

Council Meeting

Agenda

Date: Wednesday 19 May 2021

Time: 6pm

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

Due to COVID-19 social distancing requirements, members of the community are encouraged to watch a live broadcast of the meeting at www.benalla.vic.gov.au

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

In accordance with the Governance Rule 6.4 an audio recording will be made of the proceedings of the meeting.

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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
	Cathy Fitzpatrick	Manger Finance
	David Jenkins	Finance Coordinator
	Jessica Beaton	Governance Coordinator

1. Opening and Acknowledgement of Country

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

We acknowledge the traditional custodians of this land and pay respect to their elders and the elders from other communities who may be here today.

We also acknowledge all other people who have contributed to the rich diversity of this Country.

2. 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 Committee 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 the *Governance Rules 2020* clause 6.4 meetings of Council will be audio recorded 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.

3. 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.

4. Apologies

Recommendation:

That the apology/ies be accepted and a leave of absence granted.

5. Confirmation of the Minutes of the Previous Meetings

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 Wednesday 14 April 2021, Wednesday 21 April 2021 and Wednesday 28 April 2021 be confirmed as true and accurate records of the meetings.

6. 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.

Matters relating to routine Council works should be reported through the Customer Request Management System.

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*.

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.

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7. Petitions

8. Record of Committees

8.1.1 Finance and Operations Committee

Report and recommendations of the Finance and Operations Committee held on Wednesday 5 May 2021.

1. Public Submissions on any matter

No public submissions were presented to the meeting.

2. Financial Report For The Third Quarter Ended 31 March 2021

The report presents the financial result compared to budget for third quarter ended 31 March 2021 and presents outcomes from the 2020/21 third quarter budget review.

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

Carried

3. 2020/21 Community Sponsorship Program

Councillor Gunaratne disclosed a general conflict in the following item.

The report presents funding applications under the 2020/21 Community Sponsorship Program.

Cr Davis / Cr Gunaratne:
That a \$500 grant from the 2020/21 Community Sponsorship Program be allocated to the Benalla Sustainable Futures Group.

Carried

Councillor Gunaratne left the meeting at 6.20pm.

Cr Hearn / Cr Claridge:

That a \$500 grant from the 2020/21 Community Sponsorship Program be allocated to Waminda Community House.

Carried

Councillor Gunaratne returned to the meeting at 6.21pm.

4. 2020/21 Annual Grants Program

Councillor Gunaratne disclosed a general conflict in the following item.

The report presents applications recommended for funding under the 2020/21 Annual Grant Program and Major Event Funding Program.

Cr Hearn / Cr Gunaratne:

- 1. That Community and Youth Grants totalling \$67,487 be allocated from the 2020/21 Annual Grants Program with the exemption of the Waminda Community House applications.**
- 2. That an allocation of \$7,500 from the 2020/21 Major Event Funding Program be approved.**

Carried

Councillor Gunaratne left the meeting at 6.33pm.

Cr O'Brien / Cr Claridge:

- 1. That Community and Youth Grants applications for Waminda Community House totalling \$3,500 be allocated from the 2020/21 Annual Grants Program.**

Carried

Councillor Gunaratne returned to the meeting at 6.34pm.

**5. Community Plan Implementation Steering Committee
Terms of Reference**

The report presents for consideration a revised *Community Plan Implementation Steering Committee Terms of Reference*.

Cr O'Brien / Cr Firth:

That the amended *Benalla Rural City Council Community Plan Implementation Steering Committee Terms of Reference* be adopted.

Carried

6. Community – Activity Report For The Quarter Ended 31 March 2021

The report presents activity for the Community Department for the quarter ended 31 March 2021.

Cr Gunaratne / Cr Hearn:

That the report be noted.

Carried

**7. Business Development – Activity Report For The Quarter Ended 31
March 2021**

The report presents Business Development activity for the quarter ended 31 March 2021.

Cr Firth / Cr Gunaratne:

That the report be noted.

Carried

8. Finance Department – Activity Report For The Quarter Ended 31 March 2021

The report presents an overview of the functions of the Finance Department for the quarter ended 31 March 2021.

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

Carried

9. People and Performance – Activity Report For The Quarter Ended 31 March 2021

The report presents the activities of the People and Performance Department for the quarter ended 31 March 2021.

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

Carried

10. Councillors' Expenses For The Quarter Ended 31 March 2021

The report details expenditure associated with Councillors' mobile phone usage, attendance at professional development courses and conferences and seminars, and reimbursement of expenses incurred during the quarter ended 31 March 2021.

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

Carried

11. CEO Credit Card For The Quarter Ended 31 March 2021

The report details expenditure associated with the corporate credit card issued to the Chief Executive Officer for the quarter ended March 2021.

Cr Gunaratne / Cr O'Brien:

That the report be noted.

Carried

12. Councillor and Staff Interaction Policy

The report presents for consideration the *Councillor and Staff Interaction Policy*.

Cr Hearn / Cr Claridge:

- 1. That the *Benalla Rural City Council Councillor and Staff Interaction Policy* be adopted.**
- 2. That *Benalla Rural City Council Councillor and Staff Interaction Policy* be reviewed in May 2025.**

Carried

13. Procurement Policy Review

The report presents the *Procurement Policy* for review and adoption.

Cr Hearn / Cr Firth:

- 1. That the *Benalla Rural City Council Procurement Policy* be adopted.**
- 2. That the *Benalla Rural City Council Procurement Policy* be reviewed and adopted prior to 1 January 2022 to ensure compliance with the *Local Government Act 2020*.**

Carried

Recommendation:

That the report and recommendations of the Finance and Operations Committee meeting held on Wednesday 5 May 2021 be adopted.

8.1.2 Finance and Operations Committee

Report and recommendations of the Finance and Operations Committee held on Wednesday 12 May 2021.

1. Public Submissions on any matter

No public submissions were presented to the meeting.

2. Benalla Rural City Council Rating and Revenue Plan 2021-2025

The report presents the draft *Revenue and Rating Plan 2021-2025*.

Cr O'Brien / Cr Davis:

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

- 1. That the draft Rating and Revenue Plan 2021-2025 be endorsed for public exhibition.**
- 2. That the Chief Executive Officer be authorised to give public notice that the Council has prepared the draft Rating and Revenue Plan 2021-2025.**
- 3. That the draft Rating and Revenue Plan 2021-2025 be placed on public exhibition in accordance with Section 7.3 of the Council's Governance Rules 2020 for a period of at least 28 days from Thursday 13 May 2021.**
- 4. That submissions relating on the draft Rating and Revenue Plan 2021-2025 be heard at an additional meeting of the Finance and Operations Committee on 16 June 2021.**
- 5. That the adoption of the Rating and Revenue Plan 2021-2025 be considered at the Council meeting on Wednesday 23 June 2021.**

Carried

Recommendation:

That the report and recommendations of the Finance and Operations Committee meeting held on Wednesday 12 May 2021 be adopted.

8.2 Planning and Development Committee

Report and recommendations of the Planning and Development Committee held on Wednesday 12 May 2021.

1. Public Submissions on any matter

No public submissions were presented to the meeting.

2. Building and Planning Approvals – March 2021

The report details planning permit applications and building approvals for March 2021.

Cr Davis / Cr O'Brien:

That the report be noted.

Carried

3. Planning Scheme Amendment – Benalla Railway Station

The report assesses a proposal by the Australian Rail Track Corporation amend the planning scheme by streamlining the approvals process for the Inland Rail Tottenham to Albury project in Victoria.

Cr Firth / Cr Gunaratne:

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

- 1. That the report be noted.**
- 2. That a submission be made to the Australian Rail Track Corporation outlining the Council's objection to the Inland Rail Tottenham to Albury project Planning Scheme Amendment proposal.**
- 3. That the Mayor, on behalf of the Council, write to the Minister for Planning outlining the Council's objection to the Australian Rail Track Corporation's Inland Rail Tottenham to Albury project Planning Scheme Amendment proposal.**

Carried

4. Development Department Activity Report For The Quarter Ended 31 March 2021

The report presents the activities of the Development department for the quarter ended 31 March 2021.

Cr King / Cr Firth:

That the report be noted.

Carried

5. Assets and Infrastructure Activity Report For The Quarter Ended 31 March 2021

The report presents activities of the Assets and Infrastructure department for the quarter ended 31 March 2021.

Cr Davis / Cr Gunaratne:

That the report be noted.

Carried

6. Capital Project Status Report As At 31 March 2021

The report provides status updates for the Capital Program for the quarter ended 31 March 2021.

Cr O'Brien / Cr Gunaratne:

That the report be noted.

Carried

7. Facilities and Information Technology Department Activity Report For The Quarter Ended 31 March 2021

The report presents the activities of the Facilities, Information and Communications Technology Department for the quarter ended 31 March 2021.

Cr Firth / Cr King:

That the report be noted.

Carried

Recommendation:

That the reports and recommendations of the Planning and Development Committee Meeting held on Wednesday 12 May 2021 be adopted.

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8.3. Assemblies of Councillors, advisory and external committees

Council’s *Governance Rules 2020* requires that the Chief Executive Officer provides a written record of an Assembly of Councillors as soon as practicable at a scheduled Meeting of the Council and incorporated in the minutes of the Council Meeting.

The record of Assemblies since the report presented at the meeting on 14 April 2021 is attached as **Appendix 1**.

Copies of Minutes from the following meetings have been provided to Councillors under separate cover. Copies of Minutes which are not confidential are available to members of the public on request.

April 2021

7	Assembly of Councillors – Budget Workshop 5
7	Community Plan Implementation Steering Committee
14	Assembly of Councillors – Budget Workshop 6
27	Audit and Risk Committee
28	Assembly of Councillors – Business Review

Recommendation:
That the report be noted.

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Record of Assemblies of Councillors

19 May 2021

Assembly of Councillors – Budget Workshop 5		
7.10pm Wednesday 7 April 2021, Civic Centre (Council Meeting Room)		
Chair	Cr 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
	Cathy Fitzpatrick	Manager Finance
Apologies	Nil	
Items discussed	Conflicts of Interest disclosed	
1. 2021/22 Budget	Nil	

Record of Assemblies of Councillors

19 May 2021

Community Plan Implementation Steering Committee		
4pm Wednesday 7 April 2021, Benalla Community Care Ray Sweeny Centre (Activity Room1)		
Chair	Daniel Grey	Community Representative
Committee	Cr Gail O'Brien	Council Representative
	Cr Punarji Gunaratne	Council Representative
	Doris Billingsley	Community Representative
	Mark Foletta	Community Representative
	Michael Hedderman	Community Representative
	Susan Campbell	Community Representative
	Jane Rushworth	Community Representative
	David Blore	Community Representative
In attendance	Dom Testoni	Chief Executive Officer
	Jane Archbold	Manager Community
	Tom Arnold	Community Development Coordinator
	Kirsten Hein	Administration Officer
Apologies	Dom Testoni, Jane Rushworth, Mark Foletta	
Item discussed	Conflicts of interest disclosed	
1. <i>Welcome</i>	Nil	
2. <i>Brief history of Community Plan Implementation Steering Committee</i>	Nil	
3. <i>Revised Terms of Reference</i>	Nil	
4. <i>Feedback on themes from Strategic Directions template</i>	Nil	
5. <i>Feedback on Community Engagement Framework and Toolkit</i>	Nil	
6. <i>Proposed meeting schedule 2021</i>	Nil	
7. <i>Other business</i>	Nil	

Record of Assemblies of Councillors

19 May 2021

Assembly of Councillors – Budget Workshop 6 6.50pm Wednesday 14 April 2021, Civic Centre (Council Meeting Room)		
Chair	Cr 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
	Cathy Fitzpatrick	Manager Finance
Apologies	Cr Punarji Hewa Gunaratne	
Items discussed	Conflicts of Interest disclosed	
1. <i>2021/22 Budget</i>	Nil	
2. <i>Revenue and Rating Plan</i>	Nil	

Record of Assemblies of Councillors

19 May 2021

Audit and Risk Committee		
5pm Wednesday 28 April 2021, Civic Centre (Council Meeting Room)		
Chair	Mr Cameron Gray	
Committee	Councillor Punarji Hewa Gunaratne	
	Councillor Justin King	
	Mr Michael Hedderman	
	Ms Rita Ruyters	
	Mr John Stapleton	
	Dom Testoni	Chief Executive Officer
	Robert Barber	General Manager Corporate
	Cathy Fitzpatrick	Manager Finance
In attendance	Luke Drummond	Johnsons MME – External Auditor
	Kathie Teasdale	RSD Audit – Internal Auditor
Apologies	Cr Justin King	
Items discussed	Conflicts of Interest disclosed	
1. <i>Meeting with Auditors</i>	Nil	
2. <i>Benalla Rural City Council Audit Strategy Memorandum For The Financial Year Ending 30 June 2021</i>	Nil	
3. <i>Audit and Risk Committee Induction</i>	Nil	
4. <i>VAGO Report: Maintaining Local Roads</i>	Nil	
5. <i>Audit and Risk Committee Annual Work Program</i>	Nil	
6. <i>General Business</i>	Nil	

Record of Assemblies of Councillors

19 May 2021

Assembly of Councillors – Business Review	
6.14pm Wednesday 28 April 2021, Civic Centre (Council Meeting Room)	
Chair	Cr 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
	Greg Robertson Manager Facilities and Information Technology
	Nilesh Singh Manager Development
	Tom Arnold Community Development Coordinator
	Joel Ingham Planning Coordinator
	Wayne Rich Compliance Coordinator
Apologies	Cr Justin King
Items discussed	Conflicts of Interest disclosed
1. <i>Planning Scheme Amendment Submission – Benalla Railway Station</i>	Nil
2. <i>Community Local Law 2017-Part 3 The Environment</i>	Nil
3. <i>Benalla Airport Master Plan and Aeropark Lease</i>	Nil
4. <i>Council Plan 2021-2025 Community Engagement Schedule</i>	Nil
5. <i>Benalla Rural City Community Plan 2016-2036</i>	Nil
6. <i>2020-21 Annual Grants Program</i>	Cr Punarji Hewa Gunaratne
7. <i>Future Provision of Commonwealth Home Support Programme and Home and Community Care Program</i>	Nil
8. <i>Draft Councillor and Staff Interaction Policy</i>	Nil

9. Reports by Officers

9.1 Authorisation of Signing and Sealing of Documents

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9.2 **Council Plan 2017-2021 (2020 Review) and Local Government Report of Operations Half Yearly Progress Report**

SF/2495

Robert Barber – General Manager Corporate

PURPOSE OF REPORT

The report provides a progress report on the implementation of the *Council Plan 2017-2021 (2020 Review)* and presents the half-year Local Government Report of Operations to 31 December 2020.

BACKGROUND

Council Plan 2017-2021

Adopted by the Council in November 2018 the *Council Plan 2017-2021* includes:

- (a) the strategic objectives of the Council
- (b) strategies for achieving the objectives
- (c) strategic indicators for monitoring the achievement of the objectives.

The *Council Plan* identifies strategic objectives across five key areas that provide the framework for our commitment to meeting the needs and aspirations of our community:

- **Connected and Vibrant Community:** We are committed to building a healthy, active, safe and socially connected community that offers opportunities for people of all ages, backgrounds and abilities to participate in community life.
- **Engaging and Accessible Places and Spaces:** We will provide community places and spaces to meet the needs of our community and focus on thoughtfully planned growth to maintain and enhance the high amenity and character of our Rural City.
- **Sustainable Environment:** We will take a proactive and strategic approach to protect our natural environment and safeguard its ability to support our community into the future.
- **Thriving and Progressive Economy:** We will support, promote and encourage the long-term growth, diversification and strengthening of our economy as a key contributor to a healthier and more sustainable community.
- **High Performing Organisation:** We will be a high performing, efficient and innovative organisation based on sound financial management, accountability and good governance to provide best value service to our whole community.

Local Government Performance Reporting Framework

The Local Government Performance Reporting Framework is a mandatory system of performance reporting introduced by the State Government to ensure that all Victorian councils are measuring and reporting on their performance in a consistent way.

The reporting framework builds a comprehensive picture of council performance with six-monthly reporting prescribed in the Local Government Performance Reporting Framework *Governance and Management Checklist*.

DISCUSSION

Council Plan 2017-2021 (2020 Review)

Council Plan highlights and achievements for the half-year ended 31 December 2020 are detailed below.

Theme 1: Connected and Vibrant Community

Strategic Objective 1.1: Strengthen community capacity, emergency management preparedness, resilience and participation.

	Initiative	Highlights
1.1.1	Encourage and support community-led projects that build the capacity, skills, resilience and leadership capabilities of community members.	<ul style="list-style-type: none"> ▪ Difficulties in supporting community-led projects in the COVID-19 environment. ▪ Health and Wellbeing Partnership group continues to consider strategies to address social isolation and has continued to meet via mainly via Zoom over the quarter. ▪ Additional funding received for Community Activation and Social Isolation (CASI) initiative. ▪ 16 Days of Activism - Respect Women: Online 'Call It Out' Initiative completed with an orange morning tea at Community Services. A working party was established – community champions were sought and asked to submit their thoughts on What Respect means to me for promotion on social media. Gender Equity training is also being organised with WHGNE for early next year

	Initiative	Highlights
1.1.2	Promote, support, acknowledge and value volunteers.	<ul style="list-style-type: none"> ▪ Many volunteer programs have started to resume; however, a number of volunteers have chosen not to restart yet due to personal risk factors. ▪ A number of queries made regarding volunteering, with all queries being advised we will contact them when volunteering activities resume. ▪ Continue to develop a new volunteer database to provide accurate data relating to volunteers.
1.1.3	Continue to offer and promote the annual Community Support Program so that community groups can be financially supported to deliver local projects that benefit their communities and build their own skills and capacity.	<ul style="list-style-type: none"> ▪ New Smarty Grants Platform successfully established streamlining community grants programs in preparation for the annual grants round opening in February 2021. ▪ \$335,000 across 24 community projects announced through Community Infrastructure Grants program representing a broad geographic spread across the municipality, different age brackets and project types. ▪ Eight Community Sponsorship grants awarded.
1.1.4	Build community capacity to plan and deliver projects that make a positive difference to the quality of life, social participation, health and wellbeing of our community.	<ul style="list-style-type: none"> ▪ Programs such as Walk to School and Senor Festival not held in 2020. ▪ Provision of face-to-face services to vulnerable clients, for example planned activities, impacted by COVID-19.
1.1.5	Offer programs and activities that support and develop young people.	<ul style="list-style-type: none"> ▪ Continued support given to youth programs through the FReeZA and Live4Life crews, mainly via online engagement. ▪ Three young people in the L2P program successfully gained their licence this quarter. ▪ Supervised driving hours increased over the quarter with a number of mentors returning to regular driving sessions.
1.1.6	Review, update and implement the <i>Youth Strategy 2013-2017</i> .	<ul style="list-style-type: none"> ▪ Preparations underway to consult with young people to incorporate more updated information in relation to how young people are faring, especially reflecting on experiences during the COVID crisis. The final strategy to include an Acknowledgement to Country written by young people in the Us Mob Group at Benalla P-12 with the assistance of the Koori Engagement Support Officer (KESO).

	Initiative	Highlights
1.1.7	Enhance emergency management practices and procedures to keep pace with a changing legislative environment.	<ul style="list-style-type: none"> ▪ Municipal Emergency Management Pandemic Subcommittee established.
1.1.8	Continue to provide active leadership and maintain strong partnerships in emergency management	
1.1.9	Review, update and implement the <i>Early Years Plan 2013-2017 and Positive Ageing Strategy</i> .	<ul style="list-style-type: none"> ▪ Funding has been received allowing Council to work with providers and the Education Department to assess the local capacity and requirements for Benalla to offer three-year-old kindergarten places by 2022. ▪ Planning group established to oversee the three-year-old kindergarten capacity project. Consultations with key stakeholders undertaken and a survey for parents/caregivers completed. ▪ Collaborated with the Department of education in finalising a Kindergarten Infrastructure and Service Plan in preparation for the roll out of three-year-old funded kindergarten in Benalla in 2022. ▪ The Early Years working groups as well as the Executive Group struggled to continue meeting over the quarter, with discussions held to consider the best way forward. The Tomorrow Today Foundation agreed to take the lead in 2021. ▪ Presented the Early Years Strategic Plan and data to kindergartens to assist them in preparing for school readiness funding applications. ▪ Age Friendly Benalla (AFB) Strategy completed and endorsed by the Council. An official launch is yet to be undertaken. ▪ Members of the AFB committee continue to prepare regular articles for the Benalla Ensign and were able to get together in December for an end of year celebration lunch.
1.1.10	Review and update the <i>Benalla Rural City Municipal Recovery Plan</i> .	<ul style="list-style-type: none"> ▪ Not progressed.

Strategic Objective 1.2: Improve community connectedness and respect for diversity

Initiative		Highlights
1.2.1	Promote, support and actively engage with smaller rural communities, including conducting regular informal forums in our rural townships.	<ul style="list-style-type: none"> ▪ Continued support of Rural Outreach Worker. The volume of calls received and made is far greater than the number of visits usually undertaken by the worker each week. ▪ Awarding of grants under Community Infrastructure Grants program to a number of rural communities.
1.2.2	Review, update and implement the <i>Community Access and Inclusion Plan 2015-2017</i> .	<ul style="list-style-type: none"> ▪ Advocating for an Access and Inclusion Officer as part of the Working for Victoria submission to assist staff in redrafting the CAIP.
1.2.3	Improve access and inclusion for all people by reducing barriers and actively promoting participation in all aspects of community life.	<ul style="list-style-type: none"> ▪ Accessibility Reference Group (ARG) only able to meet once over the quarter, providing the opportunity to farewell and thank Cr. Alexander. Contact maintained to check in on members and to seek their input in relation to accessibility issues.
1.2.4	Embrace, promote, respect and celebrate the contribution Aboriginal, European settler and other cultures have made to Benalla Rural City.	<ul style="list-style-type: none"> ▪ Successful NAIDOC week 8-15 November with a gathering of Aboriginal Advisory Group members on 29 October securing front page of the Ensign and editorial space. ▪ Funding announced for the development of a boardwalk as outlined in the original plans for the Aboriginal Gardens.

Strategic Objective 1.3: Encourage community members to be healthy, safe and active.

Initiatives		Highlights
1.3.1	With our community and key stakeholders address the priorities of the <i>Victorian Public Health and Wellbeing Plan 2015-2019</i> with a focus on healthier eating and active living; improving mental health and preventing violence and injury.	<ul style="list-style-type: none"> ▪ Council continues to work with Benalla Health and Wellbeing Committee to address key health and wellbeing priorities.
1.3.2	Develop, implement and report on an annual <i>Benalla Rural City Municipal Health and Wellbeing Action Plan</i> .	<ul style="list-style-type: none"> ▪ Benalla Health and Wellbeing Committee regularly reviews initiatives.
1.3.3	Family violence considerations are incorporated in organisational strategies and policies.	<ul style="list-style-type: none"> ▪ Family violence considered in the development of all organisational strategies and policies.
1.3.4	Partner with key stakeholders, such as Victoria Police to promote and enhance community safety.	<ul style="list-style-type: none"> ▪ Continued meetings with Victoria Police to improve traffic and safety.
1.3.5	Partner with other agencies to increase the safety of pedestrians, mobility scooter users and cyclists in our community.	<ul style="list-style-type: none"> ▪ Coordinated Local Safety and Traffic Liaison Committee meetings.
1.3.6	Work with key health and welfare organisations to support better outcomes for vulnerable children, youth, families and communities.	<ul style="list-style-type: none"> ▪ Maternal and Child Health continues to provide vital early year's services and relevant referrals. ▪ Family Services continues to work with and support local families. ▪ Supported Play Group continues to work with a number of local families.
1.3.7	As a provider of services and programs support frontline workers contribute to the prevention of family violence.	<ul style="list-style-type: none"> ▪ COVID-19 impacted on frontline workers ability to provide in person programs.

Theme 2: Engaging and Accessible Places and Spaces

Strategic Objective 2.1: Beautify open spaces and places throughout the municipality.

Initiatives		Highlights
2.1.1	Maintain and capitalise on the Lake Benalla, Art Gallery and Botanical Gardens precinct incorporating cultural, recreational and community activities and protecting environmental and cultural assets.	<ul style="list-style-type: none"> ▪ Key facilities maintained. ▪ Benalla Art Gallery Feasibility Study undertaken. ▪ Benalla Splash Park constructed and in use.
2.1.2	Install vibrant town entry signage and landscaping in Benalla and our rural townships.	<ul style="list-style-type: none"> ▪ All Benalla Botanical Gardens signs have now been installed

Strategic Objective 2.2: Develop and maintain infrastructure so that it meets community need.

Initiatives		Highlights
2.2.1	Deliver and promote maintenance programs for core assets such as roads, bridges and drainage.	<ul style="list-style-type: none"> ▪ All maintenance inspections up to date and implementation of new asset maintenance system Asset Edge complete with reports now taken from this system.
2.2.2	Develop and implement a footpath strategy to improve connectivity, accessibility and paths of travel for all in the community.	<ul style="list-style-type: none"> ▪ All priority footpaths identified this financial year for capital construction.
2.2.3	Develop a strategic plan to guide future residential housing development, including integrated, affordable and sustainable housing options and the provision of infrastructure and facilities to support a growing population.	<ul style="list-style-type: none"> ▪ Study currently undertaken by the Victorian Planning Authority as part of Streamlining for Growth Program.
2.2.4	Undertake infrastructure improvements at the Benalla Aquatic Centre.	<ul style="list-style-type: none"> ▪ Significant improvements works undertaken, including interior painting, retiling of 25 metre pool, pipe repairs, tile regrouting and repainting of the outdoor pool.

Strategic Objective 2.3: Enhance, develop and care for key places of significance

Initiatives		Highlights
2.3.1	Enhance key places of significance such as the Lake Benalla precinct, including the Botanical Gardens and Aboriginal Gardens; Former Benalla Migrant Camp; and various rural precincts of importance to local communities.	<ul style="list-style-type: none"> ▪ Botanical Gardens signage installed. ▪ Funding opportunities explored for conservation works at the Former Benalla Migrant Camp. ▪ Splash Park constructed and opened.
2.3.2	Progress the Arundel Street Oval Improvements, Benalla Sports and Equestrian Centre Undercover Arena, 'Courts 4 Sports' Benalla Indoor Recreation Centre projects.	<ul style="list-style-type: none"> ▪ Arundel Street Ovals Sports Facility project completed.
2.3.3	Investigate the development of a visitor precinct featuring a visitor information kiosk, caravan parking, shade and seating.	<ul style="list-style-type: none"> ▪ Not progressed.
2.3.4	Implement the Recreation Strategic Plan	<ul style="list-style-type: none"> ▪ Plan used as a point of reference for sport and recreation grant submissions.

Strategic Objective 2.4: Improve accessibility and use of community spaces and places for all

Major Initiatives		Highlights
2.4.1	Facilitate appropriate land use development and protection of environmental values through planning processes, particularly the Benalla Planning Scheme.	<ul style="list-style-type: none"> Reform to Benalla Planning Scheme as part of funding provided through DELWP. Policy Neutral translation.
2.4.2	Maintain sporting and recreational facilities, reserves and parks to encourage and support increased participation in various sporting and recreational activities.	<ul style="list-style-type: none"> Continuing to work with various committees of management including the Gardens Oval.

Theme 3: Sustainable Environment

Strategic Objective 3.1: Involve and inform the community on environmental issues, strategies and opportunities for reducing our environmental impact.

Major Initiatives		Highlights
3.1.1	Implement actions from various strategies and plans such as <i>Benalla Rural City Environment Strategy 2016 – 2020</i> , <i>Climate Change Adaptation Action Plan 2013 – 2025</i> and the <i>Roadside Vegetation Management Plan 2014</i> .	<ul style="list-style-type: none"> Annual roadside weed treatment program in progress. 10 environmental assessments completed for roadside activities in accordance with the Roadside Vegetation Management Plan 2014
3.1.2	Foster strong linkages between Benalla and Winton Wetlands that deliver positive environmental outcomes and physical and mental health benefits for the community.	<ul style="list-style-type: none"> Council representative served on Winton Wetlands Committee of Management until August 2020.

Strategic Objective 3.2: In partnership with our community and various groups and agencies, such as the Goulburn Broken Greenhouse Alliance, protect and enhance our natural environment.

Major Initiatives		Highlights
3.2.1	Continue to work with other agencies and the community to manage and enhance our natural environmental assets, water quality and river health across Benalla Rural City and support the Goulburn Broken Catchment Management Authority Regional Catchment Strategy and other regional environmental strategies.	<ul style="list-style-type: none"> ▪ Working with GBCMA and GMW to plan lake drawdown commencing in February 2021 ▪ Attended Goulburn Broken Water Quality Programs meeting ▪ Attended Goulburn Broken Local Government Biodiversity Reference Group meeting ▪ Commenced Round 2 Communities Combating Pests and Weed Impacts During Drought Program with Gecko CLaN Landcare Network.

Strategic Objective 3.3: Support and implement an ongoing collaborative approach to exploring renewable energy opportunities.

Major Initiatives		Highlights
3.3.1	Establish a Greenhouse Gas Emission Reduction target for Council facilities and operations.	<ul style="list-style-type: none"> ▪ Attended Goulburn Broken Greenhouse Alliance Committee, Ordinary and Officers meetings. Current topics include; planning for next auspice, council roles and responsibilities in responding to climate change, regional EV charging network, cooler green urban spaces.
3.3.2	Support investment in renewable energy projects through provision of information, active support to approvals and community engagement.	<ul style="list-style-type: none"> ▪ Renewal Energy Benalla resumed meetings in December. Group is progressing the Community Energy project.

Strategic Objective 3.4: Improve efficiencies at the Benalla Landfill and Resource Recovery Centre

Major Initiatives		Highlights
3.4.1	Establish a transfer station at the Benalla Landfill and Resource Recovery Centre.	<ul style="list-style-type: none"> Transfer station buildings constructed.
3.4.2	Review, adopt and commence implementation of the Benalla Landfill and Resource Recovery Centre Rehabilitation strategy.	<ul style="list-style-type: none"> Landfill Cell Construction tender awarded in December.
3.4.3	Implement development controls to minimise encroachment on the Benalla Landfill and Resource Recovery Centre site.	<ul style="list-style-type: none"> Land adjoining the Landfill is zoned Farming Zone. There is a requirement for a planning permit for land under 40ha to be developed for housing.

Theme 4: Thriving and Progressive Economy

Strategic Objective 4.1: Attract, support and strengthen local business

Major Initiatives		Highlights
4.1.1	Work together with key stakeholders such as the Benalla Business Network to engage, support, strengthen and enhance local business.	<ul style="list-style-type: none"> Due to fragments of COVID19 appearing in Benalla’s sewerage in December CBD businesses were visited to ensure their COVID Safe Plans were being implemented including keeping good contact tracing records. Social media and email reminders were also sent out.
4.1.2	Progress the Benalla Business Growth (Enterprise Park) project.	<ul style="list-style-type: none"> Opportunities for the development or sale of land at Enterprise Park continue to be explored.
4.1.3	Widely promote the availability of commercial and industrial land throughout Benalla Rural City.	<ul style="list-style-type: none"> Availability of industrial land continues to be promoted.

Major Initiatives		Highlights
4.1.4	Work in partnership with industry, education providers and the community to address skills required for the future, lifelong learning opportunities and skills shortage gaps.	<ul style="list-style-type: none"> BDC continued to represent Benalla on various working groups including: Ovens Murray Digital Futures Group; Buy from NEVic Project Steering Group, Chair Buy from NEVic Operations Group; Buy from NEVic Marketing group; ITAG (Indi Telecommunications Action Group), BEET (Benalla Education and Employment Network) and Benalla Future Work Steering group (Tomorrow Today); Regional Smart Cities Connectivity group and Startup Shakeup Steering Committee and Strategy group.
4.1.5	Develop an <i>Economic Development Plan</i>	<ul style="list-style-type: none"> Background information to inform plan gathered.

Strategic Objective 4.2: Strengthen and grow tourism across Benalla Rural City

Major Initiatives		Highlights
4.2.1	Actively support and promote tourism events across Benalla Rural City.	<ul style="list-style-type: none"> Function heavily impacted by COVID-19. Discussions on the future direction of Wall to Wall Festivals continue.
4.2.2	In partnership with key stakeholders create tourism campaigns to achieve the goals of the Benalla Rural City Tourism and Events Strategy.	<ul style="list-style-type: none"> www.enjoybenalla.com.au the key destination promotion tool continues to increase engagement. Revised branding for the Benalla Art Gallery continues to be rolled out.

Strategic Objective 4.3: Support opportunities for diverse local employment

Major Initiatives		Highlights
4.3.1	Identify opportunities to partner with public and private organisations to facilitate business growth and job creation.	<ul style="list-style-type: none"> Continue to work with neighbouring councils, the Victorian Government and private enterprise.

Strategic Objective 4.4: Facilitate population growth

Major Initiatives		Highlights
4.4.1	Broadly market Benalla Rural City's liveability.	<ul style="list-style-type: none"> Tree changers have been flocking to Benalla Rural City as a result of COVID-19 as well as major projects such as West Gate Tunnel and solar farms construction. As a result, property prices increased by up to 25 per cent with houses not long on the market.
4.4.2	Continue to support the Rural Councils Victoria projects and initiatives.	<ul style="list-style-type: none"> BRCC CEO Rural North East representative on RCV Committee.

Theme 5: High Performing Organisation

Strategic Objective 5.1: Provide quality customer service focussed on continuous improvement

Major Initiatives		Highlights
5.1.1	Build an organisational culture that is committed to excellent customer service, continuous improvement and a 'can do' attitude.	<ul style="list-style-type: none"> Majority of services maintained COVID-19 restrictions.
5.1.2	Pursue innovation and efficiency in systems and processes.	<ul style="list-style-type: none"> Software spending review in progress. Decommissioning of old systems in progress.
5.1.3	Review and update <i>Information Communications and Technology Strategy 2013-2017</i> .	<ul style="list-style-type: none"> No progress on <i>Information Communications and Technology Strategy 2013-2017</i> due to a change in management responsibilities.

Strategic Objective 5.2: Strengthen community and stakeholder engagement in planning and decision making

Major Initiatives		Highlights
5.2.1	Keep our community informed about the range and availability of our services and functions.	<ul style="list-style-type: none"> ▪ Council News, the Council's monthly newsletter that is delivered into people's homes continues to receive positive community feedback. ▪ Council's Facebook page has high engagement. ▪ Ongoing balance of www.benalla.vic.gov.au
5.2.2	Work in partnership with community members, groups and organisations to achieve the aspirations captured within the <i>Benalla Rural City Community Plan 2016-2036</i> .	<ul style="list-style-type: none"> ▪ No meetings were able to be held during the reporting period, however, members of the steering committee have been in contact and are considering ways of reporting back to the broader community when safe to do so.

Strategic Objective 5.3: Provide good governance and responsible management and planning

Major Initiatives		Highlights
5.3.1	Ensure Council is open, transparent, inclusive and accountable to the community through sound governance practices for making and implementing decisions.	<ul style="list-style-type: none"> ▪ A range of policies and procedures adopted to ensure compliance with the <i>Local Government Act 2020</i>.
5.3.2	Ensure services are efficient, well planned, accessible and meet community needs.	<ul style="list-style-type: none"> ▪ Service planning continues.
5.3.3	Develop and implement a three-year Internal Audit Program	<ul style="list-style-type: none"> ▪ Program on hold while COVID-19 social distancing restrictions in place.
5.3.4	Develop a 10-Year Forward Financial Plan to ensure assets and financial resources are managed responsibly to deliver financial sustainability.	<ul style="list-style-type: none"> ▪ Continued development and implementation of the Conquest Asset Management System. ▪ Further maintenance of Reflect system and development of CAPEX 2021/22 -2024/25 for Strategic Resource Program.
5.3.5	Pursue appropriate and sustainable funding and service arrangements with State and Federal government to minimise cost shifting.	<ul style="list-style-type: none"> ▪ Lobbying for increased government support continues. ▪ COVID-19 technology grant received from Australian Government. ▪ Working for Victoria funding received.
5.3.6	Develop a skilled and efficient workforce.	<ul style="list-style-type: none"> ▪ All compliance and legislative training continue to be allocated when required. ▪ A priority this quarter continues to be providing COVID-19 training across the Organisation. ▪ Department specific training is implemented when required. ▪ Staff continue to be provided with opportunities to develop their skills.

Strategic Objective 5.4: Demonstrate strong leadership and advocacy on key local issues on behalf of our community

Major Initiatives		Highlights
5.4.1	Work in partnership with community, groups, local agencies and all levels of government to advocate for improved services, infrastructure and social outcomes for our community.	<ul style="list-style-type: none"> ▪ Council representation on a wide range of organisations and committees continue.
5.4.2	Advocate for a youth counsellor and improved service provision for our children and young people.	<ul style="list-style-type: none"> ▪ Advocacy continues.
5.4.3	Advocate for improved passenger rail services and other transportation services.	<ul style="list-style-type: none"> ▪ Monthly meetings held with Australian Rail Track Corporation representatives.
5.4.4	Advocate for improved telecommunications services.	<ul style="list-style-type: none"> ▪ Advocacy continues. ▪ Benalla 10 GB City Project – National Digital Fund project progressed.
5.4.5	Develop an Advocacy Strategy	<ul style="list-style-type: none"> ▪ Not progressed.

Strategic Objective 5.5: We are compliant with our legislative and risk management responsibilities

Major Initiatives		Highlights
5.5.1	Implement a Single Point Asset Management Program.	<ul style="list-style-type: none"> ▪ Conquest asset management program installed. ▪ Staff training undertaken. ▪ Computer hardware provided to staff to ensure most efficient use of program.
5.5.2	Promote an organisational culture of non-violence, respect and gender equity.	<ul style="list-style-type: none"> ▪ Appropriate policies in place and currently being reviewed in preparation for organisational wide training in April 2021.
5.5.3	Review, update and implement our Risk Management Framework.	<ul style="list-style-type: none"> ▪ Revised risk management documents have been developed and approved. Risk Registers have been developed and are reviewed on a regular basis.
5.5.4	Manage the procurement of goods and services to provide transparency and best value for money.	<ul style="list-style-type: none"> ▪ Use of Supplier Portal component in electronic Procurement and Contracts Management system for upload of contractor inductions, insurance, licenses, and other requirements.

Local Government Performance Reporting

The *Local Government Performance Report of Operations*, including commentary is attached as **Appendix 1**.

COUNCIL PLAN 2017-2021 (2020 REVIEW) IMPLICATIONS

High Performing Organisation

- *We are compliant with our legislative and risk management responsibilities.*

Statutory Implications

The *Local Government Act 1989* is the main legislative instrument for Victoria's 79 councils. A number of reforms to the Act in 2003 combined with the introduction of the *Local Government (Finance and Reporting) Regulations 2014* have established the current financial management and public reporting requirements.

Financial Implications

The report contains no financial implications, however, many of the initiatives contained in the Council Plan require the allocation of funds in current and future budgets.

Recommendation:**That the report be noted.**

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Local Government Performance Report of Operations

Ref	Service Performance Indicators	Year End Results 2016/17	Half Year Results as at 31/12/17	Year End Results 2017/18	Half Year Results as at 31/12/18	Year End Results 2018/19	Half Year Results as at 31/12/19	Year End Results 2019/20	Half Year Results as at 31/12/20	Comment
	Aquatic Facilities									
AF2	Service standard Health Inspections of aquatic facilities	4	2	4	2	4	2	3	1	Health Inspection was not required during the closure period.
AF3	Health and safety Reportable safety incidents at aquatic facilities	0	0	0	0	0	0			AF3 retired as at 1 July 2020.
AF4	Service cost Cost of indoor aquatic facilities per visit	\$6.46	\$6.32	\$5.71	\$6.09	\$6.12	\$6.44			AF4 retired as at 1 July 2020, see AF7.
AF5	Service cost Cost of outdoor aquatic facilities per visit	\$6.46	\$6.32	\$5.68	\$6.09	\$6.12	\$6.44			AF5 retired as at 1 July 2020, see AF7.
AF6	Utilisation Number of visits to aquatic facilities per head of municipal population	7.06	3.58	7.24	3.50	7.31	3.30	5.14	0.27	Visits decreased due to Aquatic Centre closure as part of Stage 3 COVID-19 pandemic restrictions.
AF7	Service cost Direct cost of aquatic facilities less income received							\$9.37	\$80.70	New indicator in 2019. Costs increased due to Aquatic Centre closure as part of Stage 3 COVID-19 pandemic restrictions resulting in less income..

Ref	Service Performance Indicators	Year End Results 2016/17	Half Year Results as at 31/12/17	Year End Results 2017/18	Half Year Results as at 31/12/18	Year End Results 2018/19	Half Year Results as at 31/12/19	Year End Results 2019/20	Half Year Results as at 31/12/20	Comment
	Animal Management									
AM1	Timeliness Time taken to action animal management requests	1	1	1	1	1	1	1	1	
AM2	Service standard Animals reclaimed from Council	44.53%	42.64%	38.61%	39.33%	33.77%	39.01%	35.01%	35.16%	
AM3	Service cost Cost of animal management service per registered animal	\$90.52	\$46.10	\$93.53	\$45.76	\$81.93	\$17.67			As of 1 July 2019, AM3 has been replaced by AM6.
AM4	Health and safety Animal management prosecutions	5	0	0	0	0	0			As of 1 July 2019, AM4 has been replaced by AM7.
AM5	Animals Rehomed Number of animals rehomed							N/A	N/A	New indicator from July 2019.
AM6	Service cost Cost of animal management service per population							15.37	\$20.38	New indicator from July 2019.
AM7	Successful prosecutions Percentage of successful animal management prosecutions							0	0	New indicator from July 2019.

Ref	Service Performance Indicators	Year End Results 2016/17	Half Year Results as at 31/12/17	Year End Results 2017/18	Half Year Results as at 31/12/18	Year End Results 2018/19	Half Year Results as at 31/12/19	Year End Results 2019/20	Half Year Results as at 31/12/20	Comment
	Food safety									
FS1	Timeliness Time taken to action food complaints	1	1	1	0.20	1	1	1	1	
FS2	Service standard Percentage of required food safety assessments undertaken	80.00%	8.77%	87.04%	12.17%	97.98%	37.39%	71.30%	98.48%	
FS3	Service cost Cost of food safety service per premises	\$533.28	\$184.97	\$314.88	\$186.60	\$499.02	\$588.65	\$431.09	\$190.57	
FS4	Health and safety Percentage of critical and major non-compliance outcome notifications followed up by Council	0%	0%	0%	0%	0%	0%	100%	0%	
	Governance									
G1	Transparency Council decisions made at meetings closed to the public	11.11%	14.49%	11.68%	11.46%	14.79%	16.67%	12.88%	14.29%	
G2	Consultation and engagement Community satisfaction with community consultation and engagement	53/100	-	53/100	-	56/100	-	55/100	-	
G3	Attendance Councillor attendance at council meetings	100%	100%	92.86%	94.64%	92.38%	91.84%	93.41%	93.51%	
G4	Service cost Cost of governance per councillor	\$25,589	\$17,653	\$33,354	\$15,620	\$32,316	\$16,440	\$33,595	\$14,339	
G5	Satisfaction Community satisfaction with council decisions	51/100	-	51/100	-	56/100	-	54/100	-	

Ref	Service Performance Indicators	Year End Results 2016/17	Half Year Results as at 31/12/17	Year End Results 2017/18	Half Year Results as at 31/12/18	Year End Results 2018/19	Half Year Results as at 31/12/19	Year End Results 2019/20	Half Year Results as at 31/12/20	Comment
	Libraries									
LB1	Utilisation Number of times a library resource is borrowed	3.02	1.48	3.11	1.66	3.62	1.74	3.04	0.8	Decreased due to the Library being closed during Stage 3 COVID-19 pandemic restrictions.
LB2	Resource standard Proportion of library resources less than five years old	49.31%	48.57%	49.21%	54.37%	56.78%	57.44%	59.18%	55.99%	
LB3	Service cost Cost of library service per visit	\$5.03	\$5.58	\$7.01	\$2.38	\$6.89	\$2.65			LB3 retired as at 1 July 2019, see LB5.
LB4	Participation Active library members in municipally	18.54%	13.91%	17.79%	13.36%	17.63%	13.53%	16.89%	13.52%	
LB5	Service cost Cost of the Library service per population							\$40.95	\$26.36	
	Maternal and Child Health (MCH)									
MC1	Satisfaction Participation in first MCH home visit	103.23%	91.43%	96.32%	98.51%	96.83%	104.00%			MC1 retired in 2019 - see MC6
MC2	Service standard Infant enrolments in the MCH service	101.61%	100%	99%	101.49%	100.79%	102.00%	101.71%	100%	
MC3	Service cost Cost of the MCH service	\$82.43	\$105.28	\$73.56	\$69.20	\$79.95	\$102.57	\$60.79	\$55.27	Decreased in 2019-20 due to reduction in staffing costs. Expected to return to previous levels in 2021.
MC4	Participation Participation in the MCH service	79.55%	67.45%	81.23%	67.58%	79.93%	64.59%	78.95%	67.34%	
MC5	Participation Participation in the MCH service by Aboriginal children	87.76%	73.81%	86.27%	80%	88.52%	66.67%	75.93%	65.96%	
MC6	Participation Participation in 4-week key Age and Stage visit							94.87%	109.84%	New indicator from July 2019.

Ref	Service Performance Indicators	Year End Results 2016/17	Half Year Results as at 31/12/17	Year End Results 2017/18	Half Year Results as at 31/12/18	Year End Results 2018/19	Half Year Results as at 31/12/19	Year End Results 2019/20	Half Year Results as at 31/12/20	Comment
	Roads									
R1	Satisfaction of use Sealed local road requests per 100km of sealed local roads	48.51	16.61	27.03	16.79	26.79	11.43	17.68	13.04	
R2	Condition Sealed local roads maintained adequately	95.62%	97.86%	91.35%	98.04%	98.39%	98.39%	98.57%	98.58%	
R3	Service cost Cost of sealed local road reconstruction per square metre	N/A	N/A	N/A	N/A	N/A	N/A	\$80.38	N/A	
R4	Service cost Cost of sealed local road resealing per square metre	\$4.40	N/A	\$3.28	\$3.13	\$4.83	\$4.72	\$5.49	\$5.88	
R5	Satisfaction Community satisfaction with sealed local roads	49/100	-	43/100	-	54/100	-	49/100	-	
	Statutory Planning									
SP1	Timeliness Time taken to decide planning applications (days)	21	20	22	25	23	30	29	28	
SP2	Service standard Planning applications decided within 60 days	95.65%	94.12%	92.26%	85.90%	88.39%	91.49%	85.31%	85.29%	
SP3	Service cost Cost of statutory planning service per planning application	\$1,594	\$948	\$1,415	\$1,218	\$1,554	\$1,807	\$1,564	\$816	
SP4	Decision making Council planning decisions upheld at VCAT	100%	50%	67%	N/A	N/A	50%	50%	N/A	

Ref	Service Performance Indicators	Year End Results 2016/17	Half Year Results as at 31/12/17	Year End Results 2017/18	Half Year Results as at 31/12/18	Year End Results 2018/19	Half Year Results as at 31/12/19	Year End Results 2019/20	Half Year Results as at 31/12/20	Comment
	Waste Collection									
WC1	Satisfaction Kerbside bin collection requests per 1,000 households	127.24	17.88	125.63	40.89	126.95	47.71	135.30	68.93	
WC2	Service standard Kerbside collection bins missed per 10,000 households	5.99	9.83	9.31	8.98	9.07	10.25	11.93	5.80	
WC3	Service cost Cost of kerbside garbage bin collection service per bin	\$58.14	\$29.71	\$53.97	\$28.95	\$57.43	\$29.22	\$58.23	\$29.06	
WC4	Service cost Cost of kerbside recyclables collection service per bin	\$46.48	\$25.53	\$46.22	\$35.02	\$69.50	\$38.02	\$77.03	\$43.61	
WC5	Waste diversion Kerbside collection waste diverted from landfill	62.15%	62.15%	61.23%	61.41%	60.85%	60.99%	60.91%	62.67%	

9.3 Draft Benalla Rural City Council Plastic Wise Policy

SF/3607

Dom Testoni – Chief Executive Officer

PURPOSE OF REPORT

The report presents the *Benalla Rural City Council Plastic Wise Policy* for adoption.

BACKGROUND

The Council, at its meeting on 11 March 2020, passed a Notice of Motion that 'Council explore the banning of single use plastics at Council events'.

Single use plastics are generally described as plastic items used only once before being discarded. These items include:

- shopping and promotional bags
- straws
- glasses/cups
- cutlery
- take away food containers
- coffee cups
- water bottles
- packaging (product and transport)
- shrink wrap/glad wrap
- balloons.

At its meeting on 14 April 2021, the Council resolved:

1. That the draft *Benalla Rural City Council Plastic Wise Policy* be endorsed for public exhibition starting from Thursday 15 April 2021.
2. That public notice be given inviting the community submissions on the draft *Benalla Rural City Council Plastic Wise Policy*.
3. That the *Benalla Rural City Council Plastic Wise Policy* be considered for adoption at the Council meeting on Wednesday 19 May 2021.

DISCUSSION

Following the Council resolution the following community engagement activities were undertaken:

Technique	Details	Date
Council website	Public Notice	15 April 2021
Media interview	Page one article in the <i>Benalla Ensign</i>	21 April 2021
Social media	Facebook post	21 April 2021
Public notice	<i>Benalla Ensign</i>	21 April 2021

Four submissions were received and are summarised in the table below. Complete submissions are attached as appendices.

Name	Submission Summary	Officer Response
Wendy Baker (Appendix 1)	<ul style="list-style-type: none"> ▪ Congratulations on policy initiative. ▪ Have a trailer containing reusable items such as crockery and cutlery and drinking water available for hire to community groups. ▪ Purchase parks and gardens items made from recycled plastics. 	<ul style="list-style-type: none"> ▪ Trailer idea to be considered in updated Environment Strategy. ▪ Recycled plastic items are currently used in parks and gardens, for example bollards and seat planks in the Benalla Botanical Gardens. ▪ Use of recycled materials continues to be investigated, for example, Splash Park playground soft fall is made from recycled rubber.
Roman Kaminski (Appendix 2)	<ul style="list-style-type: none"> ▪ Packaging needs to be changed to save Australia’s environment from plastic pollution. ▪ Local businesses should be publically shamed for using single use plastics. 	<ul style="list-style-type: none"> ▪ Council will continue to work in a collaborative manner with other levels of government and local businesses to reduce the use of single use plastics.
David Moore (Appendix 3)	<ul style="list-style-type: none"> ▪ That Council review its policy of providing financial assistance to community projects that may result in micro plastics damaging the environment. 	<ul style="list-style-type: none"> ▪ Annual Grants Program funding criteria can be reviewed and updated to specifically include a reference to environmental impact.

Name	Submission Summary	Officer Response
Karen Nankervis (Appendix 4)	<ul style="list-style-type: none"> ▪ Congratulations on policy. ▪ Focus on encouraging and recognising local businesses who are plastic wise. ▪ Establish local soft plastic collection. ▪ Community education is important. ▪ Join with other organisations, schools, etc. to reduce use of single use plastics and to ensure their correct disposal. ▪ Procurement priority to purchase items made from recycled waste. ▪ Plastic Wise should be spelt 'Plasticwise'. 	<ul style="list-style-type: none"> ▪ Council will continue to work with local businesses, groups and organisations to highlight the importance of being plastic wise and how to do it. ▪ Local soft plastic collection available. Council could promote the program. ▪ Procurement Policy is due for review in the second half of 2021. The review will consider how procurement can be more environmentally friendly, including the purchase of recycled items. ▪ Spelling of Plastic Wise/Plasticwise varies.

Following a review of submissions, it is proposed that no amendments be made to draft *Benalla Rural City Council Plastic Wise Policy* as presented to the community.

The proposed *Benalla Rural City Council Plastic Wise Policy* is attached as **Appendix 5**.

COUNCIL PLAN 2017-2021 (2020 REVIEW) IMPLICATIONS

Sustainable Environment

- *We will take a proactive and strategic approach to protect our natural environment and safeguard its ability to support our community into the future.*
- *Involve and inform the community on environmental issues, strategies and opportunities for reducing our environmental impact.*

High performing organisation

- *Demonstrate strong leadership and advocacy on key local issues on behalf of our community.*

ENVIRONMENT STRATEGY 2016-2020 IMPLICATIONS

- *Council supports and enables the community to act responsibly around waste management and resource use.*
- *Explore the further potential for a ban on plastic bags and/or bottled water in Benalla. Implement a feasible program.*

COMMUNITY PLAN 2016-2036 IMPLICATIONS

- *Ensure that local and regional strategies and plans that support environment, waste, sustainability and climate change are actively delivered and implemented.*

FINANCIAL IMPLICATIONS

The development of a Plastic Wise Policy has had no material financial implications.

Documents requiring more detailed development and design, such as, a Waste Wise Events Guide and educational materials may require additional resources.

Funds may also be needed for the implementation of the policy to purchase items required to replace single use plastics, for example, drinking water stations and reusable catering containers, cutlery and crockery.

Recommendation:

1. That the *Benalla Rural City Council Plastic Wise Policy* be adopted.
2. That the *Benalla Rural City Council Plastic Wise Policy* be reviewed in May 2023.

From: Wendy Baker
To: Benalla Council Email
Subject: Draft Plastic Wise Policy
Date: Wednesday, 12 May 2021 8:21:03 AM

To Whom It May Concern,

I would like to congratulate Council on recognising the detrimental effect of single-use plastics, and your commitment to adopting more sustainable practices.

Further to the commitments outlined in the Policy, I would like to suggest that Council procures a trailer that could be hired or borrowed by relevant groups. The trailer would contain reusable items such as crockery, cutlery, a drinking water outlet and a sink. I believe the Mount Alexander Shire has access to one. (see Wash Against Waste waw.org.au).

I would further like to suggest that, where appropriate, the Council purchases items made from recycled plastics for its Parks and Gardens and other appropriate places. Such items are attractive and numerous and include such products as outdoor furniture, signage and fencing . For examples see the product range produced by Replas.

I hope you consider my suggestions.

Again, I congratulate Council on this draft policy.

Kind Regards,

Wendy Baker.

From: noreply@opencities.com
To: Benalla Council Email
Subject: Response Form - Draft Plastic Wise Policy Submitted
Date: Thursday, 22 April 2021 9:31:26 AM

My Written Submission: Packaging needs to be changed by governments to save Australia's environment from plastic pollution. BWT council should have the 'guts' if serious in eliminating single use plastics by shaming local business publicly....Benalla's top three polluters of single use plastics each week in the local paper.

Name: Roman Kaminski

Appendix 3

From: noreply@opencities.com
To: Benalla Council Email
Subject: Response Form - Draft Plastic Wise Policy Submitted
Date: Wednesday, 5 May 2021 1:16:54 PM

My written submission: If micro plastics are on the agenda it would be wise to review the policy of providing financial support for the "Yarn Bombers". Unless all wool used is actually wool and not acrylic, supporting such activities would actually be adding to the problem. Rain washes micro fibrer into our waterways.

Name: David Moore

From: Karen Nankervis
To: Benalla Council Email
Subject: Plastic Wise Policy submission
Date: Wednesday, 5 May 2021 11:14:25 AM

Hi, I was advised by Gail Brown, to send this submission to this email address so it could be passed to the necessary department.
thanks Karen

PLASTIC WISE POLICY SUBMISSION:

Congratulations on your Plastic Wise Policy!

I moved to Benalla in January this year, from Beechworth, and through conversations with people in the community, I gathered that Benalla Council hasn't been progressive in the sustainability area, but recently seems to be moving in this direction. This is very exciting to hear, and as our Council, you provide a strong role model for our community to follow.

I was involved with the community consultation and development of the Indigo Shire Plasticwise policy and subsequently became co-founder of Plasticwise Beechworth. We focussed on encouraging and recognising local businesses who were 'Plasticwise' (by introducing changes to how they handle and reduce waste), and we established a local soft plastic collection.

One important aspect to being plasticwise is community education, and Council has the opportunity to join with other organisations, schools etc to help the community find alternatives to single use plastic and to correctly dispose of plastic waste through our recycling and the soft plastic collection points. The other part of this, is for Council to set a procurement priority to purchase items, made from recycled waste, from places like Replas <https://www.replas.com.au/> and Plastic Forests <http://plasticforests.com.au/>, and bring the waste full circle. This could be added to the Council commitments in your policy.

And just a note; the bulk of the community groups set up around Australia, use the Plasticwise spelling, one word.

Thanks for the opportunity to submit.

Karen Nankervis

CP 36 Plastic Wise Policy

Responsible Officer:	Chief Executive Officer
Document type:	Council Policy
Reference:	CP36
Approved by the Council:	May 2021
Date of next review:	May 2023

Policy Objective

The objective of this policy is to define Council's commitment to eliminate the use of single use plastics in Council operations and at Council managed events.

Policy Background

The negative environmental, social and economic impacts of single use plastics are a growing concern to the community. In 2014, Victoria produced around 570,000 tonnes of plastic waste, of which only 28 per cent was recycled¹. Therefore, most plastic goes into landfill or is not disposed of properly, ending up polluting the environment and causing harm to wildlife through entanglement or ingestion.

A significant and disproportionate amount of resources, including water, is used in the production of plastics, particularly for items intended to be used once then discarded. These resources, as well as the transport of the items throughout their lifecycles and disposal, also generates greenhouse gas emissions contributing to climate change.

In addition, there are potential health impacts from ingesting micro-plastics and chemical coatings on single use plastic products. Over time, plastic breaks down into smaller and smaller particles, known as micro-plastics. Micro-plastics accumulate and disperse other pollutants, such as heavy metals. These pollutants can be ingested by small organisms along with the micro-plastic particle, and then move up the food chain, causing even further damage.

Council is committed to minimising, and wherever possible eliminating, single use plastic items in Council operations and at Council managed events.

Scope

The policy applies to all Council staff, contractors, volunteers or other Council representatives engaged in Council operations and the running of Council managed events.

Exemptions may be granted for plastic products that are required to meet COVIDSafe, medical and safety requirements, or where there is no other practical alternative product or distribution method available.

The policy will influence sustainable procurement practices and supply chains and improve community awareness on single-use plastics.

Events and activities occurring on council land, but not managed by council staff, are not included in the mandatory scope of this policy but will be encouraged and supported by council to voluntarily comply.

Definitions

Council	Means the local government authority (i.e. Benalla Rural City Council).
Council managed land	Land owned by the State (i.e. Crown Land) or a third party that the council manages day to day.
Council officers	Includes Councillors, all employees, volunteers and contractors.
Council operations	Anywhere that council officers are present at a location or providing a service or function to the community.
Council events	Any small or large scale event organised by Council staff including, but not limited to, meetings, festivals, functions, launches, workshops, markets, information sessions and conferences.
Single-use plastic items	Any disposable plastic products used only once or for a short period of time including, but not limited to, plastic bags, bottled water, cups (including plastic lined paper cups), bowls, plates, cutlery, take-away food containers, straws, balloons, cling wrap.

Policy

Council is committed to adopting more sustainable practices, including the reduction of waste and litter. Council will take a leadership role in the reduction of single use plastics by wherever possible, eliminating single use plastics in council's operations and at Council managed events whilst also encouraging and supporting the community to take similar action.

To meet the objectives of this policy, Council commits to:

- Progressively reducing, and wherever possible eliminating, single use plastic items including bags, water bottles, cutlery, plates, bowls, cups and lids, take away food containers, food wrapping, packaging, straws and balloons within council operations and at all Council-managed events.
- Providing alternatives to bottled water at all Council managed events and sites and continuing to install water fountains in key locations.
- Not using any balloons and single use plastic decorations (such as bunting).
- Re-using event materials where possible (including event signage and promotional banners and flags). Event are to be sourced with consideration of their future re-use.
- Implementing sustainable procurement practices and influence supply chains to avoid soft plastic packaging wherever possible.
- Implementing a sound stewardship model to ensure appropriate disposal of products at events and council facilities.
- Comply with all national and state legislations in relation to waste avoidance, generation, recycling and disposal.
- Encouraging and supporting events and activities within the community to voluntarily comply with this Policy.
- Building awareness within the community, including businesses, on single-use plastics.

Exemptions may be applied for plastic products that are required to meet COVIDSafe, medical and safety requirements, or where there is no other practical alternative product or distribution method available. All exemptions require prior written approval of the Chief Executive Officer.

A 12 month transition period will be applied to the Policy to enable an implementation plan to be developed and appropriate time for departments to commence identified actions. This is particularly important for the planning of larger events.

Related documents and legislation

- Benalla Rural City Council Plan 2017-2021
- Benalla Rural City Waste Management and Minimisation Strategy 2014-2019
- Benalla Rural City Environment Strategy 2016-2020
- Environment Protection Act 1970
- Statewide Waste Resource Recovery Infrastructure Plan
- National Packaging Targets 2020

References

1. Sustainability Victoria Waste projection portal <http://www.sustainability.vic.gov.au/services-and-advice/business/investment-facilitation-service/waste-data-portal/waste-projection-model>

9.4 Mayor and Councillors' Attendance at Committees and Civic Functions

SF/809-06

Gail Brown – Executive Assistant to the CEO, Mayor and Councillors

The Mayor and Councillors, listed in alphabetical order, attended meetings and events as detailed below during the period from 8 April 2021 to 12 May 2021.

Mayor Danny Claridge	
8 April	NE Artisans <i>In the Groove: Women in the Music Industry</i> , exhibition
9 April	DELWP Training <i>Your Council & Climate Change</i>
13 April	Rural Councils Victoria - Media and Communications training
	Benalla Art Gallery Community Asset Committee
14 April	Planning Briefing
	Councillor only Forum
	Council Meeting
	Assembly of Councillors Budget Workshop
15 April	Former Councillor Pauline Messenger
16 April	AFL North East Border Benalla Auskick Launch
	RCV Social Media Training
20 April	Business Enquiry
	Benalla Family Research Group
	Rural North East Regional Meeting and Strategic Planning Session
21 April	Councillor only Forum
	Council Meeting
22 April	Road Safety meeting
	VLGA - Gambling and Public Health and Wellbeing Plan
25 April	Anzac Day Dawn Service
	Anzac Day March and ceremony
26 April	Mayor and CEO Briefing
27 April	Radio interview - Single Use Plastics
	Benalla Family Research Group Australian Heritage Festival opening
	Benalla P-12 College Special ANZAC Assembly
	Benalla Scooter Club
28 April	Launch of Benalla FCJ College Live4Life program
	The Hon Jaala Pulford MP Grant announcement - Buy from North East Victoria
	Communications Strategy Session
	Council Meeting
	Assembly of Councillors
29 April	Mayor and Deputy Mayor meeting with The Hon Jane Hume Senator for Victoria
5 May	Councillors only forum

Mayor Danny Claridge	
	Communications Advisory Committee
	Benalla Historical Society
	Finance and Operations Committee
6 May	Official Opening - Infinity Coordination and Supports
	Munro Ave Preschool 'switch on' ceremony
7 May	Benalla Art Gallery Briefing
11 May	Community Engagement Council Plan 2021-2025 Swanpool Open House
12 May	MAV Councillor Development Program - Free Seminar: Child Safe Standards & Reportable Conduct Scheme
	Planning Briefing
	Councillor only Forum
	Steph Ryan MLC Member for Euroa
	Planning and Development Committee
	Finance and Operations Committee

Councillor Peter Davis	
9 April	DELWP Training <i>Your Council & Climate Change</i>
13 April	Benalla Art Gallery Community Asset Committee
14 April	Councillor only Forum
	Council Meeting
	Assembly of Councillors Budget Workshop
21 April	Councillor only Forum
	Council Meeting
28 April	The Hon Jaala Pulford MP Grant announcement - Buy from North East Victoria
	Communications Strategy Session
	Council Meeting
	Assembly of Councillors
3 May	Benalla Gardens Oval Committee of Management
5 May	Councillors only forum
	Communications Advisory Committee
	Finance and Operations Committee
6 May	Munro Ave Preschool 'switch on' ceremony
7 May	Benalla Art Gallery Briefing
11 May	Community Engagement Council Plan 2021-2025 Swanpool Open House
12 May	MAV Councillor Development Program - Free Seminar: Child Safe Standards & Reportable Conduct Scheme
	Councillor only Forum
	Steph Ryan MLC Member for Euroa
	Planning and Development Committee
	Finance and Operations Committee

Councillor Don Firth	
14 April	Councillor only Forum
	Council Meeting
	Assembly of Councillors Budget Workshop
21 April	Councillor only Forum
	Council Meeting
25 April	Anzac Day March and ceremony
27 April	Happy Sad Man Screening
28 April	The Hon Jaala Pulford MP Grant announcement - Buy from North East Victoria
	Communications Strategy Session
	Council Meeting
	Assembly of Councillors
29 April	Benalla Youth Service Providers Network
3 May	Benalla Festival Advisory Committee
5 May	Councillors only forum
	Finance and Operations Committee
6 May	Munro Ave Preschool 'switch on' ceremony
11 May	Accessibility Reference Group
12 May	MAV Councillor Development Program - Free Seminar: Child Safe Standards & Reportable Conduct Scheme
	Councillor only Forum
	Steph Ryan MLC Member for Euroa
	Planning and Development Committee
	Finance and Operations Committee

Councillor Punarji Hewa Gunaratne	
14 April	DELWP Training <i>Your Council & Climate Change</i>
14 April	Councillor only Forum
	Council Meeting
	Assembly of Councillors Budget Workshop
21 April	Councillor Induction Training - Aboriginal Yarning Session
	Councillor only Forum
	Council Meeting
26 April	Benalla P-12 College School Council
27 April	Benalla Family Research Group Australian Heritage Festival opening
	Benalla P-12 College Special ANZAC Assembly
	Audit and Risk Committee
28 April	The Hon Jaala Pulford MP Grant announcement - Buy from North East Victoria
	Communications Strategy Session

	Council Meeting
	Assembly of Councillors
5 May	Councillors only forum
	Community Plan Implementation Steering Committee
	Finance and Operations Committee
12 May	MAV Councillor Development Program - Free Seminar: Child Safe Standards & Reportable Conduct Scheme
	Councillor only Forum
	Steph Ryan MLC Member for Euroa
	Planning and Development Committee
	Finance and Operations Committee

Councillor Bernie Hearn

9 April	DELWP Training <i>Your Council & Climate Change</i>
13 April	Rural Councils Victoria - Media and Communications training
	Tomorrow Today Foundation
14 April	Councillor only Forum
	Council Meeting
	Assembly of Councillors Budget Workshop
16 April	AFL North East Border Benalla Auskick Launch
16 April	RCV Social Media Training
21 April	Councillor Induction Training - Aboriginal Yarning Session
	Councillor only Forum
	Council Meeting
25 April	Anzac Day Dawn Service
	Anzac Day March and ceremony
27 April	Benalla Family Research Group Australian Heritage Festival opening
	Benalla P-12 College Special ANZAC Assembly
	Benalla Scooter Club
28 April	The Hon Jaala Pulford MP Grant announcement - Buy from North East Victoria
	Communications Strategy Session
	Council Meeting
	Assembly of Councillors
29 April	Mayor and Deputy Mayor meeting with The Hon Jane Hume Senator for Victoria
5 May	Councillors only forum
	Communications Advisory Committee
	Finance and Operations Committee
11 May	Accessibility Reference Group
	Community Engagement Council Plan 2021-2025 Swanpool Open House
12 May	MAV Councillor Development Program - Free Seminar: Child Safe Standards & Reportable Conduct Scheme

Councillor Bernie Hearn	
	Councillor only Forum
	Steph Ryan MLC Member for Euroa
	Planning and Development Committee
	Finance and Operations Committee

Councillor Justin King	
14 April	Councillor only Forum
	Council Meeting
	Assembly of Councillors Budget Workshop
21 April	Councillor only Forum
	Council Meeting
27 April	Audit and Risk Committee
28 April	Communications Strategy Session
	Benalla Early Years Network meeting
	Council Meeting
	Assembly of Councillors
3 May	Benalla Festival Advisory Committee
	ARTC Benalla Working Group Meeting
5 May	Councillors only forum
	Finance and Operations Committee
12 May	MAV Councillor Development Program - Free Seminar: Child Safe Standards & Reportable Conduct Scheme
	Councillor only Forum
	Steph Ryan MLC Member for Euroa
	Planning and Development Committee
	Finance and Operations Committee

Councillor Gail O'Brien	
12 April	Benalla Health and Wellbeing Partnership Group
14 April	Councillor only Forum
	Live4Life Partnership
	Council Meeting
	Assembly of Councillors Budget Workshop
21 April	Councillor only Forum
	Council Meeting
25 April	Anzac Day Dawn Service
27 April	Benalla Family Research Group Australian Heritage Festival opening
	Benalla P-12 College Special ANZAC Assembly

Councillor Gail O’Brien	
28 April	The Hon Jaala Pulford MP Grant announcement - Buy from North East Victoria
	Communications Strategy Session
	Council Meeting
	Assembly of Councillors
3 May	ARTC Benalla Working Group Meeting
5 May	Councillors only forum
	Community Plan Implementation Steering Committee
	Finance and Operations Committee
6 May	Munro Ave Preschool 'switch on' ceremony
12 May	MAV Councillor Development Program - Free Seminar: Child Safe Standards & Reportable Conduct Scheme
	Councillor only Forum
	Steph Ryan MLC Member for Euroa
	Planning and Development Committee
	Finance and Operations Committee

Recommendation:

That the report be noted.

9.5 Council Actions Pending

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

<p>Recommendation: That the report be noted.</p>
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Council actions pending from the cycle of meetings ended 14 April 2021

Appendix 1

Action No.	Meeting Name	Item	Action	Officer	Status/notes
1.	F&O Committee 06	3	<p>Capital Projects Status – year ending 30 September 2019</p> <ol style="list-style-type: none"> That the Chief Executive Officer write to Public Transport Victoria to determine Irwin Road turnaround implementation and start date. That the report be noted. 	CEO	Completed Bus route commencing 17 May 2021
2.	P&D Committee 17-Jun-20	2	<p>Planning application for a 118 Lot Subdivision and the removal of native vegetation at Kilfeera Road, Benalla</p> <p>That the item be deferred until the Planning and Development Committee Meeting scheduled for 22 July 2020.</p>	MD	To be rescheduled. Awaiting developer response.
3.	Council Meeting 10-Feb-21	11.1	<p>Notice of Motion: Seeking development of COVID-19 Support Initiatives</p> <p>That the Council develop COVID-19 Support Initiatives (BCSI) that provide advice and support to the Benalla community through 2021/22.</p> <ol style="list-style-type: none"> That the Council develop a community 2021/22 BCSI document (directory) that provides current advice and information relating to COVID-19 supports, including local providers and agencies, Government Departments and sectors from across the state. That the Council undertake a review to consider local supports for the Benalla community as part of the BCSI. That the Council consider the adoption of the final BCSI document upon its completion and the review be considered during the council budget process 2021/22. 	CEO	In progress.

Action No.	Meeting Name	Item	Action	Officer	Status/notes
4.	Council Meeting 10-Feb-21	11.2	<p>Notice of Motion: Hosting of a community and sporting group summit to understand the impact of COVID-19</p> <p>1. That the Council invite representatives from sporting and community clubs to participate in "round table" discussions to identify the challenges faced during the COVID-19 Pandemic with the intent to better understand the impact of the pandemic with a specific focus on:</p> <ul style="list-style-type: none"> ▪ Financial impact ▪ Participation rate impact (members/volunteers) ▪ Social impact <p>2. That "round table" (or alternative 'one on one') discussions be facilitated in accordance with COVID-19 requirements by the Waste and Recreation Coordinator, Community Development Coordinator and Volunteer Development Coordinator in the normal cycle of interactions (i.e. Committee of Management meetings) across 3 months. Options of MS Teams and Zoom can be offered as a second means of facilitating discussions if required.</p> <p>3. That the Council use the Summit as an exercise to collect information.</p> <p>4. That the Council draft the information collected in a document that captures the impact of COVID-19 on sporting clubs and community groups within our community.</p> <p>5. That the report be developed and presented to the Council for adoption and be provided to Federal and State members for consideration.</p>	CEO	In progress.

Action No.	Meeting Name	Item	Action	Officer	Status/notes
5.	P&D Committee 7-Apr-21	3	<p>Planning Application No. PO144/20 for Alterations and Additions to the Existing Dwelling, the Construction of Two Single Storey Dwellings to the Rear of the Existing Dwelling and to Create an Access to a Road Zone Category 1 - 89 Bridge Street West, Benalla</p> <p>That Council having caused notice of Planning Application No. P0144/20 to be given under Section 52 of the <i>Planning and Environment Act 1987</i> and having considered all the matters required under Section 60 of the <i>Planning and Environment Act 1987</i> decides to refuse to Grant a Permit under the provisions of the Benalla Planning Scheme in respect of the land known and described as 89 Bridge Street West, Benalla, for alterations and additions to the existing dwelling, the construction of two single storey dwellings to the rear of the existing dwelling and to create an access to a Road Zone Category 1 in accordance with the endorsed plans, with the application dated 29 September 2020.</p> <p>For the following reasons:</p> <ol style="list-style-type: none"> 1. The proposal is contrary to the existing and preferred neighbourhood character of the surrounding area. 2. The design of the development will have a negative visual impact to the streetscape and surrounds. 3. The proposal provides for an additional crossover to Bridge Street West which is discouraged for safety purposes. 4. The proposal does not comply with Standards B1, B5, B6, B12, B13, B14, B17, B26, B28, B30 and B31 to Clause 55 of the Benalla Planning Scheme. 5. The proposal does not comply with Standards C6, C8, C12 and C21 to Clause 56 of the Benalla Planning Scheme. 	MD	Completed

Action No.	Meeting Name	Item	Action	Officer	Status/notes
6.	P&D Committee 7-Apr-21	4	<p>Planning Application P0107/19 for the Construction 7 Double Storey Dwellings and Subdivision – 71A Cowan Street, Benalla</p> <p>It is recommended that Council advise the Victorian Civil and Administrative Tribunal that the Grounds of Refusal that will be relied upon at the upcoming hearing will be altered as follows:</p> <ol style="list-style-type: none"> 1. The development will not be in keeping with the existing streetscape and neighbourhood character of the surrounding area. 2. The development does not comply with Standard B6 (Street Setback) to clause 55 of the Benalla Planning Scheme. 3. The development does not provide for adequate on-site parking. 	MD	Completed
7.	F&O Committee 7-Apr-21	2	<p>2020/21 Community Sponsorship Program</p> <ol style="list-style-type: none"> 1 That the report be noted. 2 That \$500 grants from the 2020/21 Community Sponsorship Program be allocated to the Goorambat and District Community Group Inc. and the Benalla Family Research Group Inc. 	MC	Completed
8.	F&O Committee 7-Apr-21	3	<p>Council Plan 2021/2025 Community Engagement Strategy</p> <p>That the <i>Council Plan 2021-2025 Community Engagement Strategy</i> be adopted.</p>	MC	Completed

Action No.	Meeting Name	Item	Action	Officer	Status/notes
9.	F&O Committee 7-Apr-21	4	<p>Draft Benalla Rural City Council Councillor Gift Policy</p> <ol style="list-style-type: none"> 1. That the <i>Benalla Rural City Council Councilor Gift Policy</i> be adopted. 2. That the <i>Benalla Rural City Council Councilor Gift Policy</i> be reviewed in March 2025. 	GMC	Completed
10.	Council Meeting 14-Apr-21	7	<p>The Council to Declare a Climate Emergency</p> <ol style="list-style-type: none"> 1. That the petition be received. 2. That a report be presented to the Planning and Development Committee. 	CEO	Ongoing
11.	Council Meeting 14-Apr-21	9.2	<p>Investment Policy</p> <ol style="list-style-type: none"> 1. That the Investment Policy be adopted with the following amendments: <ul style="list-style-type: none"> ▪ Commonwealth Bank financial limit be increased to \$6,000,000 ▪ A-1+ deposit taking institutions financial limit be increased to \$4,000,000. 2. That the Investment Policy be reviewed in March 2023. 	GMC	Completed

Action No.	Meeting Name	Item	Action	Officer	Status/notes
12.	Council Meeting 14-Apr-21	9.3	<p>Draft Benalla Rural City Council Plastic Wise Policy</p> <ol style="list-style-type: none"> 1. That the draft <i>Benalla Rural City Council Plastic Wise Policy</i> be endorsed for public exhibition starting from Thursday 15 April 2021. 2. That public notice be given inviting the community submissions on the draft Benalla Rural City Council Plastic Wise Policy. 3. That the Benalla Rural City Council Plastic Wise be considered for adoption at the Council meeting on Wednesday 19 May 2021. 	CEO	<ol style="list-style-type: none"> 1. Completed 2. Completed
13.	Council Meeting 14-Apr-21	9.4	<p>Mayoral and Councillor Allowances</p> <ol style="list-style-type: none"> 1. That from 15 April 2021 the Mayoral allowance be set at the maximum level for a Category 1 Council (\$62,884 per annum) plus a sum equivalent to the Superannuation Guarantee Contribution. 2. That from 15 April 2021 Councillor allowances be set at the maximum level for a Category 1 Council (\$21,049 per annum) plus a sum equivalent to the Superannuation Guarantee Contribution. 3. That allowances be adjusted on instruction from the Victorian Minister for Local Government. 	CEO	Completed

Action No.	Meeting Name	Item	Action	Officer	Status/notes
14.	Council Meeting 28-Apr-21	7.2	<p>Submission of the <i>Proposed Budget 2021/2022</i></p> <ol style="list-style-type: none"> 1. That the Proposed 2021/2022 Budget as amended be endorsed for the purposes of Section 94 of the Local Government Act 2020. 2. That the Chief Executive Officer be authorised to give public notice that the Council has prepared its Proposed 2021/22 Budget. 3. That the Proposed 2021/22 Budget be placed on public exhibition in accordance with Section 223 of the Local Government Act 1989 for a period of at least 28 days from Thursday 29 April 2021. 4. That submissions relating to the Proposed 2021/2022 Budget be heard at an additional meeting of the Finance and Operations Committee on 2 June 2021. 5. That submissions on the Proposed 2021/22 Budget be considered at an additional Council meeting on Wednesday 16 June 2021. 6. That the adoption of the 2021/2022 Budget be considered at the Council meeting on Wednesday 23 June 2021. 	MF GMC	<ol style="list-style-type: none"> 1. Completed 2. Completed 3. Underway
15.	F&O Committee 5-May-21	3	<p>2020/21 Community Sponsorship Program</p> <ol style="list-style-type: none"> 1. That a \$500 grant from the 2020/21 Community Sponsorship Program be allocated to the Benalla Sustainable Futures Group. 2. That a \$500 grant from the 2020/21 Community Sponsorship Program be allocated to Waminda Community House. 	MC	Completed

Action No.	Meeting Name	Item	Action	Officer	Status/notes
16.	F&O Committee 5-May-21	4	<p>2020/21 Annual Grants Program</p> <ol style="list-style-type: none"> 1. That Community and Youth Grants totalling \$67,487 be allocated from the 2020/21 Annual Grants Program with the exemption of the Waminda Community House applications. 2. That an allocation of \$7,500 from the 2020/21 Major Event Funding Program be approved. 3. That Community and Youth Grants applications for Waminda Community House totalling \$3,500 be allocated from the 2020/21 Annual Grants Program. 	MC	Completed
17.	F&O Committee 5-May-21	5	<p>Community Plan Implementation Steering Committee Terms of Reference</p> <p>That the amended <i>Benalla Rural City Council Community Plan Implementation Steering Committee</i> Terms of Reference be adopted.</p>	MC	Completed
18.	F&O Committee 5-May-21	12	<p>Councillor and Staff Interaction Policy</p> <ol style="list-style-type: none"> 1. That the <i>Benalla Rural City Council Councillor and Staff Interaction Policy</i> be adopted. 2. That <i>Benalla Rural City Council Councillor and Staff Interaction Policy</i> be reviewed in May 2025. 	CEO	Completed
19.	F&O Committee 5-May-21	13	<p>Procurement Policy Review</p> <ol style="list-style-type: none"> 1. That the <i>Benalla Rural City Council Procurement Policy</i> be adopted. 2. That the <i>Benalla Rural City Council Procurement Policy</i> be reviewed and adopted prior to 1 January 2022 to ensure compliance with the <i>Local Government Act 2020</i>. 	MF	Completed

Action No.	Meeting Name	Item	Action	Officer	Status/notes
20.	P&D Committee 12-May-21	3	<p>Planning Scheme Amendment – Benalla Railway Station That the Planning and Development Committee, acting under its delegated authority of the Council, resolve:</p> <ol style="list-style-type: none"> 1. That the report be noted. 2. That a submission be made to the Australian Rail Track Corporation outlining the Council’s objection to the Inland Rail Tottenham to Albury project Planning Scheme Amendment proposal. 3. That the Mayor, on behalf of the Council, write to the Minister for Planning outlining the Council’s objection to the Australian Rail Track Corporation’s Inland Rail Tottenham to Albury project Planning Scheme Amendment proposal. 	MD	1. Completed

Action No.	Meeting Name	Item	Action	Officer	Status/notes
21.	F&O Committee 12-May-21	2	<p><i>Benalla Rural City Council Rating and Revenue Plan 2021-2025</i></p> <p>That the Finance and Operations Committee, acting under its delegated authority of the Council, resolves:</p> <ol style="list-style-type: none"> 1. That the draft Rating and Revenue Plan 2021-2025 be endorsed for public exhibition. 2. That the Chief Executive Officer be authorised to give public notice that the Council has prepared the draft Rating and Revenue Plan 2021-2025. 3. That the draft Rating and Revenue Plan 2021-2025 be placed on public exhibition in accordance with Section 7.3 of the Council’s Governance Rules 2020 for a period of at least 28 days from Thursday 13 May 2021. 4. That submissions relating on the draft Rating and Revenue Plan 2021-2025 be heard at an additional meeting of the Finance and Operations Committee on 16 June 2021. 5. That the adoption of the Rating and Revenue Plan 2021-2025 be considered at the Council meeting on Wednesday 23 June 2021. 	GMC	<ol style="list-style-type: none"> 1. Completed 2. Completed

10. Reports by Councillors

Recommendation:
That the report(s) be noted.

11. Notices of Motion

12. Notices of Rescission Motion

13. 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.

14. Confidential Business

It is proposed that the following item be considered in confidential business pursuant to the *Local Government Act 2020* as it contains private commercial information that if released would unreasonably expose the business, commercial or financial undertaking to disadvantage:

- 14.1 Tenders for Contract CM21.023 Tenders for Contract of Provision of Loan Finance 2020/21

It is proposed that the following items be considered in confidential business pursuant to the *Local Government Act 2020* as it contains personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.

- 14.2 Confidential Reports by Councillors
14.3 Confidential 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*.

15. Reopening of meeting to the public

Recommendation:

That the meeting be reopened to the public.

16. Closure of the meeting