

1. **Attendance and Apologies**

2. **Declarations of Interest**

3. **Deputations**

4. **Confirmation of Minutes 9 November 2017**

A copy of the minutes of the previous meeting held 9 November 2017 was distributed.

RECOMMENDATION

That the minutes of the previous meeting held on 9 November 2017 be accepted as a true and correct record.

5. **Business Arising from Minutes – 9 November 2017**

(a) Public Liability Insurance for Public Halls

At the September meeting of this Committee, Marilyn Hahn raised concerns over the cost of public liability insurance for individual community halls. It was put to the chair that it may be beneficial to look at amalgamating policies for all halls to reduce costs.

Further to the information provided in the 9 November 2017 agenda (reproduced below), the attached information has been received from Council's insurer advising of available cover.

Council's Insurer is compiling options for Council consideration. However, for the Insurer to be able to provide us with costings, they would require the following information:

- *A current list of committees (committee name & ABN if registered) including their activities and location of hall*
- *Information surrounding insurance history from each hall committee / applicant*
- *Clarification if this enquiry is specific to public liability or extends to contents insurance and personal accident insurance for members/volunteers*



10 November 2017

Ballina Shire Council
P O Box 540
BALLINA NSW 2478

Attention:- Kelly Brown

Dear Kelly

RE : HALL MANAGEMENT COMMITTEES

We are writing with reference to your enquiry to Adam Hellier, of Jardine Lloyd Thompson (JLT) regarding Council effecting a blanket Public Liability insurance policy to cover Hall management committees that occupy Ballina Shire Council owned halls under a lease and that are located within the Shire.

We understand that these organisations are primarily responsible for cleaning and maintaining the halls and responsibilities include including taking bookings from third parties who want to hire the facility for an event(s).

LCIS can assist in arranging this type of policy and advising on other insurances that should be considered.

Detailed below we have listed the type of insurance policies the community groups can have including a brief description of the cover provided by each policy and what information we would need to provide a quotation.

A list of all community groups will need to be provided as they will be named on each policy taken.

PUBLIC/PRODUCTS LIABILITY

A public/products liability policy will cover liabilities arising out of the various activities carried out by the community group including properties owned, should a third party (member of the public) allege they have sustained damage to property or personal injury. The policy will pay defence costs to defend a claim and any amounts awarded to a third party by a court of law should the community group be found to be negligent.

- Please advise the activities of each group
- Income of each group
- Preferred limit - \$10,000,000 or \$20,000,000

Associations Liability

If the community group is an incorporated body, we recommend they have an Associations Liability policy. An Associations Liability policy provides cover to both the Association or an individual against a loss in respect of a claim made, arising from a Wrongful Act. A Wrongful Act could be a misleading statement, a negligent act, an error or omission, a breach of duty or a breach of Power of Authority. If the Association or individual were sued for a Wrongful Act the policy pays for defence costs to defend a claim and any amounts awarded by a Court of Law to a third party.

- Please advise the number of members
- Preferred limit - \$2,000,000 or \$5,000,000 (suggest \$5,000,000 as the limit is in the aggregate and the number of groups to be covered under the one policy)

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Personal Accident

Where a community group has volunteers, a personal accident policy will cover people who volunteer their services in an official capacity. Say for example one of the volunteers is injured whilst volunteering at a working bee, or a fundraiser, they have a fulltime job during the week, but because the injury happened whilst volunteering they cannot claim for this under a workers compensation policy. The injury they sustain whilst volunteering their services can be covered under a personal accident policy. A personal accident policy has two sections, capital benefits (lump sum paid out in the event of death) and weekly benefits, an amount paid weekly until the injured person returns to work. The policy will provide cover for a maximum of 50 volunteers at any one time. There are various limits a community group can elect to have, these are detailed below. Suggest with a blanket policy one limit to cover all groups is selected as follows:

- Capital Benefits - \$50,000. Weekly Benefits - \$500.
- Capital Benefits - \$75,000. Weekly Benefits - \$750
- Capital Benefits - \$100,000. Weekly Benefits - \$750.

Please advise what limit would best suit.

Business Pack

Provides cover for assets owned by the community group. Various sections can be taken however we suggest the following:-

- **Fire – Contents (blanket sum insured for all i.e. \$25,000)**
- **Burglary – Contents of every description (blanket sum insured - \$5,000)**

The above limits are a suggestion only, and after discussion with the groups you may want these figures adjusted.

I am happy to discuss this with you so we can progress this further, and please, do not hesitate to contact me if you have any questions.

Yours sincerely,

Julie Possingham
Business Development Executive

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(b) Use of Steam as a Weed Control System

A notice of motion trialling alternative weed control measures was considered at the March 2016 Ordinary meeting, however that motion was not supported by the majority of Councillors.

Council staff are liaising with Byron Shire Council regarding the effectiveness of their current trial of steam weeding. This trial is still continuing.

Council will continue to be guided by the Australian Pesticides and Veterinary Medicines Authority (APVMA) recommendations and manufacturers guidelines regarding herbicide usage to control weeds.

(c) Skate Park at Wollongbar Sports Fields

A Development Application has been lodged with Council and a request for additional information has been issued.

Council has requested additional information. This information is due for submission in early March 2018.

(d) Disaster Relief Funding – “Devil’s Elbow”

Council has recently received advice from RMS that the assessment by NSW PW regarding our claim for restoration works under 2017 Natural Disaster Funding has been approved to approximately 65% of the Council assessment. Council’s claim for Marom Creek Road slip comprised a staged approach, where funding for geotechnical investigation was requested in order to prepare a cost effective solution. The funds for geotechnical work were not approved and this will now be taken-up with NSW PW and RMS.”

(e) Bulwinkle Park

Options to demolish the existing shelter and install a relocated shelter within the park will be considered by Council as part of preparation of the 2018/19 Delivery Program.

(f) Container Deposit Scheme

The container deposit scheme has been operational since late December in the Ballina Shire. Ballina currently has one reverse vending machine (RVM) at Ballina Fair.

The TOMRA representative is looking for an additional site in Ballina and potentially a site in Alstonville or Lennox Head.

The Return and Earn website (www.returnandearn.org.au) has information for any organisation that would like to join or become a collection point.

6. Council Documents on Exhibition

The following is a list of recent documents that have been placed on exhibition in the period since the last meeting.

- **Draft Policies as per below**

- Code of Meeting Practice (review), closing date 17 January 2018.
- Community Consultation Policy (review), closing date 10 January 2018
- Companion Animals Management Plan (review), closing date 10 January 2018
- Dual Water Supply Plumbing Policy (review), closing date 10 January 2018
- Enforcement Policy (review), closing date 10 January 2018
- Rates and Charges Debt Recovery Policy (new), closing date 31 January 2018
- Financial Assistance (Hardship) – Rates and Charges Policy (Revised), closing date 31 January 2018
- Councillor Training and Development Policy (review), closing date 14 March 2018
- Councillor Expenses and Facilities Policy (review), closing date 14 March 2018

The above draft policies have been reviewed as part of Council's normal program of reviewing policies.

- **Part 5 Application - Assessment of the Environmental Impact of the Lake Ainsworth Foreshore Improvement Works, closing date 29 January 2018.**

Council, as the determining authority, has received an activity requiring environmental assessment under Part 5 of the Environmental Planning and Assessment Act 1979.

Description of Proposed Activity: Lake Ainsworth Foreshore Improvement works including:

- a. Rehabilitating the Eastern Road by profiling the existing pavement and constructing a footpath
- b. Reconstruction of the existing intersection between Pacific Parade, the Eastern road and the southern road adjacent to the Lennox Head/Alstonville Surf Life Saving Club building with a new two-way intersection incorporating the termination point of the Eastern Road (open to emergency and maintenance vehicles only)
- c. Reconstruction and minor realignment of the Southern Road and formalising the adjoining car parking between Pacific Parade and Camp Drew Road
- d. Environmental Management Works, Bank Stabilisation, Landscaping and Open space and Passive Recreation Embellishments.

- **Proposed Flat Rock Tent Park Fees and Charges 2018/19, closing date 19 January 2018**

The NSW Local Government Act requires councils to formally advertise and adopt their fees and charges prior to implementation. The majority of Council's fees are set each June as part of the annual Operational Plan, however Flat Rock Tent Park's fees are set for the twelve months from 1 February each year.

With Flat Rock Tent Park it is important that our regular guests are informed well in advance as to the fees for their next holiday during the following year and also enable fees and charges to be included in holiday and camping publications.

Council approval to advertise the fees was obtained at the December 2017 Ordinary meeting and were placed on public exhibition, with no submissions received. The fees were subsequently adopted at Council's January 2018 Ordinary meeting.

7. **Items raised by members of the Committee**

8. **General Business**

9. **Next Meeting**

Thursday 10 May 2018 at 5.00 pm

Ballina Shire "C" Ward Committee Minutes 9 November 2017 at 5.00 pm

1. **Attendance and Apologies**

Cr Eoin Johnston
Cr Sharon Parry
Cr Ben Smith (Chair)

Les Wiles - Alstonville Lions Club
Steve Miller – Rous Mill Ratepayers
Tyrone McGillick – Alstonville Asphalt Watch
Lois Wright - Plateau Seniors
Mary Birch – Wollongbar Progress Association
Richard Lutze – Alstonville/Wollongbar Chamber of Commerce
Jane Gardiner – Alstonville Plateau Historical Society
Malcolm Johnson - Ballina Environment Society

Others in Attendance

Nil

Staff in Attendance

Kerri Watts, Acting Group Manager, Development and Environmental Health Group

Apologies

Cr David Wright (Mayor)
Elva Fitzell – Rotary e-Club of NextGen
Jim and Marilyn Hahn – Probus Club of Alstonville
Barry Jeffress – Tuckombil Landcare
Wayne Garrard – Alstonville Cricket Club

The apologies were accepted.

2. **Declarations of Interest**

Nil

3. **Deputations**

Nil

Ballina Shire "C" Ward Committee Minutes 9 November 2017 at 5.00 pm

4. **Confirmation of Minutes 14 September 2017**

The minutes of the previous meeting held on 14 September 2017 were confirmed as a true and correct record, with an amendment to Item 8(c) – the member of the Committee who raised this item was Marilyn Perkins, not Marilyn Hahn.

5. **Business Arising from Minutes –14 September 2017**

(a) **Vandalism in Toilet – Crawford House**

The information provided in the agenda was noted. Kerri Watts advised that the matter specially relating to the new flyscreens will be referred to Council's Civil Services Group for follow up.

(b) **Leasing Arrangements for Wollongbar Hall**

The information provided in the agenda was noted.

(c) **Public Liability Insurance for Public Halls**

The information provided in the agenda was noted.

Steve Miller from Rous Mill Hall questioned whether this would relate to privately owned public halls such as Rous Mill. Steve was advised to contact Steve Barnier – Group Manager Strategic and Community Facilities.

6. **Council Documents on Exhibition**

The list of Council documents which have recently been exhibited for public comment was noted.

7. **Items raised by members of the Committee**

(a) **Alstonville Strategic Plan**

Jane Gardiner asked for an update on the Alstonville Strategic Plan. Cr Smith advised that Plan has been deferred as further consideration needed by Councillors and that future workshop will be held.

Discussion was held around the table on this matter and both Cr Parry and Cr Johnston explained their positions on the matter.

Ballina Shire "C" Ward Committee Minutes 9 November 2017 at 5.00 pm

(b) Use of steam as a weed control system in public reserves

Tyrone McGillick raised if it is possible for Council to commence a trial using steam for weed management, similar to that being used in Byron Shire Council. This type of control would be aimed at use in residential areas, parks and reserves as a more environmental and public health friendly alternative to synthetic chemicals such as round up.

(c) New plans for Skate park

Mary Birch commented that she liked the new plans for the skate park at the Wollongbar sports field site. She asked about the timing of the lodgement of the DA. Kerri Watts will following up as to the timing of the new development application and advise the Committee.

(d) Thanks to staff

Mary also raised that she would like to pass on a compliment and a thank you to the Council staff for doing an excellent job in the Avalon Estate trimming trees and tidying up rubbish, the area looks great.

Cr Johnston also commented on an excellent job council staff performed when a tree had fallen on Cemetery Road after a storm and for the quick response to fixing pot holes along Wardell Road adjacent the Amaze 'n' Place.

(e) Special Rate Variation

Steve Miller raised some questions especially regarding the Healthy Waterways component. Cr Smith briefly explained the IPART application and Council's position. Kerri Watts advised the Committee on the Healthy Waterways Program and of the work program currently being planned and that a significant component of these works are planned on the Alstonville Plateau. These works will contribute to improving overall catchment water quality issues.

(f) Thanks to staff

Steve also provided feedback that the upgrade works along Marom Creek Road were completed by Council staff in a fast and professional manner and the road guttering works along Rous Mill Road were completed in two days and excellent.

(g) Disaster Relief Funding

Steve also asked about the disaster relief funding for the works at 'Devil's Elbow'. Kerri Watts to refer to Manager Engineering Works, Paul Busmanis for investigation and advice as to the timing of the funding.

(h) Alstonville Leisure and Entertainment Centre

Les Wiles asked about the current arrangements at the Centre and how will it work in the future if the arrangements change. Cr Smith explained Council's position and how the Centre will be management by Council in the future.

Ballina Shire "C" Ward Committee Minutes 9 November 2017 at 5.00 pm

(i) Bulwinkle Park

Malcolm Johnson advised that there has been more vandalism at the Park with more than 100 plantings damaged and or ripped out.

Malcolm raised that Alstonville Lions Club would like to demolish the shelter in the park and Kerri Watts advised that she would refer to the appropriate Group in Council to contact Malcolm to discuss options available and the process required.

g.) Container Deposit Scheme

A question was asked as to whether Council has received any information on the Container Deposit Scheme facilities that are to be located at Woolworths. There is interest from local charity groups on this matter and Kerri Watts advised she would follow up as to the latest information available on these centres.

9. General Business

Councillors confirmed that the thank you to staff raised at this meeting be sent to the appropriate sections in Council to ensure staff are aware of the appreciation of their good work in the community.

10. Next Meeting

Thursday 8 March 2018 at 5.00 pm

Meeting Closure

6.08 pm