



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

Date: Monday, 9 October 2023
Time: 2pm
Location: Kyogle Council Chambers, Stratheden Street, Kyogle

AGENDA

Ordinary Council Meeting

9 October 2023

**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 9 October 2023, at 2pm.

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.

ETHICAL OBLIGATIONS

As per 3.23 of the Code of Meeting Practice, Councillors are reminded that on election to Council they took an Oath/Affirmation of Office in which they pledged to undertake the duties of the office of councillor in the best interests of the people of the Kyogle Local Government Area and the Kyogle Council and that they would faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the Local Government Act 1993 or any other Act to the best of their ability and judgment.

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 | Confidential Business Paper |
| Item 16 | Close of Meeting |

GRAHAM KENNETT
GENERAL MANAGER

OPENING STATEMENT

All Kyogle Council meetings are webcast - the meetings are recorded and the recording is later uploaded to Council's website. All speakers at the meeting are advised to refrain from making any defamatory statements/comments. Council accepts no liability for any damage that may result from defamatory comments made by speaking at the meeting. All liability rests with the individual making the comments.

COUNCIL PRAYER

We seek guidance as we come together to make decisions in the best interest of our communities which support the development of a peaceful and just environment to encourage our people to thrive and live purposeful lives to reflect a modern, inclusive and diverse community.

Adopted by Council on 14 December, 2020.
Resolution CO/1220/3

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 to speak at public forum must be received two hours before the meeting, 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 be 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**
- 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 SEPTEMBER 2023

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Minutes 11 September 2023 (under separate cover)  

RECOMMENDATION

That Council confirms the minutes of the Council meeting of 11 September 2023.

PURPOSE / SUMMARY

This report presents the minutes of the 11 September 2023 Ordinary Meeting to Council for confirmation.

8 MAYORAL MINUTE

Nil

9 NOTICES OF MOTION**9.1 NOTICE OF MOTION - CR JAMES MURRAY: EAST OF MT LINDESAY DEVIATION****Attachments: Nil****MOTION**

That Council approach Scenic Rim Council to gain support for the east of Mount Lindesay deviation.

RATIONALE

During discussions with the Deputy Mayor, it was clear that there was no knowledge of any such concept on Scenic Rim Council's agenda. "Mount Lindesay is a State road".

The Queensland side from the tick gate to Palen Creek is past its use by date and is in bad condition. The ground at the tin horse would be costing a fortune and will always be a problem.

Surveyors are active on NSW side so something is going on there. Maybe now is the time to get active and get some bi partisan effort going.

STAFF COMMENT

Council recognises that enhanced transport connectivity and improved interstate road access will deliver competitive advantages to the Kyogle local government area, its communities and its businesses. This position is long established and has been subject to previous advocacy efforts with key agencies including Transport for New South Wales and the NSW Cross Border Commissioner.

Council's ongoing commitment to work towards improved interstate connectivity is reflected in key actions and priorities in its highest level, adopted strategic documents, as follows:

1. "Continue advocating for the external support and funding needed to improve major roads, deliver a compliant b-double border crossing, and address 'first and last mile' transport barriers to industry". (Kyogle Council Community Strategic Plan 2022-2032)
2. "Work with Transport for NSW to investigate future options for a new State border crossing and improvements to the Summerland Way, Mount Lindesay Highway and Mount Lindesay Road". (Kyogle Council Local Strategic Planning Statement 2020 – Action A2.1)

Earlier advocacy efforts and collaborations had included representatives from Scenic Rim Council. In view of Council's ongoing commitment to achieve enhanced cross-border connectivity, Officers will review current advocacy opportunities, liaise with key agencies (including Scenic Rim Council) and provide an update at a forthcoming Councillor Workshop.

9.2 NOTICE OF MOTION - CR JAMES MURRAY: SUSTAINABLE AGRICULTURE

Attachments: Nil

MOTION

That Kyogle Council supports sustainable agriculture and native forestry.

RATIONALE

Although Kyogle Council is known as the gateway to the rainforest the majority of its economy comes from these industries. Now more than ever we need to support our farmers and timber workers.

STAFF COMMENT

Council has consistently recognised the importance of primary industries to its communities and businesses, and understands that the sustained growth of the local economy is predicated upon ongoing support for agriculture (including diversification opportunities) and duly authorised forestry operations. Recent initiatives undertaken by this Council to support these sectors include the ongoing process of seeking to remove red tape by streamlining the consent process for Private Native Forestry operations (currently subject to a separate Council resolution) and strong support for the recently-implemented new Agribusiness State Environmental Planning Policy (SEPP) which seeks to encourage diversification in the agriculture sector.

Council's ongoing commitment to continue to work and advocate in this space is underscored by a number of actions and priorities that are articulated in its highest-level strategic plans and documents, including the following:

1. "Implement the actions of the LSPS, including making changes to the LEP, to support growth and diversification of the agricultural sector while preserving the most productive agricultural land". (Kyogle Council Community Strategic Plan 2022-2032)
2. "Work with local, regional and state partners to build capacity and innovation in the local agricultural sector through education and industry programs". (Kyogle Council Community Strategic Plan 2022-2032)
3. "Advocate for policies that will enable sustainable growth in the timber, forestry and allied value-adding businesses". (Kyogle Council Community Strategic Plan 2022-2032)
4. "To have protected, maintained and enhanced areas of high environmental and biodiversity value". (Kyogle Council Community Strategic Plan 2022-2032)
5. "Protect good quality agricultural land from incompatible development and fragmentation". (Kyogle Council Local Strategic Planning Statement 2020)
6. "Protect freight corridors and facilities and advocate for, and where appropriate, deliver infrastructure to support agribusiness". (Kyogle Council Local Strategic Planning Statement 2020)
7. "Amend the Kyogle LEP to facilitate diversification of agriculture and provide opportunities for value-adding to existing agricultural enterprises". (Kyogle Council Local Strategic Planning Statement 2020)
8. "Amend the LEP to allow additional appropriate types of tourist accommodation, development and activities to support agritourism in rural areas". (Kyogle Council Local Strategic Planning Statement 2020)

The breadth of strategic focus illustrated above demonstrates the range of activities where Council is looking to support the appropriate growth of primary industries. At the same time, and as

acknowledged in the supporting rationale for the Motion, the LGA is known as “The Gateway to the Rainforest”, and this carries a responsibility to balance economic and environmental considerations – understanding also that the protection of this unique and diverse landscape is not purely an environmental consideration, but one which directly supports the growth of the visitor economy and enhances wider community wellbeing.

Council reports its activities and progress against the above-noted strategic priorities in its Strategic Projects Tracker on a quarterly basis, and will continue to identify opportunities for further action and advocacy to support delivery against these priorities.

10 QUESTIONS WITH NOTICE FROM COUNCILLORS

Nil

11 REPORTS FROM DELEGATES

Nil

12 INFORMATION REPORTS

12.1 MONTHLY FINANCE REPORT - SEPTEMBER 2023

Author: Manager Financial Services

Authoriser: General Manager

Attachments: 1. Finance Report - September 2023  

SUMMARY / PURPOSE

This report presents financial reports to Council for information.

RECOMMENDATION

That Council receives and notes the information contained in the report, *Monthly Finance Report – September 2023*.

BACKGROUND INFORMATION

Legislative Requirements

Clause 212 of the Local Government Act (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.

Kyogle Council



Financial Reports

30 September 2023

Rates Statement

Rates/Charges – Write Off's

Statement of Bank Balances

Summary of Investments

Councillor Travel

Councillor Conference & Seminars

General Manager Training

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

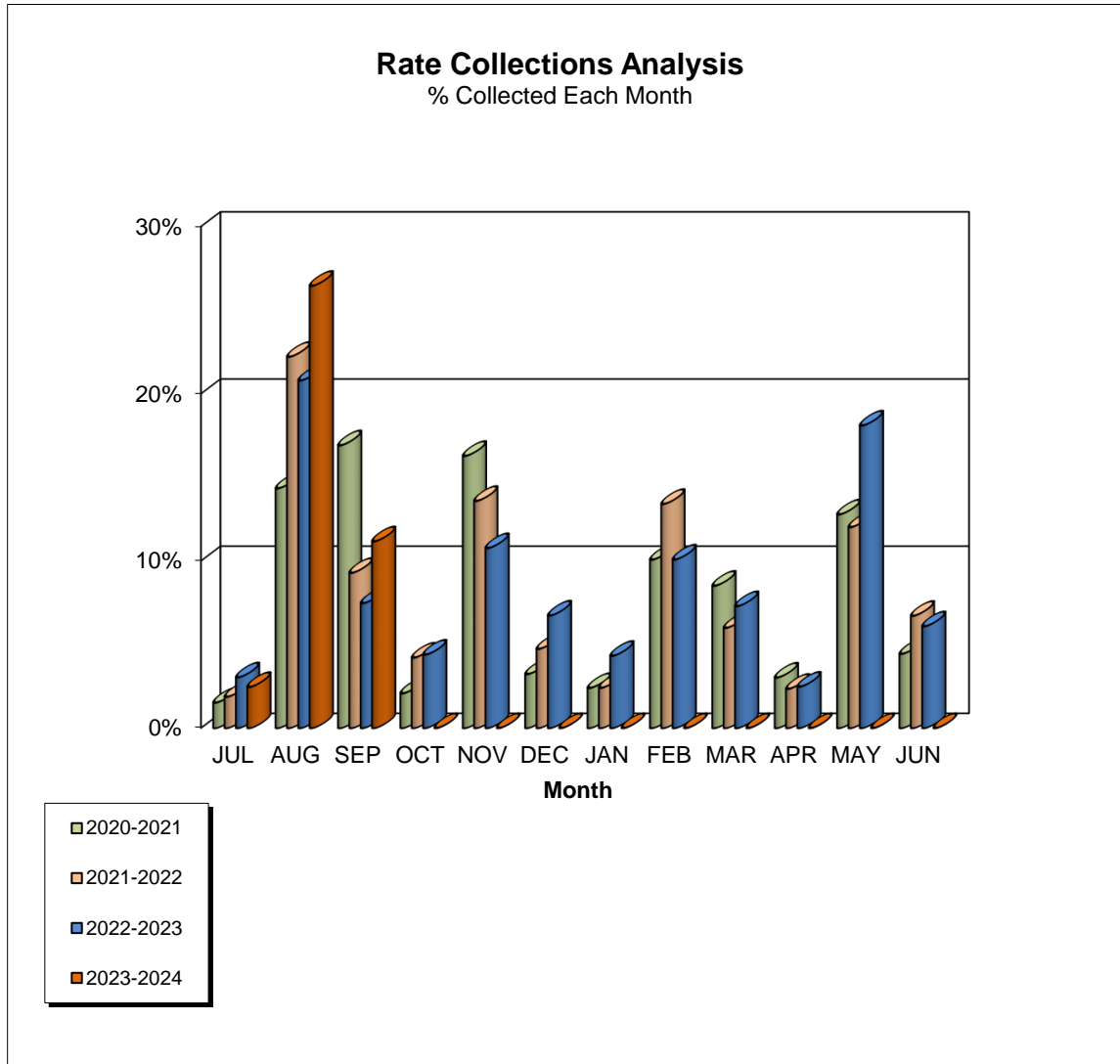
KYOGLÉ COUNCIL RATES STATEMENT AS AT 30 SEPTEMBER 2023

	ARREARS 1-Jul-2023	NET CHARGES 2023-2024	PAYMENTS	OUTSTANDING BALANCE 30/9/2023	ARREARS as at 30/9/2023	% TOTAL COLLECTED incl. ARREARS	% ARREARS COLLECTED 2023-2024
RATES, SERVICES AND INTEREST	835,512.13	10,169,804.93	4,409,700.23	6,595,616.83	400,132.98	40.07%	52.11%

PRESENTED TO COUNCIL OCTOBER 2023

Note:

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



Write offs under delegated authority - Rates and Charges 2023-2024

July	August	September	October	November	December	January	February	March	April	May	June	Total Write Offs
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

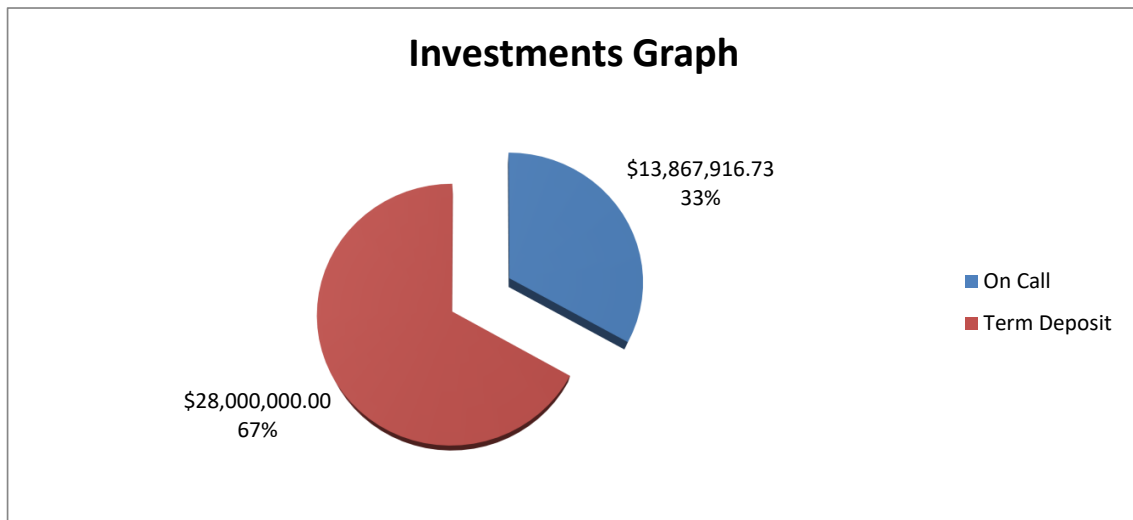
Kyogle Council	
STATEMENT OF FUND BALANCES as at 30-Sep-23	
Fund	Closing Balance
General Fund	
Unrestricted	22,438,045.68
Internally Restricted	3,900,929.00
State Highways	(3,087,421.49)
Quarries	1,292,152.06
Plant	1,861,417.75
Externally Restricted	13,226,430.62
Total General Fund	39,631,553.62
Restricted	
Water Supplies	521,891.54
Sewerage Systems	1,132,320.31
Domestic Waste	546,186.52
Trust Fund	35,964.74
Total Restricted	2,236,363.11
Total Consolidated Funds at Bank	41,867,916.73

KYOGLE COUNCIL FINANCIAL ANALYSIS REPORT AS AT 30/09/2023								
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		13,867,916.73	33.12%
Total Cash at Call							13,867,916.73	33.12%
Suncorp	Term Deposit	27-Jun-23	28-Sep-23	Fixed	Maturity	5.10%	3,000,000.00	7.17%
CBA	Cash Deposit	27-Jul-23	05-Oct-23	Fixed	Maturity	4.64%	3,000,000.00	7.17%
NAB	Term Deposit	03-Aug-23	12-Oct-23	Fixed	Maturity	4.60%	3,000,000.00	7.17%
Suncorp	Term Deposit	20-Jul-23	19-Oct-23	Fixed	Maturity	5.05%	3,000,000.00	7.17%
NAB	Term Deposit	10-Aug-23	26-Oct-23	Fixed	Maturity	4.62%	1,000,000.00	2.39%
NAB	Term Deposit	17-Aug-23	09-Nov-23	Fixed	Maturity	4.85%	3,000,000.00	7.17%
CBA	Cash Deposit	07-Sep-23	16-Nov-23	Fixed	Maturity	4.50%	3,000,000.00	7.17%
Suncorp	Term Deposit	24-Aug-23	23-Nov-23	Fixed	Maturity	4.82%	2,000,000.00	4.78%
Suncorp	Term Deposit	31-Aug-23	30-Nov-23	Fixed	Maturity	4.63%	2,000,000.00	4.78%
NAB	Term Deposit	14-Sep-23	07-Dec-23	Fixed	Maturity	4.71%	2,000,000.00	4.78%
CBA	Cash Deposit	21-Sep-23	14-Dec-23	Fixed	Maturity	4.70%	3,000,000.00	7.17%
Total Cash at Call							28,000,000.00	66.88%
Total Investment Portfolio							\$41,867,916.73	

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
Sep-23**

Councillor Name	Kilometres Claimed		Current Rate per Kilometre	Amount Reimbursed	
	Sep-23	YTD		Sep-23	YTD
K. Thomas	156	156	\$0.91	\$141.96	\$141.96
H. Doolan	0	0	\$0.81	\$0.00	\$0.00
J. Wilson	0	0	\$0.81	\$0.00	\$0.00
J. Burley	0	0	\$0.81	\$0.00	\$0.00
D. Mulholland	980	980	\$0.95	\$903.44	\$903.44
M. May	0	0	\$0.81	\$0.00	\$0.00
T. Cooper	408	816	\$0.95	\$387.60	\$775.20
R. Cullen	0	0	\$0.81	\$0.00	\$0.00
J. Murray	0	0	\$0.81	\$0.00	\$0.00
Total	1,544	1,952		\$1,433.00	\$1,820.60

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.

**Councillors Seminars & Conferences
1 September 2023 to 30 September 2023**

Description	September 2023	Actual 2024-2025	Total
Seminars & Conferences - Cr Cooper	\$0.00	\$0.00	\$0.00
Seminars & Conferences - Cr Cullen	\$1,259.09	\$0.00	\$1,259.09
Seminars & Conferences - Cr Murray	\$0.00	\$0.00	\$0.00
Seminars & Conferences - Cr Doolan	\$0.00	\$0.00	\$0.00
Seminars & Conferences - Cr May	\$0.00	\$0.00	\$0.00
Seminars & Conferences - Cr Thomas	\$273.36	\$0.00	\$273.36
Seminars & Conferences - Cr Wilson	\$0.00	\$0.00	\$0.00
Seminars & Conferences - Cr Mullholland	\$0.00	\$0.00	\$0.00
Seminars & Conferences - Cr Burley	\$0.00	\$0.00	\$0.00
	\$1,532.45	\$0.00	\$1,532.45

General Managers Training 1 July 2023 to 30 September 2023

Description	Actual 2023-2024
Salaries	\$0.00
Course Registration	\$0.00
Travel Expenses	\$0.00
Accomodation	\$0.00
Other	\$80.35
	\$80.35

12.2 WORKS PROGRAM PROGRESS REPORT - SEPTEMBER 2023

Author: Manager Financial Services

Authoriser: General Manager

Attachments:

1. **Bridge Program Status Report - September 2023**  
2. **Works Program Progress Report - September 2023 (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.

RECOMMENDATION

That Council receives and notes the information contained in the report, *Works Program Progress Report – September 2023*.

BACKGROUND INFORMATION

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

REPORT

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

1. Capital Works Report

This section of the report 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 report 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 report shows the status of the Ordered Works under the Roads and Maritime Road Maintenance Council Contract (RMS RMCC) which is included in the State Highway's 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 report 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 budget review process.

	<h2 style="margin: 0;">KYOGLÉ COUNCIL BRIDGE PROGRAM</h2> <h3 style="margin: 0;">MONTHLY STATUS REPORT 2023/2024</h3>
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REPORTING MONTH: September 2023

REPORT DATE: 28/09/2023

PROGRESS SNAPSHOT

TOTAL NUMBER OF TIMBER BRIDGES REPLACED = 75 of 93 (80.6%)

FCB DEED PERIOD ELAPSED – 118 of 149 weeks (79.2%) Revised Deed Period

1 PURPOSE

The purpose of this report is to provide additional commentary on the progress of the Kyogle Council Bridge Replacement Program. For information on the status of each bridge refer to the Monthly Works Program Progress Report.

2 MONTHLY HIGHLIGHTS

Monthly highlights for September:

- Approximately 80% of the 93 bridges have been replaced. There are 18 remaining in the FCB program
- 4 Group 1 bridges were opened to traffic – Chestnut, Hootons, Brown Knob and Roseberry

3 RISKS TO DELIVERY PROGRAM

- Council has sourced a precast manufacturer which can make planks within the deed period – the risks to impacting delivery from this is now considered low.
- Bridge designs not finalised for 6 bridges (including the 2 on Gradys Creek). Council has reviewed designs for 4 Group 1 bridges and is now waiting for issue for construction - hence low risks to delivery for these.
- The Deed from Betterment funding on Grieves has not been issued by TfNSW. It is highly likely that both Lamonds and Grieves will be constructed in the latter part of 2024. Council has requested an extension of time from this.

4 FIXING COUNTRY BRIDGES (FCB)

4.1 ROUND 1 GROUP 1 – KYOGLE COUNCIL MANAGED PROJECTS

4.1.1 BRIDGES

There are 70 bridges in the Group 1 FCB program. Fifty-three (53) of 70 have been replaced and opened to traffic.

The below table summarises bridges in the construction stage:

BRIDGE ID	BRIDGE NAME	COMMENTS	EXPECTED COMPLETION
22-346	Boorabee Creek Road Crawford Bridge	Bridge opened to traffic in late August 2023 – approach works remaining	
80-2729	Brown Knob Road	Bridge opened to Traffic in late September 2023. Clean up works remaining onsite.	

Bridge Program Monthly Status Report – September 2023

199-4694	Williams Road – Barker Bridge	Pre-stressed beams delivered late September – expected completion in mid-October.	Mid-October 2023
31-97	Chestnut Road Varys Bridge	Bridge opened to traffic in late September 2023.	
247-6957	Hootons Road	Bridge opened to traffic in late September 2023. Minor clean up works onsite.	
112-8374	Roseberry Creek Comerford No. 2	Bridge opened to traffic in late September. Side track removal underway.	
50-4933	Needhams Road Eight Day Creek Bridge	Side track installed – waiting on piling contractor availability before works recommence	November 2023
50-9824	Needhams Road	Side track installed – waiting on piling contractor availability before works recommence	November 2023

The next bridges planned for construction are:

- 245-887 Brindle Creek Bridge
- 113-2687 Ryans Creek No.3 Bridge
- 66-409 Gambleys Road Bridge

4.1.2 BRIDGE TO PIPES

Seven (7) of the 8 FCB bridge to pipe projects have been completed. The Station Road (256-9294) bridge to pipe replacement works are in progress. Expected completion in October 2023.

4.2 ROUND 1 GROUP 2 BRIDGES

Ozwide Bridge Rail and Civil has been contracted for Design and Construction of the Group 2 bridges. Two of 6 bridges are completed and opened to traffic. Updates on the remaining bridges are in the table below:

BRIDGE ID	BRIDGE NAME	COMMENTS	EXPECTED COMPLETION
6-250	Baileys Bridge Road	Bridge works complete; approach works remaining.	Early October 2023
59-1056	Gradys Creek – Grieves Crossing	Betterment funding deed not finalised. No further progress on this.	TBA
59-11123	Gradys Creek – Lamonds No.1	Design in progress – likely to be constructed simultaneously with Grieves Crossing.	TBA
141-62442	Kyogle Road – Little Back Creek	Site preparation works in progress.	January 2024

4.3 ROUND 2 GROUP 1 – BRIDGES

There are 3 bridges in the Round 2 Program:

- Procurement in process to engage a designer for Paddys Flat Bridge – tender closed late September 2023.
- Structural steel for Duck and Babyl Creek bridges have been ordered.

5 OTHER BRIDGE REPLACEMENTS

EPAR submission made at the end of June 2023 for Risk Station Road Bridge and Sugar Glider Road. Transport has requested further design details.

13 STAFF REPORTS**13.1 PECUNIARY INTEREST RETURNS**

Author: Manager Corporate Services

Authoriser: General Manager

Attachments: Nil

SUMMARY / PURPOSE

To table Pecuniary Interest Returns in accordance with the Local Government Act 1993 and the Model Code of Conduct.

RECOMMENDATION

That Council:

1. Receives and notes the report, *Pecuniary Interest Returns*;
2. Notes the tabling of the Register of Returns.

BACKGROUND INFORMATIONLegislative Requirements

It is a requirement of the Local Government Act that the General Manager keeps a register of the completed and lodged returns of Councillors and designated persons. The returns must be available for inspection by members of the public.

Under clause 4.21 of the Model Code of Conduct for Local Councils in NSW:

A councillor or designated person must make and lodge with the general manager a return in the form set out in schedule 2 to this code, disclosing the councillor's or designated person's interests as specified in schedule 1 to this code within three months after:

- (a) becoming a councillor or designated person, and*
- (b) 30 June of each year, and*
- (c) the councillor or designated person becoming aware of an interest they are required to disclose under schedule 1 that has not been previously disclosed in a return lodged under paragraphs (a) or (b).*

REPORT

Pecuniary interest ordinary returns have been completed by all Councillors. Date of receipt of all returns tabled was 30 September 2023 or prior.

Schedule 1 of the Government Information (Public Access) Regulation 2018, defines pecuniary interest returns as open access and as such are publicly available through Council's office and website.

13.2 AGENCY INFORMATION GUIDE

Author: Manager Corporate Services

Authoriser: General Manager

Attachments: 1. Agency Information Guide (under separate cover) 

SUMMARY / PURPOSE

To adopt an Agency Information Guide in accordance with Part 3 Division 2, Section 20 of the Government Information (Public Access) Act (GIPA) 2009.

RECOMMENDATION

That Council:

1. Receives and notes the report, *Agency Information Guide*;
2. Adopts the attached Agency Information Guide 2023/24.

REPORT

The object of the GIPA Act is to open government information to the public by the proactive public release of government information by agencies, giving members of the public an enforceable right to access government information and only restricting government information when there is an overriding public interest against disclosure.

Under Part 3 Division 2 of the GIPA Act, all agencies (other than a Minister) must have an Agency Information Guide (AIG). AIGs must be made available free of charge on the agency's website.

Agencies must review their AIG and adopt a new AIG at intervals of not more than 12 months.

Agencies must notify the Information Commissioner before adopting or amending an AIG and, if requested to do so by the Information Commissioner, consult with the Information Commissioner on the proposed AIG or amendment. The Commissioner has been notified.

Agencies must make "open access information" publicly available as provided by its AIG.

The attached Agency Information Guide will be displayed on Council's website and is presented for adoption for the following 12-month period.

Updates provided by the Office of the Commissioner have been incorporated into the attached guide.

13.3 SIX MONTHLY REVIEW OF DELIVERY PROGRAM AND OPERATIONAL PLAN 2022/2023

Author: Manager Corporate Services

Authoriser: General Manager

Attachments: 1. Six Monthly Report (under separate cover) 

SUMMARY / PURPOSE

This report presents the second six-monthly review of the Delivery Program and Operational Plan for the 2022/2023 financial year. This report includes data across the whole 2022/2023 financial year.

RECOMMENDATION**That Council**

1. Receives and notes the report Six-Monthly review of the Delivery Program and Operational Plan 2022/2023.
2. Receives and notes the attached Six-Monthly Review of the Delivery Program and Operational Plan.

BACKGROUND INFORMATION

Integrated Planning and Reporting requirements, Section 404(5) of the Local Government Act 1993, states as follows:

Delivery Program

“The General Manager must ensure that regular progress reports are provided to council reporting as to its progress with respect to the principal activities detailed in its delivery program. Progress reports must be provided at least every six months”.

REPORT

The attached report provides an overview of programs included in the Delivery Program and the Operational Plan.

Council continues to report monthly on the Capital Works program and other initiatives contained within the Delivery Program and Operational Plan, going above the six-monthly minimum reporting requirement.

14 URGENT BUSINESS WITHOUT NOTICE

15 CONFIDENTIAL BUSINESS PAPER

Nil

16 CLOSE OF MEETING