

Kyogle Council

Self-Help Program Policy

2020 Update



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2	2020 Update	MS	GAK	Council Resolution CO/1020/7	Oct 2020

Table of Contents

OBJECTIVE	3
BACKGROUND	3
SCOPE	3
POLICY	3
BUDGETING.....	4
DURATION AND REVIEW	4



OBJECTIVE

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. This policy provides the opportunity to combine 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. Works which are or may be required of a developer in conjunction with a Development Application are excluded from this Policy.

The Self-Help Program process is as follows:

1. Application for the work is to be made in writing by the individual, the group of people or the business(es) seeking the works. The proposal must include as a minimum:
 - a. All individuals and/or businesses involved in the proposal
 - b. Description of the proposed works
 - c. Location of the proposed works
 - d. Approximate cost
 - e. Proposed council contribution.
2. Council assesses the project.
3. If approved, Council will provide a fixed price quotation for the works, including all applicable overheads.
4. The applicant(s) must then sign an agreement to pay the agreed % of the cost of the work prior to allocation of funding to the project.
5. Prior to the commencement of construction, pre-payment by the applicant of the agreed % contribution will be required.

The Self-Help Program is subject to the following conditions:

1. All proposed works must comply with current standards and legislative requirements.
2. Council may contribute up to a maximum of 50% of the final construction cost.
3. 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.
4. All applications received will be considered in conjunction with the Operational Plan or Council meeting cycle and, if approved, the works will be incorporated into the Works Program to suit resources and programming.
5. Council retains the right to accept or reject any proposal.
6. On completion of the works, ongoing maintenance will be Council's responsibility.
7. 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 consider the budget implications associated with Council's share of the cost of any work to be funded under this Policy each year in its Operational Plan.

DURATION AND REVIEW

This Policy will be reviewed periodically as required. Council reserves the right to review, vary or revoke this policy.