

1. **Attendance and Apologies**

2. **Declarations of Interest**

3. **Deputations**

4. **Confirmation of Minutes 14 March 2019**

A copy of the minutes of the previous meeting held 14 March 2019 was distributed.

RECOMMENDATION

That the minutes of the previous meeting held on 14 March 2019 be accepted as a true and correct record.

5. **Presentation by Council Staff**

To inform the community further in regard to Council's programs and services, members of our Senior Leadership Team will provide a presentation to the ward committees.

The presentation will be made by Kerri Watts, Manager Public and Environmental Health.

6. **Business Arising from Minutes – 14 March 2019**

(a) **OSSM Inspection Fees**

Currently the OSSM rate charge for 2018/2019 on 2652 properties generates \$159,120.00 (\$60 per property).

The costs associated with two officers and one vehicle is approximately \$200,254.00.

In addition to this there is also educational material produced, legal costs, environmental sampling and laboratory testing that involves additional costs to the program.

(b) **Rifle Range Road Speed Sign Location**

After consultation with Mary Birch, the speed zone sign has been relocated – refer photo below.



(c) Elizabeth Ann Brown Memorial Park – Public Art and Disabled Parking Space

At the last meeting Richard Lutze tabled a plan showing 45 degree angle parking along Daley Street. Richard requested that this be considered as part of future road and/or park refurbishment works.

Council's Engineering Works staff have advised there are no plans for Daley Street roadwork renewal within the draft Delivery Program and Operational Plan currently on exhibition.

(d) Street Lighting in Alstonville Main Street

The architectural (black coloured) footpath light fittings (Council operated) are proposed to be replaced next financial year with a budget item included in the draft Delivery Program and Operational Plan. The existing light fittings appear to be a poor design, with the luminaire enclosure being in two parts with a gasket type seal allowing water ingress. A replacement light fitting has been sourced with a one piece screw-in luminaire enclosure.

(e) Access to Teven Park

Staff have written to the Landcare Group advising further supportive information is required to release the key as Council normally doesn't hand out keys to the public and Council needs to ensure they have the necessary vehicle safety mitigation measures in place.

To support this they have been asked to provide a risk assessment showing hazards and risk mitigation measures for vehicle use on the reserve, provide a copy of comprehensive car insurance certificate and licence of drivers for Council records.

This will assist in the assessment for the key release. If proceeding there is a \$50 refundable key deposit to be paid for its release.

(f) Car Parking – Commercial Road, Alstonville – intentions for Council's vacant land

The vacant lot on Commercial Road has a budget allocated (\$200,000) in this financial years Operational Plan. The car park construction will be undertaken as soon as possible after design is finalised. The civil design is complete however Council is currently waiting for lighting consultant input.

(g) Tosha Falls Management Plan

Council has funded the implementation of Priority 1 and 2 actions to be completed over 2018/19 and 2019/20 respectively. The funding of Vegetation Management Plan implementation (Priority 3 action) is to be determined following the completion of Vegetation Management Plan Review (Priority 2 – 2019/20). Funding for Maguires Creek nature trail investigation is addressed as part of the Alstonville Strategic Plan.

(h) Footpath/Pathway Connections on the Plateau

Council has recently adopted shirewide studies for footpaths and cycleways which has included public consultation and exhibition of documents. These documents comprise:

- Pedestrian Access and Mobility Plan 2018/19 – 2028/29 (BSC, July 2018)
- Bike Plan (Ross Planning, May 2017)

Some of the suggestions for connections have already been considered during the consultation and assessment with the above studies.

Wardell Rd to Summerland House – This proposal was submitted and assessed for the Ballina Shire Bike Plan. It was not included in the final Plan after consideration of the feasibility of the project including issues associated with design, road widths and cost.

Bruxner Highway to Dirty Wheels Mountain Bike facility – The Ballina Shire Bike Plan (Objective 1, Ref. 1.4) identifies the need to investigate an on-road cycling route between Alstonville and Ballina. The report recommends an audit of road conditions and investigation of various road safety enhancements (such as improved shoulder conditions, resurfacing, vegetation management and speed management) to facilitate on-road cycling. This action, along with investigation of other on-road cycling routes (including West Ballina to Wardell and Cumbalum to Lennox Head), is nominated as a future action in the Bike Plan.

Pearces Creek Rd to Wollongbar Sports Field – There is currently no project for a pathway from Pearces Creek Rd to the Wollongbar Sports Field in the existing Pedestrian Access and Mobility Plan or the Ballina Shire Bike Plan. A suggestion for a footpath from Pearces Creek Rd to the Wollongbar Sports Field was received during the PAMP. However due to the significant financial investment required, and not meeting the primary objective of the PAMP the project was low priority and not included in the ten year program. This project may however be worthy of external funding should opportunities arise for this special purpose.

Lumley Park to Tosha Falls – There is currently no project for a pathway from Lumley Park to Tosha Falls in the existing Pedestrian Access and Mobility Plan or the Ballina Shire Bike Plan. A few submissions were received during the PAMP for a footpath connection from Lumley Park to Tosha Falls. However due to the significant financial investment required, and not meeting the primary objective of the PAMP the project was low priority and not included in the ten year program. This project may however be worthy of external funding should opportunities arise for this special purpose.

(i) Rescue Equipment – Dirty Wheels Mountain Bike Site

The demand and placement of emergency rescue equipment is a matter for the various emergency response agencies.

Council staff are not aware of these agencies locating equipment away from their base stations as it is preferred to maintain and access equipment from one location for deployment to any area of need in the Shire.

Where an activity is undertaken at a location by a land owner or leasee, they should consider their safety and risk issues from their activities and respond with appropriate mitigation measures. The emergency response agencies are able to assist landowners with their risk management planning, including providing advice in respect of what response capability they would expect to provide in response to an emergency call.

Council's staff regularly have formal, and informal dialogue with the emergency response agencies. These discussions provide an opportunity for the agencies and Council to review incidents and emergencies. These reviews can lead to requests for Council to undertake actions, for example, clear vegetation or amend our infrastructure. Council does not have any requests from the agencies in respect of this general location. Nor are we aware of concerns from the agencies specific to this location in respect to risk and their capacity to respond under existing arrangements.

(j) Water Filling Station – Airport

Two bubblers and a water bottle filling station have been installed in the departure lounge at the Airport.



(k) Rural Fire Service Access

Council is discussing the details of the turning bay for the Alstonville Wollongbar RFS station with the NSW RFS Superintendent, David Cook.

Access is currently available to the station, however access to the rear of the station is said to be restricted. The unrestricted right of carriageway is to be confirmed with parties.

(l) Planning Proposal – Dual Occupancy at Wardell

The planning proposal will progress to public exhibition on 10 April 2019 until 17 May 2019. During this period Council will write to all land owners impacted directly by the planning proposal as well as those land owners in close proximity.

(m) Stormwater Infrastructure – Panorama Drive – possible trip hazard

The junction pit had become raised from the continual whipper snipping around the edge by a resident.

The area has since been filled with metal dust.

7. 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.

New Policies as per below

- Farmland Rating Policy, closing date 5 June 2019

Under Section 514 of the Local Government Act, 1993, (LGA), Council is required to categorise all rateable land as one of the following categories:

- Farmland
- Residential
- Business
- Mining

The purpose behind the categorisation of land is to allow councils to determine a fair and equitable distribution of ordinary rates.

Council does not have a policy in regard to categorisation of land for farmland rating. Decisions are made by staff using internal guidelines, with reference to the Local Government Act (LGA), guidance provided by the Office of Local Government (OLG), industry data and precedents from the Land and Environment Court.

This new policy provides ratepayers with clarity around Council's approach.

- **Ballina Local Environmental Plan 2012 - Planning Proposal BSCPP 18/001 – Residential Flat Buildings and Activated Frontages within part of the B3 Zone (Ballina CBD)**, closing date 17 May 2019

Council has prepared a planning proposal to amend the Ballina Local Environmental Plan 2012 in respect to certain land located within the Ballina business area (B3 Commercial Core zone).

The planning proposal seeks to permit residential flat buildings on certain land located within the B3 zone as well as introducing a requirement for property frontage activation.

Council has been given delegation by the Department of Planning and Environment to undertake the processes for finalisation of the planning proposal (should it proceed to completion).

- **Ballina Local Environmental Plan 2012 - Planning Proposal BSCPP 18/003 – Attached Dual Occupancy Development at Wardell**, closing date 17 May 2019

Council has prepared a planning proposal to amend the Ballina Local Environmental Plan 2012 so as to permit attached dual occupancy development on certain R2 zoned lots at Wardell.

Council has been given delegation by the Department of Planning and Environment to undertake the processes for finalisation of the planning proposal (should it proceed to completion).

Soon to be advertised

- **Draft Delivery Program and Operational Plan – 2019/20 to 2022/23**, closing date 12 June 2019

Council has prepared its draft Delivery Program for the four year period from 2019/20 to 2022/23. This document, which includes the draft Operational Plan for 2019/20, outlines items such as:

- the services and key actions planned by Council for 2019/20 to 2022/23
- a summary of the major capital works planned for 2019/20 to 2022/23
- our long term financial plan for 2019/20 to 2028/29 and
- the rates, charges and fees proposed for 2019/20.

Forecast movements in our main rates and charges are:

- CPI increases for the wastewater and waste annual charges
- No increase for the water access and stormwater annual charges
- A change in the charging structure for water access charges for multi-tenancy properties, which is now based on the number of occupancies, rather than meter size.
- The Independent Pricing and Regulatory Tribunal (IPART) approved a special rate variation for Council of 5.9% for 2019/20. The additional funding from this special rate variation is expended on increased infrastructure renewal works.

In addition to our recurrent capital works for roads, footpaths, storm water parks and sporting fields the major community infrastructure projects planned for 2019/20 are:

- Coastal Walk and Coastal Shared Path – completion of these two projects
- Lennox Head Cultural and Community Centre - major refurbishment
- Extension of Hutley Drive to Byron Bay Road, Lennox Head
- Completion of the Ballina Indoor Sports Centre.

The draft documents are now on exhibition and the public are encouraged to inspect the documents and make submissions to Council during the exhibition period. As part of the exhibition process Council will hold four public meetings. The dates and venues for these meetings are as follows.

7pm Tuesday 21 May	Wardell War Memorial Hall
7pm Wednesday 22 May	Ballina Shire Council Chambers
7pm Tuesday 28 May	Lennox Community Centre (Park Lane Theatre)
7pm Wednesday 29 May	Alstonville Leisure & Entertainment Centre (ALEC)

- **2019/20 – Community Donations Programs (both Financial Assistance for Community Groups and for Capital Works Assistance for Community Sporting Groups)**, closing date 7 June 2019

The draft 2019/20 Operational Plan provides funding through our donations program to assist community based groups deliver services to our residents.

Applications are now being sought for the above donation programs for 2019/20 period:

For guidelines on how financial assistance is provided refer to the Council's donation policies available on the website ***ballina.nsw.gov.au*** (search Your Council/Policy Documents).

To be eligible for financial assistance the relevant form must be completed and returned to Council. The forms are available on Council's website ***ballina.nsw.gov.au*** (search Your Council/Council Forms).

8. Items raised by members of the Committee

9. General Business

10. Reporting of Safety Related Matters

Committee members are encouraged to contact Council where matters relating to public safety are identified in the community rather than wait until a Ward Committee meeting to raise these types of issues.

For example, road or footpath conditions that raise safety concerns, the presence of hazards in public spaces or environmental damage should be reported to Council as soon as possible.

11. Next Meeting - Thursday 11 July 2019 at 5.00 pm

Meeting dates for 2019 are as follows:

Thursday 12 September 2019

Thursday 14 November 2019

Ballina Shire "C" Ward Committee Minutes 14 March 2019 at 5.00 pm

1. **Attendance and Apologies**

Councillor David Wright (Mayor) (present part time)
Councillor Eoin Johnston
Councillor Sharon Parry (Chair – in absence of Cr Ben Smith)

Pat Carney – Wardell Progress Association
Lois Wright - Plateau Seniors
Mary Birch – Wollongbar Progress Association
Jim Hahn – Probus Club of Alstonville
Malcolm Johnson - Ballina Environment Society
Russell Priddle – Alstonville Football Club
Des Burke – Alstonville Lions Club
Richard Lutze – Alstonville Wollongbar Chamber of Commerce
Wayne Garrard – Alstonville Cricket Club
Jane Gardiner – Alstonville Plateau Historical Society
Barry Jeffress – Tuckombil Landcare

Others in Attendance

Kerry Turpin – Wardell Progress Association
David Katschke – Alstonville/Wollongbar Chamber of Commerce
Mick Oaten – Alstonville/Wollongbar Chamber of Commerce
Marilyn Hahn – Probus Club of Alstonville

Staff in Attendance

Matthew Wood - Director Planning and Environmental Health Division
Caroline Klose - Manager Communications

Apologies

Councillor Ben Smith (Chair)
Tyrone McGillick – Alstonville Asphalt Watch
Ron Birch – Wollongbar Progress Association
Steve Miller – Rous Mill Ratepayers

The apologies were accepted.

2. **Declarations of Interest**

Nil

3. **Deputations**

Nil

Ballina Shire "C" Ward Committee Minutes 14 March 2019 at 5.00 pm

4. Confirmation of Minutes 8 November 2018

The minutes of the previous meeting held on 8 November 2018 were confirmed as a true and correct record.

(Eoin Johnston/ Richard Lutze)

5. Presentation by Council Staff

Caroline Klose, Manager Communications, made a presentation to the Committee on Council's communications portfolio (governance, communications and customer service).

Caroline's presentation included address of various functions of the communications portfolio including:

- operational plan and delivery program and community strategic plan.
- community connect publication.
- corporate website and social media platforms.
- e-rates competition.
- customer service statistics.
- grant preparation.

6. Business Arising from Minutes –8 November 2018

(a) OSSM Inspection Fees

The information provided in the agenda was noted.

Pat Carney sought clarification as to why the OSSM inspection fee is charged even when AVWS require inspection at a cost to landowners. This matter and the overall on site sewer program being the subject of general discussion amongst the committee.

Matthew Wood advised that the rationale for the fee is similar to the urban sewer charge and is in place to support delivery of the overall on site sewer program across the Shire. Further details regarding the fee are provided in the business agenda.

Barry Jeffress requested information on the income received by Council from the OSSM inspection fee and the cost associated with Council's program. To be referred to Council's Environmental and Public Health Section to provide further details.

Ballina Shire "C" Ward Committee Minutes 14 March 2019 at 5.00 pm

(b) Removal of Shelter from Bulwinkel Park

The information provided in the agenda was noted.

Malcolm Johnson indicated ongoing concern with the decision to retain the shelter structure until adequate community engagement is undertaken (as noted in the information provided within the business agenda).

(c) Rifle Range Road Speed Sign Covered with Vegetation

The information provided in the agenda was noted.

Mary Birch indicated that vegetation is not the only issue associated with the sign. Mary suggested that the sign is in the wrong place and should be positioned further east. To be referred to Council's Engineering Works Section for review.

(d) Rous Mill Recreation Reserve

The information provided in the agenda was noted.

(e) Elizabeth Ann Brown Memorial Park – Public Art and Disabled Parking Space

The information provided in the agenda was noted.

Richard Lutze tabled a plan showing 45 degree angle parking along Daley Street. Richard requested that this be considered as part of future road and/or park refurbishment works. To be referred to Council's Engineering Works and Open Space and Reserve sections for noting.

(f) Removal of Services Club Sign near Frank Street, Alstonville

The information provided in the agenda was noted.

(g) Street Lighting in Alstonville Main Street

The information provided in the agenda was noted.

Richard Lutze asked whether the light fittings are fit for purpose (i.e. do they need replacement). To be referred to Council's Engineering Works Section for feedback.

(h) Green Street Footpath

The information provided in the agenda was noted.

(i) Follow up on NBN Works not completed in Green Street Alstonville

The information provided in the agenda was noted.

Ballina Shire "C" Ward Committee Minutes 14 March 2019 at 5.00 pm

7. **Council Documents on Exhibition**

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

Malcolm Johnson asked whether there have been any significant changes to the volunteer insurance policy. Matthew Wood advised the policy has had some adjustments but no major changes.

Barry Jeffress indicated access to Teven Park is difficult and asked if Council can provide his Landcare group with a key. To be referred to Council's Open Space and Reserves Section for follow up.

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

(a) **Leisure Centre Survey**

Richard Lutze enquired about the results from the leisure centre survey. Matthew Wood advised that the survey responses are under review. Early issues include library size and configuration, temperature control and building condition.

Matthew Wood advised that funding is not allocated at present for the entire scope of any refurbishment but Council is moving to tender for roof replacement as this work has a funding allocation.

(b) **Car Parking – Commercial Road, Alstonville**

Richard Lutze asked whether Council intends to seal the surface and formalise the car parking in the vacant lot on Commercial Road adjacent to the village centre. To be referred to Council's Commercial Services Section for review.

(c) **Tosha Falls Management Plan**

Richard Lutze asked whether the management actions in the Tosha Falls Management Plan are funded. Matthew Wood advised that the initial actions are funded but the aspirational actions are not. Richard asked that consideration be given to funding the aspirational actions. To be referred to Council's Open Space and Reserves Section for consideration.

(d) **Footpath/Pathways Connections**

Richard Lutze raised various suggestions for footpath connections considered to be of benefit to the community (including economic benefit). Suggested pathways were Wardell Road to Summerland House, Bruxner Highway to Dirty Wheels Mountain Bike track, Pearce's Creek Road to Wollongbar sports fields and Lumley Park to Tosha Falls. To be referred to Council's Engineering Works Section for consideration.

Ballina Shire "C" Ward Committee Minutes 14 March 2019 at 5.00 pm

(e) Rescue Equipment – Dirty Wheels Mountain Bike Site

Malcolm Johnson suggested that emergency rescue equipment would be beneficial at the Dirty Wheels Mountain Bike site to aid road vehicle based rescues. To be referred to Council's Open Space and Reserves Section for consideration.

9. General Business

(a) Water Extraction

Barry Jeffress asked about the status of the water extraction development application (Ellis Road). Matthew Wood advised that submissions received are under assessment and Council is awaiting government referral responses.

Mary Birch asked whether the water to be extracted is water suitable for use given the operation of OSSM systems. Matthew advised the suitability of the water has been raised as an issue for consideration in relation to the application.

(f) Water Filling Station - Airport

Malcolm Johnson asked if there will be a water filling station in the new airport terminal. To be referred to Council's Commercial Services Section for comment.

(g) Rural Fire Service Access

Malcolm Johnson enquired about the Alstonville Wollongbar rural fire service access. Malcolm indicated that a turning bay is required due to the adjacent land owner wishing to secure the land (which will limit RFS access). Council has previously agreed to provide a turning area on the lawn but there is concern within the RFS that tankers will get bogged on wet ground. Malcolm also asked about the installation of a stand pipe at the RFS site. To be referred to operations Support for review.

(h) Bulwinkle Park

Malcolm Johnson advised that the Bulwinkle Park camphor laurel tree removal has been difficult to complete for various reasons. An alternate approach to the tree removal is currently being considered.

(i) Healthy Waterways Projects

Malcolm Johnson indicated that Ozfish is seeking details on healthy waterways projects and the expenditure of funds derived from the associated rate rise. Matthew Wood indicated that this information is readily available and that Ozfish should contact waterways project staff in this regard.

Ballina Shire "C" Ward Committee Minutes 14 March 2019 at 5.00 pm

(j) Steam Weeding Trial

Malcolm Johnson and Barry Jeffress advised that the Tuckombil Landcare group trialled steam weeding in Teven Park. The group is monitoring the outcomes to see how successful the approach is.

(k) Road Infrastructure

Mary Birch asked whether Council has a plan for the provision of road infrastructure given the growth being experienced in the Shire. Mary referred to the examples of congestion at West Ballina and the use of the back road to Lismore.

Matthew Wood advised that Council has a documented plan for road works. In particular, Hutley Drive North and Ballina entry road duplication (bridge duplication) are priority projects at present.

Mary asked for information about works planned for Rifle Range Road. To be referred to Council's Engineering Works Section for feedback.

It was noted that the construction of the new BP service centre at the Pacific Highway/Bruxner Highway intersection is likely to create traffic congestion.

Mary asked whether Ballina Shire has to be a growth area. Matthew referenced the State Government planning framework and its identification of Ballina Shire as having urban growth areas. Council is required to respond to this by the State Government.

(l) Bruxner Highway Intersection Works

Councillor Johnston expressed concern about the concept of Bruxner Highway intersection works at Wardell Road on the basis of this approach directing traffic through Alstonville. C Ward as a whole expressed its concern with the design solution.

(m) Planning Proposal – Dual Occupancy at Wardell

Pat Carney asked about the status of the planning proposal to enable dual occupancy development in Wardell and the associated resident notification process. Matthew Wood advised that the planning proposal is an action from the Wardell Strategic Plan and is being implemented as a result of a Council resolution. To be referred to Council's Strategic Planning Section for comment on the notification process.

(n) Alstonville Pool

Mary Birch commended the Council for the construction of the Alstonville pool.

10. Reporting of Safety Related Matters

The information provided in the agenda was noted.

Ballina Shire "C" Ward Committee Minutes 14 March 2019 at 5.00 pm

Councillor Sharon Parry raised concern about stormwater infrastructure in Panorama Drive being a trip hazard. To be referred to Council's Engineering Works Section for review.

11. **Next Meeting**

Thursday 9 May 2019 at 5.00 pm

Meeting Closure

6.15 pm