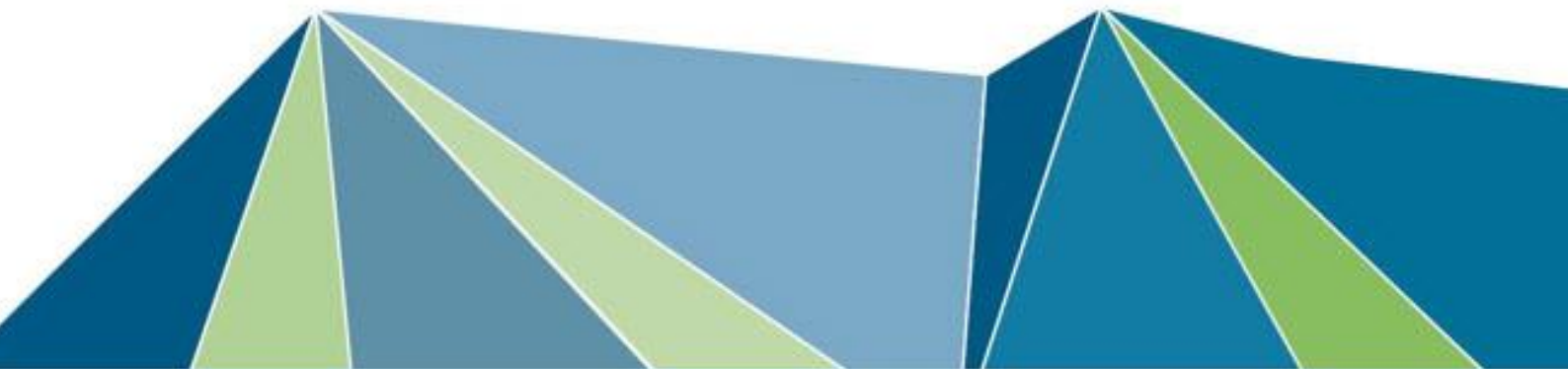


# Agenda

## *A Ward Committee Meeting* 11 March 2025

An A Ward Committee Meeting will be held in the Ballina Shire Council Chambers, 40 Cherry Street, Ballina on **11 March 2025 commencing at 4:00 PM.**

1. Acknowledgment of Country
2. Attendance and Apologies (including updates/changes in membership)
3. Declarations of Interest
4. Presentations
5. Confirmation of Minutes – Tuesday, 12 November 2024
6. Business Arising from Minutes - Tuesday, 12 November 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



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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)**

**3. Declarations of Interest**

**4. Presentations**

**5. Confirmation of Minutes**

A copy of the Minutes of the A Ward Committee Meeting held on Tuesday 12 November 2024 were distributed.

**RECOMMENDATION**

That Minutes of the A Ward Committee Meeting held on Tuesday 12 November 2024 be confirmed.

**6.1 Business Arising from Minutes of 12 November 2024 - Ballina Dementia Inclusive Ballina Alliance - BISC Carpark Flooding Issue**

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**6. Business Arising from Minutes**

**6.1 Business Arising from Minutes of 12 November 2024 - Ballina Dementia Inclusive Ballina Alliance - BISC Carpark Flooding Issue**

Item 8.7 – BISC Carpark Flooding Issue

Meg raised the issue of BISC carpark flooding during persistent heavy rain periods. Has Council planned to ameliorate this problem?

At the meeting Meg confirmed the location of the flooding issue is in the BISC Carpark area at the northern end on the eastern side. During heavy rain period the water can be 6 inches deep therefore park spaces are lost and the water is slow to subside.

**Action:** Referred to Civil Services to investigate the flooding issue in the BISC Carpark at the northern end on the eastern side.

Staff comment:

During an inspection of the carpark it was noted the two stormwater outlets were covered over. The stormwater line that discharged into the swale drain also appear blocked. Engineering Works staff are scheduled to clear stormwater blockages and reinstate outlet headwalls.

**Attachment(s)**

Nil

**6.2 Business Without Notice - 27 August and 12 November 2024 - Ballina Peninsula Residents Association - Short and Long Term Maintenance and Longevity of River Drive (Keith Hall and Empire Vale)**

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**6.2 Business Without Notice - 27 August and 12 November 2024 – Ballina Peninsula Residents Association - Short and Long Term Maintenance and Longevity of River Drive (Keith Hall and Empire Vale)**

Item 8.9 - Short and Long Term Maintenance and Longevity of River Drive (Keith Hall and Empire Vale)

Ros Felsch requested A Ward Councillors consider a Notice of Motion to equip Council to coordinate, develop and implement a strategy with relevant stakeholders for both the short and long term for maintenance and longevity of River Drive, at Keith Hall and Empire Vale.

At the meeting Ros Felsch invited the new Councillors to consult with BPRA to understand some of issues they encounter.

Ros tabled images at the meeting outlining the erosion that threatens further loss of the road. This maintenance and longevity of River Drive, at Keith Hall and Empire Vale matter has been raised several times and urged the new Councillors to consider a Notice of Motion (NOM) so that this matter is addressed. The revetment work Council received funding for recently has subsided in a short period of time.

Ros raised concerns about future weather events and contingencies Council have in place.

Cr Meehan raised concerns about vehicle safety. Ros advised that Transport NSW reduced the speed limits and signage is in place. Ros suggested line fog lines marked to provide more vehicle safety.

The Mayor advised she will write to relevant Ministers for Transport, Roads and Regional Transport and Roads to seek assistance for funding.

Post meeting note: Cr Karsten will also advocate to the Member for Ballina, Tamara Smith.

**Action:** The Mayor to write to relevant Ministers to seek assistance for funding for short and long term maintenance of River Drive (Keith Hall and Empire Vale).

Staff comment:

Letters sent to relevant Ministers to seek assistance for funding for short and long term maintenance of River Drive (Keith Hall and Empire Vale). A copy of these letters provided below.

## 6.2 Business Without Notice - 27 August and 12 November 2024 - Ballina Peninsula Residents Association - Short and Long Term Maintenance and Longevity of River Drive (Keith Hall and Empire Vale)

---

enquiries refer  
John Truman  
in reply please quote  
CR24/84504



23 December 2024

The Hon. Jenny Aitchison MP  
Minister for Regional Transport and Roads  
[Contact the Minister for Regional Transport and Roads | NSW Government](#)

Dear Minister

**Re: Request for Funding Assistance – Maintenance of River Drive, Keith Hall**

Council has been dealing with ongoing erosion on the Richmond River, which is undermining a Council owned and maintained road, being River Drive at Keith Hall, South Ballina. This locally classified road is maintained by Council, however the road is deteriorating due to its proximity to the Richmond River, where the tidal movements are constantly eroding and undermining the road structure.

Council has implemented safety measures including bollards alerting drivers to the risks, however a more permanent solution is urgently required.

At its 28 November 2024 Ordinary meeting, following representations from residents and concerns expressed by our staff, Council resolved to write to you and Minister Haylen, seeking State Government assistance to undertake repairs on the Richmond River embankments.

One of the difficulties with this erosion, is that it involves a range of government departments including NSW Waterways, DPI Fisheries and Crown Lands. Each of these agencies plays a part in the management of the riverbank and river, or the approvals process for works in this location; therefore, we ideally require Ministerial support to secure funding and support from the government agencies to ensure embankment repair works are urgently undertaken to protect River Drive.

We are particularly concerned that the ongoing erosion may result in a car accident, with the riverbank now dangerously close to the road.

Council's Director – Civil Services Division, John Truman, has expertise in this matter and can be reached on 0414 365 408. Additionally, I am available to discuss this further and can be contacted on 0428 339 023.

We appreciate your support on this issue and have also forwarded a copy of this correspondence to Member for Ballina, Tamara Smith MP.

Yours faithfully

Cr Sharon Cadwallader  
**Mayor**

40 cherry street, po box 450, ballina nsw 2478  
t 1300 864 444 e [council@ballina.nsw.gov.au](mailto:council@ballina.nsw.gov.au) w [ballina.nsw.gov.au](http://ballina.nsw.gov.au) abn 539 29 887 369

## 6.2 Business Without Notice - 27 August and 12 November 2024 - Ballina Peninsula Residents Association - Short and Long Term Maintenance and Longevity of River Drive (Keith Hall and Empire Vale)

---

enquiries refer  
John Truman  
in reply please quote  
CR24/84504



23 December 2024

The Hon. Jo Haylen MP  
Minister for Transport  
[Contact the Minister for Transport | NSW Government](#)

Dear Minister

**Re: Request for Funding Assistance – Maintenance of River Drive, Keith Hall**

Council has been dealing with ongoing erosion on the Richmond River, which is undermining a Council owned and maintained road, being River Drive at Keith Hall, South Ballina. This locally classified road is maintained by Council, however the road is deteriorating due to its proximity to the Richmond River, where the tidal movements are constantly eroding and undermining the road structure.

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We appreciate your support on this issue and have also forwarded a copy of this correspondence to Member for Ballina, Tamara Smith MP.

Yours faithfully

Cr Sharon Cadwallader  
Mayor

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### Attachment(s)

Nil



**6.3 Business Arising from Minutes of 12 November 2024 - Ballina Peninsula Ratepayers Association - Notification of Ferry Maintenance**

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**6.3 Business Arising from Minutes of 12 November 2024 - Ballina Peninsula Ratepayers Association - Notification of Ferry Maintenance**

Item 9.5 – Notification of Ferry Maintenance

Ros raised the issue of lack of notice when the Burns Point Ferry undergoes annual maintenance. When the maintenance was posted to Council's website this year, there was four days notice. Ros explained the ferry maintenance is irregular and more notice is required. Caroline apologised and explained that the ferry maintenance was advertised in the October Community Connect and the new maintenance program should be for a reduced period of time, as the works are on-site.

**Action:** Caroline to discuss lack of notice when ferry maintenance scheduled with Civil Services Division.

Staff comment:

Information given to Civil Services Division, specifically Manager Engineering Works.

**Attachment(s)**

Nil

## **7.1 Membership Update - A Ward Committee**

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### **7. General Business**

#### **7.1 Membership Update - A Ward Committee**

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

Further to our report in November 2024, Council called for expressions of interest for Ward Committee membership. The expressions of interest (EOI) closed on 10 February 2025. EOI's were reported to the elected Council for endorsement at the Ordinary meeting on 27 February 2025.

A Ward has the following new members:

#### **Organisation**

- U3A Ballina/Byron
- Rainbow Region Dragon Boat Club
- Ballina Coastcare
- NSW Police Force/Ballina Police Station/Richmond Police District
- West Ballina Residents Association Incorporated
- Screenworks

In accordance with Council practice, the following organisations were removed from the Committee due to their absence over 12 months:

- Ballina Day View Club
- Lighthouse Day Club
- Ballina and District Citizens and Ratepayers Association
- St Andrew's Village Ballina Limited
- Ballina Shire Southern Beaches Users Club Incorporated

#### **Attachment(s)**

Nil

## **7.2 Business With Notice - Ward Committees Terms of Reference**

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### **7.2 Business With Notice - Ward Committees Terms of Reference**

At the 27 February 2025 Ordinary meeting Council endorsed the draft Terms of Reference for the Ward Committees. A copy of the Terms of Reference is provided below.

#### **Ward Committee – Terms of Reference**

##### **Purpose**

*To provide Council with feedback and policy advice on matters referred by Council, or raised by members on behalf of the community, and to facilitate communication between Council and community.*

##### **Scope**

- Enable community groups to seek information from Council
- Provide information to community groups on matters of interest
- Enhance communication between Council and community groups
- Provide an overview of Council priorities and projects

##### **Objectives**

- Strengthen community engagement
- Facilitate two-way communication
- Enhance community wellbeing
- Increase community awareness of Council activities

##### **Membership**

Ward Committee membership is reported to the Council for approval. Members must be community (not-for-profit) organisations based in either A, B or C Ward of the Ballina Shire. Membership includes the elected Councillors who represent that Ward, as well as the Mayor.

Council staff prepare the agenda, and attend the meetings to provide guidance, answer questions and record the minutes. Non-attendance for a period of 12 months will result in Council writing to the member seeking confirmation as to whether they wish to remain on the Committee. No response will result in termination of the member's eligibility of the Committee.

##### **Meetings, Agendas, and Reporting**

Ward Committees meet five times a year in March, May, July, September, and November, typically as follows:

- A Ward – on the second Tuesday at 4.00pm
- B Ward – on the third Monday at 4.30pm
- C Ward – on the second Thursday at 5.00pm

Meeting times can be varied by consensus of the members. The agenda for each meeting is issued prior to the meeting and minutes are recorded detailing the agreed outcomes. Agenda items will be called for prior to the meeting (development applications under assessment will not be tabled). Minutes are circulated to members of each committee.

Matters that have been considered and addressed previously through a committee will not be relisted on meeting agendas, and will only be considered as items without notice, where in the view of the Chair, it is reasonable to allocate meeting time to again consider the matter.

##### **Chair**

Ward Councillors will chair meetings, with the Chairing to be shared equally during the Council term, unless otherwise agreed by the Ward Councillors.

##### **Delegated Authority and Voting**

Ward Committees have no delegated authority and recommendations should be made by consensus. Voting can take place where there is no consensus. The staff member responsible for preparing the agendas and minutes will follow up on all recommendations, with matters requiring a decision from the elected Council, to be reported to Council.

##### **Review**

The Terms of Reference will be reviewed after each local government election or as required.

### **Attachment(s)**

Nil

**8.1 Business With Notice - Ballina Croquet Club Inc - Hampton Park Master Plan Queries**

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**8. Business With Notice**

**8.1 Business With Notice - Ballina Croquet Club Inc - Hampton Park Master Plan Queries**

1. Hampton Park Draft Master Plan – Burnet Street access road

Given the Draft plan states that there is no funding provided for any of the Master Plan proposals and that the Master Plan identifies that the Burnet Street access road poses a hazard (as does the current Plan of Management 2005) what steps is Council taking to manage the hazards and safety for children playing tennis until such time as the access route is modified and/or replaced?

Staff Comment:

The Burnett Street access road is managed as a slow traffic area. The master planning process provides an opportunity to review the approach to this access and submissions in this regard will be considered in finalising the plan.

2. Hampton Park Draft Master Plan – Moon Street access

Given the Draft Plan proposes the installation of an access road from Moon Street traversing two parcels of land that will be managed by two different authorities being Ballina Shire Council and Crown Lands:

- i. How will the responsibility for the funding, construction, maintenance and management of the access road be managed?

Staff comment:

Funding and works planning will be managed through Council's Delivery Program and Operational Plan and Long Term Financial Plan processes. Where works are proposed outside the Crown land managed by Council it is anticipated that this will require collaboration and engagement between Council, NSW Crown Lands and parties with a lease or licence over land not managed by Council.

- ii. Which crown lands manager (Crown Lands or Ballina Council) will be responsible for legal issues e.g. accidents that occur on Moon Street and or at the entry and exit and along the route of the access road.

Staff comment:

A new access point and accessway to Hampton Park via Moon Street is no different to any other road upgrade or access provision project in that various design standards will inform the design and construction outcomes.

It is not the case that accidents are automatically the responsibility of a roads authority or land manager.

- iii. What responsibility will the lessee have for ensuring they meet their duty of care to users and which crown land manager will oversee the compliance with the duty of care?

## 8.1 Business With Notice - Ballina Croquet Club Inc - Hampton Park Master Plan Queries

---

Staff comment:

In the case of Hampton Park, each Crown Land Manager is responsible for managing their respective parts of the reserve.

- iv. What cost benefit analysis was done by Council with respect to the construction of the Moon Street access road which results in a significant loss of open green space and major impact on the area of the park that is most used for passive recreation?

Staff comment:

The proposed Moon Street access has not been the subject of a cost benefit analysis. The proposed access responds to community feedback and evaluation of the function of the Hampton Park reserve and the various uses within it.

Whilst on one hand a new access does require use of some reserve area that is currently open space, this change does allow for improved pedestrian and community use of the land between the existing tennis courts.

- v. Can Council guarantee that the construction of the Moon Street access road will not adversely affect the significant fig tree near which the access road will run?

Staff comment:

The intention of the design is to enable retention of the existing Fig Tree. Potential impacts on the Fig Tree will be further considered and determined as part of the detailed design process for the access road when it is undertaken (if this is the preferred access arrangement adopted under the master plan).

- vi. What assessment has been done by Council of traffic flow, sight lines, conflict between traffic and on street parking, and entry to and exit from the proposed access road in arriving at this proposal?

Staff comment:

Preliminary assessment of the road geometry and sight lines has been undertaken. The Moon Street road reserve and associated road network has been assessed as adequate to enable a new access point consistent with that shown on the draft master plan.

### 3. Assessment of Parking demand on Hampton Park

- i. What assessment has Council done to determine the parking needs on Hampton Park? My observations based on being at Hampton Park from 8.30am to 4pm, three days per week is that there is always plenty of on street parking in Moon and Burnet Streets, even during the bowls and tennis tournaments that overlapped in the new year. There is always lots of parking available on Cherry and Bentinck Streets from 5pm onwards every day, including peak nights e.g. 20 December and 21 December 2024.

## 8.1 Business With Notice - Ballina Croquet Club Inc - Hampton Park Master Plan Queries

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Staff comment:

The basic principle of the Draft Hampton Park Master Plan is to retain and utilise on street parking in the area. The master plan proposes a small amount of car parking within the reserve but under the draft plan this is not intended to meet the entirety of the demand associated with reserve users.

Views about car parking within the reserve expressed in submissions will be considered in the finalisation of the plan.

- ii. The Cherry Street Sports Club's submission to the Master Plan process states "we emphasize the importance of ensuring extra on-site parking to support the anticipated increase in traffic." Also, the first paragraph on page 2 of the submission the Sports Club states the Club "would be open to contributing to a stacked or two storey carpark." See my observations at point (i).

Staff comment:

The club's submission will be a matter for the Council to consider as part of the finalisation of the master plan.

- iii. Given Council will no longer be the crown lands manager of any of the area leased to the Sports Club does this mean that a stacked or 2 storey carpark could be built on Hampton Park and that the community and Council will have no input into such a decision?

Staff comment:

Proposed development within the area that is not managed by Council is a matter for NSW Crown Lands and the development proponent. Where this type of development requires development consent it will be subject to a development application and the public can make submissions for consideration in the development application assessment process. Council could also make representations to NSW Crown lands if it did not agree with a proposed development on the land leased to the sports club.

### **Attachment(s)**

Nil

**8.2 Business With Notice - Ballina Croquet Inc - Amalgamation of Ballina Tennis Club and Cherry Street Sports Club**

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**8.2 Business With Notice - Ballina Croquet Inc - Amalgamation of Ballina Tennis Club and Cherry Street Sports Club**

Richard Hughes had the following queries in relation to the possibility of Cherry Street Sports Club amalgamating with the Tennis Club.

- i. If the tennis club amalgamates with the Sports Club does this mean that the Sports Club would be able to apply for the tennis club area be consolidated into the single lease held by the Sports Club?

Staff comment:

The sports club could make application to NSW Crown Lands to extend its lease area with or without an amalgamation with the tennis club. Under either scenario Council would expect to be consulted by NSW Crown Lands before a decision on lease areas would be made.

- ii. If the tennis area is consolidated into the Sports Club lease does this mean that Ballina Shire Council will no longer be the crown lands manager of the tennis area?

Staff comment:

It is possible for the tennis club to be part of the sports club and for the tennis infrastructure to remain within the area Council manages as Crown Land Manager. It is also possible for NSW Crown Lands to appoint a new Crown Land manager or appoint a different Crown Land Manager.

- iii. If Crown Lands is the crown lands manager of the tennis club area does this mean that Ballina Shire Council and the community will have no say in the use and management of the current tennis club area?

Staff Comment:

If Council is not the Crown Land Manager for the land then the day to day management of the land and leasing and licensing is not a matter for Council. However, normal land use planning rules apply so if there is proposed development that requires development consent, a development application will be required.

**Attachment(s)**

Nil

**8.3 Business With Notice - Ballina East Lions Club Inc - Dumping of Pushbikes**

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**8.3 Business With Notice - Ballina East Lions Club Inc - Dumping of Pushbikes**

Muriel raised the issue of pushbikes being dumped all over town. This is an on-going issue and Council are limited what they can do.

Staff Comment:

Bikes and other waste that is dumped in public places can be reported to Council. Council has an illegal dumping program in place to review and address matters where they are within Council's responsibilities.

Alternatively, NSW Police can be contacted to report these concerns, particularly where the property may be stolen.

**Attachment(s)**

Nil



**8.4 Business With Notice - Dementia Inclusive Ballina Alliance - Process for Presenting Australia Day Awards 2025**

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**8.4 Business With Notice - Dementia Inclusive Ballina Alliance - Process for Presenting Australia Day Awards 2025**

Meg Pickup queried the process for presenting the Australia Day Awards this year. What was the motivation for the decision to only have the winner of each category on the stage to receive their framed certificate at the recent Australia Day Awards and for all other nominees to be handed an unframed certificate off stage? This an insult to 'unsuccessful' nominees and the individuals or organisations who nominated them.

**Staff Comment:**

The decision to invite only category winners to the stage was based on feedback regarding the ceremony's length, with the 2023 and 2024 events running over 2 hours and 30 minutes. Changes were made to streamline the format, ensuring a quicker pace while maintaining key elements, including the mandatory Citizenship Ceremony and community acknowledgements.

The post-event survey showed 92% of respondents were satisfied or very satisfied with the awards ceremony (the remaining 8% had a neutral stance). Attendees appreciated the improved pace, and some nominees preferred the more relaxed format of not coming to the stage.

Considerable efforts have been made to ensure that all nominees are appropriately acknowledged and celebrated for their valuable contributions. Nominees were recognised through the MC's reading of their biography, name, and image on the stage backdrop. They were invited to morning tea and received a certificate and a Mayoral congratulatory letter. The Mayor and Councillors were present to congratulate them. Nominee recognition continues through Council's *Community Connect*, social media, and local media.

**Attachment(s)**

Nil

**8.5 Business With Notice - Cumbalum Residents Association - Review of Bus Shelters in Ballina Heights**

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**8.5 Business With Notice - Cumbalum Residents Association - Review of Bus Shelters in Ballina Heights**

Cumbalum Residents Association note the lack of bus shelters in Ballina Heights and request a review of the adequacy of existing bus shelters to be undertaken.

Staff Comment:

The process is that Council staff liaise with the bus services to ascertain if they need to convert informal bus stops to formal bus shelters. Council then applies for funding through NSW Government.

Council staff recommend the Cumbalum Residents Association also write to the bus services.

**Attachment(s)**

Nil

**8.6 Business With Notice - Cumbalum Residents Association - DA 2023/273  
Temporary Earthworks Stockpile**

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**8.6 Business With Notice - Cumbalum Residents Association - DA 2023/273  
Temporary Earthworks Stockpile**

The CRA would like Council to address the decision to approve development application number DA 2023/273 use of land for two earthwork piles of excavated material for a maximum time of 10 years at lot 667 DP1280013 Ballina Heights Drive Cumbalum. 21 submissions were made in response, all of which objected and raised concerns to the proposal. We would like Council to provide reasoning and rationale as to why the application was approved with the obvious and substantial number of concerns and objections from residents about the development. Further to this, residents have raised numerous concerns around the visual amenity of this lot as well as the proposed shopping centre lot as this area is the first area that is seen by all residents and visitors to the estate and is currently a visual eyesore and is poorly maintained. Furthermore, we request that the Council communicate with the land owners/developers to improve the maintenance and visual amenities of these sights as a matter of public interest as well as their own interest of land valuations in the area.

Staff Comment:

In relation to DA 2023/273, Council staff have delegated authority to determine development applications, and this application was determined in accordance with the delegations. Of note, under Council's Delivery Program and Operational Plan targets, Council has a target of at least 95% of all DAs being determined under delegated authority.

It is acknowledged that there were numerous submissions that raised concerns in relation to the proposed development. Each of the matters raised was considered in the assessment process.

The DA was granted approval as the assessment of the application concluded that the relevant statutory planning provisions had been met and suitable conditions could be applied. The number of objections received in relation to a DA is not in itself a reason for refusal of a proposal (and similarly the number of submissions in favour of a proposal is not a reason for approval).

As part of the approval, the timeframe for the use of the stockpiles was reduced to five years (that applicant sought a 10 year period). A condition of consent requiring the stockpile site to be maintained in a safe, healthy and weed free condition has also been applied.

A copy of the assessment report can be requested by contacting Council's Information Management Section.

In relation to the proposed commercial development site, a customer request has been logged in relation to concerns about the condition of the site. This is being followed up by staff in accordance with established process for engaging with landholders about overgrown land and land maintenance.

**Attachment(s)**

Nil

**8.7 Business With Notice - Dementia Inclusive Ballina Alliance - Cause of Fish Kill in the Borrow Pit near Southern Cross Drive**

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**8.7 Business With Notice - Dementia Inclusive Ballina Alliance - Cause of Fish Kill in the Borrow Pit near Southern Cross Drive**

Meg enquired what is the cause of the fish kill in the lagoon beside Southern Cross Drive near the turnoff to the Waste Disposal Unit (Borrow Pit) and how can this be prevented in the future.

Staff Comment:

There has been a recent fish kill in the old borrow pit between the Ballina Shire Council depot and waste facility, with large dead mullet observed floating on the surface.

Council become aware of the situation on 19 February 2025 and Environmental Health Officers undertook water quality monitoring on 20 February 2025. The results indicate algae was present in the water, dissolved oxygen was recorded at 2.5 – 3 mg/L and the water temperature was 26 degrees.

These water quality conditions explain a fish kill of this type. In cases like this, the biggest fish die first as they have a higher biological oxygen demand than smaller fish.

NSW Fisheries officers also attended the site and recorded low dissolved oxygen levels. Fisheries have indicated no further action is intended.

The old borrow pit is not connected to a natural waterway so the fish kill has been isolated. The environmental conditions observed can happen from time to time unfortunately and no intervention or mitigation measures are proposed by Council.

**Attachment(s)**

Nil

**8.8 Business With Notice - St Vincent de Paul - Future Uses for Wollongbar, Wardell and Ballina Pods**

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**8.8 Business With Notice - St Vincent de Paul - Future Uses for Wollongbar, Wardell and Ballina Pods**

Janet Chester requested Council consider using the Wollongbar, Wardell and Ballina pods for:

- a. DV refuge
- b. Affordable housing for homeless people (~1/3 of income)
- c. Affordable housing for essential services workers.

Staff Comment:

Wardell pods are situated on Crown Land and Ballina pods are situated on land owned by TAFE NSW. Both are managed by State Government.

Wollongbar pods are situated on Council land, with Council having leased the open space only.

The pods are the property of NSW Reconstruction Authority and they have entered into a contract to decommission the sites. The pods are State Government assets who make the decision as to what happens to the pods.

**Attachment(s)**

Nil

**8.9 Business With Notice - St Vincent de Paul - Aboriginal Recruitment for Youth Development Officer**

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**8.9 Business With Notice - St Vincent de Paul - Aboriginal Recruitment for Youth Development Officer**

St Vincent de Paul applaud the idea of appointing a Youth Development Officer. Could Council consider designating this as an Aboriginal position? This would better capture both indigenous and non-indigenous youth in need.

Staff Comment:

Council will consider as part of our workforce planning process a submission in our Strategic Planning Section for a part time role of Youth Development Officer. The role is currently unfunded.

Council's Community Engagement Strategy identifies an opportunity to target and tailor engagement to reach under-represented groups such as youth.

For Council to consider designating the role, Council would be required to apply through the Anti-Discrimination Board for an exemption under section 126 of the Act, giving permission to favour a particular group of people relating to the specific role.

Council's EEO Management Plan includes measures to increase the participation of each EEO target group including Aboriginal and Torres Strait Islander. This is a general consideration with any new role in the organisation structure.

Council recently met with the NSW Police and TAFE to discuss the Direct Employment Program in Aboriginal Apprenticeships and Traineeships. The Precise Air Aboriginal Pathways (PAAP) program is an employment pathway program, but also offering a chance for participants to learn more about their own culture and build a sense of community. This is a regional initiative, and Council will liaise with TAFE on the program.

**Attachment(s)**

Nil

**8.10 Business With Notice - St Vincent de Paul - Draft Delivery Program and Operational Plan (DPOP) 2025/26**

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**8.10 Business With Notice - St Vincent de Paul - Draft Delivery Program and Operational Plan (DPOP) 2025/26**

Janet enquired if the Draft Delivery Program and Operational Plan (DPOP) was available.

Staff Comment

The draft Delivery Program and Operational Plan (DPOP) 2025/26 – 2028/29 will be reported to the 8 April 2025 Finance and Facilities Committee meeting and will be exhibited in May.

**Attachment(s)**

Nil

**8.11 Business With Notice - St Vincent de Paul - Government Financial Support for Employing Indigenous Youth in Apprenticeships and Traineeships**

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**8.11 Business With Notice - St Vincent de Paul - Government Financial Support for Employing Indigenous Youth in Apprenticeships and Traineeships**

Janet advised that NSW Government is offering financial support to Councils to employ indigenous youth in apprenticeships and traineeships and enquired if Council are taking up this opportunity?

Staff Comment:

Council is regularly seeking opportunities to increase the participation of Aboriginal and Torres Strait Islander people. Council recently applied for grant funding and received provisional approval by the NSW State Government to employ up to fifteen Trainees, Apprentices and Cadets, with these roles now being recruited. Council has considered opportunities through the Elsa Dixon Employment Grant program.

Council is working directly with employment service providers (such as Verto and Tursa) on pre-employment programs. We are actively facilitating work experience for students and providing detailed information into career pathways with Council. Council has held several industry day and try a trade tours and connected with Real Futures for women to discuss opportunities for indigenous women.

Council reaches out to School Careers Advisors and attends various events that support indigenous youth.

**Attachment(s)**

Nil



**8.12 Business With Notice - St Vincent de Paul - Council Hall / Room Hire Spaces**

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**8.12 Business With Notice - St Vincent de Paul - Council Hall / Room Hire Spaces**

Janet enquired if Council have a room/hall available for rent on a regular basis on the same days? The space would be used by Lismore Casino Community Corrections to run DV and Sober Driver courses in Ballina.

Staff Comment:

Council has various spaces available on a regular basis throughout the shire. To enquire about availability or make a booking please visit the Community Spaces website (link is provided below).

[Community Spaces - Our Venues](#)

**Attachment(s)**

Nil

**8.13 Business With Notice - Ballina Lighthouse and Lismore Surf Life Saving Club - Maintenance to Ballina Surf Club Building**

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**8.13 Business With Notice - Ballina Lighthouse and Lismore Surf Life Saving Club - Maintenance to Ballina Surf Club Building**

Karen Perris would like to add the following points for discussion at the meeting in relation to maintenance to Ballina Surf Club building:

1. Oil/Grease leaking from above tenant into Patrol Gear Shed

Staff comment:

The Sublessee (Capiche) was notified of the issues with leaks from their tenancy into the ceiling space below.

They advised in December that works had been done to rectify these issues.

Council have recently advised Capiche that rectification works have not addressed the relevant issues and requested they contact their contractor to attend the site to investigate.

2. Leaking pipes from tenant above in training room

Staff comment:

The Sublessee (Capiche) was notified of the issues with leaks from their tenancy into the ceiling space below.

They advised in December that works had been done to rectify these issues.

Council have recently advised Capiche that rectification works have not addressed the relevant issues and requested they contact their contractor to attend the site to investigate.

3. Door at eastern end (surf end) of training room is broken

Staff comment:

A Customer Request (146566/2025) was lodged and Council carpenters attended the site. The door repaired on 27 February 2025.

4. Rat issue, at least 3 dead rats removed from ceiling cavity (from tenant above)

Staff comment:

The sublease for both Capiche and Ballina Lighthouse and Lismore Surf Lifesaving Club include a clause that the sublessee is responsible for ensuring the property is free of all vermin including rats and mice.

External rodent stations are serviced regularly at site by Council contractor.

**8.13 Business With Notice - Ballina Lighthouse and Lismore Surf Life Saving Club - Maintenance to Ballina Surf Club Building**

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5. Request for additional ceiling tiles to be able to replace damaged ones from leaking issues

Staff comment:

Council staff will arrange replacement of ceiling tiles once rectification works have been complete.

6. Access door near office to upstairs often left open by tenant above

Staff comment:

Council has advised Capiche are to ensure doors are kept closed when not in use.

7. Lift not working and no signage advising the public.

Staff comment:

Lift contractor attended on 21 February 2025 and repaired the lift.

**Attachment(s)**

Nil

**8.14 Business With Notice - St Vincent de Paul - Completion Date for MOU with Jali**

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**8.14 Business With Notice - St Vincent de Paul - Completion Date for MOU with Jali**

Janet Chester raised how Lismore Council is progressing with their RAP. It is understood that Council is working on an MOU with Jali, but it also understood that Jali has no interest in initiating Council's RAP. The process must start with Council and reach out to the indigenous community for input, as is being done by Lismore Council. Is there a date for the completion of this MOU with Jali?

Staff Comment:

Councillors received a briefing on draft partnership agreements with the Jali LALC and Burabi Aboriginal Corporation in February 2025. Council is now working with these two organisations to finalise the agreements. It is anticipated these agreements will be reported to the elected Council by the middle of the year.

**Attachment(s)**

Nil

9. Business Without Notice

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**9. Business Without Notice**

Nil Items

## **10.1 Council Documents on Exhibition**

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### **10. Council Documents on Exhibition**

#### **10.1 Council Documents on Exhibition**

##### **Documents on Exhibition**

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

[Your Say Ballina](#)

There are currently no documents on public exhibition.

##### **Attachment(s)**

Nil

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

**11. Next Meeting / Future Meeting Dates**

Next meeting is scheduled for Tuesday 13 May 2025 at 4:00pm.

Tuesday, 13 May 2025 at 4:00pm

Tuesday, 8 July 2025 at 4:00pm

Tuesday, 9 September 2025 at 4:00pm

Tuesday, 11 November 2025 at 4:00pm

**12. Meeting Closure**