



I hereby give notice that an Ordinary Meeting of Council will be held on:

Date: Monday, 8 July 2019
Time: 5pm
Location: Kyogle Council Chambers, Stratheden Street, Kyogle

AGENDA

Ordinary Council Meeting

8 July 2019

**Graham Kennett
General Manager**

Dear Councillor,

In accordance with the provisions of the Local Government (General) Regulation 2005, you are hereby notified of the following Ordinary Council Meeting to be held at the Kyogle Council Chambers, on Monday 8 July 2019, at 5pm.

DECLARATION OF PECUNIARY INTEREST

Councillors and Senior Staff are reminded to consider whether a Pecuniary Interest exists in any matter on the Agenda for this Meeting or raised during the course of the Meeting. The term "Pecuniary Interest" should be extended to include possible "conflicts of interest" and immediately declared prior to discussion of the Agenda item. Where a direct or indirect pecuniary interest exists, the member must refrain from commenting on or voting on the subject matter and must leave the Chamber.

BUSINESS

- | | |
|---------|--|
| Item 1 | Open Meeting |
| Item 2 | Apologies and applications for a leave of absence by councillors |
| Item 3 | Opening Prayer |
| Item 4 | Acknowledgement of Country |
| Item 5 | Declaration of Interests |
| Item 6 | Public Forum |
| Item 7 | Confirmation of Minutes |
| Item 8 | Mayoral Minute(s) |
| Item 9 | Notices of Motion |
| Item 10 | Questions with Notice from Councillors |
| Item 11 | Reports from Delegates |
| Item 12 | Information Reports |
| Item 13 | Staff Reports |
| Item 14 | Urgent Business Without Notice |
| Item 15 | Questions from Councillors for the Next Ordinary Meeting |
| Item 16 | Confidential Business Paper |
| Item 17 | Close of Meeting |

GRAHAM KENNETT
GENERAL MANAGER

COUNCIL PRAYER

"Almighty God, Ruler of all the Nations, we ask for your blessing upon this Meeting of Council.

Give us your wisdom to work in harmony and direct and prosper all that we do to the advancement of your glory and the true welfare of the People of the Council Area.

AMEN

Adopted by Council on October 21, 1991.
Resolution 91 /G 1159

Note: Council Policy is for the Mayor or Chairperson to lead the Council Meeting in the Prayer at the start of the first Meeting of the day.

Council acknowledges that this meeting is being held on the Traditional Lands of the Bundjalung people and we acknowledge elders, past and present and future.

Adopted by Council on 11 December 2006.
Resolution 111206/21

DISCLAIMER

The advice or information contained within the Minutes enclosed with this Business Paper is given by the Council without liability or responsibility for its accuracy. Reliance cannot be placed on this advice or information until the Minutes have been duly accepted as an accurate record and confirmed by Resolution of Council.

GRAHAM KENNETT
GENERAL MANAGER

Public Forum (Council Policy)

The council may hold a public forum as part of the ordinary meeting of the council for the purpose of hearing oral submissions from members of the public on items of business to be considered at the meeting.

To speak at a public forum, a person must first make an application to the council in writing. Applications must be received by midday two working days before the date on which the meeting is to be held, and must identify the item of business on the agenda of the council meeting the person wishes to speak on, and whether they wish to speak 'for' or 'against' the item. Applications can left with Customer Service staff at Council's Administration Centre, sent to PO Box 11, Kyogle, NSW, 2474, or emailed to council@kyogle.nsw.gov.au.

A person may apply to speak on no more than two items of business on the agenda of the council meeting.

Legal representatives acting on behalf of others are not to be permitted to speak at a public forum unless they identify their status as a legal representative when applying to speak at the public forum.

The general manager or their delegate may refuse an application to speak at a public forum. The general manager or their delegate must give reasons in writing for a decision to refuse an application.

No more than two speakers are to be permitted to speak 'for' or 'against' each item of business on the agenda for the council meeting.

Approved speakers at the public forum are to register with the council any written, visual or audio material to be presented in support of their address to the council at the public forum, and to identify any equipment needs no more than two working days before the public forum. The general manager or their delegate may refuse to allow such material to be presented.

The general manager or their delegate is to determine the order of speakers at the public forum.

Each speaker will be allowed five minutes to address the council. This time is to be strictly enforced by the chairperson. A councillor (including the chairperson) may, through the chairperson, ask questions of a speaker following their address at a public forum. Answers by the speaker, to each question are to be limited to two minutes.

Speakers are under no obligation to answer questions put to them by councillors and cannot ask questions of the council, councillors or council staff.

Speakers at public forums must not digress from the item on the agenda of the council meeting they have applied to address the council on. If a speaker digresses to irrelevant matters, the chairperson is to direct the speaker not to do so. If a speaker fails to observe a direction from the chairperson, the speaker will not be further heard.

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1 OPEN MEETING

This meeting is being webcast and those in attendance are advised to refrain from making any defamatory statements

2 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

3 OPENING PRAYER

4 ACKNOWLEDGEMENT OF COUNTRY

5 DECLARATION OF INTERESTS

6 PUBLIC FORUM

7 CONFIRMATION OF MINUTES**7.1 COUNCIL REPORT - 11 JUNE 2019**

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. **Minutes of 11 June 2019 Ordinary Meeting (under separate cover)** [↓](#)

**SUMMARY / PURPOSE**

This report presents the minutes of the Ordinary meeting held on 11 June 2019 to Council for confirmation.

RECOMMENDATION

That Council confirms the minutes of the Ordinary Council meeting of 11 June 2019.

8 MAYORAL MINUTE

Nil

9 NOTICES OF MOTION

9.1 NOTICE OF MOTION - CR MAGGIE MAY: KOALA PLAN OF MANAGEMENT

Attachments: 1. Notice of Motion  

RATIONALE

Kyogle has a koala population within the Local Government Area (LGA) and some knowledge has been gained by community organisations such as Friends of the Koala, which indicates that our LGA requires a plan of management.

Nationally, the koala is now thought to be so endangered as to be facing extinction by 2040. Koala populations in the Kyogle LGA may be critical to the survival of the species and all areas should play their part in protecting this native animal to the best of their ability.

MOTION

That Council investigate the best way to implement a Koala Plan of Management which protects and supports the local koala populations.

Staff comment

A Koala Plan of Management (KPOM) is a statutory tool under *State Environmental Planning Policy No.44 – Koala Habitat Protection* (Koala SEPP). It aims to encourage the conservation and management of koala habitat in NSW. Under the Koala SEPP, a listed local government (which includes Kyogle) may prepare a KPOM, for the whole, or part of its local government area. The KPOM must be prepared in consultation with, and approved by, the Director-General of National Parks and Wildlife.

The main purpose of a KPOM is to guide Council's decision making processes about planning and development assessment matters. The KPOM typically identifies areas of core koala habitat in an LGA and then sets out specific provisions to control development of land in the core habitat areas. Such provisions may require the prohibition or minimisation of clearing of vegetation, erection of koala friendly fencing and/or other means to minimise the impacts of development on koala populations.

Council must have regard to the KPOM when deciding development applications in a core habitat area. Council's decision cannot be inconsistent with a KPOM and it cannot give consent for development in a core habitat area without a KPOM in place. Where Council does not have a current KPOM in place for an area of land proposed for development, the land owner may prepare their own KPOM for the land for approval by Council and the Director-General of National Parks and Wildlife.

Council may also give effect to the Koala SEPP through other planning mechanisms, for example, by amending the Local Environmental Plan to include core koala habitat areas within an environmental protection zone or to identify core koala habitat and apply special provisions to control development of land, and/or amending the Development Control Plan to include provisions for development of land in, or adjacent to, a core koala habitat area.

In any case, the first step in the process is undertaking an ecological survey of land within the LGA to establish whether any land meets the definition of core koala habitat area. That is, the land must have a resident population of koalas, evidenced by attributes such as breeding females and recent sightings of, and historical records of, a population.

Council would need to budget for the cost of the ecological study to the standard required for it to be used in the context of the SEPP and/or LEP.

At this stage the cost is difficult to estimate, until the extent of the scope is known. The Local Strategic Planning Statement (LSPS) process would provide a suitable framework for further discussion with the community in relation to the costs and benefits of such an undertaking.



NOTICE OF MOTION

KYOGLE COUNCIL RECEIVED
25 JUN 2019
Doc. No. 19/15181

I, Councillor Maggie May, hereby give notice that at the next Ordinary Meeting of Council I will move;

That Council investigate the best way to implement a Koala Plan of Management which protects and supports the local Koala populations.

Signed: 

Date: 24-6-19

Councillor comments:

Kyogle has a Koala population within the LGA and some knowledge has been gained by community organisations such as Friends of the Koala, which indicates that no LGA requires a Plan of Management.

Nationally the Koala is now thought to be so endangered as to be facing extinction by 2040. Koala populations in Kyogle LGA may be critical to the survival of the species & all areas should play their part in protecting this native animal to the best of their ability.

9.2 NOTICE OF MOTION - CR ROBERT DWYER; KYOGLE HISTORICAL SOCIETY STORAGE FACILITY

Attachments: 1. **Notice of Motion** [↓](#) 

REPORT

Below is a Notice of Motion submitted by Cr Robert Dwyer for the 8 July 2019 Ordinary Meeting of Council.

MOTION

That Council staff provide a report to the August Ordinary Meeting of Council with regards to the wishes of members of the Kyogle Historical Society to build a storage facility at the rear of the new museum and that the report contain the advantages and disadvantages of this being achievable and any impediments or restrictions that may impede this from occurring should a suitable development application be lodged with Council.

Staff comments

The previous Museum premises next to the pool had approximately 60m² available for the display area and an additional 30m² for a combined archive/meeting/storage area. The new museum has 210m² available for display/foyer/media, 75m² for offices/archive/amenities, and 21m² for storage. The new Museum building originally included provision of 40m² of storage space for the collection that was not on display at any point in time. This is roughly equivalent to a double garage. During the construction of the building, the Kyogle and District Historical Society (KDHS) requested a variation to the building layout that resulted in 19m² of the original storage space being changed to additional display area, leaving 21m² for storage. A compactus storage system has been installed in this area but this is yet to be filled, and the storage area still contains items of bulk furniture and other materials left over from the construction and fitout process.

At present the KDHS still has some of its collection that is yet to be moved out of the old Museum building, and Council has offered to assist in the process of clearing out this building as it is needed for Council's operational staff. This included an offer for excess items to be stored at Council's depot if required. As such, there should be no immediate shortage of storage space for the KDHS collection.

The area between the new Museum building and Roxy Lane has been grassed up to provide an interim finish that allows maximum flexibility for future development and activation of this space. There has already been a commitment by Council to undertake a master planning process around this space and the surrounding precinct that connect the Library, KMI Hall, Youth Centre, Cenotaph Park, Council Chambers, main street and CBD area. This process will run parallel to, and be informed by, the broader Community Lands Plan of Management and Local Strategic Planning Statement processes, and is expected to be finalised by December 2020.

There will be opportunities along the way for the community and stakeholder groups to present their ideas for how this space can be integrated with its surrounding areas and how this space might be activated in the future. The proposal for a shed for the KDHS to be erected in this area can be considered as part of this process.



NOTICE OF MOTION

KYOGLE COUNCIL RECEIVED
1 JUL 2019
Doc. No. 19/16265

I, Councillor Robert Dwyer, hereby give notice that at the next Ordinary Meeting of Council I will move;

That Council staff provide a report to the August Ordinary Meeting of Council with regards to the wishes of members of the Kyogle Historical Society to build a storage facility at the rear of the new museum and that the report contain the advantages and disadvantages of this being achievable and any impediments or restrictions that may impede this from occurring should a suitable development application be lodged with Council.

Signed: *R. C. Dwyer*.....

Date: *1-7-2019*.....

10 QUESTIONS WITH NOTICE FROM COUNCILLORS**10.1 QUESTIONS FROM THE LAST COUNCIL MEETING**

Author: General Manager

Authoriser: General Manager

Attachments: Nil

The following questions on notice were received from Councillors Hayden Doolan, Lindsay Passfield and Robert Dwyer at the 11 June 2019 Council meeting.

Question Cr Hayden Doolan

Can Councillors receive an update on Kyogle Road, when is work going to begin?

Response

Work on the asphalt overlay and reconstruction along Kyogle Road within the urban areas was due to commence on Monday 24 June, however it was delayed due to rain and commenced June 28.

Question Cr Lindsay Passfield

Council has included Mt Lindesay Road in the list of regional roads Council has asked the State Government to resume (in response to a pre-election promise), whereas Tenterfield Shire Council did not include this road in those it wants to have handed back. Can Council encourage Tenterfield Shire Council to also ask the State Government to resume responsibility for the section of Mt Lindesay Road in its local government area?

Response

A request has been submitted to the General Manager at Tenterfield Shire Council seeking clarification on Tenterfield Shire Council's adopted position regards the proposed Regional Roads hand back.

Question Cr Lindsay Passfield

The operators of the Woodenbong Dirt Bike Ride recently advised of some difficulties they were having with the ongoing organisation of the event. The Dirt Bike Rides represent a financial and social boost to the local area and are a big deal for the community. Can Council liaise with Tenterfield Council to help grease the tracks in relation to DAs for the event?

Response

Kyogle Council operates a streamlined consent system for short-term temporary events, whereby operators are able to apply for a Complying Development Certificate (CDC) where their event aligns with adopted criteria. Such an approach reduces 'red tape' for event organisers and results in a swift and cost effective service for customers. The Director Planning and Environmental Services will meet with the relevant officers of Tenterfield Council to discuss the issues raised in the letter from the event organiser, to establish whether or not that Council may be amenable to adopting a similar authorisation process for events. In the meantime, the Director Planning and Environmental Services will respond to the event operator to ascertain if there are any further appropriate steps that can be taken to secure the long term future of the event.

Question Cr Robert Dwyer

Can the Director of Assets and Infrastructure Services please pass on my thanks and compliments to the staff for their response to questions I asked at the last Council meeting in relation to a pothole at the junction of Anzac Drive and Harrison Street and an overgrown footpath on either side of the bridge on Anzac Drive?

Response

The Director of Assets and Infrastructure Services has passed on Cr Dwyer's thanks to staff.

Question Cr Robert Dwyer

I previously asked if a tree obstructing the view of motorists using Anzac Drive could be trimmed. Has there been any follow up to that?

Response

The Director of Assets and Infrastructure Services has reviewed the tree branch in question with the Urban Services Manager and the limbs present no issue. The owner of the tree is maintaining the verge and the site presents as clean and manicured. The tree is sufficiently back from the intersection such that it does not impede visibility at the intersection of Anzac Drive and Marwick Street. As such, no further action is required by Council.

RECOMMENDATION

That Council receives and notes the report, *Questions From The Last Council Meeting*.

11 REPORTS FROM DELEGATES

Nil

12 INFORMATION REPORTS

12.1 MONTHLY FINANCE REPORT - JUNE 2019

Author: Manager Financial Services

Authoriser: General Manager

Attachments: 1. Finance Report - June 2019 [↓](#) 

SUMMARY / PURPOSE

This report presents financial reports to Council for information.

BACKGROUND INFORMATION

Legislative Requirements

Clause 212 of the Local Government (General) Regulation 2005 states that:

- (1) *The responsible accounting officer of a council:*
 - (a) *must provide the council with a written report (setting out details of all money that the council has invested under section 625 of the Act) to be presented:*
 - (i) *if only one ordinary meeting of the council is held in a month, at that meeting, or*
 - (ii) *if more than one such meeting is held in a month, at whichever of those meetings the council by resolution determines, and*
 - (b) *must include in the report a certificate as to whether or not the investment has been made in accordance with the Act, the regulations and the council's investment policies.*
- (2) *The report must be made up to the last day of the month immediately preceding the meeting.*

REPORT

The following information is presented for information only.

(A) Finance Reports

Summary reports outlining Council's financial position. The reports presented include:

- Rates Statement and Graph
- Statement of Bank Balances
- Summary of Investments

It should be noted that these reports do not include accounting adjustments to be brought to account on an annual basis. The reports also remain unaudited as at the date of presentation to Council.

(B) Councillors Travel Expenses Report

Included as an attachment to this report is a schedule showing payments to Councillors for travel claims made during the month. As stated in the notes, some Councillors may have outstanding claims that cover more than one period.

RECOMMENDATION

That Council receives and notes the information contained in the Monthly Finance Report – June 2019.

Kyogle Council



Financial Reports

30 June 2019

Rates Statement

Statement of Bank Balances

Summary of Investments

Councillor Travel

NOTE: All Financial Data presented is unaudited at the date of presentation to Council

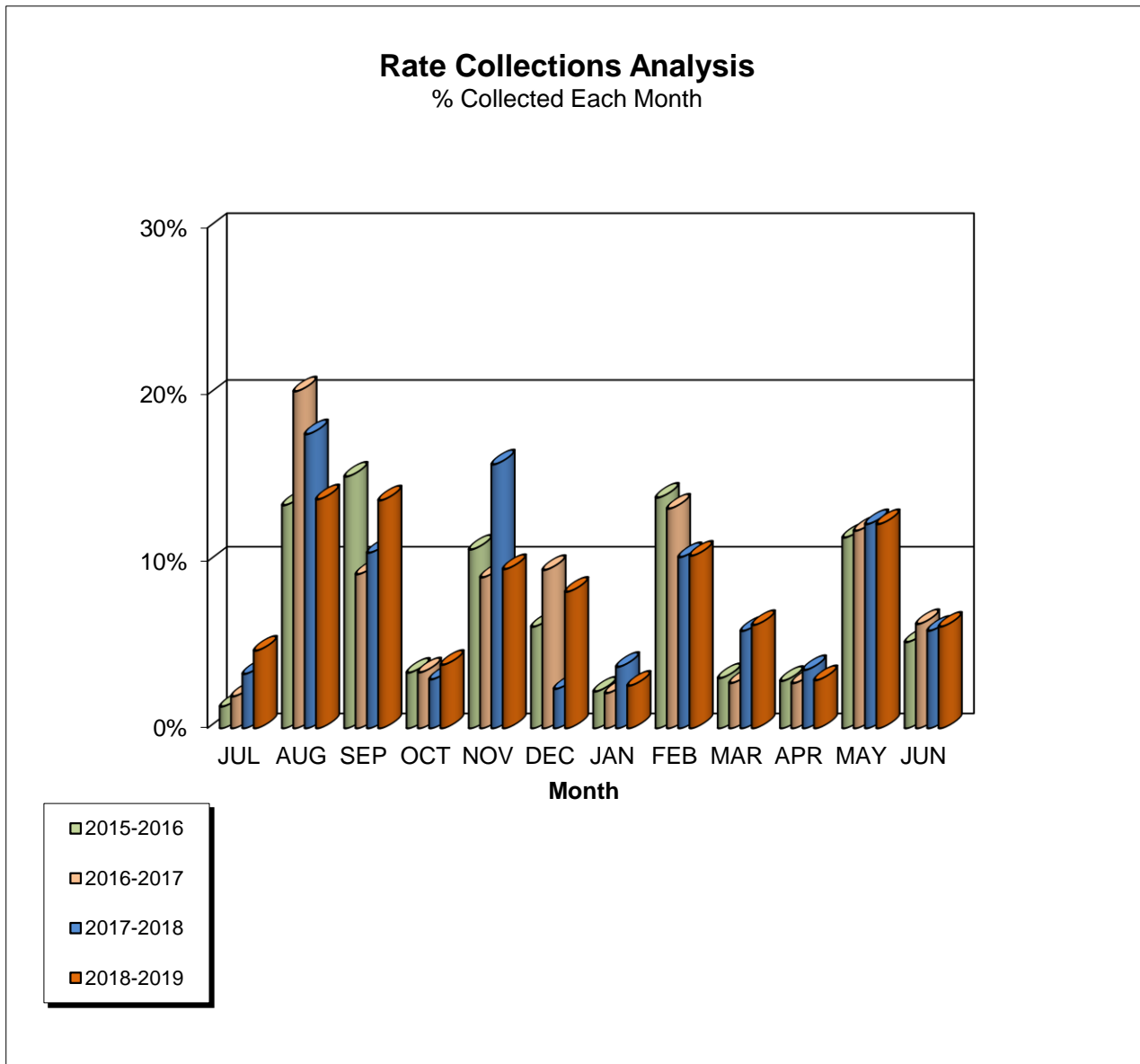
KYOGLÉ COUNCIL RATES STATEMENT AS AT 30 JUNE 2019

	ARREARS 1-Jul-2018	NET CHARGES 2018/2019	PAYMENTS	OUTSTANDING BALANCE 30/06/2019	ARREARS 30/06/2019	% TOTAL COLLECTED incl. ARREARS	% ARREARS COLLECTED 2018-2019
RATES, SERVICES AND INTEREST	701,938.57	11,091,399.33	11,061,950.79	731,387.11	191,840.08	93.80%	72.67%

PRESENTED TO COUNCIL JULY 2019

Note:

Some ratepayers have made arrangements, whilst others are at different stages of legal action.



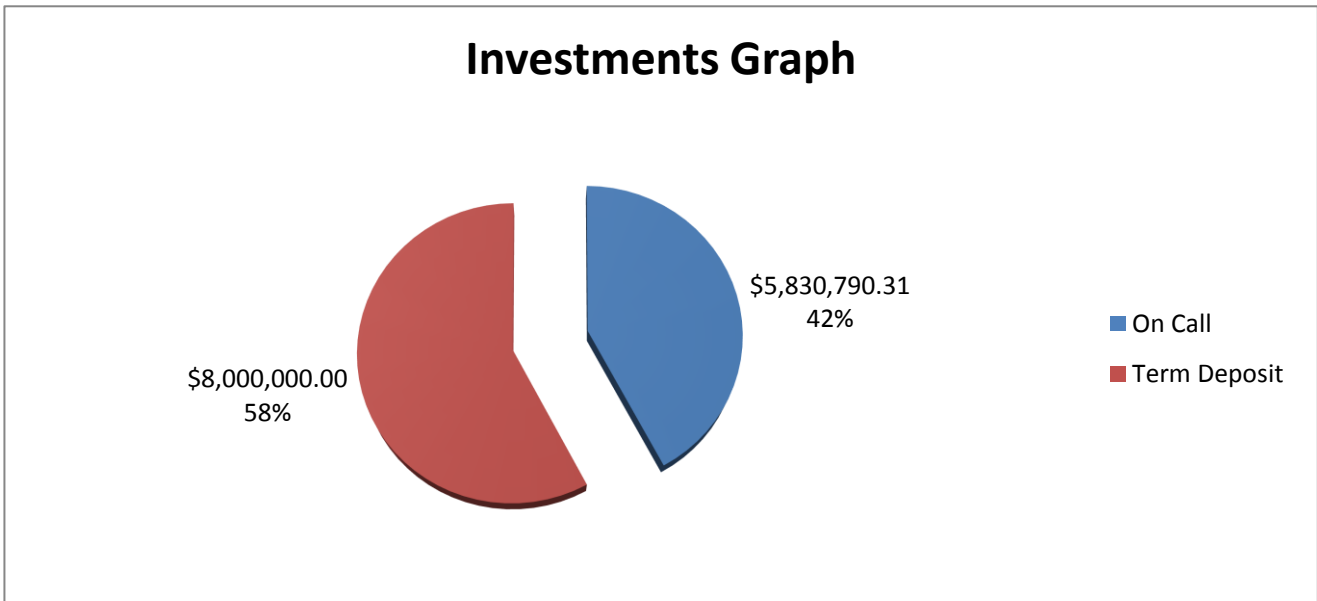
<u>Kyogle Council</u>	
STATEMENT OF FUND BALANCES as at 30-Jun-19	
Fund	Closing Balance
General Fund	
Unrestricted	4,818,003.71
Internally Restricted	4,125,373.00
State Highways	1,573,102.63
Quarries	1,124,833.30
Plant	1,303,639.22
Externally Restricted	323,090.17
Total General Fund	13,268,042.03
Restricted	
Water Supplies	441,081.16
Sewerage Systems	162,486.61
Domestic Waste	(89,203.54)
Trust Fund	48,384.05
Total Restricted	562,748.28
Total Consolidated Funds at Bank	13,830,790.31

KYOGLE COUNCIL FINANCIAL ANALYSIS REPORT AS AT 30/06/2019								
Institution	Investment Type	Investment Date	Maturity Date	Interest Type	Interest Frequency	Interest rate	Investment Amount	% of Portfolio
CBA	On Call	At Call	At Call	Variable	Monthly		5,830,790.31	42.16%
Total Cash at Call							5,830,790.31	42.16%
NAB	Term Deposit	09-May-19	04-Jul-19	Fixed	Maturity	2.00%	1,000,000.00	7.23%
Bankwest	Term Deposit	23-May-19	11-Jul-19	Fixed	Maturity	2.06%	1,000,000.00	7.23%
Suncorp	Term Deposit	06-Jun-19	18-Jul-19	Fixed	Maturity	1.54%	1,000,000.00	7.23%
Bankwest	Term Deposit	20-Jun-19	25-Jul-19	Fixed	Maturity	1.85%	1,000,000.00	7.23%
CBA	Cash Deposit	24-Jun-19	01-Aug-19	Fixed	Maturity	1.71%	1,000,000.00	7.23%
NAB	Term Deposit	24-Jun-19	08-Aug-19	Fixed	Maturity	1.55%	1,000,000.00	7.23%
Suncorp	Term Deposit	25-Jun-19	15-Aug-19	Fixed	Maturity	1.50%	1,000,000.00	7.23%
CBA	Cash Deposit	27-Jun-19	22-Aug-19	Fixed	Maturity	1.71%	1,000,000.00	7.23%
Total Cash at Call							8,000,000.00	57.84%
Total Investment Portfolio							13,830,790.31	

I hereby certify that the above investments have been made in accordance with section 625 of the Local Government Act, 1993, the Local Government (General) Regulation 2005 and Councils Investment Policy.

Glenn Rose

Responsible Accounting Officer



COUNCILLORS TRAVEL EXPENSES

Jun-19

Councillor Name	Kilometres Claimed		Current Rate per Kilometre	Amount Reimbursed	
	Jun-19	YTD		Jun-19	YTD
K. Thomas	610	610	\$0.78	\$475.80	\$475.80
H. Doolan	0	0	\$0.78	\$0.00	\$0.00
J. Wilson	0	0	\$0.78	\$0.00	\$0.00
J. Burley	0	2,985	\$0.78	\$0.00	\$2,059.00
R. Dwyer	0	0	\$0.78	\$0.00	\$0.00
D. Mulholland	2,419	12,407	\$0.78	\$1,886.82	\$9,677.46
L. Passfield	1,045	6,995	\$0.78/\$0.68	\$721.80	\$4,964.42
M. May	0	0	\$0.78	\$0.00	\$0.00
E. Grundy	2,730	11,408	\$0.78	\$2,129.40	\$8,898.24
Total	6,804	34,405		\$5,213.82	\$26,074.92

Notes

- (1) The above figures represent amounts actually paid.
- (2) The amounts paid in the current month will relate to claims for travel in prior months
- (3) Some councillors may have claims outstanding for more than one month.

12.2 WORKS PROGRAM PROGRESS REPORT - JUNE 2019

Author: Manager Financial Services

Authoriser: General Manager

Attachments: 1. Works Program Progress Report June 2019 (under separate cover)

**SUMMARY / PURPOSE**

This report provides an update on the progress of Council's Capital Works Program, Plant Replacement Program, Quarry Operations, and RMS Ordered Works for the information of Council.

BACKGROUND INFORMATION

This report is intended to present to Council information on progress of the implementation of the annual works programs across all departments of Council, as well as the performance of the quarry and State Highway's operations.

REPORT

The report is provided as a separate attachment covering four main areas;

1. Capital Works Report

This section of the reports shows all capital works projects and provides a brief status report and expenditure year to date for each project, including any external funding which applies.

2. Plant Acquisition and Sales

This section of the reports shows the plant replacement program and the year to date income and expenditure associated with the program.

3. State Highways Ordered Works

This section of the reports shows the status of the Ordered Works under the Roads and Maritime Road Maintenance Council Contract (RMS RMCC) which is included in the State Highways budget area. The report shows each approved Works Order and the approved income and expenditure year to date.

4. Quarries Report

This section of the reports shows the income and expenditure for each of the four operational quarries for the year to date, including stock on hand and a brief description of current activities relating to quarries.

BUDGET AND FINANCIAL IMPLICATIONS

This report is provided for information only and any budgetary issues that may be identified as a result of these reports will be dealt with during the regular quarterly budget review process.

RECOMMENDATION

That Council receives and notes the information contained in the report, *Works Program Progress Report – June 2019*.

13 STAFF REPORTS

13.1 ECONOMIC DEVELOPMENT POLICY - ADOPTION

Author: Director Planning & Environmental Services

Authoriser: General Manager

Attachments: 1. Draft Economic Development Policy June 2019  

SUMMARY / PURPOSE

To present to Council the draft Economic Development Policy for adoption.

PREVIOUS COUNCIL CONSIDERATION

Council previously resolved to adopt a new Economic Development Policy that would articulate the overarching rationale for the way in which it will support initiatives to sustainably grow the local economy.

Council resolved on 9 April 2018:

That Council staff produce a new Economic Development Policy.

In addition, Council resolved on 11 February 2019:

That Council:

- 1. Receives and notes the report on the proposed 2019 'Working Dog Rally';*
- 2. Endorses the principle of the event, subject to the award of all necessary approvals and permits;*
- 3. Develops an assessment framework to objectively analyse the economic benefit and any community impact of proposed events to inform future event management practices and policy development.*

Following the adoption of the above motion, and pursuant to point three (above), staff advised that the new Economic Development Policy would reference criteria for considering/supporting events.

REPORT

The Economic Development policy is intended to articulate those priorities for action and investment where Council support and advocacy will assist in stimulating the local economy. The policy is consistent with the strategic direction established in Council's adopted Community Strategic Plan and the Regional Economic Development Strategy. The policy recognises that the sustainable growth of the local economy will require collaborative working with businesses, key agencies and stakeholders and the wider community.

Within the policy, and to give effect to Council's resolution of 11 February 2019, the aspiration to develop a diverse and sustainable program of short-term events to stimulate the visitor economy is noted. Pursuant to this point, the policy commits to the development of a framework to objectively assess the economic benefit of individual events (using Council's Economy.ID software) in order to inform future decision making.

BUDGET AND FINANCIAL IMPLICATIONS

The adoption of the draft policy will have no direct financial implications for Council. Pursuant to the policy, where specific initiatives to stimulate or support the local economy are proposed in the future (for example, relaxation of permit fees etc), these measures will be reported to Council along with an analysis of any financial implications.

RECOMMENDATION

That Council

1. Receives and notes the report, *Economic Development Policy – Adoption*.
2. Adopts the draft Economic Development Policy.

Kyogle Council

Economic Development Policy



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1 Introduction

This document is the Economic Development Policy for the Kyogle Local Government Area (LGA).

2 Validity

This policy was adopted at Council's Ordinary Meeting held (insert) 2019 through resolution number (insert).

3 Purpose

The Kyogle Council plays a key role as a facilitator of economic development – creating the environment to support growth and investment and working as a regional partner to support economic development activities.

This Policy provides the rationale for the way in which Council will prioritise action and investment to stimulate sustainable economic growth and development in the Kyogle LGA.

4 Policy statement

Council will work in partnership with appropriate agencies, businesses, community and other stakeholders to support the sustainable economic development of the Kyogle Local Government Area.

Council will:

1. Prioritise support for local projects of acknowledged regional significance – including those identified within adopted plans (Community Strategic Plan, Regional Economic Development Strategy etc.) and Council advocacy briefs.
2. As appropriate, and where consistent with Council's strategic priorities, work to support existing industries and businesses that wish to grow by removing barriers to investment.
3. Identify and support industries and business development opportunities that enhance the natural, cultural and social values of the Kyogle LGA
4. Support participation in the workforce for people with disabilities and work to implement the recommendations of the adopted Disability Inclusion and Action Plan.
5. Work in partnership to advocate for improved access to and enhanced management of the key landscape assets of the LGA (including National Parks) to stimulate growth in the visitor economy.
6. Participate in relevant business and industry advisory groups to raise awareness of key issues and opportunities that impact upon the growth of the local economy.

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7. Advocate to State and Federal government and lobby on behalf of industry and business groups within the Kyogle LGA to remove barriers to sustainable development.
8. Work with schools, TAFEs, universities and training providers to support members of the local community to obtain the skills necessary to enable them to participate in the local workforce.
9. Maintain the Invest Kyogle website by updating information regularly and providing links to industry networks and investment opportunities.
10. Actively participate in the Northern Rivers Joint Organisation of Councils and contribute to the development of regional strategic plans and regional industry economic development plans
11. Identify synergies and opportunities to enhance cross-border initiatives and realise benefit from the growing economy of Southeast Queensland.
12. Foster and maintain strong relationships with key agencies and stakeholders involved in economic development.
13. Support 'value add' opportunities and diversification in key sectors (i.e. horticulture, agriculture, forestry; creative industries, tourism, hospitality and retail).
14. Work in partnership to develop programs to increase aboriginal engagement and participation in the local workforce.
15. Identify and evaluate opportunities to incentivise sustainable investment and business development through review of the Local Environmental Plan and other planning instruments.
16. Support the development of a diverse program of short term temporary events to boost the local visitor economy.
17. Develop a consistent approach to objectively assess the economic impact of short term temporary events and other activities, based on the Event Impact Calculator methodology of Council's Economy.ID package.
18. Promote the Kyogle LGA as a 'film friendly' location and reflect the guidance of the NSW Local Government Filming Protocol.

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13.2 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE 2019

Author: Manager Corporate Services

Authoriser: General Manager

Attachments: Nil

SUMMARY / PURPOSE

This report is to advise Council of the upcoming Local Government NSW (LGNSW) Annual Conference and seek suggested motions that may be eligible for inclusion in the conference business paper. Council must also nominate a voting delegate to the conference.

BACKGROUND INFORMATION

The Local Government NSW Annual Conference is being held from 14 October - 16 October 2019 at the William Inglis Hotel, Warwick Farm, Sydney. The conference is the annual policy-making event for NSW councils, associate members and the NSW Aboriginal Land Council. Councillors and senior staff are able to attend the conference, with registrations opening in July 2019. Voting delegates must be registered by midnight Friday 20 September 2019.

PREVIOUS COUNCIL CONSIDERATION

The following motion was adopted at the 11 March 2019 Ordinary Meeting of Council.

That Council submit the following motion for consideration at the 2019 NSW Local Government Conference:

“That LGNSW requests the NSW Government set upper limits on fuel loads in all crown land forests, including State Forests and National Parks, and mandates hazard reduction programs to achieve these targets.”

The above motion will be submitted with all other adopted motions prior to the deadline.

REPORT

Council is invited to submit motions for possible debate at the conference to advance the sector wide policy agenda. Motions are strategic local government issues which affect members state-wide and introduce new or emerging policy issues and actions.

Members are encouraged to submit motions by 12 midnight Monday 19 August 2019, to allow printing and distribution of the Business Paper before the conference. However, in line with the LGNSW rules, the latest date motions can be accepted for inclusion in the Conference Business Paper is 12 midnight on Monday 16 September 2019.

Council has been allocated one voting delegate. It is proposed that Council nominates the Mayor as the voting delegate.

BUDGET AND FINANCIAL IMPLICATIONS

The 2019/2020 budget provides \$27,816 for Councillors' payment of expenses at seminars and conferences.

RECOMMENDATIONS

That Council;

1. Receives and notes the report, *Local Government NSW Annual Conference 2019*.
2. Approves attendance by xxx Councillors at the 2019 LGNSW Annual Conference.
3. Confirms the voting delegate at the LGNSW Conference to be the Mayor.

4. Adopts proposed motions for submission to the 2019 LGNSW Business Paper at the 12 August Ordinary meeting of Council.
5. Delegates authority to the Mayor to submit any further proposed motions, after consulting with Councillors, prior to the 16 September 2019 deadline.

13.3 STRONGER COUNTRY COMMUNITIES FUND ROUND 3**Author:** General Manager**Authoriser:** General Manager**Attachments:** 1. **SCCF Round 3 Allocation Letter**  
2. **SCCF Round 3 Funding Guidelines (under separate cover)** **SUMMARY / PURPOSE**

This report is to provide Council with information relating to the recently announced Round 3 of the NSW Governments Stronger Country Communities Fund (SCCF).

REPORT

The letter outlining the allocation to Kyogle Council is included in the attachments to this report. The SCCF Round 3 guidelines are also included in the attachments to this report. The frequently asked questions and other information on the SCCF Round 3 can be found here; <https://www.nsw.gov.au/improving-nsw/regional-nsw/regional-growth-fund/stronger-country-communities/>

The critical features of the SCCF Round 3 for Kyogle Council are;

- The total allocation to Council is \$790,237;
- 50% of this total (\$395,118) must be spent on “projects supporting young people” which can be infrastructure and/or programs;
- Applications must be fully scoped and submitted by 27 September 2019.

Due to the tight timeframe, there is a need to act reasonably quickly and establish a proposed list of projects and programs and to allow for feedback from the community. An indicative timeframe is recommended as follows;

1. A “proposed” list of projects be endorsed by Council at the July meeting to put out for public comment and feedback (see below);
2. We give people a couple of weeks to have their say - either support the projects we put forward or to come up with their own;
3. We bring a report back to the August meeting for Council to adopt the final list of projects.

This gives staff just under six weeks to finalise the applications.

The list of projects it is proposed to put forward for feedback from the community is as follows;

1. **Tabulam** – \$80k (\$60k youth related) playground relocation and youth space activation near sports ground amenities and installation of light horse memorial
2. **Old Bonalbo** - \$80k (\$60k youth related) playground equipment and youth space activation near tennis courts/hall and improved public amenities next to hall
3. **Mallanganee** - \$100k (zero youth related) improvements to the Mallanganee lookout, new toilet, picnic shelters and viewing platform
4. **Kyogle** - \$130k (\$130k youth related) modification of the Anzac Park BMX track into a “pump track” as per the Mountain Bike Strategy and other park improvements such as shade over the playground and an additional bubbler and/or barbecue
5. **Kyogle** - \$350k (\$100k youth related) Kyogle community precinct and youth centre improvements and activation of the area that connects the library, museum, KMI Hall and youth centre
6. **Whole LGA** - \$50k (\$50k youth related) allocation for delivery of youth programs in partnership with Kyogle Together and other youth services providers

This proposed list of projects accounts for the full \$790,237 allocation, with an indicative amount of \$400,000 going towards projects supporting young people.

BUDGET AND FINANCIAL IMPLICATIONS

The projects put forward are not funded in Council's current Operational Plan or Delivery Program. The funding from the SCCF Round 3 would cover the full costs of these projects and would be included as an additional fully-funded program in future budgets once final approvals are obtained. As such, the delivery of the projects under this program do not impact on the budget or Long Term Financial Plan, other than through consideration of any additional ongoing maintenance, operation, and renewal costs that may be associated with any new assets and infrastructure.

RECOMMENDATION

That Council;

1. Receives and notes the report, *Stronger Country Communities Fund Round 3*;
2. Endorses the proposed list of projects for the SCCF Round 3 listed in the report and seeks feedback from the community on the proposed projects;
3. Receives a further report to the August 2019 Ordinary meeting to consider the feedback from the community and adopt a final list of projects for submission under the SCCF Round 3.



The Honourable John Barilaro MP

Deputy Premier
Minister for Regional New South Wales
Minister for Industry and Trade

A3025354

Clr Danielle Mulholland
Mayor, Kyogle Council
PO Box 11
KYOGLÉ NSW 2474

Dear Clr Mulholland

I write regarding the Round Three of the NSW Government's Stronger Country Communities Fund (SCCF). Round Three will provide an additional \$100 million for community projects in regional NSW, and includes at least \$50 million for youth-related projects. This brings the total funding for the Stronger Country Communities Fund to \$400 million; and the total value of the Regional Growth Fund to \$1.7 billion.

Round Three of SCCF will open on 1 July 2019

Round Three of the SCCF will open for 13 weeks to all eligible applicants in July 2019. Complementing the Fund's traditional focus on community infrastructure to improve everyday living, in 2019 there will be an increased focus on young people aged 12-24 and a broader scope of eligible projects including programs as well as local infrastructure.

Key dates

Monday 1 July 2019	Applications open 9am
Friday 27 September 2019	Applications close 5pm
October 2019 – January 2020	Projects are assessed
From January 2020	Successful projects expected to be announced

Round Three funding available for your Local Government Area

The funding available for projects in Kyogle Local Government Area is \$790,237.

Funding will be allocated to projects that clearly demonstrate community support for projects and align with the program objectives; noting at least 50 per cent of the Round Three funding available in your Local Government Area will be allocated to projects supporting young people.

Other program changes

After listening to feedback from applicants and the community, some changes will be introduced for SCCF Round Three. These include:

1. Extending the open period to three months
2. Extending the funding period from two years to three years to allow applicants sufficient time to deliver projects
3. Opening the round to applications directly from eligible community groups who will be responsible for delivering projects if successful
4. Not conducting choice modelling. Applicants will be required to provide evidence of community consultation and support for projects in the application

The Program Guidelines are available with other information and resources on the SCCF website: www.nsw.gov.au/strongercountrycommunities.

I urge your council to start consulting with the community and preparing applications for Round Three as early as possible.

Assistance to prepare applications

The Guidelines and other online resources will be available to assist applicants; and webinars will be held during the application open period to assist in application development.

Your local Business Development Manager is Lenna Klintworth who can be contacted on lenna.klintworth@dpc.nsw.gov.au or 0436 649 098 to provide information on the program to assist you to develop applications.

Thank you for your support of SCCF for Rounds One and Two and I look forward to seeing your community's Round Three projects come to life in 2020.

Yours sincerely



The Hon. John Barilaro, MP
Deputy Premier
Minister for Regional New South Wales
Minister for Industry and Trade

Yours sincerely



The Hon. Bronnie Taylor, MLC
Minister for Mental Health
Minister for Regional Youth
Minister for Women

13.4 ASSET MANAGEMENT POLICY REVIEW

Author: General Manager

Authoriser: General Manager

Attachments: 1. Draft Asset Management Policy June 2019  

SUMMARY / PURPOSE

This report is to provide Council with a revision of the existing Asset Management Policy.

BACKGROUND INFORMATION

As part of the Integrated Planning and Reporting Framework, Council must adopt an asset management framework, which includes an asset management policy, asset management plans, and an asset management strategy. This forms part of the overall Resourcing Strategy which must be completed to show how the Operational Plan will be implemented.

PREVIOUS COUNCIL CONSIDERATION

The existing Asset Management Policy was adopted at Councils Ordinary Meeting of 23 July, 2012.

At its meeting of 13 May 2019 Council resolved;

That Council;

- 1. Receives and notes the report on Asset Management Plans*
- 2. Adopts the Roads Asset Management Plan 2018, Bridges Asset Management Plan 2018, Buildings Asset Management Plan 2018, Sewer Asset Management Plan 2018, Water Asset Management Plan 2018 and Stormwater Asset Management Plan 2018 as per the draft documents provided in the attachments to this report.*

REPORT

As part of the review of Council's asset management framework, the existing Asset Management Policy has been reviewed against the current best practice template produced by The Institute of Public Works Engineering Australasia and NAMS Canada.

The changes made to the existing policy are shown using track changes in the attached draft. Once the revised Asset Management Policy has been adopted by Council, the existing Asset Management Strategy will be finalised based on the adopted Asset Management Plans and revised Asset Management Policy and presented to Council.

BUDGET AND FINANCIAL IMPLICATIONS

The adoption of an Asset Management Policy does not have any direct budget implications.

RECOMMENDATION

That Council:

1. Receives and notes the report, *Asset Management Policy Review*.
2. Adopts the attached draft Asset Management Policy

Kyogle Council

Asset Management Policy



Edition 1 Rev 1 **DRAFT0**
Date: June 30, 2019 ~~23, 2012~~

Kyogle Council Asset Management Policy
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Edition 1 Rev 1 **DRAFT**
Date: ~~June 30, 2019~~ **23, 2012**

Kyogle Council Asset Management Policy
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1 PURPOSE

To set guidelines for implementing consistent asset management processes across all Kyogle Council assets.

2 VALIDITY

This policy obtains its validity from Council resolution [230712/12TBA](#).

3 OBJECTIVES

To ensure adequate provision is made for the long-term replacement of major assets by:

- Ensuring that Council's services and infrastructure are provided in a sustainable manner, with the appropriate levels of service to residents, visitors and the environment.
- Safeguarding Council assets including physical assets and employees by implementing appropriate asset management strategies and appropriate financial resources for those assets.
- Creating an environment where all Council employees take an integral part in overall management of Council assets by creating and sustaining an asset management awareness throughout the Council.
- Meeting legislative requirements for asset management.
- Ensuring resources and operational capabilities are identified and responsibility for asset management is allocated.
- Demonstrating transparent and responsible asset management processes that align with demonstrated best practice.

4 SCOPE

This policy applies to all Council activities.

5 RELATED DOCUMENTS

Council will develop and implement the following documents in relation to this policy;

- Asset Management Strategy
- [Asset Management Plans](#).
- [Long Term Financial Plan](#)
- [Community Strategic Plan](#)

The following legislation is relevant to this policy;

- Local Government Act [1993](#) and Regulations under the Act.
- Roads Act [1993](#)
- Civil Liability Act [2002](#)

6 BACKGROUND

Council is committed to implementing a systematic asset management methodology in order to apply appropriate asset management best practices across all areas of Council. This includes ensuring that assets are planned, created, operated, maintained, renewed and disposed of in accordance with Council's priorities for service delivery.

Edition 1 Rev [1 DRAFT0](#)
Date: [June 30, 2019](#) to [23-2012](#)

Kyogle Council Asset Management Policy
Page 3 of 5

Council owns and uses approximately \$525.465M of non-current assets to support its core business of delivery of service to the community.

Asset management practices impact directly on the core business of Council and appropriate asset management is required to achieve our strategic service delivery objectives.

A strategic approach to asset management will ensure that the Council delivers the highest appropriate level of service through its assets. This will provide positive impact on;

- Members of the public and staff;
- Council's financial position;
- The ability of Council to deliver the expected level of service and infrastructure;
- The political environment in which Council operates; and
- The legal liabilities of Council.

Sustainable Service Delivery ensures that services are delivered in a socially, economically and environmentally responsible manner in such a way that does not compromise the ability of future generations to make their own choices.

Sound Asset Management practices enable sustainable service delivery by integrating customer values, priorities and an informed understanding of the trade-offs between risks, costs and service performance.

7 PRINCIPLES

A consistent Asset Management Strategy must exist for implementing systematic asset management and appropriate asset management best-practice throughout all Departments of Council.

Council's sustainable service delivery needs will be met by ensuring adequate provision is made for the long-term planning, financing, operation, maintenance, renewal, upgrade, and disposal of capital assets.

All relevant legislative requirements together with political, social, ~~and~~ economic ~~and~~ environmental ~~al sustainability concerns~~ are to be taken into account in asset management.

Asset management principles will be integrated within existing planning and operational processes.

An inspection regime will be used as part of asset management to ensure agreed service levels are maintained and to identify asset renewal priorities.

Asset renewals required to meet agreed service levels and identified in infrastructure and asset management plans and long term financial plans will be fully funded in the annual budget estimates.

Service levels agreed through the budget process and defined in Infrastructure and Asset Management Plans will be fully funded in the annual budget estimates.

Asset renewal plans will be prioritised and implemented progressively based on agreed service levels and the effectiveness of the current assets to provide that level of service.

Systematic and cyclic reviews will be applied to all asset classes and are to ensure that the assets are managed, valued and depreciated in accordance with appropriate best practice and applicable Australian Standards.

Future life cycle costs will be reported and considered in all decisions relating to new services and assets and upgrading of existing services and assets.

Future service levels and associated delivery costs will be determined in consultation with the community.

Ensuring necessary capacity and other operational capabilities are provided and Asset Management responsibilities are effectively allocated;

Creating a corporate culture where all employees play a part in overall care for the Organisation's/Organization's assets by providing necessary awareness, training and professional development; and

Providing those we serve with services and levels of service for which they are willing and able to pay.

8 RESPONSIBILITY

Councillors are responsible for adopting the policy, allocating resources, and providing high level oversight of the delivery of the Council's asset management strategy and plans. The council is also responsible for ensuring that Council resources are appropriately allocated to ensure sustainable service delivery. and ensuring that sufficient resources are applied to manage the assets.

The **General Manager** has overall responsibility for developing an asset management strategy, plans and procedures and reporting on the status and effectiveness of asset management within Council.

9 REVIEW

This policy will be reviewed from time to time after a period of 4 years from date of adoption in accordance with Councils Governance Policy.

14 URGENT BUSINESS WITHOUT NOTICE

15 QUESTIONS FOR NEXT ORDINARY MEETING

16 CONFIDENTIAL BUSINESS PAPER**RECOMMENDATION**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993:

16.1 Late Annual Tenders - Plant Hire 2019/2020

This matter is considered to be confidential under Section 10A(2) - di of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

17 CLOSE OF MEETING