

**MINUTES OF THE FINANCE AND FACILITIES COMMITTEE MEETING`  
OF THE BALLINA SHIRE COUNCIL  
HELD IN THE BALLINA SHIRE COUNCIL CHAMBERS  
40 CHERRY STREET, BALLINA,  
ON 8/04/25 AT 4:00 PM**

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**Attendance**

Crs Sharon Cadwallader (Mayor - in the chair), Michelle Bailey, Simon Kinny, Damian Loone, Therese Crollick, Simon Chate, Eva Ramsey, Kiri Dicker and Phil Meehan.

Paul Hickey (General Manager), John Truman (Director - Civil Services Division), Matthew Wood (Director - Planning and Environmental Health Division), Caroline Klose (Director - Corporate and Community Division) and Nikki Glassop (Executive Assistant - General Manager and Mayor) were in attendance.

There were four people in the gallery at this time.

**1. Acknowledgement of Country**

In opening the meeting the Mayor provided an Acknowledgement of Country.

**2. Apologies**

An apology was received from Cr Erin Karsten.

**RECOMMENDATION**

(Cr Eva Ramsey/Cr Simon Chate)

That such apology be accepted and leave of absence granted.

FOR VOTE - All Councillors voted unanimously.

**3. Declarations of Interest**

- **Cr Michelle Bailey** – declared an interest in Item 5.2 – Rating Structure 2025/26 (Nature of Interest: significant, non-pecuniary). Cr Bailey is President of Business Lennox Head. Cr Bailey will leave the meeting while the Item is discussed.
- **Cr Simon Chate** – declared an interest in Item 5.5 – Community Infrastructure – Recurrent Capital Works (Nature of Interest: non-significant, non-pecuniary). Cr Chate's residential address is in close proximity to works listed in this report. Cr Chate will remain in the meeting while the Item is discussed.

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**4. Deputations**

Nil

**5. Committee Reports**

**5.1 North East Weight of Loads Group (NEWLOG)**

**RECOMMENDATION**

(Cr Eva Ramsey/Cr Damian Loone)

That Council endorses the draft NEWLOG budget for 2025/26 and Long-Term Financial Plan, as per Attachment 1 to this report.

FOR VOTE - All Councillors voted unanimously.  
ABSENT. DID NOT VOTE - Cr Erin Karsten

Cr Michelle Bailey left the meeting at 04:07 pm.

**5.2 Rating Structure - 2025/26**

**RECOMMENDATION**

(Cr Phil Meehan/Cr Damian Loone)

1. That for the draft 2025/26 Operational Plan, Council approves the application of a base rating structure, which applies the following principles:
  - a) Marginally less than 50% of the rate income for the residential category of properties being generated from the base amount
  - b) Business, farmland and mining categories to have the same base amount as the residential base amount
  - c) A total of 18.65% income from the rate yield to be sourced from the business category properties
  - d) Farmland rate in the dollar is approximately 88% of the residential rate in the dollar
  - e) The mining category rate in the dollar to be set as the same rate as the business category (currently no mining category properties in the shire).
2. That Council notes the indicative figures for this rating structure for the 2025/26 rating year, are as per Tables 1 and 2 of this report, based on the 3.8% IPART approved rate peg.

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FOR VOTE - Cr Sharon Cadwallader, Cr Simon Kinny, Cr Damian Loone, Cr Eva Ramsey and Cr Phil Meehan

AGAINST VOTE - Cr Therese Crollick, Cr Simon Chate and Cr Kiri Dicker

ABSENT. DID NOT VOTE - Cr Michelle Bailey and Cr Erin Karsten

Cr Michelle Bailey returned to the meeting at 04:15 pm.

**5.3 Fees and Charges - 2025/26**

**RECOMMENDATION**

(Cr Phil Meehan/Cr Eva Ramsey)

That Council approves the exhibition of the draft Fees and Charges for 2025/26, as per Attachment 1 to this report, subject to any further recommendations.

FOR VOTE - All Councillors voted unanimously.

ABSENT. DID NOT VOTE - Cr Erin Karsten

**RECOMMENDATION**

(Cr Simon Chate/Cr Therese Crollick)

That Council add to the draft Fees and Charges for 2025/26

- a single visit family pass for access to Ballina Shire pools at a price of \$21 (including 2 adults and 2 children) plus \$4.70 for each additional child.
- a single visit single parent family pass for access to Ballina Shire pools at a price of \$15 (including 1 adult and 2 children) plus \$4.70 for each additional child.

FOR VOTE - All Councillors voted unanimously.

ABSENT. DID NOT VOTE - Cr Erin Karsten

A **Motion** was moved by Cr Kiri Dicker and seconded by Cr Therese Crollick

That Council phase in the increased Commercial Use of Footpath fees over a four year period.

An **Amendment** was moved by Cr Phil Meehan and seconded by Cr Kiri Dicker

That the Commercial Use of Footpath fees are put on exhibition, as per the draft Fees and Charges for 2025/26, with the exception of Lennox Head which are to be set at \$150.

The **Amendment** was **CARRIED**

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FOR VOTE - All Councillors voted unanimously.  
ABSENT. DID NOT VOTE - Cr Erin Karsten

The **Amendment** then became the **Motion** and was **CARRIED**

**RECOMMENDATION**

(Cr Phil Meehan/Cr Kiri Dicker)

That the Commercial Use of Footpath fees are put on exhibition, as per the draft Fees and Charges for 2025/26, with the exception of Lennox Head which are to be set at \$150.

FOR VOTE - All Councillors voted unanimously.  
ABSENT. DID NOT VOTE - Cr Erin Karsten

Cr Kiri Dicker left the meeting at 04:38 pm.

A **Motion** was moved by Cr Therese Crollick

That Council amend the monthly pool passes to be charged in proportion to the full season pass rate.

The **Motion LAPSED** as there was no seconder.

Cr Kiri Dicker returned to the meeting at 04:40 pm.

**5.4 Commercial Property Projects and Cash Reserves**

**RECOMMENDATION**

(Cr Phil Meehan/Cr Damian Loone)

1. That Council notes the contents of this report on the Commercial Property Development Projects and Cash Reserves.
2. That Council adopts the financial information, as outlined in Tables 1, 2, 3, 4 and 5 of this report, for inclusion in Council's Long Term Financial Plan.
3. That Council authorises the General Manager to extend or renew, part, or all the outstanding loan principal owing on the Airport Boulevard and Southern Cross Industrial Land – Boeing Avenue projects, for up to one year, to allow sufficient land sales revenue to be generated to allow the loan debt to be repaid in full.

FOR VOTE - All Councillors voted unanimously.  
ABSENT. DID NOT VOTE - Cr Erin Karsten

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**5.5     Community Infrastructure - Recurrent Capital Works**

**RECOMMENDATION**

(Cr Simon Kinny/Cr Damian Loone)

1. That Council approves the inclusion of the recurrent capital expenditure priorities, as outlined in this report, in the draft 2025/26 to 2028/29 Delivery Program and Operational Plan, for public exhibition, subject to any further recommendations.
2. That Council receive a report back on options to rectify the water damage at Crawford House.

FOR VOTE - All Councillors voted unanimously.  
ABSENT. DID NOT VOTE - Cr Erin Karsten

**RECOMMENDATION**

(Cr Kiri Dicker/Cr Phil Meehan)

That in the Community Infrastructure – Recurrent Capital Works Footpath and Shared Path improvement program, bring forward Teven Road, Alstonville to 2025/26 and defer Bonview Street, East Ballina to 2027/28.

FOR VOTE - All Councillors voted unanimously.  
ABSENT. DID NOT VOTE - Cr Erin Karsten

**RECOMMENDATION**

(Cr Sharon Cadwallader/Cr Simon Kinny)

That Council receive a report on funding options to include the Pat Morton car park master plan in the 2025/26 Delivery Program and Operational Plan.

FOR VOTE - All Councillors voted unanimously.  
ABSENT. DID NOT VOTE - Cr Erin Karsten

**RECOMMENDATION**

(Cr Sharon Cadwallader/Cr Phil Meehan)

That Council receive a report on stormwater and roadworks for Park Avenue, Alstonville, for inclusion in the 2025/26 Delivery Program and Operational Plan.

FOR VOTE - All Councillors voted unanimously.  
ABSENT. DID NOT VOTE - Cr Erin Karsten

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A **Motion** was moved by Cr Therese Crollick

That Council receive a report on funding the Geoff Watt Oval precinct for inclusion in year four of the 2025/26 Delivery Program and Operational Plan.

The **Motion LAPSED** as there was no seconder.

**RECOMMENDATION**

(Cr Phil Meehan/Cr Eva Ramsey)

That Council remove the car park lighting listed for the parking area outside of the Gallery located on The Coast Road / Bayview Drive, in 2026/27, from the car park lighting program.

FOR VOTE - All Councillors voted unanimously.  
ABSENT. DID NOT VOTE - Cr Erin Karsten

**RECOMMENDATION**

(Cr Phil Meehan/Cr Therese Crollick)

That Council take no further action to provide car port shelters on the two disabled carparks at the Ballina Lighthouse & Lismore Surf Life Saving Club.

FOR VOTE - All Councillors voted unanimously.  
ABSENT. DID NOT VOTE - Cr Erin Karsten

**RECOMMENDATION**

(Cr Simon Kinny/Cr Therese Crollick)

That Council receive a report on deferring the Kalinga Street, Ballina road reconstruction in 2025/26, for one year, to fund the Deegan Drive, Geoff Watt Oval, Alstonville car park upgrade.

FOR VOTE - All Councillors voted unanimously.  
ABSENT. DID NOT VOTE - Cr Erin Karsten

**RECOMMENDATION**

(Cr Phil Meehan/Cr Michelle Bailey)

That Council defer the 2025/26 Footpath and Shared Path improvement program excluding Teven Road, Alstonville for one year, to allow essential renewal works to be completed on the existing network.

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FOR VOTE - Cr Sharon Cadwallader, Cr Michelle Bailey, Cr Simon Kinny, Cr Damian Loone, Cr Simon Chate, Cr Eva Ramsey and Cr Phil Meehan

AGAINST VOTE - Cr Therese Crollick

ABSENT. DID NOT VOTE - Cr Erin Karsten and Cr Kiri Dicker

Cr Kiri Dicker left the meeting at 05:56 pm.

Cr Therese Crollick left the meeting at 06:11 pm.

Cr Simon Chate left the meeting at 06:20 pm.

**5.6 Community Infrastructure - Non-recurrent Capital Works**

**RECOMMENDATION**

(Cr Phil Meehan/Cr Damian Loone)

1. That Council notes the contents of this update on non-recurrent community infrastructure works and projects.
2. That Council confirms Option 2, as detailed in this report, as the preferred approach to help address parking on the Coast Road at Skennars Head, being the provision of 13 parking spaces on the eastern side of the road, at an estimated cost of \$5,000, funded from existing operating budgets.
3. That Council defer any further investigation into Council's previously resolved preference for the Byron Street to Cooper Close segment of the shared path network, until the need for that option is reassessed, following the completion of the State Government funded segment along Byron Street and Byron Bay Road.
4. That Council receive a further update, to the June 2025 Ordinary meeting, or an earlier meeting, on the scope, estimated costs and options for funding the projects that form part the Northern Rivers Recovery and Resilience (NRRR) Program (Tranche 2) based on the significant cost increases, as per the contents of this report.
5. That Council confirms acceptance of the \$1.7m funding for the SES Building project and authorises the project to proceed.

FOR VOTE - All Councillors voted unanimously.

ABSENT. DID NOT VOTE - Cr Therese Crollick, Cr Simon Chate, Cr Erin Karsten and Cr Kiri Dicker

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**5.7     General Fund - Long Term Financial Plan**

Colin Wight, Chair of Council's Audit, Risk and Improvement Committee commented on the draft Plan.

**RECOMMENDATION**

(Cr Phil Meehan/Cr Damian Loone)

1. That Council approves the exhibition of the draft Long Term Financial Plan, as per Attachments 1 and 2 to this report.
2. That Council receive a report on the implementation of a special rate variation in 2026/27.
3. That Council receive a report on options to source an increased dividend from the operations of the Ballina – Byron Gateway Airport.

FOR VOTE - All Councillors voted unanimously.

ABSENT. DID NOT VOTE - Cr Therese Crollick, Cr Simon Chate, Cr Erin Karsten and Cr Kiri Dicker

**5.8     Community Strategic Plan 2025 – 2035**

**RECOMMENDATION**

(Cr Michelle Bailey/Cr Eva Ramsey)

That Council approves the exhibition of the draft Community Strategic Plan 2035, as per Attachment 2 to this report.

FOR VOTE - All Councillors voted unanimously.

ABSENT. DID NOT VOTE - Cr Therese Crollick, Cr Simon Chate, Cr Erin Karsten and Cr Kiri Dicker

**5.9     Workforce Management Plan - 2025 to 2029 and Organisation Structure**

**RECOMMENDATION**

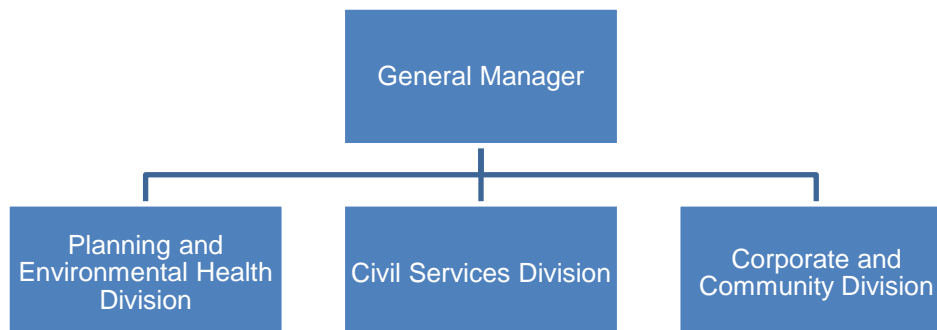
(Cr Michelle Bailey/Cr Simon Kinny)

1. That Council approves the exhibition of the draft Workforce Management Plan 2025 to 2029, as per Attachment 1 to this report.
2. That Council notes the contents of the confidential information on the Supported Employment Program, as per Attachment 2 to this report, and adopts option one as outlined in that memorandum as the preferred approach.



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3. That Council re-determines the existing organisation structure, as the preferred structure, as follows:



4. That Council include the Economic Development Officer position in the draft Workforce Management Plan 2025 to 2029.

FOR VOTE - Cr Sharon Cadwallader, Cr Michelle Bailey, Cr Simon Kinny and Cr Damian Loone

AGAINST VOTE - Cr Eva Ramsey and Cr Phil Meehan

ABSENT. DID NOT VOTE - Cr Therese Crollick, Cr Simon Chate, Cr Erin Karsten and Cr Kiri Dicker

**5.10 Strategic Asset Management Plan - 2025/26**

**RECOMMENDATION**

(Cr Damian Loone/Cr Simon Kinny)

That Council approves the exhibition of the draft Strategic Asset Management Plan, as per Attachment 1 to this report.

FOR VOTE - All Councillors voted unanimously.

ABSENT. DID NOT VOTE - Cr Therese Crollick, Cr Simon Chate, Cr Erin Karsten and Cr Kiri Dicker

**5.11 Delivery Program and Operational Plan - 2025/26 to 2028/29**

**RECOMMENDATION**

(Cr Damian Loone/Cr Simon Kinny)

That Council approves the exhibition of the draft Delivery Program and Operational Plan for 2025/26 to 2028/29, as per Attachment 1 to this report, inclusive of any changes arising from this meeting.

FOR VOTE - All Councillors voted unanimously.

ABSENT. DID NOT VOTE - Cr Therese Crollick, Cr Simon Chate, Cr Erin Karsten and Cr Kiri Dicker

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**5.12    Wigmore Arcade Complex - Leasing Proposal**

**RECOMMENDATION**

(Cr Eva Ramsey/Cr Michelle Bailey)

That Council note the contents of this report that provides an overview of the confidential Wigmore Arcade Complex – Leasing Proposal report.

FOR VOTE - All Councillors voted unanimously.

ABSENT. DID NOT VOTE - Cr Therese Crollick, Cr Simon Chate, Cr Erin Karsten and Cr Kiri Dicker

**6.        Confidential Session**

**RECOMMENDATION**

(Cr Eva Ramsey/Cr Michelle Bailey)

That Council moves into committee of the whole with the meeting closed to the public, to consider the following items in accordance with Section 10A (2) of the Local Government Act 1993.

FOR VOTE - All Councillors voted unanimously.

ABSENT. DID NOT VOTE - Cr Therese Crollick, Cr Simon Chate, Cr Erin Karsten and Cr Kiri Dicker

(The Council moved into Confidential Session at 07:15pm).

**Open Council**

**RECOMMENDATION**

(Cr Eva Ramsey/Cr Michelle Bailey)

That Council move into Open Council and out of Committee of the Whole.

FOR VOTE - All Councillors voted unanimously.

ABSENT. DID NOT VOTE - Cr Therese Crollick, Cr Simon Chate, Cr Erin Karsten and Cr Kiri Dicker

(The Council moved into Open Council at 07:18pm).

The Mayor reported to the Open Meeting the recommendations made while in Confidential Session:

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**6.1     Leasing Proposal - Wigmore Arcade Complex**

**RECOMMENDATION**

(Cr Damian Loone/Cr Eva Ramsey)

1. That Council adopts option one, as detailed in this report, and agrees to a surrender of leases over two shops in favour of a one new lease over those two shops based upon the terms and conditions noted in this report.
2. That Council authorises the General Manager to finalise negotiations and affix the Council seal to all lease documentation.
3. That Council provide landowner's consent for lodgement of a development application for building and fit out works based on the contents of this report.

FOR VOTE - All Councillors voted unanimously.

ABSENT. DID NOT VOTE - Cr Therese Crollick, Cr Simon Chate, Cr Erin Karsten and Cr Kiri Dicker

**Adoption of Recommendations from Confidential Session**

**RECOMMENDATION**

(Cr Michelle Bailey/Cr Eva Ramsey)

That the recommendations made whilst in Confidential Session, be adopted.

FOR VOTE - All Councillors voted unanimously.

ABSENT. DID NOT VOTE - Cr Therese Crollick, Cr Simon Chate, Cr Erin Karsten and Cr Kiri Dicker

**MEETING CLOSURE**

The meeting was closed at 07:20pm.