



**Byron Shire Council**



# **Minutes**

**Strategic Planning Committee Meeting**

**Thursday, 28 March 2013**

# BYRON SHIRE COUNCIL

Strategic Planning Committee Meeting Minutes  
28 March 2013

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## INDEX OF ITEMS DISCUSSED

*The following items are listed in the order in which they were dealt with.*

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# BYRON SHIRE COUNCIL

**MINUTES OF THE BYRON SHIRE COUNCIL STRATEGIC PLANNING COMMITTEE MEETING HELD ON THURSDAY, 28 MARCH 2013 COMMENCING AT 9.09AM AND CONCLUDING AT 4.04PM**

#E2013/18001

PRESENT: Cr S Richardson (Mayor), Cr B Cameron, Cr D Dey, Cr A Hunter, Cr S Ibrahim, Cr P Spooner, Cr R Wanchap and Cr D Woods

Staff: Ken Gainger (General Manager)  
Phil Holloway (Executive Manager Community Infrastructure)  
Mark Arnold (Executive Manager Corporate Management)  
Ray Darney (Executive Manager Environment and Planning)  
Shannon McKelvey (Executive Manager Organisational Support)  
Greg Ironfield (Acting Executive Manager Society and Culture)  
Phil Warner (Executive Manager Water and Recycling)  
Melissa Moore (Minute Taker)

*The Mayor opened the meeting and acknowledged that the meeting was being held on Bundjalung Country.*

APOLOGIES:

*Cr Cubis was absent from the meeting.*

REQUESTS FOR LEAVE OF ABSENCE

There were no requests for leave of absence.

DECLARATIONS OF INTEREST – PECUNIARY AND NON-PECUNIARY

There were no declarations of interest.

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## CONFIRMATION OF PREVIOUS MINUTES

That the minutes of the Strategic Planning Committee Meeting held on 22 November 2012 be confirmed. (Woods/Richardson)

*The motion was put to the vote and declared carried.*

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## PROCEDURAL MOTION

That the Strategic Planning Committee change the order of business to consider item 4.2 Bike Plan Review and Suffolk Park Notice of Motion next on the agenda. (Richardson/Cameron)

*The motion was put to the vote and declared carried.*

*The Mayor suspended standing orders to receive Public Access.*

*Karin Kolbe addressed the Committee in relation to item 4.2.*

*The Mayor resumed standing orders.*

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**COMMUNITY INFRASTRUCTURE – EXECUTIVE MANAGER'S REPORT**

**Report No. 4.2.            Bike Plan Review and Suffolk Park Notice of Motion**  
**File No:                    #E2013/17050**

**PROCEDURAL MOTIONS**

That the Strategic Planning Committee suspend standing orders and convene a workshop for discussion of this report. (Richardson/Cameron)

*The motion was put to the vote and declared carried.*

That the meeting move out of committee and back into the Strategic Planning Committee. (Dey/Cameron)

*The motion was put to the vote and declared carried.*

**Committee Recommendation SPC 4.2.1**

That Council examine options for a two-way, mostly on-street bike route on the eastern side of Broken Head Road from Suffolk Park to Byron Bay town centre and include:

1. Options to commence with works where projects 72 and 73 (E2013/17341) were planned;
2. Marking options such as green painted surfaces;
3. Crossing points as indicated on figure 2 on page 9 of the report (E2013/17050);
4. Funding options. (Dey/Spooner)

*The recommendation was put to the vote and declared carried.*

**Committee Recommendation SPC 4.2.2**

That prior to March 2014, Council reconsider the criteria for prioritisation in the Bike Plan in accordance with the idea that more on-street bikeways be forthcoming and as a result, consider Section 94 Plan implications. (Dey/Cameron)

*The recommendation was put to the vote and declared carried.*  
*Cr Woods voted against the motion.*

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**GENERAL MANAGER'S REPORT**

**Report No. 4.1.            Byron Shire Council Financial Sustainability**  
**File No:                    #E2013/16165**

**PROCEDURAL MOTIONS**

That the Strategic Planning Committee suspend standing orders and move into Committee to receive a presentation from staff and to undertake a facilitated discussion on the financial sustainability of Council and that attendance during the informal discussions be limited to Councillors, the General Manager and Council staff. (Richardson/Woods)

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*The motion was put to the vote and declared carried.*

*The meeting adjourned to the Conference Room at 10.37am to receive presentations from staff and resumed at 3.05pm.*

*Cr Dey did not return to the meeting.*

## PROCEDURAL MOTION

That the meeting move out of committee and back into the Strategic Planning Committee meeting. (Richardson/Cameron)

*The motion was put to the vote and declared carried.*

**13-148 Resolved** that the Committee resolve under delegated authority to:

1. support in principle the strategic approach to financial sustainability as outlined in the workshop held 28 March 2013;
2. request that reports be provided to Council on:
  - (a) specific proposals outlined in the sustainability reform package including opportunities for reviewing contract services; and
  - (b) the rationalisation of Council's property portfolio and the associated establishment of an Infrastructure Fund.
3. develop a Financial Sustainability Project Plan (FSPP) which provides for communication on proposed reforms to the community.
4. submit progress reports in implementing the FSPP to the Council's Finance Committee.
5. issue a press release as soon as possible highlighting the proposed financial sustainability package. (Richardson/Woods)

*The motion was put to the vote and declared carried.*

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## CORPORATE MANAGEMENT – EXECUTIVE MANAGER'S REPORTS

**Report No. 4.3. Byron Shire Council's Financial Position 2012/2013**

**File No: #E2013/16620**

### **Committee Recommendation SPC 4.3**

1. That Council receive and note this report.
2. That Council not pass any resolutions authorising new expenditure of money unless an available funding source is identified and quarantined for that purpose.
3. That management with budget programs in the General Fund continue to consider the current financial position in terms of the remainder of the financial year and that any existing expenditure items funded from general revenue (that is items not funded by reserves, water, sewer or waste revenues or specific purpose grants and contributions) currently not spent, be reviewed and where budgets have not been committed and do not need to be expedited, that these budgets be identified as expenditure savings in the 31 March 2012 Quarterly Budget Review.

4. That Council notes that expenditure over the remainder of the 2012/2013 financial year on recovery from the recent declared natural disasters funded from new grant revenue will mean that Council may not be able to complete its own maintenance/asset renewal works program with existing staff resources. It is acknowledged this option is considered a short term benefit but does not assist the already evident infrastructure backlog the Council has nor potential risks of not at least maintaining existing service levels.
5. That Council determines that any general revenue funded allocated expenditure, not expended in a current financial year NOT be automatically carried over to the next financial year before it is reviewed and priorities established. (Hunter/ Woods)

*The recommendation was put to the vote and declared carried.*

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**Report No. 4.4.            2013/2014 Rating Structure**

**File No:**                    #E2013/16801

**Committee Recommendation SPC 4.4.1**

1. That the rating structure to apply for the 2013/2014 financial year remain as the existing rating structure including the rating categories/sub categories of:
  - Residential Ordinary
  - Residential Ordinary – Flood Prone Lands
  - Residential Ordinary – Conservation Agreements
  - Business Ordinary
  - Business Ordinary – Byron Bay Central Business District (CBD)
  - Farmland Ordinary
2. That the adopted rating structure be reviewed prior to the 2014/2015 financial year with the various options to be reported and considered at the next Strategic Planning Committee meeting scheduled for 23 May 2013, along with the community consultation process required to consult on any proposed changes determined by Council and that this review include:
  - a) any rating options associated with resolution 12-25
  - b) potential rating options around holiday letting (under current legislation/ regulations or requiring amendment to legislation/regulations).
  - c) any rating options relating to the application of farmland rating for smaller scale primary production or that incorporates environmental enhancement.

(Woods/Hunter)

*The recommendation was put to the vote and declared carried.*

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**Report No. 4.5.            Draft 2013/2014 Budget, Statement of Revenue Policy and Fees and Charges**

**File No:**                    #E2013/17381

**Committee Recommendation SPC 4.5.1**

1. That the Strategic Planning Committee consider and review the Draft 2013/2014 Statement of Revenue Policy comprising 2013/2014 Budget Estimates, Rates and Charges, Borrowings and Fees and Charges.

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2. That the Draft 2013/2014 Statement of Revenue Policy comprising the 2013/2014 Budget Estimates, Rates and Charges, Borrowings and Fees and Charges be placed on public exhibition, and that these Plans be amended to incorporate the changes identified in this report, being:
- a) Removal of the proposed loan borrowings of \$91,400 representing residual funding of the Roundhouse Subdivision.
  - b) Revenue from ordinary rates is estimated inclusive of allowing for growth to be over estimated by \$64,300 and consequently the estimates have been reduced.
  - c) Revenue from interest on investments increased by \$155,700.
  - d) Addition of revenue funding for road reconstruction to be allocated commencing in the 2016/2017 financial year. Amounts included are:
    - 2016/2017 \$426,000
    - 2017/2018 \$557,100
    - 2018/2019 \$585,000
    - 2019/2020 \$614,300
    - 2020/2021 \$645,000
    - 2021/2022 \$677,300
    - 2022/2023 \$711,200
  - e) Ordinary rates have been increased by 3.4% in accordance with the IPART determination for 2013/2014 which forms the basis of the budget result presented.
  - f) The inclusion in the Draft 2013/2014 Revenue Policy provision for a new fee relating to the application for or renewal of approval to operate an On-Site Sewerage Management Systems (OSMS). (Richardson/Hunter)

*The recommendation was put to the vote and declared carried.*

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*There being no further business the meeting concluded at 4.04pm.*

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