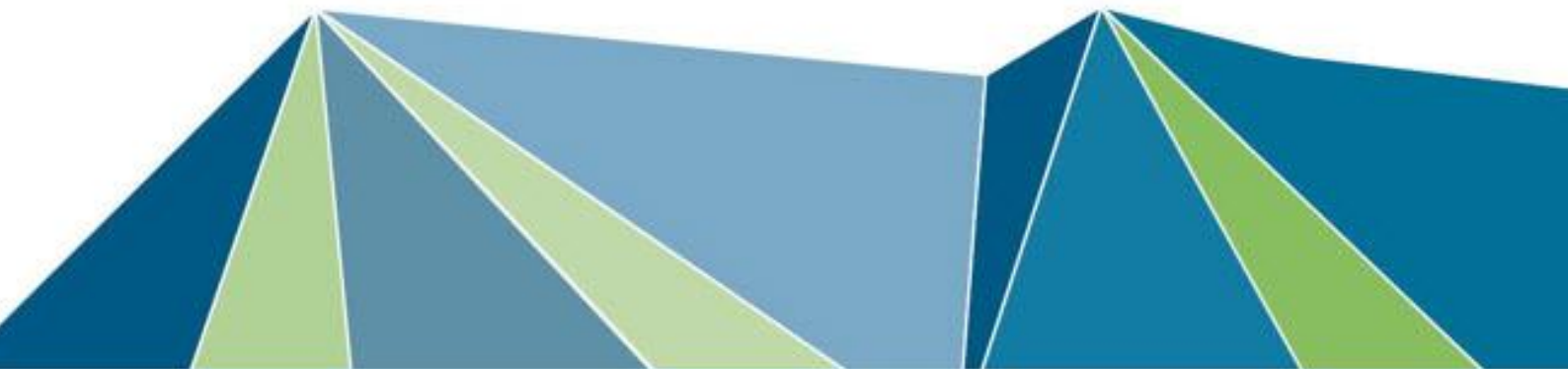


# Agenda

## *A Ward Committee Meeting* 12 May 2026

An A Ward Committee Meeting will be held in the Ballina Shire Council Chambers, 40 Cherry Street, Ballina on **12 May 2026 commencing at 4pm.**

1. Acknowledgment of Country
2. Attendance and Apologies (including updates/changes in membership)
3. Declarations of Interest
4. Presentations
5. Confirmation of Minutes – Tuesday, 10 March 2026
6. Business Arising from Minutes - Tuesday, 10 March 2026
7. Business With Notice
8. General Business
9. Business Without Notice
10. Council Documents on Exhibition
11. Next Meeting/Future Meeting Dates
12. Meeting Closure



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

## 1. Acknowledgment of Country

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

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

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

## 3. Declarations of Interest

## 4. Presentations

Cr Loone to advise the committee of the April Council resolution to change the Ward Committee Terms of Reference. A copy of the Ward Committee Terms of Reference is below. Changes are in red text and highlighted yellow.

Link to Code of Conduct is also provided as a refresher: [Code of Conduct Policy](#).

### Ward Committee – Terms of Reference

#### Purpose

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

#### Scope

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

#### Objectives

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

#### Membership

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

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

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

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

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

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

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

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

### **Chair**

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

### **Delegated Authority and Voting**

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

### **Review**

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

## **5. Confirmation of Minutes**

A copy of the Minutes of the An A Ward Committee Meeting held on Tuesday 10 March 2026 were distributed with the business paper.

### **RECOMMENDATION**

That Council confirms the Minutes of the An A Ward Committee Meeting held on Tuesday 10 March 2026.

**6.1 Business Arising from Minutes of 11 November 2025 and 10 March 2026 - West Ballina Residents Association (WBRA) - Riverbank Subsidence - Daydream Avenue, West Ballina**

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**6. Business Arising from Minutes**

**6.1 Business Arising from Minutes of 11 November 2025 and 10 March 2026 - West Ballina Residents Association (WBRA) - Riverbank Subsidence - Daydream Avenue, West Ballina**

On Behalf of West Ballina Residents Association (WBRA), Les Hume raised that residents and road users on Smith Drive, West Ballina are requesting Council to urgently provide embankment rock fill in the area of 81-83 Smith Drive, West Ballina due to the ongoing erosion of the embankment of Emigrant Creek that is about to consume the roadway itself. Trees have already fallen into the Creek and more are about to. Buses travel along the road to the hall further up the road.

At the meeting Caroline advised that updates will continue to be provided to the committee.

**Action:** Civil Services to provide an update at the 12 May 2026 meeting in relation to gaining Fisheries approval required to repair the revetment wall on Smith Drive, West Ballina.

Staff comment:

Update to be provided at the meeting.

**Attachment(s)**

Nil

## **7.1 Update on Cumbalum Circle Project**

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### **7. General Business**

#### **7.1 Update on Cumbalum Circle Project**

At Council's 23 April 2026 meeting a report on the Cumbalum Community Circle was included in the agenda.

Council resolved the following:

*That Council approves the allocation of \$20,000 in funding, in 2026/27, from the Community infrastructure Reserve, for the Cumbalum Circle Project, to allow detailed investigation and analysis of the Project, to provide greater clarity to Council on what can be delivered, potential funding sources and timeframes for delivery.*

Link is provided below to view business papers.

[Agendas and Minutes | Ballina Shire Council](#) (refer to item 8.8).

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

Nil

## **7.2 Vale to Marine Rescue Volunteers**

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### **7.2 Vale to Marine Rescue Volunteers**

Vale to Frank Petsch and Bill Ewen, our heroic Marine Rescue Volunteers who lost their lives during a rescue on 4 May 2026.

May they continue to be honoured and acknowledged for their bravery and contribution to the community.

The committee members observe one minute silence.

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

Nil

8.1 **Business Arising from Minutes of 12 May 2026 - NSW Police Force/Ballina Police Station/Richmond Police District - Parkland Enhancement suggestion between Fawcett Street and Richmond River**

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8. **Business With Notice**

8.1 **Business Arising from Minutes of 12 May 2026 - NSW Police Force/Ballina Police Station/Richmond Police District - Parkland Enhancement suggestion between Fawcett Street and Richmond River**

Doug Townsend submitted to following suggest to enhance the parkland area between Fawcett Street and Richmond River.



**Background**

Following a recent 'dog walk' my wife and I noted that the grass park in the area outlined above had been damaged by E-bike riders. We discussed how this area is a fantastic location but very underutilised at present and could be promoted with simple weekend opportunities for small local businesses for the benefit of many.

By allowing regulated mobile businesses on weekends such as coffee and food carts, the council could transform this thoroughfare into a small vibrant community weekend hub. This would also increase passive surveillance, deter anti-social behaviour (such as E-bike damage), and provide a new passive destination for locals and visitors.

Although The Wharf Restaurant is adjacent to this area, it has difficulty catering for the volume of pedestrian traffic with obvious restrictions i.e. dogs, cycles etc.

This foreshore area is currently a popular high-traffic corridor for pedestrians, dog walkers, and cyclists. However, it lacks a "sense of place" that has resulted in its underutilisation, property damage and missed economic opportunities. It's just a pleasant area to just stop, sit and enjoy the view.

**Proposed strategy**

Permit mobile food and beverage carts (with some temporary seating and portable cabanas) with no permanent infrastructure, preserving the natural aesthetics of the river front. This would be a bonus for dog walkers, fishers, cyclists, and families to stop and enjoy the scenery with a beverage and snack without the issues of securing cycles, fishing equipment and dogs. Vendors would have to be of a certain standard and meet with all council requirements.

## 8.1 Business Arising from Minutes of 12 May 2026 - NSW Police Force/Ballina Police Station/Richmond Police District - Parkland Enhancement suggestion between Fawcett Street and Richmond River

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### **Benefits**

For our local community it would create a social outdoor meeting point with some facilities for residents, dog walkers, fishers and cyclists and families with nearby public toilets.

The strategy would result in passive surveillance and security simply by the presence of increased foot traffic with cyclists and dogs. It would provide a great enhancement to an already attractive "river walk" experience for guests at nearby hotels, caravan parks etc.

I believe that the idea would be almost "cost neutral" to the Council and I'm sure it would benefit with modest income from permit fees in addition to the probable reduction of vandalism in the area. Also, the reduction of any criminal activity and antisocial behaviour due to simple numbers taking advantage of the area is a plus by itself. It would also promote the Richmond River as one of the Shire's centrepieces within the town's identity.

The area could also provide opportunities to be utilised time to time with community projects from service groups, State Government and Local Government displays e.g. Police, SES, Rotary etc. In addition to already set calendar events.

The proposal enhances public open spaces and supports small business by changing a "throughway" into a "destination" promoting this section of our riverfront for the benefit of all residents and visitors to enjoy.

### **Possible stages:**

1. Conduct a brief audit of vendors and suitable locations for vendors.
2. Contact local vendors to submit an expression of interest.
3. Have a 3-month trial inviting selected local vendors.
4. Promote with an advertising campaign.
5. Provide an avenue for community consultation and feedback.

### Staff Comment:

Mobile vending on public land is managed by Council through a Council policy which can be accessed at [Mobile Vending on Public Land](#).

The policy sets out the circumstances where mobile vendors and food trucks (and the like) can operate. There is presently only one fixed site where mobile vendors can trade, being Missingham Park.

There are various elements that have informed the content of the policy including the balancing of private use of public space, impacts on bricks and mortar premises, existing availability of services etc. Fawcett Park has not been considered to be a suitable location for mobile vending aside from short term food truck use within the road/car parking areas and event related activity.

The policy is reviewed every four years and is next due for review at the end of 2027. The review process includes opportunity for submissions to be made, with submissions received reported to the elected Council for consideration.

### **Attachment(s)**

Nil

**8.2 Business With Notice - Cumbalum Residents Association - Request for Dust Pollution Complaints Update - Hilltop Park Estate**

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**8.2 Business With Notice - Cumbalum Residents Association - Request for Dust Pollution Complaints Update - Hilltop Park Estate**

The Cumbalum Residents Association (CRA) would like to request an update on resident complaints about dust pollution in relation to Hilltop Park Estate. Has council staff made on-sight investigations based upon the special meeting organised with Council staff on 8 April regarding the Hilltop Park Estate dust pollution issues. If so, what dates were investigations made and what were the results of the investigations.

Staff Comment:

Staff are currently reviewing the matters raised. This has included a site inspection and discussion with Intrapac. A response will be provided to the residents who attended the meeting with Council officers on 8 April 2026 once the review has been completed.

**Attachment(s)**

Nil

**8.3 Business With Notice - Cumbalum Residents Association - Update on Legal Proceedings re proposed Ballina Heights Shopping Precinct**

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**8.3 Business With Notice - Cumbalum Residents Association - Update on Legal Proceedings re proposed Ballina Heights Shopping Precinct**

The Cumbalum Residents Association (CRA) would like to request an update on the legal proceedings with the Ballina Parish in reference to the Council contribution fees of the proposed shopping precinct.

Staff Comment:

Kate Singleton Pty Ltd & S J Connelly CPP Pty Ltd have raised a Class 1 Land and Environment Court appeal on behalf of the development proponent in relation to DA 2023/270. The appeal relates to the contributions levied under the Ballina Shire Roads Contribution Plan.

The appeal is at the early stages of the process. It is anticipated that the court's timeframes for the process will become clearer towards the end of May.

**Attachment(s)**

Nil

**8.4 Business With Notice - St Vincent de Paul - Council Liaising with Community and Planning for Reconciliation Week**

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**8.4 Business With Notice - St Vincent de Paul - Council Liaising with Community and Planning for Reconciliation Week**

Janet Chester would like to know if Council are liaising with the local Community and planning anything for Reconciliation Week 27 May-3 June.

Staff Comment:

Council has commenced liaison with Aboriginal groups with respect to recognition and promotion of reconciliation week.

**Attachment(s)**

Nil

**8.5 Business With Notice - St Vincent de Paul - Council Developing ideas to Combat Racism in the Local Community**

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**8.5 Business With Notice - St Vincent de Paul - Council Developing ideas to Combat Racism in the Local Community**

Janet Chester raised if Council would consider developing ideas to combat racism to the local Community, such as:

- Asking the Community what they would like to see happen
- Create information, tools and resources for general use by organisations
- Motivate and support the public to act against racism.

Staff Comment:

This is something that Council may consider within the context of a Reconciliation Action Plan (RAP). The preparation of a RAP however is not currently identified within Council's Delivery Program and Operation Plan.

The short term focus of Council has remained the completion of partnership agreements. Council is currently working through finalisation of a partnership agreement with the Burabi Aboriginal Corporation. Once this is complete it is intended that further consideration will be given to the potential for preparation of a RAP.

**Attachment(s)**

Nil

**8.6 Business With Notice - St Vincent de Paul - Establishing a Memorial Garden recognising First Wars**

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**8.6 Business With Notice - St Vincent de Paul - Establishing a Memorial Garden recognising First Wars**

Janet Chester submitted the following item.

To contribute to truth telling, would Council liaise with the local Community regarding interest in establishing a Memorial Garden, recognising the First Wars. For example this could be like the Japanese Memorial Garden in Cowra.

This could be a tourist attraction and provide employment for Local Community.

Staff Comment:

There are currently no plans or allocated funding for the construction of a garden of this type.

**Attachment(s)**

Nil

**8.7 Business With Notice - St Vincent de Paul - Update on Homelessness Forums**

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**8.7 Business With Notice - St Vincent de Paul - Update on Homelessness Forums**

Janet Chester would like to know if there is an update on homelessness forums.

Staff Comment:

Council's Rangers have continued to work proactively with State agency service providers, local community organisations and homeless persons. This has included ongoing engagement in relation to assertive outreach.

**Attachment(s)**

Nil

**8.8 Business With Notice - Ballina Croquet Club - Misinformation and Misrepresentations made in Council Meetings**

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**8.8 Business With Notice - Ballina Croquet Club - Misinformation and Misrepresentations made in Council Meetings**

Richard Hughes submitted the following item.

What is the process to enable ratepayers to correct misinformation that is presented in Council meetings either as part of a Deputation (i.e. made by a member for the public) or by Councillors during debates?

Staff Comment:

Council meetings are livestreamed and recorded and there is no opportunity for community members to interrupt a formal ordinary meeting. Should anyone wish to clarify a matter following a meeting, they can email all councillors. Councillors can be contacted by email or phone either individually (details on Council's website) or by using this email address [councillors@ballina.nsw.gov.au](mailto:councillors@ballina.nsw.gov.au).

At the commencement of each meeting/public forum there is a Mayor's preamble includes:

- *All speakers should refrain from making any defamatory comments or releasing any personal information about another individual without their consent.*
- *Council accepts no liability for any damage that may result from defamatory comments made by persons attending forums. All liability will rest with the individual who made the comments.*

**Attachment(s)**

Nil

**8.9 Business With Notice - Ballina Cancer Advocacy Network (BCAN) - Pedestrian Road Safety**

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**8.9 Business With Notice - Ballina Cancer Advocacy Network (BCAN) – Pedestrian Road Safety**

Maureen Fletcher submitted the following item.

Safety is important for crossing our roads, either on foot or on a motorised vehicle. Crowley and St Andrews Retirement villages are located at the end of Cherry Street Ballina. There is no safe way for those who rely upon Motorised Mobility Scooters to safely cross Bangalow Road to go to Ballina Central or Ballina Fair Shopping Centres. By car, I drive down Cherry Street, turn into Skinners Street, then turn right into Bangalow Road.

For those with scooters, it is not possible.

Pedestrian crossing at Fox Street/Bangalow Rd Ballina

Unsuitable to cross the road there – it goes onto the grass. Grass is not safe to drive along if it is wet or if it has not been cut. There is no pathway to Fox Lane and Moon St on that side of the road.

Unmarked Pedestrian crossing – near the Roundabout, opposite the Kentwell Community Centre

The opening is very close to the roundabout where cars are driving fast. The opening is not spacious. A typical scooter is 1400 cm long and 700 cm wide.

I request Council introduce safe ways for Scooters to better navigate the streets of Ballina.

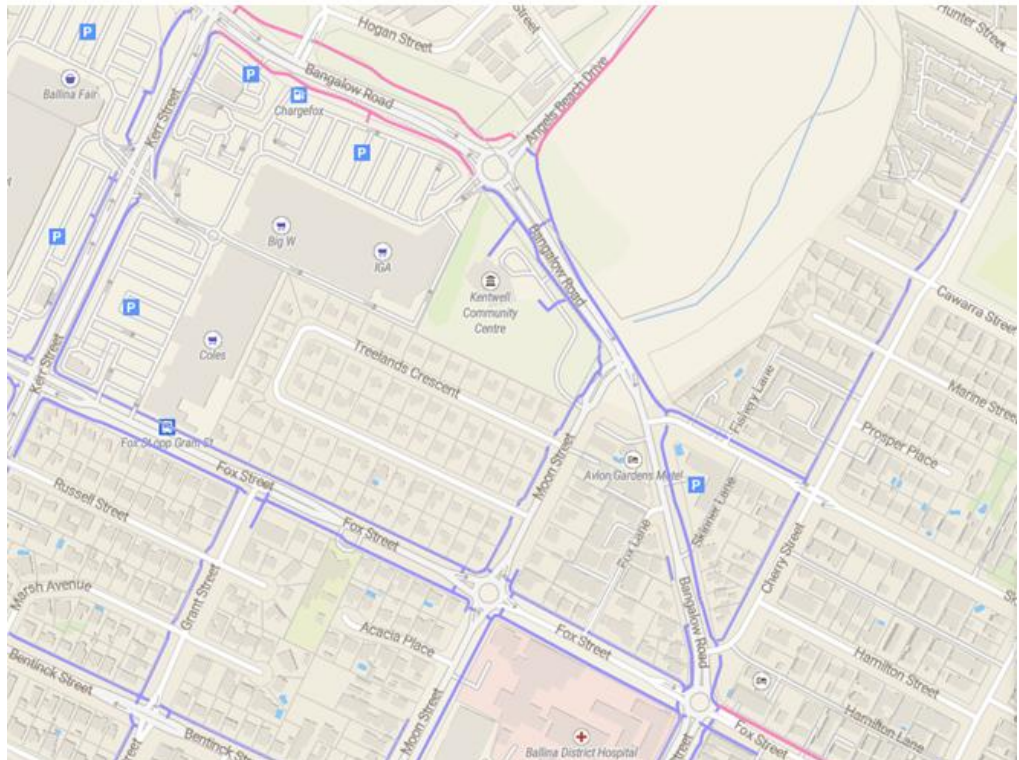
Staff Comment:

The most direct route for mobility scooters from Crowley / St Andrews to Shopping Centres is to travel along the existing footpath on Cherry Street, along Skinner Street and onto Bangalow Rd (footpath network shown in purple on map overpage).

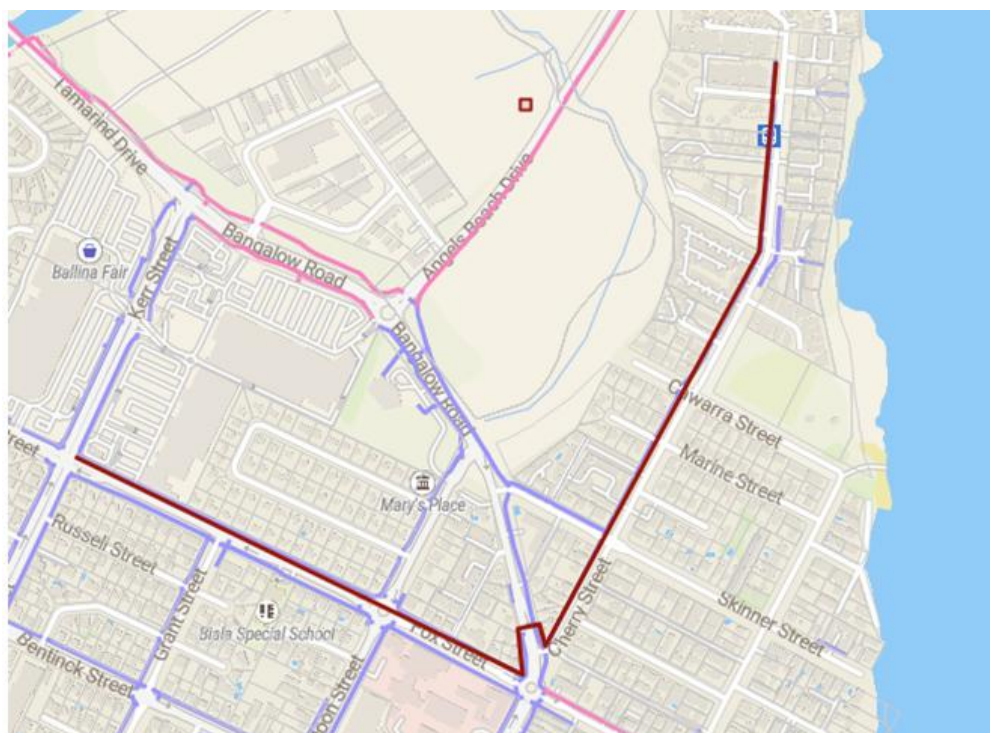
The pedestrian refuge on Bangalow Road (opposite the Kentwell Centre) was implemented under the Pedestrian Access and Mobility Plan in 2019/20. The project involved relocating the old pedestrian refuge further away from the roundabout, building a new concrete median and increasing the width of the refuge area to better accommodate wheelchairs and bikes.

The pedestrian refuge is approximately 2.5 metres long and two metres wide. The refuge was built to maximum width available in the dual lane road environment and allows people to cross the road in two parts to improve safety.

## 8.9 Business With Notice - Ballina Cancer Advocacy Network (BCAN) - Pedestrian Road Safety



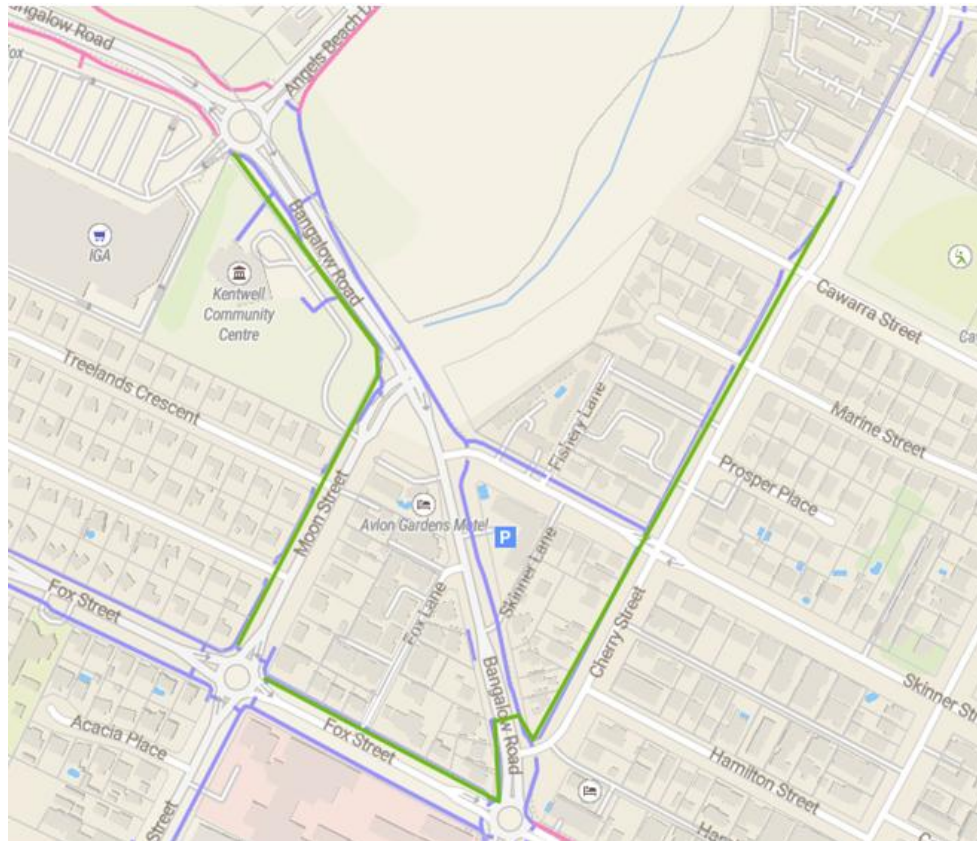
An alternate route is to travel along Cherry Street, turn right into Bangalow Road, cross to the western side at the pedestrian crossing, and then travel down Fox Street to Kerr Street (Ballina Central/Ballina Fair). This route is shown in a dark red colour below.



## 8.9 Business With Notice - Ballina Cancer Advocacy Network (BCAN) - Pedestrian Road Safety

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A further alternative route to Ballina Central is to travel along Fox Street to Moon Street, turn right onto Moon Street and follow the footpath to Bangalow Road (shown in green below).



It is not possible to construct a path along Bangalow Road to Fox Street (western side of Bangalow Road) due to the narrow width of the verge and several electricity poles.

Council will shortly be reviewing the Pedestrian Access and Mobility Plan and Bike Plan to identify opportunities to improve key infrastructure and routes.

### Attachment(s)

Nil

**8.10 Business With Notice - Ballina VIEW Club - Pedestrian Danger at Intersection of Footpath on Grant Street and Winton Lane**

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**8.10 Business With Notice - Ballina VIEW Club - Pedestrian Danger at Intersection of Footpath on Grant Street and Winton Lane**

The intersection of Winton Lane Ballina and the footpath on Grant Street Ballina is a blind intersection for both pedestrians heading north on Grant Street and vehicles coming out of Winton Lane. The line of sight is blocked by the Heritage Motel, but the only indication for drivers is an inadequate Give Way sign. I have had two near collisions recently with cars suddenly emerging from Winton Lane where drivers were unable to see me until they were almost upon me. A collision would be unavoidable if I was a child on a bicycle or an older person on a motorised scooter.

Below are photos of the intersection. Request Council considers a Give Way sign be replaced with a Stop Sign, and perhaps also 'Caution - Pedestrians' sign.



**8.10 Business With Notice - Ballina VIEW Club - Pedestrian Danger at Intersection of Footpath on Grant Street and Winton Lane**

---



**Staff Comment:**

A review of sight lines has been conducted for Winton Lane (intersecting with Grant Street). It has been determined that to meet the Australian Standard (AS1742.2.2022) the existing 'Give Way' sign at the end of Winton Lane be replaced with a 'Stop' sign.

An additional sign 'Caution Pedestrians' is not considered necessary as the Australian and NSW Road Rules apply and require vehicles to stop and give way to pedestrians crossing.

**Attachment(s)**

Nil

**8.11 Business With Notice - Dementia Inclusive Ballina - NSW Coastal Dredging Strategy including Richmond River Update**

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**8.11 Business With Notice - Dementia Inclusive Ballina - NSW Coastal Dredging Strategy including Richmond River Update**

Meg Pickup raised that at the November A Ward Committee meeting she asked why the Richmond River was not part of the NSW Coastal Dredging Strategy. Is the Richmond River now part of the NSW Coastal Dredging Strategy? If so, when will dredging commence? If not, what is the delay?

Staff Comment:

Dredging is managed by Transport for NSW. Below is the website link which explains their strategy and projects that are currently being dredged.

[Dredging Projects | Transport for NSW](#)

For further information about this project contact Transport for NSW contact details are provided below.

Phone:1800 271 100

Email: [dredging@transport.nsw.gov.au](mailto:dredging@transport.nsw.gov.au)

**Attachment(s)**

Nil

## **8.12 Business With Notice - Ballina Environment Society - Climate Change**

### **8.12 Business With Notice - Ballina Environment Society - Climate Change**

Ballina Environment Society (BES) submitted the follow item and questions.

BES appreciates the attention given by Ballina Shire Council in developing a Climate Change Policy illustrating the enormity of applying numerous short term, medium term and long term strategies required to achieve Net Zero Emissions' targets by 2030 and 2050.

1. Will Council maintain its Net Zero Emissions target (2015 Paris Agreement) and ignore the abandonment of Net Zero policies by the National, Liberal and One Nation political parties?

Staff Comment:

Yes. Ballina Shire Council has recently reconfirmed its commitment to achieving net zero emissions by 2030 for Council operations. The Climate Change Policy was recently placed on public exhibition for community comment and will be reported back to Council for consideration at its May 2026 Council meeting.

Council's emissions targets and associated implementation measures are determined through its own policy and governance processes and are reviewed periodically to ensure they remain achievable, evidence-based and aligned with Council's strategic objectives.

2. The post-periods of the six major Oil Shocks between 1956 to 2022 saw economies returning to a reliance on petrol, gas and diesel for transport. Since 2020 the enormous advances in renewable energy technology (especially PV Solar and batteries) and the lessons learned from the current Middle Eastern conflicts has given Ballina and the world an opportunity to divert from fossil fuel reliance for energy provision.

Questions arising from Ballina Shire Council Climate Policy strategies in relation to electrification are:

- a) Will conversion to an EV Fleet of vehicles reduce costs of operation and maintenance and have a positive effect on Council finances?

Staff Comment:

Council has an adopted Corporate Emissions Reduction Plan (CERP) that outlines a clear, staged pathway to reach this target. The plan focuses on reducing emissions from Council operations through energy efficiency, renewable energy, fleet transition, and improved operational practices.

The CERP includes an action to develop an Electric Vehicle (EV) Transition Strategy. This work will assess whole-of-life costs, operational suitability, charging infrastructure requirements and financial costs.

Evidence from local government trials and industry data indicates that EVs generally offer lower running costs, reduced maintenance requirements due to fewer moving parts, greater cost certainty when paired with renewable electricity. However, Council acknowledges that not all fleet uses are currently commercially feasible or available. A staged transition will be pursued to ensure operational efficiency and financial viability.

## **8.12 Business With Notice - Ballina Environment Society - Climate Change**

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b) Is Council entering into any Power Purchasing Agreements?

Staff Comment:

Yes. As part of implementing its emissions reduction actions, Council has entered into a Power Purchase Agreement that supplies 100% renewable electricity for large Council sites and 50% renewable electricity for smaller sites. This arrangement significantly reduces emissions from Council's electricity use and provides long-term price stability.

c) Is Council considering Virtual Power Plant joint ventures?

Staff Comment:

Council is aware of the growing role of Virtual Power Plants (VPP) in supporting energy resilience, peak demand management and increased use of distributed renewable energy. While Council does not currently operate a VPP, this concept may be explored in the future as part of broader renewable energy, battery storage and electrification planning, subject to feasibility, regulatory settings and resource considerations.

In addition, Council is an active member of the Joint Organisation Net-Zero Accelerator (JONZA) program of Northern NSW Councils, which enables regional collaboration on renewable energy initiatives, emissions reduction strategies and emerging technologies, including opportunities that may not be viable for councils acting independently.

**Attachment(s)**

Nil

**8.13 Business With Notice - Heritage Advisory Ballina - Consideration for Nomination of a Ballina Shire Council Heritage Contact**

---

**8.13 Business With Notice - Heritage Advisory Ballina - Consideration for Nomination of a Ballina Shire Council Heritage Contact**

Ann Mulder submitted the following letter/item to be included in the agenda.



26 April 2026

Janelle Snellgrove  
Executive Support Officer  
Ballina Shire Council  
40 Cherry Street  
**BALLINA N S W 2478**  
[janelle.snellgrove@ballina.nsw.gov.au](mailto:janelle.snellgrove@ballina.nsw.gov.au)

Dear Janelle

**Item for A Ward Meeting on 12 May 2026 please:**  
***Consideration for nomination of a Ballina Shire Council heritage contact***

**Heritage Advisory Ballina (HAB)**, representing the seven historical societies across Ballina Shire, respectfully request the opportunity to work more closely with **Ballina Shire Council (BSC)** on heritage matters.

To support this, HAB suggests that Council consider nominating or appointing a heritage contact from within its existing staff. Establishing a consistent point of contact would help streamline communication and strengthen collaboration on heritage-related enquiries within the Shire.

We appreciate Council's current financial constraints and are not proposing the creation of a new position. Rather, we envisage a staff member with an interest in heritage who could, as part of their existing role, assist in facilitating a two-way flow of communication between HAB and BSC from time to time.

We believe this approach would be mutually beneficial and enhance the sharing of local knowledge and resources.

Please find attached a document providing further detail on the role of HAB and the purpose of this request.

Kind regards  
Ann

**Dr Ann Mulder**  
Secretary  
Heritage Advisory Ballina  
[heritageadvisoryballina@gmail.com](mailto:heritageadvisoryballina@gmail.com)

## 8.13 Business With Notice - Heritage Advisory Ballina - Consideration for Nomination of a Ballina Shire Council Heritage Contact

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### Item for A Ward Meeting on 12 May 2026 please Consideration for nomination of a Ballina Shire Council heritage contact

Heritage Advisory Ballina (HAB), which represents the seven historical societies in Ballina Shire, respectfully requests that Ballina Shire Council (BSC) nominates or appoints a heritage contact from within existing Council staff. At present, various individuals and roles have a hand in matters heritage related so the process lacks consistency and continuity. It is not suggested the heritage contact would be all knowing on every aspect of heritage, but will be the initial point of contact, with an ability to provide liaison and advice in the first instance to HAB and relevant Council staff.

We are conscious of Council's financial position, therefore our proposal is that the nomination or appointment may be an individual or unit already in existence within Council, rather than a unique, newly created, additional position.

Broadly, the purpose of HAB is to identify, investigate, collect, index, retain and preserve local settler historical objects, images and documents, and provide relevant advice. As HAB nears our second year of operation, we have achieved a number of priorities to ensure operational integrity, and input from all societies at strategic as well as practical level. It was pleasing to note at CC2.3 of the Community Strategic Plan 2025 to 2035, reference to supporting and promoting colonial/settler history and living cultures, with built and natural heritage being a valued part of our community identity.

We have discussed significant projects which will align with CC2.3 - such as re-assessment of the existing BSC Draft Heritage Study 2008; detailing holdings of each society and Richmond Tweed Regional Library - Ballina (which retains a comprehensive and unique collection of documents and photographs); and development of a Shire wide Heritage Strategic Plan. Commencing and bringing these projects to fruition for the benefit of residents and visitors to Ballina Shire and enabling us to provide a legitimate advisory role to Council, requires a level of co-ordination and response from within Council staff.

A 2024 analysis of Councils throughout NSW reveals that some 64 of 128 (50%) have at least one dedicated heritage officer or adviser available over a range of time frames (ie from one day a month, to full time).

There can be no doubt that Ballina Shire incorporates a range of sites, photographs and documents which are readily identifiable as important to cultural and heritage values and provide commercial, educational and aesthetic opportunities to residents, visitors, Council, schools and businesses.

HAB looks forward to an opportunity in the near future to discuss with a Council representative at Senior Management level, points above.

26 April 2026

### Staff Comment:

Council does not have a nominated heritage officer position.

Where heritage matters relate to a specific development application, enquiries are best directed to Council's Development Services Section.

Other heritage matters and enquiries are managed through Council's Strategic Planning Section. Council though has very limited resources for application to heritage matters outside formal planning processes (e.g. DAs and LEP amendments).

### **Attachment(s)**

Nil

**8.14 Business With Notice - The Ballina Peninsula Residents Association - Ferry Breakdown Communication**

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**8.14 Business With Notice – The Ballina Peninsula Residents Association – Ferry Breakdown Communication**

Ros Felsch was recently caught on the ferry during a breakdown and had to reverse the caravan back up the road. They missed the Council's Facebook post advising the public of the unplanned breakdown.

Ros requested Council consider more efficient ways to notify the community when there is a breakdown as well as the current method being via Facebook or live traffic. Could Council investigate a SMS message.

Could Council workers that deliver the signs to say road closed put the signage on the corner of South Ballina Beach intersection rather than after trucks and vehicles already have passed this intersection causing them to have to reverse.

Signage at Wardell turn off, Empires Vale Road intersection and Keith Hall Lane intersection that advises traffic as soon as a ferry breakdown occurs would also be beneficial. This would allay some fuel use and building frustration from our community who perceive the ferry has had more then usual breakdowns since the installation of the gates and breaking mechanism.

Staff Comment:

An update will be provided at the meeting.

**Attachment(s)**

Nil

**8.15 Business With Notice - The Ballina Peninsula Residents Association - Ferry Matters**

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**8.15 Business With Notice - The Ballina Peninsula Residents Association – Ferry Matters**

Kevin Loughrey submitted the following matters in relation to Ballina Ferry:

1. A sign at the corner of Keith Hall Lane and River Drive that can be swung out to indicate that the ferry is not operating. We have made an ugly makeshift sign which we attach to a steel sign post using bungee straps. This sign saves motorists driving to the ferry a great deal of inconvenience, particularly because there is no room for a car or, worse still, a truck to turn around once it reaches the ferry point. I have ideas for the design of this sign that I would be happy to share with the administration.
2. Fairleads for the ferry cables. I have submitted designs that would most like mean the cable-life would be significantly extended. I am keen to know the cost, annually, of cable replacement, including cable and labour.
3. Safety alarm for Ferry Masters. The ferry masters work alone. Should one of them suffer a health episode, accident or be assaulted, they presently do not have an easy way of summoning help, especially if, as a consequence of their misfortune they are incapacitated. They need something akin to what aged people wear in retirement villages.
4. Geo-locator on the Ferry. The Ferry is already equipped with a geo-locator. I have suggested this should be connected to a webpage that users of the ferry could access so that they could plan their trip to the ferry. This would save user's time, allow them to plan their trips, timewise, more accurately and most likely reduce the operating cost of the ferry.
5. Annual Maintenance. I have suggested that the ferry should receive its annual maintenance on the river bank rather than being tugged to a ship yard. This would save time and money.
6. Removal of Gates. The ferry had installed a set of gates at each end during the last annual maintenance. These are slowing up embarkation and disembarkation. The same result could have been achieved by simply allowing the ramps to be raised to a greater angle, thereby preventing any car or truck from exiting the ferry before it had docked and the cable brakes were applied. Removal of the gates would remove another point of potential failure and the necessity to have the "speed bumps" which presently cover and protect the hydraulic lines from damage.
7. CCTV solar powered cameras on the roads leading to the ferry. This would allow the ferry masters to hold the ferry for persons coming to the ferry and would result in better utilisation of the ferry thereby reducing its cost of operation.

**Staff Comment:**

An update will be provided at the meeting.

**Attachment(s)**

Nil

## **8.16 Business With Notice - Ballina Croquet Club - Council Correspondence Procedures**

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### **8.16 Business With Notice - Ballina Croquet Club - Council Correspondence Procedures**

Richard Hughes submitted the following item.

Are there policies and protocols that Council staff and Councillors are meant to follow for submissions and correspondence sent to staff and/or councillors by ratepayers?

- (i) Period within which correspondence should be acknowledged

Staff comment:

Council staff are guided by Council's Customer Service Charter which states correspondence will be acknowledged in 3 working days. Council's Customer Service Charter can be viewed at [customer-service-charter-march-2021.pdf](http://customer-service-charter-march-2021.pdf)

- (ii) Period in which correspondence should be answered

Staff comment:

Council staff are guided by Council's Customer Service Charter which states correspondence will be responded to in 15 working days. Council's Customer Service Charter can be viewed at [customer-service-charter-march-2021.pdf](http://customer-service-charter-march-2021.pdf)

- (iii) Under what circumstances can staff or councillors forward the correspondence to 3<sup>rd</sup> parties - i.e. a person or agency outside the Council?

Staff comment:

Correspondence sent to Council is governed by the Government Information Public Access Act 2009 (GIPA Act), the Privacy and Personal Information Protection Act 1998 (PIIP Act) as well as Council's Code of Conduct and becomes a Council record. Unless the correspondence is requested to be confidential or where there may be an overriding public interest against disclosure of information, the information can generally be provided either informally or formally.

- (a) If correspondence is forwarded, how is it decided to do this?

Staff comment:

Council records are governed by the Government Information Public Access Act 2009 and the Privacy and Personal Information Protection Act 1998 as well as Council's Code of Conduct. Unless the correspondence is requested to be confidential or where there may be an overriding public interest against disclosure of information, the information can be provided.

- (b) If so, how are the privacy and interests of the ratepayer/correspondent protected?

Staff comment:

Council is governed by the Government Information Public Access Act 2009 and the Privacy and Personal Information Protection Act 1998 and Council's Privacy Management Plan.

## 8.16 Business With Notice - Ballina Croquet Club - Council Correspondence Procedures

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If correspondence is sent on behalf of a community group, generally the community group doesn't have personal information, in which case it is a Council record and considered open access under GIPA Act.

- (iv) If ratepayers are dissatisfied with how their correspondence is handled what processes are available to the ratepayer to have their concerns addressed

Staff comment:

A written complaint can be submitted to Council. Council's Complaints Management Policy can be viewed at [Complaints Management Policy](#). This policy outlines processes for escalation and review, including referral to external agencies.

**Attachment(s)**

Nil

9. Business Without Notice

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**9. Business Without Notice**

Nil Items

## 10.1 Council Documents on Exhibition

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### 10. Council Documents on Exhibition

#### 10.1 Council Documents on Exhibition

##### Documents on Exhibition

Documents on public exhibition and Council Notices can be found on our website, a summary is provided below with more information at the following link: [Your Say Ballina](#)

Integrated Planning and Reporting (IP&R) Documents 2026/27 - Submissions close 1 June 2026:

- Draft Delivery Program and Operational Plan 2026/27 – 2029/30
- Draft Long Term Financial Plan 2026/27 – 2035/36
- Draft Fees and Charges 2026/27
- Draft Workforce Management Strategy 2026/27 – 2029/30

IP&R documents can be found at the following link: [Draft plans shaping Ballina Shire now on exhibition | Ballina Shire Council](#)

Community Donations:

- Call for Community Donations for Community Groups – 2026/27 – submissions close 31 May ([Community Donations | Ballina Shire Council](#))

Action Plan:

- [Disability Inclusion Action Plan](#) (review) – submissions close 29 May

Major Projects (not on exhibition):

- Alstonville Cultural Centre Upgrade ([Alstonville Cultural Centre Upgrade](#))
- Bridge Duplications ([Bridge Duplications - Fishery Creek Bridge at West Ballina and Canal Bridge at North Ballina](#))
- Wardell Town Centre Master Plan - Implementation of Stage 2 - Connecting to the River
- River and Martin Street Intersection, Ballina - Roundabout Reconstruction and Improved Paving
- Ross Lane Flood Resilience ([Ross Lane, Flood Resilience](#))

##### Attachment(s)

Nil

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

Next meeting is scheduled for Tuesday 14 July 2026 at 4pm

Tuesday 8 September 2026 at 4pm

Tuesday 10 November 2026 at 4pm

**12. Meeting Closure**