

ATTACHMENTS TO

Ordinary Meeting Business Paper 24 July 2025

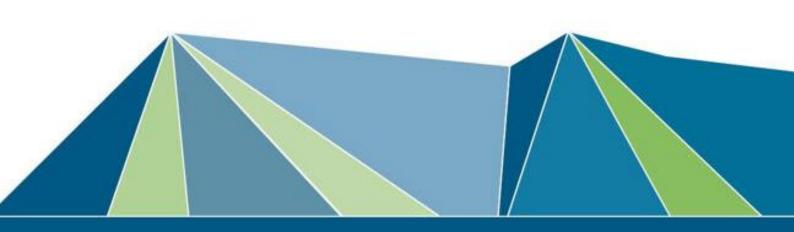


Table of Contents

8.1	Newrybar Village Centre - Streetscape Master Plan - Adoption						
	Attachment 1:	Newrybar Streetscape Master Plan Revised Draft July					
		2025	3				
	Attachment 2:	Newrybar Streetscape Master Plan - Appendix A Initial					
		Community Engagement	56				
	Attachment 3:	Newrybar Streetscape Master Plan - Community					
		Engagement Public Exhibition Feedback May 2025	96				
8.2		ealm Framework - Draft					
	Attachment :	Place and Public Realm Framework - Draft	133				
8.3	Development Applications - Works in Progress - June 2025						
0.0	Attachment 1:	Undetermined DAs (Under Assessment 90 Days) - 1 April					
	, tttdoriii ont ii	2025 - 30 June 2025	164				
	Attachment 2:	Two Things DA Assessment Process Recommendations -					
	, <u>_</u> .	Action Plan	167				
9.6		laming of Council Owned Facilities Policy					
	Attachment :	Policy (Review) - Naming of Council Owned Facilities	181				
0.12	Dolivory Brogram o	and Operational Plan 20 June 2025 Paview					
9.13	Attachment :	and Operational Plan - 30 June 2025 Review Delivery Program and Operational Plan - 30 June 2025					
	Allaciinent.	Review	186				
		TO VICW	100				
9.14	Capital Expenditure - 30 June 2025 Review						
	Attachment 1:	Capital Expenditure - 30 June 2025 - Division - Planning					
		and Environmental Health	227				
	Attachment 2:	Capital Expenditure - 30 June 2025 - Division - Corporate					
		and Community	228				
	Attachment 3:	Capital Expenditure - 30 June 2025 - Division - Civil					
		Services - Emergency Services, NEWLOG and Resource					
		Recovery	230				
	Attachment 4:	Capital Expenditure - 30 June 2025 - Division - Civil					
		Services - Water Operations	231				
	Attachment 5:	Capital Expenditure - 30 June 2025 - Division - Civil					
		Services - Wastewater Operations	232				
	Attachment 6:	Capital Expenditure - 30 June 2025 - Division - Civil					
		Services - Engineering Works	234				
10.3	Policy (Review) - Water and Wastewater Connections						
	Attachment 1:	Policy (Review) - Water and Wastewater Connections	227				
	Attachment 2:	Policy (Current) - Water and Wastewater Connections					
	Attachment 3:	Water and Wastewater Connection Standards - July 2025.					
	, addining it J.	vvator and vvastowator connection standards - July 2023.	250				

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People will never know how a place was designed, people will rarely know who designed it, but people will always remember how it made them feel."





Acknowledgement of Country

Our team acknowledges the important role Aboriginal and Torres Strait Islander people play within the design, arts and placemaking community.

Our team acknowledges the Bundjalung people, the traditional custodians of the land on which Newrybar stands.

We acknowledge their continuing connection to the land and community and pay our respects to their lore, culture and customs.

We pay respect to their elders and community leaders past, present and emerging.





Contents

1.0 / Introduction & Background	05	4.0 / Master Plan	21	6.0 / Streetscape Elements
Project background and process		Master Plan Overview		Paths and Pavements
Site Context		Design Strategies		Furniture
Site Observations		Entries and gateways		Walls and Signage
		Vehicle circulation and car parking		Lighting
2.0 / What We've Heard	12	Pedestrian circulation		Art and Interpretation
Who we spoke to		Seating and amenities		
Who is Newrybar		Key Master Plan precincts		
What is working well				7.0 / Conclusion
Where is Newrybar going		5.0 / Master Plan Key Areas	28	
Community Aspirations		Northern Arrival and Entry		
2.0 / Duning t Vining	17	Southern Entry		8.0 / Appendix
3.0 / Project Vision Place Values	17	Hinterland Way		Engagement Summary
Design Drivers		Brooklet Road and Arrival		3 3
Design Drivers		Town Centre		
		Old Pacific Highway South		



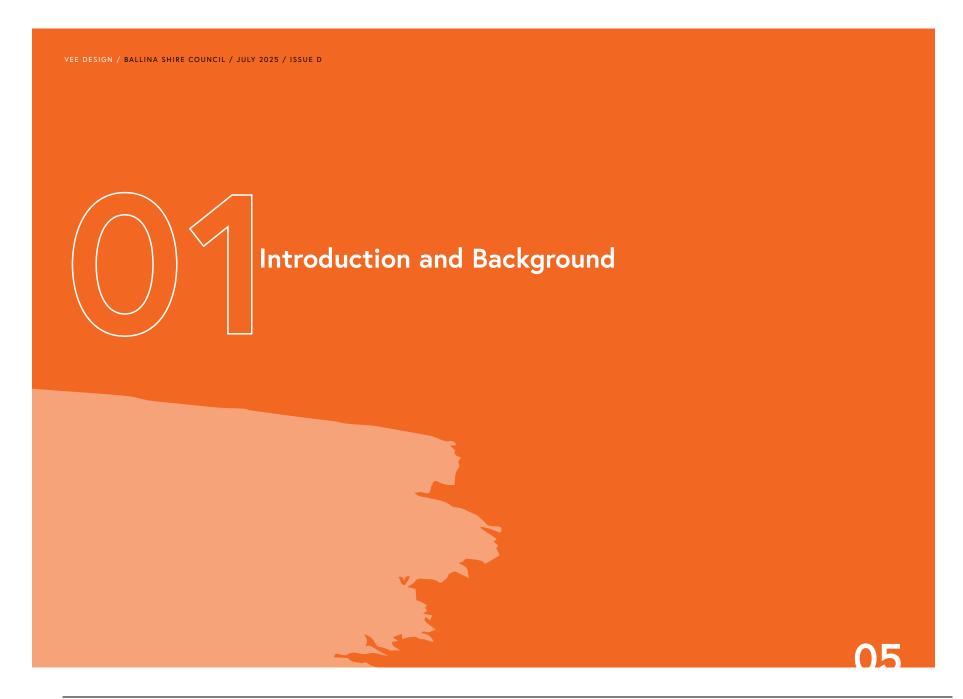
Document register

Issue	Date	Prepared by	Approved by	
D	07/07/25	AL / DH	DH	
С	11/03/25	AL / DH	DH	
В	05/03/25	AL / DH	DH	
Α	01/02/25	AL / LC / DH	DH	



44

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Introduction and Background

The Newrybar Streetscape Master Plan project seeks to enhance the public domain of Newrybar, a historic village located in the rural hinterland of Ballina Shire. Renowned for its old-world charm, vibrant community, and picturesque setting, Newrybar has evolved as a popular day-trip destination for locals and visitors alike. The village's unique character, shaped by its colonial heritage and boutique businesses, is a key attraction and forms the foundation of its identity. However, increasing development pressures, traffic demands, and infrastructure constraints have highlighted the need for a strategic approach to design of the public realm while preserving the qualities that make Newrybar distinctive.

The Newrybar Streetscape Master Plan aims to build on the community's vision by identifying opportunities to enhance the streetscape and public realm while addressing key issues such as traffic flow, pedestrian safety, car parking capacity, and accessibility. By engaging with the local community and stakeholders, the master plan will explore realistic and achievable design solutions that reflect community aspirations and maintain the quiet rural atmosphere. Key opportunities include improving pedestrian and vehicular circulation, creating green spaces, incorporating public art, and enhancing the village's activation potential through outdoor dining and event-friendly spaces.

A collaborative and design-focused approach will guide the development of the master plan, ensuring that it balances Newrybar's unique character with practical infrastructure solutions. The master plan will identify priority works, and offer a clear pathway for Council and the community to achieve meaningful and sustainable outcomes that support Newrybar's future while respecting its heritage, environment, and community values.

Application

The Newrybar Streetscape Master plan applies primarily to the public realm however also, sets out the community vision and 'place values' for the future of the broader Newrybar Village. The Place Values collectively represent what the community love about Newrybar as a whole (public and private domains), and their aspirations for the future. The vision and place values should be used as quidelines to assist decision making relating to future change in the village.

The design strategies articulate the key principles of the master plan that work towards achievement of the community vision specifically within the Newrybar streetscape. The Master Plan Key Areas plans describe the design features of the streetscape to guide further detailed design.













Community-led Process

The development of the Newrybar Streetscape Master Plan followed a thorough and collaborative process designed to ensure the final outcomes were deeply informed by community values, stakeholder insights, and technical expertise.

The process began with a **Discovery Phase**, during which the project team conducted an inception meeting, site visits, and a detailed review of relevant strategies, policies, and previous engagement outcomes. This initial phase provided a comprehensive understanding of Newrybar's unique context, opportunities, and challenges, forming the foundation for the master plan.

In the **Engagement Phase**, the team facilitated a series of collaborative workshops and online engagement activities. These sessions brought together residents, business owners, and other stakeholders to co-create a vision for Newrybar. Through this process, community members provided real-time feedback on emerging concepts, helping to refine the master plan to reflect shared aspirations. Particular focus was given to key issues such as traffic flow, pedestrian safety, car parking, and the enhancement of green spaces, ensuring the proposed solutions were both realistic and aligned with community priorities.

The final stage involved the Master Plan Development, where insights from the engagement and discovery phases were synthesised into a cohesive and actionable master plan. The draft plan was presented for feedback to both Council and the community, ensuring alignment with the vision established through the earlier phases. Following the formal public exhibition, additional review sessions were held with Council officers and key main street business operators to consider specific feedback and practical implementation challenges. This further input informed a number of refinements to the draft master plan to improve clarity, ensure feasibility, and strengthen community support.

The resulting **Newrybar Streetscape Master Plan** provides a detailed framework for revitalisation, including priority works, staging, and implementation strategies, delivering a clear pathway for revitalising Newrybar into a vibrant, functional, and sustainable public domain.



Site Context

The Newrybar Streetscape Master Plan is set within the rural hinterland of Ballina Shire, a region renowned for its natural beauty, heritage charm, and vibrant community life. Situated just 15 kilometres from Byron Bay and within close proximity to Bangalow and Ballina, Newrybar serves as both a gateway for visitors exploring the Northern Rivers and a vibrant village with a distinct identity.

Established in the late 19th century, Newrybar has retained much of its historic character, with colonial-era buildings and streetscapes reflecting its roots as a timber and agricultural settlement. Over time, it has evolved into a destination village, celebrated for its boutique businesses, artisanal offerings, local cuisine and close-knit community.

The master plan builds on Newrybar's historical, cultural and geographical significance, aligning with previous community engagement efforts and regional planning frameworks. As a village of heritage importance, preserving its old-world charm is critical while addressing contemporary challenges such as traffic management, pedestrian accessibility, and infrastructure limitations. The plan also acknowledges Newrybar's role within the broader region, catering to both residents and the growing number of visitors drawn to the area's rich cultural and natural attractions.

Recognising the local people of the Bundjalung nation as the traditional custodians of the land, the plan seeks to honour the Indigenous cultural values embedded in Newrybar's landscape. By integrating local insights, historical context, and environmental considerations, the streetscape master plan provides a forward-looking framework that balances preservation with sustainable change. This approach ensures Newrybar remains a cherished and functional village for future generations while continuing to attract visitors from across the Northern Rivers and beyond.

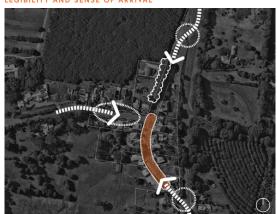




Site Observations

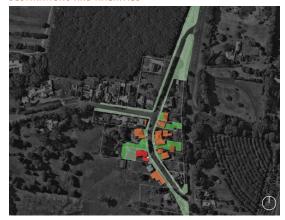
A detailed site analysis of Newrybar reveals key insights into how the village currently operates and functions. While Newrybar has a distinct character and strong local identity, several aspects of its streetscape, vehicle movement, pedestrian connectivity, and public spaces present opportunities for enhancement. The following observations assess the village's current conditions, highlighting strengths, challenges, and areas for improvement. These observations highlight the key areas where targeted improvements can enhance the village's functionality, accessibility, and public realm while maintaining its distinctive charm and character.

LEGIBILITY AND SENSE OF ARRIVAL



- **01** The turnoff to Newrybar from Hinterland Way is easily missed, with minimal signage and no clear gateway treatment.
- O2 There is no distinct sense of arrival when entering the village from Hinterland Way, with signage that does not reflect Newrybar's unique identity and character.
- 03 A stand of Fig Tree and Camphor Laurel trees provides some unstructured sense of arrival from the north.
- 04 Brooklet Road provides a key entry point from the west, but the transition into the village is abrupt and lacks a defined arrival experience.
- 05 The heart of the village is well-defined by the historic general store and community hall.
- 06 The village turns its back on the section of Hinterland Way between the Old Pacific Highway entries, reducing visibility and legibility for passing traffic.

DESTINATIONS AND AMENITIES



- 01 Newrybar's craft shops, boutiques, general store, restaurant, bakery, and café create strong destinations that attract both locals and visitors.
- 02 The Wednesday night Twilight Markets offer activation of th emain street
- 03 The Produce Store serves as an important local destination for locals.
- 04 The historic community hall, owned by Council, provides a flexible community space and is the only publicly accessed building in the village.
- 05 The Rural Fire Brigade building, located on public land adjacent to the hall, plays a critical emergency service role but does not contribute to village activation.
- O6 Public open space is limited, with the road reserve functioning as the regular public domain.
- 07 Informal private open spaces, associated with cafés and shops, offer valuable gathering areas with blurred edges between public and private land.
- 08 Extended road reserve to the north and south of the Old Pacific Highway are underutilised and lack visual appeal or functional amenity.













Site Observations

VEHICLE MOVEMENT



- **01** The village is located along the Old Pacific Highway, with two-way vehicle movement through the main street.
- O2 The village was originally established along the Old Pacific Highway, which has since been bypassed twice—first by Hinterland Way and later by the M1 Motorway. These changes have reshaped the village's form, function, and connectivity.
- **03** The existing road configuration with dual carriageways create a vehicle-dominated streetscape.
- O4 Traffic congestion is exacerbated by undefined car parking, an informal bus stop, access to petrol bowsers at the general store, delivery vehicles servicing the Produce Store and increased popularity as a tourist destination.
- 05 Emergency vehicle access is impacted by a lack of dedicated parking for fire brigade staff, causing occasional vehicle conflicts.

CAR PARKING



- O1 Public car parking in the village is limited, with all spaces located onstreet.
- 02 Most on-street parking consists of parallel bays, with a small section of nose-in angle parking.
- O3 Some dedicated off-street parking exist at the rear of some shops, however, these are not well used.
- 04 Undefined parking results in inefficient use of space and, at times, illegal parking which leaves no space for safe pedestrian movement.
- O5 Some private off-street parking exists, available to staff and customers, but remains undefined, offering little relief to public parking demand.
- 06 Mid-week, off-peak parking demand is generally manageable, but peak periods create significant parking pressure on the village.















Site Observations

VILLAGE SCALE AND HISTORIC CHARM



- O1 While Newrybar has a strong historic feel, the only truly historic buildings are the Old General Store, complete with operational petrol bowsers, the Community Hall and the Bakery building to the rear of the existing restaurant.
- Other private commercial buildings contribute to the village's character, reinforcing its colonial and rural heritage appeal.
- O3 Many commercial buildings directly address the street, with some housing multiple tenancies, offering strong public interfaces that blur the boundary between public and private space, enhancing the village atmosphere.
- 04 The village spans approximately 120 metres from the Brooklet Road intersection to the Produce Store, with a largely active streetscape, though some gaps disrupt continuity.

PEDESTRIAN CIRCULATION



- O1 While it is possible to walk the length of the village, pedestrian connectivity is often obstructed by car parking conflicts and disjointed footpaths.
- 02 Inconsistent footpath treatments reduce visual cohesion, though the variety of materials contributes to the artisan character of the village.
- 03 Informal pedestrian connections exist behind private buildings on the eastern side, providing access to publicly used, private open space and Hinterland Way.
- O4 There are no formal pedestrian connections between the village and Newrybar Public School to the north, limiting school-related pedestrian activity in the village.
- 05 Brooklet Road lacks formal pedestrian pathways, making it difficult for visitors parking along this road during peak times to safely access the village.















What we heard from Community

This Master Plan aims to produce a roadmap that will thoughtfully guide future public realm decisions through a unified community vision, while maintaining its quiet rural atmosphere and historic old-world charm. Prior to embarking on any design works, the team undertook a comprehensive engagement process, outcomes of which have been captured in this section.



Who is Newrybar

Throughout the face to face touchpoints and online engagement, a clear picture of Newrybar's identity was uncovered. The following word cloud shares findings aligned across both the survey and community and school workshops, providing a holistic insight into Newrybar through a community lens

Who we spoke to and how

To fully capture the broad range of views within the Newrybar community, engagement tactics directly targeted key stakeholders including:

- 01 Local businesses and community organisations.
- 02 Local young people via Newrybar Public School.
- 03 Broader community including those who live, work and play in Newrybar.

To ensure that all community members had the opportunity to contribute to the visioning and ideas generation phase of the project, a variety of engagement tools and techniques were employed. These spanned face to face and online touch-points, seeking to reach a diversity of local and visitor voices.



What we heard from Community

What is working well

The survey asked respondents to consider what about Newrybar is currently working well. Common responses included:

- The businesses in general, especially those within the hospitality industry.
- The character of Newrybar's buildings.
- The attraction of visitors and tourists.
- The weekly Twilight Markets.

Where is Newrybar going?

As well as unpacking local identity and existing perceptions, the community were invited to share their ideas and aspirations for the future across each of the engagement touchpoints. These aspirations were used to inform the creation of a unified vision and values for Newrybar.

"The varied types of businesses from cafe, massage, homewares and the rustic seating areas and little seating gems you find everywhere. The Wednesday afternoon markets."

- Survey Respondent, Q2

"Newrybar is a charming rural town. Its drawcard is the picturesque old buildings and the offerings of both food and fashion, desirable for both tourist and residents alike."

- Survey Respondent, Q2

"Car parking, public amenities and seating for older people is essential for the area. People drive off and don't visit due to this. This impacts the businesses in the village. Even parking on Hinterland Way with walkways through to the Village would be ideal."

- Survey Respondent, Q3

When asked to suggest one big idea for how we can make Newrybar a better place to live, work and play, the following themes emerged:



Car parking



Street adjustments (speed + width + one direction)



Public community space



Public amenities (seating / shade / toilets)



Events + activations



Walkability, pathways + better signage

What we heard from Community

Community Aspirations

At the first community workshop, participants were asked to consider Newrybar in 15 years and to think about the biggest areas of opportunity. The following key themes emerged:

- 01 Recognise the beautiful buildings and local character
- O2 Honour and support businesses in town as they are a cornerstone of the village's success
- O3 Preserve the town's identity and remain different to other nearby areas
- 04 Use natural materials, building on existing streetscape elements
- 05 Preserve the scale and size of the town, retaining a closeknit community feel
- O6 Preserve and emphasise the charming characteristics of the town, such as the ties to the agriculture in the main street.

Most Supported Ideas

The top 5 most supported ideas (out of 17 options).





Trader + pop up insights

The trader walk around revealed some key points of alignment across the businesses regarding aspirations for the town.

- Parking is the biggest challenge, however ensure it isn't overdone.
- Protect the charm and the vibe of the town, keeping a balance between locals and visitors.
- More signage is required (particularly on the highway) to encourage people to visit.
- Pedestrian connectivity needs to be improved.
- Reduce speeds and consider making the main street one way for vehicles.

What we heard from Community | a summary of the key themes & direction

Key Themes and Direction from Community Engagement

The community engagement process revealed strong and clear community directions for the future of Newrybar, focusing on maintaining the village's character, functionality, and community life. The following six key themes where explicit across all community engagement:

Preserving Newrybar's unique village charm

The community values the small-scale, historic feel of Newrybar and wants future enhancements to respect its identity.

Enhancing pedestrian safety and movement

There is strong support for traffic calming, improved crossings, widened footpaths, and safer pedestrian connections.

Formalising car parking and improving vehicle circulation

The community supports structured car parking solutions and a one-way traffic system to ease congestion and improve accessibility.

Creating more public open space and amenities

A desire for more shade, seating, public gathering spaces, and green areas was consistently expressed.

Strengthening community connection and activation

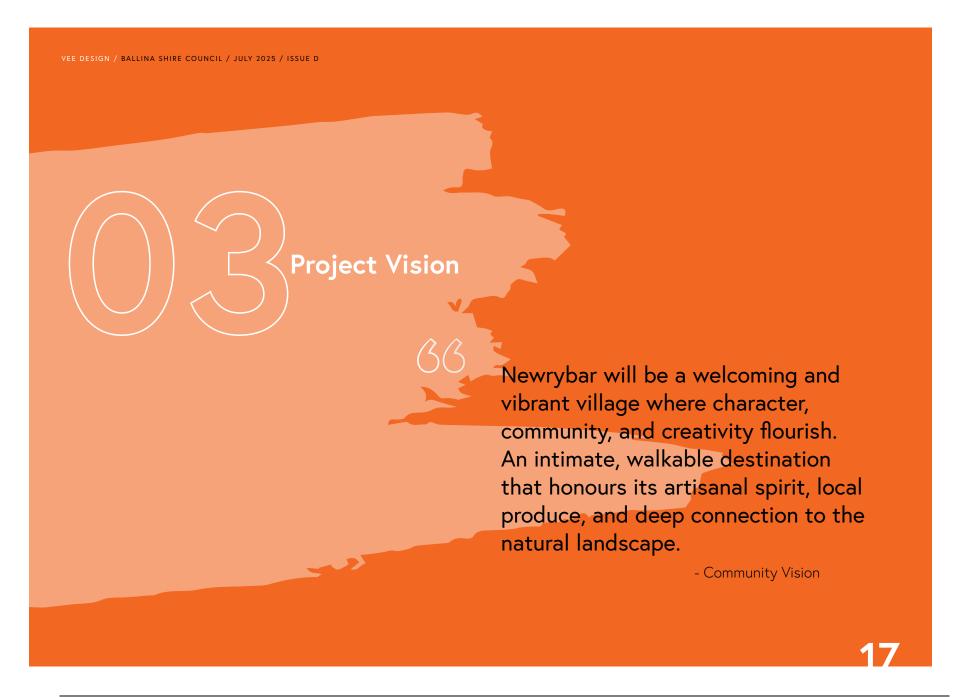
Locals want more opportunities for community-led events, local markets, and activations.

Celebrating Newrybar's artisanal and agricultural identity

The paddock-to-plate philosophy, boutique retail, and local craftsmanship should be highlighted through design, materials, and public art.

Aligning Key Themes with Place Values and Master Plan Considerations

Each of these six key themes aligns with Newrybar's five place values outlined in section **3.0 Project Vision**, and they have been embedded into the master plan presented in section **4.0 Master Plan**.



Place Values

The project Place Values become the sounding board for all future design decision. They collectively represent what is loved about Newrybar now, along with community and stakeholder aspirations for the future, discovered through the extensive community engagement undertaken and summarised in section 2.0 What we Heard. The Place Values establish an important guide for the project, particularly as the project progresses forward into the future. The combination of all Place Values is what makes Newrybar unique to any other place, now and into the future



Authentic Village Charm

Honour Newrybar's intimate village scale and historic character, enhancing a main street that celebrates its unique heritage character and invites people to connect with its timeless charm, providing a peaceful retreat in the countryside that contrasts with nearby busier destinations.



Memorable Artisanal Experiences

Nurture Newrybar's identity as a vibrant artisan hub, celebrating the village's distinctive craftmanship and passionate business community through spaces that reflect its refined, boutique character.



Home Grown Produce and Flavours

Strengthen Newrybar's identity as a culinary destination rooted in local agriculture, linking the streetscape to the richness of farm-to-table practices and local seasonal produce to be enjoyed by locals and visitors alike.



Honouring the Big Scrub and Connection to Country

Celebrate the rich natural heritage of the Big Scrub rainforest and Newrybar's connection to Country, integrating native plantings and stories that ground the town in its unique landscape and Indigenous roots.



Fostering a Connected Community

Enhance Newrybar's welcoming atmosphere as an intimate local hub, creating spaces that encourage community connection and gathering, support local businesses, and invite peaceful enjoyment of the village.



Newrybar will be a welcoming and vibrant village where character, community, and creativity flourish. An intimate, walkable destination that honours its artisanal spirit, local produce, and deep connection to the natural landscape.

- Community Vision

Design Drivers

The design drivers translate the community's aspirations into tangible outcomes, ensuring the master plan reflects Newrybar's identity, character, and future vision. Developed in response to extensive community engagement, the place values capture what matters most to residents and businesses.

By following these design drivers, the master plan aligns with these values, shaping streetscape improvements, public spaces, and movement networks in a way that enhances village life.

This approach ensures a cohesive, functional, and sustainable design that strengthens Newrybar's charm, liveability, and long-term resilience while staying true to the community's vision.

Authentic Village Charm



Retaining Newrybar's unique identity and intimate village scale

Key Community Objective:

Honour Newrybar's intimate village scale and historic character, enhancing a main street that celebrates its unique heritage character and invites people to connect with its timeless charm.

Design Objectives:

- Authentically link user experience with heritage character.
- Include interpretive signage and elements to foster a sense of discovery and connection to the village's roots.
- Create a cohesive design language for all public realm improvements.
- Blur the edges between public and private land, enabling both domains to seamlessly align.

Memorable Artisanal Experiences



Celebrating the village as a destination for boutique retail and craftsmanship

Key Community Objective:

Nurture Newrybar's identity as a vibrant artisan hub, celebrating the village's distinctive craftmanship and passionate business community through spaces that reflect its refined, boutique character.

Design Objectives:

- Prime the public realm as the canvas for artistic expression by developing adaptable public spaces for markets and pop-ups.
- Integrate refined rustic materials and temporary discovery art elements throughout the streetscape to honour the village's bespoke spirit and artisanal values.

Design Drivers

Home Grown Produce and Flavours



Strengthening Newrybar's farm-to-table culture and culinary appeal

Key Community Objective:

Strengthen Newrybar's identity as a culinary destination rooted in local agriculture, linking the streetscape to the richness of farm-to-table practices and local seasonal produce.

Design Objectives:

- Create a sensory connection to the village by integrating small edible gardens and outdoor dining areas.
- Encourage events and attractions that showcase local produce.
- Encourage businesses to showcase their wares including along the street and enable a vibrant, eclectic and undoubtedly local atmosphere.

Honouring the Big Scrub and Connection to Country



Integrating Indigenous cultural narratives and local ecology

Key Community Objective:

Celebrate the rich natural history of the Big Scrub rainforest and Newrybar's connection to Country, integrating endemic plantings and stories that ground the village in its unique landscape and Indigenous roots.

Design Objectives :

- Use native planting species reflective of the Big Scrub, creating an informal, lush and biodiverse streetscape.
- Include interpretive elements that celebrate Indigenous knowledge and connection to Country.
- Foster respect and awareness of the landscape's ecological and cultural significance.

Fostering a Connected Community



Creating inclusive and welcoming public spaces

Key Community Objective:

Enhance Newrybar's welcoming atmosphere as an intimate local hub, creating spaces that encourage community connection and gathering, support local businesses and invite peaceful enjoyment of the village.

Design Objectives:

- Provide shaded seating and flexible gathering spaces that can be adapted for local events.
- Promote public traffic calming measures which slow vehicles and prioritise pedestrians.
- Formalise car parking to improve both connectivity and accessibility to the main street.
- Create more open space within the village to encourage community interaction and engagement.
- Provide safe and formalised crossing points from the school to the village to encourage connection and youth engagement.



Master Plan Overview

The Newrybar Streetscape Master Plan is a community-led, place-based vision that sets a thoughtful and sustainable roadmap for the future of Newrybar village.

Grounded in extensive engagement with local residents, businesses, and stakeholders, the master plan reflects the collective aspirations of the community while respecting the village's unique identity and character.

By addressing key challenges such as traffic flow management, pedestrian safety, public amenities, and connectivity, the plan balances practical solutions with the preservation of Newrybar's old-world charm and rural character.

This visionary framework ensures that future enhancements align with community values, fostering a vibrant, accessible, and cherished village for generations to come.



Design Strategies

Entries and Gateways

The Newrybar Master Plan enhances the village's sense of arrival by establishing distinctive and welcoming entry gateways. A new primary entry will be created at the northern turn-off from Hinterland Way, marking a clear and memorable gateway into the village. This entry will feature eye-catching signage, designed to reflect Newrybar's character and identity, ensuring it is easily recognisable to both visitors and locals. To enhance visibility and announce the approach, landscape treatments will be introduced approximately 100 metres prior to the turn-off, creating a visual cue that guides vehicles towards the village.

The Brooklet Road intersection will serve as an important secondary entry into the heart of Newrybar. A reconfiguration of the intersection will soften the visual impact of the road, incorporating planting, secondary signage, and streetscape elements that reinforce the village's unique charm. These improvements will enhance legibility, create a stronger sense of place, and provide a more inviting transition into Newrybar's core.

LEGEND





Secondary Entry Gateway



One-way Low Speed Zone (30kn/ hr)



Existing Conditions





Design Strategies

Vehicle circulation and car parking

The Newrybar Master Plan proposes key changes to vehicle circulation and parking to improve safety, accessibility, and streetscape appeal. The southern section of the Old Pacific Highway will be converted to one-way southbound from the Brooklet Road intersection, allowing the carriageway to be narrowed. This enables wider verges for improved pedestrian movement, landscaping, and streetscape enhancements.

Parking will be optimised by realigning the angled parking in front of the restaurant to formalised parallel parking on both sides of the road. Additional parallel parking along Hinterland Way will help manage peak-period demands without compromising the village's character. To ensure equitable access for all visitors, dedicated Accessible car parking spaces will be provided in accordance with the ratio specified by Australian Standards, ensuring compliance and ease of use for people with disabilities.

The proposed changes result in a modest reduction in car parking spaces through the core of the village but deliver significant gains in streetscape quality and pedestrian safety. Compared to the existing layout, which includes a total of 102 on-street spaces across the Old Pacific Highway (North and South), the proposed Master Plan provides 76 on-street bays in these areas, many of which replace non-compliant 90-degree bays with safer parallel parking. These reductions are balanced by the formalisation of 35 new on-street parking spaces along Hinterland Way and the introduction of a 35-metrelong bus layby, north of the village along the Old Pacific Highway

This adjustment reflects a deliberate and important balance between maintaining access for vehicles while enhancing the comfort, safety, and visual appeal of the pedestrian realm. By prioritising a walkable, shaded, and engaging public environment, the master plan aims to support the ongoing prosperity of Newrybar, encouraging longer visits, increased foot traffic to local businesses, and a more vibrant village experience.

LEGEND

─ Vehicle travel direction

----- Parallel Car parking

---- Loading Zones



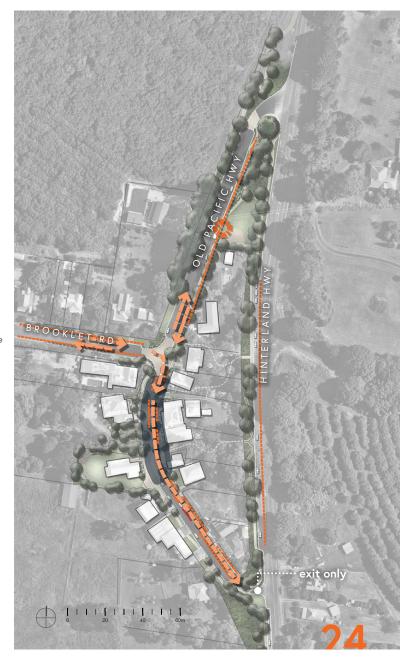
One-way Low Speed Zone (30km/ hr)

To improve pedestrian comfort and public amenity, the master plan includes an aspirational target of one shade tree for every five car spaces along key pedestrian routes and in parking areas, contributing to a greener, more comfortable village experience.

A new bus stop location north of the village will reduce congestion in the main street, with further consultation with the bus service provider to finalise details.

To improve pedestrian safety, the village centre speed limit will be reduced to 30 km/h, supported by feature pavement treatments defining slower shared pedestrian and vehicle zones. Additionally, the speed limit along Hinterland Way will be reduced to 50–60 km/h between the northern and southern intersections of the Old Pacific Highway, improving safety and enhancing the sense of arrival.

These improvements prioritise pedestrian movement, reduce congestion, and enhance Newrybar's village atmosphere, creating a safer, more accessible, and inviting public realm while maintaining its unique rural charm.



LEGEND

One-way Low Speed Zone

VEE DESIGN / BALLINA SHIRE COUNCIL / JULY 2025 / ISSUE D

Design Strategies

Pedestrian circulation

The Newrybar Master Plan prioritises pedestrian movement, ensuring a safer, more connected, and enjoyable experience throughout the village. Streetscape improvements along the Old Pacific Highway will enhance pedestrian accessibility through wider verges, increased landscaping and tree planting for shade, and strategically placed seating to encourage gathering and rest points. These enhancements will make walking more comfortable while reinforcing Newrybar's village charm.

Improved pedestrian links between the village and the school will create safer and more inviting connections, encouraging greater schoolrelated pedestrian activity. Additionally, new pedestrian pathways along Hinterland Way will enhance accessibility to supplementary car parking, providing a safe and legible route for visitors arriving by car.

Informal pedestrian connections behind private buildings will offer additional access between the village, Hinterland Way, and private open spaces provided by businesses. These connections will be established in collaboration with business owners, ensuring they enhance public movement while respecting private land.

Recognising the rural setting and local culture of Newrybar, the master plan also supports the resumed use of horses within the village. Future design phases will consider dedicated tie-up infrastructure, such as rails or hitching posts, at suitable locations in the main street, enabling safe and convenient access for horse riders while contributing to the unique character of the village.

By integrating these pedestrian- and horse-friendly improvements, the master plan strengthens walkability, connectivity, and safety, fostering a more engaging and accessible Newrybar while maintaining its distinctive rural identity and welcoming atmosphere.

Pedestrian connection to the School Pedestrian movement (public) Pedestrian movement (private) ··· exit only

Design Strategies

Seating and amenities

The Newrybar Master Plan enhances the village's public realm by maintaining the seamless integration of private and public open spaces. Many businesses already provide informal seating areas at their shopfronts, between buildings, and at the rear, contributing to Newrybar's unique charm. The master plan strengthens this private-public partnership by complementing these spaces with widened street verges, incorporating seating, feature pavements, and shade trees, creating a cohesive and inviting streetscape.

Strategically placed seating nodes along the street will provide comfortable places to rest, accented by feature pavement treatments and shaded by native Big Scrub vegetation, reinforcing Newrybar's identity and rural character. A minimum aspirational tree canopy target of one shade tree per five car spaces will be implemented to provide essential shade over footpaths, ensuring a comfortable pedestrian experience while enhancing the village's green character.

Additionally, the potential relocation of the Rural Fire Brigade building to another location in the village presents an opportunity to create a Community Village Green on Council land (subject to further engagement and approvals). This space would provide a flexible, central heart for the village, supporting community events, informal gatherings, and play opportunities for young children.

In response to feedback from local traders, the master plan encourages the integration of vibrant, colourful planting and the possible inclusion of fruit trees in key areas of the main street. This approach not only enhances visual appeal but also creates a point of difference for Newrybar, supporting seasonal interest and sensory engagement. By enabling traders to take greater ownership of planting care, this strategy also strengthens community pride and fosters stewardship of the streetscape.

A shared central plaza space will be defined by flush pavement, allowing for temporary street closures of the Old Pacific Highway to host markets, festivals, and community events at key times. This multifunctional space will further enhance the vibrancy and social activation of Newrybar, ensuring it remains a welcoming and dynamic village destination.

LEGEND

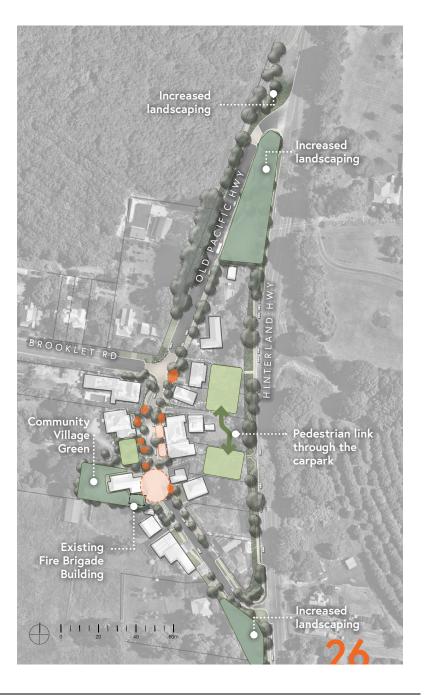
Seating node

Outdoor Dining

Central Plaza

Public Open Space

Private Open Space



Design Strategies

Master Plan Key Precincts

The Newrybar Master Plan defines distinct key precincts, each serving a specific function within the village. These precincts guide the design approach, ensuring that streetscape improvements enhance Newrybar's identity, improve movement and accessibility, and create a more inviting and connected public realm.

A key focus of the master plan is to increase shade and public amenity by incorporating a well-structured tree canopy, ensuring pedestrian pathways and public spaces are shaded for comfort and usability. A minimum aspirational target of one shade tree per five car spaces has been established to support this goal, enhancing both the visual appeal and environmental quality of the village streetscape. These tree plantings will reinforce Newrybar's natural character, contribute to climate resilience, and create a more welcoming and comfortable pedestrian experience throughout the village.

01 Northern Arrival and Entry

The primary gateway into Newrybar will be enhanced to provide a strong sense of arrival, incorporating eyecatching signage, landscape treatments, and wayfinding elements. Tree planting and streetscape improvements along Hinterland Way will announce the approach, helping define Newrybar as a distinct destination.

02 Southern Exit

Marking the transition out of the village, this gateway will define the one-way southbound exit onto Hinterland Way, providing clear wayfinding while maintaining a seamless connection with the village streetscape.

03 Hinterland Way

Traffic speeds will be reduced for safety, and a new pedestrian path and boardwalk will provide safe access to parallel parking, completing a full pedestrian circuit around the village. Additional tree planting and landscape enhancements will integrate Hinterland Way into the Newrybar experience. Consideration will be given to ensuring safe vehicle movement, as Hinterland Way occasionally serves as an emergency detour route for the M1 during accidents.

04 Brooklet Road and Arrival

The secondary entry point will be enhanced through kerb buildouts, pedestrian pavements, trees and planting, and feature walls, reinforcing Newrybar's village identity and making the intersection feel more connected to the heart of the village.

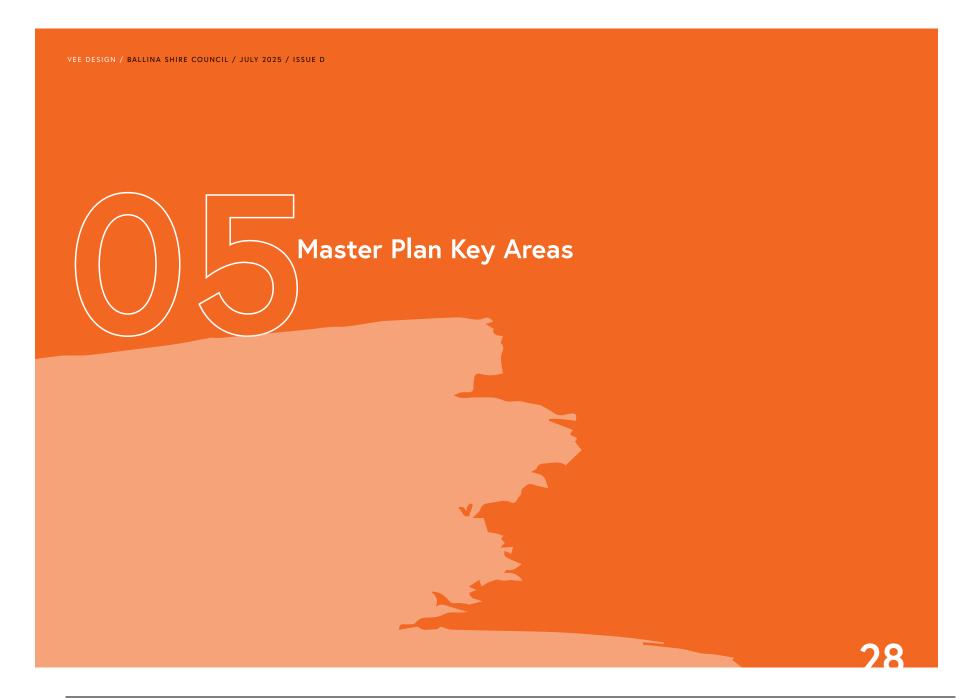
05 Village Core

As the community heart, this precinct will feature a paved roadway reconfigured to one-way traffic, widened verges, and new streetscape embellishments. Greenery, seating, and public amenities will enhance Newrybar's village charm and character.

06 Old Pacific Highway South

This stretch will be converted to one-way traffic, calming vehicle movement and allowing for wider verges, parallel parking on both sides, and improved pedestrian accessibility. A dedicated loading zone will be incorporated to support business operations, ensuring efficient deliveries. Detailed traffic engineering will refine vehicle movement, ensuring safe access for service vehicles while maintaining pedestrian safety and streetscape functionality, creating a more accessible and enjoyable village experience.





Northern Arrival and Entry

Design Description

01 Entry Sign & Wall

- Feature curved stone wall using local stone, nominal 1.5m high
- Newrybar welcome sign with cutout letters to face of wall or on top
- Lower height stone clad walls to continue along the Old Pacific Highway entry to guide visitors into Newrybar Village, nominal 0.6m high

02 Feature Planting

- New planting using suitable 'Big Scrub' tree and groundcover species to reference the historic Rainforest
- Local stone boulders in the landscape to assist with local retaining and as accents

03 Connecting Pathway

- New exposed aggregate coloured concrete path nominal 1.8m wide
- Meandering and varied in width and alignment to offer a character in keeping with Newrybar's identity

04 Entry Park for Youth

- Maximise underutilised open area as recreational asset for the community's youth, such as a half basketball court and seating for youth
- Final recreation use to be determined in consultation with community youth

05 Bus Stop

- New proposed bus stop location on the edge of the village to reduce vehicle congestion and compliment proximity to the new youth space and connection to the school
- Bus stop will be connected to the Village centre and School by a formalised pedestrian path.
- Final location to be determined in consultation with the bus service operator
- If necessary adjust the kerb to provide adequate set-down for the bus. Subject to detailed traffice engineering design.
- The detailed layout and design of the bus stop will be undertaken during a subsequent stage of design. As a guide, typical school bus set-downs require a total length of approximately 35 metres to accommodate lead-in and lead-out tapers.

06 Entry Threshold

- Feature threshold pavement in the roadway to reinforce first entry into the Newrybar Village
- Possible coloured exposed aggregate concrete
- Provides visual cue for the pedestrian crossing point

07 Supplementary Planting

- Additional planting at entry and along the northern side of the Old Pacific Highway to reinforce the 'Big Scrub' identity
- Additional planting is proposed for the 250 metres north of the Newrybar turn-off along Hinterland way to announce the arrival to Newrybar and visually connect the school to the village
- Consideration for the integration of the existing storm water line through this area

08 School Connection

- New exposed aggregate coloured concrete path nominal 2.0m wide, connecting the village to the school
- Dedicated crossing point across Hinterland Way approximately 135m north of the Newrybar turnoff. Exact location of crossing to be assessed by traffic engineer at detailed design
- New pathway alignment to be confirmed with a detail assessment

09 Stair Connection

- New stair access for quick convenient access from Hinterland Way to the Old Pacific Highway
- Allow for buffer planting adjacent to neighbouring private residence

10 Power Lines

 Location and height of new trees and planting to consider the existing overhead power lines to be retained



Northern Arrival and Entry

Design Intent

The Northern Arrival and Entry precinct is designed to create a memorable and distinctive gateway into Newrybar, enhancing its visibility and sense of place. A new entry sign, reflective of the village's character, will mark the turn-off, supported by landscape treatments along Hinterland Way to announce the approach. Streetscape enhancements, including tree planting, feature walls, and wayfinding elements, will reinforce Newrybar's identity and provide a welcoming transition into the village.



















The images above are for reference only and are not exact representations of the intended master plan outcomes. They serve as indicative examples to illustrate design concepts

Southern Exit

Design Description

01 Road Realignment

- New road and kerb realignment to facilitate a one-way exit from the Old Pacific Highway, allowing for additional landscape and streetscape embellishments
- New alignments subject to detailed civil and traffic engineering design as part of next phase of detailed design

02 Feature Landscape

 Proposed feature stone wall (nominal 1.5m high) complimented with additional tree and shrub planting to reinforce Newrybar Village identity and reference to the "Big Scrub"

03 Sculpture Lawn

- With widened area for landscape, opportunity to install a feature artwork at the intersection to identify the Newrybar Village
- Local artist to be engaged to develop the brief and artwork designs

04 Car Parking

- Removal of the left-in turning lane along Hinterland
 Way offers opportunity for kerb buildouts to
 formalise additional parallel car parking
- New alignments subject to detailed civil and traffic engineering design as part of next phase of detailed design

05 Exit Threshold

- Feature threshold pavement in the roadway to announce the exit from Newrybar Village
- Possible coloured exposed aggregate concrete to match the Norther Gateway
- Provides visual cue for the pedestrian crossing point

06 Supplementary Planting

Additional planting to reinforce the 'Big Scrub' identity

07 Pathway Connection

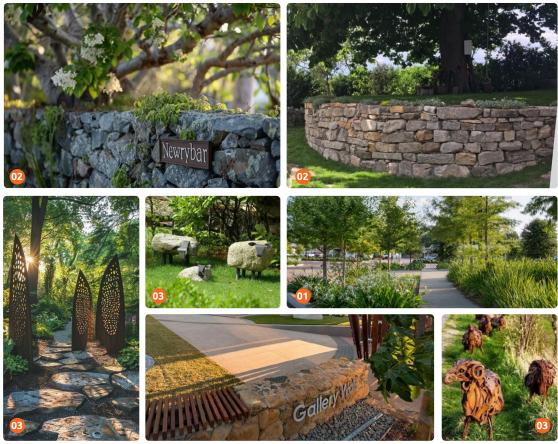
- New exposed aggregate coloured concrete path nominal 1.8m wide connecting the village to proposed car parking along Hinterland Way
- Meandering and varied in width and alignment to offer a character in keeping with Newrybar's identity



Southern Exit

Design Intent

The Southern Exit precinct will define the transition out of Newrybar, providing a clear and seamless departure experience. Marking the one-way exit onto Hinterland Way, this precinct will feature subtle wayfinding signage and landscape treatments to reinforce the village's identity while guiding vehicles smoothly out of the main street. Streetscape enhancements, including tree planting and verge improvements, will maintain the character of Newrybar while ensuring a visually cohesive and well-integrated exit point.



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Hinterland Way

Design Description

01 Road Realignment

- New localised kerb realignment to facilitate safe parallel car parking along Hinterland Way to the eastern side
- Traffic speed along this section of Hinterland Way proposed to be reduced to 50-60km per hour zone, facilitated with necessary signage and road works
- New kerb alignments subject to detailed civil and traffic engineering design

02 Car Parking

- Formalised parallel car parking along western edge of Hinterland Way to provide supplementary car parking to the main street of Newrybar Village
- New car parking alignments subject to detailed civil and traffic engineering design
- Where space permits, angle car parking bays should be considered at detailed design.
- Where appropriate provide build out "blisters" for tree planting, approximately 1 tree per 5 car parks

03 Connecting Pathway

 New exposed aggregate coloured concrete path nominal 1.5m wide connecting the village to proposed car parking along Hinterland Way

04 Boardwalk Path

- Where pedestrian space is limited, a new boardwalk access path is propose, nominal 2m wide connecting the village to proposed car parking along Hinterland Way
- Where appropriate the boardwalk can engage with the existing vegetation and gully, promoting the retention and future planting of fig trees and threatened species Syzygium moorei in this

location

05 Bridge Access

- Liase with property owners to provide a new pedestrian bridge access connecting directly into the private open space amenity at the rear of the "yoga studio"
- Bridge access to connect with existing informal paths that provide direct access to the Newrybar Village main street

06 Pathway Access

- Liase with property owners to formalise the existing pedestrian at grade access connecting directly into the private open space amenity at the rear of the café building
- Formal path access to connect with existing informal paths that provide direct access to the Newrybar Village main street

07 Stair Connection

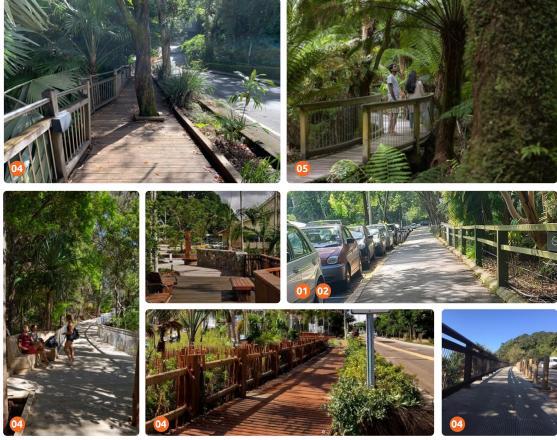
- New stair access for quick convenient access from Hinterland Way to the Old Pacific Highway
- Allow for buffer planting adjacent to neighbouring private residence



Hinterland Way

Design Intent

The Hinterland Way precinct will enhance safety, accessibility, and integration with the village through reduced traffic speeds and improved pedestrian connections. A new pedestrian path and boardwalk will provide safe access to supplementary parallel car parking, relieving pressure on the main street. Additional tree planting and landscape enhancements will soften the streetscape, creating a more inviting arrival experience while reinforcing Newrybar's identity as a walkable, welcoming, and well-connected village.



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Brooklet Road and Arrival

Design Description

01 Road Realignment

- New localised kerb realignment to facilitate slower traffic movement and a friendlier pedestrian environment and facilitate the one way entry only access to the main street of Newrybar Village
- New kerb alignments subject to detailed civil and traffic engineering design to ensure all necessary vehicle and truck movements are accommodated

02 Threshold Pavement

- Feature threshold pavement in the roadway to announce the arrival to Newrybar Village
- Possible coloured exposed aggregate concrete to match the Norther Gateway
- Provides visual cue for the pedestrian crossing point across Brooklet Road

03 Arrival Sign

- Feature curved stone wall using local stone, nominal 0.6m high, also acting as retaining
- Newrybar arrival sign with cutout letters to face of wall or on top

04 Seating Node

- Broader paved area along pathway to facilitate a pause point for pedestrians to sit and meet
- Lower height stone clad walls, nominal 0.6m high to reinforce the streetscape palette
- Feature crazy pave stone pavement to accent the seating node area

05 Connecting Pathway

- New exposed aggregate coloured concrete path nominal 1.5m wide connecting the village to car parking along Brooklet Road
- Kerb widening at the intersection will facilitate regrading to incorporate the new path at the intersection connecting into the village

06 One-way Main Street

- New kerb alignments will facilitate the new oneway vehicle movement into the Newschar Village
- New coloured exposed aggregate concrete to the carriageway and car parking will mark the beginning of the shared zone
- To improve pedestrian safety, the village centre speed limit will be reduced to 30 km/h, supported by feature pavement treatments defining shared pedestrian and vehicle zones.
- Intersection detailed design to accommodate RFS emergency vehicles needing to exit north through Newrybar. Fire trucks shall safely turn into Brooklet Road under emergency conditions.

07 Streetscape Planting

- New tree planting and groundcover planting to add amenity, shade and reinforce the 'Big Scrub' identity
- Clear trunk canopy trees and low groundcover planting to 0.5m high allows for sight lines for safety
- Where appropriate planting areas will be supplemented with local stone boulders, low height stone walls (nominal 0.6m high and discovery artworks to reinforce the unique place identity of Newrybar Village

08 Car parking to Brooklet Road

- dedicated parallel car parking to Brooklet Road to provide addional car parking in peak periods
- Opportunity to provide provide build out "blisters" for tree planting, approximately 1 tree per 5 car parks, along Brooklet Road to assist in slowing traffic and visually announcing the arrival to town.
- At detailed design, ensure 10m minimum zone of no car parking on approach to the intersection crossing point



Brooklet Road and Arrival

Design Intent

The Brooklet Road and Arrival precinct will establish a clear and welcoming secondary entry into Newrybar, marking the transition into the village core. This precinct also serves as the starting point for the reconfiguration of traffic flow to one-way through the Newrybar Village main street, enhancing safety and circulation. Streetscape improvements, including kerb buildouts, new pedestrian pavements, planting, and feature walls, will define this arrival point and reinforce the village's identity. These enhancements will soften the visual impact of the intersection, improve pedestrian safety, and create a more cohesive and inviting gateway into the heart of Newrybar.



The images above are for reference only and are not exact representations of the intended master plan outcomes. They serve as indicative examples to illustrate design concept

Village Centre

Design Intent

The Village Centre precinct will be the heart of Newrybar, creating a vibrant and inviting public realm that enhances the village's unique character. The conversion to one-way traffic will allow for widened verges, improving pedestrian movement and providing space for landscaping, shade trees, seating, and gathering areas.

A shared zone is proposed in the central part of the precinct to create a flexible, pedestrian-friendly environment, allowing for temporary road closures to host markets, community events, and outdoor dining activations. To reflect feedback from Council and the community, two layout options are proposed for this area:

- Option A: Assumes future relocation of the RFS and decommissioning of the fuel howsers
- Option B: Assumes the existing fuel bowsers and Rural Fire Brigade (RFS) shed remain in place.

Both options prioritise safety, accessibility, and village activation, and must allow for efficient vehicle circulation and access, including RFS vehicles reversing into the shed. Final design of this area will be subject to further detailed design and technical assessment.

Streetscape enhancements, including feature paving, integrated planting, and bespoke street furniture, will reinforce Newrybar's artisanal charm and rural identity. These improvements will strengthen the connection between public and private spaces, maintaining the seamless integration of shopfronts, outdoor seating, and pedestrian areas while ensuring the village centre remains a welcoming, functional, and lively destination for both locals and visitors

In response to community feedback, the master plan also proposes investigating the trial of an electric vehicle (EV) charging station, potentially located near the gallery or within the village centre. This initiative would align with broader sustainability goals and support local business by encouraging longer visitor stays. The final location and delivery would be subject to feasibility, demand, and future strategic rollout planning across the region.







Option A: Assumes future relocation of the RFS and decommissioning of the fuel bowsers.



Option B: Assumes the existing fuel bowsers and Rural Fire Brigade (RFS) shed remain in place.

Village Centre OPTION A

Assumes future relocation of the RFS and decommissioning of the fuel bowsers.

Design Description

01 One-way Main Street

- New kerb alignments will facilitate the new oneway vehicle movement into the Newrybar Village, Reduces vehicle dominance, improves safety, and allows for increased pedestrian-friendly spaces along the main street, nominal 4m wide carriage way with 2.3m wide parallel car parking bays
- New coloured exposed aggregate concrete to the carriageway and car parking will mark the beginning of the shared zone
- To improve pedestrian safety, the village centre speed limit will be reduced to 30 km/h, supported by feature pavement treatments defining shared pedestrian and vehicle zones.
- New kerb alignments subject to detailed civil and traffic engineering design to ensure all necessary vehicle movements are accommodated.

02 Outdoor Dining

- Reconfiguration of angle parking to parallel car parking together with road narrowing allows generous roadside area for outdoor seating to the front of the existing building
- Maintains and enhances the connection between private businesses and public space, supporting streetside seating and shopfront engagement.
- Feature pavement such as crazy pave stone will provide a distinct accent to this focus area
- Vine covered arbour awning provides additional amenity and contributes to the character and identity of the village

03 Streetscape Planting and Embellishment

Embellishment

- New tree planting and groundcover planting to add amenity, shade and reinforce the 'Big Scrub' identity
- Clear trunk canopy trees and low groundcover planting to 0.5m high allows for sight lines for safety. Consideration should be given to overhead powerlines when selecting tree species and determining their placement
- Where appropriate planting areas will be supplemented with local stone boulders, low height stone walls (nominal 0.6m high and discovery artworks to reinforce the unique place identity of Newrybar Village
- Custom-designed paving, furniture, and signage using natural materials that reflect Newrybar's unique artisanal and rural character.
- Integrated Wayfinding and Signage Subtle and well-placed signage to guide visitors while maintaining the village's intimate and uncluttered aesthetic

04 Seating Nodes

- Strategically positioned seating nodes along the street will provide comfortable places encourage gathering, rest, and social interaction, accented by feature pavement treatments and shaded by native Big Scrub vegetation
- Lower height stone clad walls, nominal 0.6m high to reinforce the streetscape palette
- Feature crazy pave stone pavement on pedestrian paths to accent the seating node area

05 Shared Central Plaza Space

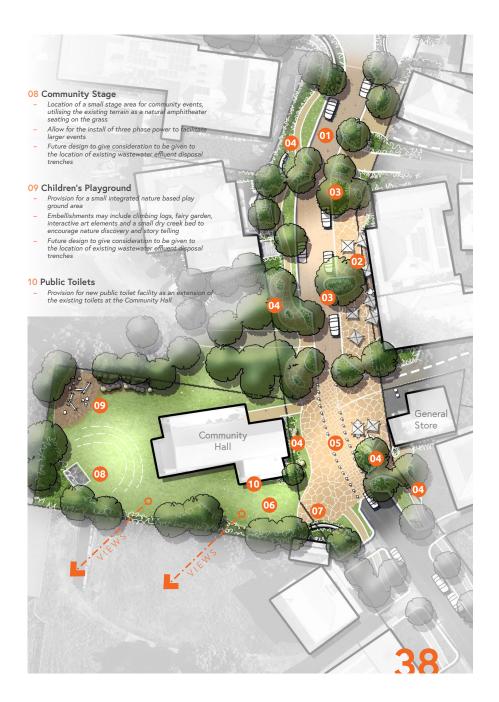
- Fuel Bowsers Decommissioned and RFS Shed Relocated.
- A larger, fully integrated central plaza will be created, enabled by the removal of fuel bowsers and relocation of the RFS building, transforming this area into a flexible, pedestrian-prioritised heart of the village.
- Continuous flush paving across the carriageway, verge, and plaza edges will allow for a seamless public realm capable of supporting events, dining, and everyday social activity.
- Feature paving—stone or coloured exposed aggregate—will visually define the space and align with treatments at the Northern Gateway.
- Removable bollards and a narrowed carriageway (3.5m with safe offset) will allow safe vehicle movement when required, while enabling full or partial road closures for markets, festivals, and community autherings.
- This option allows greater flexibility for activation, landscaping, and embellishment in the streetscape, enhancing amenity and encouraging more diverse public use
- The expanded plaza area will strengthen Newrybar's sense of place, civic identity, and economic vitality.

06 Relocation of Rural Fire Brigade building

- Relocating the RFS station unlocks a significant public space opportunity at the heart of the village.
- The vacated site may be transformed into a generous Community Village Green, supporting informal gatherings, children's play, and cultural events.
- Relocation will only proceed through close consultation with the RFS and will be contingent upon identifying a suitable alternative site that improves functionality for emergency response.

07 Community Village Green

- Development of a new Community Village Green on Council land providing a flexible, central heart for the village, supporting community events, informal gatherings, and play opportunities for young children (subject to the ability to relocate the fire brigade station)
- Signage and pavement will provide a welcoming entry into the new community greenspace facilitated by the potential relocation of the Rural Fire Brigade building
- This multifunctional space will further enhance the vibrancy and social activation of Newrybar, ensuring it remains a welcoming and dynamic village destination.
- Integration of suitable screetscape furniture, including suitable alloance for bicycle parking



Village Centre OPTION B

Assumes the existing fuel bowsers and Rural Fire Brigade (RFS) shed remain in place.

Design Description

01 One-way Main Street

- New kerb alignments will facilitate the new oneway vehicle movement into the Newrybar Village, Reduces vehicle dominance, improves safety, and allows for increased pedestrian-friendly spaces along the main street. nominal 4m wide carriage way with 2.3m wide parallel car parking bays
- New coloured exposed aggregate concrete to the carriageway and car parking will mark the beginning of the shared zone
- To improve pedestrian safety, the village centre speed limit will be reduced to 30 km/h, supported by feature pavement treatments defining shared pedestrian and vehicle zones.
- New kerb alignments subject to detailed civil and traffic engineering design to ensure all necessary vehicle movements are accommodated.

02 Outdoor Dining

- Reconfiguration of angle parking to parallel car parking together with road narrowing allows generous roadside area for outdoor seating to the front of the existing building
- Maintains and enhances the connection between private businesses and public space, supporting streetside seating and shopfront engagement.
- Feature pavement such as crazy pave stone will provide a distinct accent to this focus area
- Vine covered arbour awning provides additional amenity and contributes to the character and identity of the village

03 Streetscape Planting and Embellishment

- New tree planting and groundcover planting to add amenity, shade and reinforce the 'Big Scrub'
- Clear trunk canopy trees and low groundcover planting to 0.5m high allows for sight lines for safety. Consideration should be given to overhead powerlines when selecting tree species and determining their placement
- Where appropriate planting areas will be supplemented with local stone boulders, low height stone walls (nominal 0.6m high and discovery artworks to reinforce the unique place identity of Newrybar Village
- Custom-designed paving, furniture, and signage using natural materials that reflect Newrybar's unique artisanal and rural character.
- Integrated Wayfinding and Signage Subtle and well-placed signage to guide visitors while maintaining the village's intimate and uncluttered aesthetic.

04 Seating Nodes

- Strategically positioned seating nodes along the street will provide comfortable places encourage gathering, rest, and social interaction, accented by feature pavement treatments and shaded by native Big Scrub vegetation
- Lower height stone clad walls, nominal 0.6m high to reinforce the streetscape palette
- Feature crazy pave stone pavement on pedestrian paths to accent the seating node area

05 Shared Central Plaza Space

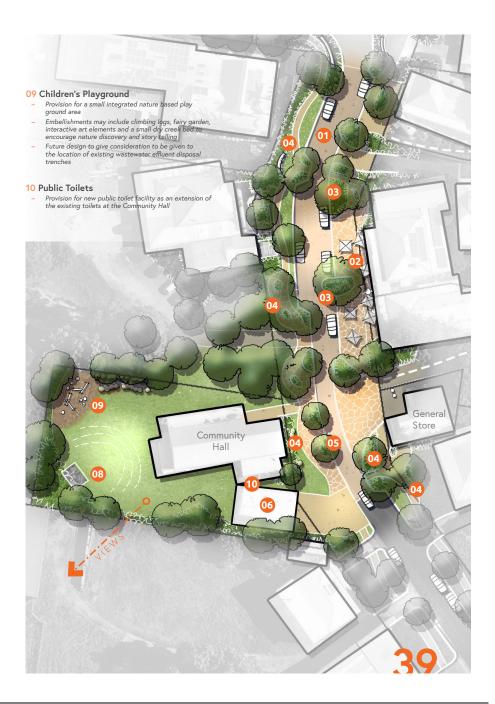
- A shared central plaza space will be defined by flush paved pavement, allowing for temporary street closures of the Old Pacific Highway to host markets, festivals, and community events at key times.
- Raised feature pavement in the roadway to announce the central heart of Newrybar Village, possible stone pavement or coloured exposed aggregate concrete to match the Northern Gateway
- The flexible layout allows sections of the road to be closed for markets, festivals, and community events, reinforcing Newrybar's role as a vibrant gathering place
- Master Plan vision assumes retention of the existing fuel bowsers and necessary vehicle manouvering to ensure their ongong safe use.

06 Retention of Rural Fire Brigade building

- The existing Rural Fire Brigade (RFS) building will remain in its current location, continuing to serve its essential emergency response role for the region.
- The master plan design will ensure that vehicle access and reversing manoeuvres into the RFS shed from the main street are fully maintained, with no obstructions from kerb buildouts, blisters, or street furniture.
- Fire trucks can safely travel nort bound and turn into Brooklet Road under emergency conditions.
- Streetscape elements, including tree planting, and pavement treatments, will be carefully located to preserve operational functionality and emergency response efficiency.
- The proximity of the RFS shed to the proposed shared zone and central plaza space requires thoughtful integration to support both emergency operations and public use of adjacent areas.
- Design treatments will maintain a respectful interface between the public realm and the active service facility, recognising the importance of the RFS in village life and community safety.
- Any future change to this arrangement will require detailed consultation with the local RFS and broader community.

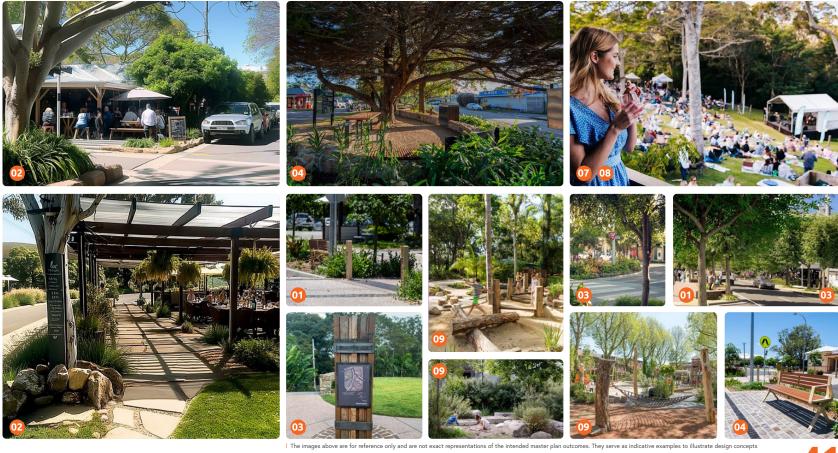
08 Community Stage

- Location of a small stage area for community events, utilising the existing terrain as a natural amphitheater seating on the grass
- Allow for the install of three phase power to facilitate larger events
- Future design to give consideration to be given to the location of existing wastewater effluent disposal trenches



Village Centre





Old Pacific Highway South

Design Description

01 One-way Street

- New kerb alignments will facilitate the new one-way vehicle movement into the Newrybar Village, Reduces vehicle dominance, improves safety, and allows for increased pedestrian-friendly spaces along the main street. nominal 4m wide carriage way with 2.3m wide parallel car parking zone
- New kerb alignments subject to detailed civil and traffic engineering design to ensure all necessary vehicle movements are accommodated.

02 Connecting Pathway

- New exposed aggregate coloured concrete path nominal 1.5m wide connecting the village to car parking along Hinterland Way
- Construct pedestrian path on upper level at the top of the embankment adjacent Lot 2.

03 Streetscape Planting

- New tree planting and groundcover planting to add amenity, shade and reinforce the 'Big Scrub' identity.
- Clear trunk canopy trees and low groundcover planting to 0.5m high allows for sight lines for safety.
- Consideration for vehicle and pedestrian access to existing residential properties.
- Install native groundcover planting to the existing embankment to the front of Lot 2 to improve visual appearance and reduce maintenance.

04 Produce Store Access

 Maintain existing service access to the produce store for customer pick up and receiving deliveries

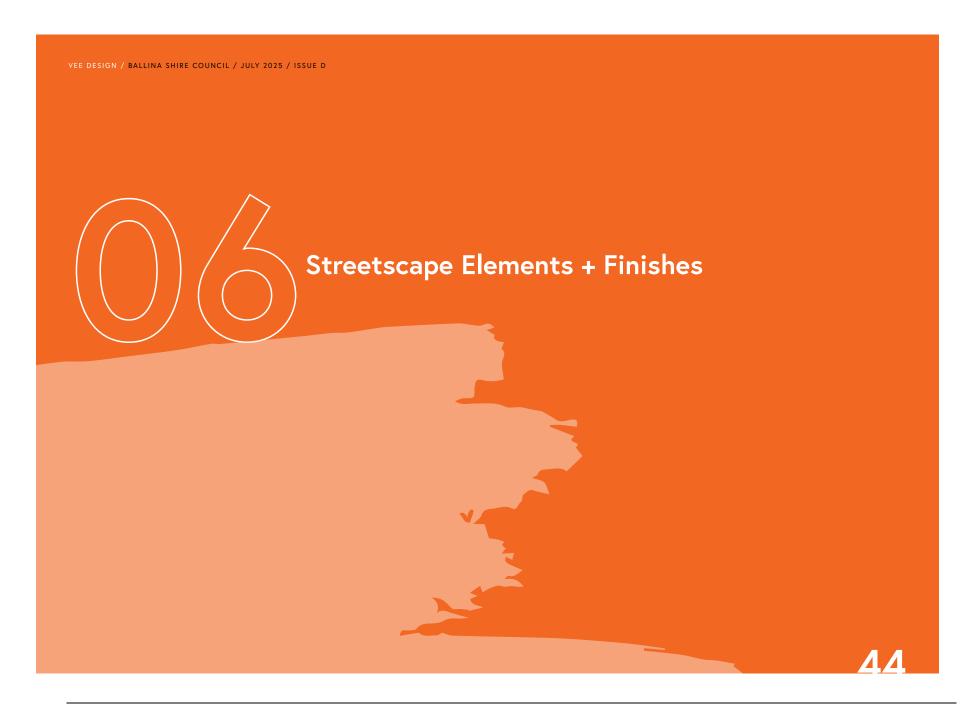


Old Pacific Highway South

Design Intent

The Old Pacific Highway South precinct will be reconfigured to one-way traffic, slowing vehicle speeds and enhancing pedestrian safety. The narrowed carriageway allows for wider verges, creating space for landscaping, tree planting, and pedestrian pathways. Parallel parking on both sides will formalise parking arrangements, improving accessibility and efficiency. Streetscape enhancements, including shade trees, groundcover planting and continuous coloured concrete pedestrian pathway, will reinforce Newrybar's rural character while creating a more inviting and pedestrian-friendly environment.





Paths and Pavements

Design Intent

The Newrybar Master Plan integrates high-quality, accessible pavement treatments to enhance pedestrian movement, reinforce the village's identity, and define key spaces within the streetscape. A combination of durable, slip-resistant, and disability-accessible materials will be used to ensure a safe, inclusive, and functional public realm for all users, including people with disabilities, prams, and mobility aids.

Main Circulation Paths

Primary pedestrian pathways will feature coloured, lightly exposed aggregate pavement, providing a non-slip, smooth, and durable surface that supports safe and equitable access for all. To add to the organic character of Newrybar, pathway alignments will be designed to meander, creating pockets for planting and wider areas for seating nodes while ensuring unobstructed and continuous accessible routes throughout the village. These improvements will foster a relaxed, inclusive, and welcoming pedestrian experience.

Feature Stone Pavements and Walls

At key focal points, feature stone pavements in a crazy pave pattern will be incorporated to add texture and character. These will be strategically placed at seating nodes, outdoor dining areas, threshold pedestrian pavements, and within the central plaza space, visually reinforcing these as important gathering spaces within the village. These areas will be complemented by low height Basalt stone walls offering opportunity for informal seating and accents of Newrybar's local identity.

Shared Zones in the Village Centre

Within the Village Centre precinct, exposed aggregate coloured concrete will be used to define shared pedestrian and vehicle zones, ensuring seamless integration while enhancing safety and accessibility.

Car Parking Differentiation

To create subtle visual cues for motorists and pedestrians, parallel parking zones will feature a slightly different exposed aggregate colour mix. This differentiation will improve legibility and organisation while maintaining a cohesive streetscape aesthetic.

These pavement treatments will collectively enhance wayfinding, pedestrian safety, and the overall character of Newrybar, reinforcing its village charm while improving accessibility and functionality.





















Street Furniture

Design Intent

The Newrybar Master Plan proposes a balanced approach to street furniture, combining an affordable and simple base palette with bespoke artisan elements that celebrate the village's character. This approach ensures a functional, durable, and visually cohesive streetscape while allowing for unique handcrafted pieces to enhance Newrybar's artisanal identity. Carefully selected materials and thoughtful placement will ensure longevity, ease of maintenance, and alignment with the village's distinct charm.

Furniture Suite

The core furniture suite will include seats, stools, tables, bollards, and bins, using a simple and robust material palette to create consistency and affordability. Scattered throughout the village, bespoke artisan-crafted elements will provide moments of discovery and artistic expression, reinforcing Newrybar's boutique and handcrafted feel. These feature pieces will be designed to stand out as one-of-a-kind embellishments, adding depth and authenticity to the streetscape.

Material Selection

Furniture materials will balance aesthetics, durability, and longterm maintenance while maintaining an artisan-inspired character. Potential materials include:

Timber: Sustainably sourced hardwood for seating and tables, offering warmth and a handcrafted feel.

Weathered steel: Used for bollards or decorative elements, complementing the rural character.

Basalt Stone or concrete: Robust seating elements or plinths with a natural, textured finish, using local Basalt stone.

Powder-coated steel: For bin enclosures and structural elements, ensuring durability and ease of maintenance. Noting that bin enclosures will be consistant with the broader Balania Shire Council suite.

Placement and Functionality

Street furniture will be strategically placed to enhance functionality and visual appeal. Seating nodes will be integrated into widened verges, under shade trees, and near key gathering spaces. Tables and stools will provide opportunities for social interaction, while bollards will help define pedestrian-friendly zones.

By blending a practical base palette with artisan-inspired elements, the master plan ensures that Newrybar's streetscape remains authentic, inviting, and reflective of its handcrafted identity, while also being cost-effective and easy to maintain.



















Walls and Signage

Design Intent

The Newrybar Master Plan incorporates a series of rustic stone walls and bespoke signage elements to reinforce the village's character, identity, and sense of arrival. These elements will provide visual continuity throughout the streetscape, enhancing wayfinding and contributing to a cohesive, well-integrated public realm.

Rustic Stone Walls

A series of low, dry-stacked stone walls will be strategically placed at village entry points, key intersections, and throughout the streetscape to create a strong sense of place. Constructed using locally sourced stone, these walls will complement the natural and historic character of Newrybar, blending seamlessly with the surrounding environment. These walls may also serve functional purposes, such as seating edges, garden bed enclosures, or subtle boundary markers between public and private spaces.

Entry and Wayfinding Signage

A suite of signage elements at varying scales will enhance legibility, navigation, and village identity. This will include:

Feature Entry Signage: Placed at key arrival points, integrated with stone walls to create a distinctive village gateway.

Directional and Wayfinding Signage: Subtle signage throughout the streetscape to guide visitors, reinforcing Newrybar's boutique and rural character.

A detailed signage strategy shall be undertaken as part of a subsequent detailed design phase

Material Palette

To maintain visual consistency, signage materials will include:

- Weathered steel or Corten for lettering and panels, offering a rustic yet contemporary aesthetic.
- Timber or stone posts to complement existing village materials.
- Etched or cast metal plaques for durable and elegant wayfinding details.

These walls and signage elements will establish a strong, cohesive identity, reinforcing Newrybar's artisanal and rural charm while ensuring long-term durability and ease of maintenance.





















Lighting

Design Intent

The Newrybar Master Plan embraces a subtle and atmospheric lighting strategy, prioritising feature lighting over extensive code lighting, while ensuring roadways and intersections meet minimum safety standards. Thoughtfully integrated lighting will enhance the village's character, highlight key streetscape elements, and create a warm and inviting atmosphere after dark. The lighting approach prioritises wildlife-sensitive, low-level solutions that respect the surrounding natural environment and reduce unnecessary light pollution.

Feature Lighting

Rather than an overly illuminated streetscape, the plan encourages low-level and ambient lighting solutions that reinforce Newrybar's intimate village scale and rural character. This includes:

- Bud lighting in trees, creating a soft, inviting glow in key public spaces.
- Low-level landscape lighting in garden beds and walls, subtly illuminating pathways and highlighting planting features.
- Integrated lighting within seating, signage and artworks, enhancing usability and visibility without overwhelming the night-time ambience.
- Use of wildlife-sensitive lighting, including warm-colour temperature lights and directional fittings to minimise glare and ecological disruption.
- Consideration of smart lighting technology that allows for dimming or timed shut-off during periods of low activity to reduce energy use and preserve night-time darkness.

Catenary and Private Open Space Lighting

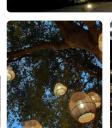
The sparing use of catenary lighting is encouraged, particularly where business operators can activate private open spaces and pedestrian connections between buildings. This lighting approach will enhance outdoor dining areas and retail courtyards, reinforcing Newrybar's artisanal and boutique feel.

By prioritising feature lighting over excessive illumination, the master plan maintains Newrybar's rural charm, enhances safety, and fosters an inviting, intimate atmosphere while respecting the village's ecological and night-time context.



















Art and Interpretation

Design Intent

The Newrybar Master Plan integrates local art and interpretation throughout the streetscape, reinforcing the village's bespoke artisan identity and rich cultural character. Through a combination of larger-scale statement pieces and subtle discovery elements, the streetscape will become a canvas for artistic expression, creating a unique and engaging public realm.

Integrated Artworks and Discovery Elements

Public art will be embedded into the streetscape design, featuring:

- Larger-scale artworks that celebrate Newrybar's identity, heritage, and creative community.
- Subtle discovery elements integrated into pavement, seating, and walls, encouraging interaction and a sense of exploration.
- Interactive and photogenic artworks, providing opportunities for visitors to engage, capture moments, and contribute to the village's vibrant appeal.
- Playful art installations that encourage children to engage with the space in creative and unexpected ways.

Paddock-to-Plate Productive Gardens

To reinforce Newrybar's "paddock to plate" ethos, productive gardens will be introduced within the streetscape, showcasing edible plantings, herbs, and seasonal produce. These gardens will celebrate local agricultural traditions, enhancing both the aesthetic and educational value of the village.

Artwork Strategy and Local Artist Involvement

A detailed artwork strategy will be undertaken as part of the detailed streetscape design, ensuring the integration of local artists in the creative process. This strategy will identify opportunities for site-specific artworks, making Newrybar's streetscape a living gallery of local craftsmanship and storytelling.



















The images above are for reference only and are not exact representations of the intended master plan outcomes. They serve as indicative examples to illustrate design concepts



Conclusion

A Vision for the Future of Newrybar

The Newrybar Streetscape Master Plan establishes a community-led vision that balances village charm, functionality, and long-term sustainability. Through a considered approach to public realm improvements, vehicle and pedestrian movement, and placemaking initiatives, the master plan enhances Newrybar's distinct identity while supporting local business and community life. The result is a village that is welcoming, walkable, and vibrant, ensuring Newrybar remains a beloved destination for locals and visitors.

Key Features of the Master Plan

The master plan framework incorporates a range of streetscape improvements to enhance the character and functionality of Newrybar, including:

- Distinctive entry and gateway treatments that improve legibility and sense of arrival.
- One-way reconfiguration of the Old Pacific Highway, creating safer pedestrian-friendly spaces with widened verges, greenery, and seating nodes.
- Public realm enhancements such as bespoke street furniture, feature paving, and integrated public art, reinforcing Newrybar's artisanal identity.
- Lighting, signage, and interpretation elements to enrich the streetscape experience while maintaining Newrybar's rural charm.
- Opportunities for community activation, including a central plaza space, productive gardens, and play elements to support gathering and interaction.

A Place for Community and Visitors

This master plan positions Newrybar as a vibrant hub, ensuring that the public realm supports local businesses, fosters community connections, and strengthens Newrybar's identity as an artisanal destination. It provides a framework for locals to gather formally and informally, encouraging community-driven events, social interactions, and ongoing cultural enrichment.

Next Steps from the Master Plan

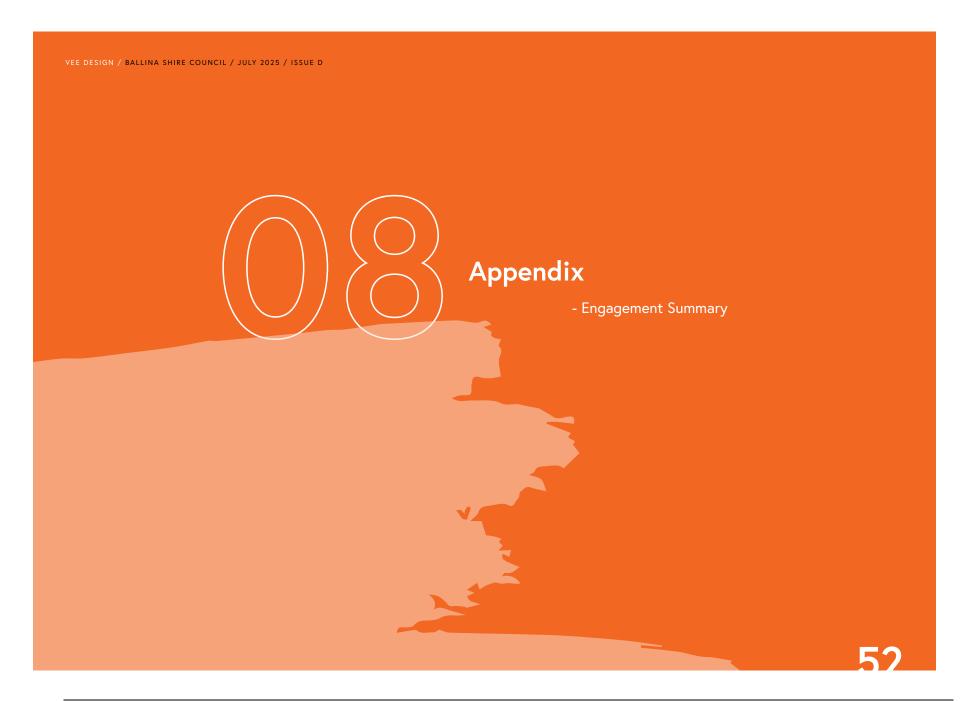
The next phase of this project, following the master plan will involve detailed design development, refining streetscape elements and preparing cost estimates for staged improvements. To ensure the successful implementation of the master plan, civil and traffic engineering advice will be required to inform the detailed design of road reconfigurations, pedestrian improvements, and car parking arrangements. This will ensure that all infrastructure modifications align with safety, accessibility, and functionality requirements while maintaining the village's unique character.

A well-considered artwork strategy should be developed in consultation with local artists, business owners, and the community This strategy will identify opportunities for integrating art into the streetscape, ensuring a balance between large statement pieces and subtle discovery elements, as well as exploring interactive and play-based public art opportunities.

In addition, a lighting design strategy will be critical in shaping Newrybar's night-time ambiance while maintaining minimal impact on the rural environment. The strategy will define the placement of functional lighting for safety and subtle feature lighting for atmosphere, including tree lighting, landscape lighting, and the careful use of catenary lighting in private spaces.

Further engagement with the local community and businesses will be encouraged, not only to refine design details but also to explore community-led initiatives that enhance the social capital of Newrybar. Strategies to activate the village through local events, business collaborations, and seasonal markets will ensure that Newrybar continues to thrive as a place where people meet, socialise, and celebrate its unique charm.

By delivering this comprehensive and community-driven master plan, Newrybar will continue to evolve as a destination that attracts visitors, supports local enterprise, and remains a deeply valued place for those who call it home





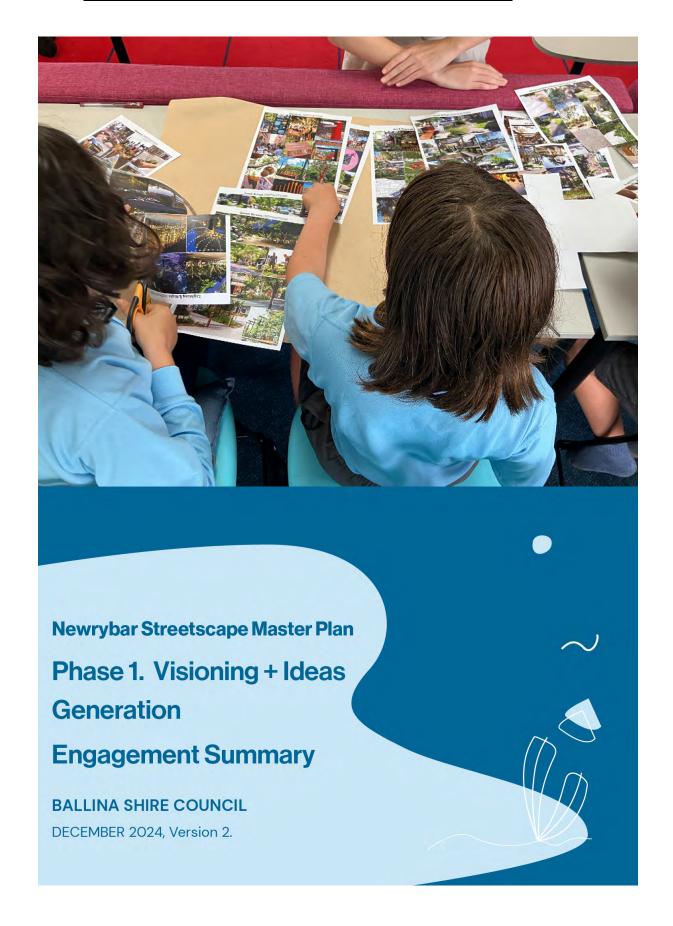


Table of Contents

Table of Figures	2
Table of Tables	2
Section 1. Project Overview	3
1.1 Engagement Purpose	
1.2 Timeline for Delivery	
,	
Section 2. Process	
2.1 Who We Spoke To	
2.2 How We Engaged	
Trader Door-Knock	
Twilight Markets Pop-Up Community Workshops	
School Workshop	
Online Survey and Values and Ideas Mapping	
Internal Meeting	
2.3 Project Promotion	-
Online Website	
Letterbox Drop	
Postcards and Poster	7
Social Media	7
Section 3. What We Heard	8
3.1 Community Workshops	8
Workshop 1	8
Workshop 2	1C
3.2 School workshop	12
3.3 Online Engagement	13
Online Survey	
Values and Ideas Map	16
Section 4. Summary and Next Steps	18
Appendix	20
Table of Figures	
Figure 1. Project Timeline	,
Figure 2. Engagement Opportunities	
Figure 3. Community Workshop 1 – Activity 2 Common Reference Images Used	
Figure 4. Collated responses from Community Workshop 1, Activity 1	
Figure 5. Collated responses from Community Workshop 1, Activity 2	
Figure 6. Community Workshop 2 – Designs Presented	
Figure 7. Responses to Survey Question on a Scale of Definitely Agree to Definitely Disagree	
Figure 8. Proportion of Ideas Supported	15
Table of Tables	
Table 1 Values and Ideas Man Submission	16

Section 1. Project Overview

In early 2024 Ballina Shire Council (Council) began the journey of developing a Streetscape Master Plan for the village of Newrybar. The master plan will be a roadmap that will thoughtfully guide future improvements through a unified, community driven vision which also seeks to maintain the village's quiet rural atmosphere and historic old-world charm. To assist Council with this process, a consultant team led by Vee Design in partnership with Fourfold Studio were appointed to engage with the community and translate ideas and sentiment collected into a master plan.

The village of Newrybar is located within the New South Wales Northern Rivers region, approximately 20km north of Ballina and 17km south-west of Byron Bay. The village is currently functioning well, with a number of anchoring businesses that attract a high rate of patronage from locals and tourists alike, particularly on a weekend. It is understood that the concept of a master plan for the village is not a new one and there have been calls from community and businesses for this project for a number of years. This created an excellent foundation for this project and local stakeholders were already well engaged and eager to see this piece of work undertaken.

There is immense value in creating a master plan that is driven by community knowledge and reflects a villages' unique local identity. Through the delivery of well-considered, multiphase stakeholder engagement, there is also an opportunity to mobilise local energy to assist with the delivery of future projects including locally-led events, activations and physical works.

This detailed engagement summary captures outcomes from Phase 1. Visioning and Ideas Generation which has informed the development of the draft Newrybar Streetscape Master Plan. This engagement was conducted over the period of 23 October to 25 November 2024 via both online and onsite elements.

1.1 Engagement Purpose

Meaningful consultation and collaboration with the Newrybar community is a feature of the Newrybar Streetscape Master Plan, capturing the invaluable knowledge of those who live, work and play locally. These outcomes have informed the priority actions of the streetscape revitalisation, ensuring it is responsive to the unique challenges and opportunities present in Newrybar.

To guide this community engagement several objectives were developed:

- > Build community engagement and interest around the future vision and roadmap for the Newrybar village.
- > Understand what is happening now within the village including elements that are working well and user pain points.
- $\hspace{.1in}>\hspace{.1in}$ Unpack community aspirations for the future.
- > Collaboratively develop a vision for Newrybar that is supported by all stakeholders including local businesses, residents and the wider community.
- > Develop an understanding of local identity and place qualities to inform streetscape master plan development.
- > Understand what role community and stakeholders would like to play in bringing the future vision to life in Newrybar.
- > Test streetscape master plan recommendations through a second phase of engagement on the draft design.

1.2 Timeline for Delivery

The engagement program for the Newrybar Streetscape Master Plan is dual phased; Phase 1. Visioning and Ideas Gathering and Phase 2. Draft Strategy Engagement. This engagement summary pertains to the first phase with a focus on gaining a detailed understanding of Newrybar's unique points of difference, along with stakeholder ideas and aspirations for the future. Figure 1 captured the project journey from inception to the delivery of the final master plan.



Figure 1. Project Timeline

Section 2. Process

2.1 Who We Spoke To

To fully capture the broad range of views within the Newrybar community, engagement tactics directly targeted key stakeholders including:

- > Ballina Shire Council officers.
- > Local business owners and staff.
- > Local young people via Newrybar Public School.
- > Land owners in the village centre.
- > Broader community including those who live, work and play in Newrybar.

2.2 How We Engaged

Various engagement methods were utilised to ensure stakeholders could conveniently and comprehensively contribute to the visioning and ideas generation phase of the Newrybar Streetscape Master Plan. Figure 2 summarises the opportunities that were provided.



Figure 2. Engagement Opportunities

Trader Door-Knock

On 23 October 2024 the project team visited local traders within Newrybar to introduce themselves, the project and build connections. Postcards with details regarding the project were given to businesses to further grow awareness of the Newrybar Streetscape Master Plan project. Business was asked several questions to provide context to their role within the Newrybar community and to identify opportunities and constraints associated with the main streetscape. The following businesses were engaged with this method:

- > Harvest Deli.
- > Harvest Newrybar.
- > Newrybar Merchants.
- > The Little General.
- > Newrybar Produce and Saddlery.
- > Luther and Co.
- > The Old Pacific (two businesses).

Twilight Markets Pop-Up

Weekly twilight markets are held in Newrybar and on 23 October 2024 the project team held a pop-up stall to promote the project, gather feedback and respond to questions that community might have. It was also a wonderful opportunity to see how the streetscape operates during busy event periods.

Community Workshops

Two community workshops were held in Newrybar where all members of the Newrybar community were welcome to attend. The first workshop was held on 11 November 2024 and established the values and vision for Newrybar's future. This informed the second workshop which was held on 13 November 2024 where the preliminary streetscape design and place values were presented for feedback and refinement. Outcomes from this session confirmed that there was consensus from the community that the team are heading in the right direction with the draft master plan.

School Workshop

An interactive workshop with students from grades four to six at Newrybar Public School was held on 12 November 2024. This enabled the youth of Newrybar to voice their perspective as the upcoming generation of residents.

Online Survey and Values and Ideas Mapping

Over a 6-week period from 14 October to 25 November 2024 a survey was available online to capture the sentiment and ideas for the Newrybar Streetscape Master Plan. This was hosted on the Ballina Shire Council's 'Have Your Say' webpage.

Follow-up Meetings

For those who were unable to attend a face-to-face engagement session, follow-up small-group meetings were facilitated. One such conversation was with landowners adjoining Old Pacific Highway, where the topic of conversation was largely in alignment with the broader community. These stakeholders described a desire to improve Newrybar while maintaining the village atmosphere. While opposing over-development, landowners acknowledged the privately owned land may change in its use (i.e. change the type of business).

Internal Meeting

On 2 December 2024 a project briefing session was conducted for Ballina Shire Council officers from various departments where the project team presented the outcomes of the community consultation and the preliminary design proposals.





2.3 Project Promotion

Cohesive and attention-grabbing communication collateral assisted with the promotion of the project. This ensured as many members of the local community as possible were aware of the opportunities to share their perspective. This included:

Online Website

A webpage dedicated to this project was published on Ballina Shire Council's 'Have Your Say' online platform. This webpage contained all the necessary information regarding the project including a project description, a list of key dates of engagement opportunities and a project progress tracker. Furthermore, the webpage contained two interactive elements; the online survey and a map where participants could capture their ideas and values for the Newrybar streetscape.

Letterbox Drop

Council facilitated a letterbox drop to residents within a radius of approximately 2km of the village centre to notify them of the project and invite participation via the Your Say page.

Postcards and Poster

Postcards were distributed throughout the engagement process to grow awareness of the Newrybar Streetscape Master Plan project. They were handed out during each of the pop-ups and workshops. Additionally, stacks of postcards and a promotional poster were left in local businesses during the trader walkaround to grow further awareness. The postcard included a project description, an invitation to complete the survey and a QR code linked to the associated webpage.

Social Media

The social media presence of the Ballina Shire Council was leveraged to reach a broad audience and further grow awareness of the project. This included a post on both Facebook and Instagram inviting viewers to complete the survey. Posts were subsequently shared via other community groups and organisations including the local hall as well as via Byron Shire Council.

Section 3. What We Heard

3.1 Community Workshops

Workshop 1

The first community workshop was hosted in the Newrybar Community Hall and welcomed 18 participants. This workshop had three objectives as follows:

- > To uncover Newrybar's unique identity, including what about the village is currently working well.
- Sain an understanding of opportunities for the future including collecting ideas and aspirations of the local community.
- > Begin building community ownership of the project. This includes understanding how the community would like to play a role in bringing ideas to life.

The workshop commenced with an introduction to the project team and their roles on the project. This was followed by an overview of the Newrybar Streetscape Master Plan project including the desired outcomes and the process for the upcoming engagement. Further to this, the concept of locally led-placemaking was explained with case study examples on 'build it and they will come', place hardware v software and enhancing local identity through storytelling, artwork and landscape design.

Activity 1 sought to understand 'who is Newrybar?' and adopted an assets-based approach to design. Participants captured the unique points of difference and community assets that could be leveraged through the project. Working in groups participants considered the following questions:

- > What is the identity of Newrybar? Note all the words that capture who Newrybar is.
- > What are the villages' unique points of difference?
- > What is the history and heritage of Newrybar?
- > What are your assets? Consider where you would go for different activities, goods, services or information.
- > When do you feel like you have arrived in Newrybar?
- > Where is the heart of the village?
- > What is the look and feel of Newrybar?
- > What is its character and personality?
- > What is it like to live, work, play and exist here?

For the full worksheets completed during this activity, see Appendix A. The outputs from each group were collated, revealing common themes relating to the identity of Newrybar. These include:

- > Curated and artisan.
- > Scaled for village life.
- > A storied history.
- > Paddock to plate industry.
- > Natural and authentic.
- > A bespoke destination.

Additional point of discussion which emerged in conversation but were not captured on worksheets include:

- > The need for improved facilities and amenities (toilets, footpaths, shade, seating, sewerage).
- > Making Newrybar more child-friendly and facilitating interesting things for kids to do.
- > Address the traffic and road issues with potential to lower speed limit along Hinterland Way, enforce road laws more sufficiently and adjust the Old Pacific Highway direction of travel.

> Newrybar locals are reliant on the green spaces allowed by private businesses – this leaves a vulnerability to private entities for community spaces.

Activity 2 then sought to understand 'where is Newrybar going?', where participants worked collaboratively in groups to create vision boards using reference images and markers to capture their ideas for the future of the village. Key questions for this activity included:

- > Considering the next 15-years, what does Newrybar want to be known for?
- > What do you think is missing or could be improved to enhance living, working and playing in Newrybar?
- > What do you see as being the biggest opportunities? This includes consideration for the hardware (physical elements) and software (activations, services, and events) of the village.
- > How can the local community, traders and stakeholders assist in addressing and championing these challenges?

Figure 3 depicts reference images most chosen throughout activity 2. Appendix B captures the raw worksheets.

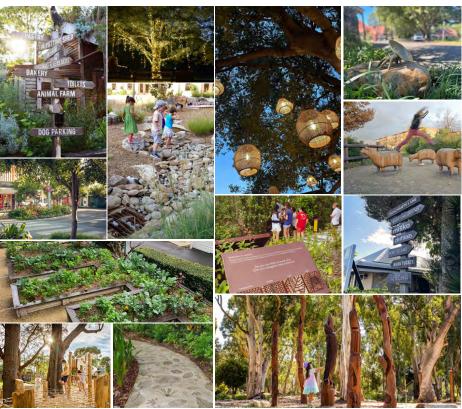


Figure 3. Community Workshop 1 – Activity 2 Common Reference Images Used

This was followed by a period of sharing and discussion where one representative from each group presented a high-level summary of the group's findings back to the wider workshop. Through this sharing it was clear that the group was very aligned in how they define the existing identity and what they see as being the biggest opportunities for the future.

The common themes that emerged were:

- > Recognition of the beautiful buildings and local heritage character.
- > All groups spoke to the importance of the businesses in the village and that they are a cornerstone of the village's success.
- > Wanting to keep the identity different to areas around including Byron, Ballina, Lennox etc.
- > Natural materiality was strongly supported. This included building on elements already present in the streetscape including planters.
- > Love the scale and size of the village, including that everyone knows one another.
- All participants loved the charming characteristics of the village including strong ties to agriculture and the produce store in the main street.

The third and final workshop activity encouraged each participant to write a postcard to their current selves as though they have visited Newrybar in 10-years' time, describing how the village had changed. Below are excerpts of postcards that were written by workshop participants. See Appendix C for the full list of postcards.

"It was great to see you in Newrybar today. Coming from the South I was surprised to see that the new road into the village is now one-way, but it was no trouble entering from the north." – Newrybar Community Member

"I love the access because they have minimised the cars and you can stroll everywhere without issues of safety." – Newrybar Community Member

"Such a beautiful historic village, it takes you back in time, with such ease of getting around. So great that they have kept the old Country town and brought into the future with paths, green areas and lighting." – Newrybar Community Member

All three activities produced outputs that are crucial to developing a streetscape master plan which is reflective of the local community and responsive to the unique challenges and opportunities. This directly informed the draft place values which will guide design throughout the entirety of the Newrybar Streetscape Revitalisation project.

Workshop 2

The second community workshop was also held at the Newrybar Community Hall with 18 participants in attendance. This session was guided by the following three objectives:

- > To share the draft vision and values developed during the first workshop.
- > Begin exploring how ideas identified in the first workshop can start to come to life through a future design for the village.
- > Gather real-time feedback from participants during hands-on design activities.

This workshop followed on from the first community workshop, where the project team collated input from activity 1 and 2 into groups based on common themes as indicated by Figure 4 and 5.

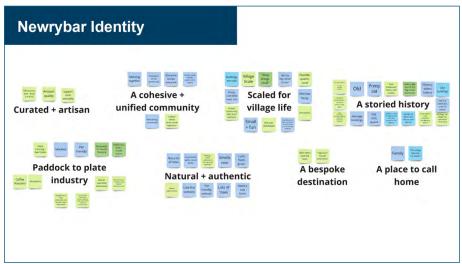


Figure 4. Collated responses from Community Workshop 1, Activity 1

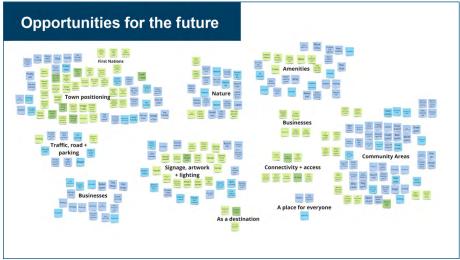


Figure 5. Collated responses from Community Workshop 1, Activity 2

These themes were then transformed into the unique place values of Newrybar which reflect the identity of the village and will inform the streetscape revitalisation. The second community workshop commenced by presenting the following draft place values to the participants:

- 1) Authentic Village Charm.
- 2) Memorable Artisanal Experiences.
- 3) Home Grown Produce and Flavours.
- 4) Honouring the Big Scrub and Connection to Country.
- 5) Fostering a Connected Community.

Participants were then invited to critique and provide feedback on the draft place values for activity 1. Sentiment by the community on the place values was mostly positive, with the suggested refinements captured in the raw worksheets depicted in Appendix D. The final place values will be further refined informed by both stakeholder and client feedback and will be incorporated into the final Newrybar Streetscape Master Plan.

This activity was followed by a presentation of the early designs as depicted in Figure 6. The project team talked through the draft design sketches generated during the first workshop. Activity 2 encouraged participants to collaboratively provide real–time feedback around elements that they support and areas to refine as shown in Appendix E. Participants consensus generally supported three main ideas for the main street:

- > Relocating the fire brigade station to another nearby location.
- > Slow traffic and reconfigure the flow on Old Pacific Highway.
- > Activate Hinterland Way with pedestrian crossings and formalised car parking.



Figure 6. Community Workshop 2 - Designs Presented

3.2 School workshop

The school workshop was instrumental for providing the important youth perspective to the Newrybar Streetscape Master Plan project, where 21 students across three grade levels participated. The school workshop was conducted following the same agenda as the first community workshop. This highlighted the similarities and differences in perspective between the youth and adults of Newrybar. Activity 1 which sought to understand 'who is Newrybar?' yielded both similarities and differences as compared to the community workshop as depicted in Appendix F. The themes collated were:

- > A cohesive and united community.
- > Scaled for village life.
- > A storied history.
- > Natural and authentic.
- > A place to call home.

Students also described how Newrybar lacks exciting things they can access such as parks that challenge older kids and shops where they can afford to purchase items. Activity 2 harnessed vision board to understand 'where is Newrybar going?'. Students worked in groups to select images that best reflected their vision for the future of Newrybar, then shared with the wider classroom as captured in Appendix G. This provided outcomes which were similar to the vision boards collected in the first community workshop, however observed differences include:

- > Students identified that there are not enough things for them to do in the village and that the lack of connectivity between the school and the village limited their ability to visit regularly.
- Students supported the use of natural materialities however there was a greater appetite for bolder colours and artistic elements; grander signage and larger artwork (especially of animals)
- > Heavy emphasis by students on amenities including public seating, bubblers, shade and hins
- Students liked similar play reference images but there was a desire for parks to be 'more fun' for older students.
- > Sport courts were more highly desired by students than adults.
- > Across the board there was strong support for creative lighting.

The final activity on the workshop also encouraged students to write a postcard imagining they were living in Newrybar 10-years into the future, describing what the village looks like. Excerpts of these postcards have been included below. See Appendix H for the full list of postcards generated in this workshop.

"There are so many more things to do and see it's so fun and exciting. It was easy to find a park. All the people here are so kind! I love it here!" – Newrybar Public School Student

"I have been seeing people having fun here ever since they got our ideas." – Newrybar Public School Student

"Much more people are all having fun, there are kids playing on the playground" – Newrybar Public School Student

3.3 Online Engagement

The online component of the Newrybar Streetscape Master Plan project sought to make project information widely available throughout the entire phase of engagement. As of 25 November 2024, 224 unique visitors viewed the project webpage. To ensure the opportunity to provide community feedback was highly accessible. Community members were encouraged to engage with two online activities; the survey and the values and ideas map.

Online Survey

The survey sought to understand the different facets of life in Newrybar, especially what currently works well and what could be improved in the future. There were 24 surveys completed from unique participants of the online survey. Their primary reasons for visiting Newrybar have been listed below in order of most common response.

- I live here.
- 2. I shop here (e.g. grocery and retail).
- 3. I eat here (e.g. cafes and restaurants).
- 4. I enjoy the public spaces and amenities.
- 5. I come to access community or social services (e.g. hall).

In regard to the identity of Newrybar, survey respondents recorded three adjectives. The most common description themes were:

- > Quaint / village-scale / peaceful.
- > Historic / character / heritage.
- > Country / rural.
- > Special / unique.

In terms of the elements were perceived to be presently working well, the most frequent answers were:

- > The businesses in general, especially those within the hospitality business.
- > The character of Newrybar's buildings.
- > The attraction of visitors and tourists.
- > The weekly Twilight Markets.

Respondents were also asked a series of questions in which they answered the extent to which they agreed with a statement on a five-point scale. The outcomes of these questions were as follows in Figure 7:

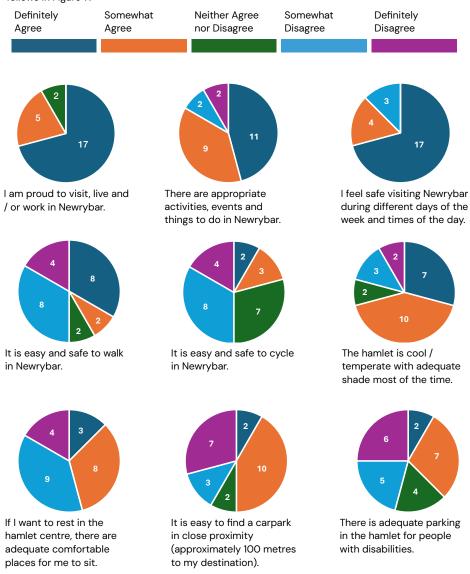


Figure 7. Responses to Survey Question on a Scale of Definitely Agree to Definitely Disagree

Following this, 17 ideas were presented for the main street of Newrybar where respondents could choose their top 6 options they would support. Figure 8 depicts the proportion of ideas supported.

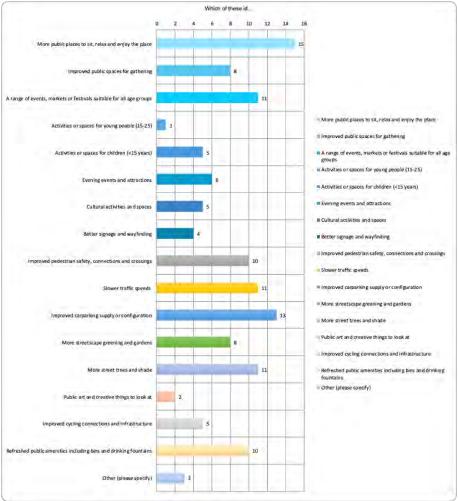


Figure 8. Proportion of Ideas Supported

In regard to how Newrybar could be enhanced into the future, respondents captured their one big idea to make the village an even better place to live, work and play. These responses were coded for themes with the most commonly occurring being:

- > Enhanced car parking.
- > Adjustments to the main street (e.g. speed limit and option to convert to one-way).
- > Improve and create more public spaces for the community.
- > Improve and create more amenities for public use (seating, shading, toilets, bikes racks and waste disposal).

When asked whether there were other things to say, the following sentiments commonly emerged:

- > Newrybar could be improved upon, just as long as the existing character and identity is maintained.
- > The scale and location of Newrybar are assets.
- > The main road could benefit from structural changes to improve functionality.
- > Access and quality of non-private transport options should be improved.
- > Public spaces for the community are necessary to reduce dependence on private businesses.
- > The functional requirements of the Rural Fire Service needs consideration.

Values and Ideas Map

The values and ideas map allowed community members to add pins to the Newybar Streetscape Master Plan scope area across four categories:

- > A special place or feature that contributes to the local character what you love about the place!
- > Places or elements that should be protected or maintained.
- > Places or elements that should be improved.
- > Tell us about an opportunity or awesome idea!

The following 15 pins were added to the Newrybar Streetscape scope area:

Table 1. Values and Ideas Map Submission

A special place or feature that contributes to the local character - what you love about the place!

The cafe, restaurant and community hall are the lifeblood of Newrybar and should be subsidised by Council so they can improve.

Improve the hall with maybe an option for an attached food service that's affordable so it can be used when classes are not on and show more people it's there and there are on there.

The General Store provides essential services for our local and surrounding communities, as well as day visitors. Stores such as this are unique to our rural lifestyle.

Places or elements that should be improved.

The produce store is the genuine hub for all things rural, let's not lose it.

Please don't put up ugly parking restrictions signage and marked spots.

The produce store provides service and integrity to this rural community.

Places or elements that should be improved.

This entry point to this village's definite improvement. Landscaping, possible picnic bench, new sign.

Somehow screen these few houses that are not in keeping with the village heritage look. Remove boat and trailer from main street!!

Much better signage needed.

8.1 Newrybar Village Centre - Streetscape Master Plan - Adoption

Footpaths needed in all directions.

Parking needed.

No car parking maintain public open space for public use i.e. seating, shelters and gardens.

Tell us about an opportunity or awesome idea!

Maybe the school buses should have a dedicated bay here with footpaths so that the kids can safely walk to buses from the main street parking areas during the 8am morning school bus frenzy.

Allow cars to turn right into this village access road (now that Hinterland Way is so quiet).

Lets make this outside are the lovely village hall more vibrant as a hub, maybe a piano on the veranda, encourage buskers, bike racks for all the cyclists that frequent the village in the morning.

The feedback received via the values and ideas map largely aligns with the views the community expressed during both the in-person workshops and the online survey. The importance of local businesses and community assets with the village's fabric was emphasised in addition to the need for improvements for the existing amenities, carparking, landscaping and signage.

Section 4. Summary and Next Steps

This first phase of the engagement process has established a strong foundation by which a locally responsive streetscape design can be developed in keeping with the vision, values, aspirations and ideas of the Newrybar community.

The multi-pronged approach was key to delivering a successful streetscape master plan which can be used by Council, local residents and businesses to ensure everyone is working towards a shared vision for the future of the village. Across all community engagement there was strong sentiment that Newrybar is a well-loved village which could benefit from thoughtful enhancements. A high degree of agreeance and excitement about Newrybar's future was captured and formalised into five unique place values which will guide the development of the village into the future:



Fostering a Connected Community

Key Community Values

Enhance Newrybar's welcoming atmosphere as an intimate local hub, creating spaces that encourage community connection and gathering, support local businesses and invite peaceful enjoyment of the village.

Design Drivers

- Provide shaded seating and flexible gathering spaces that can be adapted for local events.
- > Promote traffic calming measures which slow vehicles and prioritise pedestrians.
- Formalise car parking to improve both connectivity and accessibility to the main street
- > Create more open space within the village to encourage community interaction and engagement.



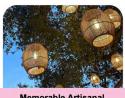
Authentic Village Charm

Key Community Values

Honour Newrybar's intimate village scale and historic character, enhancing a main street that celebrates its unique heritage and invites people to connect with its timeless charm.

Design Drivers

- > Authentically link user experience with heritage character.
- Include interpretive signage and elements to foster a sense of discovery and connection to the village's roots.
- > Create a cohesive design language for all public realm improvements.
- > Blur the edges between public and private land, enabling both domains to seamlessly align.



Memorable Artisanal Experiences

Key Community Values

Nurture Newrybar's identity as a vibrant artisan hub, celebrating the village's distinctive craftmanship and passionate business community through spaces that reflect its refined, boutique character.

Design Drivers

- Prime the public realm as the canvas for artistic expression by developing adaptable public spaces for markets and pop-ups.
- Integrate refined rustic materials and discovery art elements throughout the streetscape to honour the village's bespoke spirit and artisanal values.



Home Grown Produce 4

Key Community Values

Strengthen Newrybar's identity as a culinary destination rooted in local agriculture, linking the streetscape to the richness of farm-to-table practices and local seasonal produce.

Design Drivers

- Create a sensory connection to the village by integrate small edible gardens and outdoor dining areas.
- Encourage events and attractions that showcase local produce.
- Encourage businesses to showcase their wares including along the street, creating a vibrant, eclectic and undoubtedly local atmosphere.

Honouring the Big Scrub + Connection to Country

Key Community Values

Celebrate the rich natural history of the Big Scrub rainforest and Newrybar's connection to Country, integrating endemic plantings and stories that ground the village in its unique landscape and Indigenous roots.

Design Drivers

- Use native planting species reflective of the Big Scrub, creating an informal, lush and biodiverse streetscape.
- Include interpretive elements that celebrate Indigenous knowledge and connection to Country.
- Foster respect and awareness of the landscape's ecological and cultural significance.

Insight gathered from engagement were brought to life via a sketch master plan, enabling the community to provide specific feedback on the initial design. Through this process it is understood there is strong community support for the following design directions:

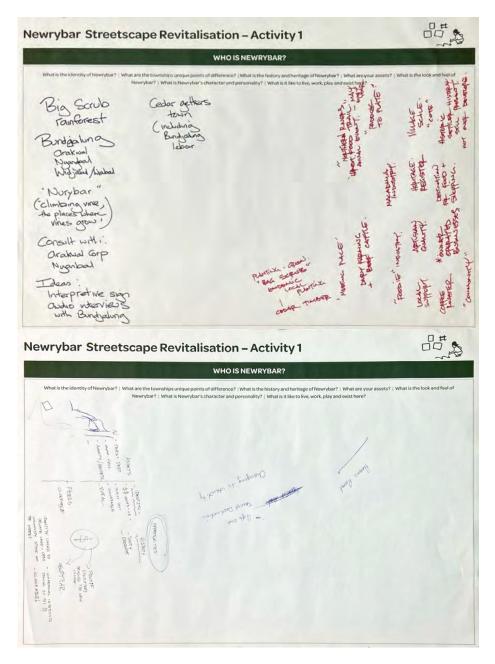
- Create more publicly owned greenspace by relocating the fire brigade station elsewhere nearby.
- Reconfigure the traffic flow on the southern section of the Old Pacific Highway to improve pedestrian safety through the increase in footpath space, seating, shading and general streetscape amenity.
- Establish formalised car parking, pedestrian footpaths and a safety crossing along Hinterland Way while also slowing vehicular traffic.
- Embellish the village entry point to improve the welcoming experience, place awareness and legibility.

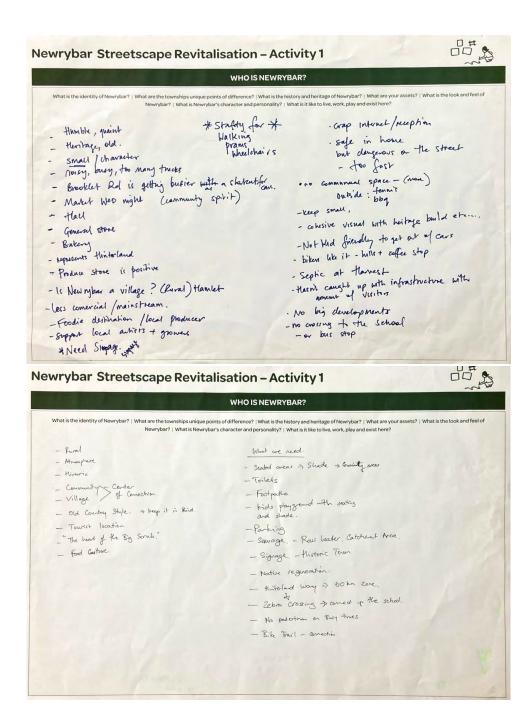
The second phase will seek to confirm the interpretation of the engagement has been understood and represented correctly in the draft Newrybar Streetscape Master Plan. All members of the Newrybar community will be welcome to provide comments on this draft and the priority actions to delivered in both the short and long term.

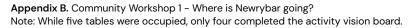
Appendix

Appendix A. Community Workshop 1 - Who is Newrybar?

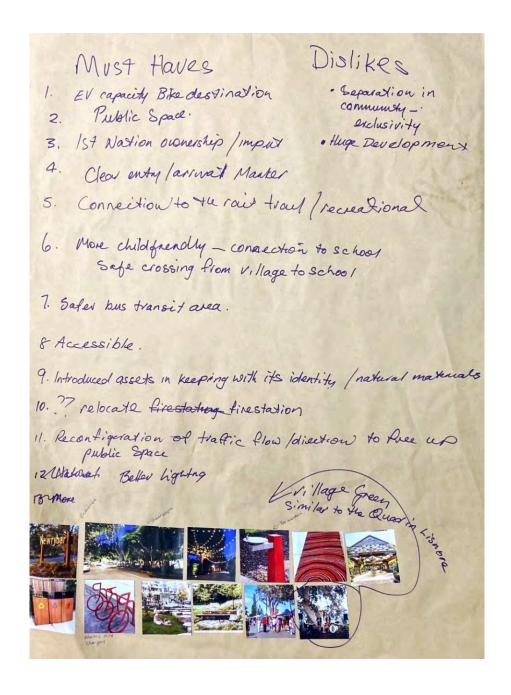
Note: While five tables were occupied, only four completed the activity worksheet.



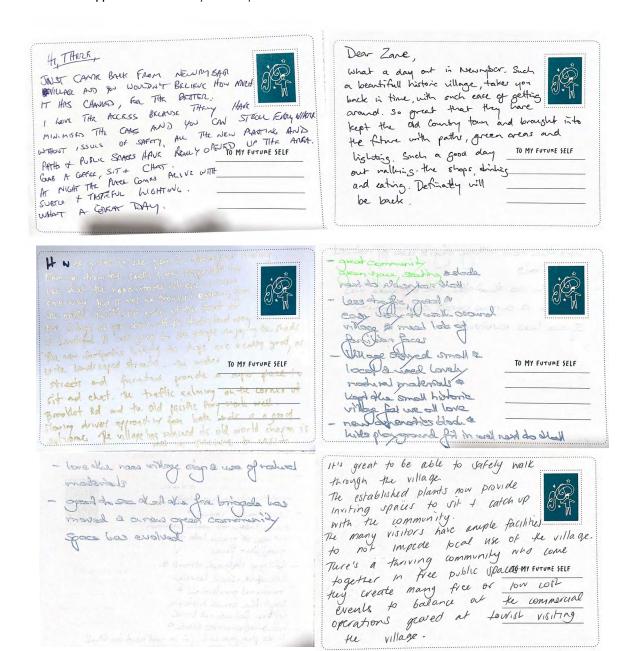


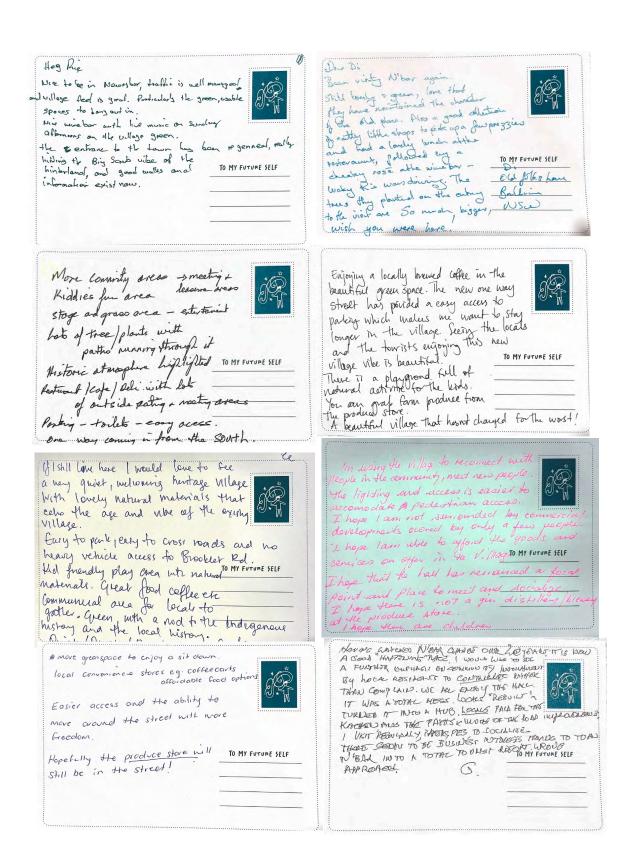




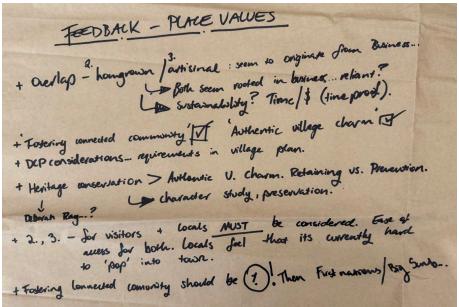


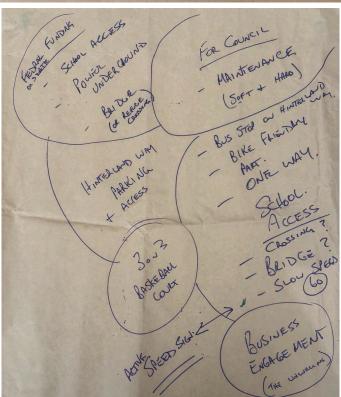






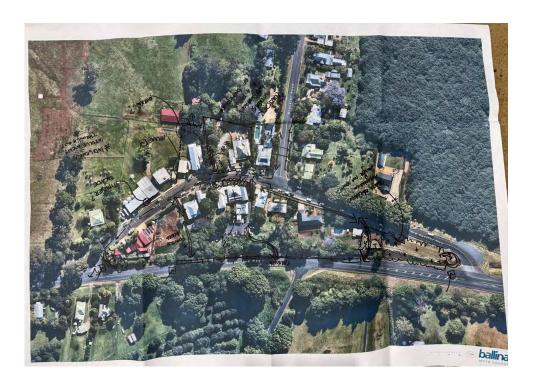
Appendix D. Community Workshop 2 - Place values suggestions.





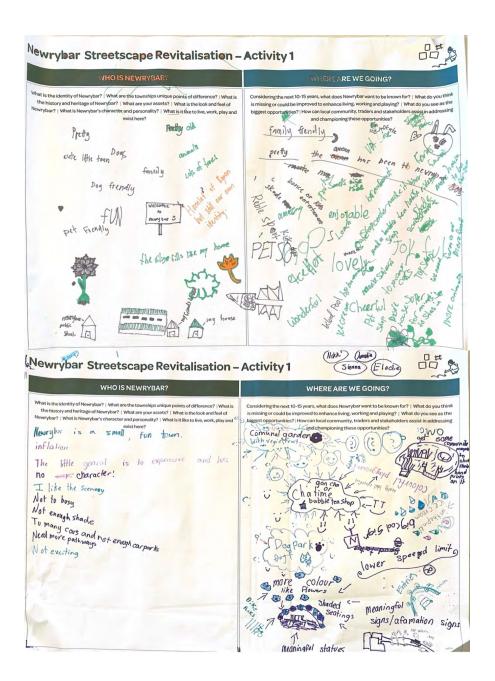


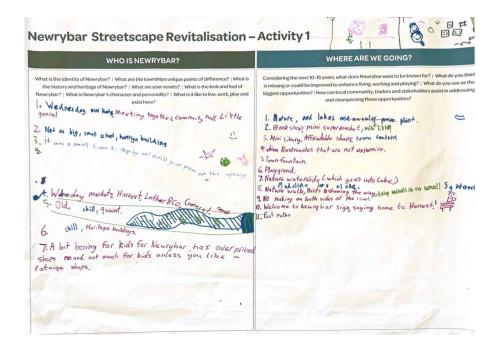
ballina about Minterland Way Pace Matoria

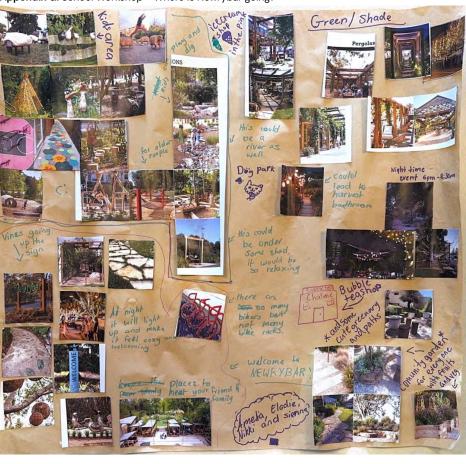


Newrybar Streetscape Revitalisation - Activity 1 WHO IS NEWRYBAR? WHERE ARE WE GOING? Considering the next 10-15 years, what does N is missing or could be improved to enhance living, working and playir biggest opportunities? | How can local community, traders and stake and championing these opportunities? ality? | What is it like to live, work, play and Juma Benji OBI Tuma OBT Binfi the Buildings are very sold I'm 45% sure thay is treestos. ithine We of head to poor a torth small we need to have LI would put a big 2 lots of hig forms
without month tices
But a bunch of cows. Treen sight at the entrances 1 The New Yybar a hater rockhall is where the Wall Lessibut beter 2. More Trees grass lites on trees and Hollowen-dicow is 3. A Kidsakea the roads have preffy high speed limits. held and skrty brown lays masse and thep lollys, leanage and the With Good Flees To climb. t. Pool.
5. More Modern
Buildings with
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6. Bookshop flower Beds often fillia the low Gees of renfilled with her by the flowers to see the see that the see the see that the see that the see the see that the see tha I would do the hall because its fort of the Newry bar Land Marks; she to Light hoose; Newrybar Streetscape Revitalisation - Activity 1 WHO IS NEWRYBAR? Considering the next 10-15 years, what does Newrybar want to be kno is missing or could be impr and championing these opportunities? # Bathrooms. Toyol Brewery . willow trees / big trees A sighns (that an big) k chrismas sestiville A add more things to the mork-to. Not just 1904 if More place, to E. V stop parking on the star sale of the data market. I harder Because it makes driving by harde

Appendix F. Community Workshop 2 - Annotated Newrybar Maps.



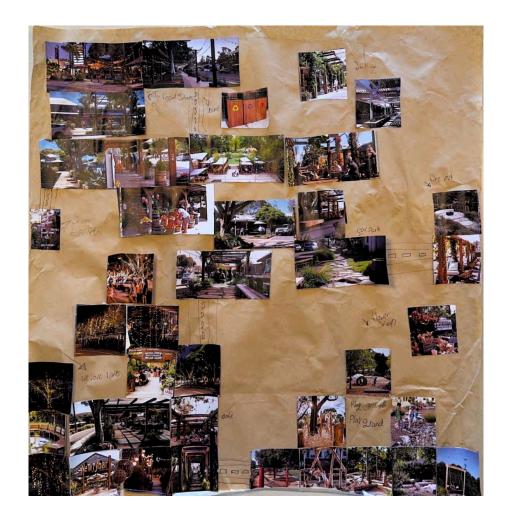




Appendix G. School Workshop - Where is Newrybar going?

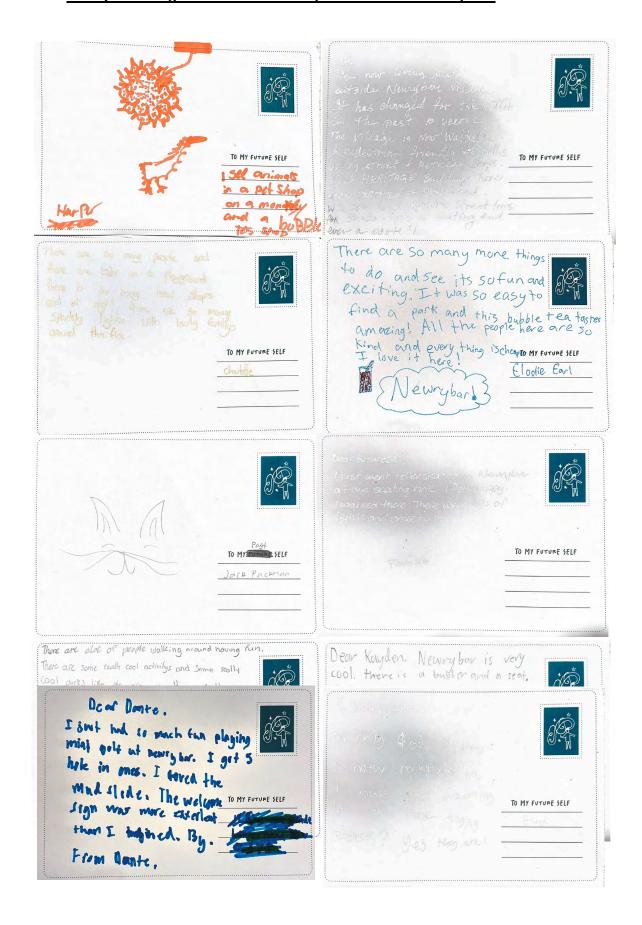


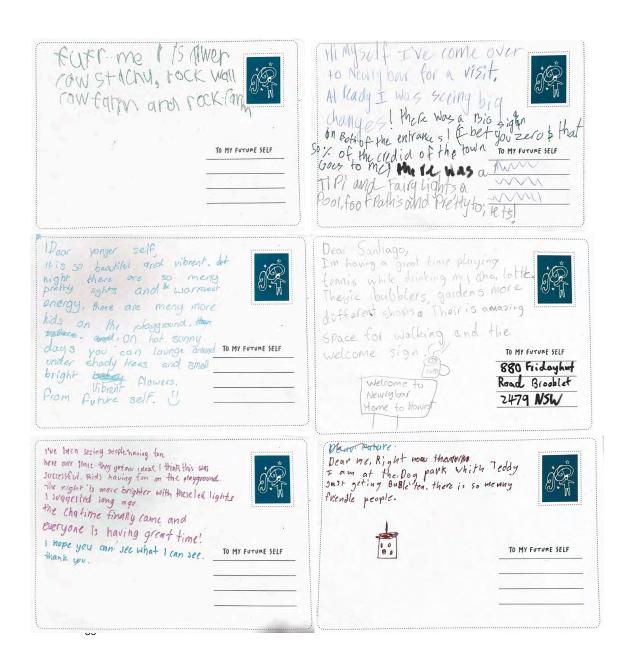


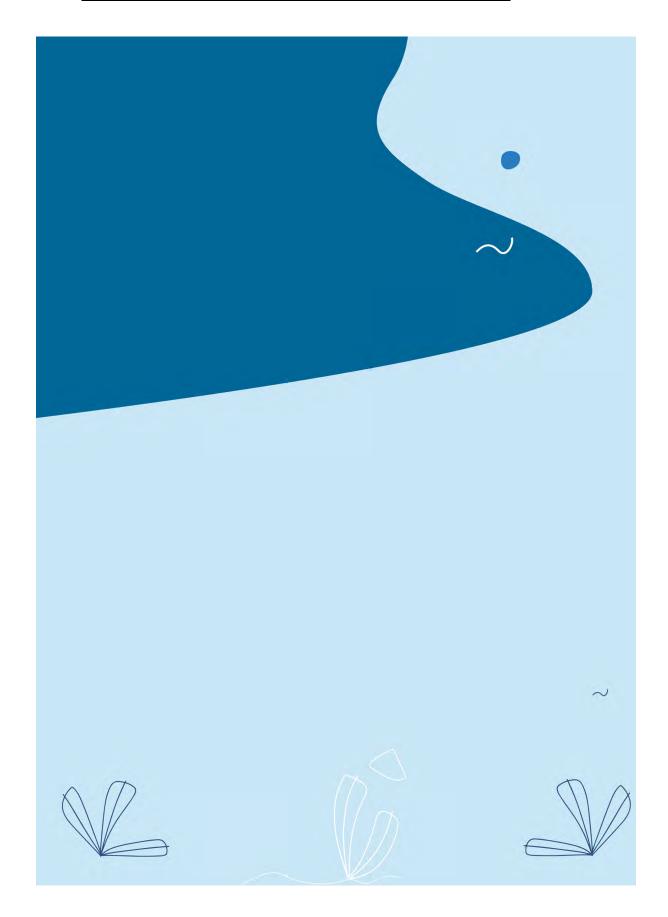


Appendix H. School Workshop – Postcards to self.









DRAFT NEWRYBAR STREETSCAPE MASTER PLAN

ATTACHMENT: PUBLIC EXHIBITION COMMUNITY ENGAGEMENT

- Online feedback form responses
- Written submissions
- Community workshop summary

Refer to the draft streetscape master plan appendix for initial stage 1 community workshop outcomes.



Feedback Form - Draft Newrybar Streetscape Master Plan

SURVEY RESPONSE REPORT

05 August 2022 - 27 May 2025

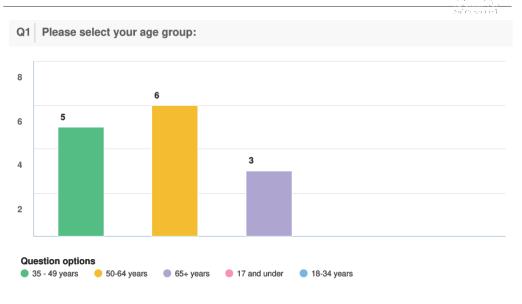
PROJECT NAME:

Newrybar Streetscape Master Plan



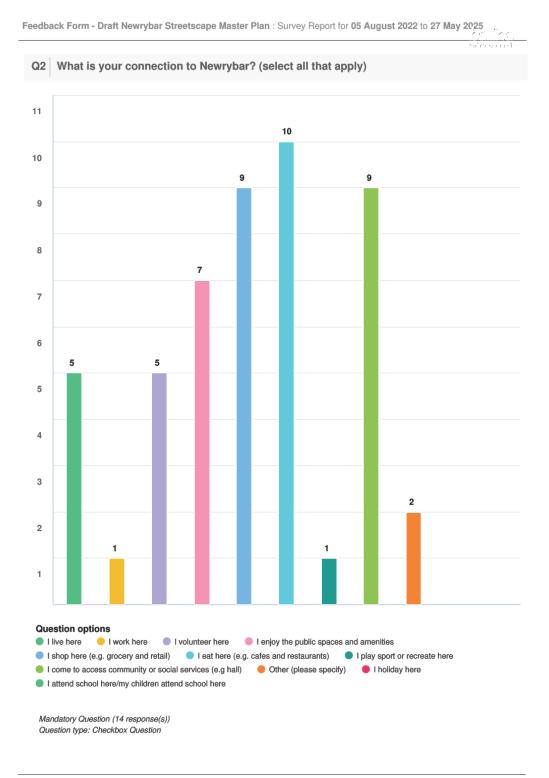
Feedback Form - Draft Newrybar Streetscape Master Plan : Survey Report for 05 August 2022 to 27 May 2025 **SURVEY QUESTIONS** Page 1 of 12

Feedback Form - Draft Newrybar Streetscape Master Plan : Survey Report for 05 August 2022 to 27 May 2025



Mandatory Question (14 response(s)) Question type: Checkbox Question

Page 2 of 12

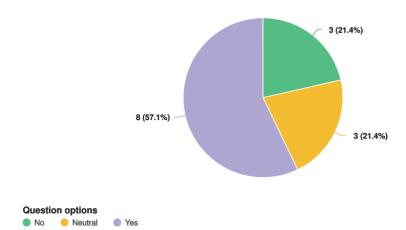


Page 3 of 12

Feedback Form - Draft Newrybar Streetscape Master Plan : Survey Report for 05 August 2022 to 27 May 2025

Sites and und

Q3 Do you support the vision of the Draft Master Plan? "Newrybar will be a welcoming and vibrant village where character, comm...



Optional question (14 response(s), 0 skipped) Question type: Emoji Question

Feedback Form - Draft Newrybar Streetscape Master Plan : Survey Report for 05 August 2022 to 27 May 2025

Q4 What do you like most about the Draft Newrybar Streetscape Master Plan?

mitchamor 4/14/2025 11:07 AM Safe entry exit at the northern end of town and creating a pedestrian friendly zone. including parking and pathways into town from the main

road is a great idea

Surfer john

4/14/2025 11:16 AM

Walking connection

GF

4/20/2025 06·58 AM

The plan finally does something to connect the residents living on Hinterland Way. These dwellings were separated from the village when the highway was diverted and have been isolated ever since. We asked Transport NSW if they would lower the speed limit from 80klm/hr but refused. Good to see that this proposal will do that and it

should be done ASAP

Lennox

1/21/2025 07:34 AM

Landscaping

SJC

4/21/2025 11·28 AM

the plan looks fantastic!

Mb

1/22/2025 07:56 AM

Slowing traffic; beautification of the village especially the entrances to the village Utilising Hinterland Way for parking and 60km speed limit

The bus shelter for school kids Planting, signage

Mforer

4/27/2025 08:44 PM

Making the whole area feel inviting and a new village This will hopefully encourage more food and retail and make it a good destination for all the locals as well as visitors the whole village can be extended especially if speed limit on hinterland way reduced and

people can walk in this area

5/02/2025 03:44 PM

I think the connecting footpaths, particularly along Hinterland Way will make pedestrian movements much safer and enjoyable in the busy traffic area. The connecting pathways through to businesses from Hinterland way rather than around the main roads supports additional parking and accessibility. This will also improve the safety and accessibility of the area for kids. I also strongly support the use of native plants in the vegetation of the works. I support the proposed

one way traffic area.

Page **5** of **12**

Feedback Form - Draft Newrybar Streetscape Master Plan : Survey Report for 05 August 2022 to 27 May 2025

MBorrell

5/08/2025 10:10 AM

integrating the hinterland way, landscaping, paths, and improving the

northern gateway

Better parking

Rosy

Creating a vibrant feel to the village

Marion

Changing the traffic movement to one way. I also love the idea of

maintaining the vision of small village.

Zofie.

I like the extra greening of the location. I like some of the proposed

street scaping.

Darren Bailey

Yes we need some improvement's Eg some seating, slowing of traffic. more footpaths for pedestrian safety .yes to beautifying the nth

entrance landscapeing trees /garden signage without getting carried away in plagrounds . Any thing would be an improvement than the current overgrown eyesore like it has been since the newrybar

bypass

Optional question (14 response(s), 0 skipped)

Question type: Essay Question

Are there any things you would change about the draft master plan?

mitchamor

4/14/2025 11:07 AM

4/14/2025 11:16 AM

Let's get it done

Surfer john

Parking? Seating? Path for walkers and bikers? Path should go from

lennox up ross lane and hinterland way.

GF

4/20/2025 06:58 AM

no

Lennox

Yes. Add pathways everywhere. Add parking? Where is the parking?

Page 6 of 12

Feedback Form - Draft Newrybar Streetscape Master Plan : Survey Report for 05 August 2022 to 27 May 2025

SJC

4/21/2025 11:28 AM

i recommend that a heap more car parking spaces be provided in the old Pacific Highway road reserve.

Mb

4/22/2025 07:56 AM

The corner of Brooklet Rd and Old Pacific Highway looks dangerous. The plan to extend a pathway on the North corner will not work for the amount of traffic and large trucks that use this road. You don't want pedestrians to be crossing on this corner where the traffic converges. I live at No 2 on the corner and can guarantee the huge amount of heavy machinery and macadamia trucks (double loads) that cut this corner. You need to direct pedestrians away from this corner. The proposed pathway crosses our driveway and also takes our privacy away. You can't put a car park near the corner either. This is a major thoroughfare and extremely dangerous. I have written to the council before about how dangerous it is. This needs more consideration The other side of Brooklet Rd towards Friday Hut Rd needs the speed reduced to 60km .. at the present it is 80km and many vehicles speed into the village.

Mforer

4/27/2025 08:44 PM

maybe create some more residential blocks in the area to make it more of a village with amenities

MBorrell

5/08/2025 10:10 AM

I disagree with the assumption that the RFS station does not contribute to the activation and vibrancy of the village centre. This perspective overlooks the fact that the RFS is a local community-run volunteer organisation and an essential part of the Newrybar village community.

5/10/2025 09·02 AM

The rfs is a asset to the community and should stay in place Maybe look at a more pleasing facade

Rosy

5/16/2025 02:20 PM

The RFS brigade building has been an integral part of Newrybar for many years. It has served and protected the community since it's been established. I believe it should be considered in the master plan. If it means beautifying the exterior to fit in the plan, that should be considered. The RFS members, myself included, are committed to become an even more integral part of the community, i.e. open days, participation at Hall's meetings.

Zofie

5/20/2025 09:02 PM

I would like the proposed ambient night time lighting in the trees to carefully reviewed and a proper REF (Review of environmental Factors) initiated by a qualified ecologist. I feel P18 Discussing the

Page **7** of **12**

Feedback Form - Draft Newrybar Streetscape Master Plan: Survey Report for 05 August 2022 to 27 May 2025

honouring of the Big Scrub to be flawed if such lighting plan be implemented. Threatened Micro Bats and Blossum bats and other aborial mammals will be impacted by this intrusive lighting . Those species relying on this location as a food and habitat source will be severely impacted. Animals will be exposed previously protected by the dark they will no longer feel secure and will leave the location. Ambient lighting has been recorded as effecting the flowering of trees as they become confused between day and night, this will impact on fruiting and and subsequent food source of those aboreal species utilising this resource. Can the lighting be turned off after 8pm or something similar to reduce this effect? We do not want to have an irreversable effect on threatened local native species/biodiversity. As a member of the Newrybar Community the relocation of the Rural Fire Service is also a very great concern. This emergency service provides vital protection for the village of Newrybar and the local surrounds, Fernleigh, Brooklet, Knockrow, Tintenbar and Bangalow. Moving the Station to another locality will potentially increase the call out times before the Brigade can attend a house fire, shop fire, car accident, pole alight, assist ambulance, remove fallen trees, flood assistance. It needs to be recognised a house can burn to the ground within 10 minutes, every second counts. Likewise making the flow of traffic one direction also impedes the timely response of the Brigade, which will have to go around a complete circle before heading off to say a possible incident at Brooklet or the Brooklet Primary School, I would be very shocked/surprised if town planning in NSW omitted to ensure the timely availability of an emergency service as a priority for the safety and well being of a community. Continuing I am also concerned about the level of protection to the community should god forbid, the petrol station or produce store ever catch on fire. Under the present plan the RFS would not be immediately accessible, this coupled with a much larger number of visitors present could create a very dangerous situation for all invloved. I understand the desire to speed reduce the area to make safe walking for children attending the Newrybar Primary and that would be beautiful theoretically, but has any consideration been given to the fact that when the M1 is blocked for whatever reason, mainly car accidents, the traffic will be relocated to Hinterland Way and Ross Lane. Ross Lane can cope with B Doubles, but I do not think Hinterland Way if narrowed and speed limited would be able to do the same. The RMS estimated the approximate financial loss experienced by the closure of the M1 to be over a million dollars a minute, so they are usually very concerned that a continual flow of traffic be maintained at all costs. I am also concerned that although the Newrybar School has been consulted, those children attending Xavier Catholic College, Holy Family, Fernleigh Primary and so on have not been included in discussion, especially relating to bus services. If the road becomes one way and the traffic slowed this will mean longer time is required to get to school so parents will have to leave earlier to drop off their children. I

Page 8 of 12

Feedback Form - Draft Newrybar Streetscape Master Plan : Survey Report for 05 August 2022 to 27 May 2025

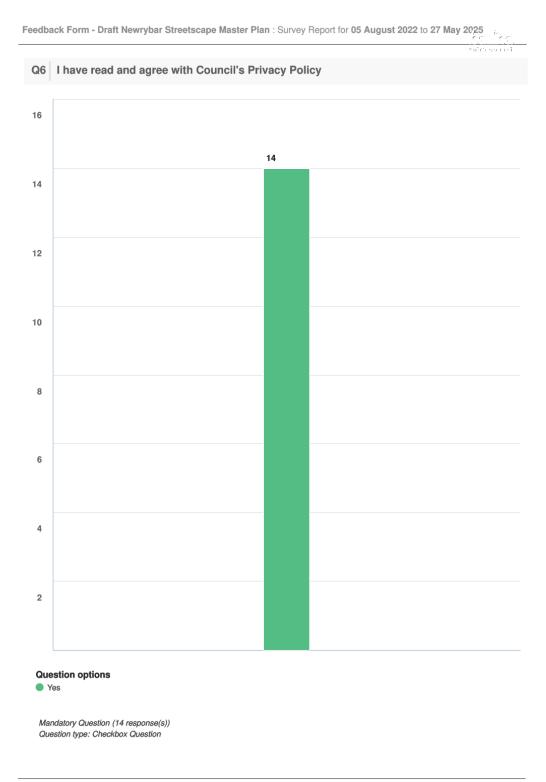
believe the movement of the bus stop needs careful scrutiny as not an only will this increase travel times, it will also mean that the morning and afternoon school retail trade experienced by the general store will be vastly reduced with a corresponding financial result. Trucks delivering fuel to the petrol station and deliveries to the Rural Buying store will also be directly effected by the one direction and slow speeds. This will also potentially affect manouverability of those big trucks collecting macadamias from local macadamia and avacado farmers. Lastly I am concerned about what is going to be done about the issue of sewerage. With increased people comes increased pressure on existing amenities, is there going to be a new sewerage system incorporated with this Master Plan?

Darren Bailey

Yes must retain rural fire station in the village far more important than the village green dream ,Retain the current two-way traffic at a reduced speed, no speed humps. no parking in front of the old harvest prescient this is the caurse of most of the congestion in the village .would allow a safer pedestrian / seating area. (to the benifit of those bussiness;s) Parking on hinterland way no cost benifit waste of money (area needs a clean up with side arm mower though) Pathway to school again a waste noone walks to school. Should the street go one way no reduction in the street width (eg traffic islands. trees) south of fire station, fire trucks to reverse into station. semi trailers need to access produce store currently okay with parking on each side room for semi and through traffic can pass . any reduction in width in that area no traffic will get past they will be waiting up to 30 minutes.

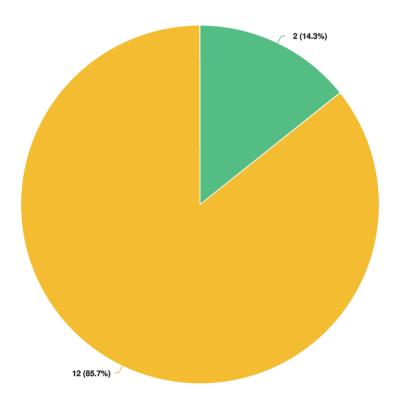
Optional question (12 response(s), 2 skipped) **Question type:** Essay Question

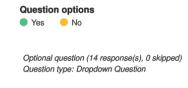
Page 9 of 12



Feedback Form - Draft Newrybar Streetscape Master Plan : Survey Report for 05 August 2022 to 27 May 2025

Q7 Do you wish your submission to be treated as confidential?





Page **11** of **12**

			<u> U.J.</u> Bhire souns
8	Please provide a reason	n for confidentiality.	
10/2	025 09:02 AM	Choice	
	onal question (1 response(s), stion type: Single Line Questi		

Malcolm Borrell

Sheryn Da-Re
Re: Newrybar Streetscape Master Planning - Fire Brigade site To: Subject:

Sunday, 23 February 2025 12:40:39 PM

Sunday, 23 February 2025 12:40:39 PM imaqe001.qif imaqe002.pnq imaqe003.pnq imaqe004.pnq imaqe005.jnq seahorse e4f8249C-8a7d-4c44-abcd-7c82e9a8a47f.qif facebook. 32x32_a16c36e2-0743-493e-b557-150c80fe1cc9.pnq instagram 32x32_a18d-444-493e-b557-150c80fe1cc9.pnq instagram 32x32_a18d-362-939-467-989e-07562576163-pnq linkedim 32x32_a2ba0265-2993-467-989e-07576537163-pnq communityconnectdecember2024staffemailfooter_f3a561ed-1337-4cc6-a57e-6eed6c59ddf8.jng

Hi Sheryn,

I just wanted to follow up on the response from the brigade at the general meeting held on January 25, 2025, regarding the possibility of relocating the station to create more public areas for the community hall. As I mentioned previously, the decision on this matter is not made by the brigade; it is typically planned and funded by the relevant local council and the RFS head office.

However during this meeting, the members agreed that there was not a strong desire to relocate. Additionally, there is no brigade funding available to support any relocation efforts.

I hope this helps in some way with any future streetscape planning

Malcolm Borrell Secretary Newrybar RFS

On Mon, Jan 13, 2025 at 10:53 AM Sheryn Da-Re < Sheryn.DaRe@ballina.nsw.gov.au > wrote:

Thanks Malcolm. I appreciate your response.

Shervn Da-Re Landscape Architect



Ballina Shire Council acknowledges that we are here on the land of the Bundjalung people. The Bundjalung are the traditional owners of this land and are part of the oldest surviving continuous culture in the world.

ballina.nsw.gov.au | discoverballina.com.au p: 02 6681 0588 | m: 0439 738 564



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Opinions, conclusions and other information contained within this message that do not relate to official Council business are those of the individual sender, and shall be understood as being neither given nor endorsed by the Ballina Shire Council.

From: Malcolm Borrell < malcolm@borrelldesign.com.au > Sent: Wednesday, January 8, 2025 2:54 PM

To: Sheryn Da-Re < Sheryn.DaRe@ballina.nsw.gov.au >

Subject: Re: Newrybar Streetscape Master Planning - Fire Brigade site

Ii Sheryn,	
Iappy New Y	ear!
onversations	ovide more details about the station's location/ relocation, which I recently discovered through with some long-time brigade members who had similar discussions with the council before the built a decade ago.
Ballina Cound	we have very limited influence over the station's location; this is primarily determined by the il and the Far North Coast Regional RFS office. It has been suggested that you speak with rom the Far North Coast Zone Office. His phone number is 02 6671 5500.
	someone at Ballina Council who has more information about the process, especially since the n was recently relocated; however, I don't have any other information on this.
	ps. I will get back to you with the brigade's response to your earlier email after our monthly next week.
Best regards,	
Malcolm Bor	ell
	.0, 2024 at 3:40 PM Sheryn Da-Re < Sheryn.DaRe@ballina.nsw.gov.au> wrote: colm. Much appreciated.
Thanks Ma	colm. Much appreciated.
Thanks Ma Sheryn	colm. Much appreciated.
Thanks Ma Sheryn Sheryn Da-F Landscape A	colm. Much appreciated.
Thanks Ma Sheryn Sheryn Da-F Landscape A Ballina Shire owners of this	colm. Much appreciated. Recording the control of the control of the Bundjalung people. The Bundjalung are the traditional land and are part of the oldest surviving continuous culture in the world.
Thanks Ma Sheryn Da-I- Landscape A Ballina Shire owners of this	colm. Much appreciated.
Thanks Ma Sheryn Da-I- Landscape A Ballina Shire owners of this	colm. Much appreciated. Reproductive transfer on the land of the Bundjalung people. The Bundjalung are the traditional land and are part of the oldest surviving continuous culture in the world.
Sheryn Da-F Landscape A Ballina Shire owners of this ballina.nsw. p: 02 6681 0	colm. Much appreciated. Reproduct to the control of the sundjalung people. The Bundjalung are the traditional land and are part of the oldest surviving continuous culture in the world. Reproduct to the sundjalung are the traditional land and are part of the oldest surviving continuous culture in the world.
Sheryn Da-F Landscape A Ballina Shire owners of this ballina.nsw. p: 02 6681 0	colm. Much appreciated. Reproduct to the color of the surviving continuous culture in the world. Reproduction of the surviving continuous culture in the world. Reproduction of the surviving continuous culture in the world. Reproduction of the surviving continuous culture in the world.

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From: Malcolm Borrell <malcolm@borrelldesign.com.au>
Sent: Tuesday, December 10, 2024 12:45 PM

To: Sheryn Da-Re < Sheryn.DaRe@ballina.nsw.gov.au >

Subject: Re: Newrybar Streetscape Master Planning - Fire Brigade site

Hi Sheryn,

Thank you for your email. I have forwarded it to our members and asked them to share their comments. After our next general meeting, which is scheduled for January 25th, I will update you with the group's thoughts and feedback.

Also, as we discussed, I will do some research on how these issues are managed concerning RFS policy, as I am uncertain about the status regarding locations and stations and the involvement of the RFS command.

Thanks again hope you have a good Christmas I'll be in touch soon

Best regards,

Malcolm Borrell

On Mon, Dec 9, 2024 at 3:53 PM Sheryn Da-Re <<u>Sheryn.DaRe@ballina.nsw.gov.au</u>> wrote:

Hi Malcolm.

Thank you for your letter and also speaking with me this morning about the Newrybar Streetscape Master Planning and fire brigade.

As discussed, we are preparing a community -led master plan for the streetscape which is a longer terms vision for the upgrade and revitalisation of the village centre. The study area initially only included the Old Pacific Highway and part of Brooklet Road, but has now been expanded to include Hinterland Way as the community felt this was an opportunity to better define village entry points, slow traffic and create some car parking with improved accessibility and connections up to the village centre and to the school.

Council and our consultant have undertaken a variety of community engagement activities in the last few

- · Walking around to traders to have face-to-face conversations about the project and issues and ideas
- Pop-up stall at the twilight markets
- 2 x community workshops at the hall
- · Online information and survey.

As discussed on the phone there was some interest expressed by quite a few members in the community in looking at options to relocate the fire brigade building from near the hall to another place in the village. There were a few options close by that were explored some 10 + years ago before it was built in its current location, including some Council owned operational land at the corner of Watsons Lane and Hinterland Way. I am unsure why the site or others that were explored were deemed less suitable than the current location, although my preliminary investigations suggest this work may have been prior to the Byron Bypass opening and Hinterland Way was still the highway (which would have had access

restrictions). I am still looking into this and would love to hear from anyone involved in these discussions at the time.

The community felt that relocating the fire brigade building (as a longer term outcome) would present valuable opportunities for public domain/gathering space in the village centre as there currently isn't any available. It may also present opportunities for a future improved fire brigade building, which to meet current guidelines, would need to be constructed to a higher standard than the one at present and include off street parking. This aspiration was quite strong in all our community engagement. I would obviously like some feedback from your team on this so that the master plan can present an appropriate solution. I should add that the master plan, being an aspirational vision for the village, can include multiple scenarios to address a short term and longer term outcome.

Some other community aspirations that were strongly communicated include:

- Slowing speeds on Hinterland Way, reducing the roadway and providing car parking and footpath connections to the village centre
- · Providing a safe pathway connection between the village and school
- · Improving the village entry experience
- Reconfiguring the Old Pacific Highway to accommodate one-way traffic flow between Brooklet Road and the southern village gateway (two-way elsewhere) and rationalising parking to enable a dedicated footpath in the street
- · Improved shade and general amenity for users
- Provide a central public domain space (the fire brigade site was identified by community as the ideal location)

An outline of the engagement process and outcomes is attached FYI.

The information that I have sent you only represents discussions at the community workshops and has not been endorsed by Council. Also, any works in a future master plan are currently unfunded. But an endorsed master plan is a valuable tool required to seek funding.

If you would like me to run you through some of the initial ideas that the consultant had in the area near the fire brigade building and the creation of a public domain here, I can do this via a MS Teams or zoom meeting.

I look forward to hearing from you.

Sheryn Da-Re Landscape Architect

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Sheryn Da Re Landscape Architect <u>Sheryn.dare@ballina.nsw.gov.au</u> Ballina Shire Council NSW 2479 Reference: Newrybar Streetscape Masterplan

7 December 2024

Dear Sheryn,

I hope this message finds you well! I am writing on behalf of the Newrybar RFS regarding the Newrybar streetscape master plan. I apologise for not getting in touch sooner and missing the comments deadline. However, our members felt it was important to share our thoughts on the streetscape planning and its relationship to the Newrybar Rural Fire Brigade.

Following discussions at the last general meeting, several ideas were suggested to enhance the efficiency and improve response times for the Newrybar RFS. This volunteer service responds not only to fire threats in the community but also to storms, floods, and motor vehicle accidents. Callouts need to be addressed promptly, and these suggestions aim to address some challenges the brigade faces in the current street environment.

One of our main concerns is that cars often park across the station's crossover during busy times, either not realising it's an emergency services driveway or ignoring it altogether. To help prevent this, we suggest that improved signage and better road and crossover markings be included in the considerations for the streetscape.

We would like consideration in providing dedicated parking for Brigade members. During busy times, it can be difficult for members to find parking, which can delay their response to incidents where every minute is crucial. Taking extra time to find parking and then walking to the station can hinder our ability to respond quickly.

Thirdly, the hydrant's current location is sometimes difficult to access. Cars are often parked in front of it, making it challenging for our trucks to refill. Would it be possible to move the hydrant closer to the station? This change could simplify the filling process and reduce street congestion during that time.

We understand that creating this master plan requires balancing various interests. However, we believe that the Newrybar RFS serves an essential role in the local community and needs consideration in any master planning. We would be happy to discuss any potential solutions you may have in more detail.

Regards

Malcolm Borrell

Secretary Newrybar RFS

E: malcolm@borrelldesign.com.au

P: 0412043463

POSTAL ADDRESS

NSW Rural Fire Service 13 Old Pacific Highway, Newrybar NSW 2479, Australia STREET ADDRESS

NSW Rural Fire Service 13 Old Pacific Highway, Newrybar NSW 2479, Australia RFS.NSW.GOV.AU

E newrybarrfs@outlook.com

To: Cc: Subject: Date: Courtney Hill

Stephen Hill
CM - RE: Newrybar Streetscape Master Plan
Tuesday, 27 May 2025 11:08:51 AM

facebook 32x32 a16c36e2-0743-493e-b557-150c80fe1cc9.pnq instagram 32x32 4844d045-3639-4f8e-b929-079825ad6dff.png linkedin 32x32 2ab2d052-b293-4e74-98e0-cc7f5c3b7163.png Attach

Hi Courtney,

Thank you for your email and enquiries. I have provided some responses to your questions below:

1. Inaccurate Representation of Existing Driveways and Access Requirements

Council staff have identified several driveway anomalies within the exhibited draft plan and advised the consultant. These will be rectified on the plans to reflect existing current driveways or approvals.

2. Vehicle Manoeuvrability and Minimum Road Width Requirements

The consultant team and Council staff have spoken to Produce Store staff during the initial rounds of engagement and are aware of the access requirements. Thank you for clarifying the specific vehicle size and manoeuvring arrangements

Page 37 of the draft master plan nominates typical road geometry in this area consisting of a one-way 4m wide carriageway with 2.3m wide parallel parking either side of the street. It appears the carriageway is biased to one side of the reservation to enable more space for turning into the produce store. I have asked the consultant to check turning movements at a couple of locations including here.

Please keep in mind that the draft master plan is a conceptual document that outlines the key principles and features of the design. Detailed design has not yet been undertaken and will ensure that appropriate vehicle turning movements are

3. Zoning and Strategic Direction of the Village Core

These questions are best answered with reference to a 2023 Council report and associated attachments and minutes, which provide background and discussion about Council's strategic planning intent for Newrybar. Please refer to the below links. The report on Planning for Newrybar is Item 8.1.

- Agenda of Ordinary Meeting of Ballina Shire Council Thursday, 27 April 2023
- Attachments of Ordinary Meeting of Ballina Shire Council Thursday, 27 April 2023
- Minutes of Ordinary Meeting of Ballina Shire Council Thursday, 27 April 2023

Note that adoption of the Newrybar Streetscape Master Plan is not intended to be a trigger to rezone land or intensify land

Please also note that there is currently no funding available to further progress or implement the plan should it be adopted. However, having an adopted master plan can be a useful tool to support grant and other funding opportunities.

Kind regards

Shervn

Sheryn Da-Re Landscape Architect



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From: Courtney Hill <courtney@sussexliquor.com>

Sent: Friday, 23 May 2025 11:52 AM

To: Sheryn Da-Re < Sheryn.DaRe@ballina.nsw.gov.au>
Cc: Stephen Hill < sbhill@sussexliquor.com>
Subiect: Newrybar Streetscape Master Plan

Dear Ballina Shire Council,

I am writing to formally respond to the Draft Newrybar Streetscape Master Plan currently on public exhibition. As a stakeholder with direct interest in the Produce Store located at the southern end of the village, I am raising several significant concerns about how the proposed plan affects this property's operational functionality.

1. Inaccurate Representation of Existing Driveways and Access Requirements

The current master plan appears to inaccurately depict the southern delivery driveway used by the Produce Store as a pedestrian footpath. This driveway is a critical point of access, regularly used by delivery trucks to reverse into both sliding-door loading bays on the building. Its removal or obstruction is not acceptable and would directly impede the ongoing function of this business. (Ill include a little snip with a rough mark up so you can see where i mean).

We are requesting that all existing driveways used by the Produce Store be categorically maintained in the final plan. They must also be accurately and clearly represented in all streetscape diagrams and associated planning documents. Can i get some information around whether this is simply an oversight or you are seeking to redact this current driveway all together?

2. Vehicle Manoeuvrability and Minimum Road Width Requirements

The proposed conversion of the Old Pacific Highway to a one-way street may affect road width and turning capacity. It is imperative that this does not impact the ability of delivery vehicles — specifically Rigid delivery trucks (upto 12.5 metre length) — to enter the street, reverse safely into the Produce Store's two loading areas, and exit without obstruction.

Accordingly, we formally request the following documentation:

- A set of detailed streetscape plans, including kerb alignments and road widths, from both the design team and traffic consultant.
- A turning path or swept path analysis for a 12.5-metre rigid truck demonstrating that both delivery access
 points can be used without compromise.
- Confirmation that traffic modelling has accounted for truck access into and out of both existing driveways, and that road geometry meets the necessary specifications for this vehicle class.

3. Zoning and Strategic Direction of the Village Core

As the town strip is currently zoned as Environmental Protection with specific emphasis on agricultural value, the overt shift in the draft plan toward tourism and pedestrian amenity raises additional concerns. We request clarification from Council regarding:

- Whether existing businesses in this zone, including the Produce Store, are currently operating under existing
 use rights.
- Whether there is any intention to rezone this area in line with the proposed streetscape vision, and what
 implications this may have for compliance and long-term business operation.

This submission is made in good faith and with the intention of ensuring the master plan delivers on its promise of improving functionality and safety while respecting the operational needs and legal rights of long-established businesses that serve both local and regional communities.

We respectfully request a detailed written response to each point and copies of the requested documents at your earliest convenience.

Kind regards, Courtney Hill

 From:
 Sheryn Da-Re

 To:
 Florian Beck

Subject: RE: Newrybar Streetscape Master Plan

Date: Monday, 12 May 2025 9:50:02 AM

Attachments: seahorse e4f42d9c-8a7d-4c44-abcd-7c82e9a8a47f.gif

facebook. 32x32_a16c36e2-0743-493e-b557-150c80fe1cc9.png instaaram 32x32_4844d045-3639-4f8e-b929-079825ad6dff.png linkedin_32x32_2ab2d052-b293-4e74-98e0-cc7f5c3b7163.png roadsafetyweek2025_ec79b9d4-0476-4092-b11c-f1be17fa3d15.jpg

Hi Florian,

Thank you for your email. I note your concerns about the priority of projects in the Shire with respect to Newrybar and Killen Falls.

Council plans all their key activities via their Delivery Program and Operational Plan (DPOP) which is revised, publicly exhibited, and adopted each year by the Council.

The community have identified for some time, some safety and other concerns in Newrybar (e.g. degrading road surface, no footpath in the village centre on some sides, no bus stop, lack of shade, parking etc). The best way to design for these in a co-ordinated way is through a master planning process which engages with the community and looks wholistically at all the elements of the public domain. In 2023, Council resolved to include preparation of a master plan for Newrybar in the DPOP. A draft master plan has been prepared and is currently on public exhibition. The plan and background reports showing the history of how the project came about can be found at the following link: Newrybar Streetscape Master Plan I Your Say Ballina

There is currently <u>no funding</u> allocated for delivery of any of the works under the master plan, except a toilet upgrade at the community hall.

As you note, Council has an adopted management plan for Killen Falls which can be found here <u>Council Documents | Ballina Shire Council</u>. This plan only applies to Council land and has been substantially implemented with a few items remaining and identified in the DPOP for continued investigation and implementation between 2025 and 2028. The DPOP action is on Page 31 – HE3.1h – *Implement management plans for Killen and Tosha Falls*.

The main parts of the Killen Falls precinct (e.g. boardwalk, walkway etc) are the responsibility of Rous Water, not Council. However, it sounds like your concerns relate to the Council road areas. As this project is managed by another section of Council, I will forward on your email to them for their consideration.

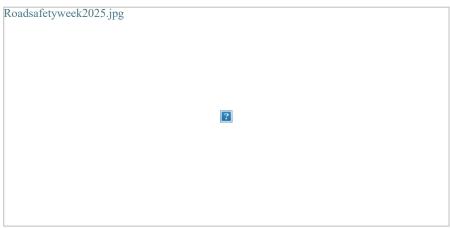
Many thanks Sheryn Sheryn Da-Re Landscape Architect



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From: Florian Beck <florianbeck5@hotmail.com>

Sent: Saturday, 10 May 2025 11:27 AM

To: Sheryn Da-Re <Sheryn.DaRe@ballina.nsw.gov.au>

Subject: Newrybar Streetscape Master Plan

Hi Shery

I was just looking at the Newrybar Plan. But im quite lost way Newrybar is getting funding. It's not particularly popular with tourists. And the previous owners of Harvest ran it into the ground and where to snobby and rude for a lot of the locals.

I have lived on Killen falls drive for just over 4 years. I have seen the numbers of Tourists and family's that go to the waterfall and its a LOT more then Newrybar..

The Killen Falls Management plan was Adopted by Ballina Shire Council on 26 October 2017 but im lost for word way its still so neglected. The road gets trashed lots of potholes no binns where 95% of people can park. I have looked after the mowing and cleaned up after

people for 4 years around the top of my property.. the amount of people that I have helped get out of the mud with there cars is just unexpectable.

Killen Falls is on all of Ballinas Tourism marketing campaigns. I see 3 to 4 petrol's a day by the Ballina council Rangers to get more revenue but its still NOT looked after by the Ballina council.

I sent the following to council yesterday. Thank you for your time

hello I hope this email finds you well.

Killen Falls is a very popular tourist attraction at Tintenbar, critical to the local economy and community. However, the current parking situation is inadequate, particularly on weekends when over 200 vehicles often park along Killen Falls Drive and extend to Friday Hut Road. This overwhelming demand contrasts sharply with the 8 designated parking spots available, leading to significant traffic congestion and safety hazards. This proposal seeks to address these urgent issues to enhance visitor experience, improve traffic flow, and promote responsible tourism in alignment with the objectives of the Killen Falls Plan of Management that was Adopted by Ballina Shire Council back in 26 October 2017. Made by by MikeSvikis Planning

As highlighted in the existing management plan, Killen Falls has become a key feature in Ballina's tourism marketing strategy. It attracts more visitors than (Newrybar) yet receives no dedicated funding for infrastructure improvements. Consequently, the inability to adequately manage parking and surrounding road conditions undermines the visitor experience and poses challenges for local residents, particularly those living on Killen Falls Drive, who are increasingly frustrated by the lack of council action.

Objectives

- 1. Increase Parking Capacity: Expand parking to accommodate at least 40 vehicles, reducing the overflow into the surrounding roads.
- **2.** Improve Traffic Flow and Safety: Establish clearer routes for both vehicles and pedestrians, improving overall safety.
- **3.** Repair and Maintain Road Infrastructure: Address current road conditions, including potholes and drainage issues, to support increased traffic.

4. Enhance Visitor Experience: Create a welcoming environment that encourages sustainable tourism and protects the natural landscape.

Proposed Improvements

1. Parking Expansion

- Carpark Redesign: Expand the parking area to create a minimum of 40 parking spaces, utilizing efficient layouts to maximize the area's capacity.
- Overflow Parking Solutions: Use road base material from local repairs to create overflow parking areas that can accommodate additional vehicles during peak times.

2. Traffic Management Enhancements

 Proper Signage: Install clear signage to guide visitors to parking options, enforce parking rules, and provide information about nearby attractions.

3. Road Repairs

- Pothole and Surface Repair: Conduct necessary repairs on Killen Falls Drive to address existing potholes and improve road surfaces.
- Drainage Solutions: Implement drainage improvements to manage water runoff effectively, protecting the road from further erosion and minimizing environmental impact.

4. Waste Management Solutions

 Regular Maintenance Schedule: Establish a maintenance plan to ensure all facilities remain clean, safe, and in good condition throughout the year.

Expected Outcomes

- Improved Visitor Experience: Adequate parking and better facilities will likely increase visitor numbers and satisfaction.
- Reduced Traffic Issues: Expanded parking will alleviate illegal parking and traffic congestion on local roads.
- Community Support: Prompt attention to these issues will foster better
 relationships between the council and local residents, addressing their concerns
 about the current state of infrastructure.
- Sustainability: Enhanced infrastructure will promote responsible tourism, aligning with environmental stewardship principles.

Conclusion

O The urgent need for improvements to the parking and road infrastructure at Killen Falls is clear. This proposal outlines a practical approach to addressing the parking deficiencies and infrastructure issues, providing benefits to visitors, local businesses, and residents alike. We urge the Ballina Shire Council to prioritize this initiative, ensuring Killen Falls remains a valuable asset to the community and a cherished destination for tourists.

Thank you for your time Florian Beck

BALLINA SHIRE COUNCIL - MEMORANDUM

MEMO TO: Newrybar Streetscape Public Exhibition Records
COPY: Paul Johnstone – paul.johnstone@bigpond.com

CM REF: 25/31032 **MEMO FROM**: Sheryn Da-Re **DATE**: 13.05.2025

SUBJECT: Newrybar Streetscape Master Plan Public Exhibition

Paul Johnstone, a long-term resident of Old Byron Bay Road, Newrybar, called to find out more and make comment on the Newrybar Streetscape Master Plan which is currently on public exhibition

Key points form the discussion include:

- We discussed the key features of the draft master plan (01 07) with reference to the Master Plan Overview drawing on page 22.
- Paul expressed support for the general intent of the master plan, particularly in relation to these key elements (01 – 07), traffic flow and improved pedestrian pathways and spaces.
- Paul expressed his love of the 'heritage' style architecture in the village and its charm and small scale which contributes to the overall character of the village. He feels that this is vulnerable to change impacted by future development, particularly with the recent sale of the produce store. He would like to see the heritage values of Newrybar protected by some type of enforceable planning controls (e.g. a DCP or heritage precinct).

This memorandum is to be included as a submission to the draft master plan.

Sheryn Da-Re Landscape Architect

Newrybar Streetscape Master Plan - Community Feedback

May 2025

Based on a detailed review of the community feedback collected on the final draft of the **Newrybar Streetscape Master Plan**, the responses reflect overall support with valuable suggestions for refinement. Below is a summary grouped by common themes, along with clear recommendations for amending the Master Plan to reflect this feedback.

SUMMARY OF COMMON THEMES IN COMMUNITY FEEDBACK

1. Traffic and Road Safety

- + Strong support for one-way traffic in the village centre.
- + Repeated requests for reduced speed limits (30km/h in village, 50km/h on Hinterland Way).
- + Concerns over emergency service access and traffic safety for school children.
- + Some support for nose-in parking to improve capacity, especially for businesses.
- + Conflicts with having the fuel bowser in the middle of town.

2. Parking and Access

- + Broad support for more parking, especially along Hinterland Way.
- + Suggestions to increase car parking ratios and consider overflow and EV charging.
- Requests to retain access to private property parking and allow business owners to manage their own.

3. Pedestrian and Cycling Connectivity

- + Strong desire for improved pedestrian pathways and walkability throughout the village, including safe school access.
- Requests for continuous walking circuits and clearer crossings, especially across Brooklet Road.

4. Entries, Signage and Wayfinding

- + Broad consensus on the need for stronger sense of arrival at northern and southern gateways.
- + Requests for clearer and more consistent signage, including directional and gateway elements.
- + Desire for signage at Bangalow roundabout and along Hinterland Way.

5. Village Character and Streetscape Design

- Praise for the greening strategy, shade trees, lighting, and integration of Big Scrub species.
- + Support for artisan-inspired streetscape elements, but with concerns around lighting impact on fauna.
- + Requests for rustic, low-lighting that switches off after 9pm.

6. Community Infrastructure and Amenities

- + Mixed views on relocating the fire station some support relocation for a village green; others want it retained for village character feel.
- Suggestions for seating, shade, a basketball court, and rear garden connections.
- + Support for community-led events and informal play areas.

7. Implementation Process and Impact

- Questions about staging, delivery timeframes, and disruption to local business operations.
- Concern about funding sources and future state/federal government support.

DISCUSSION - RECOMMENDATIONS FOR AMENDMENTS TO THE MASTER PLAN REPORT

1. Clarify Emergency Access + Revisit Fire Station Treatment

- + Reinforce presentation of two options: (a) retain in current location with upgraded façade, or (b) relocate and repurpose site as a village green.
- + Reference next steps Engage further with RFS and community before committing.
- + Emphasise that detailed traffic engineering will be undertaken to ensure uninterrupted emergency vehicle access. Clearly show emergency routes on the plan.

2. Refine Parking Strategy

- DISCUSS Explore hybrid parking solutions (e.g. limited nose-in and parallel) to balance capacity and streetscape quality.
- Highlight that parallel parking would allow for better appreciation of the character buildings that are quintessential Newrybar and more visibility to people on the street.
- Reaffirm inclusion of accessible parking to Australian Standards.
- + Investigate inclusion of EV charging in strategic locations.

3. Enhance Pedestrian Safety and Connectivity

- Strengthen the pedestrian circuit around the village, including Brooklet Road crossing.
- + DISCUSS Consider raised pedestrian crossings and refuge islands at key points.
- + DISCUSS Reinforce school linkages and encourage active transport. Relocation of the proposed pedestrian refuge crossing.

4. Review Signage and Wayfinding

- Reinforce an integrated signage strategy at all entry points, with rustic materials reflecting Newrybar's identity – as future design work.
- Refence the inclusion of directional signage on regional routes (e.g. Bangalow roundabout), as part of regional strategy.

5. Balance Streetscape Lighting and Ecology

- Reference the use of low-level, wildlife-sensitive lighting, particularly near vegetation corridors.
- + Include timers or solar-powered lighting with auto-dimming or curfew functionality.
- + DISCUSS reference an REF (Review of Environmental Factors) if needed.

6. Support Community Activation and Green Infrastructure

- + Reaffirm commitment to integrated local art and interpretive trails.
- Introduce opportunities for community-led programs, e.g. pop-up gardens or seasonal markets.

7. Detail Next Steps and Staging

- + DISCUSS Add clarity on project staging to minimise disruption to traders.
- DISCUSS List next-phase tasks: traffic engineering, detailed design, costing, community workshops, and approvals.

8. Acknowledge Feedback in Final Report

+ Add an appendix or section that summarises community feedback and how it has been addressed in the final plan.

TOP COMMUNITY PRIORITIES FOR IMPLEMENTATION

1. Improve Pedestrian Safety and Connectivity

- + Urgent need for safer pedestrian movement, especially across Brooklet Road and between the village and the school.
- Requests for a continuous pedestrian loop around the village, including a pathway along Hinterland Way.
- + Strong support for widened verges, shaded footpaths, and consistent pedestrian paving to improve comfort and accessibility.

2. Enhanced Car Parking Provision

- Clear priority to increase car parking supply, especially to manage peak demand and tourist traffic.
- Support for parallel parking along Hinterland Way to supplement main street parking.
- + Desire for more defined and efficient car parking layouts, including the provision of accessible spaces to Australian Standards.
- + Some support for overflow or staff parking solutions and EV charging stations.

3. Streetscape Greening and Tree Canopy

- + Strong support for the planting of shade trees (aiming for at least 1 tree per 5 car spaces???) to improve comfort, reduce heat, and reinforce local identity.
- Positive feedback on the use of Big Scrub vegetation and landscape pockets as part of the street design.

4. Traffic Calming and Road Safety

+ Broad support for:

- . 30 km/h speed limit in the village centre.
- . 50 km/h speed reduction along Hinterland Way.
- . **One-way traffic configuration** along the Old Pacific Highway to improve safety and amenity.
- Emphasis on careful traffic engineering to manage service and emergency vehicle movements safely.

5. Strengthening Village Entry Points

- + A strong desire for improved gateway treatments, especially:
 - . Northern entry off Hinterland Way with bold signage and landscaping.
 - Brooklet Road intersection upgrade as a secondary but important entrance to signal arrival.

6. Retain and Support Local Business Operations

- Community wants implementation stages to minimise disruption to existing businesses.
- Support for private/public partnerships with local traders to enhance the village atmosphere and ensure success of the plan.

7. Central Community Space / Village Green

- Widespread interest in creating a flexible central village green, particularly if the fire station is relocated.
- Desire for a community heart for markets, gatherings, and informal play.

These community priorities suggest that any **Stage 1** of delivery should focus on improving **pedestrian access and safety, car parking**, and **landscape greening**, while concurrently progressing **detailed design and traffic engineering** for more complex infrastructure elements. Would you like help drafting a staged implementation plan based on these priorities?

BASELINE DATA FROM COMMUNITY FEEDBACK SESSION

Out of 5-stars, how well do you believe the draft Master Plan reflects the ideas shared through the first phase of engagement?	What are you most excited about?	What precinct is the priority?	What aspects of the project would you like to see prioritised in the short-term?
5	1 Greening of the village 2 Walkability = pathways 3 Parking on Hinterland Way	Village Core	Greening + pathways

5	More space / pedestrian friendly	Village Core	01 [Northern Arrival and Entry] is easier to do and would aid in village identity
4	Utilising space. Parking.	Northern Arrival and Entry	North arrival
5	Lower speed zones - walking paths, planting - kids walking to school and bus stop - lighting - parking on Hinterland Way and walk throughs	Northern Arrival and Entry Hinterland Way	Speed limits Entry / exit points Planting and weed control
5	One way traffic Shared space at northern entry (green space)	Village Core	Change to traffic speeds; one way traffic in village; improved pedstrian access / movement. Village green / shared space.
3.5	Entry landscaping. Fire station move.	Northern Arrival and Entry	Northern Arrival + Entry One way street (45 degree parking if possible)
4	1 way road & landscape	1 - Village Core 2 - Southern Exit 3 - Old Pacific Highway South 4 - Northern Arrival and Entry 5 - Brooklet Road and Arrival 6 - Hinterland Way	Speed limit and one-way
4		Northern Arrival and Entry Village Core Southern Exit	One way road system
4	Slowing down of the village. Re-location of the bus stop.	Village Core	Moving of the bus stop
4	Proper signage. Community. Making Newrybar a beautiful + accessible place to visit.	Northern Arrival and Entry Village Core	*Signage* - Hinterland road to 50km to accommodate parallel parking with access into the village.
4	Village Core Entrance + exits formalised Pedestrian shared spaces Walking path around entire Village	Northern Arrival and Entry (+ bus stop)	Northern Arrival + Entry
4	Reduced speed limit Aesthetic lighting Walking paths Trees and landscaping Moved bus stop More car parking	1 - Hinterland Way 2 - Southern Exit 3 - Old Pacific Highway South 4 - Northern Arrival and Entry 5 - Village Core 6 - Brooklet Road and Arrival	Speed limit on Hinterland Way

Don't know wasn't invited	Being consulted. Full stop.	All of them	Lighting impacts on arboreal species + flowering trees in keeping with Big Scrub - need an REF. The impact (financial) on the relocation of buses. The impact on buses accessing Xavier, Newrybar, Fernleigh, Holy Family + other schools. Providing a timely emergency service to Newrybar
3	North entrance, seating	1 - Northern Arrival and Entry 2 - Village Core	Retention of RFS. Continuation of footpath along Brooklet. North entrance without going over the top!
3		Northern Arrival and Entry Southern Exit	Adequate parking for locals. Keep historic nature. Fire station kept in place as is.
2	Better parking out of town centre. Kids crossing at Watson Lane. Redirect / widen Hinterland Way and parking	Northern Arrival and Entry Southern Exit Old Pacific Highway South	Bus parking / drop off Crossing Businesses taking ownership of own parking for their own patrons / community. Not using Council provided parks
Don't know - I didn't know about it until now	Slower traffic	Village Core	More pedestrian friendly without delaying response times from current RFS station or interupting access for ambulance, police etc. to the core of Newrybar and to surrounds. Safety first!
3	Finally some progress	Hinterland Way	Car parking
Unspecified	Connecting Hinterland Way and the village. Extra parking in Hinterland Way. North Entry paving and walkways.	1 - Northern Arrival and Entry 2 - Hinterland Way 3 - Village Core	Hinterland Way connection with village
3	Proper signage Wider pathways Speed limits Pedestrian pathways	Northern Arrival and Entry	Northern Arrival Signage Speed limit

es Entry 2 - Village Core

Newrybar Master Plan Community Feedback			
Topics of Discussion	Positive Feedback	Opportunities for improvement	
Road Safety + Traffic Control			
	Accessibility and increasing in parking	Concerns of Brooklet Rd crossing safety and speed limit - push back	
	Appreciation for the location of the bus stop	Concerns of School crossing safety	
	Access to parallel parking on Hinterland Hwy	Having nose-in parking to improve road circulation	
	Decrease in speed on Hinterland Hwy	Concerns over traffic flow from Knockrow to Bangalow	
	1-way traffic road with shared pedestrian zone	Could you create car parking access into the private property	
		Fencing to road	
		50km from #07 southbound	
		Loss of additional carparking due to parallel parking	
		need for speed-bumps	
Accessibility + Wayfinding			
	Clear signage for north and south entrances	Semi-trailer access is needed -no big trees, two way access	
	Gateway entrance design and wayfinding	Private land owners do not have access to laneway	
	Access to walking paths around village and strong linkage to school	need for signage on freeway	
		Signage at Bangalow roundabout	
		Location of North Bound bus stop and shelter	
		Additional footpaths to link north side of Brooklet Rd to include a crossing to either side of Old Pacific Hwy	
Existing Amenities			
	Movement of fire station to a more appropriate location close to village	Retain fire station as part of the visable Newrybar community to reflect towns heritage	
		Concerns over location of fire station	
Design Inclusions			
	Inclusion of basketball court and path for kids	Improvements to shelters?	
	Lighting + night activation	Lighting location to be considered and limited after 9pm so that it does not impact fauna and flora	
	Opportunities for local art installations		
	Increase in green spaces		
	Garden design at rear of private properties		
Other			
		Timeframe and process of upgrades so that it has the least amount of impact for local retailers	
		Timely renovations for businesses	
		How will there be service deliveries to retailers and produce?	

Is there funding from federal or state govt.?
Opportunity for EV charging ports - shared resource
Solar Panels on community hall roof





introduction

The Place and Public Realm Framework provides direction for the development of high quality, comfortable, environmentally sustainable streetscapes and public open spaces that balance the needs of the community and contribute to a quintessential, local, sense of place.

This Framework outlines a vision for the public realm in the Ballina Shire.

OBJECTIVES

Key objectives of the Place and Public Realm Framework are to:

- Describe the key geographical characteristics that contribute to sense of place in the Ballina Shire.
- Identify principles and objectives to guide the design and management of the public realm.
- Outline the next steps to support implementation.
- Establish commitments by which Council will advance towards the vision.

The Place and Public Realm Framework applies to all work in the public realm regardless of the authority or the provider implementing the work.



vision

To manage the amenity and function of the public realm to achieve connected, healthy and prosperous communities and environments.

This means:



better connected pedestrian and cyclist routes through and between our towns and villages and easy ways to find and follow them



greener streets that are cooler and more comfortable



a strong sense of place for each locality supported by design and local storytelling



community vibrancy to activate and celebrate our places

WHAT IS THE PUBLIC REALM?

The public realm belongs to everyone.

The public realm is the collective communal part of cities and towns, with shared access for all. It is the space of movement, recreation, gathering, events, contemplation and relaxation. The public realm includes streets, pathways, rights of way, parks, accessible open spaces, plazas and waterways that are physically and visually accessible regardless of ownership¹.

The Place and Public Realm Framework focuses on three different types of public realm that Council has the most control over: roads and streets, open spaces, linear corridors or greenways. These three public realm types make up most of the public land managed by Council.

THE ROLE OF LAND WITHIN THE PUBLIC REALM

As population growth and urban development occurs, it is important that the public realm provides quality environments for residents and visitors of all ages and abilities.

Safe and efficient access to destinations and services within the network is a key function of transport corridors in the public realm.

A well designed public realm can promote social interactions, physical activity and recreation opportunities, support vibrant community spaces, encourage community pride, provide a sense of belonging and deliver mental health benefits ².

Through an interconnected system of landscape, water and ecological links, design of the public realm can improve biodiversity and water quality, manage urban heat and protect environmental and cultural heritage.

Public realm improvements support economic development, particularly local businesses that activate places, such as café's, restaurants and retail shops, boosting the visitor economy, benefiting locals and creating jobs.



Better Placed, NSW Government Architect

Healthy Active by Design, The Heart Foundation

OUR LOCATION

The Ballina Shire is located in the Northern Rivers region of NSW, the traditional country of the Bundjalung people.

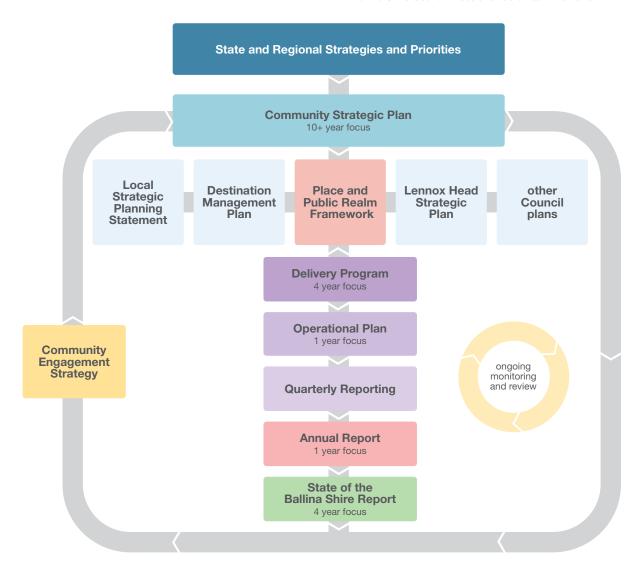
Our main town and commercial centre is Ballina, which is supported by smaller towns and villages including Alstonville, Lennox Head, Wardell and Wollongbar. There are also a number of smaller villages and localities in the rural hinterland.





POLICY CONTEXT

The Place and Public Realm Framework is not a standalone document. It works with other strategic and statutory documents that guide planning, design and works within the Ballina Shire.



PHASES OF WORK

PHASE 1

The Place and Public Realm Framework supports the coordination of projects and processes that deliver more comfortable, vibrant and sustainable public spaces in the Ballina Shire.

This Framework provides a clear vision of what Council wants to achieve in the public realm.

The next phases reinforce delivery and outcomes are summarised below.

This diagram shows the strategic work necessary to deliver the vision of the Place and Public Realm Framework.

PHASE 2

Prepare a Place and Public Realm Design Manual that will include:

- Network review to confirm sub-types for streets, open spaces and linear corridors
- Design typologies for each sub-type, for example local park
- Apply typologies to urban places
- Establish place specific palettes of planting, finishes and furniture for public realm elements.

PHASE 3

Update Council's strategic documents relating to pedestrian and cycling access and design in open spaces such as the Pedestrian and Mobility Plan (PAMP), the Bike Plan, and the Playground Upgrade and Management Plan (PUMP) to reflect the priorities, typologies and design palettes determined in Phases 1 and 2.

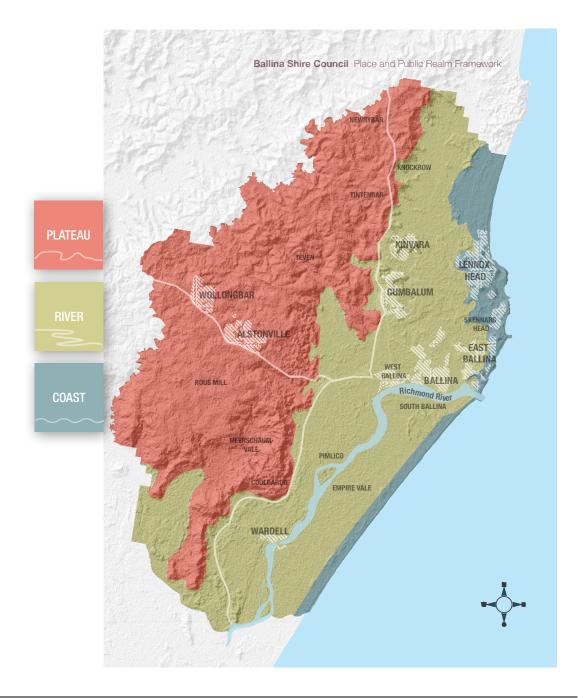
Ballina Shire Council Place and Public Realm Framework PLACE AND PUBLIC REALM community consultation **FRAMEWORK** Phase 1 (this document) public realm 8 principles types and commitments vision for the objectives to deliver public realm with design the vision examples PLACE AND PUBLIC REALM community **DESIGN MANUAL** Phase 2 document design network review: typologies character place apply roads and streets. for streets. statements specific typologies to open spaces and open spaces for urban palettes of urban places linear corridors and linear materials places corridors REVIEW AND UPDATE OTHER COUNCIL PLANS community consultation Phase 3 Playground Pedestrian other Upgrade and and Mobility Bike Plan Council Management Plan plans Plan

geographic character of Ballina Shire

The geographical structure of river floodplains, the plateau hinterland and wild coastline shape the character of the Ballina Shire today.

The Place and Public Realm Framework and associated Design Manual will enhance the local character of each of these areas, and differentiate them from each other.

Since European settlement from the 1840s, lands and waters in the Ballina Shire have endured broad scale changes. There are however, enduring geographical features and characteristics that have guided development of the area and will continue to influence future development.





Earliest European settlement in the Shire was driven by cedar cutter camps from the 1840s. These were established on the Alstonville plateau red basalt soils which sustained the Big Scrub.

The land of the red soils, now mostly cleared of its original vegetation, supported dairying on the plateau. Large areas of the plateau remain as State Significant Farmland although dairying has mostly given way to beef cattle and horticultural enterprises.

Remnants of the Big Scrub exist today giving a sense of the land before settlement.

The red soils of the plateau support a leafy local character in Alstonville, Wollongbar and rural villages and hamlets.

Elevated, the plateau features as an escarpment in the landscape, visible from the river and coastal plains.



The alluvial soils of the Richmond River and North Creek provided places for landing, areas for settlement and cropping. From the 1840s Ballina emerged as a central settlement supported by maritime activity.

From a place of spiritual connection and belonging for Bundjalung people; to primary transport routes for colonists; to treasured natural recreational playgrounds and fragile aquatic ecosystems; the Richmond River and North Creek characterise Ballina, West Ballina and Wardell.

Kinvara and Cumbalum, while elevated, have important connections to their wetland surroundings.

The river and floodplain are characterised by adaptability to sporadic inundation.



Coastal areas such as Lennox Head began to develop as holiday destinations in the early 20th century. After World War II more housing was established in the Lennox village. To this day the coastal strip attracts recreation visitors.

Strong demand for coastal housing has brought planned estates to fruition supported by new infrastructure.

Sandy soils and coastal breezes of the coastal strip characterise parts of East Ballina, Skennars Head and Lennox Head.

Sensitive coastal ecological communities are under pressure from high visitation. The coastal strip is vulnerable to coastal erosion, shaped by the ocean currents off the east coast.

key considerations

BUDGETS FOR PROJECTS, UPGRADES AND MAINTENANCE

Ballina Shire Council, as a regional Council, manages much larger areas of public land with a smaller rate base than metropolitan councils. Budgets for public realm projects, upgrades and maintenance are tight.

While budget constraints may be a reason not to embellish public lands, constrained budgets are a compelling reason to ensure public realm precincts are designed holistically and to include the important principles of this framework at design phase. Including good design upfront can reduce costs in the long term.

CLIMATE CHANGE

As a result of our changing climate, low-lying areas located on the Richmond River floodplain may experience more frequent inundation, associated with sea level rise, storm and flood events.

Bushfire risks on the plateau are expected to increase as the North Coast region is projected to continue to warm by 0.7°C in the near future (2020-2039) and about 2°C in the far future (2060-2079) compared to recent years (1990-2009). The number of high temperature days is projected to increase.

Designing our towns and villages to be comfortable for people far into the future means strategically cooling and greening streets and selecting species resilient to the environmental risks in each locality.

LOW DENSITY URBAN STRUCTURE/CAR DOMINANT CULTURE

The Ballina Shire development pattern is generally one of low density. Low density urban structure is one of car dominance, as housing and destinations are spread over large areas.

Car dominance sets up priorities that become selffulfilling. To provide better pedestrian and active travel environments, the balance between priority of vehicles and pedestrians requires adjusting.

VIBRANCY

Vibrancy in the public realm means the number of people out and about.

Low density housing and car dominance presents some challenges for vibrancy. Getting people out of their homes into urban places requires design for comfort, sense of place and community gatherings. This supports local economic development, safety, social cohesion and wellbeing.

Access to natural waterbodies for recreation is a major attractor of vibrancy in the public realm in the Ballina Shire. From our forested waterfalls, spectacular tidal rivers and world class surf beaches, design is to facilitate access and maintain a natural aesthetic to allow people of all ages to enjoy the Shire's natural beauty.

PLACE PLANS

Ballina Shire Council has a long running program of Place Plans. Community aspirations from place plans have informed this Place and Public Realm Framework.

Local character, community values and aspirations are documented in Council's Place Plans. They continue to guide strategic actions within each village or town.

For smaller localities, strategic directions are outlined in the Local Strategic Planning Statement.

North Coast Climate Change Snapshot 2014

principles for the public realm

Each place, with it's own distinct character, is to be fostered as part of a connected, prosperous, and healthy Shire.

As a regional area, Ballina Shire balances urban aspirations with a distinctly biodiverse and rural context with intact evidence of continued Aboriginal culture within the Bundjalung nation. The balance of these values in the design of the public realm will strengthen sense of place and reinforce the attractiveness of the Shire.

The Place and Public Realm principles apply to all design, construction and management processes and procedures undertaken within the public realm by Ballina Shire Council and where private developments intersects with public land.

- 1 The public realm is comfortable, safe and attractive.
- 2 The public realm articulates a **cohesive identity** and **sense of place**.
- 3 The public realm is legible, inclusive and family friendly.
- 4 The public realm encourages **community participation**.

- 5 The public realm is appropriate, durable and adaptable.
- 6 The public realm is **connected** and **integrated**.
- 7 The public realm achieves environmental sustainability and resilience.
- 8 The public realm supports community **vibrancy** and **wellbeing**.







the public realm is comfortable, safe and attractive

Design enhances the human experience of the place. The public realm is inviting, comfortable, feels safe, and is visually attractive. Greener, cooler streets and greenways, and diverse open spaces contribute to places enjoyed by people of all ages, cultures, and abilities, and are used during different times of the day and year.







the public realm articulates a cohesive identity and sense of place

Land in the public realm in the Ballina Shire encompasses the river floodplains, the hinterland plateau and the coastline. Highlighting endemic nature, surrounding local features and landmarks, culture and stories provides a cohesive identity to articulate a strong sense of place for each of our towns and villages.





the public realm is legible, inclusive and family friendly

The public realm is for everyone, catering for different ages and capabilities. Generally, what is good for the very young is also good for the very old and everyone else in between. Places in the public realm are easy to find, access, use and navigate through and a sense of fun is present in design.



the public realm encourages community participation

People are the magic ingredient that make the public realm come to life. Investment in the public realm is realised when the community uses it. The community are co-creators in the public realm; design should make the most of this.







the public realm is appropriate, durable and adaptable

Design in the public realm is appropriate for the place in which it sits and suits the local natural environment. Public realm elements look good and perform well over time. Design considers multiple uses of the space allowing for adaptability to changing community and environmental dynamics. Temporary solutions can be tested before designs are finalised.







the public realm is connected and integrated

The public realm is part of a well planned network of spaces, services, and facilities. Our towns and villages are well connected and accommodate mixed modes of transport with an increasing priority on pedestrians, cycling and micromobility.



7 the public realm achieves environmental sustainability and resilience

Design and management of the public realm values and improves the natural environment. Decision making puts environmental sustainability first. Design addresses the future needs of the public realm to achieve longevity and improved water quality, biodiversity, waste management and low carbon footprint outcomes.



the public realm supports community vibrancy and wellbeing

The public realm supports dynamic community life, allowing for collaboration and involvement of local communities and businesses to activate and celebrate places within our towns and villages, sustaining vibrancy and boosting community wellbeing.

public realm types

ROADS AND STREETS

Roads and streets make up the greatest area of public land within the public realm in the Ballina Shire. The design of roads and streets has a significant impact on the quality of the places around them and determines whether places are more easily accessed by car, bikes, e-bikes, on foot or micromobility devices such as a mobility scooter or skateboard.

Everyone uses roads and streets; they are public places. They connect people to destinations and attractors and therefore determine how a place is experienced.

Roads and streets can do more than simply accommodate vehicles at the highest possible speed. Especially in more densely populated, urban places where people walking, cycling and staying is good for local businesses, crime prevention and a sense of social cohesion and vibrancy.

Roads and streets are an integral part of our 'blue and green grid' connecting landscape, and the movement of water and species. Road and street design has a role in enhancing biodiversity, storing carbon and water management.

Roads and streets are not the same. Streets facilitate local access as well as being comfortable places for the community to spend time, typically with speeds under 60km/h. Roads are avenues that enable people to save time and to move goods. Typically roads have higher speeds, over 60km/h.

The name of a street does not always reflect its function; its place in the network and speed are a better indication of whether it is a road or street. This Place and Public Realm Framework is primarily concerned with streets with a speed of 60km/h or less.

Local jurisdictions across the world are exploring ways to deliver more value to the community through better design of roads and streets. Transport for NSW is embracing this change, recently releasing the Design of Roads and Streets Manual (DoRaS). The DoRaS includes a methodology to identify different types of streets in the network. Each street (sub) type is then designed according to it's role for all road users in balance with it's place values.

This methodology will be used to review the network and develop design typologies within the Place and Public Realm Design Manual.

Ballina Shire Council Place and Public Realm Framework



OBJECTIVES ROADS AND STREETS

- A Improve pedestrian and cyclist amenity, comfort and safety within and between towns and villages.
- B Prioritise pedestrian and cycling connections on selected routes accessing destinations.
- Design streets in key civic or open space precincts so they can be easily adapted and closed for events and activities.
- Reinforce local character and the endemic environment in the design and management of streets.
- Retrofit and design to constrain physical speeds on selected streets.
- F Protect natural areas and waterbodies from the impacts of roads and streets.
- G Utilise road reserves to support connectivity of flora and fauna in the Shire.
- H Incorporate deep planting zones into streets and corridors.

The following design examples show specific design solutions that could be applied to achieve these objectives. Each design solution is linked to the objectives it achieves by the letters below it.

objectives delivered

accommodates bikes and pedestrians comfortably

A B

crossings make it easy for everyone to cross the road

in the shade

powerlines provide shade, visual amenity artists and ecological value

to water is maintained

reinforces sense of arrival and softens and cools the area

and provide informal places to sit or meet D

places to park your bike, close to destinations

A B

a slow speed environment and entry to CBD

C E

The Ballina Shire has an extensive network of highly valued open spaces providing opportunities for formal and informal, active and passive recreation. There is more than 700 hectares of public open space across the Ballina Shire, including 389 hectares of parks.

Ballina Shire's open space network includes recreation parks, sports parks and natural areas including bushland conservation areas, beaches and waterways. All open spaces deliver multiple functions and benefits for the community including providing accessways for people and other species. They are green 'lungs' cooling the urban environment, areas for filtering water within the catchment and places for social interaction and recreation.

The demographics of Ballina Shire influence the nature of demand for open space. The Shire has an ageing population with a preference towards passive recreation options within open space such as walking, cycling and social use. Additionally, families require sport and active recreation options suitable for both younger and older children to meet the demand of the growing population into the future.

In addition to the provision of sport and recreation facilities, the Shire's open spaces support a range of natural areas, including some of high environmental conservation significance. The Shire's coastal locations, entrance to the Richmond River and its estuarine tributaries are highly valued open space areas for their scenic beauty and provision of lifestyle recreation opportunities. 'Big Scrub' rainforest remnants in the hinterland provide destinations drawing in locals and visitors alike.

Open spaces within each town or village are important places for community events and interaction. Design supports their function as gathering spaces. Improving cycling and pedestrian access to these spaces and infrastructure to support their use is a priority.

The intention is to achieve spaces that 'improve with time', within a well-connected variety of existing and future open spaces, fulfilling multiple objectives including active recreation, social interaction and environmental biodiversity.

Ballina Shire Council Place and Public Realm Framework





Fulfill multiple functions within the open space network including active and passive recreation, social interaction, water management and biodiversity.



Function as refuges of cool natural shade during summer and provide places to access warm sun in winter through planting and seating arrangements.



Feature adaptable, flexible infrastructure that can accommodate a variety of community gatherings and events, where appropriate.



Improve legibility and access to open spaces for all visitors regardless of how people arrive.

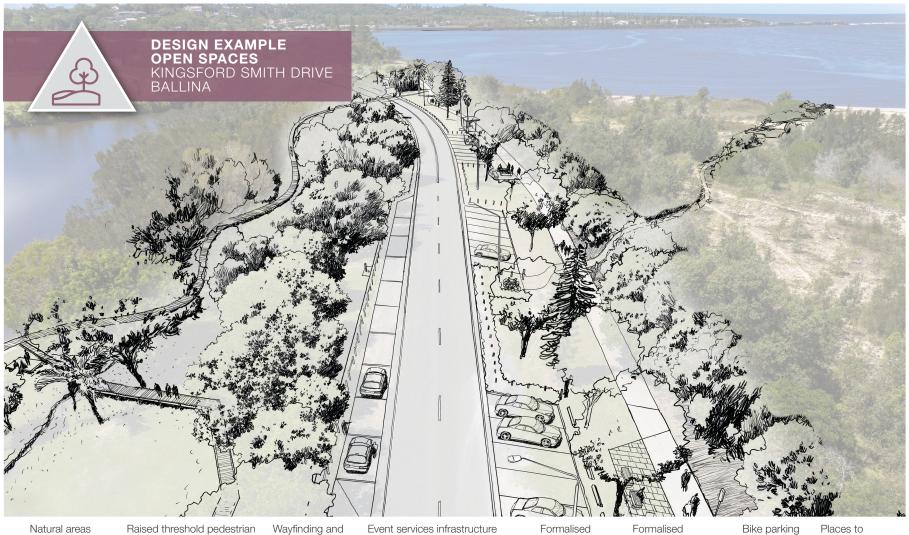


Feature local stories, cultural elements, geography and plants, contributing to a cohesive local identity and sense of place.



Well serviced with facilities to support people to stay and use public space.

The following design examples show specific design solutions that could be applied to achieve these objectives. Each design solution is linked to the objectives it achieves by the letters below it.



Natural areas are restored and access is managed



crossing makes it easy to cross the road and links to park tracks that welcome people into the open space

A B D



signage tell local

stories and help

people find local

Event services infrastructure (power and water) are built into open spaces and streets adjoining or intersecting open spaces to support activation and events



Formalised beach access is welcoming and protects natural areas



Formalised carparking protects trees and creates shaded grassed areas for public use



Bike parking provided at key nodes and access locations Places to rest along the shared path





21

objectives delivered

Linear corridors provide exceptional opportunities for off road pedestrian and cycling connections, multi-functional open spaces and opportunities for continuous habitat. There are linear corridors in most of the towns and villages in the Ballina Shire, and some of them already function as off-road movement connections.

Linear corridors can be made up of linear parks, crown land, access ways, paper roads, utility land, natural areas and edges, and drainage corridors.

Connecting these different types of public land can deliver improved local access and amenity and improve the pedestrian and cycling network overall.

Like other public realm types, linear corridors deliver multiple outcomes. Pedestrian and cycling connections provide active and passive recreation opportunities. These can integrate with utility functions such as drainage, and can deliver ecosystem opportunities such as native vegetation regeneration. Not every section of a linear corridor will do everything, the context of the place will determine which sections of linear corridors do what.

Where linear corridors do intersect with the road network, priority for pedestrians and cyclists is indicated through design.

Corridors offer unique opportunities for local storytelling to link with wayfinding, providing people with environmental and place context as well as orientation.

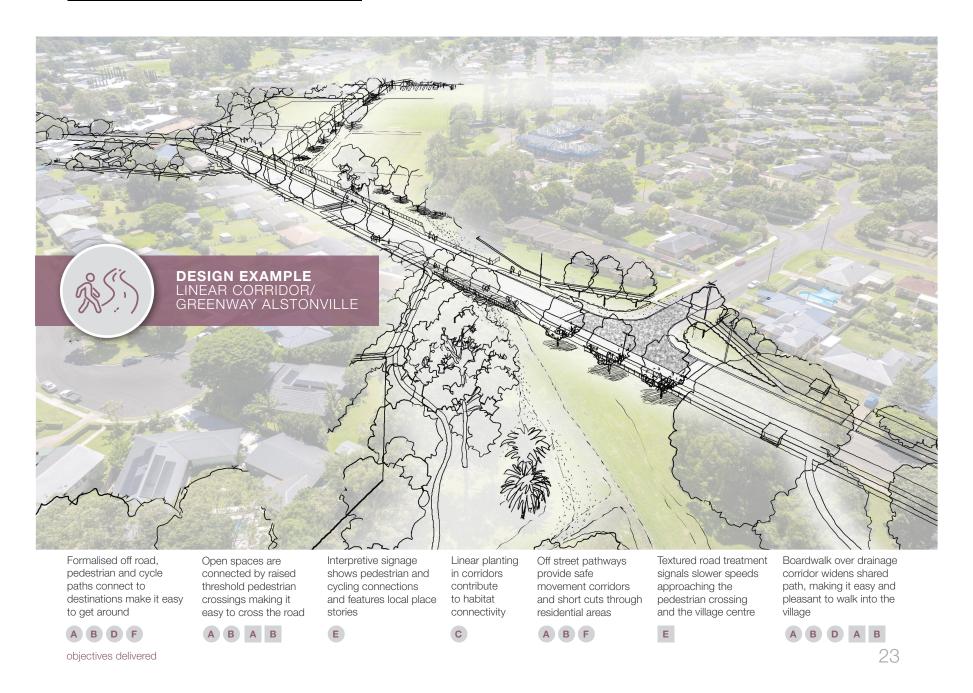
Ballina Shire Council Place and Public Realm Framework



OBJECTIVES LINEAR CORRIDORS/ GREENWAYS

- A Provide off road movement corridors connecting with open spaces, the broader road and street network and destinations.
- B Continuous and highly valued, with services and embellishments complementary with active travel and recreation.
- C Support biodiversity, habitat and catchment management within linear corridors.
- Linear corridors are designed as important destinations for recreation and active travel.
- Reinforce local character and sense of place.
- Space is available to the wider community for public purposes, providing green areas that break up the urban built environment.

The following design examples show specific design solutions that could be applied to achieve these objectives. Each design solution is linked to the objectives it achieves by the letters below it.





There are ways to short cut through the street network on off-road pathways or corridors







A B D A objectives delivered is continuous and unbroken by driveways



pathway makes walking and cycling much more pleasant





path accommodates bikes and pedestrians comfortably



patterned paving slow vehicle speeds and provide a safe, easily visible crossing point





drainage corridor supports biodiversity and water management



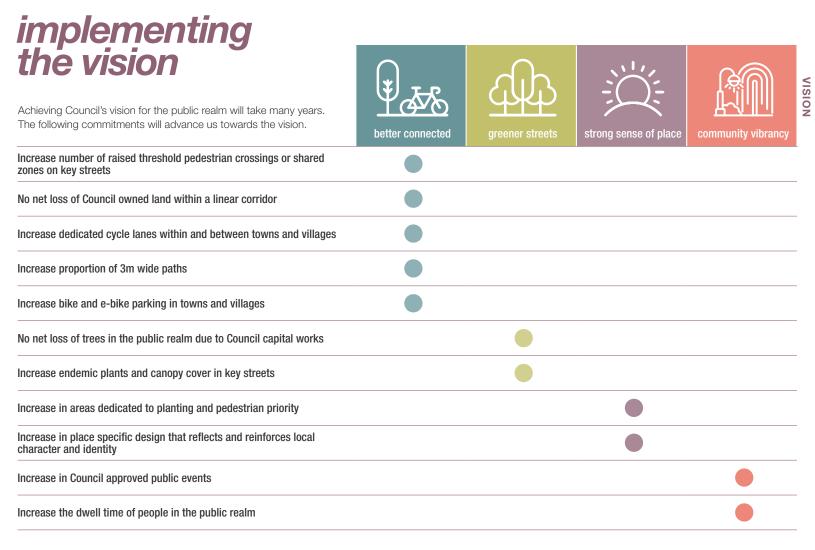
carriageway with planting slows traffic coming into the area and improves amenity













COMMITMENT	NEXT STEPS				
Increase number of raised threshold pedestrian crossings or shared zones on key streets	Identify key pedestrian and cycle routes within and between urban places. Review forward capital works program to identify opportunities for installations.				
No net loss of Council owned land within a linear corridor	Map linear corridors. Include trigger for review of Place and Public Realm vision and principles in property disposal process.				
Increase dedicated cycle lanes within towns and villages	Identify key pedestrian and cycle routes within and between urban places. Develop street typologies for cycle routes. Review Bike Plan to incorporate priority cycle routes and typologies based on Place and Public Realm principles.				
Increase proportion of 3m wide paths	Identify key pedestrian and cycle routes within and between urban places. Develop street typologies for pedestrian routes. Review Pedestrian and Mobility Plan (PAMP) to incorporate priority pedestrian routes and typologies based on Place and Public Realm principles.				
Increase bike and e-bike parking in towns and villages	Identify bike and e-bike parking hubs relative to key destinations. Review forward capital works program to identify opportunities for installations.				



COMMITMENT	NEXT STEPS
No net loss of trees in the public realm due to Council capital works	Incorporate vegetation management plans into Project Management Framework. Establish a register of urban tree plantings.
Increase endemic plants and canopy cover in key streets	Identify locations for street trees and microforest plantings. Establish criteria for balancing urban tree planting with infrastructure in public realm.



COMMITMENT	NEXT STEPS
Increase in areas dedicated to planting or pedestrian priority	Review forward capital works program to identify opportunities for implementation. Document basic design standards to pedestrian and greens space infrastructure.
Increase in place specific design that reflects and reinforces local character and identity	Establish furniture, lighting, surface and planting lists, pallets and design standards.



COMMITMENT	NEXT STEPS
Increase in Council approved public events and outdoor dining	Identify key event precincts. Streamline operational approval processes for preferred event precincts, including traffic control and waste management.
	Audit key open spaces for accessibility and infrastructure to support dwell time.
Increase the dwell time of people in the public realm	Establish levels of infrastructure for key streets to encourage adaptable uses of the road reserve.
	Review levels of infrastructure and embellishment for open spaces.

glossary

Endemic vegetation refers to vegetation that is native to the Northern Rivers region.

Deep planting is an 'in-ground' area of a specific width and breadth that is dedicated to landscaping and can sustain large subtropical shade trees.

Dwell time is the amount of time people spend in a specific place.

Linear Corridor is a long, sometimes narrow area of public land that can be used for drainage, asset protection or recreation, or in some cases multiple uses. They are often adjacent to natural areas such as waterways, coastlines or bushland reserves.

Micro-forest plantings are densely planted, small scale ecosystems that mimic the natural processes of a larger forest. They are designed to have high biodiversity, and offer may benefits including carbon sequestration, wildlife habitat and urban cooling.

Micro-mobility refers to small, lightweight, usually single-person vehicles for short-distance travel in urban environments.

Raised threshold pedestrian crossing is where the level of the pedestrian crossing is raised to be the same as the footpath, so there is no requirement for pedestrians to step down onto the road to cross.

Typologies categorise urban spaces according to the similarity of their essential characteristics and provide design objectives and example designs to achieve them.

Vibrancy In the context of urban design refers to the dynamic and engaging atmosphere of a place, characterised by the levels of human activity, diversity and accessibility.

Wayfinding encompasses all the ways in which people orient themselves in spaces and navigate from place to place.

Attachment 1

All Development Applications under assessment for a period greater than 90 days.

DA No.	Date Rec'd	Applicant	Proposal
2023/270	15/09/2023	Planners North	The construction of a Commercial Premises development containing 11 tenancies (each with a ground floor and mezzanine), with an overall floor space of 1342m², ancillary amenities and bin storage buildings, associated earthworks (filling), vehicular access/exit to Power Drive and Ballina Heights Drive, a car parking area containing 60 spaces, business identification signage, infrastructure works and landscaping – Ballina Heights Drive Cumbalum
2023/535	30/01/2024	Kate Singleton P/L & SJ Connelly CPP P/L	Erection of a new retail premises comprising a supermarket and bottle shop, associated bin enclosure, earthworks, infrastructure works, driveways, car parking spaces and the erection of a free standing multiple identification sign – Ballina Heights Drive Ballina
2024/91	22/07/2024	Intrapac Property Pty Ltd	Bulk earthworks (cut and fill), vegetation removal and associated works as relating to the amended layouts for Stage 9 and 12A of DA 2016/184, including the erection of retaining walls, road formation, temporary sediment and erosions control basins, silt fencing, temporary drainage, vehicular shakedown points and other related site works 52 Albert Sheather Lane Cumbalum
2023/529	22/07/2024	Intrapac Property Pty Ltd	Bulk earthworks (cut and fill), vegetation removal and associated works as relating to the amended layouts for Stage 8 of DA 2016/184, including the erection of retaining walls, road formation, temporary sediment and erosions control basins, silt fencing, temporary drainage, vehicular shakedown points and other related site works – 52 Albert Sheather Lane Cumbalum
2024/202	12/08/2024	Ardill Payne & Partners	The erection of a dwelling house and installation of a swimming pool/spa, associated earthworks (including building pad), vegetation removal and infrastructure works, including upgrades to Sneesbys Lane and a new vehicular access. The majority of works are to occur on a newly consolidated allotment (involving the Consolidation of Lots 1, 2, 3 and 4 DP 1048732 and Lots 133 and 203 DP 755626), with the new vehicular access to be constructed partially over the new consolidated lot, Crown Road Reserve and Lot 5 DP 1048732

DA No.	Date Rec'd	Applicant	Proposal
			and an Asset Protection Zone for the development located partially within the new consolidated lot and Lot 5 DP 1048732. – Sneesbys Lane East Wardell
2024/248	29/08/2024	Aurecon Australasia Pty Ltd	Erection of two single-storey buildings and operation of an Information and Education Facility from Building 1 and ancillary café and retail shop from Building 2, and associated earthworks, vehicle access and parking, signage, landscaping and infrastructure works. – 110 Whites Lane Alstonville
2024/252	10/09/2024	Ardill Payne & Partners	Construction of a two-storey medical centre, with ground floor car parking, associated infrastructure works and landscaping works and a new business identification sign – 12 Commercial Road Alstonville
2024/303	27/09/2024	ELKN Pty Ltd	New dwelling, pool, shed, stables, horse paddock and tennis court. The proposal also seeks consent for ancillary items including earthworks, vegetation removal, the keeping of horses, gravel driveway extensions, fencing, onsite effluent disposal infrastructure and access roads – Lot 91 Empire Vale Road Empire Vale
2024/230	01/10/2024	Town Planning Studio Pty Ltd	Development Application for the construction of 2 x new dwellings to create a dual occupancy (detached) development with ancillary vehicle access and parking, swimming pools, studio, water storage tanks and on-site sewage management system and the demolition of an existing dwelling – 82 Tims Lane Broken Head
2024/407	11/12/2024	Intrapac Property P/L	Demolition of sales office and erection of a two- storey Multi Dwelling Housing development comprising 25 dwellings and subsequent Strata Title subdivision, and associated earthworks, retaining walls, landscaping, and infrastructure works including an extension of road to provide turning head – Aureus Boulevard Skennars Head
2024/394	12/12/2024	Linejade P/L	Change of use to a Car Hire Premises and associated signage – 1 Cessna Crescent Ballina
2018/747	15/01/2025	Ardill Payne & Partners	To undertake a Torrens Title Subdivision and Boundary Adjustment Subdivision to create 17 x residential lots (ranging in area from 763m² to 4735m²), one x residual lot (Proposed Lot 19 – area of 2. 79ha), one x drainage reserve lot (area of 1736m²), involving bulk earthworks, the construction of a new road and the installation of infrastructure services – 17 Millbrook Terrace Wollongbar (Section 37)
2025/46	18/2/2025	M W Sullivan	Establishment of a Resource Recovery Facility involving a Machinery Shed, new Weighbridge and associated parking area. Facility involves

DA No.	Date Rec'd	Applicant	Proposal
			resource/product sorting, processing (including crushing), stockpiling and storage for proposed use in landscaping, road and building construction. A maximum of 25,000 tonnes of products per year or 125 tonnes per day are to be processed – 5 Montis Road Alstonville
2025/51	26/02/2025	Ardill Payne & Partners	Alterations and additions to an approved Vehicle Body Repair Shop involving the construction of an attached awning over the car parking area – Unit 2 34 Southern Cross Drive Ballina
2025/60	05/03/2025	Planit Consulting	Two lot Torrens Title subdivision to create 1 x 6,402m2 Lot (Proposed Lot 1) and 1 x 6,649m2 Lot (Proposed Lot 2). Construction of a mixed use development (Commercial/Residential) on Proposed Lot 1 comprising 3 retail premises, 5 food and drink premises and 17 shop top housing dwellings, and associated car parking, landscaping and infrastructure works, and subsequent Stratum subdivision and Strata Title subdivision – 21 Aureus Boulevard Skennars Head
2025/17	14/03/2025	Newton Denny Chapelle	Development of a Two Storey Building containing Child Care Centre (maximum capacity of 90 children) in two stages - involving the partial demolition of and alterations and additions to an existing building (demolition of the existing hairdresser premises and retention of the existing bakery), demolition of a residential building and existing child care centre and construction of a new two storey child care centre, removal of vegetation, earthworks (cut and fill and retaining walls), vehicular access, infrastructure works, car parking, acoustic barrier, landscaping and lot consolidation – 9 Bugden Avenue Alstonville (Section 37)
2025/78	26/03/2025	Walker Projects Pty Ltd	Erection of a two-storey dwelling house and swimming pool, and associated demolition works, vegetation management works, earthworks and infrastructure – 56 Stewart Street Lennox Head
2025/79	31/03/2025	A C Hepworth	Demolition of existing garden shed and construction of games room and home based hair salon – 25 Howard Crescent West Ballina

July 2025 Ordinary Council Meeting

Ballina Shire Council – Two Things Development Assessment External Review – Action Plan

Two Things Recommendation	Two Things Rationale	BSC Status at June 2025	Actions	Proposed Timing	Status Update
1. Strengthening the Organisation's	Development Assessment Framework				
1.1 An integrated system coupled wi	th and enhanced vision				
1.1.1 Align Development Assessment principles with the strategic goals and objectives of Ballina Shire Council. Consideration should be given to establishing service level outcomes and targets for each section involved in the development assessment	Alignment of overarching strategic objectives and integration of development assessment principles within key corporate strategic plans can be drawn on as a basis for consistent and coordinated service delivery across call sections and disciplines involved in the development assessment process.	Section values in place. DPOP indicators for Development Services in place with long history of reporting and availability of trend comparison.	1.1.1(a) Establish KPIs for the 2025/26 and 2026/27 financial years for the development assessment process based on Two Things recommendations and Minister's expectations (including with respect to internal referrals, classes of development and key steps in the development assessment process).	Q1 2025/26	
process. Furthermore, future reviews of the Community Strategic Plan and Local Strategic Planning Statement should consider the feasibility of implementing strategic goals during	Internal service level outcomes and targets are important for ensuring clarity across work units as to the expected outcomes associated with		1.1.1(b) Review and republish section values and vision for the Development Services Section.	Q1 2025/26	
the development assessment phase without affecting efficiency. This will ensure the higher-order strategic goals of Ballina Shire Council will effectively translate into actionable implementation.	the development assessment process (for example referrals, acceptance of infrastructure). This is particularly important in the case of complex DAs that span across multiple assessment disciplines to assist different work units to apply resources and decision		1.1.1(c) Publish line of sight summary to assist staff and public understanding of relationships between Council's integrated planning and reporting, strategic land use planning and statutory planning documents.	Q4 2025/26	
	making commensurate with Council's development assessment expectations.		1.1.1(d) Review Development Services Section service levels for non- assessment functions (e.g. duty planning and building services) relative to Minister's expectations and resources.	Q2 2025/26	
			1.1.1(e) Review public notification requirements and procedures relative to Minister's expectations for 2025/26.	Q3 2025/26	
1.1.2 Continue regular reviews of LEP and DCP provisions, inclusive of structured opportunities for collaboration between strategic planning and development assessment staff.	Ensuring the strategic intent identified within the Community Strategic Plan and Local Strategic Planning Statement is translated into the LEP and DCP instruments to make clear the objectives and aims of the controls will ensure development outcomes can more directly align to the strategic priorities of Ballina Shire Council.	Regular DCP and LEP reviews undertaken. Provisions relating to housing amended in December 2024. Register of potential amendments managed by Strategic Planning Section.	1.1.2(a) Hold internal briefings for all proposed LEP and DCP amendments, inclusive of development assessment staff. 1.1.2(b) Maintain register of potential LEP and DCP amendments for periodic evaluation as part of general amendments processes.	Q1 2025/26 Q1 2025/26	
	In undertaking regular reviews, it is recommended peer reviews of local planning provisions, including the DCP are conducted to ensure local restrictions do not create unnecessary barriers in pursuing strategic planning objectives. The		1.1.3 (c) Identify opportunities for creation of additional technical documents to support DCP provisions. 1.1.4 (d)	Q4 2025/26	
	surfacely, planning objectives. The peer review should also identify potential implementation issues and ensure consistency with any standard templates and application guidelines. As part of the review any detailed technical items could be considered to form a separate technical guideline		1.1.4 (0) Incorporate plain English review into periodic DCP general amendment during 2026.	Q4 2025/26	

Two Things Recommendation	Two Things Rationale	BSC Status at June 2025	Actions	Proposed Timing	Status Update
	to help provide greater clarity in the DCP regarding planning matters for consideration.				
1.1.3 Conduct a comprehensive review of complying development provisions with the intention of introducing specific provisions within the Ballina Shire Council Local Environmental Plan.	There is potential to incorporate simpler complying development provisions into the Ballina Shire Local Environmental Plan. This change is expected to result in a more manageable number of development applications while maintaining quality development standards for the Ballina Shire. With Department of Planning, Housing and Infrastructure support there is the opportunity to enable complying development in some areas that are currently excluded, this includes consideration of low-risk Acid Sulfate Soil mapped areas and flood prone areas where the floor level meets Council's standard.	Provisions relating to housing amended in December 2024. These form a basis for progressing to local complying development provisions.	1.1.3(a) Document a package of complying development provisions for housing with the aim of increasing progression of dwellings through the complying development pathway.	Q4 2025/26	
1.1.4 Establish a monitoring, reporting and evaluation framework to provide a basis for oversight of the implementation of recommended actions.	To maintain a consistent focus on change management and implement comprehensive improvements to development assessment processes, regular reviews and adjustments are necessary. These should be aligned with evolving circumstances and incorporate feedback from stakeholders. The framework will allow Council to effectively measure the impact of efforts and assess whether the initiatives are achieving the intended goals, specifically the goal of reducing DA processing timeframes without compromising on quality development outcomes whilst also supporting a collaborative culture.		1.1.4(a) Establish quarterly review of assessment review action plan implementation. 1.1.4(b) Provide quarterly traffic light based report to Council addressing key DA processing statistics and information as well as status of assessment review action plan items. 1.1.4(c) Implement quarterly staff overview report to communicate outcomes of action implementation and results.	Q1 2025/26 Q2 2025/26 Q2 2025/26	
1.1.5 Develop a fresh comprehensive strategic vision and objectives plan for the Development Assessment function of Ballina Shire Council.	Outline clear goals and commitments as well as actionable steps to guide staff in achieving both short-term and long-term aspirations. Ensure the vision plan aligns with the organisation's overall strategic objectives and includes recognition of all sections involved in the development assessment process with specific targets, milestones and performance metrics. Regularly review and update of the plan to remain relevant and responsive to changes in the planning environment. There is existing strong commitment from the Development Services		1.1.5(a) Publish a contemporary manual or handbook for Development Services operations including reference to values, goals, performance indicators and principles for decision making.	Q2 2025/26	

Two Things Recommendation	Two Things Rationale	BSC Status at June 2025	Actions	Proposed Timing	Status Update
	section staff to achieve new priorities and outcomes. Noting a key contribution to the review has been the positive contribution of staff in the engagement workshop sessions it is recommended the draft vision statement created by the Development Services section is considered in forming the strategic vision and objectives plan.				
2. Process Improvement					
•	ss through improved communication				
2.1.1 Develop new applicant guidelines and manuals with the objective to improve the assessment process.	By clearly defining expectations regarding timeframes and application standards, the overall quality of applications is anticipated to improve, facilitating a smoother assessment process. The guidelines should be created with input from assessment teams to ensure they are pertinent to DA matters. This includes specifying which reports are essential versus supplementary, incorporating best practice templates, and providing key contact points for preliminary inquiries.	Various applicant guidance material currently published to Council's website.	2.1.1(a) Review existing applicant guides and development related information relative to the Two Things review outcomes, including with respect to principles and key elements of the DA process (e.g. RFIs, key forms, step timeframes). 2.1.1(b) Complete audit of development assessment process as part of Council's annual internal audit program.	Q1 2025/26 Q4 2025/26	
2.1.2 Revamp the Ballina Shire Council website to communicate a public commitment to enhancing the development assessment process.	To clearly communicate to the community the commitment to enhancing the development assessment process it is recommended the Ballina Shire Council website be updated to reference the Environmental Planning and Assessment Statement of Expectations Order (2024) and articulate new lodgement and determination timeframes.	Website updated to reference Minister's expectations. Applicant materials, fact sheets and process information available on website. DA specific information available to the public and applicants via DAs online portal. Applicants can also access the NSW Planning Portal.	2.1.2(a) Update website to incorporate key assessment data, commitments and targets, including a public facing dataset to provide information on DA assessment timeframes and outcomes.	Q2 2025/26	
2.1.3 Provide regular updates and reinforce clear points of contact for applicants and landowners/projects owners.	To ensure applicants and landowners are well informed about their DA progress with clearly communicated timeframes for updates from the Development Services section clear points of contact and communication methods are to be established. This will enhance transparency and improve the applicant experience.	Current protocol in place where communication is via DA applicant with the aim being to ensure consistency in information exchange.	2.1.3(a) Establish protocol for engagement with landowners/project owners who are not DA applicants (i.e. process for engaging proponents as well as consultants who act as applicants).	Q2 2025/26	

Two Things Recommendation	Two Things Rationale	BSC Status at June 2025	Actions	Proposed Timing	Status Update	
2.1.4 Set clear expectations for all participants in the DA process and adopt clear procedures for rejecting non-compliant applications.	Clear articulation of Council expectations in relation to procedures including the rejection of noncompliant applications will help to streamline the Adequacy Review and Assessment phases. Recommended timeframes include: Adequacy Phase: Allow a maximum of 3 days for applicants to provide missing information; otherwise, the application will be withdrawn and must be resubmitted. DA Fees Payment: Require payment of DA fees within a 3-day deadline, clearly communicated upon submission. The Development Application Fee table should be prominently displayed on the website. Standard Wording for RFIs: Include standard wording in all RFI requests, specifying a required timeframe for providing additional information. Failure to comply may result in withdrawal or rejection of the application.	Full review of adequacy phase process complete. Monthly adequacy timeframes ranging between 10 and 16 days per month for the period October 2024 2025 to May 2025. Preferred timeframe for applicant's to submit additional information at adequacy phase set at 3 days. Active applicant payment tracking implemented with 3 day payment timeframe applied. Templates introduced for request for information letters.	2.1.4(a) Display Development Application fee table on website. 2.1.4(b) Publish common reasons for return of non-compliant DAs at the adequacy phase on Council website 2.1.4(c) Provide direct feedback to applicants who have repeat returns of DAs at the adequacy phase. 2.1.4(d) Review request for information protocols to align with renewed KPIs and Minister's expectations.	Q1 2025/26 Q1 2025/26 Q2 2025/26 Q1 2025/26		
2.1.5 Continue the creation of new templates for all DA matters coupled with implementation guidelines and training for users.	To ensure consistency and efficiency across the Development Services section Administration teams should continue to create new templates for all DA matters, providing training and prepare manuals and guides on their use. The Development Services section is to workshop new and revised template needs and establish a 12-month program for implementation of templates. The internal guidelines and standardised assessment forms are to be in a format suitable for training new staff and supporting existing staff to provide consistent and seamless assessment of applications.		2.1.5(a) Review all assessment related templates to align with Minister's expectations and plain English principles and increase use in administrative processes. 2.1.5(b) Review processes relating to management of public submissions and responses, including approach to publication of documentation. 2.1.5(c) Develop database of refusal notices and Court appeal contentions similar to standard condition sets. See also action under 1.1.5.	Q2 2025/26 Q2 2025/26		
2.2 Streamlining processes and generating more efficient workflows						
2.2.1 Implement a one-off "Application Blitz Day" to expedite straightforward cases.	To address the volume of cases, it is recommended to conduct an "Application Blitz Day". Similar programs implemented by other councils have shown immediate positive effects in reducing the overall number of development application (DA) cases, while also serving as beneficial cultural organisational	Program for completion of DAs under assessment for more than 12 months underway, with an 83% reduction since 1 July 2024.	2.2.1(a) Implement and evaluate a trial blitz program.	Q2 2025/26		

Two Things Recommendation	Two Things Rationale	BSC Status at June 2025	Actions	Proposed Timing	Status Update
	activities. To enhance cultural collaboration and create a positive team-building experience, it is recommended that the Blitz Day include the clearing of staff diaries for the day, provision of shared lunches and refreshment breaks, and increased availability of key decision-makers to help resolve matters efficiently in a supportive team environment. This initiative is recommended to be trialled prior to the end of financial year (end June 2025) providing dedicated time for Development Services staff to focus on DA matters. If successful, consider additional quarterly Blitz Days to assist in managing application volumes.				
2.2.2 Introduce a best practice lodgement triage service.	To quickly review matters upon lodgement (Adequacy Phase) a daily triage service is recommended to be introduced to quickly review applications as they are lodged by dedicated adequacy review officers. Similar approaches have been adopted by other councils where a daily review against a standard checklist ensures each application includes all the necessary information and can be progressed for assessment. As a result of regular adequacy review the assessment coordinators can be notified on a daily basis of upcoming DA matters that will require assessment to enable coordinators to better manage upcoming resourcing requirements.	Full review of adequacy phase process complete. Monthly adequacy timeframes ranging between 10 and 16 days per month for the period October 2024 2025 to May 2025. Coordinator reviews occur post adequacy phase and this incorporates triage. Two day target for allocation of adequacy reviews to officers implemented.	2.2.2(a) Incorporate adequacy phase status information into internal data tracking interface.	Q1 2025/26	
2.2.3 Conduct a swift and high-level Risk Assessment with a documented rating outcome for all submitted applications.	Categorising application types into high, medium and low risk will help to determine the appropriate level of rigour for each category. This will ensure efficient resource allocation to assessment teams and timely assessment with consistent decision-making approaches.	Risk assessment being undertaken at coordinator review stage of assessment. Existing assessment pathways based on development types and alignment to assessment officer skills and experience.	2.2.3(a) Incorporate documented risk assessment decision making process into coordinator review phase of DA assessment.	Q2 2025/26	
2.2.4 Establish a "swift path team" to quickly process low-risk applications.	Having a dedicated "swift path team" with a defined charter for the processing of low-risk high volume applications will help to achieve the required KPIs set by the Minister's Statement of Expectations Order where "first in first served" order of operations is no longer fit for purpose	Building team currently assess most applications that would be considered aligned to a swift assessment path. Average assessment timeframes for DAs in this assessment pathway have been reducing in recent months (April	2.2.4(a) Review allocation of DA types between planning and building officers and enable and maintain flexibility to rebalance application distribution across staff over time.	Q1 2025/26	

Two Things Recommendation	Two Things Rationale	BSC Status at June 2025	Actions	Proposed Timing	Status Update
	way of working. Establishing more efficient processing streams will help to balance workloads and reduce workload stress, due to current resourcing gaps helping to better align skills and capabilities of staff and teams to work programs. Low risk applications will be defined	- 48 days, May - 36 days and June - 31 days).	2.2.4(b) Overtly identify higher volume lower risk applications as progressing via swift path or fast track assessment. See also KPI action under 1.1.1.	Q2 2025/26	
	by the risk assessment review (Action 2.2.3). This may include the direction of single dwelling house applications to the swift path team. Consideration should be given to establishing the building services team as the "swift path team" which may also result in the added benefit of increasing knowledge at the construction certificate/ post consent certification work required by the team.				
2.2.5 Form a specialist "nexus team" from existing resources to provide centralised advice on difficult or complex applications.	To assist assessment officers in handling complex applications, a weekly timeslot can be allocated for key decision-makers to collectively review challenging planning issues with accuracy and collaboration. This team will serve as the central hub for resolving multifaceted problems and ensuring a strategic approach to development assessment. The team will be expected to engage with expert planning consultants and be updated on referrals to support the comprehensive review of applications. Implementing a shared decision-making framework can facilitate swift and confident decision-making while providing growth and learning opportunities for junior officers.	Officers engage as required across different disciplines.	2.2.5(a) Establish an internal nexus team using standard staff working group format. 2.2.5(b) Implement protocol and reporting to identify DAs that exceed 200 days in assessment with these DAs to be reviewed to establish a specific plan for completion of assessment and determination.	Q1 2025/26 Q1 2025/26	
2.2.6 Prepare a referral programming guide.	To ensure all required specialists are notified in a reasonable timeframe the concurrence and referral process can be enhanced by identifying DAs likely to need referral at the lodgement triage phase. Applications can then be referred early with clear deadlines and comments to complete a timely assessment. It is recommended consideration be given to a 'deemed approval' process in certain circumstances where planners can be given greater support to make value judgements on referrals 'in the public interest'.	Standard process for referrals in place and referrals are tracked through Council's corporate management system (Altitude).	2.2.6(b) Document standard conditions for key disciplines (e.g. building, food safety) for use in determinations where referral timeframes are exceeded. 2.2.6(b) Review peer review guidelines and process with a view to reducing review timeframes and confirming timeframe targets for 2025/26 and 2026/27 relative to Minister's expectations and probity principles and requirements. See also KPI and service level actions under 1.1.1 and 1.1.5.	Q3 2025/26 Q2 2025/26	

Two Things Recommendation	Two Things Rationale	BSC Status at June 2025	Actions	Proposed Timing	Status Update
2.2.7 Continued enhancement of administrative support to assessment teams.	To enhance consistency in processes and procedures, it is recommended to conduct ongoing regular reviews of the support provided by administrative teams. This approach will facilitate the standardisation of tools and procedures for both the building services and planning teams, ensuring greater transparency and uniformity of services across all assessment areas within the Development Services section.	Series of workflow adjustments being trialled including increased administrative support in relation to 10.7 certificates, customer enquiry). Transfer of notification and submitter correspondence tasks to administration complete.	2.2.7(a) Undertake review of administration team tasks and procedures relative to renewed KPIs and related actions in response to Two Things recommendations.	Q3 2025/26	
2.3 Enhanced reporting					
2.3.1 Prepare weekly development application status tracking report for all applications that exceed 60 days under assessment.	To prioritise clearing of older DAs a weekly status update report to the "nexus team" (2.2.5) that identifies applications that exceed 60 days is recommended. As a result, centralised management advice and direction can be provided on these DAs that have been sitting undetermined.	Various data tracking measures in place including expanded data tracking for 2024/25 and data availability via MS Teams channel. Prioritisation of determination of DAs greater than 12 months old undertaken during 2024/25 – number reduced from 35 to 6 as at 30 June 2025. Various data tracking based on Council and portal information implemented during 2024/25.	2.3.1(a) Publish weekly tracking report for applications under assessment for 60 days that is visible to all assessment staff. 2.3.1(b) Establish targeted meeting to monitor all applications under assessment for 60 days or more, inclusive of representatives from all sections involved in assessment. See also action under 2.2.5.	Q1 2025/26 Q1 2025/26	
2.3.2 Monitor the NSW Government Council League Table and engage with the Department of Planning on data trends and issues, including discrepancies and calculation methods.	To effectively engage with the NSW Department of Planning, Housing and Infrastructure on continual improvement practices being adopted by Ballina Shire Council an officer should consistently monitor the Council League Table to track progress and record historical trends as measured by the NSW Government. The officer should highlight any discrepancies between internal data tracking and the Planning Portal figures in supplementary materials.	Portal and Council figures being monitored. Report on data and discrepancies issued to DPHI June 2025. Portal data and issues arising reported to Council as part of quarterly reporting.	2.3.2(a) Undertake three monthly audit to compare portal figures with Council recorded figures.	Q2 2025/26	
2.3.3 Develop Reporting Dashboard, inclusive of tracking targets reflective of assessment principles, priorities and customer outcomes.	To help the Development Services section better track blockages, pressure points, and support work programming an internal reporting dashboard system using Power BI (or equivalent) for live DA processing updates will be a valuable technical resource. Enabling access to the dashboard by all Development Services staff will help to increase transparency of workload and support work programming by identifying applications undergoing adequacy	Data tracking spreadsheet in place and shared via MS Teams. Construction of Power BI interface commenced.	2.3.3(a) Establish real time internal data tracking dashboard accessible to all staff involved in development assessment. 2.2.3(b) Review and streamline existing reporting tools to align with revised KPIs, targets, goals arising from Two Things assessment review and internal data tracking improvements already completed.	Q2 2025/26 Q2 2025/26	

Two Things Recommendation	Two Things Rationale	BSC Status at June 2025	Actions	Proposed Timing	Status Update
	review and soon to be lodged for assessment. Linking assessment measures to Ballina Shire's strategic priorities on a dashboard is an innovative approach. Consider simple data capture, allowing assessors to include qualitative feedback from applicants about positive assessment processes and outcomes. It is recommended this dashboard system be developed in collaboration with Ballina Shire Council IT services.				
3. Cultural Investment					
3.1 Enhancing culture and physical	space to support strategic goals and i	nnovation			
3.1.1 Foster a culture of innovation by actively encouraging creative thinking and the adoption of new ideas.	Recognising the strong commitment from staff to achieve new priorities and outcomes in relation to Ballina Shire Council DA processes the following initiatives have been recommended for consideration to ensure continual improvement: Innovation Workshops: Regularly hold workshops to brainstorm and develop innovative solutions. Idea-Sharing Platforms: Create platforms for staff to share and collaborate on new ideas. Incentivise Innovation: Offer incentives to promote and reward innovative solutions. Cultivate an environment where experimentation and forward-thinking approaches are highly valued, driving continuous improvement and operational efficiency. Inter team engagement: structured meeting pattern for disciplines involved in DA assessment to collaborate. Establish an internal officer level development assessment acceleration taskforce that includes staff from different assessment disciplines to champion DA process changes and monitor outcomes and provide advice to section coordinators and managers on continual assessment improvement opportunities.	MS Teams channel for Development Services information and ideas sharing in place. Staff recognition awards scheme in place and available to development assessment related innovations and successes. Regular staff meetings undertaken.	3.1.1(a) Establish programmed assessment officer collaboration opportunities to facilitate idea sharing and innovation. 3.1.1(b) Review team meeting cycles and establish meeting pattern for 2025/26 having regard for Two Things review outcomes and associated actions (including additional meetings).	Q1 2025/26 Q1 2025/26	

Two Things Recommendation	Two Things Rationale	BSC Status at June 2025	Actions	Proposed Timing	Status Update
3.1.2 Conduct an office layout review as well as reviewing online collaboration opportunities.	The review has identified a current lack of shared collaboration spaces and large meeting spaces that easily accessible. This may limit opportunities for information sharing, knowledge transfer, collaboration and innovation in the workplace. It is recommended Ballina Shire Council undertake a review of current office layouts and meeting room spaces to identify more suitable shared spaces for collaboration, connection, and information sharing in larger group settings. In addition, a review of online collaboration supports should be undertaken to identify best forms of communication and collaboration online.	MS Teams channel for Development Services staff established.	3.1.2(a) Review office layout, including work space configuration and meeting spaces, post opening of new depot administration building. 3.1.2(b) Review software and hardware availability to assessment staff, including access to laptops and software programs that support assessment functions.		
3.2 Strengthening leadership, estab	ishing clear expectations and enhanci	ing organisational skills			
3.2.1 Improve Decision-Making Transparency and fostering an organisational environment for the Development Services section that supports new solutions: Implement enhanced communication methods within the Development Services section to foster trust, certainty, and confidence among staff. The following detailed recommendations should be considered: Clear documentation of decision-making processes: to ensure decisions are well documented and readily accessible, explaining the rationale behind them. Embedding within the Development Services structure, an emphasis of clear lines of accountability for decisions and their outcomes. Consistent scheduling of team meetings with representatives from all teams (planning, building and administration) with equal engagement between the section manager and coordinators. Continue to implement feedback mechanisms, with structure feedback loops to gather insights and address concerns within the Development Services section,	To enhance decision-making in Development Services greater transparency should be embedded within the Development Services section. Specifically, ensuring decisions and actions are clear and visible, with individuals and teams aware of the reasons behind key decisions. Increased transparency is necessary to foster greater team alignment and have more informed decision-making processes, creating an atmosphere of fairness and equity within the workplace.	PIA lunch time information sessions subscribed to for 2025. DA processing procedures in place.	3.2.1(a) Review Development Services delegations and implement refresher training on hierarchy of delegations and decision making. See also action under 1.1.5 and 3.1.1.	Q2 2025/26	

Two Things Recommendation	Two Things Rationale	BSC Status at June 2025	Actions	Proposed Timing	Status Update
this will help for staff to provide feedback and regular suggestions on improvements to assessment processes and organisational culture. Workshop Sessions: Incorporate "lunch and learn" opportunities and regularly scheduled team meetings to discuss project updates and application statuses. Collaborative Solutions sessions: Incorporate new solutions sessions to collaboratively develop ongoing innovative development assessment solutions with all Development Services staff. Clarity should be provided to staff about how new trial programs and opportunities can be put forward, how input will be acknowledged and how the new ideas will be tracked and measured for success in supporting ongoing development assessment process improvement for Ballina Shire Council.		DOC STATUS AT JUITE 2023			Status Opuale
3.2.2 Implement a 360-degree evaluation program for leaders involved in the development assessment process.	To assist leaders in effectively enhancing organisational culture and achieving organisational goals, particularly regarding development assessment, it is advised to introduce holistic feedback. This approach will enable leaders to identify strengths and weaknesses as a collaborative leadership team and offer new insights for improved team dynamics and culture. To deliver better outcomes for development assessments, it is recommended to incorporate a 360-degree evaluation program for leaders. Following 360-degree reviews it is recommended specialist training programs are encouraged for leaders. Of benefit may be programs that enhance high-level negotiation and facilitation skills to support effective resolution of complex assessment matters.		3.2.2(a) Conduct 360-degree evaluation program for key leaders in the development assessment process.	Q2 2025/26	
3.2.3 Deliver ongoing training and support for staff to enhance their technical knowledge, capabilities, and overall well-being.	To enhance the existing skill base within the Development Services section it is important to embed ongoing learning and development and training programs. Tailored	Onboarding program in place, including a variety of training in corporate and section based systems and processes. Includes targeted	3.2.3(a) Incorporate induction information into handbook (action 1.1.5(a)).	Q1 2025/26	

Two Things Recommendation	Two Things Rationale	BSC Status at June 2025	Actions	Proposed Timing	Status Update
	programs should be adopted to the individual. In addition, to help new starters it is recommended a new induction pack be created that incorporates updated staff manuals and operational procedure guidelines featuring a detailed map of the end-to-end DA assessment process, a directory of key contacts within the section, and critical connections across the organisation. These guides should be made available in a digital format accessible via the intranet, with regular updates to maintain accuracy and relevance.	trainee and graduate recruitment and training initiatives. PIA lunch time education series subscribed to for 2025. Great managers program implemented for leaders including manager and coordinators. Excellent staff qualifications and experience. Long standing training program for trainee and graduate planners operating.	3.2.3(b) Document an annual training program for staff involved in the development assessment process.	Q4 2025/26	
3.2.4 Implement a Comprehensive Communication Strategy. This should include (but not limited to): Internal whole-council communications program articulating clear top-down messaging to support teams through the transition and prioritising whole organisational investment and resourcing to immediately prioritise DA assessments in order to meet state benchmark KPIs in reducing assessment timeframes. The internal communications should also incorporate recognition for teams and individuals who have made significant contributions to achieving improved results. Measures to increase social media presence: Invest in platforms like Facebook, Twitter, Instagram, and LinkedIn to reach the community in their preferred ways. Encouragement of regular feedback: Adapt to new and preferred communication methods, encouraging residents to share their ideas and feedback on development assessment services. Establish a periodic meeting forum: enabling high volume applicants and section coordinators and managers to discuss applications, issues and	To more effectively engage with residents and community members in relation to changes and improvements to development application services and procedures and expectations and outcomes it is recommended Ballina Shire Council develop a robust engagement strategy. A balanced approach should be adopted to positively position messaging from Ballina Shire Council as forward focused and solutions oriented whilst acknowledging boundaries and expectations of applicants and the community. To support the shift in development assessment processes it is recommended the communication strategy include messaging around the Minister's expectations of timeframes for development assessment to be clear about expectations and responsibilities of applicants.	Community Connect used at times to provide broad information of DA process. Various information on DA process available on Council's website for both applicants and general community.	3.2.4(a) Implement customer feedback survey following 12 months of implementation of Two Things recommendations. 3.2.4(b) Implement a meeting and communication framework for engagement with highest volume applicants and facilitate application discussion, feedback and issue resolution. 3.2.4(c) Implement a community information program relating to the development assessment process, including the use of Community Connect and social media. 3.2.4(d) Implement internal information provision program to provide information and updates on action plan and change implementation and assessment outcomes.	Q4 2025/26 Q1 2025/26 Q2 2025/26 Q1 2025/26	

Two Things Recommendation	Two Things Rationale	BSC Status at June 2025	Actions	Proposed Timing	Status Update
Positioning messaging with a solutions focused mindset using facilitative language about how Ballina Shire Council intends to improve development assessment processes whilst meeting NSW Government KPIs.					
4. Resource Enhancement	ing digital systems and communicatio	n			
4.1.1 Utilising technology and enhance	To ensure Ballina Shire Council can	Software integration (portal and	4.1.1(a)	Ongoing	
Review and refine the digital software programs utilised for registering, tracking, monitoring, and reporting on Development Applications (DAs).	more seamlessly align with NSW Government planning portal systems it is recommended continual review and refinement of digital software programs is undertaken. The objective is to employ a unified platform capable of interfacing with existing software programs, such as the NSW Planning Portal, Authority, and Content Management systems.	Council systems) advanced. Additional modules being added as they become available. Various software upgrades (Council systems) implemented or underway).	4.1.1(a) Continue portal and Council system software integration program. 4.1.1(b) Review Al options and potential for utilisation in development assessment processes.	Q4 2025/26	
4.1.2 Monitor progress of the NSW Government Artificial Intelligence (Al) funding programs.	Whilst the NSW Government AI investment programs are in the early phases of implementation it is recommended Ballina Shire Council continue to monilor how AI is being adopted to enhance the efficiency and effectiveness of the new Development Application (DA) assessment changes. Where helpful, AI technology can be incorporated to support improved tracking and moniloring and potentially used to help enhance system efficiency for Ballina Shire Council.	Initial review of AI capability undertaken in 2024.	See action 4.1.1(b).		
4.1.3 Public facing application dashboard.	To increase transparency and improve accountability it is recommended Ballina Shire Council develop a comprehensive public facing dashboard reporting system to track application progress, improve management oversight, and support early intervention. This system should integrate with the digital geographic mapping of applications and look to encourage innovative ways of communicating development trends and alignment of approvals with strategic planning principles and the Community Strategic Plan.	Construction of public facing data dashboard commenced.	4.1.3(a) Publish overarching development assessment process data and associated planning principles through a publicly accessible web based dashboard.	Q2 2025/26	

Two Things Recommendation	Two Things Rationale	BSC Status at June 2025	Actions	Proposed Timing	Status Update
4.2 Developing new guidelines and r	manuals				
4.2.1 Prepare a planning instrument user guide to inform applicants as to documentation requirements and expected standards relative to key planning provisions.	The development of new guidelines and manuals for internal and external use will help to facilitate an outcomesfocused assessment model that incorporates flexibility in decision-making whilst providing clearer expectations. This solution helps to close a gap in applicant understanding of expected standards of documentation that is required to demonstrate compliance with development assessment requirements.	Legal advice and planning provision interpretation database in preparation. Staff onboarding and training program in place.	4.2.1(a) Incorporate key instrument interpretations and decision making principles into Development Services manual (see action 1.1.5(a)).	Q2 2025/26	
4.2.2 Investigate opportunities to develop a Northern NSW or Ballina Shire Council specific design guide or pattern book.	To support regional collaboration and design-oriented outcomes for growth in Northern NSW, it is recommended to consider a design guide for development or a Northern NSW pattern book for residential development. This approach aims to expedite applications across the region while maintaining design outcomes that align with the local environment and community needs and interests.	Review of Northern Rivers Design Guide (engineering standards) underway.	4.2.2(a) Investigate potential for regional design guide through NORJO planners group. 4.2.2(b) Investigate Ballina Shire specific pattern book in association with examination of complying development provisions (see action 1.1.3(a)).	Q4 2025/26 Q2 2025/26	
4.3 Increase collaboration with partn	iers				
4.3.1 Continued support from partners to manage workload.	In situations of high caseload, it is advisable for Ballina Shire Council to continue leveraging support from partners and collaborators, including consultancies, to manage the increased workload. Employing key experts who are knowledgeable about the development expectations, practices, procedures, and priorities of Ballina Shire Council will facilitate the swift processing and determination of applications during periods of heightened application activity.	External assessment program utilising consultancies in place and ongoing.	4.3.1(a) Continue external assessment program through consultancies. 4.3.1(b) Review operation and outcomes of external consultancy assessment program.	2025/26 Q4 2025/26	
4.3.2 Enhanced engagement with advocacy organisations.	To actively pursue new training and development courses aimed at upskilling planning and development professionals in the Northern Region of NSW it is recommended enhanced engagement with the Planning Institute of Australia be encouraged. Opportunities to seek PIA support to expand the availability of mid-level planning staff for the Northern Region is encouraged. Additionally, it is		4.3.2(a) Share outcome of Two Things review and action plan with NORJO planners group. 4.3.2(b) Engage PIA in relation to Northern NSW specific training and collaboration opportunities.	Q2 2025/26 Q3 2025/26	

Two Things Recommendation	Two Things Rationale	BSC Status at June 2025	Actions	Proposed Timing	Status Update
E	recommended Ballina Shire Council explore collaborative opportunities with the Northern Rivers Joint Organisation to support regional resourcing needs and professional development.		4.3.2(c) Prepare documentation as a basis to invite PIA to advocate on behalf of Council in relation to portal deficiencies, system based challenges and opportunities for reform of the EP&A Act.	Q3 2025/26	

POLICY REF: N02

POLICY NAME:

MEETING ADOPTED:

27 May 2021 Resolution No. 270521/31

NAMING OF COUNCIL OWNED FACILITIES

270417/32; 270912/13 Arising from Council Minute No.151211/23 POLICY HISTORY:



TABLE OF CONTENTS

OBJECTIVE	1
POLICY	1
BACKGROUND	2
DEFINITIONS	2
SCOPE OF POLICY	2
RELATED DOCUMENTATION	2
REVIEW	
APPENDIX A - FLOWCHART OF PROCESS	4

Naming of Council Owned Facilities

OBJECTIVE

The objective of this policy is to establish the criteria which the Council will have regard for in considering proposals for the naming of Council owned facilities in recognition or commemoration of individual persons.

POLICY

As a generalisation, the Council is not disposed toward the allocation of individual(s) names for community owned facilities. However, it is acknowledged that circumstances may arise when such action is proposed by families, community groups, or by the Council itself.

A written justification must be presented by proponents which substantiates why a facility (or a part of a facility) should be named after an individual. In considering a naming proposal, the Council will have regard for to the following matters:

- a. Whether the naming of the facility will perpetuate the name of an eminent person associated with the history or culture of Ballina Shire;
- Whether the person has/had held an executive position in a prominent or representative community organisation for an extensive period (eg greater than 20 years);
- Whether the person has made a personal financial contribution toward the capital or operational cost of the facility. The amount of the contribution represents a substantial proportion of these costs;
- d. Whether the person has/had a public office for an extensive period of time within a level of government.
- e. Whether the person is/was a member of the local Aboriginal community who, by consensus within that community, has made an outstanding contribution toward the awareness, promotion and/or protection of aspects of the Aboriginal heritage and culture of our shire;
- f. Whether the person has served Australia with distinction and has an association with Ballina Shire.

Names of persons should only be used posthumously, but the Council, at its discretion, may approve a name which honours a living person. Such a person's contribution to the Ballina Shire community should have been outstanding. Prior ownership of the land on which the facility has been/is to be constructed is not sufficient reason alone for the application of the person's name.

Upon receipt of a proposal to name a facility after an individual, Council's General Manager will decide whether the proposal should be exhibited for public comment, or referred to particular organisations for comment to assist the Council in its determination.

The General Manager, in reporting the proposal to the Council, may elicit the views of Council staff or instruct them to conduct research or access other resources to verify the information lodged in support of the nomination.

Page 1 of 4 Policy No N02

Ballina Shire Council

Naming of Council Owned Facilities

BACKGROUND

From time to time Council receives requests from community members or organisations for consideration to be given to the naming of Council owned community facilities and infrastructure.

Council has an endorsed policy for the naming and addressing of roads, bridges and places (Policy Reference N01). It is intended that these two policies be aligned, as far as practicable in terms of transparency, consistency of approach and community engagement, where considered appropriate.

It is noted that the Guidelines for the Naming of Roads, Bridges and Places by the Geographical Names Board of New South Wales is highly relevant in relation to the naming of that type of infrastructure. However, in relation to the naming of other Council assets (such as halls and galleries, for example) it is apparent that those Guidelines do not apply. Nevertheless, some of the processes and provisions tained therein have been adapted for use in this policy. It is noted that the naming of buildings and facilities does not require the approval of the Geographical Names Board of New South Wales, as per their Place Naming Policy. It is however encouraged that the guidelines in their Place Naming Policy are applied to the naming of buildings and facilities, given they are a prominent feature and there is a high likelihood they may be used for location. This policy incorporates those guidelines which are relevant.

The overarching aim in establishing this policy is to demonstrate an open and fair mechanism for naming Council owned facilities. The community should have the confidence that proposals for naming facilities will be equitably assessed and determined, with broadly accepted outcomes.

DEFINITIONS

For the purpose of this policy, the references below have the following meanings:

Council means Ballina Shire Council.

Council facility - means an asset owned by the Council, such as a hall or gallery, for example, but does not include a road, bridge or place.

SCOPE OF POLICY

This policy applies to:

- Council employees
- Councillors
- Community members
- Committees of Council
- Consultants/Contractors
- Developers

RELATED DOCUMENTATION

As a minimum, this policy should be read in conjunction with:

Page 2 of 4

Policy No N02

9.6 Policy (Review) - Naming of Council Owned Facilities Policy

Ballina Shire Council

Naming of Council Owned Facilities

- Local Government Act 1993
- Geographical Names Act 1966
- Council Policy for the Naming of Roads, Bridges and Places Naming and Addressing
- NSW-Geographical Names Board of NSW Place Naming Policy

REVIEW

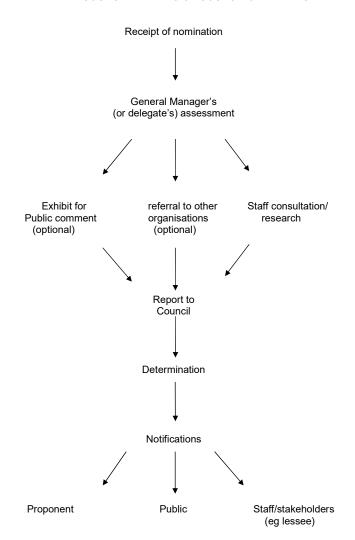
The Naming of Council Owned Facilities Policy is to be reviewed every four years.

Page 3 of 4 Policy No N02

Naming of Council Owned Facilities

APPENDIX A - FLOWCHART OF PROCESS

BALLINA SHIRE COUNCIL - NAMING OF COUNCIL OWNED FACILITIES



Page 4 of 4 Policy No N02



Delivery Program / Operational Plan to 30 June 2025 Review

Corporate and Community Division

Commercial Services (Property)

Code	Program Action	Comments	On Target?
PE3.1a	Progress availability of land at the Russellton Industrial Estate	Construction complete. Subdivision certificate is being processed with Council. This certification was delayed due to information required from Essential Energy. Following the Certificate being issued, the lots will be registered with the Land Titles Office.	
PE3.1b	Progress availability of land at the Southern Cross Industrial Estate	Lots 1 to 9 sold at auction in April 2025 at prices in excess of reserves. Council resolved to undertake additional filling on Lots 10, 11 and 12 (Council retained lots) and that work is due to commence in 2025/26.	
PE3.2a	Progress development of Wollongbar Residential Land Holding	Auction for six lots scheduled for 6 August 2025.	
PE3.2b	Progress development of Lennox Head Residential Land Holding	Consultants are scheduled to provide a presentation on land options to Councillors in July 2025.	

Communications and Customer Service

Code	Program Action	Comments	On Target?
CC2.2a	Support Council initiated volunteer programs	Arranged Volunteer Morning Tea for Volunteer Week at the Ballina RSL Club, weekly updates provided.	
EL1.1a	Complete review of Community Strategic Plan	Engagement to inform the Community Strategic Plan included a Micromex survey of 500 residents, 381 youth surveys, and broader community input via Your Say in early 2025. The draft CSP was presented to the April 2025 Finance and Facilities Committee, publicly exhibited from 8 May to 6 June, and reported to Council in June for adoption, publication, and OLG notification.	
EL1.1b	Undertake a community survey to measure perception and importance of Council services and satisfaction levels	Community survey of 500 residents, undertaken by Micromex, completed in October. Results communicated in December 2024. Council received the highest community satisfaction survey results for Micromex regional council clients in 2024.	

Code	Program Action	Comments	On Target?
PE1.1a	Participate in and leverage opportunities to market the Ballina Coast and Hinterland	Actively participated in regional and state tourism, economic and industry networks to promote the Ballina Coast and Hinterland. Delivered targeted destination marketing across digital platforms, with social media activity reaching over 180,000 unique accounts this quarter. Launched a new destination video, supported major events and conferences and distributed updated visitor materials. Provided destination content to partners, enhanced signage and branding and secured new promotional opportunities through Visit NSW and media coverage.	
PE1.1b	Implement Destination Management Plan	Regularly represented Ballina Shire at industry and government groups including Business NSW ProspER Forum, Ballina Shire Economic Activation Group, Northern Rivers Economic Development Managers, North Coast Tourism Managers, AVIC Connect, Destination North Coast, LGNSW Destination and Visitor Economy Conference, and NSW Reconstruction Authority DAP and Ex TC Alfred Sub Committee. Researched CRM platforms to support stakeholder engagement and explored funding options. Operated the Ballina Visitor Information Centre seven days a week with targeted marketing to locals and visitors, updated databases, completed accreditation, implemented a new Point of Sale system and prepared for a future online store. Delivered weekly event bulletins, distributed visitor guides, maps and promotional material, and organised bulk deliveries before July school holidays. Secured a new contractor for visitation reporting for the new destination website. Advocated for replacement beach wheelchairs, consulted the Access Reference Group, arranged a demonstration, with purchase pending budget. Gained access to Airbnb City Portal to improve accommodation data. Social media reached over 180,000 unique accounts with strong Facebook and Instagram growth and improved collaboration with Destination NSW, resulting in a Sunrise live cross, social media posts and content reviews. Launched the new destination video, created digital itineraries for the website, updated VIC signage, progressed destination brand work, contributed to Community Connect - Discover Ballina Flipside, and supplied conference packs and materials for Evans Head Motorbike Rally and Screenworks events. Ballina earned Bronze in the NSW Top Tourism Town Awards and the Visitor Information Centre was a finalist in the North Coast Tourism Awards. Supported the proposed Great North Coast Trail with Council engineers and advised on visitor transport issues with TfNSW.	

Financial Services

Code	Program Action	Comments	On Target?
EL2.1d	Pursue financial sustainability	The Long Term Financial Plan (LTFP) was adopted by Council in the June 2025 Ordinary meeting. The LTFP outlines the forecast operating results of the general fund for a 10-year timeframe, with a preferred scenario (inclusive of a future Special Rate Variation for a four year period from 2026/27) and an alternate scenario (without a future Special Rate Variation). The LTFP which includes a proposed future Special Rate Variation forecasts the General Fund to reach a break-even operating result in 2029/30. Council proposes to continue with a consultation phase prior to formally resolving to apply to IPART for the special rate variation.	
EL2.1j	Seek approval for a non-compulsory dividend from Wastewater	The ability to take a non-compulsory dividend requires approval from the Department of Climate Change, Energy, Environment and Water (DCCEEW) and meet the DCCEEW's benchmarks for a Strategic Planning Assurance Framework. This framework is extensive and requires Council to provide evidence-based responses for several areas, including how Council understands service needs, system capacity, resourcing needs, and how Council promotes integrated water cycle management. Based on the requirements that the department are currently setting, it is unlikely that Council will be able to obtain this approval in the foreseeable future. No noncompulsory dividends have been included with the Long Term Financial Plans.	

Governance

Code	Program Action	Comments	On Target?
CC1.2m	Ensure Business Continuity Plans (BCPs) remain contemporary	Business Continuity Plans had minor amendments that were endorsed by Executive Team on 6 May 2025. Reported to June 2025 Audit and Risk Improvement Committee. BCPs remain contemporary.	
EL1.3a	Approach State and Federal Governments on local issues	Governor of NSW Her Excellency the Honourable Margaret Beazley AC KC visit to Ballina Shire; Letter to NSW Office of Local Government (OLG) - Environmental Rating Category; Rous County Council and Ballina Shire Council joint letter to NSW Minister for Recovery re Operation Recovery The Hon Janelle Saffin MP - Richmond River blackwater event and fish kill; Mayor Letter to The Hon. Penny Sharpe MLC - Minister for Environment - Southern Cross Industrial land biodiversity strategic certificate refusal and Wastewater fund stormwater upgrades; Mayor letter to Premier of NSW - Richmond River blackwater event and fish kill; Mayor letter to The Hon John Graham MLC - Minister for Transport - Richmond River Dredging (copied to The Hon. Jenny Aitchison MP Minister for Roads, and Minister for Regional Transport); Mayor letter - NSW Shadow Minister for Regional Health Gurmesh Singh MP - Ballina Marina Masterplan; Mayor Letter to The Hon Jenny Aitchison - Minister for Regional Transport and Roads - Bruxner Highway and Ballina Road Intersection Upgrade; Mayor Letter to The Hon Stephen Kamper- Minister for Lands and Property - Aboriginal Land Claim - Canal Bridge Duplication Project; Letter to Premier of NSW - The Hon. Chris Minns MP - from the Mayor 2022 Flood Recovery Projects - Ballina and Alstonville Wastewater Treatment Plants (copied to Tamara Smith MP, Member for Small Business, Minister for Recovery, Minister for the North Coast).	
EL2.3d	Implement Risk Management Framework	Continuous Improvement Pathway (CIP) actions are now in the Audit and Compliance module for relevant officers, with the majority of actions not due until late 2026	
EL2.3e	Implement pro-active internal audit program	An internal audit of Waste Management completed by Grant Thornton in May 2025. Overall rating of "acceptable". Minor improvements recommended and was reported to June 2025 Audit and Risk Improvement Committee meeting. That concludes the 2024/25 internal audit program.	

Information Services

Code	Program Action	Comments	On Target?
EL2.2a	Implement technology to generate productivity gains	The upgrade of Council electronic document management system is due to go-live as scheduled on 7 July, bringing new functionality including 'manage in place' integration with Microsoft Teams. Investigating field-based data capture software to include integration pathways and the potential use of a third-party integration platform to facilitate more comprehensive, automated movement of data between systems.	
EL2.2b	Continuous improvement of Council's cyber security	Council's IT team completed the implementation of a new Phishing Awareness education platform that uses a human-centric approach, leveraging risk signals from across the Mimecast ecosystem already implemented by Council, to deliver targeted training and interventions to employees based on their behaviour and identified risks.	

People and Culture

Code	Program Action	Comments	On Target?
CC1.1h	Implement NSW Child Safe Standards across Council	Actions completed during the quarter include: • Child safety training developed and will soon be delivered face to face for Leaders and then all staff • Templates developed for Child Safety Staff Allegation Report and Child Safety Report • Dedicated child safety inbox created to capture child safety and staff allegation reports • Director Corporate and Community (Child Safety Officer) completed Child Safe Councils learning module through the Office of the Children's Guardian • Updates to Child Safe Code of Conduct and Child Safe Reporting Procedure to align our approach with evolving best practice and to approve the proposed Child Safety and Staff Allegation reporting templates to capture child safety concerns. • Connected with Byron Shire, Clarence Valley, Richmond, Tweed and Lismore Councils to create a regional local government working group to share child safety best practice and resources.	
CC2.3a	Implement Equal Employment Opportunity Management Plan	During this quarter Council completed the following: • Successfully secured funding for 4 roles as a part of Round 2 of Fresh Start for Local Government Apprentices, Trainees, and Cadets Grant Program • Ballina staff attended the 2025 Novaskill Excellence Awards. Ballina Shire Council won GTO Employer of the Year, Callum Stewart won GTO Apprentice of the Year, Zoe Buckley Lennox won Student Excellence Award. • Meetings held with the NSW Reconstruction Authority on incorporating workforce diversity targets into upcoming construction projects • Held a stall at the aviation careers expo to highlight career opportunities at Council • Presented on career opportunities to Aboriginal Metal Fabrication students at TAFE NSW Wollongbar • Planning for NAIDOC celebration staff BBQs and holding a stall at Bunjum's NAIDOC Cultural Celebration • Provided work experience opportunities for two participants in the DEWR North Coast Youth Apprenticeship Pathway Program (NC YAPP) at attended the Graduation Ceremony to highlight career pathways at Council • Met with the teachers responsible for the Ballina Coast High School Big Picture program to discuss potential work experience opportunities and employability skills workshops (e.g. interview technique workshops)	

Code	Program Action	Comments	On Target?
EL3.2d	Implement strategies that increase female participation in the workforce	During this quarter Council completed the following: • Advertised for female identified Treatment Plant Operator role • Multiple meetings with DEWR / North Coast Local Jobs Program, TAFE NSW and Complete Staff Solutions to establish a regional Civil Construction Pre Employment Program for Women	

Civil Services Division

Assets Management

Code	Program Action	Comments	On Target?
EL2.1k	Ensure Asset Management Framework remains contemporary	Highlights for this quarter include the completion of the Transport and Stormwater Asset Revaluations - a significant undertaking by the assets and finance teams. Following an options review, a project has been initiated to replace the Altitude Asset Management System with a new system that will incorporate an integrated Field Application, GIS, and Works Management capabilities. This tool will substantially enhance Asset Management capabilities and reduce system complexity and costs. Work has commenced to document our system requirements so that a brief to market can be issued later this year. The Stormwater Asset Management Plan is almost complete, and the team is working to finalise it after the adoption of the LTFP and DPOP.	

Engineering Works

Code	Program Action	Comments	On Target?
CC3.3p	Progress pathways for Lennox Head and Byron Bay and Pearces Creek Road to Wollongbar Sports Fields	Council has reached agreement with Byron Shire Council to progress the concept design of the pathway that will link the two shires. This project is currently unfunded and will not progress until the funding is secured. A grant application (prepared by Ballina Council with a letter of support from Byron Council) under the Get NSW Active program for this project was unsuccessful. We have sought feedback on our application and the response from TfNSW indicates applications from each Shire would be preferred as long as they demonstrate connectivity. The program guidelines do not indicate how councils should manage applications that cross LGA boundaries. Accordingly, we have suggested to Byron Council that both councils make an application in the next round of the program. Pearces Creek Road footpath design and cost estimates completed up to the Adventist retirement village. The concept design to link the remaining section of the pathways to the Wollongbar sports fields was completed in the third quarter.	

Code	Program Action	Comments	On Target?
CC3.3q	Implement Pedestrian Access and Mobility Plan (PAMP) and Bike Plan	The footpath capital works program is approximately 95% complete. Works are now complete at Jameson Avenue East Ballina and underway at Horizon Drive West Ballina . Path works at Stewart Street Lennox Head were deferred due to further work required for Aboriginal heritage approvals.	
EL3.3e	Provide road maintenance intervention actions in accordance with response targets	There were a total of 5,166 pothole defects repaired for the quarter, representing more than double the long-term quarterly average of approximately 2,150 repairs. This significant increase reflects the ongoing deterioration of road pavements caused by the persistent rainfall pattern experienced since February. There were 79 Category 2 potholes repaired, which aligns with expectations given the elevated volume of overall pothole incidents.	
EL3.3f	Deliver annual unsealed rural road maintenance program	During the quarter, 82,000 m² (approximately 25%) of gravel road pavements were graded, successfully meeting the quarterly maintenance target for unsealed roads of (76,500m2). In addition, Emigrant Point Road and Perrys Lane were prepared for sealing under the Marine Estate Management Strategy (MEMS) grant	
HE1.1b	Implement Floodplain Management Plans	The "Preparing Australian Communities - Local Stream" funding program has been granted an extension until July 2025. BMT has completed the flood study update and also updated DCP and LEP mapping as part of Strategy 2 of the project. Strategy 3 of the project includes installation of additional rainfall gauges that have been finalised at the end of June. Works have commenced on the installation of a flood warning system for Tamarind Drive. These works should be completed by mid-July 2025.	
		A successful grant under the State Floodplain Management Program has also been received for overland flood studies for Alstonville, Lennox Head and Wardell. The flood models for the Alstonville and Wardell overland flood studies have been configured, calibrated and verified. The study has now progressed to the third and final stage: identifying flooding issues and proposing and testing mitigation measures. The Lennox Head component of the project is awaiting funding variation approval to ensure it is correctly calibrated before progressing to stage 3.	
		The flood model for the Ballina Island and West Ballina Stormwater Master Plan has been configured, calibrated and verified. The study is currently assessing impacts and mitigation measures for potential road raising options. Following this assessment, it will move to the fourth and final stage: identifying flooding issues and proposing and testing mitigation measures.	

Code	Program Action	Comments	On Target?
HE1.2f	Implement Urban Stormwater Management Plan and Programs	A Stormwater relining contractor has completed the final works associated with our urban relining program. This included repairs to a total of 12 Council sites. Two sites were added to this program in order to repair failed sections of stormwater pipes in Oakland Avenue and Fox Street Ballina. As part of the Local Government recovery fund, storm water projects at Alstonville and West Ballina designs have been undertaken. Construction tender documentation is being finalised for the West Ballina project and multiple Alstonville projects. These projects will be completed in the first half of the 2025/26 financial year. The storm water project for Wardell was delivered by the contractor as part of the Main Street upgrade project. A State Government rural/agricultural open drain maintenance program (known as Drainage Reset) has been completed including a total of 16 Council sites. Future funding may be considered to continue this successful program. The replacement of stormwater pipes at the outlet of Owen Street has been awarded to a contract with works to commence in July. Monitoring of network performance and ongoing community liaison has been occurring at key sites including Daintree Drive and Rutherford Street, Lennox Head. Funding has been secured for Daintree Drive in 2025/26 for the investigations and potential redesign of the basin.	
PE1.3b	Advocate for the Ballina Marina Master Plan and Martin Street Regatta Ave Boat Harbour Master Plan	Advocacy undertaken when opportunities are available with Government.	

Infrastructure Planning

Code	Program Action	Comments	On Target?
CC1.1.a	Implement Council's Road Safety Plan	2024-25 Local Government Road Safety Program projects are complete. Council is awaiting approval and funding from Transport for NSW for 2025-26 proposed projects for 'Bike Safety' (including e-bikes), 'Caravan Safety' and 'Older Road Users/On the Road 65+' (workshops with a focus on driving, retiring from driving, licensing, safe walking, and mobility scooters).	
HE1.1e	Investigate a suitable site to accommodate a disaster recovery shed	Options reported to Council. Council resolved to refer the assessment of the proposal and site investigation process to the NSW Reconstruction Authority.	
HE3.3a	Review Water and Wastewater Developer Contribution Plans	Charging rules for Wardell updated to include Rous County Council bulk water developer charge.	
HE3.3b	Review car parking Developer Contributions Plan including multi storey car park update	This review and update has commenced with an planning consultant appointed to assist the project.	
HE3.3c	Review Roads Developer Contributions Plan	The new traffic network model is being built with testing and calibration scheduled in July 2025. The model is required to inform the new version of the Roads Contribution Plan.	
HE3.3d	Maintain Open Spaces and Community Facilities Developer Contributions Plan	This review and update has commenced with an planning consultant appointed to assist the project.	

Project Management Office

Code	Program Action	Comments	On Target?
PE3.3a	Progress delivery of Hutley Drive - southern section	Concurrence approval provided by NSW Planning, Fisheries and NSW Heritage. OEH response outstanding. Final tasks have been confirmed and assessed as minor works. Importantly the implementation of the vegetation management plan has commenced with the procurement of a contractor to implement the offset planting program as early works.	
PE3.3b	Progress River Street Dual Laning	Budget and scoping options were reported to the May 2025 Council meeting regarding the Fishery Creek Bridge duplication project. Tender assessment is programmed to be reported to the August meeting. The Review of Environmental Factors (REF) for this project is now complete with an independent peer review undertaken and public exhibition complete.	

Code	Program Action	Comments	On Target?
PE3.3c	Progress Tamarind Drive Dual Laning	Budget and scoping options were reported to the May Council meeting regarding the Fishery Creek Bridge duplication project. Tender assessment is programmed to be reported to the August meeting. The Review of Environmental Factors (REF) for this project is now complete with an independent peer review undertaken and public exhibition complete. Early works to relocate the water, recycled water and communication assets 90% complete. Land acquisition with Crown progressing.	
PE3.3d	Progress Barlows Road as a connection between Tamarind Drive and River Street	Based on Council's determined priorities for road upgrades no further works were undertaken on this project. Traffic counts were completed on Tamarind Drive and will be incorporated into an updated Road model. The purpose of this work is to reassess the benefits of this project in respect of improving the performance of the Tamarind Drive and North Creek Road intersection. The update to the Road Model and the assessment of future priorities is programmed for reporting to Council later this year.	
PE3.3e	Progress design and approvals for North Creek Road Bridge reinstatement	Concept Design and Environmental/Heritage/Planning Optimisation completed. Final plans and reports for "Concept Design and Environmental/Heritage/Planning Optimisation" stage completed. Consultation with all landowners along the route of the project advising them of impacts of the concept design on their properties underway. Latest cost estimate \$80m.	

Water and Wastewater

Code	Program Action	Comments	On Target?
HE2.1a	Improve quality of water and wastewater data	This work is ongoing and will continue into 2025/26. Investigations into a new data management system for water meter data is progressing. Further work has been completed to improve the availability of water and wastewater network information on Council's GIS System. A review of the proposed pathway to provide a new works management system has been completed.	
HE2.1b	Increase recycled water to dual reticulated properties	There were 48 new properties connected to the recycled water network during the quarter.	
HE2.1g	Review the Recycled Water Master Plan	Deferred to 2025/26. Aspects of the master plan review have been incorporated into the Lennox Head Wastewater Treatment Plant master plan project due to the recycled water component of that treatment plant.	

Code	Program Action	Comments	On Target?
HE2.1i	Develop an Integrated Water Cycle Management Plan	A consultant has been appointed to prepare the Lennox Head Wastewater Treatment Plant master plan.	
HE2.1j	Implement water loss reduction program	Works are ongoing with water meter replacements, pressure management zone monitoring and leak detection and repairs. Unaccounted water volume continues to fall indicating the program is supporting the desired outcome.	
HE2.1k	Minimise the volume of unaccounted water	The non-revenue water percentage for the reporting quarter was 9.2%. This is an annualised result to mitigate the impacts of seasonal variation and timing of water meter reading. The result continues our good progress under the water loss management program.	
HE3.2f	Implement trade waste management program	There are currently 379 active trade waste businesses in the register of trade waste customers. 312 (82%) of these businesses are currently operating with a valid approval; 29 (8%) businesses have an expired approval or an approval that is currently being reviewed, and the remaining 37 businesses (10%) are operating with no approval.	
HE3.2j	Assess options for improved wastewater services for Newrybar	Project Complete with information reported to Council.	

Planning and Environmental Health Division

Development Services

Code	Program Action	Comments	On Target?
CC1.1b	Implement State Government Pool Barrier Inspection Program	111 or 96% of all mandatory pools on the register have a current compliance certificate.	
CC1.2f	Implement fire safety certificate compliance program	404 or 62% of premises on the Essential Fire Services Register have a current compliant Annual Fire Safety Certificate	
PE2.1g	Undertake review of the Development Assessment service	Review and recommendation finalised. Councillor briefing held. Draft Action Plan being prepared for reporting to Council.	

Open Spaces

Code	Program Action	Comments	On Target?
CC2.3d	Assess accessible entrance options for Seven Mile Beach	Council is continuing to await the finalisation of the review into coastal hazards and processes. This report remains due mid-year.	
CC3.2a	Implement the Sport and Recreation Facilities Plan	Major capital elements at Saunders Oval and Williams Reserve completed this quarter following wet weather impacts. Works completed on access improvements at Kingsford Smith Reserve, consistent with the adopted master plan.	
CC3.2b	Implement Playground Upgrade and Management Plan (PUMP)	Works completed at Ocean Breeze Reserve. Meldrum Park replacement reported to the June 2025 Council meeting.	
CC3.2c	Investigate options for a skate park in Alstonville	Report on options for a skate park at Alstonville considered at the April 2025 Council meeting	
CC3.30	Investigate feasibility of second croquet court at Gap Road, Alstonville	Preliminary design works following stakeholder consultation have identified that a second croquet court is not suitable for construction at the existing location due to space constraints. This project is scheduled to continue in 2025/26 and will investigate croquet expansion option within the wider facility, in addition to planning for additional future sporting use of the Gap Road sporting facility.	

Code	Program Action	Comments	On Target?
EL1.2e	Prepare management plan for Lumley Park	Report presented to the Council meeting held April 2025, noting that Council will progress this project during 2025/26 with considerations of a skate park.	
HE1.3a	Implement a proactive street tree planting program	Tree planting undertaken this quarter at Lennox, Ballina, Wollongbar and Cumbalum.	
HE1.3b	Support local environmental groups	Environmental group stakeholder meeting held in April.	
HE3.1h	Implement management plans for Killen and Tosha Falls	Vegetation management works continuing at both sites under long term actions.	
HE3.1i	Implement management plan for Ocean Breeze Reserve	All playground and associated landscape works planned have now been completed	
HE3.2i	Implement Alstonville and East Ballina Cemetery Master Plans	Works completed installing new beams at both Alstonville and East Ballina cemeteries, consistent with actions identified in the adopted master plans.	

Public and Environment Health

Codo	Dua yuang Astian	Community	On
Code	Program Action	Comments	Target?
CC1.1f	Implement Proactive Parking Program	Parking patrols are conducted by licence plate recognition (Aero Ranger) and routine patrols including foot patrols, The use of smart technology has improved the coverage in the Shire. The Fines Amendment (Parking Fines) Act 2024 will take affect from 1 July 2025 and Council implementing measures to ensure compliance with requirements of the amendments. 81 general parking and 77 unattended vehicles on public land customer requests were received during the quarter, along with routine parking patrols, resulting in 618 fines with a combined value of \$119,035. Other offences, such as illegal camping and illegal land use, resulted in 7 fines with a combined value of \$7,100. In total, 642 fines were issued by the Ranger team last quarter, with a total value of \$136,345 across a range of non-compliance.	

Code	Program Action	Comments	On Target?
CC1.2e	Implement a responsive compliance program	For this quarter there were 11 customer requests relating to illegal works, not complying with development consent and failing to obtain relevant consents. There are also a number of notices and orders active relating to matters of non-compliance.	
		Compliance Team also taking on added responsibilities and working through all the overdue compliance matters assigned to Development Services to improve outcomes for Council and the community as a whole,	
CC2.2b	Implement Companion Animals Management Plan	Routine patrols, education and compliance action continue to be a priority. Bike patrols across coastal reserves and beaches increased last quarter. Good community feedback received on these patrols and the high visibility of the Rangers.	
		The Companion Animals Act is currently under review and the Office of Local Government have been requesting feedback and comments. Council officers have attended sessions and provided comments and awaiting further advice on implications to how Council's manage companion animals into the future.	
		Companion animal related matters for the quarter are as follows. Dog - Attack / Behaviour - 26 Dog - Barking - 31 Dog - Collections - 43 Dog - Defecation - 1 Dog - Roaming - 36 Dog - Nuisance - 4 Dog - Dangerous - 1 Dog - Menacing - 1 Cat - Nuisance - 3	
		17 fines were issued in relation to companion animals being - including 6 x for Owner of dog not under control in public place and 5 x Owner of dog which rushes at/attacks/bites/harasses/chases any person/animal, total value \$10,210.	
HE1.1a	Implement the Coastline Management Plan Ballina	The final Coastal Hazard Study is due to be complete by September 2025. Then Stage 2 to be completed by the end of 2025 and moving in to Stage three 2026. The progression of this plan will inform Council of hazards, risks and works to minimise and prevent changes to our coastal environments.	

Code	Program Action	Comments	On Target?
HE1.2a	Implement Healthy Waterways Strategy	Discussions continue with State Government Agencies on the opportunities to potentially purchase properties in the Tuckean Catchment via State Government program such as the Coastal Land Protection Scheme (which is the Dept of Planning's acquisition program). DPI Fisheries have commissioned a consultant to undertake an "assessment of remediation options, risks and costs for Tuckean Swamp properties". Regional Watershed Initiative Project commenced in June on private and Crown Land, with woody weed removal work now complete. Weed management is scheduled for the next few months, with the planting to occur in Autumn 2026. Planning for the Clondale Park - Branch Creek project is ongoing and woody weed removal works are scheduled to start on Monday 28th July, with the planting to occur in early September. Planning for the Bruxner to Bulwinkel project is ongoing with weed management works to commence in September. Jali LALC Land and Sea Country Rangers will work on these projects in 25/26. Lower Maguires Creek - Stage 2 Restoration Works ongoing and works will commence in late July with wood weed removal. The Waterways Advisory Group reconvened on 29 April and welcomed new member organisations - Jali LALC, DCCEEW Water, Floodplains and Coast team, Richmond River Cane Growers Association, Richmond Landcare Inc, including 16 member representatives from Community, Industry and State Govt attended along with 14 observers. There were presentations about the March blackwater and fish kill event provided by Rous County Council, DPIRD Fisheries and OzFish. Council is on the Riverfest planning committee and the Ballina launch event will be Sunday 28 September. Council is also host for the NSW Coastal Conference in early November and on the Planning Committee for this and currently reviewing abstracts for the three day program.	
HE1.2b	Complete and implement Shaws Bay Coastal Management Plan	Working towards combining the Shaws Bay CMP into the wider Ballina Coast and Estuary CMP. The proposed stage 2 studies will be incorporated as actions into the broader CMP. This will ensure consistency across the whole of the shire in relation to prioritising actions, funding and resources.	
HE1.2c	Examine options to improve access on the southern side of Shaws Bay	Further advancement on this in 25/26 once Crown Lands have made a decision on land ownership in this area and a caveat determination.	

Code	Program Action	Comments	On Target?
HE1.2d	Implement Lake Ainsworth Coastal Management Plan	Recent works now completed and area embellishment and improvements well received in the community.	
		Planning has now commenced for another two grants received to implement Lake Ainsworth CMP actions being; 1. Acknowledging and Celebrating Aboriginal Cultural Heritage at Lake Ainsworth. Will work closely with Jali LALC and the local Aboriginal community to plan and deliver this project. 2. Lake Ainsworth Aquatic Weed Management. Held a planning meeting in May with stakeholders (Lennox Landcare, Sport and Rec and Rous County Council) to discuss the approach to delivering the grant. In April we held the first 'fee for service' working bee with Jali LALC Land and Sea Country Rangers and a bush regeneration contractor, working on aquatic	
		weed removal.	
HE1.2e	Complete and implement North Creek Coastal Management Plan	Waiting on variation approval from DCCEEW and due to recommence Coastal Management Plan process in 25/26.	
HE3.1j	Develop and implement an illegal dumping strategy	Fishing Tackle Bin 6 month trial commenced and installed in three key locations in early April. Bins are emptied and audited every 2-3 weeks and after 6 months trial, will determine if we install addition bins.	
		Steering and Advisory Committees established for the new new stage 3 grant to further develop our litter strategy prior to any implementation.	
		43 incidents of illegal dumping reported during last quarter.	

Strategic Planning

Code	Program Action	Comments	On Target?					
CC1.1g	Prepare a Public Realm Strategy	The draft Place and Public Realm Strategy is scheduled to be reported to Council's July 2025 Council meeting for endorsement to place on public exhibition.						
CC2.1a	Implement the Community Gallery Creative Action Plan	This quarter, the NRCG implemented several initiatives including launch of new booking and financial systems at Ignite Studios, curation of the Nyangbul NAIDOC Exhibition featuring local First Nations artists and hosting a range of successful workshops and programs. The team also continued preparations for the Ceramics Studio launch scheduled for September and began engaging local schools through gallery tours, with plans to expand educational outreach.						
CC2.1f	Examine the feasibility of a Sculpture Trail	The feasibility of a Sculpture Trail for Ballina Shire was considered at the 28 November 2024 Ordinary meeting. Council endorsed the establishment of a Public Art Trail, which will be overseen by the Public Art Advisory Panel.						
CC2.2a	Support Council initiated volunteer programs	NRCG worked with the Visitor Information Centre team to deliver the National Volunteer Week Appreciation Morning Tea in May at the Ballina RSL and welcomed 2 new volunteers into the team.						
CC2.3b	Implement Disability Inclusion Action Plan	The beach disability access ramp at Lighthouse Beach was completed this quarter.						
CC2.3c	Develop an Aboriginal partnership agreement	Due to the resignation of the Aboriginal Cultural Heritage and Partnerships Officer and competing work program priorities, the finalisation of the partnership agreements has been delayed. Staff aim to have a final draft reviewed by the respective Aboriginal organisations in August 2025.						
CC3.1a	Implement Ageing Strategy	Council sponsored the annual senior's concert which was held on 5th March at the Ballina RSL club. Over 250 of the shire's seniors attended the event which included entertainment in and refreshments. Council continues to support the Ballina RSL Lighthouse Day Club (support group for seniors) via an annual donation to use the Richmond room every month.						
EL1.2a	Prepare management plan for Hampton Park	Hampton Park Master Plan was adopted by Council on 22 May 2025 and has been published to Council's website.						
EL1.2b	Prepare a management plan for Bicentennial Park	Bicentennial Park Master Plan was adopted at the February 2025 Ordinary meeting.						

Code	Program Action	Comments	On Target?
EL1.2c	Prepare management plan for Serpentine/Pioneer Park/Shaws Bay	Council was successful in its grant application to engage a consultant for the preparation of heritage and archaeological studies. The funding agreement will be finalised in early July, after which time Council staff will request quotes from consultants to prepare the studies. It is anticipated a consultant will be engaged by the end of quarter 1 of 2025/26.	
EL1.2d	Prepare management plan for Spoonbill Reserve	Work on the Spoonbill Reserve Management Plan has been delayed due to competing work priorities. Work scheduled to commence in quarter 2 of 2025/26.	
HE1.1c	Implement Emissions Reduction Plan	The Climate Change Action Group submitted an application to the Community Energy Upgrade grant. The project relates to 7 energy efficiency projects at 5 of Councils site's, including small and large scale solar installations, battery storage, LED lighting, a solar carport and 2 EV chargers. Outcome of application is expected to be known by the end of 2025.	
HE1.1d	Prepare and implement a Climate Change Adaptation Plan	The Climate Change Action Group will commence development of a staff engagement strategy for the Risk Assessment and Adaptation Plan in Q1 and Q2 2025.	
HE3.1a	Implement Ballina Major Regional Centre Strategy	Infrastructure services relocation for the Ballina bridges duplication projects has been completed. Commencement of site bulk earthworks and installation of electrical services infrastructure will occur in the quarter 1 of 2025/26.	
HE3.1b	Implement Wollongbar Strategic Plan	Review of the status of the plan's actions has been completed and will be made available to Councillors in the first quarter of 2025/26.	
HE3.1c	Implement Wardell Strategic Plan	Review of the status of the plan's actions has been completed and will be made available to Councillors in the first quarter of 2025/26.	
HE3.1d	Implement Alstonville Strategic Plan	Review of the status of the plan's actions has been completed and will be made available to Councillors in the first quarter of 2025/26.	
HE3.1e	Implement Lennox Head Strategic Plan	Site layout and housing concept options for the Hutley Drive medium density housing feasibility study have been prepared and will be presented by consultants to a Cr Briefing on 7 July.	

Code	Program Action	Comments	On Target?
HE3.1f	Maintain Local Environmental Plan (LEP)	Gateway determination for the Aureus village centre rezoning received and now waiting on draft planning agreement to be finalised before placing on exhibition. Council resolved to seek a Gateway Determination for an amended planning proposal to rezone land for housing on the western edge of Banyan Hill estate. A determination request has been rejected by the Department of Planning and further information has been requested by the Department for inclusion in the planning proposal. A scoping proposal had been submitted for the rezoning of land for employment/industrial purposes adjacent to the Russellton Industrial Estate.	
HE3.1g	Review Local Strategic Planning Statement to incorporate updated local growth management strategy	Councillors were briefed on the draft LSPS in May 2024. Strategic Urban Growth Areas (SUGAs) were raised as part of this discussion and Councillors requested another briefing specifically on SUGAs prior to presentation of the draft LSPS to Council. This further briefing is scheduled for 2 July.	
HE3.1k	Complete Streetscape Master Plan for Newrybar Village	The master plan was on public exhibition from 10 April to 21 May and a community consultation workshop held on 19 May 2025. Consultants making final amendments to the draft plan as a result of the feedback from public exhibition. Scheduled to be reported to Council's July 2025 Ordinary meeting for adoption.	
HE3.1I	Undertake a master planning process for Treelands Reserve and the Kentwell Centre	Some initial consultation with youth occurred at the Ballina Shire Youth Forum held in May. Students were asked what a youth space in the shire might look like to them. This feedback will be considered as part of the master planning process for Treelands Reserve and Kentwell Centre. A report to Council considering preliminary potential options for the site is anticipated for quarter 1 of 2025/26.	
HE3.2h	Implement Biodiversity Strategy	Implementation of various actions including new planning provisions, habitat restoration, vegetation mapping and messaging boards progressing.	
PE1.2a	Support delivery of commercial and retail shops in the Ballina Heights Estate	Assessment of the development applications for stages 1 and 2 of the development ongoing.	
PE1.3a	Implement economic development strategy	Presentation given to Councillors by consultants preparing high density residential development feasibility on 19 June 2025. The consultants will be further engaged to consider implications of the amendment of planning controls to encourage high density residential development. A scoping meeting for this future work will occur in late July.	

Code	Program Action	Comments	On Target?
PE3.2c	Implement Housing Strategy including local affordable housing framework	Findings of the Ballina CBD high density residential development study were presented by consultants to Councillors at a briefing on 19 June 2025. The consultants will be further engaged in the next quarter to consider planning control amendments to encourage greater high density development. There has been no update since quarter three from Homes NSW on the master planning of the Treelands Crescent precinct.	
PE3.3f	Ensure Development Control Plan (DCP) review examines the mandatory provision of footpaths within subdivisions	Work on the next round of general amendments to the Development Control Plan has commenced including review of footpaths in subdivisions. Staff aim to present a report to Council at the end of the first quarter/beginning of second quarter of the 2025/26 financial year.	
PE3.3g	Implement Wardell Town Centre Revitalisation Master Plan	Construction of the Wardell "Green Space" has been completed and the street officially opened for public use on 20 June 2025.	



Service Delivery Indicators to 30 June 2025

Corporate and Community Division

Commercial Services (Airport)

Service Delivery Indicator	20/21	21/22	22/23	23/24	2024/25 Indicator	2024/25 June	On Target Y/N	Comments
Number of passengers for Airport (# pa)	588,400	527,600	632,478	620,440	> 600,000	611,000		Passenger numbers are annualised and have been impacted by a decrease in flights in May and June 2025, as well as the impact of cancellations due to Tropical Cyclone Alfred in March 2025. Fortunately, additional flights are forecast over the school holiday periods.
Operating revenue for Airport (\$ pa)	\$7,927,000.00	\$7,025,000	\$8,821,700	\$8,887,000	> \$9,500,000	\$9,438,000		This is an excellent result despite a decrease in passenger numbers. The decrease over the past twelve months is however effecting retail and car operation businesses.
Operating surplus for Airport (30% of revenue)	34.00%	44%	29%	24%	> 30%	25%		Revenue from the airlines, and landside businesses such as the cafe, carpark and rental car businesses are down due to a slight decrease in flight numbers in May and June. With the implementation of new airline agreements in 2025/26, this should improve.

Commercial Services (Property)

Service Delivery Indicator	20/21	21/22	22/23	23/24	2024/25 Indicator	2024/25 June	On Target Y/N	Comments
Maximise revenue generated from Council's commercial properties (\$ pa)	\$1,955,000	\$2,488,500	\$2,573,500	\$2,576,000	> \$2,500,000	\$2,649,000		Tenancies are at 100% occupancy.
Monitor capital works to ensure they are completed on time and within budget (within 20% of budget)	73%	121%	50%	92%	≥ 80%≤ 120%	60%		Russellton Estate projects is nearing completion, however the project has experienced delays in resolving outstanding development consent conditions. The subdivision certificate has been lodged for majority of lots.
Operating revenue for Flat Rock Tent Park (\$ pa)	\$441,000	\$369,400	\$554,600	\$571,000	> \$550,000	\$538,000		Prolonged periods of unseasonal wet weather have adversely affected the park's occupancy rate and income.
Vacancy rate for Council owned commercial properties (%)	0.00%	0%	0%	0%	< 10%	0%		

Communications and Customer Service

Service Delivery Indicator	20/21	21/22	22/23	23/24	2024/25 Indicator	2024/25 June	On Target Y/N	Comments
Comply with customer service standards for management of complaints within 15 days (%)	80.00%	82%	81%	85%	> 80%	88%		A total of 33 complaints received throughout the 2024/25 period, with 88% responded to within the timeframe.
Enquiries to Visitor Information Centre (# pa)	40,000	33,000	33,168	41,400	> 38,000	35,200		This figure is impacted by a decrease in flight numbers. Number of business related engagements for the quarter were 536.
Lennox Head Community Hall (Hutley Drive) (Target >20% = 1,000hrs p.a.)					> 1,000	733		First year of use for this facility.

Service Delivery Indicator	20/21	21/22	22/23	23/24	2024/25 Indicator	2024/25 June	On Target Y/N	Comments
Minimise operating deficit for Community Facilities (excluding depreciation) (\$ pa)	\$(997,000)	\$(419,600)	\$(76,900)	\$(293,000)	< \$(440,000)	\$(259,000)		Improvement in revenue for Ballina Indoor Sports Centre and Richmond Room.
Northlakes Community Centre Use (Target >20% = 1,000hrs p.a.)	0	0	0	0	> 1,000	1,308		
Number of attendees at library programs (# pa)	6,164	8,463	12,143	20,400	> 20,000	18,800		A slight decrease in program attendance compared with 2023/24, due to staff availability to deliver these services in the libraries.
Number of bookings for the Ballina Indoor Sports Centre Courts (>50% = 3,500hrs p.a.)	2,876	2,540	3,816	4,109	≥ 3,500	4,720		An improvement of 15 percent from 2023/24.
Number of bookings for the Ballina Indoor Sports Centre Meeting Rooms (>45% = 2,000hrs p.a.)	1,131	1,522	2,561	1,912	≥ 2,000	2,223		
Number of bookings for the Ballina Surf Club (>40% =2,500hrs pa)	2,523	5,104	3,531	2,641	≥ 2,500	2,560		
Number of bookings for the Kentwell Centre (>30% =6,000hrs pa)	4,504	5,540	6,884	6,846	≥ 6,000	4,950		Steady decline this year compared to last year. A regular hirer from a NSW government agency has reduced their booking hours after losing access to the 50% discounted rate.
Number of bookings for the Lennox Head Cultural Centre - Auditorium (>35% =1,000hrs pa)	674	587	1,406	699	≥ 1,000	633		Similar performance compared to 2023/24.
Number of bookings for the Lennox Head Cultural Centre Meeting Rooms (>60% = 8,400hrs pa)	3,090	5,396	9,422	8,298	≥ 8,400	7,655		A decrease from this time last year, with cancellations due to Tropical Cyclone Alfred

Service Delivery Indicator	20/21	21/22	22/23	23/24	2024/25 Indicator	2024/25 June	On Target Y/N	Comments
Number of bookings for the Richmond Room (>35% =1,500hrs pa)	781	2,092	2,839	1,530	≥ 1,500	1,970		
Number of enquiries at the library (door count # pa)	13,380	6,995	13,151	187,800	> 180,000	170,000		A decrease in numbers when compared to 2023/24 results.
Number of grant applications submitted (total Council) (#)	27	23	30	29	> 25	31		Applications this quarter included: Disaster Ready Fund R3 - \$5.3M Raising North Creek Rd Community Energy Upgrade Fund R2 - \$1.2M Various solar projects Others included the OLG Fresh Start Program, Disaster Ready Fund, Floodplain Management Grants, Create NSW, Environmental Restoration and Rehabilitation. Total value of applications this quarter - \$7.5M
Number of visits to Council website (#)	393,000	660,200	489,047	521,000	> 450,000	619,300		A new website was launched this year, enhancing user experience and improving access to information. Major events during the year, such as Tropical Cyclone Alfred and use of the Emergency Dashboard in the March quarter, and the Local Government Elections in the September quarter, also contributed to increased website visitation.
Number of visits to tourism website (# pa)	141,000	105,000	119,996	135,000	> 120,000	142,700		
Percentage of customer requests dealt with effectively and promptly (% within allocated timeframe)	N/A	N/A	N/A	91%	> 90%	89%		Received 13,436 requests with 12,021 actioned within the target timeframes.

Service Delivery Indicator	20/21	21/22	22/23	23/24	2024/25 Indicator	2024/25 June	On Target Y/N	Comments
Proportion of satisfied visitors to Ballina Visitor Information Centre (%)	100%	98%	100%	99%	> 98%	100%		
Total library loans (# pa)	325,491	237,764	332,741	352,600	> 330,000	355,700		
Total library membership for Ballina Shire (excluding inactive for three years) (#)	19,818	21,251	19,664	19,400	> 20,000	19,500		Slightly below target.

Facilities Management

Service Delivery Indicator	20/21	21/22	22/23	23/24	2024/25 Indicator	2024/25 June	On Target Y/N	Comments
Increase renewable energy generated on Council sites (kW pa)	700	956	1,120	1,153	> 1,200	1,153		The new Depot Storage and Administration building will have an additional 50 kW system installed in the near future.
Maximise operating surplus from fleet operations (excluding depreciation) (\$ p.a.)	\$1,881,000	\$2,300,000	\$1,997,200	\$1,532,000	> \$2,000,000	\$2,156,600		
Minimise light fleet greenhouse gas (CO2) emissions (av. grams per km)	193	192	191	197	< 200	195		On target.
Minimise operating deficit for the swimming pools (excluding depreciation and loan interest) (\$ pa)	\$(289,000)	\$(308,000)	\$(287,100)	\$(259,000)	< \$(240,000)	\$(488,000)		Given the change in contractor in June 2025, there was a large amount of maintenance required to the heat pumps, filters, amenities flooring, hot water system, pool tiles, shade sails, and the entrance. Coupled with this was a slight decrease in income

Service Delivery Indicator	20/21	21/22	22/23	23/24	2024/25 Indicator	2024/25 June	On Target Y/N	Comments
Number of swimming pool patrons (# per annum)	257,597	228,000	272,495	279,000	> 280,000	263,100		Admissions 4% lower than 2023/24
Reduce CO2 emissions from Council's built assets (# tonnes)	9,405	8,428	7,385	9,450	< 8,000	7,630		improvement reflects better data accuracy through an energy monitoring system introduced in 2024. Seasonal variations influenced quarterly results, with higher emissions in summer due to air conditioning usage, balanced by lower demand in cooler months.
Reduce the energy consumption from Council's built assets (MWh)	9,400	9,915	9,348	9,675	< 9,000	9,572		Slightly lower than the previous year overall; however, consumption during the first three quarters was higher.

Financial Services

Service Delivery Indicator	20/21	21/22	22/23	23/24	2024/25 Indicator	2024/25 June	On Target Y/N	Comments
Investment returns greater than 90 day bank bill rate (# basis points above benchmark)	89	31	5	76	> 50	92		
Minimise the value of store stock control bin errors (\$)	\$(3,140)	\$5,860	\$(4,167)	\$(9,121)	< \$500	\$(677)		This is a small variance, considered immaterial.

Governance

Service Delivery Indicator	20/21	21/22	22/23	23/24	2024/25 Indicator	2024/25 June	On Target Y/N	Comments
Number of insurance claims (# pa)	27	24	19	31	< 30	28		Two claims requiring payment by Council this quarter.

Information Services

Service Delivery Indicator	20/21	21/22	22/23	23/24	2024/25 Indicator	2024/25 June	On Target Y/N	Comments
Percentage of employee requests for technology assistance addressed within one working day (%)	87.00%	81%	81%	80%	> 85%	77%		8,574 out of a total of 11,152 support requests closed within one day

People and Culture

Service Delivery Indicator	20/21	21/22	22/23	23/24	2024/25 Indicator	2024/25 June	On Target Y/N	Comments
Average number of days sick leave per employee (# days pa)	9	9.80	9	10	< 9	9		This figure is consistent with prior quarters.
Hours of lost time due to workers' compensation claims (# hours pa)	586	781	593	389	< 1,000	2,704		The highest amount of lost time this year was from a psychological claim that was ultimately denied by StateCover. A major shoulder injury resulted in the second highest amount of lost time followed by two other shoulder injuries and surgery. Nine claims were received during this last quarter.
Number of workers' compensation claims (# pa)	19	18	15	23	< 20	21		Nine claims were received in the last quarter. Over the policy year, three claims have had liability denied by StateCover and seven claims have been provisionally accepted for medical expenses only. One claim has been reasonably excused and one is likely to be disputed.

Service Delivery Indicator	20/21	21/22	22/23	23/24	2024/25 Indicator	2024/25 June	On Target Y/N	Comments
Percentage of staff turnover per year (%)	6.02%	12%	17%	13%	< 15%	13%		
Percentage of staff undertaking formal training per year (%)	100.00%	94.00%	96%	89%	> 80%	97%		

Civil Services Division

Assets Management and Resource Recovery

Service Delivery Indicator	20/21	21/22	22/23	23/24	2024/25 Indicator	2024/25 June	On Target Y/N	Comments
Increase kerbside recycling diversion rates (%)	56%	60%	58%	57%	> 59%	55%		4th quarter is generally below the annual target due to seasonal variation and onset of winter reducing the volume of FOGO material generated. The annual diversion rate was 58%, slightly below target. This is attributed to the approx 100 tonnes of FOGO material that had to be diverted to landfill due to flooding from TC Alfred preventing access to the processing facility earlier in the year, coupled with a marginal upward trend in the volume of red bin residual waste generated in the community. The changes to the rural collection service due for implementation 2nd quarter of 25/26 is anticipated to mitigate this decline in the recycling diversion rate.
Reduce missed kerbside bin services (# per month)	24	17	8	8	< 27	9		

Resource Recovery

Service Delivery Indicator	20/21	21/22	22/23	23/24	2024/25 Indicator	2024/25 June	On Target Y/N	Comments
100% compliance licence reports for waste submitted within 30 days of quarter (%)	N/A	100%	100%	100%	= 100%	100%		

Engineering Works

Service Delivery Indicator	20/21	21/22	22/23	23/24	2024/25 Indicator	2024/25 June	On Target Y/N	Comments
Minimise operating deficit for the Burns Point Ferry (excluding depreciation) (\$ pa)	\$(60,000)	\$(460,500)	\$(442,000)	\$(532,000)	< \$(520,000)	\$(429,000)		The change to our annual slip resulted in improvements to last financial year.
Monitor capital works to ensure they are completed on time (within 20% of budget)	80%	80%	95%	82%	≥ 80% ≤ 120%	75%		
Monitor operating budgets to comply with approved funding (within 5% of budget)	96%	90%	98%	98%	≥ 95% ≤ 105%	97%		

Infrastructure Planning

Service Delivery Indicator	20/21	21/22	22/23	23/24	2024/25 Indicator	2024/25 June	On Target Y/N	Comments
Percentage of development application referrals completed within 21 days (%)	63%	70%	76%	64%	> 70%	65%		Processing times are acceptable, however we are just below target.

Water and Wastewater

Service Delivery Indicator	20/21	21/22	22/23	23/24	2024/25 Indicator	2024/25 June	On Target Y/N	Comments
100% compliance licence reports for water and wastewater submitted within 30 days of quarter (%)	100%	100%	100%	100%	= 100%	100%		
Average water consumption per residential connection (# kl/pa)	154	148	139	153	< 160	136		

34 | P a g e

Service Delivery Indicator	20/21	21/22	22/23	23/24	2024/25 Indicator	2024/25 June	On Target Y/N	Comments
Level of compliance with Environmental Protection Licence Concentration Limits (%)	99%	98%	97%	100%	= 100%	99%		One minor non-compliance during a wet weather event.
Maximise percentage of Recycled Water Reticulation Monitoring Compliance in Ballina and Lennox Head (Chemical and Physical) (% with AGWR)	100%	100%	98%	100%	= 100%	98%		One slightly elevated result for THMs at the Lennox WWTP. Results all normal at reservoirs and reticulation.
Maximise percentage of Recycled Water Reticulation Monitoring Compliance in Ballina and Lennox Head (Microbial) (% with AGWR)	100%	99%	100%	100%	= 100%	100%		
Minimise number of notifiable pollution incidents triggering formal regulatory response (#)	0	6	0	6	= 0	1		One event at Lennox Head Wastewater Treatment Plant due to heavy rainfall.
Minimise number of notifiable Recycled Water Health Incidents at the Wastewater Treatment Plants (#)	3	1	0	0	= 0	0		
Monitor capital works to ensure they are completed on time and within budget (within 20% of budget)	71%	62%	79%	80%	≥ 80% ≤ 120%	81%		Water expenditure at 88% and Wastewater at 78%. Combined result 81%. There are still some outstanding contractor payments to 30 June 2025 to be received and processed over the next couple of weeks.
Monitor operating budgets to comply with approved funding (within 5% of budget)	98%	95%	95%	90%	≥ 95% ≤ 105%	99%		Wastewater Operational Budget tracking at 99% and Water at 98%.
Number of unplanned water supply interruptions greater than four hours in duration (#)	1	4	0	0	= 0	0		

Service Delivery Indicator	20/21	21/22	22/23	23/24	2024/25 Indicator	2024/25 June	On Target Y/N	Comments
Percentage of drinking water reticulation monitoring compliance with ADWG (Chemical and Physical) (%)	100%	100%	100%	100%	= 100%	100%		
Percentage of drinking water reticulation monitoring compliance with ADWG (Microbial) (%)	100%	100%	100%	100%	= 100%	100%		
Percentage of fire hydrants inspected per annum (%)	32%	42%	44%	36%	> 50%	40%		This result whilst not meeting our target of 50% for the year is an improvement over previous years. Resourcing and work practices are being reviewed to further improve the result for 2025/26.
Recycled water during dry weather (% ADWF)	N/A	13%	9%	3%	> 20%	4%		We are experiencing a very wet year with demand for recycled water much less than during drier periods.
Reduce water main breaks (# per 30km of main)	1	1	0	1	< 1	0		Actual result was 0.28 but software rounds it down.

Planning and Environmental Health Division

Development Services

Service Delivery Indicator	20/21	21/22	22/23	23/24	2024/25 Indicator	2024/25 June	On Target Y/N	Comments
Number of Section 68 Approvals issued for plumbing and drainage work (# pa)	521	464	498	320	> 450	288		288 s.68 plumbing and drainage approvals were issued during this period. Most of these approvals require at least two inspections.
								The volume of s.68 applications for 2024/25 reflects reduced construction in the shire.
Percentage of applications determined under delegated authority (%)	N/A	99%	99%	98%	> 95%	98%		
Percentage of building information certificates determined within 20 working days (%)	84%	77%	43%	34%	> 90%	34%		33 of a total of 97 building information certificates were issued within the target timeframe.
Percentage of complying development certificates issued within 10 working days (%)	35%	40%	0%	87%	> 80%	42%		Three out of a total of seven complying development certificates were issued by council during this year within 10 working days.
Percentage of construction certificates issued by Council (% of market)	46%	42%	30%	31%	> 50%	26%		296 construction certificates were issued in the Ballina LGA this year. 77 of those were issued by Council.
Percentage of Section 10.7 certificates issued within four days of receipt (%)	95%	95%	94%	96%	> 90%	94%		
Time taken to determine development applications (excluding integrated development) (# days)	48	108	172	177	< 60	138		Given the number of staff vacancies, this downward trend is encouraging and reflects ongoing improvements that have been made throughout the year in response to the Minister's Expectations.

Open Spaces

Service Delivery Indicator	20/21	21/22	22/23	23/24	2024/25 Indicator	2024/25 June	On Target Y/N	Comments
Monitor capital works to ensure they are completed on time and within budget (within 20% of budget)	55%	89%	70%	71%	≥ 80% ≤ 120%	82%		Capital works program progressed with a large delivery program, noting key projects have met budget expectations. Some savings achieved on grant funded elements (Flood Recovery), with larger projects (Sharpes Beach and Pump Track) continuing.
Monitor operating budgets to comply with approved funding (within 5% of budget)	106%	96%	108%	107%	≥ 95% ≤ 105%	108%		Continued pressure on the operating budgets for the Open Spaces Section with increased expenditure across all maintenance areas to continue existing service levels. Significant increases in tree management costs and general urban vegetation management.
Number of events approved by Council (#)	12	15	22	80	> 40	89		Events held this quarter include Love Lennox, FNC Regional Surfing Championships and Our Kids Day Out.
Number of filming approvals in accordance with NSW Filming Protocol (# pa)	N/A	4	10	43	> 20	48		5 Ultra Low Filming approvals issued this quarter

Public and Environment Health

Service Delivery Indicator	20/21	21/22	22/23	23/24	2024/25 Indicator	2024/25 June	On Target Y/N	Comments
High risk commercial premises audited (> 2 p.a.)	36.00	25	21	22	≥ 2	5		There has been five inspections completed for the year. There has been errors in the data for the previous quarters and this has now been rectified.

Service Delivery Indicator	20/21	21/22	22/23	23/24	2024/25 Indicator	2024/25 June	On Target Y/N	Comments
Non-compliance with National Health and Medical Research Council drinking water standards (#)	0	1	0	0	= 0	0		
Number of high risk school zones patrolled (# pa)	N/A	70	68	60	> 36	298		Quarter figures - April 15 patrols, May 52 patrols and June 55 patrols of local school zones.
Number of On-Site Sewage Mgmt (OSSM) System Approvals to Install issued (# pa)	89	69	72	65	> 50	52		Five approvals to install issued last quarter.
Number of On-Site Sewage Mgmt (OSSM) Systems Approvals to Operate issued (# pa)	388	299	202	135	> 150	163		39 approvals to operate issued last quarter. New owner monthly review occurring in rural areas and follow up on approvals to operate in new owners name occurring.
Number of On-Site Sewage Mgmt (OSSM) Systems inspected per annum (# pa)	150.00	109	298	304	> 200	123		Audit program in catchment has delayed routine inspections however outcomes from audit program successful to determine level of compliance and/or if OSSM works are required.
Percentage of barking dog complaints responded to within seven days (%)	100.00%	98%	96%	97%	= 100%	99%		
Percentage of drinking water sites monitored per week (%)	100.00%	100%	100%	100%	= 100%	100%		
Percentage of food premises audited per year (%)	93.00%	79%	100%	100%	= 100%	80%		26 inspections completed last quarter. Program currently being reviewed and all outstanding inspections being prioritised for next quarter and all processes being reviewed as to how to improve and support program including resources allocated.

Service Delivery Indicator	20/21	21/22	22/23	23/24	2024/25 Indicator	2024/25 June	On Target Y/N	Comments
Percentage of public pools (as defined in the Public Health Act) monitored for water quality (% pa)	100%	80%	100%	100%	= 100%	100%		
Percentage of reported dog attacks responded to within 48 hours (%)	95%	96%	98%	99%	= 100%	98%		
Percentage of semi public pools monitored for water quality (% pa)	100%	60%	100%	100%	≥ 33%	100%		This program was not in operation during last quarter, as is active between September and April each year.

Strategic Planning

Service Delivery Indicator	20/21	21/22	22/23	23/24	2024/25 Indicator	2024/25 June	On Target Y/N	Comments
Level of engagement to Northern Rivers Community Gallery online platforms (# pa)	28,273	23,371	33,971	373,000	> 400,000	514,000		Large increase in web based visitation (up 37% on last year). Instagram continues to have the highest engagement at 58% of engagements.
Minimise operating deficit for the Community Gallery (excluding depreciation) (\$ pa)	\$(337,000)	\$264,000	\$(270,500)	\$(310,000)	< \$(350,000)	\$(371,000)		
Number of visitors to the Northern Rivers Community Gallery (# pa)	10,976	8,010	11,677	15,100	> 16,000	13,300		Physical visitation remains constant (average 300 visitors per week), which is lower than the target and below expectation. A key goal for 25/26 is to increase gallery visitation - no major events delivered in 24/25 means lower numbers.

9.13 <u>Delivery Program and Operational Plan - 30 June 2025 Review</u>

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Operational Plan Review Capital Expenditure - Planning and Environmental Health Division - 2024/25 30-June-2025

Reference	Project Description	Project	Original 2024/25	Carry	Approved	2024/25	Expended	%	Design /	Const	ruction	Status
Reference	Froject Description	Value	Estimate	Forwards	Variations	Estimate	This Year	Expended	Consent	Commence	Complete	Status
	Open Spaces - Equipment and Embellishment											
746	Crown Reserve Improvements	52,000	52,000		(23,000)	29,000	46,700	161	N/A	Ongoing	Ongoing	
925	Ocean Breeze Reserve, Lennox Head	320,000	,	139,000	30,000	169,000	206,200	122	Complete	Complete	Complete	
940	Meldrum Park, Ballina	170,000	170,000		(170,000)	0	0	100	Jun-25	Aug-25	Dec-25	
1722	Ballina Pump Track	1,770,000	700,000	29,000	(160,000)	569,000	278,300	49	Complete	Apr-25	Sep-25	Stronger Country Comm Fund - Rd 5 - \$734,000 - Works Commenced
1729	Sharpes Beach Master Plan	1,350,000	1,300,000	47,000	(1,300,000)	47,000	81,900	174	Jun-25	Oct-25	Mar-26	Regional Tourism Activation Fund Grant - \$1,050,000 - To be completed in 2025/26
1838	Angels Beach Access Ramp, Ballina	70,000		22,000	23,000	45,000	43,400	96	Complete	Complete	Complete	
1840	Chickiba Park, Ballina	190,000		190,000		190,000	196,000	103	Complete	Complete	Complete	
1842	Swift Street Park, Ballina - Basketball Surface	100,000			12,000	12,000	11,800	98	Complete	Complete	Complete	Local Roads and Community Infrastructure Fund (LRCI) - Round 3
1843	Park Shelters and Playground - Improvements	60,000		51,000	(30,000)	21,000	400	2	Complete	Complete	Complete	Saving
1844	John Kearney Park, Ballina	155,000		155,000		155,000	137,700	89	Complete	Complete	Complete	
1845	Ballina Heights Sports Field, Playground	170,000			15,000	15,000	14,100	94	Complete	Complete	Complete	Local Roads and Community Infrastructure Fund (LRCI) - Round 3
1894	Regatta Park Crown Reserve - Revetment	150,000		139,000		139,000	126,200	91	Complete	Complete	Complete	Grant funded - works completed under budget
1896	Kingsford Smith Crown Reserve - Revetment	940,000		463,000		463,000	288,800	62	Complete	Complete	Complete	Grant funded - works completed under budget
1942	Lighthouse Beach Disability Access	400,000	400,000			400,000	401,300	100	Complete	Complete	Complete	Grant funded - Community Assets Program
1943	Prospect Lake Park, Ballina	150,000				0	0		Jun-25	Aug-25	Dec-25	
1944	Coastal Recreation Path - Improvements	200,000	200,000	(75,000)		125,000	23,400	19	Complete	Complete	Complete	Grant funded - Community Assets Program
1946	Commemoration Park - Improvements	500,000	500,000	(52,000)		448,000	446,000	100	Complete	Apr-24	May-25	Grant funded - Community Assets Program
1947	Alstonville Creek Restoration	1,100,000			287,000	287,000	19,300	7	Complete	Apr-25	Dec-26	Grant - Urban Rivers and Catchment Program - Funded over Three Years
1948	Lake Ainsworth Remediation	900,000	900,000			900,000	635,400	71	Complete	Dec-24	Jun-25	Grant funded - Community Assets Program
2002	Cemetery Master Plan - Implementation	200,000		184,000	(1== ===)	184,000	176,200	96	Complete	Complete	Complete	
2085	Campbell Park, Alstonville	155,000	155,000		(155,000)	0	0	100	Jun-25	Aug-25	Dec-25	
2086	Lilli Pilli Park, Lennox Head	150,000	150,000		(150,000)	0	0	100	Deferred	N/A	N/A	
2087	Missingham Park, Ballina	420,000	420,000		(420,000)	0	0	100	Jun-25	Aug-25	Dec-25	
2088	Montwood Park / Caloola, Lennox Head	180,000	180,000 255,000		(180,000)	055.000	055,000	100	Jun-25	Aug-25	Dec-25	Part of Teven Reserve works
2089	Teven Reserve, Playground	255,000	255,000			255,000	255,000	100	Complete	Complete Jul-25	Complete Dec-25	
2213	Hutley Drive - Sports Court Sub Total	10,107,000	5,382,000	1,292,000	(2,221,000)	4,453,000	1,500 3,389,600	76	Complete	Jul-25	Dec-25	Grant funded project
		10,107,000	3,362,000	1,292,000	(2,221,000)	4,433,000	3,303,000	76				
	Sports Fields											
1525	Kingsford Smith, Ballina - Access Works	220,000		220,000		220,000	236,300	107	Complete	Complete	Complete	Local Roads and Community Infrastructure Fund (LRCI) - Round 4
1706	Fripp Oval, Ballina - Improvements	240,000		57,000		57,000	56,500	99	Complete	Complete		\$1.5m Sport Priority Needs Program
1707	Saunders Oval, Ballina - Improvements	500,000	490,000			490,000	497,200	101	Complete	Complete		\$1.5m Sport Priority Needs Program
1708	Ballina Heights Fields, Ballina - Improvements	100,000	90,000	2,000		92,000	102,100	111	Complete	Complete	Complete	\$1.5m Sport Priority Needs Program
1709	Duck Creek Mountain Park - Improvements	50,000		5,000		5,000	5,000	100	Complete	Complete	Complete	\$1.5m Sport Priority Needs Program
1710	Ballina Tennis Club - Improvements	45,000		3,000		3,000	3,000	100	Complete	Complete	Complete	\$1.5m Sport Priority Needs Program
1711	Tintenbar Tennis Club - Improvements	65,000	240.000	4,000		4,000	6,000	150	Complete	Complete	Complete	\$1.5m Sport Priority Needs Program
1846	Williams Reserve, Lennox Head - Irrigation	350,000	340,000	10,000		350,000	341,100	97	Complete	Complete	Complete	
2090	Geoff Watt Oval, Alstonville - Cricket Pitch	5,000	5,000 30,000			5,000	4,400	88	Complete	Complete	Complete	
2091 2138	Kingsford Smith, Ballina - Pitch and Irrigation Chickiba Field, Ballina - Improvements	30,000 41,000	41,000			30,000 41,000	33,700 27,600	112 67	Complete Complete	Complete Complete	Complete Complete	
2100	Sub Total	1,646,000	996,000		n	1,297,000		101	Complete	Complete	Complete	
	Total - Open Spaces	11,753,000	6,378,000		(2,221,000)	5,750,000		82%				
		, 23,230	-,,-,-	, , , , , , , ,	, ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	-,,	, ,,_,	- 172				
746	Public and Environmental Health	4 000 000					470.00	0.5				
742	Lake Ainsworth Coastal Management Plan	1,036,000	500,000		00.000	500,000	479,600	96	Complete	Complete	Complete	
1516 1517	Animal Shelter Improvements, Ballina Off Leash Exercise Area - Gap Road	170,000 175,000			20,000 35,000	20,000 35,000	19,300 35,600	97 102	Complete Complete	Complete Complete	Complete Complete	
1742	Teven Reserve	930,000	500,000	(44,000)	244,000	700,000	694,700	99	Complete	Jul-24	· ·	Project on hold subject to a review of cultural heritage
1174	Total - Public and Environmental Health	2,311,000	1,000,000		299,000	1,255,000		98%	Complete	Jui-24	Univertalli	i rojest on noid subject to a review of cultural fielitage
	1 - 1 using and Environmental Realth	2,311,000	1,000,000	(44,000)	233,000	1,200,000	1,223,200	30 /0				
	Strategic Planning - Northern Rivers Community Gal	lery										
2209	Gallery CCTV	18,000			18,000	18,000	17,600	98	Complete	Complete	Complete	
	Total - Planning and Environmental Health	14,082,000	7 279 000	4 540 000	(1,904,000)	7 022 000	5,949,300	85%				

Operational Plan Review Capital Expenditure - Corporate and Community Division - 2024/25 30-June-2025

734 1834 2045 2135 2235 731 2243 3	Commercial Services Airport Runway Strengthening and Overlay and Lights Controlled Air Space Terminal - Air-conditioning Car Park - Expansion Hangar Site Preparation Terminal - Expansion Terminal - Checked Baggage Screening Sub Total	20,000,000 50,000 600,000 4,600,000 200,000 7,500,000 250,000 33,200,000	0 900,000 2,435,000 0 0 300,000	250,000 65,000	50,000 (900,000) (2,400,000)	250,000 50,000	85,800 12,000	34	Complete	Commence	Complete	
734 1834 2045 2135 2235 731 2243 3	Airport Runway Strengthening and Overlay and Lights Controlled Air Space Terminal - Air-conditioning Car Park - Expansion Hangar Site Preparation Terminal - Expansion Terminal - Checked Baggage Screening Sub Total	50,000 600,000 4,600,000 200,000 7,500,000 250,000	2,435,000 0 0		(900,000)		12,000		Complete	Complete	Complete	
734 1834 2045 2135 2235 731 2243	Runway Strengthening and Overlay and Lights Controlled Air Space Terminal - Air-conditioning Car Park - Expansion Hangar Site Preparation Terminal - Expansion Terminal - Checked Baggage Screening Sub Total	50,000 600,000 4,600,000 200,000 7,500,000 250,000	2,435,000 0 0		(900,000)		12,000		Complete	Complete	Complete	
1834 (2045 2135 (2235 731 2243 2243 2243 2243 2243 2243 2243 22	Controlled Air Space Terminal - Air-conditioning Car Park - Expansion Hangar Site Preparation Terminal - Expansion Terminal - Checked Baggage Screening Sub Total	50,000 600,000 4,600,000 200,000 7,500,000 250,000	2,435,000 0 0		(900,000)		12,000		Complete	Complete	Complete	
2045 2135 2235 731 2243	Terminal - Air-conditioning Car Park - Expansion Hangar Site Preparation Terminal - Expansion Terminal - Checked Baggage Screening Sub Total	600,000 4,600,000 200,000 7,500,000 250,000	2,435,000 0 0	65,000	(900,000)	50,000 0		24				
2135 (2235) 731 2243 3	Car Park - Expansion Hangar Site Preparation Terminal - Expansion Terminal - Checked Baggage Screening Sub Total	4,600,000 200,000 7,500,000 250,000	2,435,000 0 0	65,000		0		24	Mar-25	Apr-25	Dec-25	Allowance for Council works
2235 I 731 2243	Hangar Site Preparation Terminal - Expansion Terminal - Checked Baggage Screening Sub Total	200,000 7,500,000 250,000	0	65,000	(2,400,000)		1,800	100	Jul-25	Aug-25	Dec-25	
731 2243	Terminal - Expansion Terminal - Checked Baggage Screening Sub Total	7,500,000 250,000	0 0 300,000			100,000	45,300	45	Dec-25	Jan-26	Jun-26	Ground transport master plan completed by June
2243	Terminal - Checked Baggage Screening Sub Total	250,000	300.000		110,000	110,000	108,500	99	Complete	Complete	Complete	
;	Sub Total		300.000		40,000	40,000	40,000	100	Dec-26	Uncertain	Uncertain	Funding for designs and approvals
		33,200,000			(300,000)	0	0	100	Dec-25	Jan-26	Jun-26	Updated assessment
	Commonated Brownists	' '	3,635,000	315,000	(3,400,000)	550,000	293,400	53				
	Commercial Property											
724	Wollongbar Urban Expansion Area - Stage 3	3,000,000		356,000	150,000	506,000	211,900	42	Jun-25	Sep-25	Sep-26	Tender documents being prepared for the housing development
725	Southern Cross Industrial - Boeing Avenue - Lot 3	8,400,000		450,000		450,000	69,400	15	Complete	Complete	Complete	
728 I	Flat Rock - Improvements	20,000	20,000			20,000	14,200	71	Ongoing	Ongoing	Ongoing	
1756 I	Russellton Industrial Estate - Final Stage	7,000,000	4,000,000	(255,000)	425,000	4,170,000	2,809,800	67	Complete	Complete	Aug-25	
2005	ARC Crane Installation	225,000	125,000			125,000	127,400	102	Complete	Complete	Complete	
2242	Wigmore Arcade Tenant Car Park	32,000			32,000	32,000	28,000	88	Complete	Complete	Complete	
3210	Stokers Quarry - Rehabilitation	455,000	255,000			255,000	136,000	53	Complete	Jul-24	Jun-26	
	Sub Total	19,132,000	4,400,000	551,000	607,000	5,558,000	3,396,700	61				
-	Total - Commercial Services	52,332,000	8,035,000	866,000	(2,793,000)	6,108,000	3,690,100	60%				<u> </u>
	Facilities Management											
	Community Buildings											
	BISC - Court Lighting	20,000			20,000	20,000	0	0	Complete	May-25	Jul-25	
	Wigmore Hall - Car Park	208,000		76,000	20,000	76,000	77,800	102	Complete	Complete	Complete	
	Newrybar Hall - Toilet Upgrade	70,000	70,000	. 0,000	(70,000)	0	0	100	N/A	N/A	N/A	Cancelled
	Alstonville Cultural Centre - Refurbishment	16,000,000	1,500,000		(1,400,000)	100,000	14,100	14	Complete	Jan-26	Dec-26	
	Lennox Head Cultural Centre - Fire Repairs	50,000	1,000,000		32,000	32,000	31,600	99	Complete	Complete	Complete	Funded by insurance Payment
	Lennox Head Cultural Centre - Roof Foyer	108,000	108,000		,	108,000	2,700	3	Feb-25	Feb-25	Aug-25	Second round of quotations being sought
	Lennox Head Cultural Centre - Roof CWA Hall	70,000	70,000			70,000	600	1	Apr-25	Apr-25	Aug-25	Second round of quotations being sought
	Lennox Head Cultural Centre - Carpet / Paint	60,000	60,000			60,000	800	1	Apr-25	Apr-25	Aug-25	
	Ballina Library / VIC - Internal Paint	94,000	94,000			94,000	100	0	Apr-25	Apr-25	Nov-25	
	Ballina Library / VIC - Security Upgrade	79,000	79,000			79,000	2,000	3	Complete	Apr-25	Nov-25	Costs to be finalised
	Ballina Library - Foyer and Refurbishment	198,000		198,000		198,000	29,800	15	Mar-25	Apr-25	Nov-25	Library Grant
1855 I	Ballina Surf Club - Balustrades	50,000		50,000		50,000	44,500	89	Complete	Complete	Complete	
1997 I	Ballina Surf Club - Concertina Wall	40,000		40,000		40,000	35,900	90	Complete	Complete	Complete	
2054 I	Ballina Surf Club - Carpets and AC	78,000	78,000			78,000	400	1	Complete	Aug-25	Dec-25	
2055 I	Ballina Surf Club - Building B Rolla doors	16,000	16,000		(14,000)	2,000	1,700	85	Complete	Complete	Complete	
2056	Gallery - Deck	110,000	110,000		(110,000)	0	0	100	Dec-25	Feb-26	Jun-26	
2274	Paradise FM Building - Roof	35,000			35,000	35,000	30,400	87	Complete	Complete	Complete	
	Sub Total	17,286,000	2,185,000	364,000	(1,507,000)	1,042,000	272,400	26				
						continued on	fallandar -					

				Capital E	xpenditure - C	•	Community Div une-2025	vision - 2024/2	5 (continued)			
Reference	Project Description	Project Value	Original 2024/25 Estimate	Carry Forwards	Approved Variations	2024/25 Estimate	Expended This Year	% Expended	Design / Consent	Constr	uction	Status
	Administration Centre and Depot Facilities											
1480	Depot - Open Spaces Shed and Roof	70,000	200,000		(130,000)	70,000	70,700	101	Complete	Complete	Complete	
1481	Depot - Administration Building	7,300,000	1,775,000		90,000	1,865,000	2,739,700	147	Complete	Complete	Complete	Expenditure to be reallocated to Water and Wastewater
1780	Administration Centre - 71 Tamar Street	100,000			25,000	25,000	48,300	193	Complete	Complete	Complete	
1763	Depot - Fuel System	405,000	305,000	80,000	(385,000)	0	0	100	Complete	Aug-25	Dec-25	Part 5 approval obtained
2057	Depot - Internal Car Park	220,000	220,000			220,000	249,700	114	Complete	Complete	Complete	
2058	Depot - Store Roof	200,000	200,000			200,000	57,500	29	Complete	Mar-25	Aug-25	Tender accepted at February 2025 Ordinary meeting
2059	Depot - Water / Wastewater Roof	270,000	270,000			270,000	0	0	Complete	Mar-25	Aug-25	Tender accepted at February 2025 Ordinary meeting
2207	Depot - Open Spaces Roof	130,000			130,000	130,000	900	1	Complete	Mar-25	Aug-25	Tender accepted at February 2025 Ordinary meeting
	Sub Total	8,695,000	2,970,000	80,000	(270,000)	2,780,000	3,166,800	114				
	Public Amenities											
2139	Bulwinkel Park	80,000	80,000			80,000	8,800	11	Jun-25	Jul-25	Dec-25	
2140	Cawarra Park	80,000	80,000		(79,000)	1,000	800	80	Aug-25	Jan-26	Mar-26	
2141	Compton Drive	160,000	10,000		(10,000)	0	0	100	Jun-25	Jul-25	Dec-25	Deferred to 2026/27
2142	Freeborn Park	150,000	150,000		(148,000)	2,000	1,700	85	Aug-25	Mar-26	Jun-26	
2157	Lennox Head Surf Club Locality	165,000	0	165,000	-	165,000	190,800	116	Complete	Complete	Complete	
	Sub Total	635,000	320,000	165,000	(237,000)	248,000	202,100	81				
	Plant and Fleet											
740	Light Vehicles and Heavy Plant (Net)	2,888,000	2,500,000		388,000	2,888,000	2,894,700	100	N/A	On-going	On-going	
	Swimming Pools											
1963	Alstonville Swimming Pool - Energy Efficiency	47,000	51,000		(51,000)	0	0	100	Dec-25	Jan-26	Jun-26	
1964	Ballina Swimming Pool - Solar	48,000		28,000	4,000	32,000	32,200	101	Complete	Complete	Complete	
2173	Alstonville Swimming Pool - Windbreak	15,000			15,000	15,000	19,800	132	Complete	Complete	Complete	
	Sub Total	110,000	51,000	28,000	(32,000)	47,000	52,000	111				
	Total - Facilities Management	29,614,000	8,026,000	637,000	(1,658,000)	7,005,000	6,588,000	94%				
	Tourism											
1959	Tourism Historical Riverfront Walk - Signage	180.000	72.000	79.000	(23,000)	128.000	93.600	73	Complete	Complete	Aug-25	Grant funded project
1909	Instance i diversione waik - Oignage	100,000	12,000	1 3,000	(20,000)	120,000	33,000	13	Complete	Complete	Aug-23	Static landou project
	Total - Corporate and Community	82,126,000	16,133,000	1,582,000	(4,474,000)	13,241,000	10,371,700	78%		İ		

Operational Plan Review Capital Expenditure - Emergency Services and NEWLOG - 2024/25 30-June-2025

Reference	Project Description	Project	Original 2024/25	Carry	Approved	2024/25	Expended	% Expended	Design /	Constr	uction	Status
ROTOTOTIO	Tojout Bussilpuoli	Value	Estimate	Forwards	Variations	Estimate	This Year	70 Exponuou	Consent	Commence	Complete	Callab
	Emergency Services	1 1										
755	Lennox Head Rural Fire Service Shed	2,000,000	0	280,000	40,000	320,000	315,200	99	Complete	Complete	Complete	
756	SES Building, Ballina	6,400,000	250,000	(70,000)		180,000	160,500	89	Complete	Sep-25	Dec-26	Tender reported to July 2025 Ordinary meeting
	Sub Total	8,400,000	250,000	210,000	40,000	500,000	475,700	95				
	Infrastructure											
748	Surveying Equipment	17,000	0		17,000	17,000	16,500	97	Complete	Complete	Complete	
2187	Total Station	64,000	0		76,000	76,000	64,100	84	Complete	Complete	Complete	
	Sub Total	81,000	0	0	93,000	93,000	80,600	87				
	NEWLOG											
1235	Plant Replacement	80,000	80,000	0		80,000		0	Complete	Complete	Complete	Deferred
	Sub Total	80,000	80,000	0	0	80,000	0	0				
	Total - Emergency Services and NEWLOG	8,561,000	330,000	210,000	133,000	673,000	556,300	83%				

Operational Plan Review Capital Expenditure - Resource Recovery - 2024/25 30-June-2025

Poforonco	Project Description	Total Project	Original 2024/25	Carry	Approved	2024/25	Expended	% Expended	Design / Consent	Constr	uction	Status
Reference	Project Description	Value	Estimate	Forwards	Variations	Estimate	This Year	/₀ Expellueu	Complete	Commence	Complete	Status
1265	Resource Recovery - Front of House	3,500,000	1,311,000	289,000	(1,350,000)	250,000	42,400	17	Dec-25	Jan-26	Dec-26	Consultant engaged to complete detailed design
1513	Resource Recovery - Bulk Loadout Area	3,750,000	50,000			50,000	0	0	Dec-25	Mar-26	Jun-27	Consultant engaged to conduct preliminary master planning process
2038	Resource Recovery - LG Waste Solutions	270,000	0		270,000	270,000	262,600	97	Complete	Complete	Complete	
2048	Resource Recovery - Leachate and Scada	130,000	130,000			130,000	98,000	75	Complete	Nov-24	Aug-25	Upgrade completed - system training to be conducted July 2025.
	Total - Resource Recovery	7,650,000	1,491,000	289,000	(1,080,000)	700,000	403,000	58%				

Operational Plan Review Capital Expenditure - Water Operations - 2024/25 30-June-2025

		Project	Original	Carry	Approved	2024/25	Expended	%	Design /	Constr	uction	
Reference	Project Description	Value	2024/25 Estimate	Forwards	Variations	Estimate	This Year	Expended	Consent	Commence	Complete	Status
	Trunk Mains and Main Renewals											
959	Recurrent	0	200,000		(200,000)	0	0	100	N/A	On-going	On-going	
991	Reticulation Valve Replacement	50,000	50,000			50,000	1,200	2	N/A	On-going	On-going	Reactive program - as required
1005	Meters - New	218,000	260,000		(42,000)	218,000	119,800	55	N/A	On-going	On-going	
1006	Meters - Replacements	130,000	80,000		50,000	130,000	146,700	113	N/A	On-going	On-going	
1496	North Creek Road Pressure Zone	280,000		185,000	95,000	280,000	280,400	100	Complete	Complete	Complete	
1501	Temple Street (Leeson to Mary), Ballina	270,000			26,000	26,000	25,600	98	Complete	Complete	Complete	
1857	Crane Street (Moon to Kerr St), Ballina	334,000	323,000		11,000	334,000	336,700	101	Complete	Complete	Complete	
1858	North Creek Road to Angels Beach Drive	850,000	500,000		350,000	850,000	933,900	110	Complete	Complete	Complete	
2095	Norton Street, Ballina	400,000	400,000		(384,000)	16,000	16,100	101	Complete	Jan-26	Dec-26	Design complete
2096	Rayner Lane / Rutherford St, Lennox Head	250,000	250,000		(235,000)	15,000	15,000	100	Complete	Aug-25	Dec-25	
2097	The Avenue, Alstonville	525,000	60,000		(60,000)	0	0	100	Complete	Complete	Complete	
2098	Norlyn Avenue, Ballina	108,000			108,000	108,000	106,300	98	Complete	Complete	Complete	
2100	Martin Street, Ballina	600,000	500,000		100,000	600,000	665,200	111	Complete	Complete	Complete	
2101	Stonehenge Place, Lennox Head	210,000	10,000		(5,000)	5,000	4,600	92	Complete	Complete	Complete	Design Only
2102	Ballina Road, Geoff Watt Oval Connection	150,000	200,000		(50,000)	150,000	173,800	116	Complete	Complete	Complete	
2103	Sunrise Crescent, Lennox Head	215,000	15,000		(8,000)	7,000	29,000	414	Complete	Complete	Complete	Design Only
2104	West Ballina Bypass	500,000	500,000		(130,000)	370,000	285,500	77	Complete	Aug-25	Jun-26	
	Sub Total	5,090,000	3,348,000	185,000	(374,000)	3,159,000	3,139,800	99				
	Miscellaneous											
987		20,000	10,000		10,000	20,000	12,600	63	N/A	On going	On going	
992	Telemetry Water Loss Reduction Program	<u>-</u>	50,000		12,000	62,000	18,800	30	N/A N/A	On-going	On-going	
		50,000		200,000	12,000					On-going	On-going	
1004 2145	Plant and Equipment	366,000	100,000	266,000		366,000	368,600	101 92	N/A N/A	Complete	Complete	
2145	Plant and Equipment - Cable Locator	9,000	25.000	9,000	(20,000)	9,000 5,000	8,300	0		Complete	Complete	
	Water Loss - Summerhill Estate	100,000	25,000		· · · · · /		2 044 000		N/A	On-going	On-going	
2108 2205	Depot - Administration Building Pine Avenue - Generator and Telemetry	7,300,000 28,000	1,312,500		992,500 22,000	2,305,000 22,000	2,041,900 22,000	89 100	Complete Complete	Complete Complete	Complete	
2205	Sub Total	7,873,000	1,497,500	275,000	1,016,500	2,789,000	2,472,200	89	Complete	Complete	Complete	
		,,,,,,,,,	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		1,212,222		_,,					
	Reservoirs											
982	Reservoir - EPIQ Estate	2,000,000		90,000	80,000	170,000	164,200	97	Complete	Complete	Complete	
985	Reservoir - Lennox Head	150,000		16,000	(14,000)	2,000	2,100	105	Complete	Jan-25	Feb-25	
986	Reservoir - Pine Avenue	125,000	75,000	-	, , , ,	75,000	39,300	52	Jun-25	N/A	N/A	Revisiting some aspects of design
1502	Reservoir - Level Control Study	18,000		18,000		18,000	1,500	8	Complete	Complete	Complete	
2106	Reservoir - Painting	50,000	50,000	-	(40,000)	10,000	0	0	Complete	Jun-25	Aug-25	
	Sub Total	2,343,000	125,000	124,000	26,000	275,000	207,100	75	<u> </u>			
		·										
	Total - Water Operations	15,306,000	4,970,500	584,000	668,500	6,223,000	5,819,100	94%				

Operational Plan Review Capital Expenditure - Wastewater Operations - 2024/25 30-June-2025

		Project	Original	Carry	Approved	2024/25	Expended		Design /	Consti	ruction	a
Reference	Project Description	Value	2024/25 Estimate	Forwards	Variations	Estimate	This Year	% Expended	Consent	Commence	Complete	Status
	Main Renewals											
1062	Rising Main - Temple Street	250,000	250,000			250,000	261,700	105	Complete	Complete	Complete	
1071	Seamist Place, Lennox Head	200,000		200,000	(175,000)	25,000	800	3	Mar-25	Aug-25	Dec-25	Design under review
1218	Main Renewals	100,000	100,000			100,000	37,200	37	Ongoing	Ongoing	Ongoing	
1228	Relining Works	430,000	300,000	102,000	(42,000)	360,000	357,400	99	Complete	Complete	Complete	Emergency relining works
1861	Transfer Main - Alstonville / Wollongbar	1,150,000	350,000	22,000	778,000	1,150,000	896,900	78	Complete	Feb-25	Jul-25	Geotechnical constraints resulted in change in construction method
2128	Rising Main - Racecourse Road	125,000	125,000			125,000	117,000	94	Complete	Complete	Complete	
2129	Rising Main - Junction Shelly	5,000	5,000		(5,000)	0	0	100	Complete	N/A	N/A	
2130	Rising Main - Serpentine	5,000	5,000			5,000	7,200	144	Complete	Complete	Complete	
	Sub Total - Mains	2,265,000	1,135,000	324,000	556,000	2,015,000	1,678,200	83				
1001	Recycled Water (RW) Main Renewals	50,000	50,000			50.000	00.000	40		ļ <u></u>		
1094	RW Meter Connections	50,000	50,000		(== ===)	50,000	20,800	42	Ongoing	Ongoing	Ongoing	limited to time lines for any seed development. Transfer to December
1215	RW Distribution Main - Henderson Farm	100,000	50,000		(50,000)	0	0	100	Uncertain	Uncertain	Uncertain	Linked to timelines for proposed development - Transfer to Reserve
1874	RW Connection - Convair Ave to Airport	512,000	500,000	12,000	(250,000)	262,000	3,200	1	Complete	Jun-25	Dec-25	Tender closed
1875	RW Main - Ferngrove to Ballina	290,000	150,000	140,000	(240,000)	50,000	400	1	Complete	Aug-25	Dec-25	Tender closed
2034	RW Prospect Bridge to Links Avenue	600,000	600,000		(590,000)	10,000	16,100	161	Complete	Aug-25	Dec-25	Tender closed
2133	RW Bulk Filling Point	50,000	50,000			50,000	0	0	Complete	May-25	Aug-25	Tender closed
	Sub Total - Recycled Water Mains	1,602,000	1,400,000	152,000	(1,130,000)	422,000	40,500	10				
	Total - Mains - Renewals and Recycled	3,867,000	2,535,000	476,000	(574,000)	2,437,000	1,718,700	71				
	Pumping Stations											
1009	Wet Well Relining Program	270,000	150,000	120,000	(160,000)	110,000	0	0	Complete	Mar-25	Jun-25	Saving
1067	ŭ ŭ	l	130,000	120,000	20,000	20,000	2,900	15	Feb-25	Apr-25	Dec-25	Total project value \$1.1m
1638-1958	Pumping Station - Lindsay Ave, Cumbalum Renewal Works	1,100,000 726,000	200,000	266,000	(83,000)	383,000	2,900	71	On-going	On-going	On-going	Saving
1863	Switchboard Renewals	2,000,000	500,000	200,000	(33,000)	467,000	295,800	63		On-going On-going	On-going On-going	Saving
1872	Booster - Kellianne Crescent, Lennox Hd	100,000	300,000	52,000	` ' '			74	On-going	1 .		Caving
2116	Pumping Station - SPS 2101 Rebuild	50,000	50,000	52,000	(35,000)	17,000	12,500	100	Complete Jul-25	Complete Sep-25	Complete Dec-25	
2110	Sub Total - Pumping Stations	4,246,000	900,000	438,000	(341,000)	997,000	583,500	59	Jui-25	Sep-25	Dec-25	
	our rotal rumping stations	4,240,000	333,333	400,000	(041,000)	007,000	000,000					
	Miscellaneous											
1238	Plant Changeovers	353,000	200,000	103,000	50,000	353,000	358,400	102	N/A	Complete	Complete	
1128	Telemetry	210,000	210,000			210,000	206,600	98	N/A	On-going	On-going	
2131	Midden Site - Cronulla Street	40,000	40,000		(40,000)	0	0	100	Complete	Complete	Complete	
2132	Depot - Administration Building	7,300,000	1,312,500		992,500	2,305,000	2,041,900	89	Complete	Complete	Complete	
	Sub Total - Miscellaneous	7,903,000	1,762,500	103,000	1,002,500	2,868,000	2,606,900	91				
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		1				continue	d on followi	ng page		1		I

	Capital Expenditure - Wastewater Operations - 2024/25 (continued) 30-June-2025 Broiget Original Carry Approved 2024/25 Expended Design / Construction														
Reference	Project Description	Project Value	Original 2024/25	Carry	Approved Variations	2024/25 Estimate	Expended This Year	% Expended	Design /			Status			
	·	value	Estimate	Forwards	variations	Estimate	This Year		Consent	Commence	Complete				
	Treatment Plants														
1015	Lennox Head - Minor	20,000	20,000			20,000	6,500	33	N/A	On-going	On-going				
1016	Alstonville - Minor	10,000	10,000			10,000	4,300	43	N/A	On-going	On-going				
1017	Wardell - Minor	10,000	10,000			10,000	3,500	35	N/A	On-going	On-going				
1226	Ballina - Minor	20,000	20,000			20,000	23,800	119	N/A	On-going	On-going				
1019	Ballina - Post Completion - Rectification	9,000,000	3,400,000		3,400,000	6,800,000	5,974,700	88	Complete	May-23	Jul-25				
1023	Ballina - Septage Receival	250,000	-,,	52,000	2,122,222	52,000	47,600	92	Complete	Complete	Complete				
1024	Ballina - Solar	660,000	560,000	100,000	(660,000)	0	0	100	Jun-25	Jan-26	Jun-26	Under investigation			
2118	Ballina - Hypo Dosing	100,000	100,000			100,000	0	0	Mar-25	Apr-25	Jun-25	Design in progress			
2119	Ballina - Sludge Digestor Bypass	100,000	100,000		(20,000)	80,000	102,400	128	Complete	Complete	Complete				
2120	Ballina - Sludge Digestor Aeration Upgrade	300,000	100,000			100,000	4,600	5	Mar-25	Apr-25	Sep-25				
2208	Ballina - Access Road	140,000			140,000	140,000	129,600	93	Complete	Complete	Complete	Improvements to address safety concerns			
1029	Lennox Head - Solar	610,000	10,000			10,000	0	0	Mar-25	Uncertain	Uncertain	Options under review			
1031	Lennox Head - Chlorination Renewal	825,000	290,000	17,000	518,000	825,000	766,100	93	Complete	Complete	Complete				
1070	Lennox Head - Master Plan	200,000	50,000		(50,000)	0	0	100	Uncertain	N/A	N/A	Under review by State Government			
1860	Lennox Head - Sludge Return	150,000	100,000	50,000		150,000	0	0	Mar-25	Uncertain	Uncertain	Project currently in feasibility phase			
1954	Lennox Head - Inner Section Replacement	56,000			56,000	56,000	55,800	100	Complete	Complete	Complete				
2121	Lennox Head - Belt Press	450,000	50,000		110,000	160,000	60,800	38	Complete	Nov-24	Nov-25	Belt press due in October			
2122	Lennox Head - WAS Pump Upgrade	150,000	150,000			150,000	0	0	Feb-25	Uncertain	Uncertain	Design in progress			
2123	Lennox Head - Acid Dosing Upgrade	50,000	50,000			50,000	37,000	74	Complete	Complete	Complete				
1032	Alstonville - Inlet Works	1,600,000		358,000	(200,000)	158,000	0	0	Complete	May-22	Aug-25	Contractor resolving defects			
1033	Alstonville - Biosolids	200,000	200,000		(180,000)	20,000	0	0	Jun-25	Uncertain	Uncertain	Design in progress			
2124	Alstonville - WAS Pump Upgrade	150,000	150,000			150,000	0	0	Feb-25	Uncertain	Uncertain				
2125	Alstonville - Dosing Upgrade	850,000	50,000			50,000	0	0	Feb-25	Uncertain	Uncertain				
2126	Wardell - UV Replacement	330,000	30,000			30,000	0	0	Mar-25	Sep-25	Dec-25	Design in progress			
	Sub Total - Treatment Plants	16,231,000	5,450,000	577,000	3,114,000	9,141,000	7,216,700	79							
	Total - Wastewater Operations	32,247,000	10,647,500	1,594,000	3,201,500	15,443,000	12,125,800	79%							

			Original	Carry	Approved	2024/25	Expended		Design /	Constr	uction	
Reference	Project Description	Project Value	2024/25 Estimate	Forwards	Variations	Estimate	This Year	% Expended	Consent	Commence	Complete	Status
	Urban Roads											
807	Urban Roads Heavy Patching	637,000	666,000		(29,000)	637,000	624,500	98	N/A	Complete	Complete	
	Alstonville Bypass	100,000	100,000		(29,000)	100,000	103,300	103	N/A		· ·	
	Ballina Bypass	180,000	180,000		(180,000)	100,000	103,300	100	N/A	Complete N/A	Complete N/A	
	River St - 4 Lanes - Stage 3 - Fishery Creek	30,000,000	6,000,000	(450,000)	(4,550,000)	1,000,000	971,500	97	Jun-25	Jan-26	Jun-27	Section 7.11 Project
	Tamarind Drive Canal Bridge - 4 Lanes	18,000,000	8,000,000	(265,000)	(6,335,000)	1,400,000	1,527,800	109	Jun-25	Jan-26	Jun-27	
	North Creek Road and Bridge	90,000,000	300,000	(265,000)	(6,335,000)	300,000	74,100	25	Jun-26	Uncertain		Section 7.11 Project Section 7.11 Project - Design and Approvals
	Barlows Road Connection		100,000		(E0 000)	50,000	-	44			Uncertain	
1150	Hutley Drive, Lennox Head - Middle Section	16,000,000 100,000	50,000		(50,000) 50,000	100,000	21,800 42,700	43	Uncertain Jun-25	Uncertain Uncertain	Uncertain	, , , , , , ,
1156	Reseals Urban	515,000	549,000		(34,000)	515,000	412,500	80	N/A	Complete	Complete	Section 7.11 Project - Design and Approvals
	Wardell Town Centre	1,676,000	900,000	366,000	410,000	1,676,000	1,392,600	83		Complete	· ·	
			900,000	43,000	410,000	43,000		196	Complete		Complete	
	Henry Philp Avenue, Ballina segments 10 to 30	570,000	550,000	43,000	(400,000)	150,000	84,400	0	Complete	Complete	Complete	Likely to be expended on Teven Bridges Guard Rail
	Roads to Recovery	150,000	550,000	92.000	(400,000)		01 000		N/A Complete	On-going	On-going	
1760 1788	Pacific Parade, Lennox Head Kerr Street, Ballina	336,000		82,000 107,000	123,000	82,000 230,000	81,000	99 99	Complete	Complete	Complete	Fixing Local Roads - Round 4 LRCI Funding - Round 4
	кегг Street, Ballina Coast Road. Skennars Head	230,000	200.000		170,000	-	227,100		Complete	Complete	Complete	LRCI Funding - Round 4 LRCI Funding - Round 4
1790	Russell Street, Ballina segment 10	463,000	290,000	3,000		463,000	460,900	100	Complete	Complete	Complete	LNOI Fullding - Round 4
	Byron Street / Byron Bay Road - Roundabout	350,000	330,000	(12,000)	(73,000)	245,000 1,503,000	234,900	96 64	Complete	Complete	Complete	Australian Government Blackspot Funding
	, , , , , , , , , , , , , , , , , , , ,	1,600,000	1,453,000 70,000	50,000 695,000	(315,000)	450,000	964,500	63	Complete Jun-25	Complete	Complete	
	Evacuation Route Raising North Ck Rd - Tamarind Drv to Sthn X - 4 Lanes	9,000,000	800,000	695,000	(600,000)	200,000	283,600	31	Jun-25 Jun-25	Jan-26 Jan-26	Jun-27	Northern Rivers Recovery and Resilience Grant Section 7.11 Project
		2,500,000					62,000				Jun-27	Section 7.11 Project
	Burnet Street, Ballina segment 60	430,000	340,000		90,000	430,000	434,800	101	Complete	Complete	Complete	
	Kalinga Street, Ballina segment 50	147,000	187,000		(40,000)	147,000	99,600	68	Complete	May-25	Jul-25	
	Fox Street, Ballina segment 90	325,000	495,000		(170,000)	325,000	142,900	44	Complete	May-25	Jul-25	
	Helen Court, Ballina segment 10	105,000	145,000		(40,000)	105,000	75,400	72	Complete	May-25	Jul-25	
	Hickey Place, Ballina segment 20	292,000	372,000		(80,000)	292,000	290,400	99	Complete	Complete	Complete	
	Winton Lane, Ballina segment 20	296,000	296,000		(290,000)	6,000	9,900	165	Complete	Complete	Complete	
	Skinner Street, Ballina segment 20	361,000	331,000		30,000	361,000	375,500	104	Complete	Complete	Complete	EDAD. Ocatachaical Teating this cons
2222	Landslip - The Coast Road - Lennox Point	2,423,000			70,000	70,000	3,700	5	Dec-25	Mar-26	Jun-26	EPAR - Geotechnical Testing this year
2247	North Creek Road, Ballina	120,000			10,000	10,000	0	0	Dec-25	Jan-26	Jun-26	EPAR - Geotechnical Testing this year
2248	Tamar Street, Ballina	30,000			10,000	10,000	0	0	Dec-25	Jan-26	Jun-26	EPAR - Geotechnical Testing this year
	Bagot Street, Ballina	287,000			10,000	10,000	0		Dec-25	Jul-26	Dec-26	EPAR - Geotechnical Testing this year
	Owen Street, Ballina	185,000	22 -24 222	242.222	10,000	10,000	0	0	Dec-25	Jul-26	Dec-26	EPAR - Geotechnical Testing this year
	Sub Total	177,408,000	22,504,000	619,000	(12,203,000)	10,920,000	9,001,400	82				
	Rural Roads											
	Reseals Rural	721,000	537,000		(25,000)	512,000	515,700	101	N/A	Complete	Complete	
	Rural Roads Heavy Patching	440,000	415,000		25,000	440,000	440,500	100	Complete	Complete	Complete	
	Tintenbar to Ewingsdale Highway Bypass	114,000	100,000		(100,000)	0	22,700	100	N/A	N/A	N/A	Transfer from Reserve
	Safer Roads - Byron Bay Rd / Ross Lane	3,600,000	,		280,000	280,000	257,700	92	Complete	Complete	Complete	
	Reseals and Heavy Patching - Section 7.11	170,000	170,000		,	170,000	170,500	100	Complete	Complete	Complete	Section 7.11 Project
	Flood Recovery Works - Grant - North Creek Rd	500,000	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	193,000	(85,000)	108,000	105,900	98	Complete	Complete	Complete	,
	Youngman Creek	130,000		38,000	10,000	48,000	58,500	122	Complete	Complete	Complete	
	Beacon Road segment 10	375,000	285,000	,,.	90,000	375,000	403,900	108	Complete	Complete	Complete	
	Ross Lane - Betterment	3,800,000	3,800,000	9,000	(3,600,000)	209,000	113,200	54	Dec-25	Dec-25	Jun-26	
	River Bank Road segment 10-50	369,000	300,000	5,550	69,000	369,000	12,600	3	Complete	May-25	Aug-25	Regional Emergency Road Repair Fund (RERRF)
	Hermans Lane segment 30	569,000	569,000		23,000	569,000	79,200	14	Complete	May-25	Aug-25	Regional Emergency Road Repair Fund (RERRF)
	Humpty Back Road segment 20	356,000	356,000	(182,000)	182,000	356,000	12,900	4	Complete	May-25	Aug-25	Regional Emergency Road Repair Fund (RERRF)
	Reedy Creek Road segment 10	300,000	296,000	(.02,000)	(296,000)	0	19,000	100	Complete	May-25	Aug-25	
	Empire Vale Road segment 30	351,000	306,000		45,000	351,000	12,600	4	Complete	May-25	Aug-25	Regional Emergency Road Repair Fund (RERRF)
	River Drive segment 70	425,000	335,000		90,000	425,000	467,400	110	Complete	Complete	Complete	
	Pimlico Road segment 100	300,000	450,000		(150,000)	300,000	392,700	131	Complete	Complete	Complete	
	Houghlahans Creek Road segment 150	536,000	536,000		(100,000)	536,000	34,700	6	Mar-25	May-25	Jul-25	
	Teven Road segment 60	275,000	345,000		(70,000)	275,000	6,100	2	Complete	Mar-25	Jul-25	
		II 2/0,000	343,000		(10,000)	210,000	0,100	4	Complete	I IVIAI-ZU	Jul-20	I .

				С	apital Expendi	•	ring Works - ne-2025	2024/25 (co	ntinued)			
Reference	Project Description	Project	Original 2024/25	Carry	Approved	2024/25	Expended	_ %	Design / Consent	Constr	uction	Status
	, .	Value	Estimate	Forwards	Variations	Estimate	This Year	Expended	Complete	Commence	Complete	
	Rural Roads (continued)											
2180	Landslip - Tintenbar Road	29,000			29,000	29,000	0	0	Complete	May-25	Jun-25	EPAR
2181	Landslip - Sneaths Road	837,000			25,000	25,000	10,900	44	Jul-25	Aug-25	Jun-26	EPAR
2182	Landslip - Marom Creek Road	733,000			30,000	30,000	6,500	22	Jul-25	Aug-25	Jun-26	EPAR
2183	Landslip - Tamarind Drive	1,648,000			50,000	50,000	4,900	10	Jul-25	Aug-25	Jun-26	EPAR
2202	Landslip - Teven Road	7,450,000			70,000	70,000	25,300	36	Jul-25	Aug-25		EPAR
2203	Landslip - Duck Creek Mountain	67,000			67,000	67,000	1,000	1	Complete	May-25	Jun-25	EPAR
2204	Landslip - Towalbyn Place, Uralba	228,000			28,000	28,000	6,700	24	Jul-25	Aug-25	Jun-26	EPAR
2219	Landslip - Forest Road, Uralba	35,000			35,000	35,000	500		Complete	Aug-25		EPAR
2220	Landslip - Hinterland Way	61,000			61,000	61,000	43,800	72	Complete	May-25	1	EPAR EPAR
2221 2246	Landslip - Uralba Cutting Safer Roads - Rifle Range road	450,000 592,000			20,000 30,000	20,000 30,000	400 11,100	2 37	Jul-25 Jul-25	Aug-25 Aug-25	Jun-26 Jun-26	Rifle Range Road and Pearces Creek Intersection
2240	Sub Total	25,461,000	8,800,000	58,000	(3,090,000)	5,768,000	3,236,900		Jui-25	Aug-25	Juli-20	Trille Trange Troad and Fearces Creek Intersection
	oub Total	23,401,000	0,000,000	30,000	(3,030,000)	3,700,000	3,230,300	00				
	Dust Seal											
1802	Converys Lane (LLS - MEMS Program)	72,000		6,000		6,000	1,300	22	N/A	Complete	Complete	
1803	Phillips Lane	183,000	55,000	7,000	121,000	183,000	181,700	99	N/A	Complete	Complete	
1804	Cooks Lane	61,000	47,000	14,000	a=	61,000	0	0	N/A	Jun-25	Jun-25	
2042	Local Land Services (LLS - Mems Program)	107,000		80,000	27,000	107,000	11,600	11	N/A	Apr-25	Jun-25	Behs Lane
2043	Troughtons Lane (LLS - MEMS Program)	61,000		88,000	(27,000)	61,000	61,100	100	N/A	Complete	Complete	
2260 2261	Emigrant Creek (LLS - MEMS Program) Perrys Lane (LLS - MEMS Program)	106,000 106,000			106,000 106,000	106,000 106,000	42,800 86,400	40 82	N/A N/A	Apr-25 Apr-25	Jun-25 Jun-25	
2201	Sub Total	696,000	102,000	195,000	333,000	630,000	384,900		IN/A	Apr-25	Juli-25	
	Sub Total	090,000	102,000	193,000	333,000	030,000	304,300	01				
	Bridges											
	Bridge Scour - Eltham Road	164,000			164,000	164,000	0	0	Complete	May-25	Jun-25	EPAR
1157	Bridges - Other	105,000	124,000	100,000	(119,000)	105,000	37,200	35	N/A	On-going	On-going	Minor works
	Sub Total	269,000	124,000	100,000	45,000	269,000	37,200					
	Total - Roads and Bridges	203,834,000	31,530,000	972,000	(14,915,000)	17,587,000	12,660,400	72				
	Ancillary Transport Services (Footpaths and Sha	" ared Paths)										
911	William Street, Lennox Head	65,000		50,000	15,000	65,000	73,000	112	Complete	Complete	Complete	
1458	Ross Lane / Byron Bay Road - Design	45,000		45,000		45,000	43,100	96	Jun-25	N/A	N/A	TfNSW Active Transport Grant - Design and Approval Stage
1459	Compton Drive, Ballina (Bike Plan)	120,000	100,000	10,000	(56,000)	54,000	53,900	100	Complete	Complete	Complete	
1460	Camoola Avenue, Ballina	35,000		12,000		12,000	0	0	Complete	Uncertain		Adjoining Kerb and Gutter and Road Edge to be investigated
1467	Skennars Head Road, Skennars Head	20,000		15,000	(15,000)	0	0	100	N/A	N/A	N/A	
	Rail Trail Design	5,000	400 000	4,000	(4,000)	0	470.500	100	Uncertain	Uncertain		Council resolution 281021/11
1723	Parkland Drive, Alstonville SCCF Rd 5	180,000	180,000			180,000	176,500	98	Complete	Complete	· ·	Stronger Country Communities Grant - Round 5
1725 1726	Rubiton Street, Wollongbar SCCF Rd 5 Montwood Drive, Lennox Head SCCF Rd 5	100,000 229,000	100,000 179,000		50,000	100,000 229,000	98,300 231,200	98 101	Complete Complete	Complete Complete		Stronger Country Communities Grant - Round 5 Stronger Country Communities Grant - Round 5
1726	Montwood Drive, Lennox Head SCCF Rd 5 Montwood Drive, Lennox Head	310,000	179,000		140,000	310,000	310,000		Complete	Complete	Complete	Survinger Country Continuations Grant - Round 3
1775	Fig Tree Hill, Ross Lane	170,000	170,000		50,000	50,000	33,200		Complete	Complete	Complete	
1811	Green Street, Alstonville	15,000			11,000	11,000	10,700	97	Complete	Complete	Complete	
1813	Chickiba Drive, Ballina	140,000			45,000	45,000	44,100	98	Complete	Complete	Complete	
1815	Cawley Close to Main Street, Alstonville	675,000		177,000	339,000	516,000	512,300	99	Complete	Complete	Complete	
1882	Gibbon Street, Lennox Head	71,000		, -	11,000	11,000	10,400	95	Complete	Complete	Complete	
2079	Jameson Avenue, Ballina	160,000	160,000			160,000	159,600	100	Complete	Complete	Complete	
2080	Anderson Street, Ballina	5,000	5,000			5,000	100	2	Complete	Feb-25	Apr-25	
2081	Cawarra Street, Ballina	60,000	60,000		(60,000)	0	0	100	Uncertain	Uncertain	Uncertain	
2082	Stewart Street, Lennox Head	100,000	100,000			100,000	3,900		Complete	May-25	Jun-25	
2083	Martin Street / Fox Street, Ballina	10,000	10,000			10,000	6,200	62	Complete	Complete	Complete	
2084	Horizon Drive, Ballina	81,000	81,000			81,000	34,200		Complete	May-25	Jun-25	
2216	Cedar Street, Wardell	5,000	5,000			5,000	4,000	80	Complete	Complete	Complete	
2217	Alston Avenue to Robertson Street, Alstonville	8,000	8,000		10.000	8,000	11,400		Complete	Complete Oct 25	Complete	
2280	Lennox Head - Byron Street to Cooper Close Sub Total	3,500,000 6,109,000	1,158,000	313,000	10,000 536,000	10,000 2 007 000	1,816,100	9 0	Complete	Oct-25	Jun-26	
	Jour I Otal	0,109,000	1,130,000	313,000	550,000	continued on	•		I	I	I	l
					I	continued on	lonowing po					
			ı l									

Capital Expenditure - Engineering Works - 2024/25 (continued) 30-June-2025												
Reference	Project Description	Project Value	Original 2024/25 Estimate	Carry Forwards	Approved Variations	2024/25 Estimate	Expended This Year	% Expended	Design / Consent	Constr	uction	Status
	Ancillary Transport Services (Other)											
	Bus Shelter - Tamar Street	1,700,000	1,210,000	14,000	200,000	1,424,000	1,432,900	101	Complete	Complete	Complete	
	Bus Shelter - Southern Cross Drive	20,000	20,000	14,000	200,000	20,000	23,500	118	Complete	Complete	Complete	
	Bus Shelter - Country Passenger Transport	18,000	20,000	18,000		18,000	20,000	0	Complete	Jan-25	Aug-25	State Govt Country Passenger Transport Infrastructure Grants Scheme
	Bus Shelter - Country Passenger Transport	160,000		160,000		160,000	10,400	7	Complete	Jan-25	Aug-25	State Govt Country Passenger Transport Infrastructure Grants Scheme
	Ancillary - Parklet	25,000	25,000			25,000	1,600	6	Dec-24	Mar-25	Jul-25	
2077	Car Park - Meldrum Park	100,000	100,000		(30,000)	70,000	25,800	37	Complete	Apr-25	Aug-25	
2078	Car Park - Pop Denison	530,000	530,000		(530,000)	0	0	100	Complete	Aug-25	Dec-25	
	Sub Total	2,553,000	1,885,000	192,000	(360,000)	1,717,000	1,494,200	87				
	Total Anaillam: Transport Comisso	0.000.000	2 042 000	505.000	470 000	0.704.000	2 240 200	- 00				
	Total - Ancillary Transport Services	8,662,000	3,043,000	505,000	176,000	3,724,000	3,310,300	89				
	Water Transport											
1864	Wardell Wharf and Boardwalk Replacement	1,523,000		44,000		44,000	14,500	33	Complete	Complete	Complete	Natural Disaster Funding and insurance funded project
	Sub Total	1,523,000	0	44,000	0	44,000	14,500	33				
	Stormwater											
	Urban Lanes	75,000	75,000		(40,000)	35,000	200	1	N/A	Jul-24	Jun-25	
	Kerr Street (Tamar to Richmond River), Ballina	110,000	110,000		(110,000)	0 000	22.200	100	Jul-25	Oct-25	Dec-25	
	Urban Stormwater Management Plan Asset Data Collection	25,000	25,000	22,000		25,000 72,000	33,200 59,900	133 83	N/A N/A	On-going	On-going	
783	Tidal Gates to Urban Streets	72,000 63,000	50,000 35,000	28,000		63,000	59,900 n	0	Complete	On-going May-25	On-going Aug-25	Designs completed and orders submitted
	Moon Street (Tamar to Holden Lane), Ballina	295,000	33,000	48,000	40,000	88,000	88,800	101	Complete	Complete	Complete	Designs completed and orders submitted
	Martin Street, Ballina	110,000		110,000	(108,000)	2,000	1,500	75	Complete	Jul-25	Dec-25	
	Ballina Fair, Ballina	190,000	177,000	(8,000)	(100,000)	169,000	149,100	88	Complete	Complete	Complete	
	Owen Street, Ballina	128,000	128,000	(3,222)		128,000	136,200	106	Complete	Complete	Complete	
795	Lems Lane and Cliff Murray Lane, Lennox Head	80,000		80,000		80,000	1,600	2	Uncertain	Uncertain	Uncertain	Design to be finalised
1046	Quays Drive, Ballina	310,000	310,000		(105,000)	205,000	205,000	100	Complete	Complete	Complete	
1293	Flood Recovery - Lindsay Crescent, Wardell	381,000	14,000	59,000	(48,000)	25,000	5,400	22	Complete	Complete	Complete	Flood Recovery Grant - \$1.5m
	Cherry Street, Ballina	131,000	131,000			131,000	126,000	96	Complete	Complete Complete		
	Greenfield Dve, Tallow Wood Pl, Lennox Head	230,000	40,000			40,000	0	0	Jul-25	Sep-25 Dec-25		
	Park Lane and Ballina Street, Lennox Head	130,000	100,000	30,000	(130,000)	0	0	100	Uncertain	Deferred	Deferred	
	Williams Reserve, Lennox Head	19,000	200 200	19,000	(45.000)	19,000	400.000	0	Uncertain	Uncertain	Uncertain	Design to be finalised
	Cronulla Street, Ballina	390,000 400,000	290,000	17,000	(45,000) (376,000)	245,000 1,000		74 100	Complete	Complete Complete	Complete Complete	
	Flood Recovery - Wardell Flood Recovery - Coral Street, Alstonville	80,000	360,000	55,000	(40,000)	15,000	2,000	13	Complete Jul-25	Sep-25	Dec-25	
	Flood Recovery - Rossmore Park, Alstonville	112,000		88,000	(50,000)	38,000	2,000	0	Jul-25	Sep-25	Dec-25	
	Flood Recovery - West Ballina	260,000	260,000	30,000	(215,000)	45,000	19,300	43	Complete	Jul-25	Sep-25	
	Flood Recovery - Mellis Circuit , Alstonville	270,000	240,000	30,000	(240,000)	30,000	20,900	70	Complete	Sep-25	Dec-25	
	Flood Recovery - Kawana Street, Alstonville	120,000	100,000	20,000	(90,000)	30,000		7	Jul-25	Sep-25	Dec-25	
	River Street and Brunswick Street, Ballina	117,000		69,000	48,000	117,000		100	Complete	Complete	Complete	
	John Sharpe Street, Ballina	108,000	108,000	(95,000)		13,000	3,200	25	Complete	Complete	Complete	
2019	Anderson Street, Ballina	29,000		29,000		29,000	21,000	72	Complete	Complete	Complete	
2233	Las Balsas Plaza, Ballina	125,000			125,000	125,000		95	Complete	Complete	Complete	
	Grant Street, Ballina	25,000			25,000	25,000	19,400	78	Complete	Complete	Complete	
	Sub Total	4,385,000	2,553,000	601,000	(1,359,000)	1,795,000	1,312,100	73				
	Transport for NSW (TfNSW)				_							
	Regional Roads Reseals	216,000	296,000		(80,000)	216,000		98	N/A	On-going	On-going	
	Sub Total	216,000	296,000		(80,000)	216,000						
	Total - Engineering Works	218,620,000	37,422,000	2,122,000	(16,178,000)	23,366,000	17,508,000	75%				

POLICY NAME: **WATER AND WASTEWATER**

CONNECTIONS

POLICY REF: W02

MEETING ADOPTED:

Resolution No.

220721/35;

POLICY HISTORY: 230212/34; 250107/23

240817/22;

280416/23:



TABLE OF CONTENTS OBJECTIVE2 Water Connections ______2 Limit of Responsibility2 Wastewater Connections......2 Limit of responsibility......2 Smart Meter Reading......2 BACKGROUND......3 RELATED DOCUMENTATION3

Water and Wastewater Connections Policy

OBJECTIVE

This policy outlines the requirements for connection to water and wastewater reticulation within the Ballina Shire Council (Council) local government area.

POLICY

General

Unless specified, water refers to both drinking water and recycled water.

Approval for water and wastewater connections shall be subject to meeting Council's Water and Wastewater Connection Standards.

This policy excludes wastewater connections made via a low pressure sewer system.

Water Connections

Connection Eligibility

Properties within 225 meters of a Council water reticulation main via public access road or easement in Council's favour are eligible to connect to Council's water supply. All other applications for connection to Council's water supply will be assessed on a case-by-case basis.

Requests for a water connection must be made by submitting a completed Water Service Application.

Water Meters

All water connections must be metered. Meters must be readily accessible for reading, maintenance or removal and be clear of obstacles. Approval to install a meter in a location that is not readily accessible will only be made as part of a Development Application or Section 68 Application.

Smart Meter Reading

Smart Meter Reading shall be installed at the direction of Council.

Limit of Responsibility

Council is responsible for the water service from the water main up to and including the boundary water meter and any associated automatic meter reading device.

Council is not responsible for any part of the water service beyond the outlet of the boundary water meter, including subtract meters.

Wastewater Connections

Connection Eligibility

Properties within 75 meters of a Council gravity wastewater main via public access road or easement in Council's favour are eligible to connect to Council's wastewater network where the connection can be achieved via gravity. Where a gravity connection is not possible, a property may be eligible for a connection under Council's Pressure Sewer Policy.

Limit of responsibility

Property owners are responsible for repair and maintenance of internal house sanitary drains from the sewer connection point, including the inspection shaft.

Smart Meter Reading

Smart Meter Reading shall be installed for any metered wastewater discharge.

Policy No. W02 Page 2 of 3

Water and Wastewater Connections Policy

BACKGROUND

Ballina Shire Council exercises its water supply and sewerage functions under Division 2 Part 3 Chapter 6 of the *Local Government Act* 1993.

Technical requirements for water and wastewater connections are documented in Council's Water and Wastewater Connection Standards. These standards are based on guidelines developed for Rous County Council and its constituent councils (Ballina Shire Council, Byron Shire Council, Lismore City Council and Richmond Valley Council) to facilitate consistent water supply connections across the region.

DEFINITIONS

Boundary Water Meter - a device connected directly to Council's water reticulation main, inline to a premise's water supply, used to measure the total amount of water used.

Reticulation mains - a network of small-diameter water mains used to carry water to individual properties from reservoirs and trunk mains.

Smart Meter Reading - the automated, remote collection of meter reads and the provision of detailed water consumption information to the Property owner

Trunk mains - water mains used for transfer to reservoirs or reticulation networks.

Water Connection - the connection of a property to Council's reticulation main.

Water Service – the pipes, meters, valves and other devices or fittings connected to the reticulation main to provide a property with water.

Wastewater Connection - the connection of a property to Council's wastewater network.

SCOPE OF POLICY

This policy applies to:

- · Property owners
- Council employees
- Consultants/Contractors

RELATED DOCUMENTATION

Related documents, policies and legislation:

- Local Government Act 1993 (NSW)
- Local Government (General) Regulation 2005
- Plumbing Code of Australia (PCA) AS/NZS 3500
- Liquid Trade Waste Policy
- Urban Water Quality Policy
- Containment Backflow Prevention Policy
- Dual Water Supply Plumbing Policy
- Pressure sewer policy
- Water and Wastewater Connection Standards
- Water Service Application

REVIEW

The Water and Wastewater Connections Policy is to be reviewed every four years.

Page 3 of 3

Policy No. W02

POLICY NAME: WATER AND WASTEWATER

CONNECTIONS

POLICY REF: W02

MEETING ADOPTED:

Resolution No.

POLICY HISTORY: 240817/22; 280416/23; 230212/34; 250107/23



TABLE OF CONTENTS

1	OBJE	CTIVE	1			
2	POLIC	Υ	1			
	2.1 General					
	2.2 Connection Eligibility					
	2.2.1 2.2.2 2.2.3	Urban Water Connections Urban Allotments without Access to Reticulation Water Mains and Rural Water Connections Wastewater Connections	1 1			
	2.3 Con	nection Costs	2			
	2.3.1 2.3.2 2.3.3 2.3.4	Installation Costs Capital Contributions Water Access and Consumption Charges Wastewater Access and Volumetric Charges	2 2			
	2.4 Connection Requirements					
	2.4.1 2.4.2 2.4.3 2.4.4 2.4.5 2.4.6 2.4.7 2.4.8 2.4.9	Section 68 Approval Wastewater Connections Water Connections Water Meter Installation – Most Cases Water Meter Installation - New Developments Location of Water Meters Relocation of Water Meters Disconnection from Council Reticulated Water Mains Change of Property Use and Associated Meter Size	3 4 5 5 5			
		rt Meter Reading (Smart metering)				
	2.5.1 2.5.2 2.5.3 2.5.4 2.5.5	Smart Metering for New Connections	6 7 7			
	2.6 Own	ership and Maintenance Responsibilities - Water	8			
	2.6.1	Council's Responsibilities				

10.3 Policy (Review) - Water and Wastewater Connections

	2.6.3	Water Pressure					
	2.6.4	Inaccessible Water Meters					
	2.6.5	Damaged Water Meters	9				
	2.7 Own	ership and Maintenance Responsibilities – Wastewater	9				
	2.7.1	Council's Responsibilities	9				
	2.7.2	Property Owner's Responsibilities	9				
	2.8 Requ	uirements for Specific Connection/Development Types	10				
	2.8.1	Fire Services					
	2.8.2	Master / Subtract Metering Arrangements					
	2.8.3	Private Water Meters					
	2.8.4	Rural Connections					
	2.8.5	Recycled Water Connections					
	2.8.6	Rainwater Tanks	13				
3	BACK	GROUND	13				
4	DEFIN	ITIONS	13				
5	SCOP	E OF POLICY	14				
6	RELA [®]	RELATED DOCUMENTATION14					
7	REVIE	w	15				
_	ABBE	NIBIV A	40				

Water and Wastewater Connections

OBJECTIVE

The purpose of this policy is to detail water and wastewater connection eligibility, define the connection requirements for new developments, provide information on connection and access costs and clarify ownership and maintenance responsibilities of water and wastewater connections within the Ballina Shire Council (Council) local government area.

POLICY 2

2.1 General

All drinking and recycled water connections are to be metered.

Unless specified, water refers to both drinking water and recycled water.

This policy excludes wastewater connections made via a low pressure sewer system.

2.2 Connection Eligibility

2.2.1 Urban Water Connections

Properties within the urban water reticulation system paying a Not Connected access charge and/or those within 225 meters of a Council water reticulation main via public access road or easement in Council's favour are eligible to connect to Council's water supply.

2.2.2 Urban Allotments without Access to Reticulation Water Mains and Rural Water Connections

Properties not eligible to connect to Council's urban water reticulation system (see Section 2.2.1) may still be eligible to connect to Council's water trunk mains under certain conditions:

- A minimum water pressure of 120 kPa is available at the supply point;
- The supply point is within 225 meters of a Council water trunk main via public access road or easement in Council's favour;
- The connection is not expected to negatively impact on flow rates and pressure of surrounding water customers or the current trunk main service areas.
- The connection is not expected to negatively impact any future planned augmentation works or future trunk main service areas.

Water service connections of this nature are made direct to the trunk mains and therefore are not of the same standard as an urban reticulation water connection supplied by reservoirs. Council may need to shut down trunk mains for maintenance and repairs without prior notification to customers and variations in pressure and a lack of supply may be experienced at times.

Additional conditions apply to rural connections. These are detailed in Section 2.8.4.

2.2.3 Wastewater Connections

Properties within the urban wastewater collection system paying a Not Connected access charge and/or those within 75 meters of a Council gravity wastewater main via public access road or easement in Council's favour are eligible to connect to Council's

Page 1 of 16 W02 10.3

Ballina Shire Council

Water and Wastewater Connections

wastewater network where the connection can be achieved via gravity. Where a gravity connection is not possible, a property may be eligible for a pressure sewer connection. Refer to Council's Pressure Sewer Policy for low pressure sewer system requirements.

2.3 Connection Costs

2.3.1 Installation Costs

Costs for single 20mm water service connections that are made directly to the reticulation main or property connection and do not require under-boring are listed in Council's Fees and Charges. For all other water connections an estimate is provided upon application. The estimate is based on full cost recovery and is valid for 60 days.

2.3.2 Capital Contributions

Water and Wastewater head-works charges apply to any new connection(s) that result in an increase in demand or load on the network.

2.3.3 Water Access and Consumption Charges

Council has adopted a two-part water tariff structure comprising an access charge and a usage charge in accordance with state government best practice guidelines.

Under the guidelines, access charges are reflective of the customer's demand on the system in a full-cost recovery model. This demand is determined from the property's water meter size.

Charges apply to both Drinking Water and Recycled Water services. Where Dual Reticulation (i.e. both Drinking and Recycled Water) is supplied, only the highest access charge or highest combination of access charges from the same water service will be levied.

Where a property has a water meter installed that is larger than required for normal use due to the provision of a fire service, the water access charge will be based on the size of the meter required for normal usage, with the minimum meter size being 25mm. Normal usage shall be inclusive of fire hose reels unless the property owner can demonstrate the fire hose reels are restricted fire-fighting use only. Council requires a report from a suitably qualified hydraulic consultant to review and determine the required water service size. The hydraulic report must include a statement of compliance with AS3500.1, AS2419.1, Council's Water and Wastewater Connections policy, Council's Containment Backflow Prevention policy and any other relevant standards.

Dedicated fire service meters are not levied access charges.

2.3.4 Wastewater Access and Volumetric Charges

Residential properties are levied a standard wastewater access charge and are not subject to volume-based charges for wastewater.

Non-residential properties are levied an access charge based on the property's water meter size and volumetric charge estimated from water consumption. The access charge and volumetric charge is reduced through consideration of the property's sewage discharge factor (SDF).

W02 Page 2 of 16

Water and Wastewater Connections

A property's SDF is calculated based on the Liquid Trade Waste Regulation Guidelines applicable at the time of approval. Property owners may request Council to review the SDF allocated to their property.

Where a property has a water meter installed that is larger than required for normal use due to the provision of a fire service, the wastewater access charge will be based on the size of the meter required for normal usage, with the minimum meter size being 25mm. Normal usage shall be inclusive of fire hose reels unless the property owner can demonstrate the fire hose reels are restricted fire-fighting use only. Council requires a report from a suitably qualified hydraulic consultant to review and determine the required water service size. The hydraulic report must include a statement of compliance with AS3500.1, AS2419.1, Council's Water and Wastewater Connections policy, Council's Containment Backflow Prevention policy and any other relevant standards.

Connection Requirements 2.4

2.4.1 Section 68 Approval

Council Section 68 approval is required for all works to connect or disconnect to any of Council's water or wastewater systems or to carry out any work which may affect these systems.

Works that are a replacement of old for new works, involving no additional or relocated fixtures, or where there are no works required, such as an application for a private meter to be read by Council, do not require Section 68 approval.

2.4.2 Wastewater Connections

In general, developers, licensed plumbing contractors (plumbers) or any other entity will not be permitted to work on Council's wastewater mains.

For pressure sewer connections Council is responsible for nominating the connection point per Council's Pressure Sewer policy. The plumber engaged by the applicant is responsible for installing all works up to connection point with the connection to be supervised by Council officers.

For gravity sewer connections there will generally be a junction to service each existing property. If the plumber cannot find the connection, Council will investigate to verify and locate the connection. If no connection can be located then Council is responsible for cutting in a new junction at our cost.

For new gravity connections such as infill developments where a junction has not yet been installed, the plumber engaged by the applicant is responsible for installing the new wastewater connection with the connection to be supervised by Council officers.

2.4.3 Water Connections

Requests for a water service must be made by submitting a completed Water Service Application. The applicant must be the owner or plumber engaged by the owner. Properties with a body corporation or multiple owners must submit with the application the written permission of the Owners Corporation or all owners of the property.

All applications must contain:

W02 Page 3 of 16

Water and Wastewater Connections

- · Details of the plumber undertaking the on-property works;
- Applicant and property details;
- Details of the installation and required connection size;
- A clear sketch of the desired position of the water meter assembly on a site plan along with measurements and any special details;
- Details of smart metering devices (where required refer to Section 2.5)

The following connections will also require a certified hydraulic design provided by a suitably competent and qualified person:

- Any fire service assembly, including fire hose reels;
- Unit demand of 3 units and greater;
- Assemblies sized 32mm or greater;
- Or when requested by Council.

The property owner's plumber or hydraulic engineer is responsible for sizing the water meter(s) and the type of service(s) required for the property. Council does not make this determination.

In addition to Section 68 Approval requirements outlined in Section 2.4.1, an application for Water Service under this policy does not negate the need for the applicant to submit to Council the following for assessment and approval when required:

- A Development Application (DA) if required
- A Complying Development Certificate (CDC) if required
- Any other application deemed necessary by legislation or Council policy.

The submission of an application does not guarantee that an approval to connect will be granted.

2.4.4 Water Meter Installation - Most Cases

Council is responsible for the installation of water meter assemblies for the provision of potable water and recycled water, including meters installed for the purpose of fire protection. The water meter remains Council's asset and Council is responsible for the water service from the water main to the outlet of the meter.

Upon approval of the application and payment of the relevant fee, Council will connect the water service to the reticulation main and install the riser and water meter. Council's connection to the water reticulation main will be installed perpendicular to the meter assembly location wherever possible.

All properties connected to drinking water and/or the recycled water reticulation systems require a containment backflow prevention device and must comply with the site containment backflow requirements of AS/NZS3500. Containment backflow prevention shall comply with Council's Containment Backflow Prevention policy.

The plumber is responsible for connecting the private property side of the water service to the meter assembly including containment backflow prevention devices where required. The plumber is also responsible for providing permanent structural support to all water meter assemblies when connecting the private property side of the water service.

Page 4 of 16 W02

Water and Wastewater Connections

2.4.5 Water Meter Installation - New Developments

For developments where the main is not yet connected to the network (live) the developer is responsible for installing house connections from the reticulated main. The service connection is to be terminated within the property boundary with a service isolation valve inside a termination box and fitted with an approved corrosion resistant magnet or blue/lilac marker box for locating purposes.

Once the main becomes live and a water meter is required the developer/owner shall make an application for water service to Council (see 2.4.3). Council will complete the installation by providing a riser and water meter.

For development sites fronting pressurised mains Council will install the connection by initially terminating the service within the property boundary with a service isolation valve inside a termination box. Once a water meter is required the builder/owner shall notify Council to complete the installation by providing a riser and water meter. This is to minimise the likelihood of damage to the water meter during construction.

In general, developers, plumbers or any other entity will not be permitted to work on or connect to Council's pressurised mains. In the situation where developers require to connect new reticulation to Council's main (cut-in), Council will permit the works to be done by the developer with Council to undertake the network shutdown and supervise the cut-in. Application is made by completing a *Water Service Application* and paying the Network Connection Supervision fee no less than five (5) business days before the cut-in is required.

2.4.6 Location of Water Meters

Water meter(s) will generally be installed 500mm to 1000mm inside the front and side property boundaries perpendicular to the road/front boundary. Further fees may apply if an alternative location is required.

Water meters in new developments will be installed at the termination point left by developer. Any variations to this will incur charges additional to the standard water service connection charge, to be estimated based on the information provided in the application.

Meters must be readily accessible for reading, maintenance or removal and be clear of obstacles. Generally new meters will not be permitted to be installed below ground, in locked cabinets or behind high fences.

Approval to install a meter in a location that is not readily accessible will only be made as part of a Development Application or Section 68 Application. The water meter must be fitted with Council's smart metering device.

2.4.7 Relocation of Water Meters

Council may at its discretion relocate a water meter into another location or pit for safety or operational reasons.

Meter relocations are only permissible up to a distance of 600mm. Relocations in excess of this require a new connection (tapping).

Where meters are inaccessible for reading they are required to be fitted with Council's smart metering system.

Page 5 of 16 W02

Water and Wastewater Connections

The applicant is responsible for all costs to relocate the meter.

2.4.8 Disconnection from Council Reticulated Water Mains

Where a service or part of a service becomes disused it shall be disconnected.

Where a property or part of a property is approved (or otherwise confirmed) for demolition, any service or part of a service that becomes disused must be disconnected prior to commencement of any demolitions works on site.

Persons that require disconnection from Councils reticulated water services may apply to do so. Only property owners and or their representatives may apply to disconnect a water service.

All costs associated with disconnection of the water service are to be borne by the applicant and paid up front prior to Council undertaking works.

2.4.9 Change of Property Use and Associated Meter Size

Generally upgrades to water meters associated with a change in use are addressed through the Section 68 Application process (see section 2.4.1).

Council may instruct a property owner to obtain a hydraulic report for the purposes of increasing a meter size if Council deems that the meter is undersized. Council will review the hydraulic report to confirm the required meter size and where a larger meter is required, the applicant is responsible for costs to replace the meter and install a containment backflow device if required (Refer to Council's Containment Backflow Prevention policy. Access charges will be changed to reflect the new meter size. The hydraulic report must include a statement of compliance with AS3500.1, AS2419.1, Council's Water and Wastewater Connections policy, Council's Containment Backflow Prevention policy and any other relevant standards.

Council also requires a report from a suitably qualified hydraulic consultant where a customer seeks to reduce the water meter size. Where Council accepts that the meter size can be reduced and the current meter is 12 years or older, Council will update the access charge and replace the meter to the assessed size as part of the meter replacement program.

Where Council accepts that the meter size can be reduced and the current meter is less than 12 years old, Council will not immediately replace the meter to the assessed size. The access charge will be updated in Council's Rates system and the meter will be replaced as part of Council's meter replacement program when it reaches its normal replacement age and condition.

Smart Meter Reading (Smart metering)

2.5.1 Smart Metering for New Connections

Smart Meter Reading (Smart Metering) shall be installed in all new connections of the following type:

- For urban dual reticulation properties where there are five or more metered services on the property;
- For all other properties where there are three or more metered services on the property;
- Connections 32mm or greater;
- Master/subtract meter arrangements;
- Properties with a Category 2 or 3 liquid trade waste agreement;

Page 6 of 16 W02 10.3

Ballina Shire Council

Water and Wastewater Connections

Any metered wastewater discharge.

Property owners may request a smart metering device on any other new water meter through Council's Water Service Application form.

All smart metering devices will be installed by Council following approval and payment of the fee per Council's fees and charges.

For master/subtract metering arrangements, the plumber is responsible for providing access to the water meters for Council to install the smart metering device. The plumber must notify Council's Water and Trade Waste Technical Officer within 24 hours of installing the subtract meters. The notification must be accompanied by plans clearly identifying for each subtract meter the:

- Meter location
- Associated property identifier (e.g. lot, unit)
- Meter serial number
- Installation date.

2.5.2 Smart Metering for Existing Connections

All properties with a Category 2 or 3 liquid trade waste agreement will require smart metering (if not already installed) as a condition of their trade waste approval.

Property owners may request a smart metering device on any other existing water meter using the Smart Metering Application Form on Council's website.

All smart metering devices will be installed by Council following approval of an application and payment of the fee per Council's fees and charges.

Council may also install smart metering devices on any existing water meters for operational reasons at Council's expense.

2.5.3 Location of Meters with Smart Metering Devices

Smart metering devices shall not be installed in locations that adversely impact on the ability of the device to transmit adequate signal strength back to Council's receivers.

2.5.4 Leak Detection by Smart Metering Devices

Smart metering devices will be analysed by Council's Rapid Customer Leak Detection algorithms. This algorithm will run on a routine schedule and generate a list of connections with suspected leaks. Council will endeavour to notify customers of suspected leaks in their property once the leaks are detected. Council accepts no liability for being able to detect leaks or for informing customers of leaks once detected.

2.5.5 Smart Metering Data

Customers may also elect to receive detailed smart metering consumption data through an annual subscription. The timing and details of information provided is subject to improvement and change without notice.

Ad-hoc data requests will not be serviced unless the property owner has undertaken works to fix leaks and would like a more timely provision of confirmation that the leak is fixed (where the customer cannot easily inspect the water meter).

W02 Page 7 of 16

Water and Wastewater Connections

2.6 Ownership and Maintenance Responsibilities - Water

2.6.1 Council's Responsibilities

Council is responsible for the water service from the water main up to and including the water meter and any smart metering devices. Council is also responsible for maintenance and renewal of subtract meters and smart metering devices (see section 2.8.2).

All water meters and associated smart metering devices used by Council for billing purposes are the property of Council.

Only Council staff may work on Council infrastructure. Misuse or tampering of Council infrastructure, including meters and valves, may result in fines.

Council will manage its meter fleet through an ongoing meter replacement process to replace old and faulty meters. For meters 32mm and greater, Council will provide property owners the opportunity to assess their required meter size prior to replacement. See section 2.4.9 for details.

2.6.2 Property Owner's Responsibilities

Property owners are responsible for all internal pipes and fittings from the outlet (property side) of the water meter.

Council has the legal right to enter property without notice for the purposes of accessing the water meter (e.g. for meter reading, testing and inspection).

Property owners have a responsibility to ensure our meter readers have reasonable access to the water meter on their property. Property owners should consider this when determining the position of plants, fences, gates and other barriers to ensure the meter can still be accessed by Council. In some cases property owners may be permitted to install a smart metering device where the meter is inaccessible for routine reading. Note that this doesn't reduce the property owner's requirement to provide reasonable access, however it reduces the expected frequency of access (Refer to section 2.4.6).

Property owners are responsible for maintenance and testing of any Backflow containment or prevention device in accordance with Council's *Containment Backflow Prevention* policy.

Any suspected meter inaccuracies must be reported to Council by the property owner as soon as practicable. Council will investigate and if the meter is proven to be inaccurate the meter will be replaced. Any water billing anomalies will be considered by Councils' Rates section.

Council shall not be responsible for water leaks in private pipework, fittings or fixtures. Any resulting costs as a result of excess water use or from the water leak in private property pipework, fittings, or fixtures are the property owner's responsibility, and shall be paid for by the property owner.

2.6.3 Water Pressure

Council's water supply system has not been designed for a specific level of fire-fighting capability. Council endeavours to maintain a minimum pressure of 20 m head during

Page 8 of 16 W02

Water and Wastewater Connections

peak instantaneous demand however Council cannot guarantee residual water pressure greater than 12m head in Council's water supply main at the hydrant under fire fighting flow conditions.

It is the responsibility of the property owner to ensure that their systems continue to meet the required codes and operate effectively at all times.

Water supply pressures vary all the time from changes in system demand, main breaks, operational changes and water usage within the property. Council also undertakes pressure and leakage management programs that may result in a reduction in water supply flow and pressure.

2.6.4 Inaccessible Water Meters

Where a water meter is inaccessible for reading, Council will send a warning letter to the property owner stating that the meter is inaccessible and was unable to be read.

If the meter is unable to be read the subsequent billing quarter, additional charges will apply as per Council's fees and charges.

2.6.5 Damaged Water Meters

Where meters or smart metering devices are damaged, these will be repaired by Council and an invoice for the costs incurred will be issued to the property owner.

Council will not install a smart metering device during building works on a property unless Council determines the device has appropriate protection.

If Council is repeatedly called out to a property to repair a damaged meter the property owner will be invoiced the cost for Council's meter protection cage to be installed over the meter in addition to meter repair costs.

Ownership and Maintenance Responsibilities - Wastewater

2.7.1 Council's Responsibilities

Generally Council accepts the responsibility, upon notification of a fault, for maintenance, repair or renewal from the sewer main to the connection point within the property.

Where there is doubt as to the location of a fault, Council will investigate the issue and determine the responsible party.

2.7.2 Property Owner's Responsibilities

Property owners are responsible for repair and maintenance of internal house sanitary drains from the sewer connection point, including the inspection shaft. Property owners are responsible for maintaining the inspection shaft in a visible and working condition.

Council will not reimburse property owners for costs relating to plumbers except where Council has been notified first in good faith and has incorrectly attributed the problem to the property owner's responsibility.

Where there is doubt as to the location of the issue, it is recommended the property owner contact Council in the first instance to investigate.

W02 Page 9 of 16

Water and Wastewater Connections

Appendix A contains a diagram detailing standard house connections and responsible

2.8 Requirements for Specific Connection/Development Types

2.8.1 Fire Services

Where a fire service is required, information on expected maximum and minimum pressures under fire flow conditions for the site must be obtained from Council by submitting a Fire Pressures Certificate Application and paying the relevant fee. Details on pressure are in section 2.6.3.

The following conditions apply to fire services:

- Fire hose reels shall be connected to a metered service which may be inline metered. The minimum size service for a single hose reel is 25mm however a 32mm service is normally recommended to allow for pressure and flow fluctuations. Where fire hose reels are connected there shall be no line strainer provided prior to the water meter (AS 3500 cl 4.6.1).
- Where practical it is preferred that all fire hose reels come off the domestic service to reduce the number of tappings to the main and standardise installations.
- For all metered fire services other than fire hose reels, in-line meters are not permitted. Installations shall be a metered bypass across a double check detector assembly. This includes fire hydrants installed in accordance with AS 2419.1, Booster pumps (AS 2419.1) sprinkler services (AS 2118.1) and window or wall drencher systems.
- Window or wall drencher systems must be separate and distinct from all other services (AS 2118.1 cl 4.4.1). Large/complex installations will require metering across a double check detector assembly.
- The direct connection of water booster pumps to Council's water main is not permitted. Where pumps are required (as nominated by the hydraulic engineer), the applicant must provide storage/break tank(s) for fire-fighting supply in accordance with AS2419 and AS3500.
- Above ground isolation valves shall be a full flow outside screw and yoke wheel, resilient seated gate valve or approved butterfly valve closed by rotating the handle clockwise:
- Below ground isolating valves shall be resilient seated key operated sluice valves.

Fire services must be designed by a suitably qualified hydraulic consultant and certified that the design and installation complies with the relevant Australian Standards. The plumber is responsible for labelling and securing all fire services as per the relevant Australian Standards.

The property owner is responsible for maintaining private fire services up to the meter at the water main.

Where the fire service lines to serve the development are greater in diameter than the water main diameter that the fire service line is connected to, then the water main shall be augmented to the same size or larger (as approved by us) at the developer's full cost. The extent of the augmentation shall be determined by Council.

Page 10 of 16 W02

Water and Wastewater Connections

2.8.2 Master / Subtract Metering Arrangements

Where a property has three or more tenancies / services within the boundary of the property then each tenancy / service may be individually metered off the one service (called a Subtract Meter).

In this case there will also be a single, metered, connection between the internal water supply and Council's water distribution infrastructure (called the Master Meter).

Pipes and fittings between the master meter and the sub-meters shall remain the property of the building owner. The master meter, subtract meters and smart meter reading devices shall remain the property of Council for maintenance and replacement.

By design all normal flow through a Master Meter must also be metered through a Subtract Meter, such that the total flow through the master meter equals the sum of flow through the subtract meters.

Access charges are levied on all subtract meters. The master meter will have no access charge levied but will be used to capture leakage or inappropriate fire hose usage.

Council will install the master meter with the subtract meters to be installed by a licenced Plumbing Contractor. The subtract meters must:

- Have an individual serial number unique to that meter;
- Conform to the NMI R 49-1 and Australian Standard AS/NZS 3565 including the "Standards Mark":
- Have the appropriate level of backflow prevention; and
- Be of a type compatible with Council's smart metering system (see section 2.5.1).

Plumbers are required to label the lot numbers as depicted on the council approved hydraulic plan on each sub meter. The label or tag shall be fixed to the pipework adjacent to the meter or attached to the meter and have the unit number and meter number displayed in permanent ink.

To apply to install subtract meters to a property that is already metered, the property owner shall submit:

- A Water Service Application
- A Hydraulic plan prepared by a suitably competent and qualified hydraulic engineer
 or plumber. The hydraulic plan shall clearly confirm that there are no connections
 between the master meter and the subtract meters. The plan shall also show the
 current configuration and any proposed alterations on the privately owned
 component of the properties' water service to demonstrate that these alterations
 are able to be carried out.
- A signed letter from the Owners Corporation shall accompany the water service application that all owners approve of installation of subtract meters.

It should be noted that due to existing plumbing, the retro-fitting of subtract meters may require significant internal works and/or costs and it is recommended that the owner consider this prior to the installation of the additional meter(s). Changes to internal plumbing are the responsibility of the property owner and will require appropriate Plumbing and Drainage section 68 approvals.

Page 11 of 16 W02

Water and Wastewater Connections

2.8.3 Private Water Meters

Application can be made for private meters to be handed over to Council to be read and maintained as part of Council's meter fleet. Assessment is made on a case-by-case basis taking into account the following conditions:

- All master/subtract meters must comply with this policy;
- Meters must be in good condition, of suitable quality and compatible with Council's Smart Metering Devices;
- All meters have the appropriate level of backflow prevention.
- · Meters have Smart Metering Devices installed.

To apply, the Owner must submit a *Water Service Application* together with a hydraulic plan that is prepared by a suitably qualified plumber or hydraulic engineer. The hydraulic plan shall clearly confirm that there are no connections between the master meter and the private subtract meters (for example an unmetered connection to an external hose tap). A signed letter from Owners Corporation shall accompany the water service application that all owners approve of Council taking ownership of the subtract meters.

Council will contact the plumber nominated on the *Water Service Application* form to inspect the existing meters. If the existing meters are not to Council's standard there may be additional costs to replace the existing meters. Smart metering shall be fitted to master and all subtract meters at the applicants cost.

2.8.4 Rural Connections

The following standard conditions will apply to any rural connections approved under section 2.2.2:

- The supply point shall be at the meter which will be located no more than one (1) metre from the property boundary;
- The construction of pipework, meters and valves from the water main to the supply point will be done by Council at the applicant's cost;
- All rural connections must have backflow protection to Council's satisfaction. In addition, any property with its own Onsite Sewage Management System (OSSMS); Greywater Treatment System (GTS); or a Grey Water Diversion Device (GDD) must comply with Council's Containment Backflow Prevention policy and have as a minimum a testable backflow prevention device installed at the water meter assembly;
- Water supply is for domestic purposes only and as such only 20mm connections are permitted;
- Meters shall be fitted with Council's smart metering system.
- For any rural extension to potentially serve more than one consumer a minimum main size of 50 mm shall be adopted;
- Council makes no guarantee as to the quantity and pressure of supply. It is the
 property owner's responsibility to determine if a storage tank and pressure pump
 system to distribute the water supply to the dwelling is required.

Council may require individual consumers to enter into special agreements for supply when standard conditions of water supply are not appropriate.

Page 12 of 16 W02

Water and Wastewater Connections

2.8.5 Recycled Water Connections

Special conditions apply to recycled water connections which are specified in Council's *Dual Water Supply Plumbing* policy. In addition to the requirements of the *Dual Water Supply Plumbing* policy:

- Where an application for a 20mm drinking and 20mm recycled water connection is received together, Council will install both meters for the same fee as a single potable connection.
- Only a 20mm recycled water service will be provided for domestic purposes.
- Commercial/industrial requirements must be sized to suit demand upon application
 and the associated hydraulic designs. All costs of the installation will be provided
 as an estimate for the commercial/industrial property owner.

2.8.6 Rainwater Tanks

Rainwater tanks incorporating a drinking water top-up (where permitted) shall have backflow containment prevention in accordance with Council's *Containment Backflow Prevention* policy.

Any top up mechanism shall incorporate a device to limit the flow rate to 4.0 litres per minute to minimise the impact on neighbouring customers.

Manual change-over devices are strictly not permitted due to the potential for inefficient use of top ups and damage

3 BACKGROUND

Ballina Shire Council exercises its water supply functions under Division 2 Part 3 Chapter 6 of the *Local Government Act 1993*:

This 2021 version is a review and update of Councils previously adopted Water Meter Policy 2017, Resolution No. 240817/22.

4 DEFINITIONS

Plumber	Individual with a Plumbing Contractor Licence issued by NSW Fair Trading
Pressurised Mains	Water mains which have been handed over to Council and/or are pressurised or under Council control.
Rapid Customer Leak Detection	The periodic review of detailed customer consumption patterns for signs of leakage in the customer service
Reticulation mains	A grid of small-diameter water mains used to carry water to individual properties from reservoirs and trunk mains.
Sewage Discharge Factor	The ratio of all wastewater discharged to the sewerage system to the total water consumption, expressed as a percentage.

Page 13 of 16 W02

Water and Wastewater Connections

Smart Meter Reading ('Smart Metering')

The automated, remote collection of meter reads and the provision of detailed water consumption information to the

Property owner

Trunk mains A water main used for bulk transfer to reservoirs or

reticulation networks.

Water Meter A device connected inline to a premises water supply

usually at the front of the property to measure the amount

of water used for billing purposes.

Unpressurised Mains Water mains that are being newly constructed and installed

by developers/contractors and which have not been

pressurised and/or handed over to Council.

5 SCOPE OF POLICY

This policy applies to:

- · Property owners
- Water customers
- Sewer customers
- · Council employees
- · Community members
- Committees of Council
- Consultants/Contractors
- NSW Licensed Plumbers
- Commercial enterprises/businesses, and residential premises in the Ballina Shire that require fire, drinking water, and/or recycled water services.

6 RELATED DOCUMENTATION

Related documents, policies and legislation:

- Local Government Act 1993 (NSW)
- Local Government (General) Regulation 2005
- Environment Planning and Assessment Act 1979 (NSW)
- Public Health Act 2010 (NSW)
- Public Health Regulation 2012
- Water Management Act 2000
- Water Management (General) Regulation 2011
- Best-Practice Management of Water Supply and Sewerage Guidelines 2007 NSW Government Department of Water and Energy

Page 14 of 16 W02

Water and Wastewater Connections

- Plumbing Code of Australia (PCA) Australian & New Zealand Standards AS/NZS 3500
- Liquid Trade Waste Regulation Guidelines 2021 NSW Department of Planning, Industry and Environment

Ballina Shire Council documents:

- Ballina Shire Urban Water Management Strategy
- Community Strategic Plan 2010-2025
- Urban Water Quality Policy
- Containment Backflow Prevention Policy
- Drinking Water Management System
- Recycled Water Management System
- Dual Water Supply Plumbing Policy
- Enforcement Policy
- Pressure sewer policy

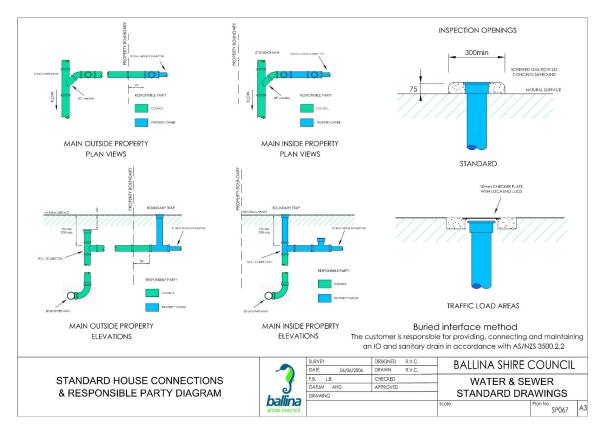
7 REVIEW

The Water and Wastewater Connections Policy is to be reviewed every four years.

Page 15 of 16 W02

Water and Wastewater Connections

8 APPENDIX A

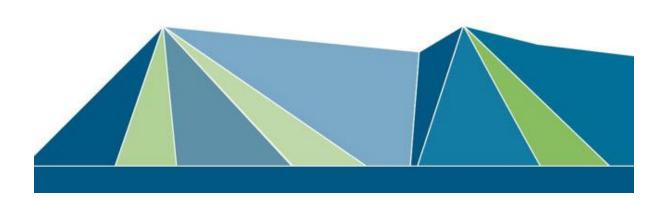


Page 16 of 16 W02



for services in the Ballina Shire

July 2025



Version	Date	Reason/Comments	Name/Position
1.1	14/07/2025	Technical standards moved from policy	Belinda Fayle – Strategic Engineer Water & Wastewater



40 cherry street • po box 450 • ballina nsw 2478 t 1300 864 444 • e council@ballina.nsw.gov.au

ballina.nsw.gov.au

Table of contents

Purpose	2
Council Approval	2
Can I connect?	2
Properties with access to water and wastewater reticulation mains	2
Properties without Access to Reticulation Water Mains	2
How do I connect?	3
Applying for a Connection	3
Planning for the Connection	4
Installing the Connection	5
Maintaining your water and wastewater connection	7
Wastewater Connections	7
Water connections	7
Changing your meter or usage	8
Relocation of Water Meters	8
Disconnecting from Council Reticulated Water Mains	8
Change of Property Use and Associated Meter Size	9
Special Connections or Development Types	9
Master / Subtract Metering Arrangements	9
Smart Meter Reading	10
Fire Services	12
Recycled Water Connections	12
Connection Costs	13
Definitions	
Attachment 1 – Standard Wastewater Connections	
Attachment 2 – Standard Water Meter Arrangements.	

Purpose

The purpose of these guidelines is to define water supply and wastewater connection requirements for new developments, provide information on connection and access costs and clarify ownership and maintenance responsibilities for water supply and wastewater connections within the Ballina Shire Council local government area.

Unless specified, water refers to both drinking water and recycled water.

Council Approval

Under Section 68 of the Local Government Act, approval from Council is required to:

- Carry out water supply work.
- Draw or sell water from a council water supply or a standpipe.
- Install, alter, disconnect or remove a meter connected to a service pipe.
- Carry out sewerage work.
- Connect a private drain or sewer with a public drain or sewer under the control of a council or with a drain or sewer which connects with such a public drain or sewer.

Works that are a new for old replacement, involving no additional or relocated fixtures, do not require Section 68 approval. Information on approvals for carrying out plumbing and drainage work in the Ballina Shire is located on Council's website https://www.ballina.nsw.gov.au/Plan-Build-and-Business/Building-and-Renovations/Plumbing-and-Drainage.

A liquid trade waste approval may also be required for any wastewater discharge that is non-domestic in nature. Refer to Council's *Liquid Trade Waste Policy* for further information.

Can I connect?

Properties with access to water and wastewater reticulation mains

Properties eligible to connect to Council's reticulation water mains and wastewater gravity mains are described in the *Water and Wastewater Connections* Policy (the Policy).

Properties without Access to Reticulation Water Mains

Properties not eligible to connect to Council's urban water reticulation system under the Policy may still be eligible to connect to Council's water trunk mains under certain conditions:

- A minimum water pressure of 120 kPa is available at the supply point;
- The supply point is within 100 metres of a Council water main via public access road or easement in Council's favour;
- The connection is not expected to negatively impact flow rates and pressure of surrounding water customers or the current trunk main service areas;

- The connection is not expected to negatively impact any future planned augmentation works or future trunk main service areas;
- The water supply will be suitable for the connection (quality and quantity).

Specific conditions are applied to connections to Council's trunk mains:

- Water supply is for domestic purposes only and as such only 20mm connections are permitted;
- The supply point shall be at the meter which will be located no more than 500 millimetres from the property boundary;
- All connections shall have containment backflow protection to Council's satisfaction;
- A minimum main size of 50mm shall be adopted for any rural extension potentially serving more than one property.

Council operates the trunk main system according to the demands required by the various service areas at significantly fluctuating pressures and flow rates which is different from a reticulated supply in an urban residential area supplied by reservoirs. Water service connections to the trunk main system may experience significant pressure differences and could experience a lack of supply during peak demand periods.

It is the customer's responsibility to manage this pressure in their private service lines. This may mean that a pressure reducing valve is required on the customer side of the meter. Council also varies its operating procedures from time to time due to system augmentations, variations in system demands or other changes of the network. Therefore, Council is unable to guarantee a continued supply at a nominated pressure. Council may require individual consumers to enter into special agreements for supply when standard conditions of water supply are not appropriate.

How do I connect?

Applying for a Connection

Applications for a wastewater connection are made through the Section 68 certificate application process.

Requests for a water connection must be made by submitting a completed *Water Service Application*. The applicant must be the owner or a plumber engaged by the owner. Properties with a body corporation or multiple owners must submit with the application the written permission of the Owners Corporation or all owners of the property.

The following connection applications will also require a certified hydraulic design provided by a suitably competent and qualified person:

- Any fire service assembly, including fire hose reels;
- Unit demand of 3 units and greater;
- Assemblies sized 32mm or greater; or

When requested by Council.

Standard 20mm 'dig to valve' installations, where the water meter is installed at the termination point left by the developer, are charged a fixed fee per Council's Fees and Charges. For all other installations you will be provided a quotation for the service.

Water Service Applications need to be lodged at least three weeks prior to needing water onsite and the submission of an application does not guarantee that an approval to connect will be granted.

Planning for the Connection

For gravity sewer connections to existing properties, there will generally be a junction to service each property. If the plumber cannot find the connection, please contact Council and we will investigate to verify and locate the connection.

For drinking and recycled water services, Council requires all residential and non-residential developments connected to a potable and/or recycled water supply system to be metered. This includes residential and non-residential strata, community titles, new flats, units, cabins, villas, dual occupancy and affordable housing projects.

Individual water meters

For properties with only one dwelling or non-residential unit a single metered water connection is required.

For multi-unit (multiple occupancy) properties, all units are to be separately metered. Individually metering each unit improves billing equity for water use in multi-unit developments. With individual metering, each unit owner/occupier pays for the water they use rather than a fixed portion of the total water used. The correct building design, plumbing and metering helps Council to read and bill the correct unit owner.

Secondary dwellings, e.g. granny flats, have the option of single or separate metering. If it is possible the property will be subdivided in the future it is recommended that each dwelling be separately metered.

Figure 2 to Figure 12 show standard metering configurations for different development types.

The property owner's plumber or hydraulic engineer is responsible for sizing the water meter(s) and the type of service(s) required for the property. Council does not make this determination.

Water Pressure

Council's water supply system has not been designed for a specific level of fire-fighting capability. Council endeavours to maintain a minimum pressure of 20 m head during peak instantaneous demand however Council cannot guarantee residual water pressure greater than 12m head in Council's water supply main at the hydrant under fire fighting flow conditions.

Property owners need to ensure that their systems continue to meet the required codes and operate effectively at all times.

Water supply pressures may vary from changes in system demand, main breaks, operational changes and water usage within the property. Council also undertakes pressure and leakage management programs that may result in a reduction in water supply flow and pressure.

Rainwater Tanks

Rainwater tanks with a drinking water top-up (where permitted) must have an automatic switching device installed and incorporate a flow restrictor that limits the flow rate to 4.0 litres per minute.

These devices minimise the potential for inefficient use of top-ups, damage to pumps and the impact on neighbouring customers.

Properties must also have backflow containment prevention in accordance with Council's Containment Backflow Prevention policy.

Installing the Connection

Wastewater Connections

If you are connecting an existing property and the connection cannot be located, Council will cut in a new junction at our cost.

For new gravity connections such as infill developments where a junction has not yet been installed, the plumber engaged by the applicant is responsible for installing the new wastewater connection with the connection to be supervised by Council officers.

In general, developers, licensed plumbing contractors (plumbers) or any other entity will not be permitted to work on Council's wastewater mains.

For pressure sewer connections Council is responsible for nominating the connection point per Council's *Pressure Sewer* policy. The plumber engaged by the applicant is responsible for installing all works up to connection point with the connection to be supervised by Council officers.

Water Connections

For services up to and including 50mm the construction of pipework, meters and valves from the water main to the boundary supply point will be done by Council at the applicant's cost. Services larger than 50mm are installed by a licensed plumber, nominated by the applicant, under Council's supervision.

For developments where the main is not yet connected to the live network the developer will install the new property connection. The connection must be terminated within the property boundary with a service isolation valve inside a termination box and fitted with an approved corrosion resistant magnet, or blue/lilac marker box, for locating purposes.

Upon approval of the *Water Service Application* and payment of the relevant fee, Council will connect the water service to the reticulation main and install the riser and water meter. Council's connection to the water reticulation main will be installed perpendicular to the meter assembly location wherever possible.

All properties connected to drinking water and/or the recycled water reticulation systems require a containment backflow prevention device and must comply with the site containment backflow requirements of AS/NZS3500. Containment backflow prevention shall comply with Council's *Containment Backflow Prevention* policy.

The plumber is responsible for connecting the private property side of the water service to the meter assembly including containment backflow prevention devices where required. The plumber is also responsible for providing permanent structural support to all water meter assemblies when connecting the private property side of the water service.

Water Meter Installation - New Developments

For development sites fronting pressurised mains Council will install the connection by initially terminating the service within the property boundary with a service isolation valve inside a termination box. Once a water meter is required the builder/owner shall notify Council to complete the installation by providing a riser and water meter. This is to minimise the likelihood of damage to the water meter during construction.

In general, developers, plumbers or any other entity will not be permitted to work on or connect to Council's pressurised mains. In the situation where developers require to connect new reticulation to Council's main (cut-in), Council will permit the works to be done by the developer with Council to undertake the network shutdown and supervise the cut-in. Application is made by completing a *Water Service Application* and paying the Network Connection Supervision fee no less than five (5) business days before the cut-in is required.

Location of Water Meters

Boundary water meter(s) will generally be installed 300mm to 500mm inside the front and side property boundaries perpendicular to the road/front boundary. Further fees may apply if an alternative location is required.

Water meters in new developments will be installed at the termination point left by developer. Any variations to this will incur charges additional to the standard water service connection charge, to be estimated based on the information provided in the application.

All meters, including subtract meters (if any), must be readily accessible for reading, maintenance or removal and be clear of obstacles. Generally new meters will not be permitted to be installed below ground, in locked cabinets or behind high fences.

Approval to install a meter in a location that is not readily accessible will only be made as part of a Development Application or Section 68 Application. The water meter must be fitted with Council's smart metering device.

10.3

Ballina Shire Council

Maintaining your water and wastewater connection

Wastewater Connections

Property owners are responsible for repair and maintenance of internal house sanitary drains from the sewer connection point, including the inspection shaft. Property owners are responsible for maintaining the inspection shaft in a visible and working condition.

Generally Council accepts the responsibility, upon notification of a fault, for maintenance, repair or renewal from the sewer main to the connection point within the property.

Where there is doubt as to the location of the issue, it is recommended the property owner contact Council in the first instance to investigate.

Council will not reimburse property owners for costs relating to plumbers except where Council has been notified first in good faith and has incorrectly attributed the problem to the property owner's responsibility.

Attachment 1 – Standard Wastewater Connections contains a diagram detailing standard house connections and responsible parties.

Water connections

Property owners are responsible for all internal pipes and fittings from the outlet (property side) of the water meter.

Council is not responsible for water leaks in private pipework, fittings or fixtures. Any resulting costs as a result of excess water use or from the water leak in private property pipework, fittings, or fixtures are the property owner's responsibility, and shall be paid for by the property owner.

Council is responsible for the water service from the water main up to and including the boundary water meter and any associated smart meter reading device. This water meter and associated smart metering device are the property of Council.

Only Council staff may work on Council infrastructure. Misuse or tampering of Council infrastructure, including meters and valves, may result in fines.

Council will manage its meter fleet through an ongoing meter replacement process to replace old and faulty meters. For meters 32mm and greater, Council will provide property owners the opportunity to assess their required meter size prior to replacement.

Any suspected meter inaccuracies must be reported to Council by the property owner as soon as practicable. Council will investigate and if the meter is proven to be inaccurate the meter will be replaced. Any water billing anomalies will be considered by Councils' Rates section.

Accessing your water meter

Council has the legal right to enter property without notice for the purposes of accessing the water meter (e.g. for meter reading, testing and inspection).

Property owners have a responsibility to ensure our meter readers have reasonable access to the water meter on their property. Property owners should consider this when determining the position of plants, fences, gates and other barriers to ensure the meter can still be accessed by Council. In some cases property owners may be permitted to install a smart metering device

10.3

Water and Wastewater Connection Standards

where the meter is inaccessible for routine reading. Note that this doesn't reduce the property owner's requirement to provide reasonable access, however it reduces the expected frequency of access.

Where a water meter is inaccessible for reading, Council will send a warning letter to the property owner stating that the meter is inaccessible and was unable to be read. If the meter is unable to be read the subsequent billing quarter, additional charges will apply as per Council's fees and charges.

Damaged Water Meters

Where meters or AMR devices are damaged, these will be repaired by Council and an invoice for the costs incurred will be issued to the property owner.

Council will not install a smart metering device during building works on a property unless Council determines the device has appropriate protection.

If Council is repeatedly called out to a property to repair a damaged meter the property owner will be invoiced the cost for Council's meter protection cage to be installed over the meter in addition to meter repair costs.

Backflow Prevention

Property owners are responsible for maintenance and testing of any Backflow containment or prevention device in accordance with Council's *Containment Backflow Prevention* policy.

Changing your meter or usage

Relocation of Water Meters

Requests to relocate a water meter can be made by submitting a *Water Service Application*. Meter relocations are only permissible up to a distance of 600mm. Relocations in excess of this require a new connection (tapping).

The applicant is responsible for all costs to relocate the meter. Council may, at its discretion, relocate a water meter into another location or pit for safety or operational reasons.

Disconnecting from Council Reticulated Water Mains

Where a service or part of a service becomes disused it shall be disconnected.

Where a property or part of a property is approved (or otherwise confirmed) for demolition, any service or part of a service that becomes disused must be disconnected prior to commencement of any demolitions works on site.

Persons that require disconnection from Councils reticulated water services may apply to do so. Only property owners and or their representatives may apply to disconnect a water service.

All costs associated with disconnection of the water service are to be borne by the applicant and paid up front prior to Council undertaking works.

Change of Property Use and Associated Meter Size

Generally upgrades to water meters associated with a change in use are addressed through the Section 68 Application process.

Council may instruct a property owner to obtain a hydraulic report for the purposes of increasing a meter size if Council deems that the meter is undersized. Council will review the hydraulic report to confirm the required meter size and where a larger meter is required, the applicant is responsible for costs to replace the meter and install a containment backflow device if required (Refer to Council's *Containment Backflow Prevention* policy. Access charges will be changed to reflect the new meter size. The hydraulic report must include a statement of compliance with AS3500.1, AS2419.1, Council's *Water and Wastewater Connections* policy, Council's *Containment Backflow Prevention* policy and any other relevant standards.

Council also requires a report from a suitably qualified hydraulic consultant where a customer seeks to reduce the water meter size. Where Council accepts that the meter size can be reduced and the current meter is 12 years or older, Council will update the access charge and replace the meter to the assessed size as part of the meter replacement program.

Where Council accepts that the meter size can be reduced and the current meter is less than 12 years old, Council will not immediately replace the meter to the assessed size. The access charge will be updated in Council's Rates system and the meter will be replaced as part of Council's meter replacement program when it reaches its normal replacement age and condition

Special Connections or Development Types

Master / Subtract Metering Arrangements

Where a property has three or more tenancies / services within the boundary of the property then each tenancy / service may be individually metered off the one service (called a Subtract Meter).

In this case there will also be a single, metered, connection between the internal water supply and Council's water distribution infrastructure (called the Master Meter).

The master meter and smart meter reading device (if applicable) remain the property of Council for maintenance and replacement.

Council will read and issue bills on all meters on the property however pipes and fittings beyond the master meter remain the property of the property owner(s) and/or Owners' Corporation. This includes subtract meters and associated smart meter reading devices. Common area water use in multi-unit properties must also be separately metered.

By design all normal flow through a Master Meter should also be metered through a Subtract Meter, such that the total flow through the master meter equals the sum of flow through the subtract meters. Secondary dwellings will also be permitted to have an in-line (or deduction) meter where the boundary meter includes the water usage for the primary dwelling (see Figure 7).

Access charges are levied on all subtract meters (excluding common area meters). The master meter will have no access charge levied but will be used to capture leakage or inappropriate fire hose usage.

Council will install the master meter with the subtract meters to be installed by a licenced Plumbing Contractor. The subtract meters must:

- Have an individual serial number unique to that meter;
- Conform to the NMI R 49-1 and Australian Standard AS/NZS 3565 including the "Standards Mark";
- Have the appropriate level of backflow prevention; and
- Be of a type compatible with Council's smart metering devices.

Plumbers are required to label the lot numbers as depicted on the council approved hydraulic plan on each sub meter. The label or tag shall be fixed to the pipework adjacent to the meter or attached to the meter and have the unit number and meter number displayed in permanent ink.

To apply to install subtract meters to a property that is already metered, the property owner shall submit:

- A Water Service Application
- A Hydraulic plan prepared by a suitably competent and qualified hydraulic engineer or plumber. The plan shall show the current configuration and any proposed alterations on the privately owned component of the properties' water service to demonstrate that these alterations are able to be carried out.
- A signed letter from the Owners Corporation stating that all owners approve of installation of subtract meters.

It should be noted that due to existing plumbing, the retro-fitting of subtract meters may require significant internal works and/or costs and it is recommended that the owner consider this prior to the installation of the additional meter(s). Changes to internal plumbing are the responsibility of the property owner and will require appropriate Section 68 approvals.

Smart Meter Reading

Smart Meter Reading (Smart metering) enables customers to better understand their water use by providing more detailed information on water usage, more accurate billing and help with the early detection of leaks.

Smart Metering is required for all new connections of the following type:

- For urban dual reticulation properties where there are five or more metered services on the
 property and the meters are not centrally located on the property boundary;
- For all other urban properties where there are three or more metered services on the property and the meters are not centrally located on the property boundary;
- Meters sized 32mm or greater;
- Master/subtract meter arrangements where the meters are not centrally located on the property boundary;

- Properties with a Category 2 or 3 liquid trade waste approval; and
- Properties outside the urban water reticulation area.

Existing properties with a Category 2 or 3 liquid trade waste agreement will require smart metering (if not already installed) as a condition of their trade waste approval or renewal.

Property owners may request a smart metering device on any other compatible water meter using the *Smart Metering Application* Form on Council's website. For master/subtract metering arrangements, multi-unit properties or where there are multiple properties on an assessment, all meters must have the smart metering devices installed.

Council may also install smart metering devices on any existing water meter for operational reasons at Council's expense.

Installing the Smart Metering device

All smart metering devices will be installed by Council following approval of an application and payment of the fee per Council's fees and charges.

For master/subtract metering arrangements, the plumber is responsible for providing access to the water meters for Council to install the smart metering device.

For new or replacement subtract meters Council's Water and Trade Waste Technical Officer must be notified within five (5) working days of installing the subtract meters. The notification must be accompanied by plans clearly identifying for each subtract meter the:

- Meter location
- Associated property identifier (e.g. lot, unit)
- Meter serial number
- Installation date.

Smart metering devices will not be installed in locations that adversely impact on the ability of the device to transmit adequate signal strength back to Council's receivers.

Smart metering data reports and leak detection

Smart metering devices transmit data which can be used to detect potential water leaks. Council will endeavour to notify customers of suspected leaks in their property once the leaks are detected. Council accepts no liability for being able to detect leaks or for informing customers of leaks once detected.

Customers may also elect to receive detailed smart metering consumption data through an annual subscription. The timing and details of information provided is subject to improvement and change without notice.

Ad-hoc data requests will not be serviced unless the property owner has undertaken works to fix leaks and would like a more timely provision of confirmation that the leak is fixed (where the customer cannot easily inspect the water meter).

Fire Services

Where a fire service is required, information on expected maximum and minimum pressures under fire flow conditions for the site must be obtained from Council by submitting a *Fire Pressure Certificate Application* and paying the relevant fee

The following conditions apply to fire services:

- Fire hose reels shall be connected to a metered service which may be inline metered.
 The minimum size service for a single hose reel is 25mm however a 32mm service is normally recommended to allow for pressure and flow fluctuations. Where fire hose reels are connected there shall be no line strainer provided prior to the water meter (AS 3500 cl 4.6.1).
- Where practical it is preferred that all fire hose reels come off the domestic service to reduce the number of tappings to the main and standardise installations.
- For all metered fire services other than fire hose reels, in-line meters are not permitted.
 Installations shall be a metered bypass across a double check detector assembly. This
 includes fire hydrants installed in accordance with AS 2419.1, Booster pumps (AS
 2419.1) sprinkler services (AS 2118.1) and window or wall drencher systems.
- Window or wall drencher systems must be separate and distinct from all other services (AS 2118.1 cl 4.4.1). Large/complex installations will require metering across a double check detector assembly.
- The direct connection of water booster pumps to Council's water main is not permitted.
 Where pumps are required (as nominated by the hydraulic engineer), the applicant must
 provide storage/break tank(s) for fire-fighting supply in accordance with AS2419 and
 AS3500.
- Above ground isolation valves shall be a full flow outside screw and yoke wheel, resilient seated gate valve or approved butterfly valve closed by rotating the handle clockwise;
- Below ground isolating valves shall be resilient seated key operated sluice valves.

Fire services must be designed by a suitably qualified hydraulic consultant and certified that the design and installation complies with the relevant Australian Standards. The plumber is responsible for labelling and securing all fire services as per the relevant Australian Standards.

The property owner is responsible for maintaining private fire services up to the boundary water meter.

Where the fire service lines to serve the development are greater in diameter than the water main diameter that the fire service line is connected to, then the water main shall be augmented to the same size or larger (as approved by us) at the developer's full cost. The extent of the augmentation shall be determined by Council.

Recycled Water Connections

Special conditions apply to recycled water connections which are specified in Council's *Dual Water Supply Plumbing* policy.

Only a 20mm recycled water service will be provided for residential connections.

Commercial/industrial requirements must be sized to suit demand upon application and the associated hydraulic designs. All costs of the installation will be provided as an estimate for the commercial/industrial property owner.

Connection Costs

Installation Costs

Costs for single 20mm water service connections that are made directly to the reticulation main or property connection and do not require under-boring are listed in Council's Fees and Charges. For all other water connections an estimate is provided upon application. The estimate is based on full cost recovery and is valid for 60 days.

Capital Contributions

Water and Wastewater head-works charges apply to any new connection(s) that result in an increase in demand or load on the network.

Access and Consumption Charges

Council has adopted a two-part water tariff structure for all properties comprising an access charge and a usage charge. Access charges are reflective of the customer's demand on the system in a full-cost recovery model. This demand is determined from the property's water meter size.

Residential properties are levied a standard wastewater access charge and are not subject to volume-based charges for wastewater. Non-residential properties are levied an access charge based on the property's water meter size and volumetric charge estimated from water consumption. The access charge and volumetric charge is reduced through consideration of the property's sewage discharge factor (SDF).

Dedicated fire service meters are not levied access charges.

Where a property has a water meter installed that is larger than required for normal use due to the provision of a fire service, the water and wastewater access charges will be based on the size of the meter required for normal usage, with the minimum meter size being 25mm. Normal usage shall be inclusive of fire hose reels unless the property owner can demonstrate the fire hose reels are restricted fire-fighting use only. Council requires a report from a suitably qualified hydraulic consultant to review and determine the required water service size. The hydraulic report must include a statement of compliance with AS3500.1, AS2419.1, Council's Water and Wastewater Connections policy, Council's Containment Backflow Prevention policy and any other relevant standards.

10.3

Water and Wastewater Connection Standards

Definitions

Automatic switching device - a device that detects when rainwater is low then switches to mains water. It typically uses either a float switch in the tank, or detects the tank water levels based on pump pressure.

Backflow prevention device – a device that ensures no unintended reversal of water flow in a pipeline can occur whereby water that has already passed beyond the water meter assembly into the property owner's pipeline returns to Council's water supply main

Boundary Water Meter - a device connected directly to Council's water reticulation main, inline to a premise's water supply, used to measure the total amount of water used.

Easement for services – a piece of land that is used by a private property to access utilities (e.g. water or electricity). A private property typically needs one of these when it has no street frontage.

Master meter – the first and main meter on a property where multiple tenancies share a common connection. This type of meter must have a sub meter. All water goes through the master meter before the sub meters.

Mixed use – any building that is a mix of residential and retail premises.

Multi-level building – a building that has 2 storeys or more, but is not a house, townhouse or terrace house.

Plumber - an individual with a Plumbing Contractor Licence issued by NSW Fair Trading

Private water service – a pipe that goes from the Council boundary water meter to the plumbing fixtures in a customer's property.

Reticulation mains - a network of small-diameter water mains used to carry water to individual properties from reservoirs and trunk mains.

Riser – the pipe that comes out of the ground to connect the meter to the private water service and Councils water main.

Rural connection – water supply connections that are not within the Council's reticulated water supply area.

Smart Meter Reading - the automated, remote collection of meter reads and the provision of detailed water consumption information to the Property owner

Strata complex – a type of property that is registered under a strata plan. A strata complex must have separate lots and common property .

Subtract (sub) meter – a water meter that is located after the master meter and measures water supplied to a connection that is downstream of the master meter. Water usage registered by the sub meter is deducted from the total water usage registered by the master meter to calculate the water usage charges for both the sub meter and the master meter. Also termed deduct meter.

Trunk mains - water mains used for transfer to reservoirs or reticulation networks.

10.3 Policy (Review) - Water and Wastewater Connections

Ballina Shire Council

Urban connection – water supply connections that are within the Council's reticulated water supply area.

Valve – a device that allows control of the flow of water.

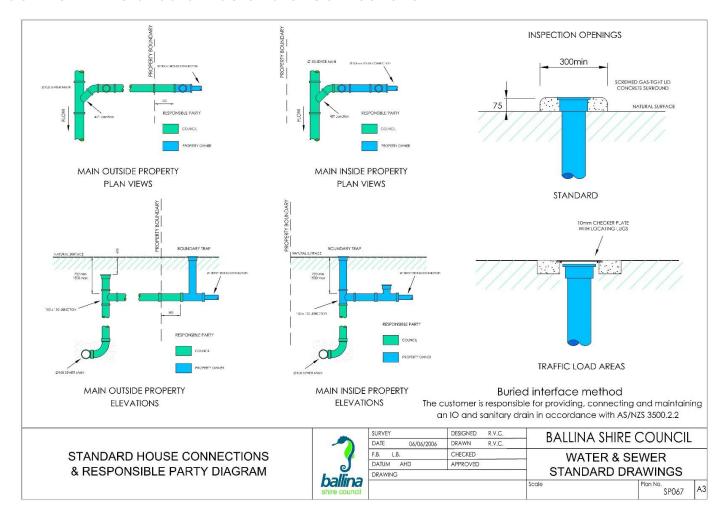
Water Connection - the connection of a property to Council's reticulation main.

Water meter – a device used to measure a customer's water use.

Water Service – the pipes, meters, valves and other devices or fittings connected to the reticulation main to provide a property with water.

Wastewater Connection - the connection of a property to Council's wastewater network.

Attachment 1 – Standard Wastewater Connections



Attachment 2 – Standard Water Meter Arrangements

All properties and units in a multi-unit development must be metered. A single meter for a dual occupancy development (including granny flats) is only acceptable if you do not wish to subdivide the lot or separately monitor the water use. The following diagrams show the accepted (standard) meter installation and associated water billing arrangements. These apply to residential and non-residential developments.

You must request approval from Council if you wish to install a non-standard meter arrangement. You must include the reason that a standard installation is not practical and a plan of the proposed installation with the *Water Service Application*.

Contact Council for advice and requirements for meter arrangements for other types of development including multi-level developments.

Meter access and ownership

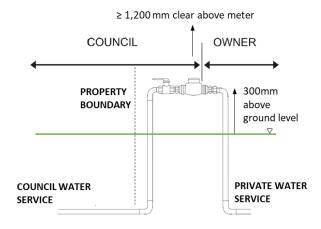


Figure 1: Meter access requirements and ownership

Single developments

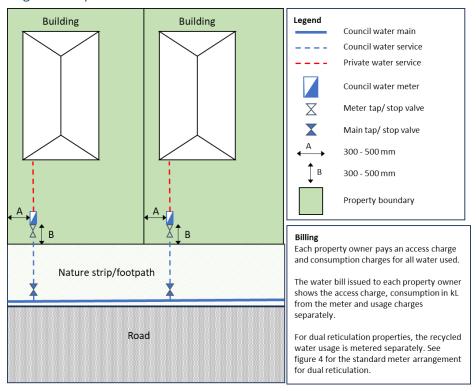


Figure 2: Standard meter arrangement - single development

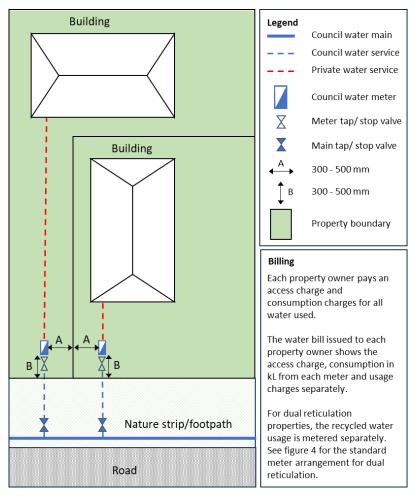
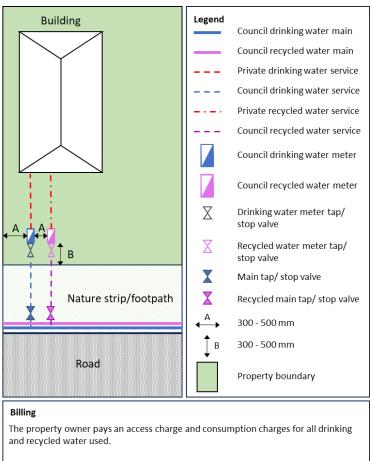


Figure 3: Standard meter arrangement - single development with battle-axe block

Dual reticulation



The water bill issued to the property owner shows the access charge, consumption in kL from each meter and usage charges separately.

Figure 4: Standard meter arrangement - dual reticulation

Dual occupancies

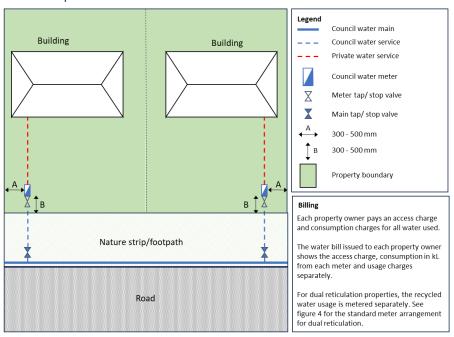


Figure 5: Standard meter arrangement - Dual occupancy with subdivision

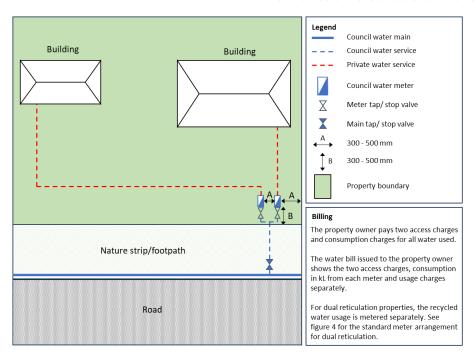


Figure 6: Standard meter arrangement - Dual occupancy with no subdivision or secondary dwelling (separately

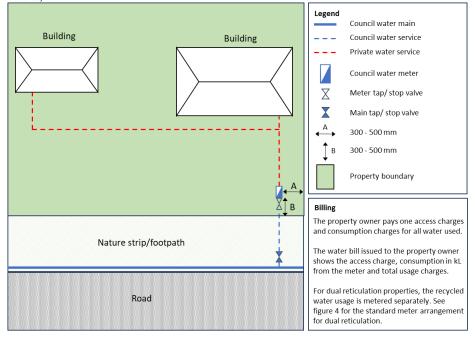


Figure 7: Alternative meter arrangement - Secondary dwelling with combined water use

Multi-unit developments

Separate metering for each unit is to be provided either adjacent to each unit or at the street boundary connected directly to the water main via a manifold connection. All properties with common (shared) water use will require a master meter in addition to the subtract meters for each unit.

A water main extension is required for more than 8 lots.

Each meter must be labelled as shown in Figure 8. The label or tag must be fixed to the pipework adjacent to the meter or attached to the meter and have the unit number and meter number displayed in permanent ink.



Figure 8: Label requirements for multiple meters

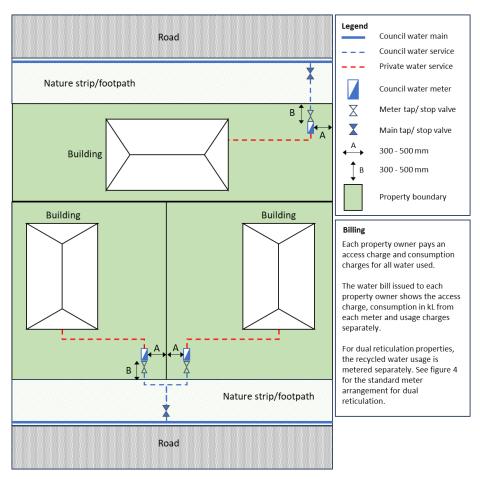


Figure 9: Standard meter arrangement: 3 lots with 2 street frontages (3 meters and 2 connections)

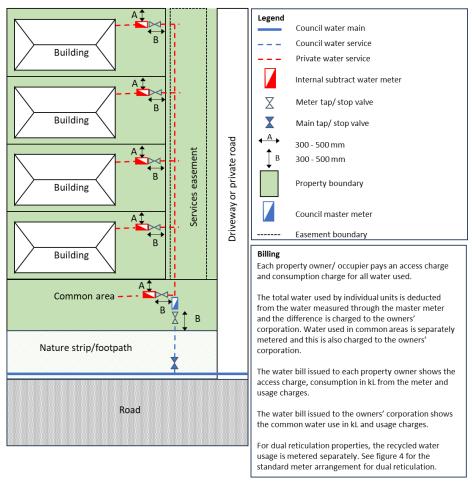


Figure 10 Standard meter arrangement - 3 or more lots with master meter and common area usage

Water and Wastewater Connection Standards Legend Council water main Council water service Building Private water service Internal subtract water meter Driveway or private road X Meter tap/ stop valve Services easement X Main tap/ stop valve Building 300 - 500 mm 300 - 500 mm Property boundary Building Council master meter Easement boundary Billing Each property owner/ occupier pays an access charge Building and consumption charge for all water used. **↑** B The total water used by individual units is deducted from the water measured through the master meter Nature strip/footpath and the difference is charged to the owners' The water bill issued to each property owner shows the access charge, consumption in kL from the meter and Road

The water bill issued to the owners' corporation shows the common water use in kL and usage charges. For dual reticulation properties, the recycled water usage is metered separately. See figure 4 for the standard meter arrangement for dual reticulation.

Figure 11 Standard meter arrangement - 3 or more lots with master meter and no common area usage

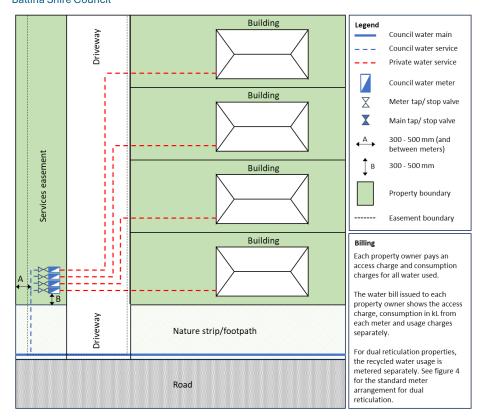


Figure 12 Alternate meter arrangement - 3 or more lots with no master meter or common area usage