonalbo Show	\$1,810
Woodenbong Show	\$1,810
Kyogle Show	\$2,200
Tabulam Preschool	\$1,689
Fairymount Preschool	\$1,689

Cawongla Preschool	\$1,689
Bundgeam Preschool	\$1,689
TOTAL	\$100,398



Activities to Implement Equal Employment Opportunity Management Plan

CI 217(1)(a9)

Kyogle Council is wholly committed to the principles of Equal Employment Opportunity and providing a workplace in which people are treated with fairness, dignity and respect. During the year the EEO Policy has been reviewed in consultation with the Consultative Committee and adopted by Council.

Council's Equal Employment Opportunity Management Plan establishes objectives, actions, targets and performance indicators which are focussed on eliminating and ensuring the absence of discrimination in employment on the grounds of age, race, sex, marital status, parenthood, carers' responsibilities, physical or mental impairment, and, religious or political affiliation, while promoting equal employment for women, members of racial minorities and physically handicapped persons.

The aim of Council's Equal Employment Opportunity Management Plan is to:

1. Demonstrate to staff and the community the commitment by management and the Council to Equal Employment Opportunity (EEO);

2. To ensure there is an understanding of Equal Employment Opportunity principles and to keep all staff informed of issues relating to the Equal Employment Opportunity Management Plan.
3. To ensure that the policies, procedures and practices of Kyogle Council promote the principles of Equal Employment Opportunity.
4. To ensure that all people have a right to be considered for a job, training opportunity, or other benefit for which a person is skilled or qualified.
5. Implement practices that ensure staff selections must be accurate, fair, accountable, systematic and based solely on merit.
6. Make staff aware that they are obliged to follow non-discriminatory practice and maintain a workplace free from discrimination.
7. Establish that Kyogle Council is a responsible employer, which is legally accountable for discrimination in employment matters.

The provisions of the Equal Employment Opportunity Management Plan are reflected in the following activities:

- Communication and awareness of EEO principles.
- Ensure recruitment processes are in accordance with EEO principles.
- Appointment, promotion and transfer processes are in accordance with EEO principles.
- Training and Development Procedures are in accordance with EEO principles.

Communication and Awareness

Council ensures that all employees are aware of:

- EEO principles.
- Their responsibilities in relation to EEO principles.
- The existence of the EEO Management Plan and where it is located.
- Council's intolerance of harassment in the workplace.

This has been achieved through communicating Council's commitment to achieving EEO as part of Council's induction program. Compulsory workshops were held with all staff facilitated by Local Government NSW and EEO awareness is a performance standard contained in all position descriptions which require all employees to observe and implement the principles and intent of EEO.

There is a performance measure in all staff reviews relating to awareness of EEO and compliance with EEO principals.

Recruitment Process

Council ensures that the principles and intent of the Equal Employment Opportunity Management Plan are supported throughout the recruitment process by:

- Ensuring all positions vacant advertisements include a statement of inclusion and EEO principals
- Ensuring that those who convene interview panels are aware of and implement EEO principles throughout the recruitment process.
- Ensuring that those who convene interview panels comply with Council's recruitment and selection procedures.
- Include knowledge and understanding of EEO principles as criteria for appointment to a supervisory position.

This has been achieved through ensuring EEO principles are included in interview skill training; ensuring interviews for management and supervisory positions include questions relating to EEO responsibilities; developing a competency assessment on EEO principles; and, including knowledge and understanding of EEO principles as an essential criterion for all positions with Council.

Appointment, Promotion and Transfer Processes

In the appointment, promotion and transfer of employees, Council's Equal Employment Opportunity Management Plan ensures that:

- All appointments and transfers are based on merit and/or position related criteria.
- All employees who are injured at work and unable to return to their pre-injury duties are assessed fairly for suitable duties in accordance with their abilities.

This has been achieved through monitoring appointments, promotions and transfers to ensure they are based solely on merit and demonstration of the employee's ability to meet the criteria; when opportunities to act in higher positions are available they are assigned in accordance with EEO principles and Council's Higher Grade Duties procedure which establishes the process for selecting employees for relieving opportunities; and ensuring that suitable duties are offered based on the injured worker's functional capabilities in addition to worksite assessments where required.

Council's Workforce Management Plan has been developed and is being utilised to help with monitoring the aging workforce and succession planning for relevant roles.

Training and Development Procedures

Council ensures that training is arranged according to the needs of Council and individuals and complies with EEO principles.

This is achieved through organising training according to the needs of Council and individual employees career development considerations; organising, where practical, group training so that employees are given equal opportunity to participate at the same time; continuous examination of in house and external training courses and materials to ensure they are non-discriminatory and consistent with Council's EEO principles.

A council-wide training plan has been developed and endorsed by the Consultative Committee and includes trainees, apprentices and volunteers where relevant.

Implementation of Council's Equal Employment Opportunity Management Plan is an ongoing commitment by Council to continue to review its policies and procedures on recruitment, selection, appointment, promotion, training and development, grievance and harassment functions to ensure the principles and intent of Equal Employment Opportunity are continually achieved.

Organisations Having Delegated Authority

Cl 217(1)(a6)

County Councils

Kyogle Council was previously a member of the Far North Coast County Council that exercised functions in relation to noxious weeds control on its behalf. This County Council has now been merged into ROUS County Council and Kyogle Council has a Service Level Agreement with ROUS for the delivery of noxious weed control services. Kyogle Council is no longer formally a member of any County Council.

Regional Library

Kyogle Council has delegated Richmond Valley Council as the administering Council for the Richmond Upper Clarence Regional Library.



Other Groups

Council had formal arrangements with several local management groups for maintenance of parks and reserves and operations of caravan parks and camp grounds in the villages. A list appears below.

Organisation	Comments
Kyogle Lions Club	Organises Australia Day Activities
Woodenbong Australia Day Committee	Organises Australia Day Activities
West of Range Australia Day Committee	Organises Australia Day Activities
Bonalbo Hall Committee	Operation of Bonalbo Caravan Park
Mallanganee & District Progress Association	Village Mowing and Maintenance and Mallanganee Campground
Old Bonalbo & District Progress Association and Old Bonalbo Soldiers Memorial Hall	Village Mowing and Maintenance
Woodenbong Progress Association	Operation of Woodenbong Campground

Controlling Interest in Companies & Joint Ventures

CI 217(1)(a7), CI 217(1)(a8)

Companies in Which Council Has a Controlling Interest

Council did not have a controlling interest in any companies during the reporting period.

Joint Ventures in Which Council Has an Interest

- Richmond/Upper Clarence Regional Library - Kyogle Council is involved in a jointly funded arrangement with Richmond Valley Council to provide library services through the management of the Richmond/Upper Clarence Regional Library.
- North-East Weight of Loads Group (NEWLOG) - Council is also a member of the North-East Weight of Loads Group. The constitution of the group specifies the Council as having a one tenth “ownership” of the group’s net assets. The stated objectives of the group include generally promoting the aims of reducing damage to Council and classified roads by policing vehicle weight limits.
- Statewide Mutual - pooling arrangement with various NSW local government authorities to acquire insurance coverage and best practice systems for risk management.

Rates and Charges Written Off

Clause 132

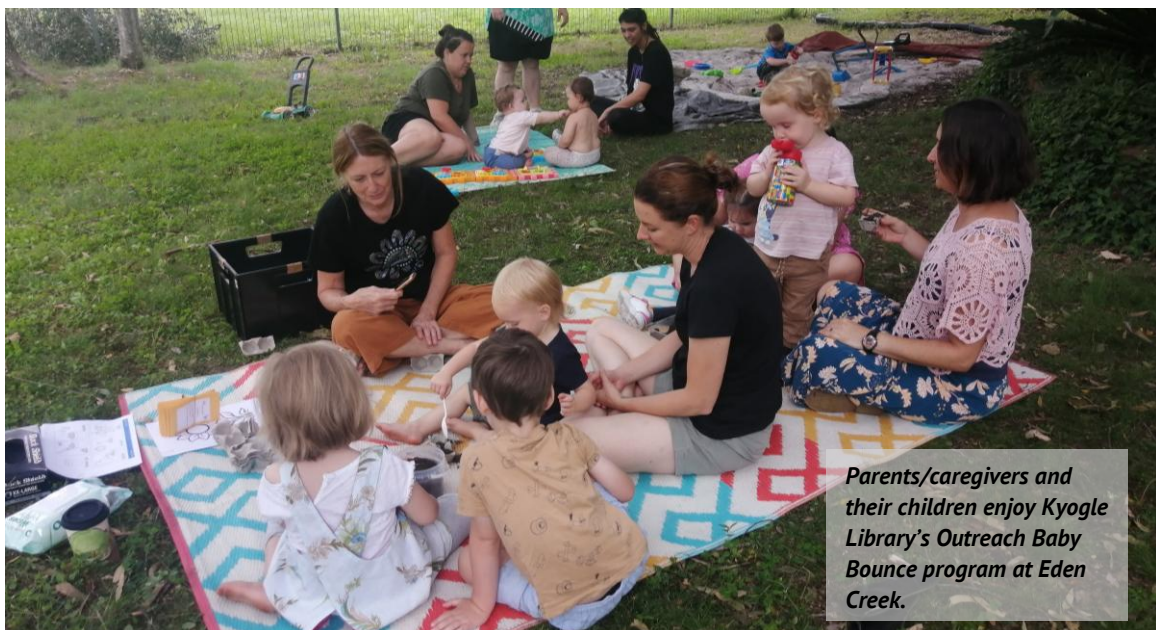
During 2023-2024, Council wrote off the following rates and charges.

Pension Write Offs (55% recovered from State Government \$194,484.06)	\$ 353,607.38
Rates, Charges and Interest	\$ 91.37
TOTAL	\$ 353,698.75

Activities for Young People

Council controls three buildings that are used as pre-schools within the Council area. These buildings are included in Council's maintenance schedule, and have funding allocated to them on an annual basis for maintenance and upgrading. Council also provides assistance to other pre-schools run within the Council area in privately owned/licenced facilities.

Seven playgrounds and four sports fields are also maintained or managed by Council, some with the assistance of community groups. A series of improvements to these facilities have been completed during the year and this continues to be a focus for Council subject to available funds. The portable shade shelters continue to be well used and are available free of charge to community and sporting groups.



Parents/caregivers and their children enjoy Kyogle Library's Outreach Baby Bounce program at Eden Creek.

Council supported youth activities throughout the LGA in partnership with Kyogle Together, and with funding previously provided by the NSW Government for the Swoopin Season youth action project through the NSW Stronger Country Communities Program.

Council provides a building free of charge and supports the activities of the Kyogle Youth Centre through a partnership with Kyogle Together. Financial support is provided to Kyogle Youth Ventures which provides mentoring for young people identified “at risk”.

The Roxy’s dedicated display space for emerging artists, the “Steppin’ Up Gallery (located in the glass display area in the foyer on ground level) offers an opportunity for young and emerging artists and has showcased young artists living with a disability. In addition, three major Roxy Gallery exhibitions displayed the works of local youth artists.

Access and Equity Activities

Cl 217(1)(d)(i)

Kyogle Council is committed to meeting the needs of its community. To assist in providing or advocating for appropriate and accessible services and facilities for its community, Council has adopted the Disability Action and Inclusion Plan 2017 and Community Strategic Plan. Council also participates in the Kyogle Public Transport Working Group which is convened by Social Futures.



An access and equity activity is defined as one that assists Council to:

- Promote fairness in the distribution of resources, particularly for those most in need
- Recognise and promote people's rights and improve the accountability of decision makers
- Ensure that people have fairer access to the economic resources and services essential to meeting their basic needs and improving their quality of life
- Give people better opportunities for genuine participation and consultation about decisions affecting their lives.

Children

Council has undertaken a number of activities to improve services to children. These include:

- Continuing to implement work and projects identified in the Pedestrian Access and Mobility Plan.
- Conducting safety audits of children's play areas and equipment
- Providing donations for pre-schools and playgroups, after school care, learn to swim and Life Education
- Delivery of children- specific programs through the Kyogle Library.

Youth

Council has undertaken a number of activities to improve services to youth. These include:

- Providing donations for young people to develop skills in their areas of expertise through the Financial Assistance Policy
- Sponsorship of events for Youth Week
- Liaison, information sharing and supporting youth workers in the LGA including KYAC, formerly branded as Swoopin Season.
- Continued operation of the "Stepping Up Gallery" – a dedicated gallery space for young and emerging artists.

Older People

Activities undertaken to improve services to aged people include:

- Continued support of the Kyogle Community Centre for use by seniors organisations and the community
 - Roxy Gallery exhibitions featuring local works by older community members
 - Liaison, information sharing and supporting aged care workers in the LGA
 - Provided assistance through the Financial Assistance Policy for programs relating to older residents.
 - Council's adopted Local Strategic Planning Statement (LSPS) includes actions
-

to support the growth of the local housing market and to identify options to extend choice in the market. The LSPS includes a commitment to commission a Housing Needs Assessment that will also consider access to support services for older people and those living with a disability.

People with Disabilities

Activities undertaken to improve services for people with disabilities include:

- Delivery of projects across community buildings and parks and gardens with a focus on accessibility
- Exhibitions by young artists living with disabilities in the “Steppin Up Gallery” and Roxy Gallery.

Women

Activities undertaken to improve services for women include:

Council participates in the local Community Services Network, which provides a forum for stakeholders to discuss and raise a range of issues including domestic violence prevention measures.



Community

Council has undertaken a number of activities to improve services to the community. These include:

- Distribution of a monthly newsletter to inform the public about council activities and community news
- Regularly updating Kyogle Council website and Facebook page to inform residents of Council news and promote Kyogle Local Government Area to people outside the area
- Facilitation of community and industry forums to inform council decision making and planning
- Regular attendance at community meetings.
- Providing information stalls at community markets and shows about a range of issues affecting residents.
- Facilitation of cultural activities through provision of an art gallery and director that promote the work of local artists.
- Providing timely information and community organisations with funding enquiries. Development of centralised LGA-wide database.
- Continued support of Kyogle Together, Kyogle Family Support Services and Social Futures with activities and programs.
- Direct financial assistance for community groups and individuals and the provision of support for community funding applications
- Provision of traffic control and event establishment.
- Sale of works by local artists from the Roxy Gallery and Visitor Information Centre.
- Events calendar live on the Kyogle Council website that community can fill in.
- Development of Up For It events page for major public events and refresh of the Visit Kyogle website.
- Ongoing community support to apply for funding to implement actions noted in the Visions of the Villages reports and other community priorities as they emerge.
- Facebook options for distribution of information including Kyogle Council and Council's Roxy Gallery;
- Kyogle LGA events regularly promoted in Council's community newsletter and events promoted on the event calendar on Council's website.
- Links to Kyogle and District Chamber of Commerce and local progress associations and directories included in Council platforms.
- Ongoing promotion to businesses and community groups of supports available for drought, bushfire, flood and COVID recovery.
- Ongoing Community Resilience Planning across the LGA in villages areas.
- Ongoing participation in flood recovery networks, online and in-person meetings to advocate community and business needs.
- Staff attend Kyogle and District Chamber of Commerce, Tidy Towns, Tabulam Progress Association, Bonalbo Progress, Mallanganee Progress & Woodenbong Progress meetings regularly.

- Council participates in the local Community Services Network, which provides a forum for stakeholders to discuss and raise a range of issues including domestic violence prevention measures.
- Council has two Community Recycling Stations to encourage correct disposal of problem household items such as batteries, light bulbs, printer cartridges, glasses and mobile phones. The CRS are located in the Kyogle Library and Bonalbo Community Hall.
- Council sponsors a range of events that have an economic impact through the Economic Development operating budget.
- Council has adopted its Local Strategic Planning Statement, which signposts a number of LEP revisions that will support business growth and economic development.



National Competition Policy

Council has declared that the following are business activities:

Category 1 Business Activities

- Transport
- Quarries
- Water

Category 2 Business Activities

- Sewer
- Domestic Waste

Expenses, Revenues and Assets for Category 1 Business Activities

Competitive neutrality principles have been applied to Council's Business Activities through the development of a corporatised model. These principles include the factoring in of applicable commercial entity employee on-costs; taxation equivalent payments and removal of costs not imposed in the commercial sector.

Applying the full impact of competitive neutrality principles noted above, the revenues, expenses and assets at 30 June 2024 for the Category 1 business activities is:

Transport

Revenue	(\$,000)	11,652
Expenses	(\$,000)	11,170
Net Assets	(\$,000)	(296)

Quarries

Revenue	(\$,000)	3,485
Expenses	(\$,000)	3,112
Net Assets	(\$,000)	1,899

Water

Revenue	(\$,000)	2,022
Expenses	(\$,000)	2,245
Net Assets	(\$,000)	26,542

Implementation of Competitive Neutrality Principles

Summary of progress to implement principles of Competitive Neutrality:

- Council has established a complaints handling system for competitive neutrality issues.
- Separate internal reporting has been established for each business activity.
- Introduced implementation of full cost attribution.
- Introduced system to make subsidies to business activities an explicit transaction.
- Council complies with the same regulations as the public sector.

Competitive Neutrality Pricing Requirements in Relation to Category 1 Business Activities

Category 1 business has full cost attribution to satisfy competitive neutrality requirements.

Complaints Handling Mechanism for Competitive Neutrality Complaints

Council has a Statement of Business Ethics policy and internal complaints procedures through the Office of the General Manager and Public Officer.

Actual vs. Projected Performance for Category 1 Activities

Council has maintained a breakeven budget for its Category 1 Activity

Stormwater Management Services

CI 217(1)(e)

Council has continued to implement strategies identified in the Urban Stormwater Strategy for Kyogle, the Kyogle Integrated Water Cycle Management Strategy and the Kyogle Floodplain Risk Management Plan.

Public Interest Disclosure Act 2022

New Public Interest Disclosures legislation commenced in October 2023. An updated policy was adopted in November 2023.

The General Manager ensures all staff are aware of their responsibilities under the PID act via;

- New staff induction
- Staff training

There were no public interest disclosures made during 2023-2024.

Code of Conduct Complaints

Under Part 11 of the Kyogle Council Code of Conduct and Procedures for the administration of the Code of Conduct, the General Manager must report annually to Council on code of conduct complaints.

Model Code of Conduct Complaints Statistics 2023-2024 Kyogle Council		
Number of Complaints		
1	The total number of complaints received in the reporting period about councillors and the General Manager (GM) under the code of conduct from the following sources:	
i	Community	1
ii	Other Councillors	1
iii	General Manager	0
iv	Other Council Staff	1
2	The total number of complaints finalised about councillors and the GM under the code of conduct in the following periods:	
i	3 Months	3

	ii	6 Months	0
	iii	9 Months	0
	iv	12 Months	0
	v	Over 12 months	0
Overview of Complaints and Cost			
3	a	The number of complaints finalised at the outset by alternative means by the GM or Mayor	0
	b	The number of complaints referred to the Office of Local Government (OLG) under a special complaints management arrangement	1
	c	The number of code of conduct complaints referred to a conduct reviewer	2
	d	The number of code of conduct complaints finalised at preliminary assessment by conduct reviewer	0
	e	The number of code of conduct complaints referred back to GM or Mayor for resolution after preliminary assessment by conduct reviewer	0
	f	The number of finalised code of conduct complaints investigated by a conduct reviewer	2
	g	Cost of dealing with code of conduct complaints via preliminary assessment	0
	h	Progressed to full investigation by a conduct reviewer	2
	i	The number of finalised complaints investigated where there was found to be no breach	2
	j	The number of finalised complaints investigated where there was found to be a breach	1
	k	The number of complaints referred by the GM or Mayor to another agency or body such as the ICAC, the NSW Ombudsman, OLG or the Police	
	i	ICAC	0

ii	NSW Ombudsman	0
iii	OLG	1
iv	Police	0
v	Other Agency (please specify)	0
l	The number of complaints being investigated that are not yet finalised	0
m	The total cost of dealing with code of conduct complaints within the period made about councillors and the GM including staff costs	10,475

Preliminary Assessment Statistics

4 The number of complaints determined by the conduct reviewer at the preliminary assessment stage by each of the following actions:

a	To take no action (clause 6.13(a) of the 2020 Procedures)	0
b	To resolve the complaint by alternative and appropriate strategies (clause 6.13(b) of the 2020 Procedures)	0
c	To refer the matter back to the GM or the Mayor, for resolution by alternative and appropriate strategies (clause 6.13(c) of the 2020 Procedures)	0
d	To refer the matter to another agency or body such as the ICAC, the NSW Ombudsman, OLG or the Police (clause 6.13(d) of the 2020 Procedures)	1
e	To investigate the matter (clause 6.13(e) of the 2020 Procedures)	0
f	Other action (please specify)	0

Investigation Statistics

5 The number of investigated complaints resulting in a determination that there was **no breach**, in which the following recommendations were made:

a	That the council revise its policies or procedures	0
b	That a person or persons undertake training or other education (clause 7.40 of the 2020 Procedures)	1
6	The number of investigated complaints resulting in a determination that there was a breach in which the following recommendations were made:	
a	That the council revise any of its policies or procedures (clause 7.39 of the 2020 Procedures)	0
b	In the case of a breach by the GM, that action be taken under the GM's contract for the breach (clause 7.37(a) of the 2020 Procedures)	0
c	In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993 (clause 7.37(b) of the 2020 Procedures)	0
d	In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993 and that the matter be referred to OLG for further action (clause 7.37(c) of the 2020 Procedures)	0
7	Matter referred or resolved after commencement of an investigation (clause 7.20 of the 2020 Procedures)	1

Categories of misconduct

8	The number of investigated complaints resulting in a determination that there was a breach with respect to each of the following categories of conduct:	
a	General conduct (Part 3)	1
b	Non-pecuniary conflict of interest (Part 5)	0
c	Personal benefit (Part 6)	0
d	Relationship between council officials (Part 7)	1
e	Access to information and resources (Part 8)	0

Outcome of determinations

9	The number of investigated complaints resulting in a determination that there was a breach in which the council:	
a	Adopted the independent conduct reviewers recommendation	1
b	Failed to adopt the independent conduct reviewers recommendation	0
10	The number of investigated complaints resulting in a determination where:	
a	The external conduct reviewers decision was overturned by OLG	0
b	Council's response to the external conduct reviewers recommendation was overturned by OLG	0
11	Date Code of Conduct data was presented to council	11-Nov-24

Government Information (Public Access) Act 2009

Review of Release of Government Information Under s.7 (3) of GIPA

Kyogle Council has reviewed the type of information held by Council that should be made publicly available and is satisfied that all such information is currently available to the public where reasonable to do so.

Number of Applications Received During 2023/24

4 access applications were received during the 2023/24 reporting period.

Number of Applications Received During 2023/24 and Refused

Nil

Completed Annual Report Tables for the 2023/24 Reporting Period

TABLE A: Number of Applications by Type of Applicant and Outcome								
	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm / deny whether information is held	Application withdrawn

Media	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Members of Parliament	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Private sector business	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Not for profit organisations or community groups	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Members of the public (application by legal representative)	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Members of the public (other)	4	Nil	Nil	Nil	Nil	Nil	Nil	Nil

TABLE B: Number of Applications by Type of Applicant and Outcome

	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm / deny whether information is held	Application withdrawn
Personal information applications	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Access applications (other than personal information applications)	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Access applications that are partly personal information & partly other	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil

TABLE C: Invalid applications

Reason for invalidity	No of applications
Application does not comply with formal requirements (section 41 of the Act)	Nil
Application is for excluded information of the agency (section 43 of the Act)	Nil
Application contravenes restraint order (section 110 of the Act)	Nil
Total number of invalid applications received	Nil
Invalid applications that subsequently became valid applications	Nil

TABLE D: Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 to Act

	Number of times consideration used
Overriding secrecy laws	Nil
Cabinet information	Nil
Executive Council information	Nil
Contempt	Nil
Legal professional privilege	Nil
Excluded information	Nil
Documents affecting law enforcement and public safety	Nil
Transport safety	Nil
Adoption	Nil
Care and protection of children	Nil
Ministerial code of conduct	Nil
Aboriginal and environmental heritage	Nil

TABLE E: Other public interest considerations against disclosure: matters listed in table to section 14 of Act

	Number of occasions when application not successful
Responsible and effective government	Nil
Law enforcement and security	Nil
Individual rights, judicial process and natural justice	Nil
Business interests of agencies and other persons	Nil
Environment, culture, economy and general matters	Nil
Secrecy provisions	Nil
Exempt documents under interstate Freedom of Information legislation	Nil

TABLE F: Timelines

	Number of applications
Decided within the statutory timeframe (20 days plus any extension)	4
Decided after 35 days (by agreement with applicant)	Nil
Not decided within time (deemed refusal)	Nil
Total	4

TABLE G: Number of applications reviewed under Part 5 of the Act (by type of review and outcome)

	Decision varied	Decision upheld	Total
Internal review	Nil	Nil	Nil
Review by Information Commissioner	Nil	Nil	
Internal review following recommendations under section 93 of Act	Nil	Nil	Nil
Review by ADT	Nil	Nil	Nil
Total	Nil	Nil	Nil

TABLE H: Applications for review under Part 5 of the Act (by type of applicant)

	Number of applications for review
Applications by access applicants	Nil
Applications by persons to whom information the subject of access application relates (see section 54 of the Act)	Nil

Environmental Planning and Assessment Act

Kyogle Council has not entered into any planning agreements during the 2023/2024 year.



Carers Recognition Act 2010

S8(2)

Kyogle Council does not provide services directed at carers and/or people being cared for by carers.

Enforcement & Compliance with Companion Animals Act

Reg cl217(1)(f) & Companion Animals Act 1998

Lodgement of pound collection data with the Department of Local Government

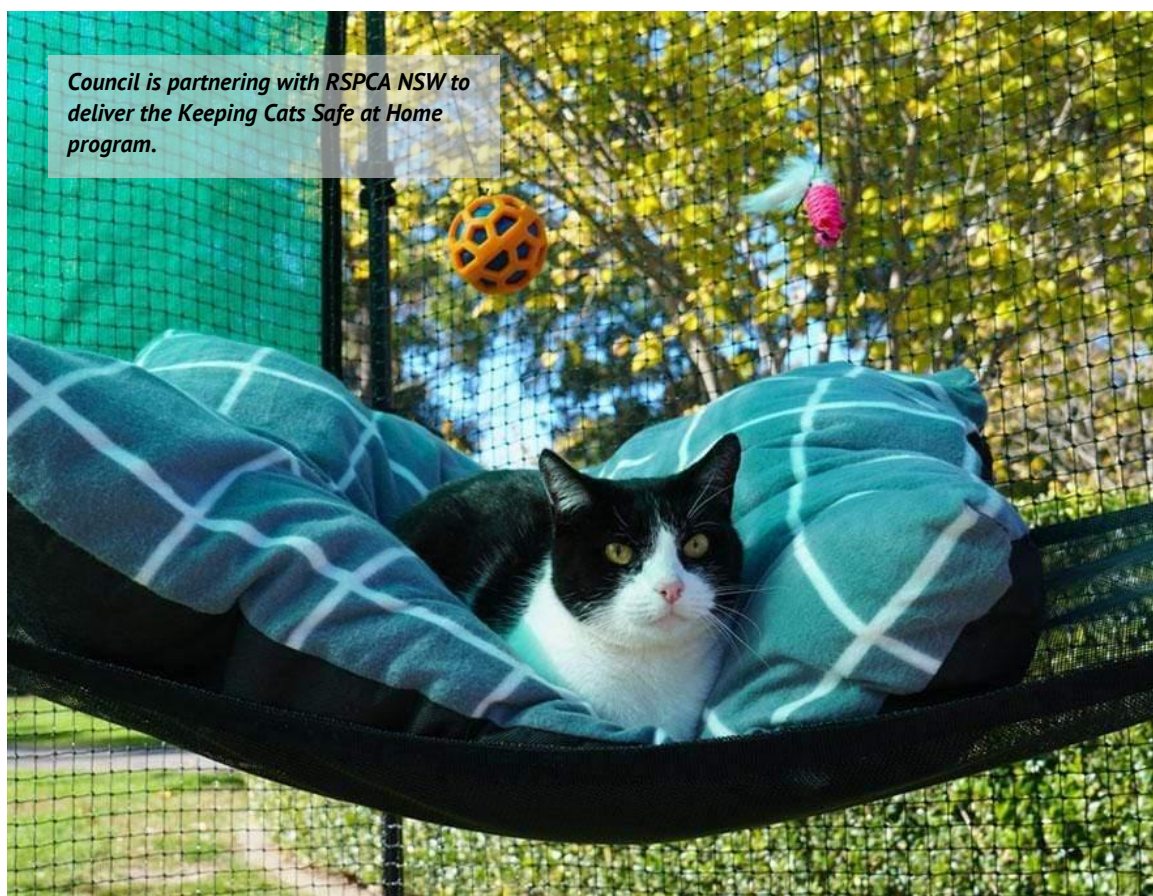
Summary of Pound Data for 2022/2023	Cats	Dogs	Total
Seized & transferred to Council's Facility	0	4	4
Returned to Owner	2	14	16
Abandoned or stray	0	0	0
Surrendered by Owners	0	0	0
Released to Owners	0	2	2
Euthanized	0	1	1
Sold	0	0	0
Released for rehoming	0	3	3
Died at Council's Facility	0	0	0
Stolen or Escaped from Council's facility	0	0	0

Lodgement of data relating to dog attacks with the DLG

Council has a procedure in place to notify the Department when council officers have investigated complaints of dog attacks. Statistics relating to dog complaints appear below:

Complaints received

Nuisance Dogs	Aggressive Dogs	Warning Notices issued	Declarations made
84	32	16	8



Council is partnering with RSPCA NSW to deliver the Keeping Cats Safe at Home program.

Animal management/activities expenditure

Expenditure for animal management for the 2023/2024 financial year was \$157,977.

Companion animal's community educations programs

Council produces a monthly newsletter which is distributed to all residents. This newsletter regularly contains articles relating to the provision of care for dogs and cats. Council is also partnering with NSW RSPCA to deliver their 'Keeping Cats Safe at Home' Program across the Kyogle local government area.

Strategies to promote and assist with de-sexing of dogs and cats

Council does not currently have any strategies in place to promote and assist with de-sexing of dogs. Council is partnering with the NSW RSPCA to deliver a free cat desexing program. 209 cats were desexed in 2022/23 under the Program.

Strategies to seek alternatives to euthanasia for unclaimed animals

Council complies with the provisions of the *Companion Animals Act 1998* which require Council to seek to rehome animals rather than euthanasia. As per the provisions of the Act, declared dangerous or menacing dogs may be euthanised.

Off leash areas provided in the Council area

Council acknowledges the importance of providing areas where dogs can walk/run without being on a leash and as such provides the following designated areas within the Council area:

- Bonalbo - Recreation Oval
- Tabulam - Recreation Oval
- Woodenbong - Recreation Oval
- Mallanganee - Old Caravan Park
- Wiangaree - Rodeo Ground
- Kyogle - Recreation Reserve - Fawcetts Creek

Use of the Companion Animals Fund money

Council received \$11,318.80 from the Companion Animals Fund for the 2023/2024 year which was used towards the wages of a full-time Compliance Officer and general companion animal compliance.

Free Dog Microchipping and Registration



For dogs that have been desexed before they are 6 months old

Woodenbong

Tuesday, 8 August 2023

9am – 11am

Woodenbong Public Hall

Bonalbo

Tuesday 8 August 2023

1pm – 3pm

Norman Johnson Park

Kyogle

Tuesday 15 August 2023

9am – 12pm

Anzac Park

Tabulam

Tuesday 22 August 2023

10am – 11:30am

Tabulam Sports Ground

Mallanganee

Tuesday 22 August 2023

1pm – 2:30pm

Mallanganee Memorial Park

For further information, including what you need to bring along to the session, visit www.kyogle.nsw.gov.au or telephone 6632 1611.



Council offered free dog microchipped and registration to dog owners throughout the local government area.

Kyogle Council

Disability Inclusion Action Plan

Council is required to provide a brief report on the implementation of council's Disability Inclusion Action Plan (DIAP). The following tables provide information on the actions and progress in the implementation of Council's DIAP.

i. Building positive attitudes	
1	Continued to utilise the 'Inclusiveness Module' for Induction Training of Council staff.
2	Ensured all disability inclusion actions have an awareness and account for Aboriginal cultural sensitivities that may affect opportunity for interaction or participation.
3	As position descriptions are updated, identification of physical, cognitive and interpersonal requirements inherent to each position were considered.
4	Included representative imagery of people with disability in Council's publications.
5	Recognised and incorporated disability inclusion requirements as part of Council's contractor procurement processes through distribution of "The tradies guide to good access".
6	Developed public messages and campaigns highlighting disability inclusion requirements and benefits to the community through the outdoor gym project and pool upgrades.
7	Actively involved people living with disability in Council's communication campaigns around specific projects including housing, physical activity and access to transport and employment.
8	Consistent with social equity principles, planned for the inclusion of people with disability service needs in guiding community development.

ii. Creating liveable communities

- 1 Continued to advocate for the provision of housing diversity to cater for people living with a disability or for older people. Specific housing needs assessment commissioned as part of work on Council's new Local Growth Management Strategy.
- 2 MoU with North Coast Community Housing which includes issues regarding housing accessibility and affordability.
- 3 Continued to support the local Transport Working Group for local community transport planning purposes.
- 4 Advocated improved access to key buildings and businesses within the LGA through ensuring funding applications for upgrades to include disability access considerations.
- 5 Ensured disability inclusion remained a key part of Council's village planning and community infrastructure project delivery.



iii. Supporting access to meaningful employment
1 Promoted the benefits of a diverse workforce, including people living with a disability, to Council's organisation as a whole. 2 Reduced procedural barriers to recruiting people from diverse backgrounds, including those living with a disability, without compromising any existing qualification, professional registration or Australian Standards requirements. Flexible working arrangements continue to be implemented to support employees living with a disability. Specific technologies implemented to enable employment by people with a hearing disability in outdoor environments. 3 Facilitated succession planning, where practicable, for older employees or those that may develop a disability during their work life with Council by implementing phased retirement plans. Employees looking to retire take on trainees and apprentices to ensure the transfer of skills and corporate knowledge whilst enabling the employee to reduce hours of work overtime. 4 Continued to encourage people with a disability to apply for Council positions through statement on job advertisements (see #5) 5 Continued to provide an explicit diversity commitment, including people with a disability, in job advertisements by including the words "Council is an equal opportunity employer and encourages applications from people with diverse backgrounds, people living with disabilities and indigenous Australians". 6 Pro-actively sought a diverse range of applicants, including appropriately qualified/experienced people with disability, for employment shortlists by encouraging people with a disability to apply for Council positions through statement on job advertisements (see #5).
iv. Accessible systems, information or processes
1 Council news and information continued to be provided in a variety of accessible formats, including distribution of free hard copies throughout the local government area and in electronic forms on Council's website. 2 Hearing facilities continue to be provided during formal Council Meetings. 3 Council continued to provide information through accessible platforms such as the web, Facebook and Council's Newsletter. 4 Continued to implement e-Business initiatives to enable electronic access to development application and other Council processes such as payments. 5 Mobile library services provide regular access to online and support services in our outlying villages.

Appendix 1 - Kyogle Council Financial Statements

The Financial Statements and long form audit report are available on Council's website and can be viewed by following this link

<https://www.kyogle.nsw.gov.au/wp-content/uploads/2024/10/Kyogle-Council-Financial-Statements-2023-24.pdf>

Appendix 2 - Kyogle Council End of Term Report 2021 – 2024

The End of Term Report 2021-2024 is available on Council's website and can be viewed by following this link <https://www.kyogle.nsw.gov.au/wp-content/uploads/2024/08/2021-2024-End-of-Term-Report-compressed.pdf>