

1. **Attendance and Apologies**

2. **Election of Chair**

The Committee should elect a new Chair and decide if the term for the Chair should be 12 months or the term of the current Council (ie until September 2020). Either option is acceptable.

2. **Declarations of Interest**

3. **Deputations**

4. **Confirmation of Minutes – 12 July, 2016**

A copy of the minutes of the previous meeting held 12 July, 2016 were distributed.

RECOMMENDATION

That the minutes of the previous meeting held on 12 July, 2016 be accepted as a true and correct record.

5. **Membership**

Following the Council election it is normal practice for the elected Council to review its Committees and their membership.

In respect to the Ward Committees, Council has resolved to retain all three Committees (A, B and C) and all existing members are entitled to continue with their membership.

Council also resolved to call for expressions of interest for further membership, in case there are any community based groups interested in joining.

The expressions of interest advertising commenced on 26 October and will close on Friday 25 November 2016.

The following groups have renewed their membership:

- Ballina High School & East Ballina Lions Cub - Andrew Playford.
- St Andrews Ballina - Pip Carter
- Ballina Bears Cricket Club - Steven Wills

The following group has tendered their resignation:

- Resignation of Membership - Paradise FM - Sheila Aveling

6. Code of Conduct

As this is a new term of Council it is important for all members to be aware of Council's Code of Conduct, which applies to Councillors, Council staff, members of council committees and various other parties.

A copy of the Code of Conduct is available from our website at the following link and it is important that all members of the Ward Committee are aware of its contents.

https://www.ballina.nsw.gov.au/cp_themes/default/page.asp?p=DOC-QQX-54-48-10

The key message from that document is that all members of the committee must act ethically, honestly, fairly and treat all members, and their views, with respect.

7. Business arising from Minutes – 12 July, 2016

Playground West Ballina

In early October five plants were planted and mulched at the reserve. This work was done by the Lions Club, they have agreed to maintain the plants.

Lions Park - Path

Staff inspected the path and two trip edges that were identified on the concrete path leading to the toilet block have been fixed. These were ground down on 29 August 2016 to level the joint between both slabs.

The asphalt path joining Swift Street to Canal Road was inspected and although some uneven sections were identified no work was required. The path will be monitored by Council's inspector on his routine three monthly inspections.

Disabled Access in Polling Places for September LG Elections

The Returning Officer for the September 2016 Local Government elections was emailed on 9 August 2016 with details of the enquiry raised.

Keith Hall Lane – Ferry Signage

A Sign has been installed on River Drive to the north of Keith Hall Lane Intersection.

8. General Business

Nominate a Local Hero - Local heroes live amongst us

Local heroes may not wear a cape and mask but they often go about their good deeds without too much fanfare.

You might come across them daily, or maybe only every so often - but local heroes make an impression through the positive contribution they are make to our community.

Each year Ballina Shire Council recognises our local heroes through the Australia Day Awards.

Local heroes are nominated by family members, friends, colleagues and community members.

Nominations close 2 December 2016



9. Business Without Notice

10. 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 Ballina Bike Plan, closing date 14 October 2016**
- **Proposed Fees and Charges for Flat Rock Tent Park (from 1 February 2017 to 31 January 2018), closing date 7 December 2016**
- **Martin Street Boat Harbour Precinct Master Plan, closing date 5 October 2016**
- **Planning Proposal BSCPP 14/005 – 44 to 52 Blue Seas Parade, Lennox Head, and draft amendments to Ballina Shire Development Control Plan 2012 closing date 4 November 2016**

Council has prepared a planning proposal to amend the Ballina Local Environmental Plan 2012 in respect to land described as part Lots 1 and 2 DP 1165957 and adjoining section of Blue Seas Parade, Lennox Head.

The planning proposal proposes to rezone part of Lot 1 from RU1 Primary Production zone to R2 Low Density Residential zone. In respect to part Lot 2 the planning proposal proposes to remove the Strategic Urban Growth Area affection from this land. A mixed minimum lot size regime of 600m² and 1200m² is nominated for the proposed R2 zoned area. The R2 zone and 600m² minimum lot size have also been applied to a portion of Blue Seas Parade which adjoins Lot 1.

Draft amendments to Ballina Shire Development Control Plan 2012 have also been prepared to introduce site specific provisions for future residential development upon part Lot 1. These provisions include minimum rear building setback distances, and certain geotechnical requirements.

- **2015/16 Annual Financial Statements**

The Annual Financial Statements to June 30 2016, together with the Auditor's Report will be presented to Council's Ordinary Meeting 24 November 2016, closing date 16 November 2016

- **Development Control Plan Amendment Proposal - 16 Tara Downs, Lennox Head - Special Area Controls - Ballina Shire Development Control Plan 2012, closing date 2 September 2016**

Council has prepared Draft Amendments to Chapter 4 – Residential and Tourist Development of the Ballina Shire Development Control Plan 2012.

Draft Amendments provide for the following matters:

- Incorporation of 16 Tara Downs within the Special Area Control Map – Residential

- Incorporation of clause 4.6 - 16 Tara Downs, Lennox Head within Chapter 4. Clause 4.6 details proposed requirements relating to vegetation buffers, bushfire asset protection zones and building envelopes applicable to future residential development on this site once rezoned for residential purposes.
- **Draft Policy - Street Light Shielding, closing date 16 November 2016**
- **Draft Policy Urban Vegetation on Public Land, closing date 16 November 2016**
- **Open Space and Community Facilities Contributions Plan 2016 (New), closing date 14 October 2016**
- **Draft Policy - Events on Public Land, closing date 5 October 2016**
- **Draft Policy - Voluntary Planning Agreements, closing date 5 October 2016**
- **Draft Policy - Naming of Roads, Bridges & Public Places, closing date 5 October 2016**
- **Draft Policy – Management of Contaminated Land, closing date 14 September 2016**
- **Draft Policy – Public Art, closing date 14 September 2016**
- **Draft Policy – Markets on Public Land, closing date 14 September 2016**
- **Draft Policy - Building Over Council Assets, closing date 6 July 2016**
- **Draft Policy - Liquor Licence Application, closing date 6 July 2016**
- **Draft Policy - Leasing and Licensing Community Land, closing date 6 July 2016**

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

- **Draft Policy - Donations to Community Sporting Groups Policy, closing date 14 September 2016**

This is a new policy formulated to assist with managing requests for financial assistance from sporting groups. Council often receives requests from sporting groups to upgrade sporting facilities. These requests are typically made after a local group has been successful with a grant application and/or if the group offers substantial in kind contributions.

- **Ballina Shire Development Control Plan 2012 Draft Amendment - Skennars Head Village Expansion Area, closing date 16 September 2016**

Council has prepared Draft Amendments to Chapter 2 – General and Environmental Considerations and Chapter 3 – Urban Subdivision of the Ballina Shire Development Control Plan 2012 (the DCP).

The Draft Amendments involve the following:

- Incorporation of the Skennars Head Village Expansion Area within the Special Area Control Map – Subdivision

- Incorporation of Section 5.7 – Skennars Head Village Expansion Area within Chapter 3. This section details proposed requirements relating to the future subdivision of the land, including layout, open space, infrastructure provision and environmental considerations
 - Amendment of clause 3.1.2 E of Chapter 3 to include provisions relating to dual reticulation
 - Amendment of clause 3.6 of Chapter 2 to incorporate mosquito control considerations into the stormwater management provisions of the DCP.
- **Policy – Asbestos Management, closing date 3 August 2016**

This is a new policy based on the following guidelines and Model Policy.

In November 2010 the NSW Ombudsman released a report called Responding to the asbestos problem: The need for significant reform in NSW. The report highlighted the need for greater support and advice to Local Government to increase their knowledge regarding the roles and responsibilities of asbestos management.

In response to the Ombudsman's Report the NSW Government announced the establishment of a Central Coordination Body – The Heads of Asbestos Coordination Authorities (HACA). The aim of HACA is to improve the management, monitoring and response to asbestos issues by developing coordinated programs. HACA was given the task of developing:

- a state-wide asbestos plan
- a model asbestos policy and technical support for local councils; and
- an extensive educational campaign to raise public awareness.

In November 2012 the Office of Local Government Department of Premier and Cabinet released the 'Model Asbestos Policy for NSW Councils'.

The Model Policy was developed by the Local Government and Shires Association of NSW (LGSA) on behalf of HACA to promote a consistent approach to asbestos management by Local Government across NSW.

The Office of Local Government Department of Premier and Cabinet in May 2013 issued Guideline - Model Asbestos Policy for NSW Councils under Section 23A of the Local Government Act 1993.

A guideline issued under S23A must be taken into consideration by Council before exercising any of its functions. In this instance Council is required to consider the Model Asbestos Policy for NSW Councils when developing, adopting and implementing an asbestos policy for their local government area (LGA).

More recently HACA revised the Model Asbestos Policy and released the new Model Policy earlier this year.

11. Next Meeting

The next meeting of A Ward will be held on Tuesday 14 March 2017 at 4.00pm