

Council Meeting

Agenda

Date: Wednesday 24 April 2024

Time: 5.30pm

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

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.

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.

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

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Agenda

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
 Tom Arnold Community Development Coordinator
 Keith Biglin Project Manager
 Jess Pendergast Governance Coordinator

Opening and Acknowledgment 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 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

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.

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.

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 Meetings held on 20 March 2024 and 3 April 2024 be confirmed as true and accurate records of the meetings.

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 10 April 2024 are attached as **Appendix 1**.

Recommendation:

That the recommendations of the Finance and Planning Committee meeting held on Wednesday 10 April 2024 be adopted.

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.

March 2024

4 March 2024	Benalla Street Art Advisory Committee Meeting
5 March 2024	Benalla Art Gallery Committee Meeting
6 March 2024	Assembly of Councillors Briefing
13 March 2024	CEO Employment and Remuneration Committee Meeting
13 March 2024	Assembly of Councillors Briefing

Recommendation:

That the report be noted.

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Business**1. Development of the land for restricted retail premises, create and alter access to a road in a Transport Zone 2 and a reduction in car parking requirements at 203-209 Bridge Street East, Benalla**

The report presented a planning permit issued for the development of the land for restricted retail premises at 203-209 Bridge Street East, Benalla.

Cr Firth / Cr Claridge:
That the report be noted.

Carried

2. Building and Planning Approvals – February 2024

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

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

Carried

Councillor Justin King declared a material conflict of interest in the following item and left the meeting at 5.55pm.

3. Benalla Indoor Recreation Centre Redevelopment Project – Consideration of Submissions

The report considered submissions received on the *Benalla Indoor Recreation Centre (BIRC) Redevelopment project*.

A report on the *Benalla Indoor Recreation Centre Redevelopment Project* will be presented to the Council at its meeting on 24 April 2024.

Cr Claridge / Cr Firth:

- 1. That the report be noted.**
- 2. That the submissions be taken into consideration to determine the location of the redevelopment of the Benalla Indoor Recreation Centre.**

Carried

Councillor Justin King returned to the meeting at 6.08pm.

Councillor Gail O'Brien declared a general conflict of interest in the following item and left the meeting at 6.09pm.

4. 2023/2024 Major Events Funding

The report presented funding applications for the 2023/24 Major Event Funding Program.

Cr King / Cr Davis:

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

That a \$2,000 grant from the 2023/24 Major Event Funding program be allocated to the Benalla Bowls Club.

Carried

A division of the vote was called.

Votes recorded in favour for the motion:

Councillor Danny Claridge

Councillor Peter Davis

Councillor Don Firth

Councillor Bernie Hearn

Councillor Justin King

Votes recorded against the motion:

Councillor Punarji Hewa Gunaratne abstained from the vote.

Councillor Gail O'Brien returned to the meeting at 6.13pm.

5. Local Government Performance Reporting Framework – Report Of Operations For Half-Year Ending 31 December 2023

The report presented half-year service performance indicator results under the Local Government Performance Reporting Framework.

Cr Davis / Cr O’Brien:
That the report be noted.

Carried

6. Urgent Business

No urgent business was submitted to the meeting.

Closure of Meeting

The Finance and Planning Committee meeting closed at 6.20pm

Recommendations of the Finance and Planning Committee meeting held on Wednesday 10 April 2024

Record of Assemblies of Councillors, Advisory and External Committees

March 2024

Benalla Street Art Advisory Committee

5.30pm Monday 4 March 2024, Civic Centre (Council Meeting Room) 13 Mair Street, Benalla

Chair:	Raelene Stratton	Community Representative
Committee:	Councillor Don Firth	Council Representative
	Councillor Gail O'Brien	Council Representative
	Toby Benador	Community Representative
	Ian Gonzaga	Community Representative
	Alex Ross	Community Representative
	Joel Spencer	Community Representative
	Courtney Naughton	Manager Economic Development and Sustainability
	Catherine Macmillan	Business Development Coordinator
In attendance:	Eddie Zammit	Curator
	Charlie Vincent	Tourism North East Victoria
	Alison Angus	Tourism Coordinator
	Kate Nolan	Events Coordinator

Apologies: Raelene Stratton and Charlie Vincent

Conflicts of Interest disclosed: Nil

Items discussed:

1. Review of Actions Pending
2. Walls and Artists
3. Fringe Festival Program
4. Marketing
5. Volunteers
6. Other Business

Benalla Art Gallery Committee

6pm Monday 5 March 2024, Civic Centre (Council Meeting Room) 13 Mair Street, Benalla

Chair:	Barbara Alexander AO	Community Representative
Committee:	Councillor Danny Claridge	Council Representative
	Councillor Punarji Hewa Gunaratne	Council Representative
	Tim Abdallah	General Member
	Jane Grimwade	Friends of Benalla Art Gallery
	Winsome McCaughey AO	General Member
	Elizabeth Costello	Tourism North East Victoria
	Anna Parle	General Member
	Fiona Stephens	General Member
	Alice Tallis	General Member
In attendance:	Dom Testoni	Chief Executive Officer
	Eric Nash	Benalla Art Gallery Director
	Courtney Naughton	Manager Economic Development and Sustainability
	Keith Biglin	Project Manager

Apologies: Cr Punarji Hewa Gunaratne, Anna Parle and Fiona Stephens

Conflicts of Interest disclosed: Nil

Items discussed:

1. Proposed Establishment of the *Benalla Art Gallery Advisory Committee*
2. *Benalla Art Gallery Redevelopment Project* update
3. Urgent Business

Assembly of Councillors – Business Review

11am Wednesday 6 March 2024, Civic Centre (Council Meeting Room) 13 Mair Street, Benalla.

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
Nilesh Singh Acting General Manager Corporate
Jane Archbold Manager Community
Cathy Fitzpatrick Manager Finance
Courtney Naughton Manager Economic Development and Sustainability
Greg Robertson Manager Facilities and Information Technology
Keith Biglin Project Manager

Apologies: Nil.

Not in attendance Cr Punarji Hewa Gunaratne

Conflicts of Interest disclosed: Nil.

Items discussed:

1. Presentation on the Goorambat East Solar Farm
2. Site Tour of Discussed Benalla P-12 College Barkly Street Campus

Chief Executive Officer Employment and Remuneration Committee

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

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	Chris Eddy	Independent Advisor
	Dom Testoni	Chief Executive Officer
Apologies:	Cr Gail O'Brien	

Conflicts of Interest disclosed: Nil.

Items discussed:

1. Chief Executive Officer Key Performance Indicators
2. Chief Executive Officer Remuneration Package Review

Assembly of Councillors – Business Review

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

Chair	Councillor Punarji Hewa Gunaratne	
Councillors	Councillor Danny Claridge (Mayor) Councillor Peter Davis Councillor Don Firth Councillor Bernie Hearn Councillor Justin King Councillor Gail O'Brien	
In attendance	Dom Testoni	Chief Executive Officer
	Nilesh Singh	Acting General Manager Corporate
	Cathy Fitzpatrick	Manager Finance
Apologies:	Cr Gail O'Brien	

Conflicts of Interest disclosed: Item 3

Items discussed:

1. Proposed 2024/25 Budget
2. Proposed 2024/25 Budget – Capital Works Program
3. Benalla Indoor Recreation Centre Redevelopment Project Update

Officer Reports

4.1 Benalla Indoor Recreation Centre Redevelopment Project

SF/1239

Keith Biglin – Project Manager

Dom Testoni – Chief Executive Officer

PURPOSE OF REPORT

The report presents for the Council's consideration a preferred site for the *Benalla Indoor Recreation Centre Redevelopment* project.

BACKGROUND

On 23 May 2023, State Member for Northern Victoria Jaclyn Symes announced \$15 Million of funding for the redevelopment of the Benalla Indoor Recreation Centre (BIRC).

The Council, at its meeting on 11 October 2023, resolved to award the Benalla Indoor Recreation Centre Redevelopment Architectural Services Contract to architects Brand & Co Pty Ltd.

The Council, at its meeting on 13 December 2023, adopted the *Benalla Indoor Recreation Centre Redevelopment Project Community Engagement Plan* and placed the *Benalla Indoor Recreation Centre Redevelopment Project* on public exhibition.

Community engagement took place between 14 December 2023 and 9 February 2024. The focus of the first stage of community engagement was to determine community's preferred site for the redevelopment.

The three sites considered were:

- current Benalla Indoor Recreation Centre – Ackerly Avenue, Benalla.
- disused Benalla P-12 College Barkly Street Campus – 41-55 Barkly Street; Benalla.
- Churchill Recreation Reserve – 103 Waller Street, Benalla

On 10 April 2024 community engagement results were presented to the Council's Finance and Planning Committee.

Seven hundred and sixteen responses were received revealing varying preferences among community members with the Benalla P-12 College Barkly Street Campus emerging as the most favored site.

Submissions were formally considered at the Finance and Planning Committee meeting on 10 April 2024 were the Council resolved:

That the submissions be taken into consideration to determine the location of the redevelopment of the Benalla Indoor Recreation Centre.

DISCUSSION

The BIRC project provides the Council with an opportunity to enhance community assets with a modern and purpose-built facility to complement existing community infrastructure.

Site Assessments

Site assessments were undertaken by Brand & Co Architects based on information derived from site visits and other site information. Each site was considered using a detailed list of criteria resulting in the site assessments detailed below, which were made available to the community as part of the engagement program.

Ackerly Avenue <small>site assessment</small>	Poor	Fair	Favorable
Site Conditions for intended Scope of Works		●	
Site Services Access and Condition		●	
Site Planning and Layout	●		
Town Planning Overlays and Restrictions		●	
Impacts during Construction Period	●		
Site Notes	<ul style="list-style-type: none"> • Development restricted by Existing Assets • Site Subject to Flooding and Rising Damp • Area available for Development is small 		

Barkly Street <small>site assessment</small>	Poor	Fair	Favorable
Site Conditions for intended Scope of Works			●
Site Services Access and Condition		●	
Site Planning and Layout	●		
Town Planning Overlays and Restrictions	●		
Impacts during Construction Period			●
Site Notes	<ul style="list-style-type: none"> • Existing Building Quality considered poor-average • Aged Infrastructure • Potential Heritage listing • Site does not have an Overall Masterplan 		

Churchill Reserve <small>site assessment</small>	Poor	Fair	Favorable
Site Conditions for intended Scope of Works		●	
Site Services Access and Condition		●	
Site Planning and Layout			●
Town Planning Overlays and Restrictions			●
Impacts during Construction Period			●
Site Notes	<ul style="list-style-type: none"> • Located in a residential Area • Investigation suggest some areas of site could be previously used as Tip • Existing Building Quality considered average 		

Ackerly Avenue

The current Benalla Indoor Recreation Centre site faces significant constraints, including limited space for expansion, flooding issues, and aging infrastructure. These issues potentially render this location unsuitable for substantial redevelopment.

It is proposed that as part of the overall BIRC Redevelopment project, an assessment of current and potential future uses of the site be undertaken taking into consideration these constraints.

Benalla P-12 College Barkly Street Campus

The Benalla P-12 College Barkly Street Campus offers potential for redevelopment, albeit with associated risks, including heritage considerations and unknown complexities surrounding utilities and existing buildings.

The Barkly Street education precinct sits on multiple titles. In discussions with the Department of Education, one of the larger titles of land has been identified as a suitable location for the BIRC project.

While the size of the identified land potentially restricts the project to two full size multi-use sports courts; one smaller multi-use sports court; and several smaller courts and multi-use zones, there is adjacent land potentially available for future expansion.

A existing conditions plan of the proposed site is attached as **Appendix 1**.

Churchill Recreation Reserve

The Churchill Recreation Reserve is suitable for accommodating a variety of sports facilities. However, a potential risk has been identified with some parts of the site known to have been used as a rubbish tip.

Further investigations are recommended to understand the site's risks and conditions fully. It is proposed that results from these investigations and an associated community engagement activity be used to develop a Churchill Recreation Reserve Masterplan to maximise use of this important recreation facility located in a growth area of Benalla.

Summary

Community engagement has identified the Benalla P-12 College Barkly Street Campus as the preferred site for the BIRC redevelopment project. While the site has challenges to overcome, these may be reduced as discussions with the Department of Education progress.

The whole Barkly Street site has potential to be developed into a community precinct and it is recommended that a masterplan be developed for the entire site while the BIRC Redevelopment project proceeds.

Benalla Indoor Recreation Centre Project Steering Committee

To oversee the progress of the BIRC Redevelopment project it is recommended a *Benalla Indoor Recreation Centre Project Steering Committee* be established with representation from the Council, user groups and community members.

A draft *Benalla Indoor Recreation Centre Project Steering Committee Terms of Reference* is attached as **Appendix 2**.

The purpose of the steering committee is to:

- Ensure project success and support delivery of the *Benalla Indoor Recreation Centre Redevelopment Project* to the community.
- Ensure the design of the *Benalla Indoor Recreation Centre Redevelopment Project* is inclusive and fit for purpose.
- Represent the community and provide guidance and direction based on the community's needs.

The *steering committee* will have the following duties and functions:

- Provide advice, directions and requirements to help with the design and quality of the *Benalla Indoor Recreation Centre Redevelopment Project*.
- Ensure the project is achievable and in line with community expectations.
- Review, endorse and reject, recommend, shape, and influence the outcomes and scope of the design.
- Gain and provide feedback to and from community stakeholders.
- Promote collaboration, research and input from the broader community and all stakeholders.
- Make recommendations to the *Benalla Indoor Recreation Centre Project Control Group*.
- Adhere to Councils code of conduct and values.

It is proposed membership of the *Benalla Indoor Recreation Centre Project Steering Committee* be comprised of the following members:

- Up to two Councillor representatives.
- Up to two community members.
- Up to three Council Officers (Community Development Coordinator, Project Manager and Open Spaces Coordinator).
- Representatives from Hume Region Community Infrastructure, Place, Sport and Recreation Victoria and Basketball Victoria.
- The President of Benalla Basketball Association.
- The Chair of the Benalla Indoor Recreation Centre Committee of Management.

Members of the committee will be appointed for the term of the project.

Once the terms of reference are approved, the Council will appoint Councillor representatives and invite internal and external stakeholder representatives to join the committee.

COUNCIL PLAN 2021-2025 IMPLICATIONS

Community

- *A connected, involved, and inclusive community.*

Livability

- *Vibrant public spaces and places.*

Environment

- *Healthy and protected natural environment.*
- *Sustainable practices.*

Leadership

- *Good governance.*
- *Engaged and informed community.*
- *Effective and responsive advocacy.*

COMMUNITY ENGAGEMENT

Benalla Indoor Recreation Centre Redevelopment Project

The *Benalla Indoor Recreation Centre Redevelopment Project Community Engagement Plan* was adopted by Council at its meeting on 13 December 2023.

Community engagement on the *Benalla Indoor Recreation Centre Redevelopment Project* commenced on 14 December 2023 to 9 February 2024. The focus of the first stage of community engagement was to determine the Benalla Rural City communities preferred site for the redevelopment.

Community Engagement was undertaken at the 'Involve' level under the International Association for Public Participation's IAP2 public participation spectrum as detailed in the *Benalla Indoor Recreation Centre Redevelopment Project Community Engagement Plan*.

The results of the community feedback surveys are:

- Most preferred site: Benalla P-12 College Barkly Street site received 51 percent of votes.
- the current Benalla Indoor Recreation Centre at Ackerly Avenue received 24.5 percent of votes and Churchill Recreation Reserve received 24.5 percent of votes.
- Least preferred site: the current Benalla Indoor Recreation Centre at Ackerly Avenue received 41 percent of votes, Churchill Recreation Reserve received 41 percent of votes and Benalla P-12 College Barkly Street site received 18 percent of votes.

Further community engagement on the *Benalla Indoor Recreation Centre (BIRC) Redevelopment project* for the design of the project will be presented to the Council and available for community feedback at a future date.

Benalla Indoor Recreation Centre Project Steering Committee

In accordance with the Council’s *Community Engagement Policy*, it is proposed that community engagement on the establishment of the *Benalla Indoor Recreation Centre Project Steering Committee* 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"> ▪ Public report presented to the Council. ▪ Community membership representative nominations invited via social media, Council’s website and via the <i>Benalla Ensign</i>.

FINANCIAL IMPLICATIONS

The Victorian State Government has allocated \$15 million towards the *Benalla Indoor Recreation Centre (BIRC) Redevelopment project*.

The following allocations have been proposed for inclusion in the proposed *Benalla Rural City Council 2024/25 Budget*:

- \$100,000 to develop *Churchill Recreation Reserve* masterplan
- \$100,000 to develop a *Barkly Street Community Precinct* masterplan.

LEGISLATIVE AND STATUTORY IMPLICATIONS

It is considered that the report is consistent with the *Charter of Human Rights and Responsibilities Act 2006* and *Gender Equality Act 2020*.

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.

CONCLUSION

It is proposed that the Council provide in-principle support for the disused Benalla P-12 College Barkly Street Campus as the preferred location for the *Benalla Indoor Recreation Centre Redevelopment* project.

If the Council resolves to endorse Barkly Street as the preferred site for the BIRC redevelopment, a formal proposal to the Department of Education (DoE) will be prepared for its consideration. A report on the DoE’s response will be presented to the Council in due course.

Recommendation:

1. That the Council give in principle support for the Benalla P-12 College Barkly Street Campus as the preferred site location for the *Benalla Indoor Recreation Centre Redevelopment project*.
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 *Benalla Indoor Recreation Centre Project Steering Committee* be established.
4. That the *Benalla Indoor Recreation Centre Project Steering Committee Terms of Reference* be adopted.
5. That Cr Don Firth and Cr Bernie Hearn be appointed as the Councillor representatives on the *Benalla Indoor Recreation Centre Project Steering Committee* for the remainder of the 2023/24 Council year.
6. That invitations to join the *Benalla Indoor Recreation Centre Project Steering Committee* be extended to:
 - 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 *Benalla Indoor Recreation Centre Project Steering Committee* representatives.

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BARKLY STREET

CHURCH STREET

STREET

STREET

TBM NAIL
RL. 169.805m

TBM NAIL
RL. 169.69m

TBM RIVET
RL. 169.915m

TBM RIVET
RL. 170.21m

TBM NAIL
RL. 170.12m

CONC. NAIL
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RIVET IN
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Terms of Reference

Benalla Indoor Recreation Centre Project Steering Committee

APRIL 2024

Document Control

Draft terms of reference created:	February 2024
Terms of reference adopted by Council:	24 April 2024
Version number:	V1

1. Purpose

The purpose of the Benalla Indoor Recreation Centre Project Steering Committee is to:

- Ensure project success and support delivery of the *Benalla Indoor Recreation Centre Redevelopment Project* to the community.
- Ensure the design of the *Benalla Indoor Recreation Centre Redevelopment Project* is inclusive and fit for purpose.
- Represent the community and provide guidance and direction based on the community's needs.

2. Duties and Functions

The Benalla Indoor Recreation Centre Project Steering Committee has the following duties and functions:

- Provide advice, directions and requirements to help with the design and quality of the *Benalla Indoor Recreation Centre Redevelopment Project*.
- Ensure the project is achievable and in line with community expectations.
- Review, endorse and reject, recommend, shape, and influence the outcomes and scope of the design.
- Gain and provide feedback to and from community stakeholders.
- Promote collaboration, research and input from the broader community and all stakeholders.
- Make recommendations to the *Benalla Indoor Recreation Centre Project Control Group*.
- Adhere to Councils code of conduct and values.

3. Delegations

The Committee has no delegated power to act on behalf of the Council or commit the Council to any expenditure.

4. Membership

- 4.1 Membership of the Benalla Indoor Recreation Centre Project Steering Committee shall be comprised of the following members:
- Up to two Councilor representatives.
 - Up to two Community member representatives.
 - Up to three Council Officers (Community Development Coordinator, Project Manager and Open Spaces Coordinator).
 - Representatives from Hume Region Community Infrastructure, Place, Sport and Recreation Victoria and Basketball Victoria.
 - The President of Benalla Basketball Association.
 - The chair of the Benalla Indoor Recreation Centre Committee.
- 4.2 The Council will appoint Councillors representatives and invite internal and external stakeholder representatives to join the committee.
- 4.3 The members of Committee are appointed for the term of the project.
- 4.4 Meetings of the Committee will be chaired by the Project Manager.
- 4.5 The committee may seek the involvement of additional members with interests and expertise relevant to the task at hand.
- 4.6 A member of the Committee may resign from their position at any time.
- 4.7 Members are encouraged to attend all meetings of the Committee. If a member fails to attend three consecutive meetings of the Committee without obtaining a leave of absence that member shall be deemed to have resigned from the Committee.

5. Frequency of Meetings

Meetings will be held monthly with extra meetings scheduled as required.

5. Quorum

The quorum for a meeting will be no less than a majority of the members appointed to the committee.

7. Reporting

- 7.1. The business of the committee shall be recorded in proper minutes.
- 7.2. Agendas and notes of each meeting will be distributed to all members.
- 7.3. The committee will provide reports on its activities as required.
- 7.4. The Council will be responsible for providing administration support to the Committee.

8. Support

- 8.1. Members agree to provide appropriate support, including:
 - Provide appropriate notice of attendance at meetings.
 - Circulate meeting documentation.
 - Take the minutes for each meeting.
 - Track the decisions of the Committee.
 - Keep appropriate records of the meeting documentation, including the confirmed minutes.

9. Advice to the group

- 9.1. The Committee may invite and obtain expert advice as required.
- 9.2. Any formal advice requested by the committee will be made available to all Committee members and, where relevant and appropriate, will be provided to the Council through meeting minutes.

10. Review of Terms of Reference

- 10.1. The Benalla Indoor Recreation Centre Project Steering Committee Terms of Reference will be reviewed in 2026.
- 10.2. The Committee's terms of reference may be reviewed at any time by the Council to accommodate changes in legislation, regulations, policy gaps, new technology or systems, as well as remain consistent with industry best practice.
- 10.3. The Council shall consult with the Committee prior to amending the Committees terms of reference.

4.2 Draft *Fair Access Policy*

SF/265

Tom Arnold – Community Development Coordinator
Jane Archbold – Manager Community

PURPOSE OF REPORT

The report presents for consideration the draft *Fair Access Policy*.

BACKGROUND

In 2020, the Victorian State Government passed the *Gender Equality Act* which is designed to improve workplace gender equality in the Victorian Public Sector. As the level of government closest to the community, Victorian Councils have a mandate to create healthy, safe, and inclusive communities.

The *Fair Access Policy Roadmap* is an Australia-first policy that aims to give women and girls better and fairer access to community sports and recreation infrastructure. Developed by the *Office for Women in Sport and Recreation* in partnership with *VicHealth* and *Sport and Recreation Victoria*, the policy requires all Victorian local government authorities (LGAs) to have in place a gender equitable access and use policy (or equivalent) by 1 July 2024 to remain eligible for state government community sports infrastructure funding.

The development of the draft *Fair Access Policy* (refer **Appendix 1**) has been achieved through support from *The Office for Women in Sport and Recreation*, who have provided policy templates, hosted workshops, and shared resources. Council staff have adapted the templates provided to suit the context of Benalla Rural City.

DISCUSSION

The draft *Fair Access Policy* seeks to address known barriers experienced by women and girls in accessing and using community sports infrastructure and applies to community sports infrastructure where the Council is the land manager and/or operator of the facility.

The draft *Fair Access Policy* aims to progressively build capacity and capabilities of the Council in the identification, and elimination of systemic causes of gender inequality in policy, programs, communications, and delivery of services in relation to community sports infrastructure.

The draft *Fair Access Policy* and subsequent action plan, provide the framework for the Council to undertake the necessary and proportionate steps to improve access and participation to sports and recreation opportunities for women and girls in Benalla Rural City.

The policy has been created in accordance with Council's Administration *Policy Management Guidelines Policy*.

The policy was presented to the Council's Leadership Team at its March 2024 meeting.

COUNCIL PLAN 2021-2025 IMPLICATIONS

Community

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

Leadership

- *Good governance.*
- *Engaged and informed community.*
- *Effective and responsive advocacy.*

COMMUNITY ENGAGEMENT

Consultation for the draft *Fair Access Policy* will be open to all community members and specifically targeted to sport and recreation clubs, Committees of Management, and facility operators. The consultation will focus primarily on informing and educating the community on the new policy and using the discussions and feedback received to develop the draft *Fair Access Action Plan*.

In accordance with the Council’s *Community Engagement Policy*, it is proposed that, community engagement be undertaken at the ‘consult’ level under the International Association for Public Participation’s IAP2 public participation spectrum as detailed in the table below:

Level of Public Participation	Promise to the community	Techniques to be used
Consult	We will provide information and consider feedback prior to making a decision.	<ul style="list-style-type: none"> ▪ Policy presented in a public report to the Council. ▪ Report and draft Policy published on Council’s website. ▪ Public Notice published in <i>Benalla Ensign</i> ▪ Feedback invited via Surveys. ▪ Feedback invited via social media. ▪ Council staff to meet with key stakeholders.

Community engagement on the draft *Fair Access Policy* will open on Monday 29 April 2024 and close 5pm Thursday 30 May 2024.

FINANCIAL IMPLICATIONS

There are no material financial implications with the development and implementation of the Policy.

LEGISLATIVE AND STATUTORY IMPLICATIONS

It is considered that the report is consistent with the *Charter of Human Rights and Responsibilities Act 2006* and *Gender Equality Act 2020*.

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.

CONCLUSION

Feedback relating to the draft policy will be presented in a report to the Council at a Finance and Planning Committee meeting on Wednesday 5 June 2024.

Recommendation:

That the draft *Fair Access Policy* be endorsed for public exhibition for a period of at least 28 days.

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CP 06 Fair Access Policy

Responsible Officer:	Manager Community
Document Type:	Council Policy
Reference:	CP 06
Approved by Leadership Team	
Adopted by Council:	
Date of Next Review:	April 2028

Policy Objective

The Fair Access Policy (the Policy) seeks to address known barriers experienced by women and girls in accessing and using community sports infrastructure.

The Policy aims to progressively build capacity and capabilities of Benalla Rural City Council (the Council) in the identification, and elimination of systemic causes of gender inequality in policy, programs, communications, and delivery of services in relation to community sports infrastructure.

Benalla Rural City Council will undertake take the necessary and proportionate steps towards implementation of the Fair Access Policy.

Background

Sport is a highly visible and valued feature of Benalla Rural City's culture and identity. The sport and active recreation sector provide opportunities for enriching our communities through the promotion of respect and fair mindedness for all people, while also supporting the physical and mental wellbeing of all Victorians.

The Council is well positioned to design and implement place-based, integrated actions plans that progress gender equality in community sport.

The Victorian Government is committed to developing an environment for all Victorians to live in a safe and equal society, have access to equal power, resources, and opportunities, and are treated with dignity, respect, and fairness.

A reform agenda has been developed to change the systems that have perpetuated gender inequality by designing an enduring structure that requires implementation and tracking of progress over time.

This reform agenda includes addressing the traditional structures and way community sport and recreation organisations operate through the implementation all nine recommendations from the *2015 Inquiry into Women and Girls in Sport and Active Recreation*. This includes recommendation six:

“...encourage facility owners and managers to review access and usage policies to ensure women and girls have a fair share of access to the highest quality facilities at the best and most popular times”

and

“facilitating a universal adoption of [policies, strategies and audit tools] will drive change further”

As a defined entity of the *Gender Equality Act 2020*, the Council will be required from 31 March 2021 to conduct *Gender Impact Assessments* (GIA) on all new policies, programs, communications, and services, including those up for review, which directly and significantly impact the public.

The access and use of community sports infrastructure is an example of policy that has a direct and significant impact on the public.

Statement of Intent

This Statement of Intent establishes the expectation that gender equality is considered and prioritised in all current and future planning, policy, service delivery and practice as they relate to community sports infrastructure.

- a. Benalla Rural City Council recognises that gender equality is the attainment of equal rights, responsibilities, and opportunities of women, men, trans and gender diverse people. Equality does not mean that women, men, trans and gender diverse people will become the same but that their rights, responsibilities, and opportunities will not depend on their gender.
- b. Benalla Rural City Council recognises that gender equity is the provision of fairness and justice in the distribution of benefits and responsibilities based on gender. The concept recognises that people may have different needs and power related to their gender and these differences should be identified and addressed in a manner that rectifies gender related imbalances.

Policy Scope

The Policy enables effective and efficient integration of the requirements of the *Gender Equality Act 2020*, the *Local Government Act 2020* and the *Public Health and Wellbeing Act 2008* and other legislative frameworks.

The scope of the Policy is to support the Council to take positive action towards achieving gender equity in the access and usage of community sports infrastructure.

This complies with the *Gender Equality Act 2020* and aligns with Municipal Public Health and Wellbeing Plans or Council Strategies:

Reform Agenda	Objectives
<p>To support Benalla Rural City Council to take positive action towards achieving gender equity in the access and use of community sports infrastructure</p>	<p>To build capacity and capabilities of Benalla Rural City Council in the identification and elimination of systemic causes of gender inequality in policy, programs, communications, and delivery of services in relation to community sport and recreation.</p> <p>To ensure an effective place-based response for the gender equitable use and access of community sports infrastructure.</p> <p>To promote gender equality in policies, programs, communications, and services as they relate to community sports infrastructure.</p>

For Benalla Rural City Council, the Policy applies to community sports infrastructure with Council being the land manager and/or operator of the facility.

Policy Framework

The Policy is designed to comply with the Gender Equality Act 2020, and the wider Victorian Government gender equality strategy.

Benalla Rural City Council acknowledges:

- a. the disadvantaged position some individuals have had in the sport and recreation sector because of their gender; and
- b. that achieving gender equality will require diverse approaches for women, men, trans and gender diverse people to achieve similar outcomes for people of all genders.

Benalla Rural City Council will:

1. engage fairly and equitably with all staff, governance working groups, state sporting organisations, regional sport assemblies (where applicable) and members of our sport and recreation community, regardless of their gender, in a positive, respectful, and constructive manner; and
2. engage in the process of gender impact assessments to assess the implications for women, men, trans and gender diverse people of any planned action, including policies and communications. This is a strategy for making all voices, concerns and experiences, an integral dimension of the design, implementation, monitoring of policies and programs.

Fair Access Principles

The Fair Access Principles have been developed by the Office for Women in Sport and Recreation, Sport and Recreation Victoria and VicHealth, in consultation with representatives from local government and the state sport and recreation sector.

This Policy and any resultant action plan are based on six principles of inclusivity, full participation, equal representation, encouraging and supporting user groups, and prioritising user groups committed to equality.

The Council considers that these principles provide clear direction, while also enabling adaption to the specific environment of Benalla Rural City.



Compliance and Monitoring

a. Actions

The Council commits to undertake a GIA on all current community sports infrastructure access and use policies and processes, and to consider opportunities to strengthen gender equitable access and use of community sports facilities in alignment with the Fair Access Principles.

If the process of assessing current policies and processes identifies opportunities to develop or strengthen gender equitable access and use of community sports facilities in alignment with the Fair Access Principles. The Council commits to developing and adopting a locally relevant gender equitable access and use policy and action plan no later than 1 October 2024.

The Council acknowledges that the requirement to have a gender equitable access and use policy and action plan (or equivalent) in place, and the ability to demonstrate progress against that policy and action plan (or equivalent), will form part of the eligibility criteria for Victorian Government funding programs relating to community sports infrastructure from 1 July 2024.

The Council has also identified specific actions to progress gender equitable access and use of community sports infrastructure in its Fair Access Action Plan.

b. Responsibility

The General Manager Corporate is responsible for implementing the Council's Fair Access Policy. Management personnel, staff, volunteers, and stakeholders (for example SSAs and RSAs) at the Council have a shared responsibility to support the policy, as outlined below.

- To promote a gender-aware and gender-responsive culture and community and championing the Fair Access Policy.
- To promote, encourage and facilitate the achievement of gender equality and improvement in the status of women and girls in sport and active recreation.
- Lead the review of sport and recreation policies and process
- Develop and adopt gender equitable access and use policies
- To communicate policy updates to all staff and members
- To monitor compliance and issues
- To promote, encourage and facilitate the achievement of gender equality and improvement in the status of women and girls
- Support the undertaking of Gender Impact Assessment and submission of progress reports as per the Gender Equality Act 2020 obligations
- Support the review of sport and recreation policies and processes
- Support the formal adoption process of a new or revised gender equitable policies
- Undertake Gender Impact Assessment and submission of progress reports as per the Gender Equality Act 2020 obligations
- To communicate and educate sport and recreation infrastructure user groups and users.
- To adhere to and communicate the policy when required.
- To attend training / awareness programs.

Definitions

Committees of Management

For the purposes of this document, refers to committees appointed by the Department of Land, Water, Environment and Planning under the *Crown Land (Reserves) Act 1978* to manage recreation reserves where community sport training and games are held.

Community Asset Committees

For the purposes of this document, refers to committees appointed by Council under the Local Government Act 2020 to manage recreation reserves where community sports infrastructure is located and utilised for community sport activities.

Community Sports Infrastructure

Publicly owned local, rural, regional, or state level sport and recreation infrastructure operated and maintained primarily for the purpose of facilitating community sport activities, including sporting grounds, surfaces, facilities, and pavilions.

Gender

How you understand who you are and how you interact with other people. Many people understand their gender as being a man or woman. Some people understand their gender as a mix of these or neither. A person's gender and their expression of their gender can be shown in different ways, such as through behaviour or physical appearance.

Gender diverse

An umbrella term for a range of genders expressed in different ways. Gender diverse people use many terms to describe themselves. Language in this area is dynamic, particularly among young people, who are more likely to describe themselves as non-binary.

Gender equality

The equal rights, responsibilities and opportunities of women, men and trans and gender-diverse people. Equality does not mean that women, men and trans and gender diverse people will become the same but that their rights, responsibilities, and opportunities will not depend on their gender.

Gender equity

The provision of fairness and justice in the distribution of benefits and responsibilities based on gender. The concept recognises that people may have different needs and power related to their gender and these differences should be identified and addressed in a manner that rectifies gender related imbalances.

Gender Impact Assessment, or GIA

A requirement under the *Gender Equality Act 2020* to be carried out on policies, programs and services which have a direct and significant impact on the public. The assessment must evaluate the effects that a policy, program or service may have on people of different genders.

Public land management groups

For the purposes of this document, are the Committees of Management appointed under the *Crown Land (Reserves) Act 1978* and responsible for the management of recreation reserves where community sport training and games are held.

Transgender, or trans

Someone whose gender does not only align with the one assigned at birth. Not all trans people will use this term to describe themselves.

Related Policies

Benalla Rural City Council Plan 2021-2025

Benalla Rural City Council Gender Equality Action Plan 2022-2025

Benalla Rural City Community Plan 2016-2036

Related Legislation

Local Government Act 2020

Victorian Charter of Human Rights and Responsibilities Act 2006

Gender Equality Act 2020 (Vic)

Local Government Act 2020 (Vic)

Equal Opportunity Act 2010 (Vic)

Review

This policy may be reviewed at any time by the Council to accommodate changes in legislation, regulations, policy gaps, new technology or systems, as well as remain consistent with industry best practice.

Draft

4.3 2023/24 Quick Response Grants

SF/2857

Tom Arnold – Community Development Coordinator
Jane Archbold – Manager Community

PURPOSE OF REPORT

The report presents funding applications for 2023/24 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 2023/24 Quick Response Grant program are detailed in the table below.

Applicant	Details	Amount Requested	Proposed Assistance
Tatong Anglers Group Inc.	<p>Purchase of Personal Location Beacon (PLB).</p> <p>The Club wish to replace outdated and expired emergency equipment with a new PLB. The PLB will be used by members for emergencies in remote locations.</p> <p>The Club also seeks to use the remaining funds to replace damaged dinner sets used on trips.</p>	\$500	\$500
Total		\$500	\$500

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 *2023/24 Budget* allocates \$15,000 to the Quick Response Grant program. To date, \$3,900 in Quick Response Grant funding has been allocated.

Recipients of support throughout 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 2023/2024 Quick Response Grant program be allocated to Tatong Anglers Group Inc.

4.4 Benalla Rural City Council Chief Executive Officer Employment and Remuneration Committee – Appointment of Independent Advisor

SF/842
Mayor – Cr Danny Claridge
Robert Barber – General Manager Corporate

PURPOSE OF REPORT

The report discusses the appointment of an Independent Advisor to the Chief Executive Officer Employment and Remuneration Committee.

BACKGROUND

At its meeting on 13 April 2022, the Council resolved to appoint Chris Eddy as the Independent Advisor on the Benalla Rural City Council Chief Executive Officer Employment and Remuneration Committee for a two-year term commencing 13 April 2022.

The Independent Advisor is a key component of the Committee. In accordance with the Committee's terms of reference, the independent adviser will have the following key competencies:

- Strong leadership and communication skills.
- Expertise and experience in one or more of: human resources; senior business or government; employment law, and performance management and development of executive level staff.
- Understanding of good governance practices.
- Facilitation experience.
- Knowledge and understanding of issues impacting local government.

DISCUSSION

On instructions from the Mayor, Mr Eddy has been approached to ascertain his interest in serving a further two-year term on the Committee.

Following discussions, Mr Eddy has indicated his willingness to continue in his Independent Advisor role on the following terms:

- Hourly rate of \$320 (ex. GST). Mr Eddy's previous hourly rate was \$300 (ex. GST).
- Unless mutually agreed, Mr Eddy will participate in meetings of the Committee remotely.
- Travel costs: Mr Eddy's hourly rate will apply if he is required to attend meetings in person.
- Meeting agendas and other documentation be provided to him at least a week prior to meetings.

Mr Eddy's updated curriculum vitae has been provided under separate cover in the Councillors MS Teams group.

In accordance with the Committee's terms of reference, it is proposed that the independent advisor be appointed for a two-year term.

***COUNCIL PLAN 2021-2025* IMPLICATIONS**

Leadership

- *Good Governance*

FINANCIAL IMPLICATIONS

The quoted fee for Mr Eddy's services is \$320 (ex. GST) per hour which will be met from the Council and Associated Functions budget.

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 Chris Eddy be appointed as the Independent Advisor on the *Benalla Rural City Council Chief Executive Officer Employment and Remuneration Committee* for a two-year term commencing 24 April 2024.

4.5 Mayor and Councillors' Attendance at Committees and Civic Functions

SF/1557

Tracey Beaton - Executive Coordinator

The Mayor and Councillors, listed in alphabetical order, attended meetings and events as detailed below during the period from 4 March 2024 to 7 April 2024.

Mayor Councillor Danny Claridge	
5 March	Benalla Art Gallery Committee Meeting
6 March	ENGIE Presentation on the Goorambat Solar Farm
	Tour of the Barkly Street Site
	Communications Advisory Committee Meeting
	Benalla Historical Society Committee Meeting
7 March	Benalla P-12 College Whole School Assembly
	Launch of the Major exhibition for the PHOTO 2024 International Festival of Photography at the Benalla Art Gallery
10 March	Swanpool Motor Festival
13 March	Benalla Business Coffee Connections
	CEO Employment and Remuneration Committee Meeting
	Assembly of Councillors - Business Review
15 March	Goulburn Ovens Murray MAV Regional Meeting
	Winton Community Catch Up
	Swanpool Community Spirit BBQ
19 March	Benalla Family Research Group Meeting
20 March	U3A Annual General Meeting
	Meet-and-Greet - Jodie Fleming - Executive Officer - Tomorrow Today
	Councillor Only Time
	Site Visit – Midland Highway, Swanpool
	Council Meeting
21 March	Interview with ABC Goulburn Murray regarding Benalla Street Art Festival
	Benalla Street Art Festival Official Opening
	Interview with Edge FM regarding Benalla Street Art Festival
	Benalla Street Art Festival VIP Welcome Event
22 March	Benalla Street Art Festival Tour with Visit Victoria
	Unveiling of the Tatong Storyboards
	The Last Bite - Dining and Exhibition Experience
23 March	The Last Bite - Art and Canapes
24 March	Bromley - Light After Dark at Benalla Cinema

Mayor Councillor Danny Claridge	
25 March	Bromley - Light After Dark at Benalla Cinema
26 March	Meeting with Annabelle Cleeland MP and Eddie Zammit (Curator) Benalla Street Art Festival
	Meeting with Benalla Street Art Artist David Bromley
	Benalla Airport Advisory Committee Meeting
28 March	Hume Region Local Government Network Meeting
	Benalla Street Art Festival Closing Party
1 April	Molyullah Easter Sports
3 April	Councillor Only Time
	Communications Advisory Committee Meeting
	Benalla Historical Society Committee Meeting
	Additional Council Meeting
	Assembly of Councillors - Business Review
5 April	Meeting with Eddie Zammit (Curator) Benalla Street Art Festival
	Recycling Victoria Local Government Advisory Committee Meeting
	Moorngag Community Pizza Evening

Councillor Peter Davis	
6 March	ENGIE Presentation on the Goorambat Solar Farm
	Tour of the Barkly Street Site
	Communications Advisory Committee Meeting
13 March	CEO Employment and Remuneration Committee Meeting
	Assembly of Councillors - Business Review
15 March	Winton Community Catch Up
	Swanpool Community Spirit BBQ
20 March	Meet-and-Greet - Jodie Fleming - Executive Officer - Tomorrow Today
	Councillor Only Time
	Council Meeting
21 March	Benalla Street Art Festival Official Opening
	Benalla Street Art Festival VIP Welcome Event
22 March	Goomalibee Family Get Together
3 April	Councillor Only Time
	Additional Council Meeting
	Assembly of Councillors - Business Review
5 April	Moorngag Community Pizza Evening

Councillor Don Firth	
4 March	Benalla Street Art Advisory Committee Meeting
6 March	ENGIE Presentation on the Goorambat Solar Farm
	Tour of the Barkly Street Site
13 March	CEO Employment and Remuneration Committee Meeting
	Assembly of Councillors - Business Review
18 March	Benalla Street Art Festival - Volunteer Training
20 March	Meet-and-Greet - Jodie Fleming - Executive Officer - Tomorrow Today
	Councillor Only Time
	Council Meeting
21 March	Benalla Street Art Festival Official Opening
	Benalla Street Art Festival VIP Welcome Event
22 March	The Last Bite - Dining and Exhibition Experience
28 March	Benalla Street Art Festival Closing Party
3 April	Councillor Only Time
	Additional Council Meeting
	Assembly of Councillors - Business Review
5 April	Moorngag Community Pizza Evening

Councillor Punarji Hewa Gunaratne	
5 March	Benalla Art Gallery Committee Meeting
13 March	CEO Employment and Remuneration Committee Meeting
	Assembly of Councillors - Business Review
15 March	Municipal Association of Victoria - Chairing Meetings Training Session
20 March	Council Meeting
22 March	Endo March Morning Tea

Councillor Bernie Hearn	
6 March	ENGIE Presentation on the Goorambat Solar Farm
	Tour of the Barkly Street Site
	Communications Advisory Committee Meeting
13 March	CEO Employment and Remuneration Committee Meeting
	Assembly of Councillors - Business Review
20 March	Councillor Only Time
	Council Meeting
24 March	Bromley - Light After Dark at Benalla Cinema
28 March	Benalla Street Art Festival Closing Party
3 April	Councillor Only Time
	Communications Advisory Committee Meeting
	Additional Council Meeting
	Assembly of Councillors - Business Review
5 April	Moorngag Community Pizza Evening

Councillor Justin King	
5 March	Churchill Reserve Committee of Management Inc AGM
6 March	ENGIE Presentation on the Goorambat Solar Farm
10 March	Swanpool Motor Festival
13 March	CEO Employment and Remuneration Committee Meeting
	Assembly of Councillors - Business Review
20 March	Councillor Only Time
	Council Meeting
21 March	Benalla Street Art Festival Official Opening
	Benalla Street Art Festival VIP Welcome Event
22 March	Goomalibee Family Get Together
1 April	Molyullah Easter Sports

Councillor Gail O’Brien	
4 March	Benalla Street Art Advisory Committee Meeting
5 March	Churchill Reserve Committee of Management Inc AGM
6 March	ENGIE Presentation on the Goorambat Solar Farm
	Tour of the Barkly Street Site
15 March	Municipal Association of Victoria - Chairing Meetings Training Session
20 March	U3A Annual General Meeting
	Meet-and-Greet - Jodie Fleming - Executive Officer - Tomorrow Today
	Councillor Only Time
	Council Meeting
21 March	Benalla Street Art Festival Official Opening
22 March	The Last Bite - Dining and Exhibition Experience
23 March	The Last Bite - Art and Canapes
25 March	NE Tracks LLEN Committee of Management Meeting
	Bromley - Light After Dark at Benalla Cinema
28 March	Benalla Street Art Festival Closing Party
1 April	Molyullah Easter Sports
3 April	Councillor Only Time
	Additional Council Meeting
	Assembly of Councillors - Business Review

Recommendation:

That the report be noted.

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4.6 Council Actions Pending

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

Recommendation:

That the report be noted.

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Council Actions Pending

Action No.	Meeting Name	Item	Action	Officer	Status/notes
1.	F&P Committee 10-Apr-24	3.	Benalla Indoor Recreation Centre Redevelopment Project – Consideration of Submissions 1. That the report be noted. 2. That the submissions be taken into consideration to determine the location of the redevelopment of the Benalla Indoor Recreation Centre.	MAI	1. Completed 2. Completed
2.	F&P Committee 10-Apr-24	4	2023/2024 Major Events Funding That the Finance and Planning Committee, acting under its delegated authority of Council, resolve: That a \$2,000 grant from the 2023/24 Major Event Funding program be allocated to the Benalla Bowls Club.	MEDAS	Completed
3.	Council Meeting 20-Mar-24	4.6	Information Privacy Policy 1. That the <i>Information Privacy Policy</i> be adopted. 2. That the <i>Information Privacy Policy</i> be reviewed in December 2027.	MPP	Completed
4.	Council Meeting 20-Mar-24	4.5	Victorian Energy Collaboration (VECO) Power Purchase Agreement That the Council: 1. enter into a contract agreement with Victorian Energy Collaboration from 1 July 2024 to 31 December 2030. 2. authorise the Chief Executive Officer to execute the contract documentation.	MEDSA	1. Completed 2. In progress
5.	Council Meeting 20-Mar-24	4.4	2023/24 Quick Response Grants Program 1. That a \$500 grant from the 2023/2024 Quick Response Grant program be allocated to Benalla Branch of the Commonwealth Clydesdale Society. 2. That a \$500 grant from the 2023/2024 Quick Response Grant program be allocated to Benalla & District Memorial Hospital Auxiliary.	MC	1. Completed 2. Completed

Action No.	Meeting Name	Item	Action	Officer	Status/notes
6.	Council Meeting 20-Mar-24	4.3	2023/24 Major Event Funding 1. That \$2,000 grants from the 2023/24 Major Event Funding program be allocated to the Cake Decorators Association of Victoria - Benalla Branch and Molyullah Recreation and Public Hall Reserve Committee. 2. That the debate on the 2023/24 Major Event Funding program grant application from the Benalla Bowls Club be deferred to the Finance and Planning Committee meeting scheduled for Wednesday 10 April 2024.	MEDAS	1. Completed 2. Report presented at F&P Committee meeting on 10 April 2024.
7.	Council Meeting 14-Feb-24	4.9	Assets and Infrastructure Department Activity Report For The Quarter Ended 31 December 2023 That the report be noted.	MAI	Consultation is ongoing for Midland Highway footpath project to the Benalla Racecourse. The project is listed on the proposed 2024/25 CAPX Program.
8.	Council Meeting 14-Feb-24	4.4	Fawckner Drive Masterplan 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	1. Completed 2. In progress
9.	Council Meeting 20-Dec-23		Proposed Tesla Carpark Licence Agreement 1. That the report be noted. 2. That the Council grant in principle the licence to Tesla Motors Australia Pty Ltd for the use and occupancy of land at the rear of 49-59 Smythe Street, Benalla. 3. That the Chief Executive Officer be authorised to finalise negotiations with Tesla Motors Australia Pty Ltd for the use and occupancy of land at the rear of 49-59 Smythe Street, Benalla. 4. That the Chief Executive Officer be authorised to execute final contract documentation.	CEO	1. Completed 2. Completed 3. In progress 4. In progress
10.	Council Meeting 13-Dec-23	4.4	Benalla Sports and Equestrian Reserve Committee 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.	CEO	Several responses not received. Additional two weeks given to user groups to nominate a representative. Report to be presented at a future Council Meeting.

Action No.	Meeting Name	Item	Action	Officer	Status/notes
11.	F&P Committee 6-Dec-23	6	Benalla Senior Citizens Community Centre – Proposed Name Change That the proposal for the <i>Benalla Senior Citizens Community Centre</i> to be renamed <i>Benalla Seniors and Community Centre</i> be placed on public exhibition for a period of at least 28 days.	MC	In progress
12.	F&P Committee 6-Dec-23	2	Planning Application – To Use And Develop The Land For A Dog Breeding Facility At 11 Peck Road, Goorambat That the item be deferred until the Finance and Planning Committee meeting on Wednesday 10 April 2024 to allow for more detailed information to be provided from the applicant.	MD	The planning permit application has been withdrawn. A report is no longer required.
13.	Council Meeting 19-Apr-23	4.4	Climate Change Adaptation Action Plan 2013-2025 and the Environment Strategy 2016-2020 Review 1. That the report be noted. 2. That a draft <i>Benalla Rural City Council Climate and Environment Strategy</i> be developed. 3. That the <i>Benalla Rural City Council Climate and Environment Strategy Communications and Stakeholder Engagement Plan</i> be endorsed.	MEDAS	1. Completed 2. In progress. Report presented to Council at an Assembly of Councillors Briefing on 28 February 2024. 3. Completed
14.	F&P Committee 1-Mar-23	3	Planning Scheme Review Amendment – Benalla Planning Scheme Review That Council resolves to: 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	1. Completed 2. In progress
15.	F&O Committee 15-Jun-22	9.	Financial Hardship Policy Review 1. That the <i>Financial Hardship Policy</i> be adopted. 2. That the <i>Financial Hardship Policy</i> be reviewed once the <i>Local Government legislation Amendment (Rating Reform and Other Matters) Bill 2022</i> becomes legislation.	MF	1. Completed 2. Legislation has been passed. A report will be presented once further clarification has been received.

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.

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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 Appointment of Independent Member to the Audit and Risk Committee
- 9.2 Confidential Reports by Councillors
- 9.3 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*.

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10. Reopening of the meeting to the public

Recommendation:

That the meeting be reopened to the public.

Closure of the meeting