

Council Meeting

Minutes

Date: Wednesday 16 October 2024

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

In accordance with Rule 6.4 of the *Governance Rules 2020* the Council Meeting was livestreamed via the Council's website and an audio recording was made of the proceedings.

Members of the public were encouraged to watch the live broadcast of the meeting at www.benalla.vic.gov.au

PO Box 227
1 Bridge Street East
Benalla Victoria 3671
Tel: 03 5760 2600
council@benalla.vic.gov.au
www.benalla.vic.gov.au

Contents

Opening and Acknowledgment of Country	3
Apologies.....	3
Disclosures of Conflict of Interest.....	4
Confirmation of the Minutes of the Previous Meeting	4
1. Public Question Time.....	5
2. Petitions	5
Record of Committees.....	5
3.1 Recommendations from Finance and Planning Committee	5
3.2 Assemblies of Councillors, Advisory and External Committees	5
Officer Reports.....	6
4.1 Draft Annual Financial Report, draft Performance Statement and Governance and Management Checklist For The Year Ended 30 June 2024	6
4.2 Finance Department Activity Report For The Quarter Ended 30 September 2024	7
4.3 People and Performance Department Activity Report For The Quarter Ended 30 September 2024	7
4.4 Building and Planning Approvals – August 2024.....	7
4.5 Development Department Activity Report For The Quarter Ended 30 September 2024.....	8
4.6 Community Department Activity Report For The Quarter Ended 30 September 2024.....	8
4.7 Assets and Infrastructure Department Activity Report For The Quarter Ended 30 September 2024	8
4.8 Facilities Department Activity Report For The Quarter Ended 30 September 2024.....	9
4.9 Economic Development and Sustainability Department Activity Report For The Quarter Ended 30 September 2024	9
4.10 CEO Credit Card Transactions For The Quarter Ended 30 September 2024	9
4.11 Mayor and Councillors’ Attendance at Committees and Civic Functions	10
4.12 Council Actions Pending	10
5. Reports by Councillors	10
6. Notices of Motion	11
7. Notices of Rescission Motion	11
8. Urgent Business.....	11
Confidential Business	11
9.1 Confidential Reports by Councillors	11
9.2 Confidential Council Actions Pending	11
Closure of the meeting	11

Minutes

Chair	Councillor Danny Claridge (Mayor)	
Councillors	Councillor Peter Davis	
	Councillor Don Firth	
	Councillor Bernie Hearn	
	Councillor Punarji Hewa Gunaratne	
	Councillor Justin King	
	Councillor Gail O'Brien	
In attendance	Dom Testoni	Chief Executive Officer
	Robert Barber	General Manager Corporate
	Jane Archbold	Manager Community
	Cathy Fitzpatrick	Manager Finance
	Joel Ingham	Interim Manager Development
	Janine McMaster	Manager People and Performance
	Nilesh Singh	Interim Manager Assets and Infrastructure
	Jess Pendergast	Governance Coordinator

Opening and Acknowledgment of Country

The Chair opened the meeting at 6pm and recited 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

No apologies were submitted to the Council Meeting.

Statement of Commitment

The Councillors recited 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 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.

Governance Matters

The Council Meeting was 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 was livestreamed via the Council's website and an audio recording was made of the proceedings and made available for public access, with the exception of matters identified as confidential items in the agenda.

Disclosures of Conflict of Interest

See item 4.7 and 4.12.

Confirmation of the Minutes of the Previous Meeting

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

Cr Davis / Cr Hearn:

That the Minutes of the Council Meeting held on 11 September 2024 be confirmed as a true and accurate record of the meeting.

Carried

1. Public Question Time

As per the *Election Period Policy* the Council Meeting made no provision for question time.

2. Petitions

No petitions were submitted to the Council Meeting.

Record of Committees

3.1 Recommendations from Finance and Planning Committee

There were no recommendations from the Finance and Planning Committee.

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 were presented.

September 2024

2 September 2024	Benalla Indoor Recreation Centre (BIRC) Redevelopment Steering Committee
3 September 2024	Accessibility Reference Group Meeting
4 September 2024	Assembly of Councillors Briefing
11 September 2024	Communications Advisory Committee Meeting
25 September 2024	Assembly of Councillors Briefing

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

Carried

Officer Reports

4.1 Draft Annual Financial Report, draft Performance Statement and Governance and Management Checklist For The Year Ended 30 June 2024

The report presented for in principle approval the draft Annual Financial Report and draft Performance Statement for the year ended 30 June 2024.

The report also presented the Benalla Rural City Council Governance and Management Checklist for adoption.

In accordance with section 100 (2)(a) of the *Local Government Act 2020* the Council is required to present its *2023/24 Annual Report*, including audited financial statements, audited performance statement, and governance and management checklist at an open meeting by no later than the day before the 2024 Local Government Elections (Friday 25 October 2024).

It was proposed that the *2023/24 Annual Report* be presented to the Council Meeting on Wednesday 23 October 2024.

Cr Hearn / Cr King:

1. That Council approves in principle the *Benalla Rural City Council Annual Financial Report for the Year Ended 30 June 2024* and *Benalla Rural City Council Performance Statement for the Year Ended 30 June 2024*.
2. That Mayor Cr Danny Claridge, Cr Bernie Hearn and Chief Executive Officer Dom Testoni be authorised to certify the *Benalla Rural City Council Annual Financial Report For the Year Ended 30 June 2024* and *Benalla Rural City Council Performance Statement For the Year Ended 30 June 2024* 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 *Benalla Rural City Council Governance and Management Checklist*.
4. That the Mayor Cr Danny Claridge and Chief Executive Officer Dom Testoni be authorised to certify the *Benalla Rural City Council Governance and Management Checklist*.

Carried

4.2 Finance Department Activity Report For The Quarter Ended 30 September 2024

The report presented an overview of the functions of the Finance Department for the quarter ended 30 September 2024.

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

Carried

4.3 People and Performance Department Activity Report For The Quarter Ended 30 September 2024

The report presented the activities of the People and Performance Department for the quarter ended 30 September 2024.

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

Carried

4.4 Building and Planning Approvals – August 2024

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

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

Carried

4.5 Development Department Activity Report For The Quarter Ended 30 September 2024

The report presented the activities of the Development department for the quarter ended 30 September 2024.

Cr Hearn / Cr Davis:

That the report be noted.

Carried

4.6 Community Department Activity Report For The Quarter Ended 30 September 2024

The report presented the activities of the Community Department for the quarter ended 30 September 2024.

Cr Davis / Cr O'Brien:

That the report be noted.

Carried

Councillor Justin King declared a material conflict of interest in the following item and left the meeting at 6.43pm.

4.7 Assets and Infrastructure Department Activity Report For The Quarter Ended 30 September 2024

The report presents the activities of the Assets and Infrastructure department for the quarter ended 30 September 2024.

Cr Hearn / Cr Gunaratne:

That the report be noted.

Carried

Councillor Justin King returned to the meeting at 6.47pm.

4.8 Facilities Department Activity Report For The Quarter Ended 30 September 2024

The report presented the activities of the Facilities and Information Technology Department for the quarter ended 30 September 2024.

Cr Hearn / Cr King:

That the report be noted.

Carried

4.9 Economic Development and Sustainability Department Activity Report For The Quarter Ended 30 September 2024

The report presented the activity of the Economic Development and Sustainability Department for the quarter ending 30 September 2024.

Cr Davis / Cr Hearn:

That the report be noted.

Carried

4.10 CEO Credit Card Transactions For The Quarter Ended 30 September 2024

The report detailed expenditure associated with the corporate credit card issued to the Chief Executive Officer for the quarter ended 30 September 2024.

Cr Hearn / Cr King:

That the report be noted.

Carried

4.11 Mayor and Councillors' Attendance at Committees and Civic Functions

The Mayor and Councillors' attendance at meetings and events during the period from 2 September 2024 to 30 September 2024 were presented.

It is noted that Councillor Justin King attended the RUOK Day – BBQ Breakfast on 12 September 2024.

Cr Davis / Cr King:

That the report be noted.

Carried

4.12 Council Actions Pending

Council Actions Pending were presented.

Councillor Justin King declared a material conflict of interest and left the meeting during the discussion on the Benalla Indoor Recreation Centre Redevelopment project at 6.58pm and returned to the meeting at 7.02pm.

Cr Hearn / Cr Davis:

That the report be noted.

Carried

5. Reports by Councillors

Councillor Danny Claridge reported on:

- his attendance at the Koren Film Festival on 14 and 15 September 2024 at the Benalla Cinema.
- his attendance at Recycling Victoria Local Government Advisory Committee meeting on 3 September 2024.
- fundraising efforts of the Friends of the Benalla Library and thanked them for their contributions towards the Benalla Sir Edward 'Wear' Dunlop Learning Centre.

Cr Hearn / Cr Gunaratne:

That the reports be noted.

Carried

6. Notices of Motion

As per the *Election Period Policy*, the Council meeting made no provision for notices of motion.

7. Notices of Rescission Motion

As per the *Election Period Policy*, the Council meeting made no provision for notices of rescission motion.

8. Urgent Business

As per the *Election Period Policy*, the Council meeting made no provision for urgent business.

Confidential Business

9.1 Confidential Reports by Councillors

No confidential reports were provided by Councillors

9.2 Confidential Council Actions Pending

There were no Confidential Council Actions Pending.

Closure of the meeting

The Council Meeting closed at 7.15pm.

The minutes were confirmed on the twenty sixth day of November 2024.

Signed: _____