

Agenda

C Ward Committee Meeting **14 November 2024**

A C Ward Committee Meeting will be held in the Crawford House, 10 Wardell Road, Alstonville on **14 November 2024 commencing at 5pm.**

1. Acknowledgment of Country
2. Attendance and Apologies (including updates/changes in membership)
3. Declarations of Interest
4. Presentations
5. Confirmation of Minutes – Thursday, 29 August 2024
6. Business Arising from Minutes - Thursday, 29 August 2024
7. Business With Notice
8. General Business
9. Business Without Notice
10. Council Documents on Exhibition
11. Next Meeting/Future Meeting Dates
12. Meeting Closure

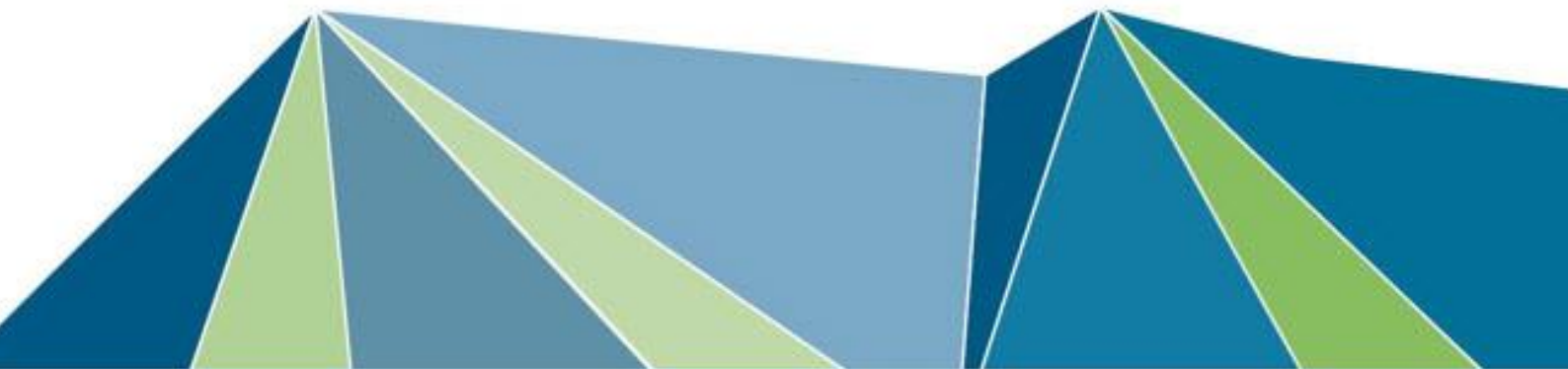


Table of Contents

1.	Acknowledgment of Country	3
2.	Attendance and Apologies (including updates/changes in membership).....	3
3.	Declarations of Interest	3
4.	Presentations	3
5.	Confirmation of Minutes	3
6.	Business Arising from Minutes.....	4
7.	General Business.....	5
7.1	Appointment of Chair	5
7.2	Committee Guidelines	6
7.3	Code of Conduct	7
7.4	Public Interest Disclosures Act	8
7.5	Current Membership - C Ward Committee	10
8.	Business With Notice	11
8.1	Business With Notice - Alstonville Plateau Historical Society - Update on DA for Tourist Park in Wollongbar	11
8.2	Business With Notice - Alstonville Plateau Historical Society Inc - Update on Rezoning of Buffer and Agricultural Land	12
9.	Business Without Notice	13
10.	Council Documents on Exhibition	14
10.1	Council Documents on Exhibition	14
11.	Next Meeting / Future Meeting Dates	15
12.	Meeting Closure	15

DISCLAIMER ©NSW Spatial Services 2024. Although all care is taken in the preparation of plans within Council's business paper (both agendas and attachments), Ballina Shire Council accepts no responsibility for any misprints, error, omissions or inaccuracies. The information contained within each plan is for pictorial representation only and not to scale. Accurate measurements should be undertaken by survey.

1. Acknowledgment of Country
 2. Attendance and Apologies (including updates/changes in membership)
 3. Declarations of Interest
 4. Deputations
 5. Confirmation of Minutes
-

1. Acknowledgment of Country

In opening the meeting, the Chair will provide an Acknowledgement of Country.

We acknowledge the Nyangbul peoples of the Bundjalung nation, the traditional custodians of the land on which we meet today and pay our respects to their Elders, past and present.

2. Attendance and Apologies (including updates/changes in membership)

Cr Sharon Cadwallader (Mayor)

3. Declarations of Interest

4. Presentations

5. Confirmation of Minutes

A copy of the Minutes of the C Ward Committee Meeting held on Thursday 29 August 2024 were distributed with the agenda.

RECOMMENDATION

That Committee confirms the Minutes of the C Ward Committee Meeting held on Thursday 29 August 2024.

6. Business Arising from Minutes

6. Business Arising from Minutes

Nil Items

7.1 Appointment of Chair

7. General Business

7.1 Appointment of Chair

As this is the first meeting of the Committee following the recent Council election, the Committee is required to elect a Chairperson.

The position of Chairperson is only available to a Councillor.

The election of a Chairperson can be for a period of time or for the term of this Council, which is scheduled to conclude in September 2028.

The election options are as follows:

- One Councillor nominated to Chair for the entire Council term (November 2024 to September 2028)
- Councillors elect to share Chair - first period from November 2024 to September 2025 (followed by annual periods).

An election follows the open voting method, that is, a show of hands.

Attachment(s)

Nil

7.2 Committee Guidelines

7.2 Committee Guidelines

Ward Committees provide Council with feedback and policy advice on matters referred to them by Council and/or raised by members. Ward committees have no delegated authority.

Ward Committee membership is open to not-for-profit community groups, with eligible groups having one representative on a committee. Committee members must advise by email if they cannot attend a meeting and provide the details of the alternate representative.

Other members of the non for profit organization may attend the meeting in an observer capacity only and cannot participate in the meeting discussions. Details of any observers attending also need to be advised by email prior to the meeting.

Items to be Included on Agendas

Committee Members are encouraged to email any items to be included in the agenda for the next meeting. An email will be sent to all members requesting items and providing a closing date. This will enable Council staff to liaise with relevant Council Officers to ensure that a response can be provided at the meeting.

Committee members are encouraged to contact Council on 1300 864 444 where matters relating to public safety are identified in the community rather than wait until the next 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.

Attachment(s)

Nil

7.3 Code of Conduct

7.3 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:

[Code of Conduct \(nsw.gov.au\)](https://www.nsw.gov.au/code-of-conduct)

A 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.

Attachment(s)

Nil

7.4 Public Interest Disclosures Act

7.4 Public Interest Disclosures Act

The [Public Interest Disclosure \(PID\) Act 2022](#) came into effect in NSW from 1 October 2023.

The definition of public officials has been extended in the new Act, and is defined in full in [Section 14](#).

Specific to members of the Local Traffic Committee, is section 14(1)(b) ‘a person who has the functions of a public official or who acts in a public official capacity and whose conduct or activities can be investigated by an integrity agency under another Act or law to investigate.’

The NSW Ombudsman guidance for this definition provides examples for this clause as being ‘local government councillors, local government staff, and members of boards or committees.’

It is a requirement under the new Act for all council officials, councillors and contractors engaged, to be provided with training about the PID Act. This report and discussion, the video ‘[The fundamentals of the new PID Act](#)’ and information sheets produced by the NSW Ombudsman, serve to provide that training.

The PID Act 2022 seeks to promote a strong ‘speak up’ culture in NSW that encourages public officials to report wrongdoing.

An integral part of that ‘speak up’ culture is having in place a framework that facilitates public interest reporting of wrongdoing by:

- protecting those who speak up from detriment
- taking active steps to maintain the confidentiality of reports
- imposing duties on agencies who receive reports of wrongdoing to take appropriate action to investigate or otherwise deal with them.

In September 2023 Council adopted the [Public Interest Disclosure Policy](#). The policy documents Council’s commitment to building a speak up culture and provides information to all public officials of Ballina Shire Council about:

- ways you can make a voluntary PID to Ballina Shire Council
- the contact details for the nominated Disclosure Officers of Ballina Shire Council
- the responsibilities of people who hold particular roles under the PID Act and who are employees of Ballina Shire Council
- what information you will receive once you have made a voluntary PID
- the protections available to people who make a report of serious wrongdoing under the PID Act and what we will do to protect you
- our procedures for dealing with disclosures
- our procedures for managing the risk of detrimental action and reporting detrimental action
- our record-keeping and reporting requirements
- how Ballina Shire Council will ensure it complies with the PID Act our policy

7.4 Public Interest Disclosures Act

Council's Disclosure Coordinators are the Director Corporate and Community and the Coordinator Information Management. A full listing of all Council's disclosures officers are listed in Appendix A of the PID policy.

Attachment(s)

Nil

7.5 Current Membership - C Ward Committee

7.5 Current Membership - C Ward Committee

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 additional community based groups interested in joining.

The expressions of interest (EOI) will be reported to the elected Council for endorsement at a future Ordinary meeting.

The current Committee membership is as follows:

Organisation
Alstonville Agricultural Society Inc
Alstonville Asphalt Watch Group
Alstonville Community Preschool
Alstonville & District Cricket Association
Alstonville FC
Alstonville Plateau Historical Society Inc
Alstonville/Wollongbar Chamber of Commerce
Ballina Environment Society
LinC Alstonville
Rous Mill Ratepayers Association
Tuckombil Landcare (including Bulwinkel Landcare)
Wardell Progress Association
Wollongbar Community Action Network (WCAN)
WardellCORE

A further report will be presented to the next meeting in March 2025.

Attachment(s)

Nil

8.1 Business With Notice - Alstonville Plateau Historical Society - Update on DA for Tourist Park in Wollongbar

8. Business With Notice

8.1 Business With Notice - Alstonville Plateau Historical Society - Update on DA for Tourist Park in Wollongbar

Request from Alstonville Plateau Historical Society Inc for an update on the DA for the Tourist Park in Wollongbar.

Staff Comment

The public exhibition period for DA 2024/106 has concluded. Council has issued the applicant with a request for additional information that raises a number of technical matters and information requirements. Council is now awaiting a response to the issues raised, and once received, we will be in a position to progress the assessment of the application.

Attachment(s)

Nil

8.2 Business With Notice - Alstonville Plateau Historical Society Inc - Update on Rezoning of Buffer and Agricultural Land

8.2 Business With Notice - Alstonville Plateau Historical Society Inc - Update on Rezoning of Buffer and Agricultural Land

Request from Alstonville Plateau Historical Society Inc for an update on the Rezoning of Buffer and Agricultural Land (The status of the Buffer Zone (Protected Zone) between Alstonville & Wollongbar and its future).

Staff Comment

In October 2022 Council resolved to include land to the east of the Russellton Industrial Estate as a strategic urban growth area in its local planning policy framework. Identification as a SUGA indicates that land is considered suitable for further investigation for urban purposes and in this case, employment (industrial) land.

The land was not incorporated into the North Coast Regional Plan as a potential urban area but it can still be investigated for industrial land use from a local planning perspective. It is important for Council to consider options for employment land supply across the shire as there is an identified shortfall of industrial land supply in Ballina Shire and the North Coast area more generally. This type of land is important to support the needs of the local and regional population particularly in relation to availability of services and employment opportunities as the population grows.

Council staff are examining employment land options, including the potential for expansion of the Russellton industrial estate, as part of the strategic planning program and long term planning for the shire.

Importantly, investigation does not mean that land will ultimately be developed for an urban purposes and zoning changes require a resolution of the Council and agreement of the Minister for Planning (or the Minister's delegate).

Attachment(s)

Nil

9. Business Without Notice

9. Business Without Notice

Nil Items

10.1 Council Documents on Exhibition

10. Council Documents on Exhibition

10.1 Council Documents on Exhibition

The following is a list of documents currently on public exhibition.

Documents on Exhibition

Documents on public exhibition can be found on our website at the following link:

[Your Say Ballina](#)

- Newrybar Streetscape Master Plan – community engagement and public consultation from 14 October to 25 November 2024.

Council Notices

Council Notices can be found on our website at the following link:

[Link to Council's Notices](#)

Attachment(s)

Nil

- 11 Next Meeting / Future Meeting Dates
 - 12 Meeting Closure
-

11. Next Meeting / Future Meeting Dates

Next meeting is scheduled for Thursday, 13 March 2025 at 5pm.

Thursday, 8 May 2025 at 5pm
Thursday, 10 July 2025 at 5pm
Thursday, 11 September 2025 at 5pm
Thursday, 13 November 2025 at 5pm

12. Meeting Closure