

**POLICY NO:** TS-6  
**POLICY NAME:** SELF HELP PROGRAM POLICY  
**VALIDITY:** 230511/ITEM 13A.4  
**REVIEWED:** May 2011

---

## **OBJECTIVE**

The objectives of this policy are;

1. to recognise and support the contribution the community can make by providing funds to support Council's expenditure on upgrading of Council's assets within the roads network, and
2. to set guidelines for community contribution towards upgrading of roads and associated infrastructure.

## **BACKGROUND**

This policy was developed in response to requests from the public for upgrading of road assets which provide a benefit to individuals as well as to the broader community but which cannot be fully funded from funds available to Council. The policy provides the opportunity to augment public funds with private contributions to enable worthwhile projects to proceed.

## **SCOPE**

This policy applies to all Council controlled roads within the Kyogle local government area. (Refer to Council's Road Register).

## **POLICY**

Council will consider applications to carry out projects submitted by any individual, a group of people or businesses for work on Council's road network, for example, bitumen sealing, construction of footpaths etc, other than works which are or may be required of a developer in conjunction with a Development Application, subject to the following conditions:

1. Application for the work is made by the landowner/s adjoining the works other residents, commercial or industrial interests.
2. All proposed works must comply with current standards and legislative requirements.
3. Council may contribute up to a maximum of 50% of the final construction cost.
4. In assessing the project for approval, and determining its monetary contribution, Council may consider:

- a. Location of the works, including road geometry, road classification , road safety and public liability issues.
  - b. Funding available to meet Council's contribution.
  - c. Maintenance implications of the proposed works.
  - d. Benefits or constraints of the proposed works.
5. All applications received will be considered in conjunction with the following year's Management Plan and, if approved, the works will be incorporated into the Works Program in that year to suit resources and programming.
6. For budgeting purposes, Council will provide an estimate of cost of the works, including all applicable overheads but not including a profit margin and the applicant is to sign an agreement to pay the agreed % of the estimated cost of the work prior to allocation of funding to the project.
7. Prior to commencement of construction, Council will provide a fixed price quotation for the project and prepayment by the applicant of the agreed % contribution will be required.
8. Council retains the right to accept or reject any proposal.
9. On completion of the works, ongoing maintenance will be Council's responsibility.
10. If, within 5 years of completion of the works, a development application, for which the applicant would have been required to fund all of the works undertaken under this policy is lodged, payment of the cost of the works, in excess of the % contribution paid under this policy, will be required of the applicant if the development application is approved.

## **BUDGETING**

Council will set an upper limit on Council's share of the cost of any work to be funded under this policy each year in its Management Plan.

## **DURATION AND REVIEW**

Council reserves the right to review, vary or revoke this policy as required.