


# ANNUAL REPORT

2022-2023





We acknowledge the  
Traditional Owners  
of this land and  
pay our respects to  
their Elders – past,  
present, and future.

## **ABOUT THIS PLAN**

The Annual Report is our community's update on performance in achieving the Community Strategic Plan, the Delivery Program, and the Operational Plan. It reports on our service delivery and financial performance, and provides key information on how we are tracking to our community's goals.

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## A MESSAGE FROM THE MAYOR

– John Connors

The 2022 – 2023 financial year was another period of highs for the Dungog shire. With a focus on improving the road network across the 731km of roads under our management, I am pleased to say that we have made great progress in this, and many other areas.

With the state and federal governments bolstering councils with funding for infrastructure improvements across the country, the competition for raw materials to complete projects had a significant impact on our ability to deliver on our road repairs and maintenance program. Add to this the pressures of a restricted employment market and increased competitiveness and costs of contract labour meant our ability to deliver any rehabilitation works was not without its challenges. I applaud our Council staff, as what they have coordinated and delivered across the last twelve months is very pleasing and made significant improvement to the safety of our roads.

We have also made significant progress with the \$19 million NSW Government's Fixing Country Bridges grant program. Of the 23 bridges being replaced, we have completed 10 bridges and their adjoining roads, completed a further four bridges with roadworks currently underway, have four bridges currently under construction and the remaining five are in the design phase.

I was particularly delighted to welcome George Souris AM, Chairman of the Library Council of NSW and former member for Upper Hunter, to officially open the newly refurbished Dungog Library this year, which is a fabulous new space the whole community can utilise and enjoy. The \$1.6 million project saw the doubling of the space, improved Wi-Fi and audio-visual access, a modern community meeting room with full connectivity, and open; light-filled spaces for reading, learning and gathering.

Over the reporting period we also made significant progress planning for how we will deal with the expected 45% increase to the waste our shire will generate over the next 20 years, as we experience population growth above the state average. Our 2023 – 2024 Waste Management Strategy will ensure we can sustainably provide the waste services our community needs, while minimising the impact on our environment.

Our Councillors and staff have recognised the incredible benefits a thriving community-centred culture brings to a community by developing and adopting a 2022 – 2026 Cultural Plan. The plan focuses on ways in which Council and its cultural partners can work together to leverage arts and cultural funding from state and federal funding bodies, the business sector, and philanthropic organisations, for the benefit of Dungog shire.

Finally, in this reporting year alone we received 253 development applications totalling over \$56 million in residential and commercial development across the shire. Such strong investment is testament to the quality lifestyle, social and economic benefits the shire provides. Our mission as a council is to support this growth, by advocating the state and federal governments to partner with us and provide the infrastructure, amenity, and resources we need to sustain our thriving region. While we have had some funding wins, there is still a long way to go, and because of that, we will not stop advocating for what our community deserves.

I would like to personally thank my fellow Councillors and the Dungog Shire Council staff for working tirelessly this year. If we continue to be driven by serving the community to the best of our ability, I know we will continue to achieve great things.

**John Connors**  
Mayor  
Dungog Shire Council

**We have also made significant progress with the \$19 million NSW Government's Fixing Country Bridges grant program.**



## A MESSAGE FROM THE GENERAL MANAGER

– Gareth Curtis

I am very pleased to present Dungog Shire Council's Annual Report for 2022-23. Our new presentation format continues to improve every year to implement the requirements of the NSW Government Guidelines for Integrated Planning and Reporting.

Our Annual Report for 2022-23 also contains our Annual Financial statements for the year ending 30 June 2023.

Our community will note that our Annual Report 2022-23 outlines the achievements in implementing the strategies and actions contained in our delivery program and operational plan for the year. Our effectiveness is also measured according to updated criteria which demonstrates our progress against those actions and objectives.

We have experienced ongoing difficulties in delivering services and capital works as a result of ongoing increases in the cost of doing business, labour shortages in engineering, works delivery, and land use planning. Damage to our infrastructure caused by declared natural disasters in previous years, along with the escalating cost of materials, fuel, and shortages and quality issues with basic commodities such as gravel, road stabiliser and emulsion, has impacted on delivery of road and bridge works and maintenance.

We continued our commitment to continuous improvement and customer focused organisation

development through completing a service review of our Infrastructure and Assets area. The review progressed to Council in November 2022 and consultation commenced during the year.







Council progressed on a number of key strategies and plans including adoption of the Economic Development Plan 2022-2026 during May 2023 following a six month process of research and community engagement. The delivery of these plans will be critical to roll into our annual operational plans in future.

Our advocacy strategy was also overhauled and helped Council continue high level advocacy given a new Federal Government in 2022 along with another NSW State Election in March 2023. We continued to leverage our previous success in terms of securing grants and this is certainly reflected in delivery of works and projects on the ground – as well as our financial performance.

Critically, that success in achieving ongoing record levels of grant funding also continues to impact our financial performance. Our total income

The year was another record year for grant funded capital works being delivered across the shire.

**Significant works completed in 2022/2023 include:**

		<b>Road Upgrades</b>				
						
Dungog Library Extensions, Upgrades and Fit-out	Gresford Sporting Complex Upgrade	Hooke Street Rehabilitation – Abelard Street to Common Road	Park Street/Allyn River Road – 800m Rehabilitation Project	Gresford Road – 900m Rehabilitation Project	Webbers Creek Road – 800m Rehabilitation Project	
<b>\$1.635m</b>	<b>\$1.155m</b>	<b>\$2.32m</b>	<b>\$1.32m</b>	<b>\$847,000</b>	<b>\$783,000</b>	
		<b>Bridge Upgrades</b>				
	Thalaba Bridge – Timber bridge replacement and approach works	Banfield Bridge – Timber bridge replacement and approach works	Fosterton Bridge – Timber bridge replacement and approach works	Dowlings Bridge – Timber bridge replacement and approach works	Chesworths Bridge – Timber bridge replacement and approach works	
<b>\$1.61m</b>	<b>\$1.51m</b>	<b>\$1.08m</b>	<b>\$996,000</b>	<b>\$610,000</b>		

was \$48.442 million and expenses were \$32.590 million showing a net operating result attributable to Council of \$15.852 million. However, before grants and contributions provided for capital purposes is accounted for, this becomes a deficit of \$7.78 million.

Our fourth year (of five) of the Special Rate Variation (SRV) saw \$365,000 directly on roadworks across the shire. Of the \$1.765 million budgeted, \$800,000 is being combined with other funding sources to deliver more roadworks in 2023-24 than the SRV alone could deliver.

I would like to recognise and thank our staff and volunteers for their hard work and dedication, as well as our Mayor and Councillors for their support and leadership over the year. Working together continues to see great outcomes which will benefit the community and help achieve the goals of our Community Strategic Plan 2032.

**Gareth Curtis**  
General Manager  
Dungog Shire Council

**Council progressed on a number of key strategies and plans including adoption of the Economic Development Plan 2022-2026**

# PURPOSE OF THE ANNUAL REPORT

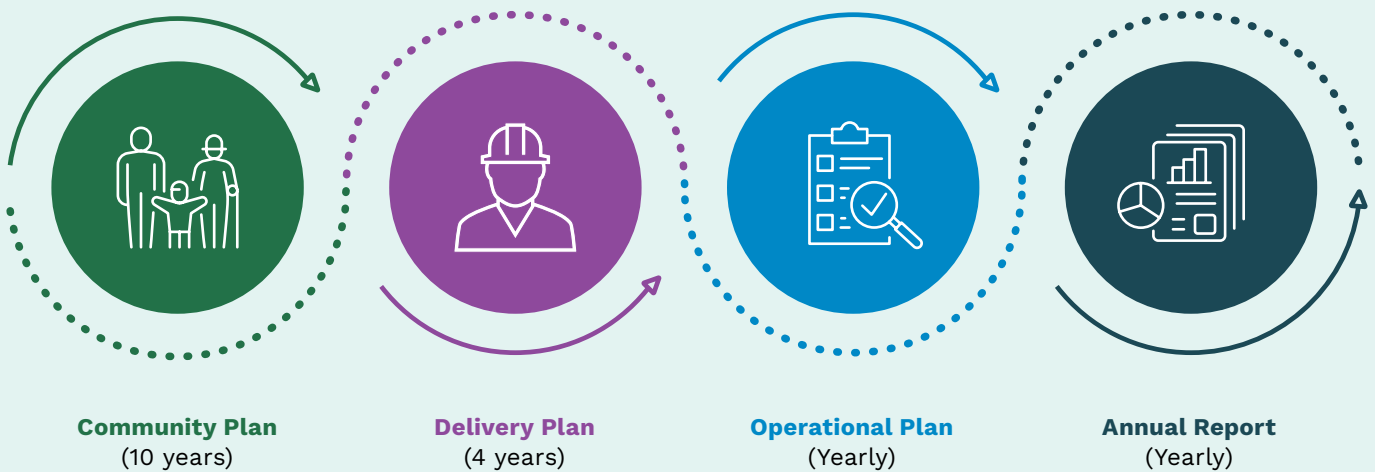
The Annual Report is our community’s update on performance in achieving the Community Strategic Plan, the Delivery Program and Operational Plan. It reports on our service delivery, financial performance and provides key information on how we are tracking to our community’s goals.

The Community Strategic Plan is our community’s vision for our shire in ten years from now. It is prepared by Council on behalf of the community, bringing together community feedback to understand our shire’s main priorities and aspirations.

The Delivery Program takes the community’s strategic goals and turns them into actions. Creating and scheduling programs for the next four years based on the community’s priorities and what is possible.

The Operational Plan is Council’s annual action plan. Its purpose is to take the community’s objectives and turn them into a delivery program with measurable activities and deadlines.

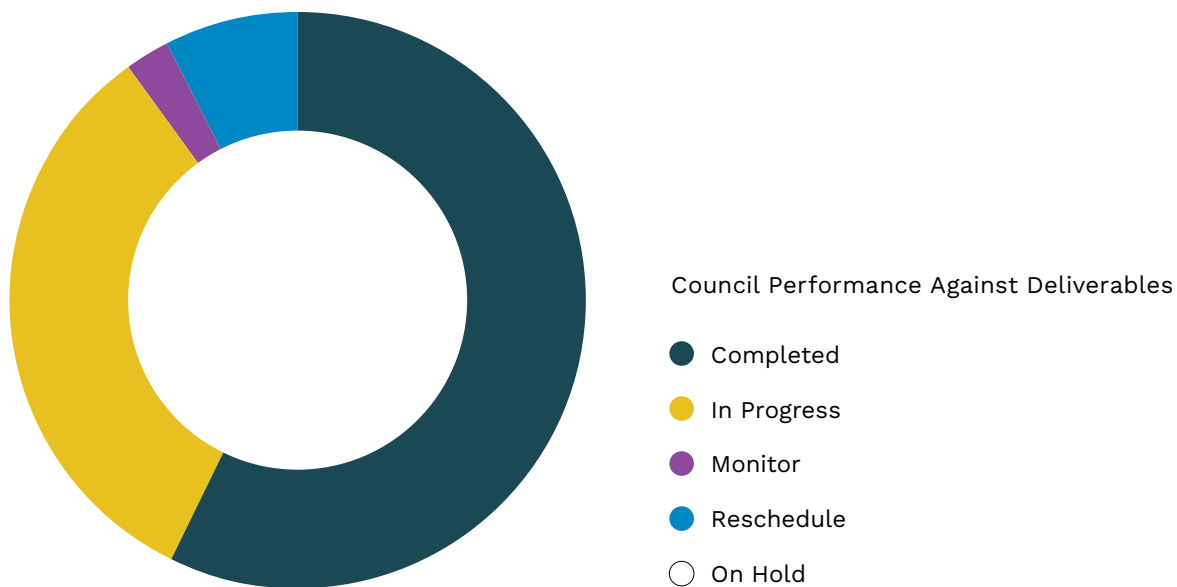
The Annual Report is council’s progress report on how it is progressing with its deliverables, keeping council accountable to the community on its actions.



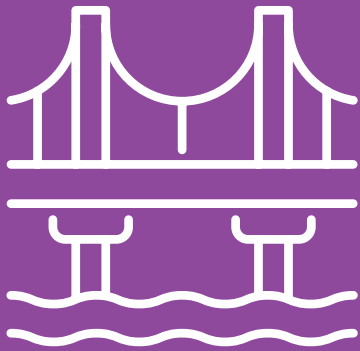


# COUNCIL PERFORMANCE AGAINST THE DELIVERABLES AS DEFINED IN THE OPERATIONAL PLAN

	Completed	In Progress	Monitor	Reschedule	On Hold
General Manager	20	11	1	1	0
Infrastructure Manager	17	5	0	5	0
Corporate and Customer Services	5	0	0	0	0
Planning and Environment	5	11	1	0	0
<b>Totals</b>	<b>47</b>	<b>27</b>	<b>2</b>	<b>6</b>	<b>0</b>



## HIGHLIGHTS



# \$5.8m

of capital works completed replacing 5 key timber bridges.

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A total of

# 10 bridges

complete in 2022-23

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On track to have

# 23 timber bridges

replaced by April 2024

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Bridges complete	10
Bridges complete with roadworks commenced	4
Bridges commenced	4
Bridges in design phase	5
<b>Total</b>	<b>23</b>

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**\$1.635m**

upgrade of the  
Dungog Library

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**\$5.27m**

road rehabilitation  
works completed

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**253**

development  
applications  
approved worth

**\$56,675,363**

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**\$1.15m**

Gresford Sporting  
Complex upgrade

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Dungog Council's  
Waste Management  
Strategy 2023-2043  
adopted addressing  
our region's predicted  
population and  
waste growth of  
**45% over the  
next 20 years**

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# OUR SHIRE

**11.6%**

of residents are employed in construction



**93%**

of Dungog shire residents rated their quality of life living in the shire as 'good' to 'excellent'



**9,541**

residents in the shire and **2,529** employed in 2021



**731 kilometres** of road in the shire



**200,000**  
visitors annually  
adds **\$39 million**  
to our economy



The Dungog shire economy  
generates an estimated  
**\$885 million**  
in output



Top industry  
**Agriculture,  
Forestry and  
Fishing**



**2248km<sup>2</sup> area** and **3 rivers** in the shire



## OUR ELECTED REPRESENTATIVES



Mayor  
John Connors



Councillor  
Digby Rayward



Councillor  
Bradley Bale



Councillor  
Jessica Clark



Councillor  
Michael Dowling



Councillor  
Michael Tobin



Deputy Mayor  
Stephen Low

# OUR COMMUNITY VALUES



## Our Community

That we all enjoy a safe, supportive community, characterised by vibrant cultural life and a strong sense of local heritage.

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## Our Environment and Planning

That we balance the needs of the natural and built environment, by ensuring the natural environment is enhanced and that growth is achieved through a balanced mix of development which acknowledges our unique scenic qualities, rural amenity and lifestyle.

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## Our Economy

That we ensure our economy is strong, creative, innovative and sustainable and provides us with jobs, business and creative opportunities and easy access to goods and services.

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## Our Infrastructure

That we aim to provide safe, functional, accessible, resilient and well maintained infrastructure, services and transport networks and that we all have access to a range of activities and facilities that cater for our sporting and recreational needs.

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## Our Leadership

That we aim for strong community leadership, financial sustainability and ethical, accountable and responsive governance.

# OUR ANNUAL REPORT 2022-23

## Delivery Program

The following section reflects the Council's progress in implementing the Delivery Program from 1 July 2022 to 30 June 2023. Council's Operational Plan is derived from the Delivery Program.

The report on the 2021/22 Operational Plan which follows, highlights Council's progress.

There are a number of strategies assigned to each theme of the Community Strategic Plan which are also aligned to Council's Delivery Program.

## Strategic Targets

The targets below are reported by operational departments including the office of the General Manager, Infrastructure & Assets, Planning & Environment and Corporate & Customer Service.

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## Progress Indicators



### Completed

Actions of a program's activities are complete.



### In Progress

A program's actions are on track and due to be completed on time.



### Monitor

Some program actions require review and remediation to ensure completion.



### Reschedule

An activity's actions have been moved to a future reporting period.



### On Hold

An action has been indefinitely placed on hold.

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# OFFICE OF THE GENERAL MANAGER

## Strategies

### 1.1

That we all enjoy a safe, supportive community, characterised by vibrant cultural life and a strong sense of local heritage.

### 2.1

The health of our natural environment and biodiversity is preserved and enhanced.

### 3.1

That we ensure our economy is strong, creative, innovative and sustainable and provides us with jobs, business and creative opportunities and, easy access to goods and services.

### 4.1

That our Community is supported by safe, functional, accessible and maintained infrastructure, and effective local and regional transport networks.

### 4.2

That the Community has access to a range of places, activities and facilities which cater for diverse sporting and recreational interests.

### 5.1

That we aim for strong community leadership, financial sustainability and ethical, accountable and responsive governance.



# OFFICE OF THE GENERAL MANAGER

## Operational Outcomes

### 2026 ‘Pathways to Prosperity’

Dungog shire is in a period of transition and transformation as more people choose to live, work and visit our great region. Our challenge lies in carefully planning and responding to these changes and opportunities to bring about the greatest benefits for our community. The Dungog Shire 2022-2026 Economic Development Plan (EDP) has been designed for this purpose.

Presented as 40 actions under the five themes of Identity, Infrastructure, Industry, Innovation and Income, it outlines a roadmap for the future prosperity of the Dungog shire. The EDP not only defines our community’s aspirations in the areas of economic development, but sets a bold direction on where we aim to be in four years time. The purpose is therefore to provide a strategic vision and supporting actions to deliver a sustainable and prosperous economy for the Dungog Shire Local Government Area.

**The EDP not only defines our community’s aspirations in the areas of economic development, but sets a bold direction on where we aim to be in four years time.**



## Development and Economic Benefits to the Community

This year brought about many challenges due to a significant shortage of technical staff in the market including development assessment planners and development engineers. Despite not being able to recruit permanent team members in the development services team, continuity of service levels compared with other years was achieved.

**This year the total number of Development Applications was 253, resulting in a total construction value of \$56,675,363.**

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# OFFICE OF THE GENERAL MANAGER

## Operational Outcomes

Action	Strategies	Status
1.1.1	Continue to develop programs/initiatives to welcome and support new residents into the shire.	
1.1.2	Create options for community participation through volunteerism.	
1.1.3	Acknowledge and celebrate the contribution volunteers make to the Dungog shire.	
1.1.4	Raise public awareness of local activities and events that provide a foundation of community building.	
1.1.5	Develop and initiate opportunities for greater participation of young people in local community activities.	
1.1.6	Foster the cohesiveness of local community groups.	
1.1.10	Ensure that community health and safety issues are identified and addressed.	
1.1.11	Assist community organisations to secure funding and other resources.	
2.1.4	Involve the community in maintaining and enhancing environmental health.	
2.2.4	Ensure the heritage and streetscapes of villages are preserved and enhanced.	
3.1.1	Ensure that economic growth and expansion across the shire is supported by improvement of local public and private infrastructure.	
3.1.2	Ensure we plan for the availability of land to facilitate commercial and industrial growth.	
3.1.3	Review the provision of improved camping and caravan facilities throughout the shire.	
3.1.4	Ensure that appropriate public and private sector agencies and businesses work co-operatively to strengthen and expand the shire's economic base.	
3.1.5	Promote the shire as a good location for the establishment of innovative, small-to-medium scale, sustainable businesses.	
3.1.6	Work closely with relevant Chambers of Commerce and Progress Associations to promote and share best business practice, offer platforms to lobby government on behalf of business where required, undertake advocacy for education, transport and health, make representation to government on critical shire issues, and seek out grant and other funding opportunities.	

Action	Strategies	Status
3.1.8	Implement the actions stemming from the Dungog Shire Economic Development Plan.	
3.1.10	Improve the availability of telecommunications infrastructure to our communities and visitors.	
4.1.1	Improve the safety and functionality of our road network.	
4.1.2	Ensure a local police presence throughout the shire.	
4.1.3	Ensure our communities have access to quality educational institutions and health and social services/facilities.	
4.1.4	Ensure our local bridge network is safe and able to accommodate heavy vehicle load requirements.	
4.1.5	Improve the provision of transport services to communities within the shire.	
4.1.6	Ensure that community assets, facilities and public infrastructure are planned for, maintained and improved to a reasonable standard.	
4.2.3	Encourage and support a diversity of sporting and recreational activities throughout the shire.	
5.1.1	That we aim for strong community leadership, financial sustainability and ethical, accountable and responsive governance.	
5.1.2	Decision-making processes are open, transparent and inclusive.	
5.1.4	Council's governance and organisational structure reflects the vision, priorities and directions outlined in the Community Strategic Plan.	
5.1.6	Council services are planned and delivered with a focus on quality customer service, continuous improvement, governance and risk management.	
5.1.7	Council maintains a regional outlook and seeks opportunities for strategic alliances with neighbouring councils.	
5.1.8	Council will advocate for our communities by actively pursuing constructive relationships with other spheres of government.	
5.1.10	Other programs supporting Our Leadership.	

# INFRASTRUCTURE AND ASSETS

## Strategies

### 1.1

That we all enjoy a safe, supportive community, characterised by vibrant cultural life and a strong sense of local heritage.

### 2.2

That the growth is achieved through a balanced mix of development which acknowledges our unique scenic qualities, rural amenity and country lifestyle.

### 2.3

We are committed to climate action.

### 4.1

That our Community is supported by safe, functional, accessible and maintained infrastructure and effective local and regional transport networks.

### 4.2

That the Community has access to a range of places, activities and facilities which cater for diverse sporting and recreational interests.

### 5.1

That we aim for strong community leadership, financial sustainability and ethical, accountable and responsive governance.



# INFRASTRUCTURE AND ASSETS

## Operational Outcomes

### Fixing Country Bridges Program

All 23 bridges under the Fixing Country Bridges program have been tendered with the following achieved at end June 2023:

**10 Projects fully complete**

**4 Bridges complete with roadworks commenced**

**4 Bridges commenced**

**5 Bridges in the design phase**

The completion of this program in 2023/2024 will provide improved access to Council's rural industry as well as emergency services.

### \$25m Backlog Program

Council's grant for the funding of the backlog program has commenced with the following projects now complete:














- Sugarloaf Road – 1.0 to 2.0km east of Bingleburra Road
- Park Street/Allyn River Road – CBD to Camyr Allyn Bridge
- Bingleburra Road – 700m east of Allyn River Road
- Webbers Creek Road – end of rehab to top of hill past Cemetery

**Our aim is to ensure our local bridge network is safe and able to accommodate heavy vehicle load requirements.**

















# INFRASTRUCTURE AND ASSETS

## Operational Outcomes

Action	Strategies	Status
1.1.7	Enhance resident capacity to prepare for and withstand the effects of natural disasters and rapid onset events within the shire.	
1.1.9	Ensure that there are locally available services and facilities to cater for people of all ages.	
2.2.4	Ensure the heritage and streetscapes of our villages are preserved and enhanced.	
2.3.1	We participate in climate change collaboration and partnerships to leverage effort and resources, and are keen to learn from others.	
2.3.2	We participate in partnerships and seek grant funding to support our aspirations in climate change action.	  
	Ensure Council fleet purchases meet strict greenhouse gas emissions requirements and support the uptake of electric vehicles.	
	Actively participate in the development of a regional electric vehicle strategy.	
	Install renewable energy (solar PV and battery storage) on Council buildings.	
4.1.1	Improve the safety and functionality of our road network.	    
	Council Advocacy	
	Road Asset Management Policy and Plans	
	Unsealed Rural Road Network Review	
	Funding	
	Road Safety	
4.1.4	Ensure our local bridge network is safe and able to accommodate heavy vehicle load requirements.	
	Bridge Assessments	



Action	Strategies	Status
	<p>Timber Bridge Upgrades</p> <p>Advocate for funding to replace suspension bridge at Gresford.</p> <p>Council engages with the State and Federal governments for improved funding for bridge replacements.</p>	  
4.1.6	Ensure that community assets, facilities and public infrastructure are planned for, maintained and improved to a reasonable standard.	
4.1.7	Ensure that the provision of public infrastructure and services reflects the needs of a growing and changing population.	
4.2.1	<p>Ensure that local recreational and sporting facilities reflects the needs and interests of a growing community.</p> <p>Continuous review and implementation of Council's Parks and Recreation Asset Management Plan.</p> <p>Support Council's s355 Management Committees.</p> <p>Ensure Council's Parks and Recreation Plans of Management are developed and reviewed.</p> <p>Finalise the Open Space and Recreation Strategic Plan (incorporating the Bike Plan review and Dungog Common). Future priorities from the Plan will inform future delivery program/operational plan subject to funding.</p> <p>Plan and budget properly in advance for built and natural shade in public spaces.</p>	    
4.2.2	Ensure that sporting and recreational spaces are well maintained and provide appropriate facilities and amenities for locals and visitors.	
4.2.3	Encourage and support diversity of sporting and recreational activities throughout the shire.	
4.2.4	Ensure that appropriate access to public land is maintained.	
5.1.5	Council undertakes prudent financial management to ensure its long-term viability.	

# CORPORATE AND CUSTOMER SERVICES

## Strategies






1.1

That we all enjoy a safe, supportive community, characterised by vibrant cultural life and a strong sense of local heritage.

5.1

That we aim for strong community leadership, financial sustainability and ethical, accountable and responsive governance.



Action	Strategies	Status
1.1.8	Foster and support the cultural life of the shire.	
5.1.1	We aim for strong community leadership, financial sustainability and ethical, accountable and responsive governance.	
5.1.5	Council undertakes prudent financial management to ensure its long-term viability.	
5.1.9	Communities across the shire have access to a range of communication formats for receipt and exchange of information.	
5.1.10	Other programs supporting Our Leadership.	

## Dungog Library Refurbishment

Council completed a major extension and refurbishment of the Dungog Library in the last 12 months which has seen the library almost double in size. This is the most significant upgrade to the library in the last 40 years. The community now has access to dedicated study zones and cosy reading nooks, a brand new multi-purpose children's area that can be transformed into an event space with state-of-the-art technology, and conference and meeting rooms. The new space provides a contemporary hub with a focus on creating comfortable, inviting spaces for the community to share and learn within.

The library upgrade project was funded by the NSW State Library by a \$500,000 Public Library Infrastructure grant, a \$330,000 Australian Government Local Roads and Community Infrastructure Program grant and a \$250,000 Council contribution.

**This is the most significant upgrade to the library in the last 40 years. The community now has access to dedicated study zones and cosy reading nooks, and a brand new multi-purpose children's area.**

# PLANNING AND ENVIRONMENT

## Strategies

### 1.1

That we all enjoy a safe, supportive community, characterised by vibrant cultural life and a strong sense of local heritage.

### 2.1

The health of our natural environment and biodiversity is preserved and enhanced.

### 2.2

That the growth is achieved through a balanced mix of development which acknowledges our unique scenic qualities, rural amenity and country lifestyle.

### 2.3

We are committed to climate action.

### 3.1

That we ensure our economy is strong, innovative and sustainable, and that it provides us with jobs, business opportunities, and easy access to goods and services.

### 4.1

That our Community is supported by safe, functional, accessible and maintained infrastructure and effective local and regional transport networks.



# PLANNING AND ENVIRONMENT

## Operational Outcomes

### Waste Management Strategy & Action Plan 2023-2043

Over the next 20 years Dungog shire's population – and therefore waste production – is tipped to grow by more than 45%. The public exhibition and adoption of the Dungog Council's Waste Management Strategy 2023-2043 represents a significant milestone in Council's commitment to sustainable waste management and environmental stewardship. It outlines our strategic direction for waste services in the coming years, while aligning with the overarching goals of the National Waste Policy Action Plan 2019, Waste and Sustainable Materials Strategy 2041 and the Hunter Regional Circular Materials Strategy 2022-2027.

The Strategy also identifies how Dungog Shire Council can create the highest positive impact and ensure long-term security of its waste and resource recovery services. The Strategy therefore lays the groundwork for innovation and transition in the future, Council will be managing operational challenges, investigating options and opportunities for the future of waste management, introducing a Food Organic and Garden Organics (FOGO) service, and continuing to provide important waste services for the community.

### Planning and Environment Directorate

Significant progress was made with Stage 2 of the restructure within the Planning and Environment Directorate. Key positions were advertised during the reporting period and these positions were successfully filled despite a competitive market for such roles. These roles included Section Manager Development Services, Coordinator Environment and Regulatory Services and Economic Development Manager. Other positions were filled including Development Compliance Officer.

Recruitment is ongoing for other positions in the directorate.



**Adoption of the Dungog Council's Waste Management Strategy 2023-2043 represents a significant milestone in Council's commitment to sustainable waste management and environmental stewardship.**

# PLANNING AND ENVIRONMENT

## Operational Outcomes

Action	Strategies	Status
1.1.10	Ensure that community health and safety issues are identified and addressed.	
2.1.1	Manage public access and use of natural areas to enhance our environmental experiences and to preserve and promote ecological values.	
2.1.2	Support and manage the responsible use of resources including the minimisation of waste and the promotion of recycling practices in homes, workplaces, development sites and public places.	
2.1.3	Raise public awareness of the responsibilities of landholders regarding management of land.	
2.1.4	Involve the community in maintaining and enhancing environmental health.	
2.1.5	Ensure that Dungog Shire Council's policies and procedures adequately protect and enhance the shire's natural environment and biodiversity.	
2.1.6	Ensure that local waterways and riparian areas in the shire are clean and healthy.	
2.1.7	Manage and reduce the impact of weeds on the natural environment.	
2.1.8	Ensure that appropriate regulatory and enforcement agencies are proactive in addressing environmental issues in our shire.	
2.2.1	Ensure that we plan for adequate land supply to accommodate future expected population growth.	
2.2.2	Maintain a long term planning approach that caters for diversity and choice in rural and village living.	 
2.2.3	Ensure that our land use planning for the shire acknowledges the importance of our rural character and agricultural activities.	
2.2.4	Ensure the heritage and streetscapes of villages are preserved and enhanced.	
2.3.1	We participate in climate change collaboration and partnerships to leverage effort and resources, and are keen to learn from others.	
2.3.2	We participate in partnerships and seek grant funding to support our aspirations in climate change action.	
3.1.2	Ensure we plan for the availability of land to facilitate commercial and industrial growth.	
4.1.7	Ensure that the provision of public infrastructure and services reflect the needs of a growing and changing population.	

**A sustainable waste management system enhances environmental and community wellbeing.**



# STATUTORY REQUIREMENTS

## Mayoral and Councillor Expenses

In addition to the Mayoral fee of \$16,076 and Councillor’s fees of \$66,920, expenditure in relation to the provision of facilities and Councillor’s expenses amounted to \$120,807. This figure includes:

Expenses	\$ Amount
Council elections	0
Code of conduct investigations	1,100
Provision of dedicated office equipment	0
Conference and seminar expenses	15,402
Training and skill development	4,167
Interstate travel by Councillors	0
Overseas visits by Councillors	0
Expenses of any spouse/partner accompanying a Councillor	0
Expenses involved in the provision of child care	0
Mobile phone and internet costs	190
Travel	10,678
Meals and sustenance	4,888
Delegates expenses	1,385
<b>Total</b>	<b>37,811</b>



## Senior Staff

During FY2023 Council classified the General Manager as Senior Staff pursuant to Section 332(2) of the Local Government Act.

In respect of the employment of the Senior Staff during FY2023, compensation was \$280,671.24 which includes the salary component, employer and employee superannuation, provision of vehicle and fringe benefits tax.

Title	Salary incl. Super	Vehicle
General Manager	\$269,892.47	\$12,000.00
Senior Staff	\$203,922.72	\$12,000.00

## Overseas visits undertaken

Reg cl 217(1)(a)

No overseas visits were undertaken during the year by Councillors and others representing the Council.

## Councillor Training

Reg cl 186 – For the purposes of section 428(4)(b) of the Act, an annual report of a council must include the following information:

- (i) the names of any Mayors or Councillors who completed any induction training course, induction refresher course or supplementary induction course under this Part during the year,
- (ii) the names of any Mayors or Councillors who participated in any ongoing professional development program under this Part during the year,
- (iii) the number of seminars, circulars and other activities delivered as part of the ongoing professional development program in accordance with this Part during the year.

Training/professional development opportunity	Councillors attended
Code of Conduct and Psycho-Social Risks (March 2023)	Cr Bradley Bale Cr Jessica Clark Cr John Connors Cr Michael Dowling Cr Digby Rayward Cr Michael Tobin Cr Stephen Low
Local Government NSW Annual Conference 2022 (October 2022)	Cr John Connors
ALGA National General Assembly (June 2023)	Cr John Connors

# STATUTORY REQUIREMENTS

## Equal Opportunity Employment

217(1)(a9) a statement of the activities undertaken by the Council during that year to implement its equal employment opportunity management plan.

The purpose of Council's EEO Policy is:

- (i) to eliminate discrimination or harassment in employment on the grounds of race, sex, marital status, physical impairment, intellectual impairment and sexuality, and compulsory age retirement. These grounds are specified in the NSW Anti-Discrimination Act which binds Councils.
- (ii) to promote Equal Employment Opportunity for women, members of non-English speaking backgrounds, Aboriginal and Torres Strait Islanders, and people with disabilities.

This policy is currently under review.

## Persons Working on 23 November 2022

As Reg cl 217 (1)(d) Council must provide a statement of the total number of persons who performed paid work on the relevant day.

Total number of persons employed by Council	79
Permanent full time	65
Permanent part time	10
Casual basis	1
Fixed term contract	1
Senior staff	2
Contract services labour	6
Contract services apprentice or trainee	1

## Public Interest Disclosures

Council is committed to the objectives of the Public Interest Disclosure Act 2022 (the PID Act) and encourages the disclosure of serious wrongdoing by public officials.

In accordance with the PID Act, Council's 'Public Interest Disclosures Policy' established guidelines for the reporting and management of reports of serious wrongdoing.

For the reporting period ending 30 June 2023, Dungog Shire Council received no public interest disclosures.

## Disability Inclusion Plan

The Disability Inclusion Plan supports both Dungog Shire Council's Community Strategic Plan and Delivery Program, and aligns with the principles of the Disability Inclusion Act 2014, as well as the NSW Government's Disability Inclusion Plan, which specifies four focus areas. Council's actions for 2022/2023 are detailed following:

### 1. Attitudes and Behaviours:

- Inclusion tent provided at two shire events.

### 2. Liveable Communities:

- Extended linkage paths of travel within the public school precinct
- Hearing Assistance System and vision impairment software in shire Library
- Improvements to accessible parking spaces at the shire's sporting complexes
- Improvements to inclusive, accessible amenities
- Connect and extend linkage paths of travel within play space areas.

### 3. Employment:

- Provision of resources or equipment to support areas of need.

### 4. Systems and Processes:

- Hearing Assistance System and vision impairment software in shire Library
- Investigating resource options.

# STATUTORY REQUIREMENTS

## Major Contracts Awarded 2023-2024 (over \$150,000)

Contractor Name	Summary of Works	\$ Contract Value	Contract Start Date	Estimated Contract End Date
Burns Earthmoving Pty Ltd	Plant Hire Annual Tender T1/2023	1,268,346.55	1/7/2023	30/06/2024
Conplant Pty Ltd	Plant Hire Annual Tender T1/2023	235,976.79	1/7/2023	30/06/2024
J R & EG Richards Pty Ltd	Waste Collection Services	951,215.20	5/10/2015	4/10/2025
Colas New South Wales Pty Ltd	Bitumen Road Surfacing T501920HUN	1,463,953.40	1/7/2019	30/06/2023
Civica Pty Ltd	Software Licencing & Support	315,915.13	N/A	N/A
Waeger Constructions Pty Ltd	Bridge Construction T08/2022 Hopsons & Saxbys	1,841,103.00	21/09/2021	30/06/2023
Quarry Products Newcastle Pty Ltd	Road Base – Aggregate T272021HUN	1,614,387.22	1/1/2021	31/12/2023
Coates Hire Operations Pty Ltd	Various Hire Equipment T1/2023	153,595.74	1/7/2023	30/06/2024
Dannenberg Earthmoving Pty Ltd	Plant Hire Annual Tender T1/2023	419,585.34	5/10/2015	4/10/2025
Elbourne Plant Hire Pty Ltd	Plant Hire Annual Tender T1/2023	576,751.50	5/10/2015	4/10/2025
Alligator Constructions Pty Ltd	Plant Hire Annual Tender T1/2023	155,522.40	1/7/2023	30/06/2024
Stabilised Pavements of Australia	Stabilisation Works T731920HUN T202223HUN	630,427.31	1/1/2020	31/12/2022
Accurate Asphalt & Road Repairs Pty Ltd	Stabilisation Works T731920HUN T202223HUN	177,410.17	1/1/2020 1/1/2023	31/12/2022 31/12/2025
GW & GJ Trappel Pty Ltd	Plant Hire Annual Tender T1/2023	1,187,721.70	1/7/2023	30/06/2024

Contractor Name	Summary of Works	\$ Contract Value	Contract Start Date	Estimated Contract End Date
Holcim (Australia) Pty Ltd	Concrete Stormwater Pipes T691920HUN T072223HUN	166,092.85	1/10/2019 1/10/2022	30/09/2022 30/09/2025
Labour Co-operative Limited	Labour Hire – Various outdoor staff T601920HUN	423,136.39	1/10/2019	30/09/2024
Fulton Hogan Industries Pty Ltd	Bitumen – Emulsion T741920HUN Bitumen – Road Surfacing T501920HUN	334,756.90	1/1/2023 1/7/2019	31/12/2025 30/06/2023
Porter Equipment Australia Pty Ltd	Plant Purchases	288,148.17	N/A	N/A
Irwin Fencing Pty Ltd	Guard Rails T412021HUN	1,107,031.48	1/4/2021	31/03/2024
WD & CA Everett Earthmoving Contractors Pty Ltd	Quarry Gravels	841,721.88	N/A	N/A
Mark G & Cindy A Fisher	Plant Hire Annual Tender T1/2023	158,778.40	1/7/2023	30/06/2024
Edser Plant & Civil Pty Ltd	Plant Hire Annual Tender T1/2023	677,369.73	1/7/2023	30/06/2024
GP Mechanical Services	Plant Hire Annual Tender T1/2023	250,361.89	1/7/2023	30/06/2024
Hastings Co-operative Limited	Bulk fuel supply T082223HUN	444,194.57	1/10/2022	30/09/2025
Bridgebuild & Civil Pty Ltd	Bridge Construction 01/2021 – Mary Carlton 02/2022 – Gams & Mates	870,578.50	20/05/2021 08/09/2022	31/12/2022 30/09/2023
Hunter Karuah East Quarry	Road Base – Aggregate T272021HUN	224,727.80	1/1/2021	31/12/2023
Icombined 360 Services Group Pty Ltd	Traffic Control T082021HUN	710,729.39	1/10/2020	30/09/2023

# STATUTORY REQUIREMENTS

## Major Contracts Awarded 2023-2024 (over \$150,000)

Contractor Name	Summary of Works	\$ Contract Value	Contract Start Date	Estimated Contract End Date
Cramps Earthmoving	Plant Hire Annual Tender T1/2023	309,397.75	1/7/2023	30/06/2024
Watchout Traffic Control	Traffic Control T082021HUN	1,181,192.25	1/10/2020	30/09/2023
Viafix Australia	Supply Coldmix	164,989.44	N/A	N/A
Kuhaca Pty Ltd	Plant Hire Annual Tender T1/2023	189,055.90	1/7/2023	30/06/2024
Crossroads Civil Design Pty Ltd	Various Quoted Projects – No Tender.	287,186.90	N/A	N/A
Merchant Excavation & Electrical Pty Ltd	Plant Hire Annual Tender T1/2023	626,810.50	1/7/2023	30/06/2024
Lifeguarding Services Australia	Pool Contractor – Dungog Pool 03/2020 Contractor – Clarence Town Feb-20	185,354.40	1/7/2020	30/06/2025
Skelton Earthworks Pty Ltd	Concrete & Civil Works	182,551.41	N/A	N/A
Allgal Residential & Rural Steel	Purchase of industrial shed	195,925.00	N/A	N/A
Bridge & Marine Engineering Pty Ltd	Bridge Construction Dusodie – Aug-22 Dowlings – Dec-22 Archinals & Bruxner – Jan-22	1,844,618.76	13/12/2022 13/12/2022 26/05/2021	31/03/2024 31/03/2024 31/12/2022
Peter Jacob Recruitment Pty Ltd	Recruitment Services	395,411.21	N/A	N/A
Asco Group (Aust) Pty Ltd	Building Construction	207,208.85	N/A	N/A
H Civil Pty Ltd	Contract & Project Management Services	295,558.80	27/04/2022 18/05/2023	27/04/2023 18/05/2024

Contractor Name	Summary of Works	\$ Contract Value	Contract Start Date	Estimated Contract End Date
Connex Management & Construction Pty Ltd	Building Construction Apr-22 Mar-22	2,335,962.30	20/05/2022 20/05/2022	30/06/2023 31/12/2023
Persona Communications	Communication Services	196,036.15	01/07/2022	30/06/2023
TWM Constructions Pty Ltd	Concrete & Civil Works	220,960.90	N/A	N/A
Toisch Pty Ltd	Bridge Construction – Apr-21 Thalaba, Banfield & Fosterton 14/2022 Kingfisher Creek	2,165,765.91	14/02/2022  23/02/2023	30/06/2023  28/02/2024
Fortec Australia Pty Ltd	Bridge Construction Jan-22 Middlebrooks, Ryans, Chesworths & Ashards Feb-22 Jordans	618,550.46	8/9/2022  8/9/2022	31/03/2024  30/09/2023
Retaining Specialists Pty Ltd	Landslip Retention Works Public Works Tender RFT-10051081	1,012,019.97	26/10/2022	30/06/2024
Turspec Pty Ltd	Turfing Contractor 13/2022	231,518.10	1/10/2022	31/12/2023

# STATUTORY REQUIREMENTS

## Projects which contributions or levies have been used

Project ID	Summary of Works	Amenity or Service	\$ Amount	% of cost funded by levy	Any Amounts Borrowed	\$ Value of the land and material public benefit	Project Complete (Y/N)
Dungog Library	Refurbishment	Open Space and Recreation	470,000	28.3%	Nil	3,899,053	Y
Webber Creek Rd	Rehabilitation	Road and Active Transport	290,000	37%	Nil	1,174,626	Y
Gresford Sporting Complex	Amenities		23,000	2.1%	Nil	1,788,729	Y
Bennett Park	Surface Upgrade and Drainage		39,085	15.4%	Nil	818,818	Y
Paterson Sportsground	Facility Upgrade		40,300	33.9%	Nil	645,228	Y

### Contributions and levies

EPA Reg 218A(3)(a), (b)

(a) Total value of all contributions and levies received during the year – \$976,927

(b) Total value of all contributions and levies expended during the year – \$862,385

### Environmental Upgrade Agreement

No environmental upgrade agreements have been entered into. Act 54P(1).

### Coastal Management Services

Reg 217(1)(e1).

There are no coastal management services in place.

### Work carried out on Private Land

During the period 1st July 2022 to 30th June 2023, all private works were undertaken in accordance with Section 67 of the Local Government Act 1993. Council did not resolve to subsidise any works.

### Stormwater Management Services

Council's Management Plan for Stormwater Services highlighted the preparation of the Asset Management Plan including a full asset listing, condition monitoring and valuation. The Plan would then describe a future needs and replacement program. Reg 217(1)(e).

Total Stormwater Charges levied in 2022/23: \$42,305.



## Planning Agreements

Environmental Planning and Assessment Act 1979 No 203.

No new planning agreements were entered into during the 2022/23 Financial Year.

A planning authority that has entered into one or more planning agreements must, while any such planning agreements remain in force, include in its annual report details of in force planning agreements.

Description	Date entered into	Names of parties	Land
In connection with Development Consent DA103/2011 for a 9 Lot Subdivision, the Developer made an offer to the Council to enter into a Planning Agreement to provide a monetary contribution of \$69,300 toward the construction of roadworks at the intersection of Angela Close and Glen William Road, Clarence Town.	5 November 2020	Dungog Shire Council and Mr A S and Mrs P M Jones	No 38 and 39 Angela Close, Clarence Town being Lot 3 and 4 in DP 800829 and the intersection of Glen William Road and Angela Close, Clarence Town.

## Inspection of Private Swimming Pools

Swimming Pools Act 1992 (SP Act), s2F(2)  
Swimming Pools Regulation 2018 (SP Reg) cl 23

- 4 inspections were of tourist and visitor accommodation.
- 1 inspections were of premises with more than 2 dwellings.
- 28 inspections resulted in issuance a certificate of compliance under s22D of the SP Act.
- 6 inspections resulted in issuance a certificate of non-compliance under cl 21 SP Reg.

## Legal Costs

As Reg cl 217(1)(a3) Council must provide a summary of the amounts incurred by the Council in relation to legal proceedings including:

- amounts incurred by Council in relation to proceedings taken by or against Council (including out of court settlements)
- summary of the state of the progress of each legal proceeding and (if finalised) the result. Planning & Environment Directorate

Planning Legal Costs: \$45,442

Real Estate Development Legal Costs: \$3,334

Williams River Holiday Park Legal Costs: \$3,422

# STATUTORY REQUIREMENTS

## Grants and Contributions (section 356)

Donations and Expenditure under Section 356 amounted to \$7,817 and was made up as follows:

Donations & Contributions	\$ Amount
Australia Day	6,490
Anzac Day	407
Gresford District Agricultural Society	125
Martins Creek School of Arts	300
Dungog Arts Society	495

## Activities funded by a Special Rate Variation (SRV) of general income.

On 14 May 2019 IPART advised that Council's SRV was partially approved for a five year period, meaning that Council can increase its general income from financial years 2019 to 2024, consisting of annual increases to rates as follows:

Year	Annual General Increase in General Income
2019-20	15%
2020-21	15%
2021-22	10%
2022-23	10%
2023-24	10%

## SRV Expenditure

The SRV expenditure budget in 2022-23 was \$1.765 million. Actual expenditure was \$365,000. \$880,000 has been allocated as 25% contributory funding to two (2) projects including Queen Street Clarence Town and the Allyn River (Halton to Gringhi Bridge) which are to be delivered in 2023/2024.

\$520,000 was allocated to Council's Transport Infrastructure Reserve for projects in 2023/2024.

Project	SRV Budget 2022/23	Overall Project Cost (Multiple Years)	SRV Funds Expended 2022/23
Duke Street Clarence Town	\$220,000	\$863,500	\$220,000
Queen Street Clarence Town	\$200,000	\$766,755	Nil
Allyn River Road from Halton to Gringhi Bridge	\$660,000	\$3,340,000	Nil
Bridge Loan Repayments	\$165,000	NA	\$165,000
Transfer to Transport Infrastructure Restricted Assets	\$520,000	NA	Nil

For the year ended 30 June 2023, the draft net operating result was in surplus of \$15.852 million, compared to a surplus of \$30.473 million forecast in the Long Term Financial Plan (LTFP). Before capital grants and contributions, the deficit was \$7.788 million, compared to a deficit of \$1,797 million forecast in the LTFP.

Actual income from continuing operations totaled \$48.442 million, compared to \$51.257 million forecast in the LTFP. Actual expenses from continuing operations totaled \$32.590 million, compared to \$20.789 million forecast in the LTFP.

The net operating result was \$14.621 million less favourable than forecast due to the drivers below:

1. Capital grants and contributions were \$8.630 million lower than forecast across infrastructure asset categories of roads, bridges and community facilities.
2. Materials and contracts were \$7.431 million higher than forecast due to increased cost of materials and services on capital works programs.

Since the IPART announcement, Council has worked with several owners of farmland properties held in multiple lots to seek one rateable assessment. Council has assisted these owners reduce forty four (44) separate rateable assessments down to fifteen (15).

# STATUTORY REQUIREMENTS

## Legal and Finance

### External bodies exercising Council functions

Function	Body
Enforcement of relevant legislation concerning the overloading of vehicles on regional roads and local roads within the shire.	Mid North Weight of Loads Group
Care, control and management of the James Theatre Community Centre.	James Theatre Community Centre Committee
Care, control and management of the Clarence Town School of Arts Hall.	Clarence Town School of Arts Committee
Care, control and management of the Gresford School of Arts Hall.	Gresford School of Arts Committee
Care, control and management of the Paterson School of Arts Hall.	Paterson School of Arts Committee
Care, control and management of the Vacy School of Arts Hall.	Vacy School of Arts Committee
Care, control and management of the Martins Creek School of Arts Hall.	Martins Creek School of Arts Committee
Care, control and management of the Showground reserve.	Dungog Showground and Recreation Reserve Management Committee
Care, control and management of the Paterson Sportsground.	Paterson Sportsground Committee
Care, control and management of the Gresford Sporting Complex.	Gresford School of Arts Committee
Care, control and management of the Vacy Sportsground.	Vacy Sportsground Committee

## Companion Animals Act

Dungog Shire Council provides Companion Animal Services that include active administration, enforcement, education and monitoring components. There is currently one off-leash area in the shire located at Frank Robinson Reserve and Dungog Council promotes its Companion Animal program on social media and on our website.

We lodge pound information data annually. Any dog attack data is updated as required on the NSW Companion Animals Register. A commercially operated kennel is accessed on a fee for service basis to provide pound services. There is no contract in place for these services and the private facility is located in an adjoining Local Government area.

In 2022/23, \$38,574 was expended on Council's Companion Animal program. Expenditure consists of fees to the private impounding facilities, administration and related programs such as the provision of educational material and investigation of complaints. Revenue from Companion Animals fees of \$12,179 was received. 185 new Companion Animals registrations were received.

During the reporting period, out of the 38 Companion animals seized, 30 were reunited with owners (78%), 0 (0%) were rehomed with an Animal Welfare Organisation, 8 (21%) were rehomed privately and 0 (0%) were required to be euthanised. 173 Companion Animal related complaints were received during the period.

Council has adopted a Companion Animals Management Plan that details strategies in relation to companion animals in this area and includes programs for improved education, desexing and provision of off-leash areas in the shire. Dungog Shire Council's Companion Animals Management Plan is currently being reviewed.

# HUNTER JOINT ORGANISATION GROUP ENTITIES

The Hunter Joint Organisation, and its group entities, are the hub for local government collaboration, strengthening our communities by being the local voice on regional strategic issues in the Hunter and delivering tailored local government solutions. For over 60 years, local government in the Hunter has found significant benefit in working together through positive cooperation and resource sharing. Participating councils include: Cessnock City Council, Dungog Shire Council, Lake Macquarie City Council, Maitland City Council, MidCoast Council, Muswellbrook Shire Council, City of Newcastle, Port Stephens Council, Singleton Council, Upper Hunter Shire Council.

There are five key entities that operate as part of the current enterprise offering:

**Hunter Joint Organisation** – a statutory body under the Local Government Act 1993, established in 2018 to identify, advocate for and collaborate on regional strategic priorities for the Hunter. The Hunter Joint Organisation’s statutory mandate includes identifying key regional strategic priorities, advocating for these priorities, and building collaborations around these priorities with other levels of government, industry and the community.

**Arrow Collaborative Services Limited** (and its wholly owned subsidiaries Hunter Councils Legal Services Limited and Arrow Collaborative Communications) – companies limited by guarantee under the Corporations Act 2001 and established to improve the quality and efficiency of local government services throughout the Hunter region. These organisations offer tailored local government services through three divisions: Local Government Legal, GoodChat TV, and Regional Procurement; and the Hunter JO Policy and Programs Division (which delivers on the strategic priorities of the Hunter Joint Organisation, including the Hunter and Central Coast Regional Environment Program, on behalf of both Hunter Joint Organisation member Councils and Central Coast Council).

**Hunter Councils Incorporated** – an incorporated association under the Associations Incorporation Act 2009 that holds property assets for the Hunter Joint Organisation group.

**Dungog Shire Council** has representation on each entity’s board, and shares ownership and governance of the entities with the other nine councils of the Hunter region.

# GOVERNMENT INFORMATION PUBLIC ACCESS ACT

## 1. Review of proactive release program – Clause 7(a)

Under section 7 of the GIPA Act, agencies must review their programs for the release of government information to identify the kinds of information that can be made publicly available. This review must be undertaken at least once every 12 months.

Our agency's program for the proactive release of information involves identifying information that should in the public interest and be available to the public without imposing unreasonable additional cost to Council and making it available for inspection or via Council's website where possible.

During the reporting period, we again reviewed this program by undertaking a review of Council's Information Guide to ascertain if there were additional documents that could be added to the Open Access Information list.

During the reporting period, our agency received a total of 27 formal access applications (including withdrawn applications but not invalid applications).

## 2. Number of access applications received – Clause 7(b)

## 3. Number of refused applications for Schedule 1 information – Clause 7(c)

During the reporting period, our agency refused one (1) application either wholly or in part because the information requested was information referred to in Schedule 1 to the GIPA Act. Of those applications, none were refused in full and none were refused in part.

# GOVERNMENT INFORMATION PUBLIC ACCESS ACT

## 4. Statistical information about access applications – Clause 7(d) and Schedule 2

<b>Table A: Number of applicants by type of applicant and outcome</b>									
	Full access granted	Partial access granted	Refused Access	Information not held	Information already available	Refusal to disclose if information held	Application withdrawn	Total	% of Total
Media	0	0	0	0	0	0	0	0	0.00%
Members of Parliament	0	0	0	0	0	0	0	0	0.00%
Private sector business	8	1	0	0	0	0	1	10	37.04%
Not for profit and community organisations	0	0	0	0	0	0	0	0	0.00%
Members of the public (by legal representative)	0	1	0	0	0	0	0	1	3.70%
Members of the public (other)	13	0	1	1	0	0	1	16	59.26%
<b>Total</b>	<b>21</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>27</b>	
<b>% of Total</b>	<b>77.78%</b>	<b>7.41%</b>	<b>3.70%</b>	<b>3.70%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>7.41%</b>		

\*More than one decision can be made in respect of a particular access application. If so, a recording must be made in relation to each such decision. This also applies to Table B.



**Table B: Number of applications by type of application and outcome**

	Full access granted	Partial access granted	Refused access	Information not held	Information already available	Refusal to disclose if information held	Application withdrawn	Total	% of Total
Personal information applications	0	1	0	0	0	0	0	1	3.70%
Access applications (other than personal information applications)	21	1	1	1	0	0	2	26	96.30%
Access applications that are partly personal information applications and partly other	0	0	0	0	0	0	0	0	0.00%
<b>Total</b>	<b>21</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>27</b>	
<b>% of Total</b>	<b>77.78%</b>	<b>7.41%</b>	<b>3.70%</b>	<b>3.70%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>7.41%</b>		

\*A personal information application is an access application for personal information (as defined in Clause 4 of Schedule 4 to the Act) about the applicant (the applicant being an individual).

**Table C: Invalid applications**

Reason invalid	Number of applications
Application does not comply with formal requirements (section 41 of the Act)	3
Application is for excluded information of the agency (section 43 of the Act)	0
Application contravenes restraint order (section 110 of the Act)	0
Total number of invalid applications received	3
Invalid applications that subsequently became valid applications	1

## GOVERNMENT INFORMATION PUBLIC ACCESS ACT

**Table D: Conclusive presumption of overriding matters listed in Schedule 1 of the Act public interest against disclosure:**

	Number of times consideration used	Number of applications
Overriding secrecy laws	0	0
Cabinet information	0	0
Executive Council information	0	0
Contempt	0	0
Legal professional privilege	1	1
Excluded information	0	0
Documents affecting law enforcement and public safety	0	0
Transport safety	0	0
Adoption	0	0
Care and protection of children	0	0
Ministerial code of conduct	0	0
Aboriginal and environmental heritage	0	0
Information about complaints to Judicial Commission	0	0
Information about authorised transactions under Electricity Network Assets (Authorised Transactions) Act 2015	0	0
Information about authorised transaction under Land and Property Information NSW (Authorised Transaction) Act 2016	0	0
<b>Total</b>	<b>1</b>	<b>1</b>

\*More than one public interest consideration may apply in relation to a particular access application and, if so, each such consideration is to be recorded (but only once per application). This also applies in relation to Table E.

**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	0
Law enforcement and security	0
Individual rights, judicial processes and natural justice	0
Business interests of agencies and other persons	0
Environment, culture, economy and general matters	0
Secrecy provisions	0
Exempt documents under interstate Freedom of Information legislation	0

**Table F: Timeliness**

	Number of occasions when application not successful
Decided within the statutory timeframe (20 days plus any extensions)	1
Decided after 35 days (by agreement with applicant)	0
Not decided within time (deemed refusal)	0
Total	1

## GOVERNMENT INFORMATION PUBLIC ACCESS ACT

**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	0	0	0
Review by Information Commissioner*	0	1	1
Internal review following recommendation under section 93 of Act	0	0	0
Review by NCAT	0	0	0
<b>Total</b>	<b>0</b>	<b>1</b>	<b>1</b>

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

	Number of applications for review
Applications by access applicants	1
Applications by persons to whom information the subject of access application relates (see section 54 of the Act)	0
<b>Total</b>	<b>1</b>

**Table I: Applications transferred to other agencies under Division 2 of Part 4 of the Act (by type of transfer)**

	Number of applications for review
Agency-initiated transfers	0
Applicant-initiated transfers	0

## MODERN SLAVERY

In accordance with Section 428(4)(c) and (d) of the Modern Slavery Act NSW, we are dedicated to ensuring compliance with this important legislation. We stand firmly opposed to any breaches of human rights violations. We set clear expectations on the minimum expected standard of conduct for contractors, suppliers and Council officials in our Code of Conduct and Statement of Business Ethics.

The Code of Conduct outlines the minimum standards of conduct for Council officials. It is prescribed by regulation to assist Council officials to act honestly, with appropriate care and due diligence in a way that grows public confidence in local government.

Our Statement of Business Ethics sets clear expectations by which Council's Suppliers and Contractors must act. Establishing clear expectations on how workers are to be treated. Providing safe work places with a demonstrated respectful and ethical culture adhering to the National Employment standards.

We embrace the principles and obligations outlined in the Modern Slavery Act NSW and as an organisation are committed to serving our community with integrity and compassion. We want to reaffirm our unwavering commitment to human rights and work resolutely toward eliminating modern slavery.

The Anti Slavery Commissioner identified no issues with council operations.

## APPENDIX

The Draft Annual Financial Statements for the year ending 30 June 2023 were provided to Council at the Ordinary Meeting on 15 November 2023. The endorsed documents will be included in the Annual Report and published to Council's website. The Office of Local Government has granted Council an extension of time to submit the audited annual financial reports, upon completion of the audit the draft annual financial reports will be replaced with the audited annual financial reports.

Dungog truly offers its residents a rural lifestyle with city benefits – this is part of why Dungog is growing.



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