

Council Meeting

Agenda

Date: Wednesday 18 December 2024

Time: 6pm

Venue: Civic Centre (Council Meeting Room)
13 Mair Street, Benalla

Contents

Opening and Acknowledgement of Country	4
Apologies	4
Statement of Commitment	5
Disclosures of Conflict of Interest.....	5
Confirmation of the Minutes of the Previous Meeting	5
1. Public Question Time.....	6
2. Petitions	6
Record of Committees.....	7
3.1 Recommendations from Finance and Planning Committee	7
3.2 Assemblies of Councillors, Advisory and External Committees	9
Officer Reports.....	11
4.1 Financial Report For The Quarter Ended 30 September 2024.....	11
4.2 2024/25 Capital Works Program Update.....	17
4.3 2024/25 Major Event Funding Program	23
4.4 2024/25 Quick Response Grants Program	25
4.5 Appointment of Council representative to Advisory Committees, Peak industry Bodies and Regional and Community-Based Committees	27
4.6 Mayor and Councillors' Attendance At Conferences and Events	31
4.7 Council Actions Pending	35
5. Reports by Councillors	37
6. Notices of Motion	37
7. Notices of Rescission Motion	37
8. Urgent Business	37
Confidential Business	39
9.1 Tender For Contract CM25.032 Gravel Road Re-sheeting Works on Various Council Roads within Benalla Rural City 24/25 Program	41
9.2 Tender For Contract CM25.033 Micro-surfacing Works on Various Council Roads within Benalla Rural City 2024/25 Program	45
9.3 Provision of Banking and Bill Payment Services 2025-2030.....	49
9.4 Chief Executive Officer Key Selection Criteria and Appointment of Acting Chief Executive Officer.....	53
9.5 Confidential Reports by Councillors	55
9.6 Confidential Council Actions Pending	55
10. Reopening of the meeting to the public	57
Closure of the meeting	57

Governance Matters

This Council Meeting is conducted in accordance with the *Local Government Act 2020* and the Benalla Rural City Council *Governance Rules 2020*.

Recording of Council Meetings

In accordance with Rule 6.4 of the *Governance Rules 2020* the Council Meeting will be livestreamed via the Council's website and an audio recording will be made of the proceedings and made available for public access, with the exception of matters identified as confidential items in the agenda.

Members of the public can watch the live broadcast of the meeting at www.benalla.vic.gov.au

Question Time and Public Submissions

Any person wishing to participate in Question Time or Public Submissions in accordance with Rule 7.2 and 7.3 of the *Governance Rules 2020* should contact the Council by emailing council@benalla.vic.gov.au or telephoning the Governance Coordinator Jess Pendergast on (03) 5760 2600.

Behaviour at Meetings

Members of the public present at a meeting must remain silent during the proceedings other than when specifically invited to address the Committee.

The Chair may remove a person from a meeting for interjecting or gesticulating offensively after being asked to desist, and the chair may cause the removal of any object or material that is deemed by the Chair to be objectionable or disrespectful.

The Chair may call a break in a meeting for either a short time, or to resume another day if the behaviour at the Council table or in the gallery is significantly disrupting the Meeting.

Agenda

Chair Councillor Bernie Hearn (Mayor)

Councillors Councillor David Blore
Councillor Peter Davis
Councillor Puna Hewa Gunaratne
Councillor Justin King
Councillor Jillian Merkel
Councillor Nathan Tolliday

In attendance Dom Testoni Chief Executive Officer
Robert Barber General Manager Corporate
Cathy Fitzpatrick Manager Finance
Adrian Gasperoni Manager Assets and Infrastructure
Eric Nash Interim Manager Economic Development and Sustainability
Tom Arnold Community Development and Recreation Coordinator
Jess Pendergast Governance Coordinator

Opening and Acknowledgement of Country

The Chair will open the meeting and recite the following Acknowledgement of Country.

We, the Benalla Rural City Council, acknowledge the traditional custodians of the land on which we are meeting. We pay our respects to their Elders past and present and to Elders from other communities who may be here today.

Apologies

Recommendation:
That the apology/ies be accepted.

Statement of Commitment

The Councillors will recite the following Statement of Commitment:

I declare,

that as a Councillor of Benalla Rural City

I will undertake on every occasion

to carry out my duties in the best interests of the community

and that my conduct shall maintain the standards of our Model Councillor Code of Conduct

so that I may faithfully represent

and uphold the trust placed in the Council

by the people of Benalla and District.

Disclosures of Conflict of Interest

In accordance with the *Local Government Act 2020*, a Councillor must declare any Conflict of Interest pursuant to Section 130 of the Act in any items on this Agenda.

At the time indicated in the agenda, a Councillor with a conflict of interest in an item on that agenda must indicate they have a conflict of interest by clearly stating:

- the item for which they have a conflict of interest;
- whether their conflict of interest is general or material; and
- the circumstances that give rise to the conflict of interest.

Immediately prior to the consideration of the item in which they have a conflict of interest, a Councillor must indicate to the Meeting the existence of the conflict of interest and leave the Meeting.

Confirmation of the Minutes of the Previous Meeting

The minutes have been circulated to Councillors and posted on the Council website www.benalla.vic.gov.au pending confirmation at this meeting.

Recommendation:

That the Minutes of the Council Meeting held on 26 November 2024 be confirmed as a true and accurate record of the meeting.

1. Public Question Time

The Council's *Governance Rules 2020* provide the opportunity for members of the public to lodge written questions of broad interest to the Council and the community.

Questions of the Council will not be allowed during any period when the Council has resolved to close the meeting in respect of a matter under section 66 (1) of the *Local Government Act 2020* (the Act).

A question may be on any matter except if it:

- is considered malicious, defamatory, indecent, abusive, offensive, irrelevant, trivial, or objectionable in language or substance;
- relates to confidential information as defined under the Act;
- relates to the personal hardship of any resident or ratepayer; or
- relates to any other matter which the Council considers would prejudice the Council or any person.

No more than two questions will be accepted from any person at any one meeting. All questions and answers must be as brief as possible, and no discussion may be allowed other than by Councillors for the purposes of clarification.

Like questions may be grouped together and a single answer provided. The Chair may nominate a Councillor, the Chief Executive Officer or another member of Council staff to respond to a question.

Recommendation:

That the question(s) and answer(s) be noted.

2. Petitions

Record of Committees

3.1 Recommendations from Finance and Planning Committee

The recommendations of the Finance and Planning Committee meeting held on Wednesday 31 July 2024 are attached as **Appendix 1**.

Recommendation:

That the recommendations of the Finance and Planning Committee meeting held on Wednesday 4 December 2024 be adopted.

This page intentionally left blank

Recommendations of the Finance and Planning Committee meeting 4 December 2024

It is noted that Councillor Peter Davis declared a material conflict of interest in the following item and left the meeting at 6.05pm.

1. Planning Permit Application – Cattle Feedlot At 492 Irvine Road, Thoona

It is noted that Mr Chris Gibson made a submission on the item and spoke in support of the planning permit application.

Cr Tolliday / Cr Blore:

That an extension of three minutes be granted to Mr Chris Gibson.

Carried

The report presented planning permit application P0009/24 to vary the existing cattle feedlot use from 1400 to 1600 Standard Cattle Units (SCU) and buildings and works associated with the Cattle Feedlot (Covered Pen) at 492 Irvine Road, Thoona.

Cr Tolliday / Cr Blore:

That Council having caused notice of Planning Application No. P0009/24 to be given under Section 52 of the *Planning and Environment Act 1987* and having considered all the matters required under Section 60 of the *Planning and Environment Act 1987* decides to issue a Notice of Decision to Grant a Permit under the provisions of the Benalla Planning Scheme in respect of the land known and described as 492 Irvine Road, Thoona for the extension of an existing cattle feedlot in accordance with the endorsed plans and subject to the following conditions:

- 1. The entire use and/or development hereby permitted must also comply with the National Guidelines for Beef Cattle Feedlots 2013 (NGBCF), unless the NGBCF is contrary to the Victorian Code for Cattle Feedlots 1995 (VCCF) or the NGBCF imposes a lower standard than the VCCF.**
- 2. Amended Plans Required.**
Before the development starts, amended plans to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and a minimum of three copies (or as specified) must be provided. Such plan must be generally in accordance with the application, but modified to show:
 - a Any new proposed chemical storage areas;**
 - b The location and orientation of floodlighting and/or security lighting, if proposed.**
- 3. Drainage Discharge Plan.**
The drainage layout detailed on the drawings prepared by Gordon Gibson Nominees Drawing Number 0601 (Rev 3) shall be endorsed and form part of the planning permit.
- 4. Layout Not Altered**
The use and/or development as shown on the endorsed plans must not be altered without the written consent of the responsible authority.

5. Audits and Reviews.

- a Site performance inspections, site audits and reviews of the feedlot operation and WMP must be undertaken by an auditor accredited under the National Feedlot Accreditation Scheme consultant on an annual basis.**
- b Any complaints received by the responsible authority and passed to the operator in relation to any environmental or waste management issues are to be documented and acted on at the time of receipt and provided to the auditor when inspection occurs.**
- c Within four weeks of the inspection and upon a report from the audit by the National Feedlot Accreditation Scheme, the permit holder must forward a copy of a report on the inspection and audit to the responsible authority. The report must be accompanied with an action plan that sets out how the operations and WMP will be modified to address any areas of non-compliance or other issues identified.**
- d Any corrective actions are to be outlined by the applicant with a reasonable timeframe for implementation for approval by the Responsible Authority. The timeline must reflect the risk and/ or community impact of the issue.**
- e Once corrective actions are outlined by the applicant and approved the Responsible Authority will notify the objectors of how they can access the audit report and plan for corrective actions.**

6. General Amenity.

The use and/or development of the land must not unreasonably adversely affect the amenity of the area, by way of:

- a Processes carried on the land;**
- b The transportation of materials, goods or commodities to or from the land;**
- c The appearance of any buildings, works or materials;**
- d The emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, grit, or oil; or**
- e The presence of vermin.**

7. Chemicals must be stored in a secure covered building at all times when not in use. A secondary containment system must be provided for the fuel storage in accordance with the EPA Publication 347 Bunding Guidelines 1992 or as amended.

8. Internal accesses.

Before the use begins all internal access roads to the new pens must be surfaced with crushed rock, formed, finished and drained to the satisfaction of the responsible authority in accordance with the Infrastructure Design Manual.

9. Traffic.

- a The approved heavy vehicle transport route to and from the site must be as per drawings provided by Gordon Gibson Nominees drawing number 0801 & 0802 dated 05/18.**
- b The responsible authority is to be paid a fee of 0.75 per cent of the total construction costs for these works for the approval of said plans plus 2.5 per cent for supervision of construction, such fees to be paid prior to the commencement of any works.**

10. Waste Management

- a The use must be undertaken in accordance with the waste management plan prepared by EnviroAg Australia dated 28 March 2024 and as amended from time to time as required by Condition 5.**
- b Solid waste within the animal pens is to be managed in accordance with the Code to achieve the performance outcomes under Part 6.**
- c Dead cattle must not be disposed of on site.**
- d Solid waste storage and processing is to be managed in accordance with the Code to achieve the performance outcomes under Parts 5 & 6 as outlined in the Waste Management Plan.**
- e Land application of solid waste on the site subject to this application is to be undertaken at a rate appropriate for the soil type and the type of pasture/crop grown. The rate of application should ensure relevant N,P and K uptake such that there can be no discharge of excess nutrients to any waterways.**
- f Solids removed from the feed pad must not be spread within 40 metres of any natural drainage lines, the Rural Flood Overlay or any active flow paths.**
- g Liquid waste water management is to be in accordance with the Code to achieve the performance outcomes under Part 6 as outlined in the Waste Management Plan.**
- h Unless otherwise approved in writing by the responsible authority all water from the retention dams must be re-used within the boundaries of the lot. If climatic conditions are significantly wetter than average for an extended period of time written approval must be sought from EPA for the overflow to land may operate.**
- i Retention dams which must be designed with a minimum capacity and freeboard to enable the run off from 1:50 year storm to be retained. Overflow must not cause erosion.**
- j All wastewater drains are to be maintained to have a minimum capacity to hold water generated by a 1:20 year rain event.**
- k Following each de-sludging of the retention dams, evidence is to be provided that they have a maximum hydraulic conductivity $1 \times 10^{-9} \text{m/s}$ so as to minimise ground water contamination. Any new retention dams must comply with this standard.**

11. Odours.

Management of operations is to ensure that offensive odours and dust that adversely impact upon the amenity of nearby sensitive land use is minimised. If the Responsible Authority determines that the amenity of nearby residents is adversely affected by the emission of an unreasonable level of odour from the subject land, the permit holder must take such action as is required to prevent those emissions to the satisfaction of the Responsible Authority. This may include but is not limited to adjusting stocking density in the pens, treating or removing waste materials, or any other actions reasonably required to rectify the emission of offensive odour.

- 12. All construction must be in accordance with sediment control principles outlined in 'Construction Techniques for Sediment Pollution Control' (EPA, 1991).**

Minister for Agriculture Conditions

- 13. The use and development of the cattle feedlot must comply with the Victorian Code for Cattle Feedlots – August 1995 to the satisfaction of the responsible authority.**
- 14. The permit allows up to a maximum of 1,600 Standard Cattle Units**
- 15. The use and development of the cattle feedlot must be in accordance with:**
 - a. *“Waste Management Plan – Proposed feedlot expansion to 1,600 SCU”, prepared by EnviroAg Australia to the satisfaction of responsible authority.***
 - b. *“Odour Assessment – Proposed feedlot expansion to 1,600 SCU”, prepared by EnviroAg Australia to the satisfaction of responsible authority.***
 - c. *“Hydrological Modelling – Proposed feedlot expansion to 1,600 SCU, Long Gully Feedlot, Thoona, VIC”, prepared by EnviroAg Australia to the satisfaction of responsible authority.***

Goulburn-Murray Water Conditions

- 16. All construction and ongoing activities must be in accordance with EPA Publication 1834.1 Civil Construction, Building and Demolition Guide (September 2023).**
- 17. Any effluent or wastewater generated from the feed pad/feed lot area must be discharged to an appropriately sized effluent pond via an appropriate drainage and collection system.**
- 18. The effluent pond must be compacted to a permeability of no greater than 1×10^{-9} metre/second and be of sufficient capacity and design such that all effluent and liquid waste can be accommodated in the event that conditions are too wet for irrigation/re-use.**
- 19. Contaminated stormwater from the feed pad/feed lot and manure stockpile area must be separated from uncontaminated stormwater and must not be discharged to any waterways.**
- 20. The floor of the manure stockpile must be compacted and sealed such that no moisture is able to seep from the stockpile into the soil and the stockpile must be bunded to ensure all run-off is diverted to the effluent pond system.**
- 21. Irrigation and wastewater reuse from the effluent ponds must be managed in accordance with the principles and requirements outlined in EPA Publications 1910.2 Victorian Guideline for Water Recycling and 1911.2 Technical Information for the Victorian Guideline for Water Recycling (March 2021) and 168: Guidelines for Wastewater Irrigation (April 1991).**
- 22. Application of effluent to land either directly or through shandy with irrigation water must be done in a manner which optimises the uptake of water, nutrients and other pollutants such that they don't leach to groundwater or runoff to surface waters. The rate and application method must be consistent with the capability of the land and appropriate for the type of plant grown, the soil type and topography. N, P and K loading rates must not be exceeded. Appropriate harvesting must be undertaken to ensure nutrient removal.**

23. Stormwater run-off from the shed must be dissipated as normal unconcentrated overland flow or directed to a storage tank or dam.

Goulburn Broken Catchment Management Authority Conditions

24. All drainage associated with the development should be managed and be retained on site.
25. To minimise groundwater contamination, the any new dam associated with effluent management should have a maximum hydraulic conductivity 1×10^{-9} m/s.
26. Time for starting and completion.

This permit will expire if one of the following circumstances applies:

- a The development is not started within two (2) years of the date of this permit.
- b The development is not completed within four (4) years of the date of this permit.
- c The use is not commenced within four (4) years of the date of this permit.

The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires or otherwise in accordance with Section 69 of the *Planning and Environment Act 1987*.

General Notes

1. The granting of this permit does not obviate the necessity for compliance with the requirements of any other authority under any act, regulation or local law.
2. A asset protection permit is required prior to the commencement of any woks on site.
3. A consent to work within a road reserve must be obtained from the Responsible Authority prior to the carrying out of any vehicle crossing works.
4. This permit does not authorise the commencement of any building construction works. Before any such development may commence, the applicant must apply for and obtain appropriate building approval.

EPA Note

1. The *Environment Protection Act 2017* came into effect on 1 July 2021. The *Environment Protection Act 2017* imposes duties on individuals and/or businesses undertaking the activity permitted by this permit. If your business engages in activities that may give rise to a risk to human health or the environment from pollution or waste, you must understand those risks and take action to minimise them as far as reasonably practicable.

Carried

Councillor Peter Davis returned to the meeting at 6.20pm at the conclusion of the item.

2. Building and Planning Approvals – September and October 2024

The report detailed planning permit applications and building approvals for September and October 2024.

Cr King / Cr Gunaratne:
That the report be noted.

Carried

3. 2024/2025 Quick Response Grants

The report presented funding applications for 2024/25 Quick Response Grants.

Cr Tolliday / Cr Blore:

That \$500 grants from the 2024/2025 Quick Response Grant program be allocated to:

- **Benalla Homeless Response Group**
- **Rotary Club of Benalla**
- **Tatong Community Centre & Recreation Reserve Committee**
- **Lima School Community Centre Committee**
- **Winton Community Group**
- **Boweya Community**
- **Thoona Memorial Hall**
- **Benalla Table Tennis Association**
- **Devenish Public Hall Committee of Management Inc.**

Carried

4. Audit and Risk Committee Councillor Representatives

The report considered the vacant Councillor Representative positions on the Audit and Risk Committee.

Cr Gunaratne / Cr Blore:

That the Finance and Planning Committee, acting under its delegated authority of the Council:

Appoint Councillor Peter Davis and Councillor Puna Hewa Gunaratne as the Councillor representatives on the Benalla Rural City Council Audit and Risk Committee for the 2024/25 Council Year.

Carried

5. Urgent Business

No urgent business was submitted to the meeting.

Confidential Business

It was proposed that the following items be considered in confidential business pursuant to the *Local Government Act 2020* as they contain personal information or private commercial information that would result in the unreasonable disclosure of information about a person, their personal affairs or expose the business, commercial or financial undertaking if released:

- 6.1 Tender for Contract CM25.006 Supply and Delivery of a Truck Mounted Street Sweeper
- 6.2 Chief Executive Officer Employment and Remuneration Committee

Cr Tolliday / Cr King:

That the meeting be closed to the public for the consideration of the confidential business item noted above pursuant to Sections 3(1) and Section 66(2)(a) of the *Local Government Act 2020*.

Carried

3.2 Assemblies of Councillors, Advisory and External Committees

Under Council's *Governance Rules 2020* the Chief Executive Officer is required to provide a written record of the Assemblies of Councillors at a scheduled Council Meeting.

The record of Assemblies of Councillors, Advisory and External Committees are attached as **Appendix 1**.

Copies of the Minutes from the following meetings have been provided to councillors under separate cover.

October and November 2024

8 October 2024	Audit and Risk Committee Meeting
27 November 2024	Assembly of Councillors – Council Plan 2025-2029
27 November 2024	Chief Executive Officer Employment and Remuneration Committee Meeting
27 November 2024	Assembly of Councillors – Business Review

Recommendation:

That the report be noted.

This page intentionally left blank

Record of Assemblies of Councillors, Advisory and External Committees

October and November 2024

Audit and Risk Committee Meeting

5pm Tuesday 8 October 2024, Civic Centre (Council Meeting Room), 13 Mair Street, Benalla.

Chair Mr Cameron Gray**Committee** Councillor Peter Davis
Councillor Bernie Hearn
Ms Rita Ruyters**In attendance** Councillor Danny Claridge (Mayor)
Councillor Don Firth
Councillor Puna Hewa Gunaratne
Councillor Justin King
Councillor Gail O'BrienDom Testoni Chief Executive Officer
Robert Barber General Manager Corporate
Cathy Fitzpatrick Manager Finance**External Auditor** Jason Gilbert Crowe**Apologies:** Councillor Don Firth**Conflicts of Interest disclosed:** Nil**Items discussed:**

1. Meeting with Auditors
2. Draft Annual Financial Report and Draft Performance Statement For The Year Ended 30 June 2024
3. Closing Report and Final Management Letter For The Financial Year Ending 30 June 2024
4. General Business

Assembly of Councillors – Council Plan 2025-2029

Midday Wednesday 27 November 2024, Civic Centre (Council Meeting Room) 13 Mair Street, Benalla.

Chair Councillor Bernie Hearn (Mayor)

Councillors Councillor David Blore
Councillor Peter Davis
Councillor Puna Hewa Gunaratne
Councillor Justin King
Councillor Jillian Merkel
Councillor Nathan Tolliday

In attendance Dom Testoni Chief Executive Officer
Jane Archbold General Manager Corporate
Tom Arnold Community Development and Recreation Coordinator
Ford Davis Ninety Mile Consulting
Harrison Chirio Ninety Mile Consulting

Apologies: Nil

Conflicts of Interest disclosed: Nil

Items discussed:

1. *Benalla Rural City Council Plan 2025-2029*

Chief Executive Officer Employment and Remuneration Committee

5.30pm Wednesday 27 November 2024, Civic Centre (Council Meeting Room) 13 Mair Street, Benalla.

Chair Councillor Bernie Hearn (Mayor)

Councillors Councillor David Blore
Councillor Peter Davis
Councillor Puna Hewa Gunaratne
Councillor Justin King
Councillor Jillian Merkel
Councillor Nathan Tolliday

Independent Advisor Chris Eddy

Apologies: Nil

Conflicts of Interest disclosed: Nil

Items discussed:

1. Chief Executive Officer Recruitment Agency Proposals
2. Chief Executive Officer Recruitment Final Appointment

Assembly of Councillors – Business Review

6pm Wednesday 27 November 2024, Civic Centre (Council Meeting Room) 13 Mair Street, Benalla.

Chair Councillor Bernie Hearn (Mayor)

Councillors Councillor David Blore
Councillor Peter Davis
Councillor Puna Hewa Gunaratne
Councillor Justin King
Councillor Jillian Merkel
Councillor Nathan Tolliday

In attendance Robert Barber General Manager Corporate
Cathy Fitzpatrick Manager Finance
Joel Ingham Interim Manager Development
Nilesh Singh Interim Manager Assets and Infrastructure

Apologies: Nil

Conflicts of Interest disclosed: Councillor Peter Davis declared a material conflict of interest in item 2.

Items discussed:

1. Financial Report For The Quarter Ended 30 September 2024
2. Planning Permit Application – Cattle Feedlot At 492 Irvine Road, Thoona
3. Tender for Contract CM25.006 Supply and Delivery of One Truck Mounted Street Sweeper Discussion
4. Audit and Risk Committee Councillor Representatives
5. Appointment of Council Representative to Advisory Committees, Peak Industry Bodies and Regional Community-Based Committees
6. Benalla Rural City Council Governance Rules 2020

Officer Reports

4.1 Financial Report For The Quarter Ended 30 September 2024

SF/1519

Cathy Fitzpatrick – Manager Finance

PURPOSE OF REPORT

The report presents the financial result compared to budget for the first quarter ended 30 September 2024 and presents forecast outcomes to 30 June 2025.

BACKGROUND

Section 97 of the *Local Government Act 2020* requires that at least every three months the Chief Executive Officer must ensure that a statement comparing the budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date is presented to the Council.

The budget report must include a comparison of the actual and budgeted results to date and an explanation of any material variations. In addition, the second quarterly report of a financial year must include a statement by the Chief Executive Officer as to whether a revised budget is, or may be, required.

OPERATING RESULT

Year to date 30 September 2024 operating result compared to budget

The report contains the Standard Income Statement and Statement of Capital Projects. The operating result for the quarter ended 30 September 2024 was a surplus of \$20.726 million which was \$1.441 million more favourable than the budgeted surplus of \$19.285 million as shown in Table 1 below.

Full Year 30 June 2024 Forecast Operating Result compared to budget

The forecast operating result for the year ending 30 June 2025 has been updated to reflect the first quarter budget review.

The forecast operating result for the year ended 30 June 2025 is a surplus of \$737,000 which is a favourable variance of \$553,000 compared to the budgeted surplus of \$184,000 as shown in Table 1 below.

Table 1 – Net Operating Result for the period ended 30 September 2024

	Notes	2024/25 YTD Actuals \$'000	2024/25 YTD Budget \$'000	2024/25 YTD Variance \$'000	2024/25 Full Year Budget \$'000	2024/25 Q1 YE Forecast \$'000	2024/25 Budget Forecast Variance \$'000
Income/Revenue							
Rates and charges	1	22,775	22,682	92	23,041	23,119	78
Statutory fees and fines	2	110	150	-41	617	617	0
User fees	3	941	889	52	3,545	3,620	75
Grants - operating	4	5,841	5,271	570	6,588	7,472	884
Grants - capital		0	0	0	4,356	4,562	206
Contributions -monetary and non-monetary	5	106	14	93	205	324	118
Net gain (or loss) on disposal of property, infrastructure, plant, and equipment		0	0	0	0	0	0
Other income		312	304	9	602	602	0
Total Revenue		30,085	29,310	775	38,956	40,317	1,361

	Notes	2024/25 YTD Actual \$'000	2024/25 YTD Budget \$'000	2024/25 YTD Variance \$'000	Full Year Budget \$'000	Q1 YE Forecast \$'000	EOY Budget Forecast Variance \$'000
Expenses							
Employee costs	6	3,381	3,632	251	13,817	13,727	90
Materials and services	7	3,881	4,086	205	15,564	17,197	-1,633
Depreciation	8	1,774	1,972	198	7,941	7,206	735
Amortisation - intangible assets		98	98	0	394	394	0
Depreciation - right of use assets		81	80	-1	322	322	0
Allowance for impairment losses		0	0	0	14	14	0
Borrowing costs		22	29	7	116	116	0
Finance costs - leases		0	4	4	15	15	0
Other expenses		121	123	2	589	589	0
Total expenses		9,359	10,025	666	38,772	39,580	-808
Surplus/(deficit) for the period		20,726	19,285	1,441	184	737	553

Income Statement Notes:

1. Rate revenue is more than budgeted due to early supplementary rate revenue of \$78,042 and additional revenue in lieu of rates. No further change in forecast is calculated as consideration of objections to valuations are yet to be determined, which may impact the final rate revenue.
2. Statutory fees and fines overall lower than budgeted for quarter for Planning Services: \$36,615, and Building Services: \$17,123 offset by more than budgeted Environmental Health Services fees \$7,409. No change in year-end forecast.
3. User fees favourable variance of \$52,224 year-to-date (YTD) due to timing in YTD budget lines.

Significant favourable variances:

Cinema operating income	\$20,972
Benalla Airport Hangar fees	\$14,343
Drainage Head Works income	\$12,484

4. Additional grant funding received and not budgeted for. Significant favourable variances:

Natural Disaster Funding (will be adjusted throughout 24/25 by \$680,000)	\$214,505
Financial Assistance Grants	\$122,543
Community Services Programs additional grant allocations	\$47,384
Roadside Weeds and Pest Program 24/25	\$41,251
Emergency Events – Income Natural Disaster funding	\$20,972
Sustainability Victoria - Communications and Engagement Plan income	\$14,343

5. Contributions additional funding received and not budgeted for:

Container Deposit Scheme (CDS Vic)	\$45,079
Various Art Gallery programs	\$45,269
Community Services Programs additional grants allocations	\$47,384

6. Employee costs \$251,227 less than budgeted due to several staff vacancies and delays in starting grant-funded programs requiring, additional staff.
7. Materials and services favourable variance of \$205,000. Many service items have been impacted by 2021/22 COVID-19 delivery delays accordingly additional carry forward expenditure is forecast.

Materials and services expenditure to 30 September 2024 is detailed in **Appendix 1**.

8. Depreciation favourable variance of \$197,881 as additional 2023/24 capital expenditure items are yet to be finalised.

CAPITAL PROJECTS PROGRAM RESULT

The Capital Projects Program result for the quarter ending 30 September 2024 was (an unfavourable variance \$382,000) as detailed in Table 3 below:

Table 3 – Capital Program result for the period ending 30 September 2024

Asset By Type	2024/25 YTD Actuals \$'000	2024/25 YTD Budgets \$'000	2024/25 YTD Variance \$'000	2024/25 Full Year Budget \$'000
(A) Property				
Buildings - specialised	208	69	-139	3,662
(B) Plant and equipment				
Computers and telecommunications	19	0	-19	180
Fixture fittings and furniture	13	5	-8	120
Library stock	83	80	-3	96
Plant and equipment	92	90	-2	1,160
(C) Infrastructure				
Bridge	24	0	-24	600
Drainage	10	10	0	972
Footpath	112	8	-104	248
Other Infrastructure	0	0	0	367
Parks open space and streetcapex	198	75	-123	75
Roads	130	162	32	2,186
Waste management	2	10	8	1,350
Total	891	509	-382	11,016

Material variances in the Capital Program budget are discussed in Agenda Item 4.2 Capital Projects Status Update.

COUNCIL PLAN 2021-2025 IMPLICATIONS

Leadership

- Good governance.
- High performance culture.

FINANCIAL IMPLICATIONS

The forecast result is based on the Council's status as at 30 September 2024.

Significant carry forward operating statement expenditure of \$1.401 million will impact 24/25 financial results in employee costs and materials and services additional expenditure required for grant-funded projects. Income was recognised in 2023/24. Expenditure will be recognised in 2024/25.

OFFICER DECLARATION OF CONFLICT OF INTEREST

No officers involved in the preparation of this report have any general or material conflicts of interest in this matter.

<p>Recommendation:</p>

<p>That the report be noted.</p>

Materials and services expenditure to 30 September 2024

Materials and services	2024/25 YTD Actuals	2024/25 YTD Budgets	2024/25 YTD Variance
04: Vandalism	\$5,082	\$2,241	-\$2,841
05: Contract Staff	\$30,794	\$40,400	\$9,606
06: Catering & Refreshments	\$15,785	\$9,404	-\$6,381
07: Materials	\$155,958	\$160,326	\$4,369
08: Contract Payments	\$1,139,146	\$1,036,300	-\$102,846
09: Merchandise	\$19,049	\$15,210	-\$3,839
10: Functions & Receptions	\$5	\$7,157	\$7,152
11: Stores Issues	\$10,783	\$17,183	\$6,400
12: Repairs & Maintenance	\$70,023	\$85,295	\$15,272
18: Lease Payments	\$4,092	\$5,902	\$1,810
20: Bank Charges	\$8,255	\$13,207	\$4,952
21: Advertising & Promotion	\$16,859	\$17,315	\$457
23: Exhibitions	\$19,264	\$20,228	\$964
24: Insurance	\$495,631	\$518,224	\$22,593
25: Legal Expenses	\$53,025	\$38,964	-\$14,061
26: Consultants General	\$74,972	\$104,781	\$29,809
27: Membership & Subscriptions	\$90,012	\$54,627	-\$35,385
28: Security Expenses	\$13,027	\$10,191	-\$2,836
29: Postage & Freight	\$19,917	\$14,461	-\$5,456
30: Printing, Copying & Stationery	\$7,687	\$24,863	\$17,176
31: Rent	\$14,501	\$14,093	-\$408
32: Computer Support/Software	\$499,016	\$537,756	\$38,740
33: Internal Plant Hire Expense	-\$7,392	\$18,593	\$25,985
35: Travel Expenses	\$2,355	\$578	-\$1,777
36: Meeting Expenses	\$1,005	\$1,567	\$562
37: Staff Training / Courses	\$29,895	\$36,063	\$6,168
38: Vehicle Expenses	\$4,577	\$50	-\$4,527
39: Electricity	\$24,871	\$80,623	\$55,752
40: Water Consumption	\$9,190	\$19,602	\$10,412
41: Gas	\$8,905	\$8,683	-\$222
42: Telephone	\$17,088	\$18,628	\$1,540
43: Contributions & Reimbursements	\$0	\$13,046	\$13,046
49: Machine Hire	-\$4,721	\$2,625	\$7,346
51: E.P.A. Levy	\$370,457	\$352,343	-\$18,114
52: Domestic Animals Levy	\$12,071	\$3,576	-\$8,495
53: Management Committees	\$0	\$37,126	\$37,126
54: Cleaning Expenses	\$76,729	\$60,767	-\$15,962
103: Vehicle Fuel	\$127,173	\$98,259	-\$28,914
104: Vehicle Maintenance - Standard	\$10,699	\$16,717	\$6,018
105: Vehicle Lease Payments	\$35,729	\$3,401	-\$32,328

Materials and services	2024/25 YTD Actuals	2024/25 YTD Budgets	2024/25 YTD Variance
109: Canteen Trading Purchases	\$12,288	\$2,364	-\$9,924
110: Performing Fees	\$22,786	\$12,974	-\$9,812
126: Landfill Daily Cover	\$0	\$3,750	\$3,750
127: Landfill Rock Supplied	\$6,192	\$8,750	\$2,558
128: Gas Monitoring - Landfill	\$0	\$3,595	\$3,595
131: Diesel Rebate (Negative Expense)	-\$19,065	-\$13,125	\$5,940
138: Councillors Training	\$2,912	\$3,776	\$864
139: Councillors' Other Reimbursement	\$27	\$0	-\$27
140: Carry Forward Expenditure	\$3,552	\$3,520	-\$32
144: Vehicle Maintenance - Repairs	\$42,692	\$36,279	-\$6,413
145: Tyres Purchased for Plant	\$3,161	\$8,897	\$5,736
146: Registrations	\$18,969	\$6,066	-\$12,903
16: Services (Non Contract) To Council	\$239,322	\$431,053	\$191,731
160: Audit / Monitoring costs Landfill	\$31,953	\$13,160	-\$18,793
170: Museum Fees	\$1,405	\$273	-\$1,132
171: Volunteer (Internal Charge) expen	\$0	\$26,093	\$26,093
179: Electric Vehicle (EV) Charging	\$286	\$0	-\$286
199: Internal Charge - Expense	\$28,359	\$5,129	-\$23,230
34: Goods Delivered (Contractual)	\$4,556	\$12,689	\$8,133
Total	\$3,880,907	\$4,085,618	\$204,711

4.2 2024/25 Capital Works Program Update

SF/1239

Adrian Gasperoni – Manager Assets and Infrastructure

PURPOSE OF REPORT

The report presents an update on the 2024/25 Capital Works Program.

BACKGROUND

Capital projects are funded from general revenue and grant funding. An update on the status of key capital projects is discussed below.

Capital Works Program Budget

At the time of finalising the *2024/25 Budget*, there were material, but unconfirmed, items that needed to be brought to account in the 2024/25 financial year Capital Works Program.

The Council at its meeting on 11 September 2024 resolved to include additional funding to projects in the 2024/25 Capital Works Program budget.

Additional Council cash contribution of \$1.030 million was added to the 2024/25 Capital Works Program.

Additional funding of \$6.790 million from the Australian and Victorian Government was included in the 2024/25 Capital Works Program.

The 2024/25 Capital Works Program forecast was increased by \$7.82 million to \$18.836 million.

Eight projects received additional funding. Table 1 provides a summary of the financial amendments to the 2024/25 Capital Works program.

Table 1 – 2024/2025 Capital Works Program Update

Project Ref.	Project	Funding Source	Proposed Variation to 2024/25 Budget	Forecast Project Cost	Notes
1	Benalla Art Gallery Redevelopment	Australian Government	\$2,965,000	\$6,595,000	Funding agreement expected to be signed in October 2024.
		BRCC	\$550,000		\$550,000 additional Council contribution to adopted Budget, includes \$200,000 of interest earnt.
2	TAC Safe Local Roads	Victorian Government	\$2,000,000	\$2,000,000	Finalising potential projects.
3	Fawckner Drive Precinct - Pump Track	Victorian Government	\$1,000,000	\$1,425,000	
	Fawckner Drive Precinct - Multipurpose Court	BRCC	\$320,000		
		Victorian Government	\$300,000	\$355,000	Funding agreement expected to be signed in October 2024.
		BRCC	\$55,000		

Project Ref.	Project	Funding Source	Proposed Variation to 2024/25 Budget	Forecast Project Cost	Notes
4	Roads to Recovery	Australian Government	\$292,576	\$1,267,576	R2R to double in next three years. \$975,000 allocated in 2024/25 Budget.
5	Midland Highway Shared Pathway	BRCC	\$230,000	\$382,500	\$230,000 reallocated from the Bridge program. Balance carried forward from 2023/24 and a \$5,000 Benalla Racing Club contribution.
	Bridge Program	BRCC	-\$230,000	\$370,000	\$230,000 reallocation to Midland Highway Shared Pathway.
6	Blackspot CBD Intersections	Victorian Government	\$232,560	\$232,560	
7	Emulsion Tank	BRCC	\$35,310	\$135,310	\$100,00 carried forward from 2023/24.
8	Bridge Street Footpath Reconstruction	BRCC	\$70,000	\$70,000	Additional allocation.

In addition to the above amendments to the 2024/25 Capital Works Program the following projects have been carried forward from the 2023/2024 Financial Year.

Table 2 – 2023/2024 Capital Works Carried Forward to 2024/2025

Project Ref.	Project	Funding Source	Proposed Variation to 2024/25 Budget	Forecast Project Cost	Notes
1	Blackspot Funding – relocate splitter islands	Victorian Government	\$138,921	\$232,560	Finalise projects in 2024-2025
2	Shoulder Resheet Program	BRCC	\$221,897	\$324,897	
3	Footpaths LRCI 4	Australian Government	\$4,225	\$4,225	
4	Benalla Art Gallery Deck Renewal	BRCC	\$18,000	\$18,000	
5	Major Plant	BRCC	\$290,082	\$1,220,082	New truck order was placed. Delivery expected in 2024/25
6	IT Projects	BRCC	\$87,298	\$87,298	Equipment not required until 2024/25
7	IT Projects	BRCC	\$23,207	\$203,207	Equipment not required until 2024/25
8	All Ability Playground (LRCI 4)	Australian Government	\$100,000	\$100,000	Equipment ordered. Installation expected in October 2024
9	Skatepark Activation – Flying Fox	Victorian Government	\$105,000	\$105,000	Equipment ordered. Installation expected in April 2025

Project Ref.	Project	Funding Source	Proposed Variation to 2024/25 Budget	Forecast Project Cost	Notes
10	Footpath Midland Highway	BRCC	\$25,585	\$382,500	
11	Emulsion Tank	BRCC	\$84,690	\$135,310	Tank ordered. Installation expected in October 2024
12	Video Conference Solution	BRCC	\$18,536	\$18,536	Additional equipment required in Civic Centre and was not able to be procured prior to 30 June 2024
13	Street scape upgrade Bridge Street	BRCC Victorian Government	\$25,000 \$176,899	\$201,899	Delays to project pushed completion date out to August 2024

DISCUSSION

Capital Projects Update

Highlights for the year to date include:

- Footings and masonry bund walls for the bulk bitumen emulsion storage facility at the Depot were constructed in September 2024, ready for installation of the bitumen emulsion storage tank to occur in October 2024. A contract was awarded in May 2024 for the supply and installation of the emulsion storage tank.
- The Depot toilet facilities and amenities upgrade commenced, with completion expected in late November 2024.
- Tender submissions for the street sweeper were received and exceeded budget allocations. Alternative arrangements for the purchase or dry hire of a street sweeper were explored.
- Reseal preparation works for the 2024/25 resurfacing program have been tendered.
- The North Benalla (Midland Highway) shared use path project is progressing, with final path alignment and approvals for vegetation removal being discussed with the Department of Transport and Planning.
- Footpath and kerb and channel have been repaired at 11-13 Bridge Street East, Benalla, and a new tree has been planted.
- Development of the Link Island Footbridge (Lake Benalla) repair options and negotiations with North East Water are ongoing.
- Quotations for the 2024/25 footpath construction program have been evaluated and a contract is in the process of being awarded.
- Contract for the delivery of the 2024/25 crack sealing program is in the process of being awarded.
- A contract for delivery of the 2024/25 spray sealing program was awarded to SprayLine, with work expected to commence in the second quarter.
- Kerb and channel and drainage upgrade works in Riverview Road, Benalla were completed in the quarter.
- Benalla Street intersection safety improvement works completed.

A status report on capital projects as at 11 December 2024 is attached as **Appendix 1**.

Emergency Events

Benalla Rural City has been affected by ongoing severe weather events since January 2022 and another severe storm event occurred in late August 2024, resulting in fallen trees and storm debris on roads in the Thoona, Warrenbayne and Lima areas.

Council staff are liaising with Disaster Recovery Funding (DRF) representatives, in relation to all events, to ensure that asset recovery and restoration works are undertaken within the established guidelines and time frames.

Claims for reimbursement of eligible costs associated with all events (except for the August 2024 event) have been submitted for consideration through the DRF assessment process.

FINANCIAL IMPLICATIONS

The Capital Projects Program result for the three months ended 30 September 2024 was expenditure of \$891,000 which was \$382,000 more than the budgeted expenditure of \$509,000 as shown in the table below.

Capital Program result for the period ending 30 September 2024

Asset By Type	Notes	2024/25 YTD Actuals \$'000	2024/25 YTD Budgets \$'000	2024/25 YTD Variance \$'000	2024/25 Full Year Budget \$'000
(A) Property					
Buildings - specialised	1	208	69	-139	3,662
(B) Plant and equipment					
Computers and telecommunications	2	19	0	-19	180
Fixture fittings and furniture	3	13	5	-8	120
Library stock		83	80	-3	96
Plant and equipment		92	90	-2	1,160
(C) Infrastructure					
Bridge	4	24	0	-24	600
Drainage		10	10	0	972
Footpath	5	112	8	-104	248
Other Infrastructure		0	0	0	367
Parks open space and streetscapes	6	198	75	-123	75
Roads	7	130	162	32	2,186
Waste management	8	2	10	8	1,350
Total		891	509	-382	11,016

Notes:

1. Project delivery not aligned with budget phasing.
2. Un-budgeted project carried forward from 2023-24.
3. Un-budgeted item required to finalise sound and lighting for the Benalla Town Hall renewal project.
4. Project delivery not aligned with budget phasing.
5. Renewal of the footpath in Bridge Street not included in *2024/25 Budget*. Project approved by the Council on 11 September 2024. Total project cost is \$75,781.
6. Bridge Street lighting project carried forward from 2023/24. \$75,000 in the *2024/25 Budget* originally for a Local Roads and Community Infrastructure project that was completed by 30 June 2024.
7. Project delivery not aligned with Budget phasing.
8. Project delivery not aligned with Budget phasing.

COUNCIL PLAN 2021-2025

Community

- *A healthy, safe and resilient community.*
- *A connected, involved and inclusive community.*

Livability

- *Vibrant public spaces and places.*
- *Connected and accessible roads, footpaths, transport and parking.*

Environment

- *High quality efficient and sustainable waste management.*
- *Sustainable practices.*

Leadership

- *Good governance.*
- *High performance culture.*

OFFICER DECLARATION OF CONFLICT OF INTEREST

No officers involved in the preparation of this report have any general or material conflicts of interest in this matter.

Recommendation:

That the report be noted.

This page intentionally left blank

Benalla Rural City Council

Project Status Report as at 11 December 2024

	Original Project Budget	Forecast Project Budget	2024/25 Actual Spend	Previous Year Spend	Total Spend	Remaining Budget	Stage	Project Risk	Notes
	\$11,568,000.00	\$ 20,590,698.11	\$1,799,053.28	\$903,943.37	\$2,702,996.65	\$17,887,701.46			
3134A.TAC001: TAC Safe Local Roads - State Govt Total program 2m	-	2,000,000.00	-	-	-	2,000,000.00	Not Started	Low	A scope of work is being developed to form the submission for the funding.
31150.BRD081: Link Island Footbridge	-	295,000.00	58,441.86	-	58,441.86	236,558.14	Planning and Design	Medium	Design being finalised. Issues with attached water main.
31150.BRD082: Glenrowan Boweya Rd Bridge #199	200,000.00	60,000.00	-	-	-	60,000.00	Planning and Design	Low	Saving directed to footpath Midland Highway. Approved by Council 11 September 2024.
31150.BRD083: Glenrowan Boweya Rd Bridge #198	150,000.00	60,000.00	-	-	-	60,000.00	Planning and Design	Low	Saving directed to footpath Midland Highway. Approved by Council 11 September 2024.
31150.BRD084: Bridge Renewal Program	250,000.00	250,000.00	4,550.00	-	4,550.00	245,450.00	Planning and Design	Low	
3134A.BLKS24: Blackspot Funding - relocate splitter islands various Benalla locations	-	232,560.00	62,197.50	116,079.00	178,276.50	54,283.50	Delivery	Low	\$138,921 carried forward from 2023-24
3134A.KCR001: Kerb and Channel Renewal Program	132,000.00	132,000.00	101,367.09	-	101,367.09	30,632.91	Delivery	Low	
3134A.REG002: Regulation Program - R2R	74,000.00	74,000.00	-	-	-	74,000.00	Planning and Design	Low	
3134A.RPR108: Crack Sealing - Council Funded Component	24,000.00	24,000.00	22,400.00	-	22,400.00	1,600.00	Delivery	Low	
3134A.RPR223: Sealed Roads Preparation for Resealing	100,000.00	100,000.00	32,354.00	-	32,354.00	67,646.00	Delivery	Low	
3134A.RSH047: Shoulder Resheet Program	103,000.00	324,897.00	-	-	-	324,897.00	Procurement	Low	\$221,897 carried forward from 2023-24
3134A.RSR140: Reseal Program - RTR	901,000.00	901,000.00	269,568.00	-	269,568.00	631,432.00	Delivery	Low	
3134A.RUR114: Gravel Resheet Program	852,000.00	852,000.00	11,189.79	-	11,189.79	840,810.21	Procurement	Low	
31360.FPA032: Footpath Renewal Strategy	100,000.00	100,000.00	45,000.00	-	45,000.00	55,000.00	Delivery	Low	
31360.FPA040: Lakeside walk boardwalk renewal	200,000.00	288,221.21	89,813.25	200,000.00	289,813.25	1,592.04	Handover	Low	Project was carried forward from 2023-24 with \$200,000 of grant funding. Balance of project to be funded from savings in Customer Service Centre Lift Renewal.
31360.FPA041: Footpaths LRCI 4	-	4,225.00	3,800.00	-	3,800.00	425.00	Handover	Low	\$4,225 carried forward from 2023-24
31360.FPA042: Footpath Replacement - No.11 to No.17 Bridge Street East	-	70,000.00	75,781.80	-	75,781.80	5,781.80	Handover	Low	Project was not in adopted Budget. Forecast approved by Council 11 September 2024. Work was required to remediate footpath and kerb and channel in Bridge Street. Balance of funding will be budget overrun.
31360.FPA132: New footpath Midland Hwy to Equestrian Precinct	103,000.00	382,500.00	18,325.50	24,415.00	42,740.50	339,759.50	Planning and Design	Medium	Delays with design and final selection of path. \$102,500 grant from Victorian Government. Funded redirected from savings in Bridge projects. \$25,000 carried forward from 2023-24.
31370.DRA044: Drainage Strategy	535,000.00	535,000.00	8,189.00	-	8,189.00	526,811.00	Planning and Design	Medium	Final scope may include a combination of CAPEX and OPEX spend.
31370.DRA045: The Cuiquesac - Drainage	400,000.00	400,000.00	9,649.00	-	9,649.00	390,351.00	Planning and Design	Medium	
31370.PAP001: Pits and pipes, CQ ID NA	38,000.00	38,000.00	-	-	-	38,000.00	Not Started	Low	
31380.BUI051: Depot Office and Toilet Upgrade	100,000.00	125,000.00	100,089.84	-	100,089.84	24,910.16	Construction	Low	Additional funding to be reallocated from savings in Customer Service Centre lift renewal
31380.BUI177: Emulsion Tank	100,000.00	135,310.00	103,350.74	15,310.00	118,660.74	16,649.26	Handover	Low	Additional funding approved by Council 11 September 2024. \$84,690 carried forward from 2023-24.
31380.BUI178: Benalla Art Gallery - Internal fit out and deck renewal	-	18,000.00	-	-	-	18,000.00	Not Started	Low	\$18,000 carried forward from 2023-24
31380.BUI185: Benalla Indoor Recreation Centre Roof Renewal	450,000.00	450,000.00	145.44	-	145.44	449,854.56	Procurement	Low	
31380.BUI186: Solar Panel Installation - Customer Service Centre (LRCI4)	80,000.00	80,000.00	-	-	-	80,000.00	Procurement	Low	
31380.BUI187: Customer Service Centre: EV Charging Infrastructure	65,000.00	65,000.00	-	-	-	65,000.00	Procurement	Low	
31380.BUI188: Benalla Aquatic Centre: Disabled Client Assist Alarm	5,000.00	5,000.00	-	-	-	5,000.00	Procurement	Low	
31380.BUI189: Benalla Aquatic Centre: Chemical Storage Area	50,000.00	50,000.00	-	-	-	50,000.00	Procurement	Low	
31380.BUI190: Customer Service Centre Lift Renewal	200,000.00	10,235.00	10,235.00	-	10,235.00	-	Completed	Low	
31380.BUI191: Benalla Aquatic Centre: Boiler replacement and Installation	-	66,627.00	66,627.00	-	66,627.00	-	Handover	Low	Unbudgeted urgent project. Funding from savings on Customer Service Centre Lift Renewal.
31380.BUI192: Benalla Art Gallery Redevelopment	3,000,000.00	6,515,000.00	68,311.75	376,139.37	444,451.12	6,070,548.88	Planning and Design	Medium	Delayed project timeline. Additional \$2.965m from Australian Government for Stage 1B. Council contribution \$550,000 approved by Council 11 September 2024.
31391.BPC013: Benalla Art Gallery CCTV Upgrade	80,000.00	80,000.00	-	-	-	80,000.00	Not Started	Low	
31390.CPM192: Major Plant	930,000.00	1,220,082.00	-	-	-	1,220,082.00	Procurement	Low	New trucks and street sweeper purchased. Waiting on delivery. \$290,082 carried forward from 2023-24.
31390.CPS192: Small Plant Upgrade	30,000.00	30,000.00	7,710.96	-	7,710.96	22,289.04	Procurement	Low	
31390.CPV001: Vehicle Replacement Strategy	200,000.00	200,000.00	90,472.17	-	90,472.17	109,527.83	Delivery	Low	
31391.BPC010: Fixtures, IT, fittings & furniture, artworks	20,000.00	20,000.00	-	-	-	20,000.00	Not Started	Low	
31391.BPC011: Airconditioner Renewal Program	20,000.00	20,000.00	9,258.80	-	9,258.80	10,741.20	Delivery	Low	Allocation for urgent work.
31391.THL001: Town Hall HVAC Renewal, Fitout Internal, Sound and Lighting	-	-	8,161.41	-	8,161.41	8,161.41	Completed	Low	Unbudgeted project. Council funding to complete grant funded work from previous year.
31393.CPE031: IT Projects - identified in service plan	-	87,298.00	31,259.77	-	31,259.77	56,038.23	Delivery	Low	\$87,298 carried forward from 2023-24
31393.CPE035: IT Projects - identified in service plan	180,000.00	203,207.00	109,514.48	-	109,514.48	93,692.52	Delivery	Low	Rollout of new IT equipment. \$23,207 carried forward from 2023-24.
31393.CPE037: C/f Video Conference Solution	-	18,535.90	18,535.90	-	18,535.90	-	Completed	Low	
31394.LIB100: Library Purchases - Hub	96,000.00	96,000.00	80,144.11	-	80,144.11	15,855.89	Delivery	Low	Annual allocation for library collection renewal.
31410.LFIL35: Waste Management - Rehabilitation Stage 1: Design and Construct	100,000.00	100,000.00	1,830.00	-	1,830.00	98,170.00	Procurement	Medium	Strategic design being considered as part of the Landfill Masterplan Review. May delay project. Review scheduled to be complete in March 2025.
31410.LFIL36: Waste Management - Rehabilitation Stage 2A: Design and Construct	1,250,000.00	1,250,000.00	10,193.00	-	10,193.00	1,239,807.00	Procurement	Medium	Strategic design being considered as part of the Landfill Masterplan Review. May delay project. Review scheduled to be complete in March 2025.
31420.BMX001: Pump Track (BMX) design / construction	100,000.00	1,425,000.00	-	20,000.00	20,000.00	1,405,000.00	Not Started	Low	\$1,000,000 funded from Victorian Government, \$425,000 Council contribution. Council approved additional \$320,000 11 September 2024.
31430.OSP137: Library / Skatepark Activation Flying Fox 22/23 (OSP934)	-	105,000.00	-	-	-	105,000.00	Delivery	Medium	Delayed construction timeline. To be delivered in April 2025. Project fully funded by Victorian Government. \$105,000 carried forward from 2023-24.
Fawckner Drive Precinct - Multi-purpose Court	-	355,000.00	-	-	-	355,000.00	Not Started	Low	\$300,000 funded from Victorian Government, \$55,000 Council contribution approved 11 September 2024. Funding agreement not signed at this stage.
31430.ECN001: Electronic Community Notice Boards (LRCI4)	-	140,000.00	-	-	-	140,000.00	Procurement	Low	
31430.ECS001: Electronic Community Signage (LRCI4)	-	60,000.00	-	-	-	60,000.00	Procurement	Low	
31430.EMRU01: Emergency Marker Road Signage (LRCI4)	-	22,000.00	-	-	-	22,000.00	Completed	Low	
31430.FLA001: Flagpoles (LRCI4)	-	15,000.00	-	-	-	15,000.00	Not Started	Low	
31430.OSP049: All Ability Playground (LRCI4)	-	100,000.00	72,586.12	-	72,586.12	27,413.88	Construction	Low	\$100,000 carried forward from 2023-24
31430.SLU001: Street Light Upgrade (LRCI4)	-	50,000.00	-	-	-	50,000.00	Planning and Design	Low	In discussions with AUSNET on preferred solution
31430.SSC001: Street scape Upgrade Bridge Street 21/22 (CQ 9038)	350,000.00	350,000.00	198,000.00	152,000.00	350,000.00	-	Completed	Low	\$325,000 funded from Victorian Government

4.3 2024/25 Major Event Funding Program

SF/2857

Eric Nash – Interim Manager Economic Development and Sustainability
Allison Angus – Visitor Economy Coordinator
Kate Nolan – Tourism and Events Officer

PURPOSE OF REPORT

The report presents funding applications for the 2024/25 Major Event Funding Program.

BACKGROUND

The Council's Major Event Funding Program enables local community groups, clubs, organisations and external event groups to seek up to \$2,000 in funding to assist in the staging of events that will provide measurable economic benefit and enhance the image and liveability of Benalla Rural City.

DISCUSSION

Major Event Funding

Applications for consideration under the 2024/25 Major Event Funding program are detailed in the table below.

Applicant	Details	Amount Requested	Proposed Assistance
Benalla Lawn Tennis and Croquet Club inc.	<p>99th annual Benalla Lawn Tennis Club Tournament</p> <p>The Benalla Lawn Tennis Club will host its annual three-day tournament between 3 to 5 January 2025.</p> <p>The event will attract approximately 200 players (approx. 75 percent from outside the Benalla Rural City) competing in graded singles and doubles competitions. The tournament caters for juniors as well as elite players. Accommodation venues, eateries, supermarkets and fuel outlets are some of the beneficiaries of this influx of players and their families.</p> <p>Funding will go toward event payment of the Greenskeeper.</p>	\$1,000	\$1,000
Total		\$1,000	\$1,000

COUNCIL PLAN 2021-2025 IMPLICATIONS

Community

- *A healthy, Safe and resilient community.*
- *A connected, involved and inclusive community.*

Leadership

- *Engaged and informed community.*

COMMUNITY ENGAGEMENT

In accordance with the Council's *Community Engagement Policy*, it is proposed that community engagement be undertaken at the 'Inform' level under the International Association for Public Participation's IAP2 public participation spectrum.

Level of Public Participation	Promise to the community	Techniques to be used
Inform	We will provide information	<ul style="list-style-type: none">▪ Promotion of program via media, website and social media.▪ Program presented in public reports to the Council.▪ Outcomes advised directly to applicants.▪ Outcomes detailed in Annual Report.▪ Media release.

FINANCIAL IMPLICATIONS

The *2024/25 Budget* allocated \$12,000 to the Major Event Funding program. This application is the second for this financial year. The inclusion of this event will bring the total budget spend to \$3,000.

OFFICER DECLARATION OF CONFLICT OF INTEREST

No officers involved in the preparation of this report have any general or material conflicts of interest in this matter.

Recommendation:

That a \$1,000 grant from the 2024/25 Major Event Funding program be allocated to the Benalla Lawn Tennis and Croquet Club Inc.

4.4 2024/25 Quick Response Grants Program

SF/2857

Tom Arnold – Community Development and Recreation Coordinator
Jane Archbold – Manager Community

PURPOSE OF REPORT

The report presents funding applications for 2024/25 Quick Response Grants.

BACKGROUND

The Quick Response grant program enables local community groups, clubs and organisations to seek funding to increase their capacity to work in partnership with the Council and others to address local needs and enhance the local community.

The program distributes grants up to \$500 allowing local clubs, groups and organisations the opportunity to seek funds when the need arises.

DISCUSSION

Applications for consideration under the 2024/25 Quick Response Grant program are detailed in the table below.

Applicant	Details	Amount Requested	Proposed Assistance
Odyssey Victoria	Supporting Positive Change Odyssey Victoria facility (Kilfeera Road, Molyullah) run a Circuit Breaker residential treatment program for people overcoming alcohol and drug (AOD) disorders. On average 270 clients are supported each year. To support the recreation aspect of the program Odyssey Victoria have upgraded their multi-purpose sports court. Seeking funding to support the purchase of sports equipment from Benalla Sports Power. In addition to the therapeutic use of the sports equipment, residents will be able to use the equipment with their families who visit on the weekends.	\$486.24	\$486.24
Total		\$486.24	\$486.24

COUNCIL PLAN 2021-2025 IMPLICATIONS

Community

- *A healthy, Safe and resilient community.*
- *A connected, involved and inclusive community.*

Leadership

- *Engaged and informed community.*

COMMUNITY ENGAGEMENT

In accordance with the Council's *Community Engagement Policy*, it is proposed that community engagement be undertaken at the 'Inform' level under the International Association for Public Participation's IAP2 public participation spectrum.

Level of Public Participation	Promise to the community	Techniques to be used
Inform	We will provide information	<ul style="list-style-type: none">▪ Promotion of program via media, website and social media.▪ Program presented in public reports to the Council.▪ Outcomes advised directly to applicants.▪ Outcomes detailed in Annual Report.

FINANCIAL IMPLICATIONS

The *2024/25 Budget* allocates \$15,000 to the Quick Response Grant program. To date, \$7,471.00 in Quick Response Grant funding has been allocated.

Recipients of support throughout the financial year are detailed in the Annual Report.

OFFICER DECLARATION OF CONFLICT OF INTEREST

No officers involved in the preparation of this report have any general or material conflicts of interest in this matter.

Recommendation:

That a \$500 grant from the 2024/2025 Quick Response Grant program be allocated to Odyssey Victoria.

4.5 Appointment of Council representative to Advisory Committees, Peak industry Bodies and Regional and Community-Based Committees

SF/83-10

Dom Testoni – Chief Executive Officer

Nominations of appointment of Council representatives to various committees, peak industry bodies and regional and community organisations in 2024/25 are detailed in Table 1.

Table 1: 2024/25 Council Representatives to Advisory Committees, Peak Industry Bodies, Regional and Community-Based Committees

Advisory Committees	Representative/s	Officer	Meetings
Australia Day Advisory Committee	Cr Hearn Cr King	Manager Economic Development and Sustainability	Bi-monthly or as required 10am Friday
Benalla Airport Advisory Committee	Cr Hearn Cr Davis	Manager Facilities and Information Technology	Quarterly 2pm Tuesday
Benalla Art Gallery Advisory Committee	Cr Gunaratne Cr Merkel	Manager Economic Development and Sustainability	Bi-monthly 6pm Tuesday
Benalla Festival Advisory Committee	Cr King Cr Merkel Cr Tolliday	Manager Economic Development and Sustainability	Monthly or as required 4pm Tuesday
Benalla Street Art Advisory Committee	Cr Merkel Cr Tolliday	Manager Economic Development and Sustainability	Monthly 5.30pm Monday
Communications Advisory Committee	Cr Hearn Cr Blore Cr Davis	Chief Executive Officer	Monthly

Boards of Management	Representative/s	Officer	Meetings
North East Victoria Tourism Board Incorporated	Chief Executive Officer	Chief Executive Officer	Bi-monthly Thursday

Community Asset Committees	Representative/s	Officer	Meetings
Benalla Sports and Equestrian Reserve Committee	Cr Hearn	Open Spaces Coordinator	TBC

External Incorporated	Representative/s	Officer	Meetings
Benalla Family Research Group	Cr Blore	Chief Executive Officer	Monthly 11am Wednesday
Benalla Showgrounds and Recreation Reserve Committee of Management Incorporated	Cr King	Open Spaces Coordinator	After hours
State Gliding Centre Committee of Management Incorporated	Cr Hearn	Manager Facilities and Information Technology	Saturday AM
Churchill Reserve Committee of Management Incorporated	Cr Merkel Cr Tolliday	Open Spaces Coordinator	Bi-monthly 6pm Tuesday

External Organisations	Representative/s	Officer	Meetings
Benalla Historical Society Incorporated	Cr Blore	Chief Executive Officer	Monthly 4pm Wednesday

External Working Groups	Representative/s	Officer	Meetings
Benalla Local Safety and Traffic Liaison Committee	Cr Blore Cr Hearn	Manager Assets and Infrastructure	Bi Monthly 2pm Monday
Benalla Youth Service Providers Network	Cr Tolliday	Community Development Coordinator	Bi-monthly Thursday 1pm – 3pm
Live4Life Partnership Group	Cr Tolliday	Youth Development Coordinator	Bi-monthly Wednesday 2pm – 3pm
Health and Wellbeing Partnership Group	Cr Gunaratne	Manager Community	Bi-monthly 1.30pm first Monday

Internal Incorporated	Representative/s	Officer	Meetings
Benalla Gardens Oval Committee of Management Incorporated	Cr Davis	Open Spaces Coordinator	After hours
Benalla Indoor Recreation Centre Committee of Management Incorporated	Cr Blore Cr Hearn	Open Spaces Coordinator	After hours
United Friendly Society Reserve Committee of Management Incorporated	Cr Davis Cr Hearn	Open Spaces Coordinator	After hours

Reference Groups	Representative/s	Officer	Meetings
Accessibility Reference Group	Cr Blore Cr Gunaratne	Community Development Coordinator	Bi-Monthly 10.30am Tuesday

Regional Associations	Representative/s	Officer	Meetings
Goulburn Murray Climate Alliance	Cr Blore	Environmental Sustainability Coordinator	Quarterly 1pm Thursday
Hume Region Local Government Network	Mayor	Chief Executive Officer	Quarterly 10am Thursday
Ovens Murray Regional Partnerships	Chief Executive Officer	Chief Executive Officer	Monthly Thursday or Friday
North East Local Government Waste and Recycling Forum	Cr Blore	Manager Assets and Infrastructure	Quarterly

Statutory Committees	Representative/s	Officer	Meetings
Chief Executive Officer Performance Review Committee	All Councillors and Independent Advisor	General Manager Corporate	Quarterly
Municipal Emergency Management Committee	Mayor	Manager Development	Quarterly Thursday work hours

Steering Committees and Project Control Groups	Representative/s	Officer	Meetings
Benalla Indoor Recreation Centre Redevelopment project Steering Committee	Cr Davis Cr Hearn	Manager Assets and Infrastructure	Monthly Thursdays 11am
Benalla Art Gallery Project Control Group	Cr Blore Cr King	Infrastructure	Monthly

Recommendation:
That the appointment of Council representatives to various committees, peak industry bodies, regional and community organisations for the 2024/25 Council Year as detailed in Table 1 be approved.

Municipal Association of Victoria

Municipal Association of Victoria allows for a representative and substitute to be appointed. While three councillors (refer table below) have been nominated, only two can be appointed.

Industry Associations	Representative/s	Officer	Meetings
Municipal Association of Victoria	Mayor Cr Gunaratne Cr King	Chief Executive Officer	Quarterly 10am Thursday

Recommendation:

That Cr..... and Cr be appointed as Municipal Association of Victoria representatives for the 2024/25 Council Year.

4.6 Mayor and Councillors' Attendance At Conferences and Events

SF/1557

Tracey Beaton – Executive Coordinator

PURPOSE OF REPORT

The Mayor and Councillors, listed in alphabetical order, attended meetings and events as detailed below during the period from 11 November 2024 to 8 December 2024.

Councillor David Blore	
12 November	Welcome, Induction Program and Department Overviews
14 November	Department Overviews and introduction to the Councillors Information Manual
19 November	Department Overviews and Council Meeting Process
22 November	Mayor and Councillors Support, OH&S Induction and IT User Induction
26 November	Official Councillor Photographs
26 November	Council Meeting
27 November	Assembly of Councillors - Council Plan 2025-2029
27 November	Chief Executive Officer Employment and Remuneration Committee
27 November	Assembly of Councillors
29 November	Community Christmas Party
29 November	The Friends of the Benalla Art Gallery Event
2 December	North East Local Government Waste and Recycling Forum
4 December	Finance and Planning Committee Meeting

Councillor Peter Davis	
12 November	Welcome, Induction Program and Department Overviews
14 November	Department Overviews and introduction to the Councillors Information Manual
19 November	Department Overviews and Council Meeting Process
22 November	Mayor and Councillors Support, OH&S Induction and IT User Induction
26 November	Official Councillor Photographs
26 November	Council Meeting
27 November	Assembly of Councillors - Council Plan 2025-2029
27 November	Chief Executive Officer Employment and Remuneration Committee
27 November	Assembly of Councillors
29 November	Community Christmas Party
29 November	The Friends of the Benalla Art Gallery Event
4 December	Finance and Planning Committee Meeting

Mayor Councillor Bernie Hearn	
12 November	Welcome, Induction Program and Department Overviews
14 November	Department Overviews and introduction to the Councillors Information Manual
19 November	Department Overviews and Council Meeting Process
22 November	Mayor and Councillors Support, OH&S Induction and IT User Induction
26 November	Official Councillor Photographs
26 November	Council Meeting
27 November	Assembly of Councillors - Council Plan 2025-2029
27 November	Chief Executive Officer Employment and Remuneration Committee
27 November	Assembly of Councillors
28 November	Interview with Boarder Mail
28 November	Interview with WIN News
29 November	Community Christmas Party
29 November	The Friends of the Benalla Art Gallery Event
1 December	England over 60's Cricket game at Benalla Gardens

Councillor Punarji Hewa Gunaratne	
12 November	Welcome, Induction Program and Department Overviews
14 November	Department Overviews and introduction to the Councillors Information Manual
19 November	Department Overviews and Council Meeting Process
22 November	Mayor and Councillors Support, OH&S Induction and IT User Induction
26 November	Official Councillor Photographs
26 November	Council Meeting
27 November	Assembly of Councillors - Council Plan 2025-2029
27 November	Chief Executive Officer Employment and Remuneration Committee
27 November	Assembly of Councillors
29 November	Community Christmas Party
29 November	The Friends of the Benalla Art Gallery Event
1 December	England over 60's Cricket game at Benalla Gardens
4 December	Finance and Planning Committee Meeting
6 December	Winton Christmas Gathering

Deputy Mayor Councillor Justin King	
12 November	Welcome, Induction Program and Department Overviews
14 November	Department Overviews and introduction to the Councillors Information Manual
19 November	Department Overviews and Council Meeting Process
22 November	Mayor and Councillors Support, OH&S Induction and IT User Induction
26 November	Official Councillor Photographs
26 November	Council Meeting
27 November	Assembly of Councillors - Council Plan 2025-2029
27 November	Chief Executive Officer Employment and Remuneration Committee
27 November	Assembly of Councillors
29 November	Judging of the Christmas window decorations
29 November	Community Christmas Party
4 December	Finance and Planning Committee Meeting

Councillor Jillian Merkel	
12 November	Welcome, Induction Program and Department Overviews
14 November	Department Overviews and introduction to the Councillors Information Manual
26 November	Official Councillor Photographs
26 November	Council Meeting
27 November	Assembly of Councillors - Council Plan 2025-2029
27 November	Chief Executive Officer Employment and Remuneration Committee
27 November	Assembly of Councillors
28 November	Mayor and Councillors Support, OH&S Induction and IT User Induction
29 November	Community Christmas Party
29 November	The Friends of the Benalla Art Gallery Event
4 December	Finance and Planning Committee Meeting

Councillor Nathan Tolliday	
12 November	Welcome, Induction Program and Department Overviews
14 November	Department Overviews and introduction to the Councillors Information Manual
19 November	Department Overviews and Council Meeting Process
22 November	Mayor and Councillors Support, OH&S Induction and IT User Induction
26 November	Official Councillor Photographs
26 November	Council Meeting
27 November	Assembly of Councillors - Council Plan 2025-2029
27 November	Chief Executive Officer Employment and Remuneration Committee
27 November	Assembly of Councillors
29 November	Community Christmas Party
4 December	Finance and Planning Committee Meeting

Recommendation:

That the report be noted.

This page intentionally left blank

4.7 Council Actions Pending

Council Actions Pending are detailed in **Appendix 1**.

Recommendation:
That the report be noted.

This page intentionally left blank

Council Actions Pending

Action No.	Meeting Name	Item	Action	Officer	Status/notes
1.	F&P Committee 4-Dec-24	4	Audit and Risk Committee Councillor Representatives That the Finance and Planning Committee, acting under its delegated authority of the Council: Appoint Councillor Peter Davis and Councillor Puna Hewa Gunaratne as the Councillor representatives on the Benalla Rural City Council Audit and Risk Committee for the 2024/25 Council Year.	GMC	Completed
2.	F&P Committee 4-Dec-24	3	2024/2025 Quick Response Grants That \$500 grants from the 2024/2025 Quick Response Grant program be allocated to: <ul style="list-style-type: none"> ▪ Benalla Homeless Response Group ▪ Rotary Club of Benalla ▪ Tatong Community Centre & Recreation Reserve Committee ▪ Lima School Community Centre Committee ▪ Winton Community Group ▪ Boweya Community ▪ Thoona Memorial Hall ▪ Benalla Table Tennis Association ▪ Devenish Public Hall Committee of Management Inc. 	MC	Completed
3.	Council Meeting 23-Oct-24	1	Benalla Rural City Council Annual Report 2023/24 That the <i>Benalla Rural City Council Annual Report 2023/24</i> be received.	MF	Completed
4.	Council Meeting 16-Oct-24	4.1	Draft Annual Financial Report, draft Performance Statement and Governance and Management Checklist For The Year Ended 30 June 2024 <ol style="list-style-type: none"> 1. That Council approves in principle the <i>Benalla Rural City Council Annual Financial Report for the Year Ended 30 June 2024</i> and <i>Benalla Rural City Council Performance Statement for the Year Ended 30 June 2024</i>. 2. That Mayor Cr Danny Claridge, Cr Bernie Hearn and Chief Executive Officer Dom Testoni be authorised to certify the <i>Benalla Rural City Council Annual Financial Report For the Year Ended 30 June 2024</i> and <i>Benalla Rural City Council Performance Statement For the Year Ended 30 June 2024</i> in their final form after any changes recommended or agreed to by the Victorian Auditor-General's Office have been made. 3. That Council adopts the <i>Benalla Rural City Council Governance and Management Checklist</i>. 4. That the Mayor Cr Danny Claridge and Chief Executive Officer Dom Testoni be authorised to certify the <i>Benalla Rural City Council Governance and Management Checklist</i>. 	MF	Completed

Action No.	Meeting Name	Item	Action	Officer	Status/notes
5.	Council Meeting 7-Aug-24	8.1	<p>Correspondence received: Changes to Benalla Health and Other Health Services</p> <ol style="list-style-type: none"> 1. That the Council seek an urgent meeting with the Benalla Health Board to discuss the issues raised in the letter. 2. That the Council write to the Hon. Mary-Anne Thomas seeking information about the proposed amalgamation and budget cuts at Benalla Health. 	CEO	Completed
6.	Council Meeting 14-Feb-24	4.4	<p>Fawckner Drive Masterplan</p> <ol style="list-style-type: none"> 1. That the <i>Benalla Fawckner Drive Masterplan</i> be adopted. 2. That the <i>Benalla Fawckner Drive Masterplan Strategy Advocacy Document</i> be drafted. 	MC	<ol style="list-style-type: none"> 1. Completed 2. In progress
7.	Council Meeting 13-Dec-23	4.4	<p>Benalla Sports and Equestrian Reserve Committee</p> <p>That the debate on this matter be deferred until the Council Meeting on 14 February 2024 to allow the <i>Benalla Sports and Equestrian Reserve</i> user groups to endorse their representative on the <i>Benalla Sports and Equestrian Reserve Committee</i> and the <i>Instrument of Sub-Delegation from the Chief Executive Officer to Community Asset Committees</i> be updated.</p>	CEO	Meeting scheduled with user groups to establish if there is still a desire to have a Community Asset Committee.
8.	Council Meeting 24-April-24	4.1	<p>Benalla Indoor Recreation Centre Redevelopment Project</p> <ol style="list-style-type: none"> 1. That the Council give in principle support for the Benalla P-12 College Barkly Street Campus as the preferred site location for the <i>Benalla Indoor Recreation Centre Redevelopment project</i>. 2. That the Chief Executive Officer negotiate with the Department of Education for the Council to acquire crown land at 51-54 Barkly Street, Benalla. 3. That the <i>Benalla Indoor Recreation Centre Redevelopment Project Steering Committee</i> be established. 4. That the amended <i>Benalla Indoor Recreation Centre Redevelopment Project Steering Committee Terms of Reference</i> be adopted. 5. That Cr Don Firth and Cr Bernie Hearn be appointed as the Councillor representatives on the <i>Benalla Indoor Recreation Centre Redevelopment Project Steering Committee</i> for the remainder of the 2023/24 Council year. 6. That invitations to join the <i>Benalla Indoor Recreation Centre Redevelopment Project Steering Committee</i> be extended to: <ul style="list-style-type: none"> ▪ Hume Region Community Infrastructure, Place, Sport and Recreation Victoria, Basketball Victoria, President Benalla Basketball Association, Chair of the Benalla Indoor Recreation Centre Committee of Management. 7. That an expression of interest process be undertaken to obtain two community member <i>Benalla Indoor Recreation Centre Redevelopment Project Steering Committee</i> representatives. 	MAI	<ol style="list-style-type: none"> 1. Completed 2. In progress 3. Completed 4. Completed 5. Completed 6. Completed 7. Completed

Action No.	Meeting Name	Item	Action	Officer	Status/notes
9.	F&P Committee 1-Mar-23	3	<p>Planning Scheme Review Amendment – Benalla Planning Scheme Review</p> <p>That Council resolves to:</p> <ol style="list-style-type: none"> 1. Note and forward the <i>Benalla Planning Scheme Review 2022</i> to the Minister for Planning in accordance with Section 12B (5) of the <i>Planning and Environment Act 1987</i>. 2. Seek assistance from Regional Planning Hubs to prepare and exhibit a planning scheme amendment to implement the <i>Benalla Planning Scheme Review 2022</i>. 	MD	<ol style="list-style-type: none"> 1. Completed 2. In progress

5. Reports by Councillors

Recommendation:

That the report(s) be noted.

6. Notices of Motion

7. Notices of Rescission Motion

8. Urgent Business

Business can only be admitted as urgent business by resolution of the council, and only then if it:

- relates to or arises out of a matter which has arisen since distribution of the agenda; and
- cannot be deferred until the next Council Meeting without having a negative impact on the Council, the municipality or the local community; and
- cannot be addressed through the Customer Request Management System.

A Councillor proposing that a matter be admitted as urgent business must lodge it in writing with the Chief Executive Officer by 4pm on the day of the meeting.

The Chief Executive Officer will advise the Mayor of any matter that the Chief Executive Officer determines appropriate for the Council to consider admitting as urgent business.

This page intentionally left blank

Confidential Business

It is proposed that the following items be considered in confidential business pursuant to the *Local Government Act 2020* as they contain personal information or private commercial information that would result in the unreasonable disclosure of information about a person, their personal affairs or expose the business, commercial or financial undertaking if released:

- 9.1 Tender For Contract CM25.032 Gravel Road Re-sheeting Works on Various Council Roads within Benalla Rural City 24/25 Program
- 9.2 Tender For Contract CM25.033 Micro-surfacing Works on Various Council Roads within Benalla Rural City 2024/25 Program
- 9.3 Provision of Banking and Bill Payment Services 2025-2030
- 9.4 Chief Executive Officer Key Selection Criteria and Appointment of Acting Chief Executive Officer
- 9.5 Confidential Reports by Councillors
- 9.6 Confidential Council Actions Pending

Recommendation:

That the meeting be closed to the public for the consideration of the confidential business item noted above pursuant to Sections 3(1) and Section 66(2)(a) of the *Local Government Act 2020*.

10. Reopening of the meeting to the public

Recommendation:
That the meeting be reopened to the public.

Closure of the meeting