

Council Meeting

Agenda

Date: Wednesday 23 March 2022

Time: 6pm

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

The *COVID-19 Omnibus (Emergency Measures) Act 2020* enables councils to hold meetings electronically. This measure is intended to ensure the safety of members of the public, Councillors and Council staff.

The Council Meeting Room has limited capacity for public attendance. Accordingly, members of the public are encouraged to watch the 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 Bernie Hearn (Mayor)	
Councillors	Councillor Danny Claridge Councillor Peter Davis Councillor Don Firth Councillor Punarji Hewa Gunaratne Councillor Justin King Councillor Gail O'Brien	
In attendance	Dom Testoni	Chief Executive Officer
	Robert Barber	General Manager Corporate
	Adrian Gasperoni	Manager Assets and Infrastructure
	Jessica Beaton	Governance Coordinator

1. Opening and Acknowledgment of Country

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

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

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

Recording of Council Meetings

In accordance with 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 Meeting

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

Recommendation:

That the Minutes of the Council Meeting held on Wednesday 23 February be confirmed as a true and accurate record of the meeting.

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6. Public Question Time

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

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

A question may be on any matter except if it:

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

No more than two questions will be accepted from any person at any one meeting.

All questions and answers must be as brief as possible, and no discussion may be allowed other than by Councillors for the purposes of clarification.

Like questions may be grouped together and a single answer provided.

The Chair may nominate a Councillor, the Chief Executive Officer or another member of Council staff to respond to a question.

Recommendation:

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

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7. Petitions

8. Record of Committees

8.1 Finance and Operations Committee

The reports and recommendations of the Finance and Operations Committee held on Wednesday 9 March 2022 are attached as **Appendix 1**.

Recommendation:

That the report and recommendations of the Finance and Operations Committee meeting held on Wednesday 9 March 2022 be adopted.

8.2 Planning and Development Committee

The reports and recommendations of the Planning and Development Committee held on Wednesday 16 March 2022 are attached as **Appendix 1**.

Recommendation:

That the report and recommendations of the Planning and Development Committee meeting held on Wednesday 16 March 2022 be adopted.

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Business**1. Public Question Time**

No questions were submitted to the meeting.

2. 2021/2022 Community Sponsorship Program

The report presented funding applications under the 2021/22 Community Sponsorship Program.

Cr Firth / Cr O'Brien:

That \$500 grants be allocated to the Lurg Hall and Reserve Committee of Management, Moorngag Cemetery Trust and Benalla Squash Club from the 2021/22 Community Sponsorship Program.

Carried

3. Community Department Activity Report For The Quarter Ended 31 December 2021

The report presented activity for the Community department for the quarter ended 31 December 2021.

Cr Davis / Cr Hearn:

That the report be noted.

Carried

4. People And Performance Department Activity Report For The Quarter Ended 31 December 2021

The report presented the activities of the People and Performance department for the quarter ended 31 December 2021.

Cr Hearn / Cr Davis:

That the report be noted.

Carried

5. Economic Development and Sustainability Activity Report For The Quarter Ended 31 December 2021

The report presented the activity of the Economic Development and Sustainability department for the quarter ending 31 December 2021.

Cr Firth / Cr Davis:

That the report be noted.

Carried

6. Finance Department Activity Report For The Quarter Ended 31 December 2021

The report presented an overview of the functions of the Finance department for the quarter ended 31 December 2021.

Cr Firth / Cr Hearn:

That the report be noted.

Carried

7. COVID-19 Hardship Policy Review

The report discussed the review of the *COVID-19 Financial Hardship Policy*.

Cr Davis / Cr Claridge:

1. That Council Policy *COVID-19 Financial Hardship* be adopted.
2. That Council Policy *COVID-19 Financial Hardship* be reviewed in June 2022.

Carried

8. CEO Employment And Remuneration Committee

The report presented for consideration the establishment of a Chief Executive Officer Employment and Remuneration Committee.

Cr Claridge / Cr Hearn:

1. The *CEO Employment and Remuneration Committee Terms of Reference* be adopted.
2. That a CEO Employment and Remuneration Committee be established in accordance with the *CEO Employment and Remuneration Committee Terms of Reference*.
3. That the *CEO Employment and Remuneration Committee Terms of Reference* be reviewed in March 2025.

Carried

9. Councillors' Expenses For The Quarter Ended 31 December 2021

The report detailed 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 December 2021.

Cr Hearn / Cr Davis:

That the report be noted.

Carried

10. CEO Credit Card For The Quarter Ended 31 December 2021

The report details expenditure associated with the corporate credit card issued to the Chief Executive Officer for the quarter ended 31 December 2021.

Cr Davis / Cr Claridge:

That the report be noted.

Carried

Recommendations of the
Finance and Operations Committee
held on Wednesday 9 March 2022

Closure of Meeting

The meeting closed at 6.51pm.

Confirmed this thirteenth day of April 2022.

Signed: _____
Cr Justin King - Chair

Recommendations of the
Finance and Operations Committee
held on Wednesday 9 March 2022

Business**1. Public Question Time**

No questions were submitted to the meeting.

2. Benalla Airport – Intention to Lease Land

The report sought approval to give notice on the intention to lease land at the Benalla Airport.

Cr Hearn / Cr Firth:

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

That the Council give notice under section 115 of the *Local Government Act 2020* of its intention to enter into a lease with Luke Anthony Bourne for hangar land lease.

The principal terms of the lease will be:

- 1. A term of five years commencing on 1 July 2022 with an option of four further terms of five years.**
- 2. To waive lease costs until 30 June 2023, excluding the Fire Services Property Levy. From 1 July 2023, all applicable lease fees will be payable for the remaining term of the lease.**
- 3. The lease will be adjusted annually by the All-Groups Consumer Price Index except for the fifth anniversary of the commencement of the lease where the fee will be reviewed to market value.**

Carried

3. Facilities and Information Technology Department Activity Report For The Quarter Ended 31 December 2021

The report presented the activities of the Facilities and Information Technology department for the quarter ended 31 December 2021.

Cr Davis / Cr Firth:

That the report be noted.

Carried

4. Assets and Infrastructure Department Activity Report For The Quarter Ended 31 December 2021

The report presented the activities of the Assets and Infrastructure department for the quarter ended 31 December 2021.

Cr Davis / Cr Hearn:

That the report be noted.

Carried

5. Development Department Activity Report For The Quarter Ended 31 December 2021

The report presented the activities of the Development department for the quarter ended 31 December 2021.

Cr Gunaratne / Cr Hearn:

- 1. That the report be noted.**
- 2. That the *Benalla Rural City Council Fees and Charges 2021/2022* for Traffic Regulation offences (701-714) be decreased to \$91 to comply with Victorian Government legislation.**

Carried

Closure of Meeting

The meeting closed at 6.46pm.

Confirmed this twentieth day of April 2022

Signed: _____
Cr Danny Claridge - Chair

Recommendations of the Planning
and Development Committee
Meeting held on Wednesday 16 March 2022

8.3 Assemblies of Councillors, Advisory and External Committees

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

The record of Assemblies of Councillors since the report presented at the meeting on 23 February 2022 is attached as **Appendix 1**.

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

February 2022

2 February	Assembly of Councillors - Business Review
7 February	Benalla Local Safety and Traffic Liaison Committee
8 February	Accessibility Reference Group
22 February	Benalla Art Gallery Committee
23 February	Assembly of Councillors - Business Review

Recommendation:
That the report be noted.

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Record of Assemblies of Councillors Report

February 2022

Assembly of Councillors – Business Review

5.30pm Wednesday 2 February 2022, Civic Centre (Council Meeting Room)

Chair Councillor Bernie Hearn (Mayor)

Councillors Councillor Danny Claridge
 Councillor Peter Davis
 Councillor Don Firth
 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
 Adam Saddler Manager Economic Development and Sustainability
 Nilesh Singh Manager Development
 Tom Arnold Community Development Coordinator
 Joel Ingham Planning Coordinator
 Wayne Rich Compliance Coordinator

Apologies: Nil**Conflicts of Interest disclosed:** Nil**Items discussed:**

1. Social and Affordable Housing
2. Planning Application No. P0133/21 – To Use And Develop The Land For A Dwelling And The Creation Of An Access To A Category 1 – 2187 Benalla Tatong Road, Tatong
3. Presentation: Benalla Central Business District Streetscape Concepts
4. Draft *Domestic Animal Management Plan 2021-2025* – Consideration of Submissions
5. Draft *Community Engagement Policy and Community Engagement Framework and Toolkit* – Consideration of Submissions
6. Draft *Nature Strip Landscape Policy*
7. Parklet Project Scope

Benalla Local Safety and Traffic Liaison Committee

2pm Monday 7 February 2022, Civic Centre (Council Meeting Room)

Chair:	Adrian Gasperoni	Manager Assets and Infrastructure
Committee:	Councillor Bernie Hearn (Mayor)	Council Representative
	Councillor Justin King	Council Representative
	Paula Allen	Youth Resource Officer Victoria Police
	Lisa Atkinson	Victoria Police
	Jessica Bollen	Transport for Victoria
	Mark Byers	Victoria Police
	Gavin Duncan	Victoria Police
	Karlyne Garr	Victoria Police
	David Gillespie	Victoria Police
	Shaun Hillier	Victoria Police
	Reno Lia	Benalla P-12 College
	Shaun Mason	FCJ College
	David Morrow	Cooinda Village
	Caitlin Riley	Transport for Victoria
	Ian Ridgewell	Regional Roads Victoria
	John Stafford	Regional Roads Victoria
In attendance:	Bree Glass	Administration Officer
Apologies:	Caitlin Riley, David Gillespie, David Morrow, Ian Ridgewell, Karlyne Garr, Paula Allen, Reno Lia	

Conflicts of Interest disclosed: Nil

Items discussed:

1. Inland Rail Project Update
2. Review of Action Sheet
3. Project Updates, Opportunities to Work Together and General Business

Accessibility Reference Group

10.30am Tuesday 8 February 2022, Waminda Community House 19 Ballintine Street, Benalla

Chair:	Sheryle Stubbs	Community Representative
Committee:	Councillor Bernie Hearn (Mayor)	Council Representative
	Councillor Don Firth	Council Representative
	Councillor Gail O'Brien	Council Representative
	Annemarie Broughton	Community Representative
	Barbara Alexander AO	Community Representative
	Cheryl-Anne Menere	Community Representative
	David Horan	Community Representative
	Gillian Lindsay	Community Representative
	Graeme Brennan	Manager (Yooralla)
	Joan Vance	Community Representative
	Keith Menere	Community Representative
	Lena Anderson	Infinity Coordination
	Madison Cooper	Community Representative
	Naylan McDonald	CoAbility
In attendance:	Natalie Phillips	Volunteer Development Coordinator and L2P Coordinator
	Katie Roscoe	Community Development Officer
	Tom Arnold	Community Development Coordinator
Apologies:	Cr Bernie Hearn (Mayor), Cr Don Firth, Cr Gail O'Brien, Sheryle Stubbs, Barbara Alexander AO, Gillian Lindsay, Lena Anderson, Naylan McDonald, Madison Cooper	

Conflicts of Interest disclosed: Nil

Items discussed:

1. Business Arising
2. Mural, Splash Park and Foreshore Accessibility Discussion
3. Terms of Reference - Confirmation
4. Advocacy and Blue Book Issues
5. Future Speakers Wish List
6. Community Connect – Open Forum Other Business

Benalla Art Gallery Committee

6pm Tuesday, 22 February 2022, Civic Centre (Council Meeting Room) and via Zoom

Chair	Barbara Alexander AO	
Committee	Councillor Danny Claridge	Council Representative
	Councillor Peter Davis	Council Representative
	Tim Abdallah	Community Representative
	Brad Hearn	Friends of the Benalla Art Gallery Representative
	Winsome McCaughey AO	Community Representative
	Bess Nolan-Cook	CEO Tourism North East
	Anna Parle	Community Representative
	Fiona Stephens	Community Representative
	Alice Tallis	Community Representative
In attendance	Eric Nash	Director Benalla Art Gallery
	Adam Saddler	Manager Economic Development Sustainability
	Maggie Hollins	Friends of Benalla Art Gallery Observer

Apologies: Anna Parle

Conflicts of Interest disclosed: Nil

Items discussed:

1. Benalla Art Gallery Redevelopment
2. Directors Report – February 2022
3. Exhibition Schedule 2022
4. Acquisition Proposal – Charles Blackman
5. Acquisition Proposal – Sebastian Di Mauro
6. Discussion Paper – Benalla Art Gallery Strategic Plan Review
7. Benalla Art Gallery Acquisition Trust Fund
8. Friends of the Benalla Art Gallery

Assembly of Councillors – Business Review

11am Wednesday 23 February 2022, Civic Centre (Council Meeting Room)

Chair Councillor Bernie Hearn (Mayor)

Councillors Councillor Danny Claridge
Councillor Peter Davis
Councillor Don Firth
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
Adam Saddler	Manager Economic Development and Sustainability
Nilesh Singh	Manager Development
Tom Arnold	Community Development Coordinator
Wayne Rich	Compliance Coordinator

Apologies: Nil

Conflicts of Interest disclosed: Nil

Items discussed:

1. Proposed Rural Township Visits for 2022
2. Customer Request Management System (CRMS) Process
3. Membership of Peak Bodies
4. Councillor Training Budget
5. Community Engagement Resourcing
6. Start Times for Council Meetings, Delegated Committee Meetings and Assemblies
7. Project Update
8. Elections
9. Local Roads and Community Infrastructure Fund
10. Mural Project Feedback

9. Reports by Officers

9.1 Authorisation of Signing and Sealing of Documents

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9.2 Mayor and Councillors' Attendance at Committees and Civic Functions

SF/808-07

Tracey Beaton - 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 12 February 2022 to 11 March 2022.

Councillor Danny Claridge - 12 February to 11 March 2022	
14 February	Tour of the Landfill Cell Construction
15 February	Benalla Family Research Group Meeting
16 February	Councillor Only Forum
	Planning and Development Committee Meeting
	Finance and Operations Committee Meeting
18 February	Mitigate Climate Change Meeting
22 February	Benalla Art Gallery Committee Meeting
23 February	Assembly of Councillors - Business Review
	Councillor Only Forum
	Communications Advisory Committee Meeting
	Council Meeting
24 February	Circular Economy Leadership Course
25 February	Meeting with Gliding Club representative
	Renewable Energy Benalla celebrating the installation of solar panels at Bernard Briggs Kindergarten
26 February	Gliding Australia National Championships Presentation Dinner
27 February	Hec Waller Memorial Service
28 February	Facilitator's Briefing – Benalla Future Work Summit
2 March	Councillor Only Forum
	Benalla Historical Society Meeting
	Assembly of Councillors – Business Review
3 March	Circular Economy Leadership Course
	Benalla Future Work Summit
	Victorian Local Government Grants Commission Meeting
4 March	Murray Darling Association AGM
7 March	TAC L2P Car Launch
9 March	Councillor Only Forum
	Finance and Operations
	Assembly of Councillors - 2022/23 Budget Workshop 1
10 March	Circular Economy Leadership Course

Councillor Peter Davis - 12 February to 11 March 2022	
14 February	Tour of the Landfill Cell Construction
16 February	Councillor Only Forum
	Planning and Development Committee Meeting
	Finance and Operations Committee Meeting
22 February	Benalla Art Gallery Committee Meeting
23 February	Assembly of Councillors - Business Review
	Councillor Only Forum
	Communications Advisory Committee Meeting
	Council Meeting
2 March	Councillor Only Forum
	Assembly of Councillors – Business Review
9 March	Councillor Only Forum
	Finance and Operations
	Assembly of Councillors - 2022/23 Budget Workshop 1

Councillor Don Firth - 12 February to 11 March 2022	
14 February	Tour of the Landfill Cell Construction
16 February	Councillor Only Forum
	Planning and Development Committee Meeting
	Finance and Operations Committee Meeting
17 February	Benalla Youth Service Providers Network Meeting
23 February	Assembly of Councillors - Business Review
	Councillor Only Forum
	Council Meeting
24 February	Resource Recovery Collective Hume - Probity Training
2 March	Councillor Only Forum
	Benalla Festival Advisory Committee Meeting
	Assembly of Councillors – Business Review
3 March	Benalla Future Work Summit
7 March	TAC L2P Car Launch
9 March	Councillor Only Forum
	Finance and Operations
	Assembly of Councillors - 2022/23 Budget Workshop 1

Councillor Punarji Hewa Gunaratne - 12 February to 11 March 2022	
14 February	Tour of the Landfill Cell Construction
16 February	Councillor Only Forum
	Planning and Development Committee Meeting
	Finance and Operations Committee Meeting
23 February	Assembly of Councillors - Business Review
	Councillor Only Forum
	Council Meeting
1 March	Community Plan Implementation Committee Meeting
2 March	Councillor Only Forum
	Assembly of Councillors – Business Review
3 March	Victorian Local Government Grants Commission Meeting
9 March	Councillor Only Forum
	Finance and Operations
	Assembly of Councillors - 2022/23 Budget Workshop 1

Mayor Bernie Hearn - 12 February to 11 March 2022	
14 February	Tour of the Landfill Cell Construction
16 February	Councillor Only Forum
	Planning and Development Committee Meeting
	Finance and Operations Committee Meeting
17 February	Leadership Coaching
18 February	Mitigate Climate Change Meeting
21 February	Waminda Board of Management Meeting
22 February	Benalla High School Action Committee Meeting
23 February	Assembly of Councillors - Business Review
	Councillor Only Forum
	Communications Advisory Committee
	Council Meeting
24 February	Resource Recovery Collective Hume - Probity Training
25 February	Renewable Energy Benalla celebrating the installation of solar panels at Bernard Briggs Kindergarten
26 February	Gliding Australia National Championships Presentation Dinner
27 February	Hec Waller Memorial Service
1 March	Benalla Indoor Recreation Centre Meeting with Steph Ryan
2 March	Councillor Only Forum
	Assembly of Councillors – Business Review

Mayor Bernie Hearn - 12 February to 11 March 2022	
3 March	Benalla Future Work Summit
	Victorian Local Government Grants Commission Meeting
4 March	Australia Day Advisory Committee Meeting
7 March	TAC L2P Car Launch
9 March	Councillor Only Forum
	Finance and Operations
	Assembly of Councillors - 2022/23 Budget Workshop 1
10 March	Tour of the Glenrowan West Solar Farm

Councillor Justin King - period from 12 February to 11 March 2022	
23 February	Assembly of Councillors - Business Review
	Councillor Only Forum
	Council Meeting
24 February	Resource Recovery Collective Hume - Probity Training
2 March	Councillor Only Forum
	Benalla Festival Advisory Committee Meeting
	Assembly of Councillors – Business Review
3 March	Victorian Local Government Grants Commission Meeting
9 March	Councillor Only Forum
	Finance and Operations
	Assembly of Councillors - 2022/23 Budget Workshop 1

Councillor Gail O'Brien - 12 February to 11 March 2022	
16 February	Councillor Only Forum
	Planning and Development Committee Meeting
	Finance and Operations Committee Meeting
17 February	Goulburn Murray Climate Alliance Strategic Planning Workshop
22 February	Benalla High School Action Committee Meeting
23 February	Assembly of Councillors - Business Review
	Councillor Only Forum
	Live4Life Benalla Partnership Meeting
	Council Meeting
24 February	Goulburn Murray Climate Alliance Ordinary Meeting
	Resource Recovery Collective Hume - Probity Training
28 February	Facilitator's Briefing – Benalla Future Work Summit
1 March	Community Plan Implementation Steering Committee Meeting

Councillor Gail O’Brien - 12 February to 11 March 2022	
2 March	Councillor Only Forum
	Benalla Historical Society Meeting
	Assembly of Councillors – Business Review
3 March	Benalla Future Work Summit
	Victorian Local Government Grants Commission Meeting
	Climate Leadership Forum
7 March	TAC L2P Car Launch
9 March	Councillor Only Forum
	Finance and Operations
	Assembly of Councillors - 2022/23 Budget Workshop 1

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

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9.3 Council Actions Pending

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

Recommendation:

That the report be noted.

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Council Actions Pending From The Cycle Of Meetings Ended 23 March 2022

Action No.	Meeting Name	Item	Action	Officer	Status/notes
1.	P&D Committee 16-Mar-22		<p>Benalla Airport – Intention To Lease Land</p> <p>That the Planning and Development Committee, acting under its delegated authority of the Council, resolve:</p> <p>That the Council give notice under section 115 of the <i>Local Government Act 2020</i> of its intention to enter into a lease with Luke Anthony Bourne for hangar land lease.</p> <p>The principal terms of the lease will be:</p> <ol style="list-style-type: none"> 1. A term of five years commencing on 1 July 2022 with an option of four further terms of five years. 2. To waive lease costs until 30 June 2023, excluding the Fire Services Property Levy. From 1 July 2023, all applicable lease fees will be payable for the remaining term of the lease. 3. The lease will be adjusted annually by the All-Groups Consumer Price Index except for the fifth anniversary of the commencement of the lease where the fee will be reviewed to market value. 	MFIT	Completed
2.	F&O Committee 9-Mar-22	2	<p>2021/22 Community Sponsorship Program</p> <p>That \$500 grants be allocated to the Lurg Hall and Reserve Committee of Management, Moorngag Cemetery Trust and Benalla Squash Club from the 2021/22 Community Sponsorship Program.</p>	MC	Completed
3.	F&O Committee 9-Mar-22	7	<p>COVID-19 Hardship Policy Review</p> <ol style="list-style-type: none"> 1. That Council Policy <i>COVID-19 Financial Hardship</i> be adopted. 2. That Council Policy <i>COVID-19 Financial Hardship</i> be reviewed in June 2022. 	MF	Completed

Action No.	Meeting Name	Item	Action	Officer	Status/notes
4.	F&O Committee 9-Mar-22	8	<p>CEO Employment and Remuneration Committee</p> <ol style="list-style-type: none"> 1. The <i>CEO Employment and Remuneration Committee Terms of Reference</i> be adopted. 2. That a CEO Employment and Remuneration Committee be established in accordance with the <i>CEO Employment and Remuneration Committee Terms of Reference</i>. 3. That the <i>CEO Employment and Remuneration Committee Terms of Reference</i> be reviewed in March 2025. 	GMC	Completed
5.	Council Meeting 23-Feb-22	9.5	<p>Benalla Rural City Council Community Engagement Policy and Community Engagement Framework and Toolkit</p> <ol style="list-style-type: none"> 1. That the <i>Benalla Rural City Council Community Engagement Policy and Community Engagement Framework and Toolkit</i> be adopted. 2. That a letter of acknowledgement to be sent to public submitters thanking them for their contribution and informing them of the decision made in relation to their submission on the <i>Benalla Rural City Council Community Engagement Policy and Community Engagement Framework and Toolkit</i>. 	MC	Completed
6.	Council Meeting 23-Feb-22	9.4	<p>Benalla Rural City Council Road Management Plan 2021-2025</p> <ol style="list-style-type: none"> 1. That the <i>Benalla Rural City Council Road Management Plan 2021–2025</i> be adopted. 2. That a letter of acknowledgement to be sent to public submitters thanking them for their contribution and informing them of the decision made in relation to their submission on the <i>Benalla Rural City Council Road Management Plan 2021-2025</i>. 	MAI	Completed

Action No.	Meeting Name	Item	Action	Officer	Status/notes
7.	Council Meeting 23-Feb-22	9.3	<p>Benalla Rural City Domestic Animal Management Plan 2021-2025</p> <ol style="list-style-type: none"> 1. That the Benalla Rural City Domestic Animal Management Plan 2021-2025 be adopted. 2. That the Benalla Rural City Domestic Animal Management Plan 2021-2025 be forwarded to the Secretary of the Department of Jobs Precincts and Regions. 3. That a letter of acknowledgement to be sent to public submitters thanking them for their contribution and informing them of the decision made in relation to their submission on the Benalla Rural City Domestic Animal Management Plan 2021-2025. 4. That the Council resolve to make an order, as outlined in Appendix 1, under Section 25 and 26(2) of the Domestic Animals Act 1994. 	MD	Completed
8.	Council Meeting 23-Feb-22	9.1	<p>Authorisation of Signing and Sealing of Documents Instrument of Delegation from the Council to Council Staff</p> <ol style="list-style-type: none"> 1. That the power delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached <i>Instrument of Delegation to members of Council staff</i>, the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument. 2. That the instrument comes into force immediately when the common seal of Council is affixed to the instrument. 3. That on the coming into force of the instrument that all previous delegations to members of Council staff (other than the Chief Executive Officer) are revoked. 4. That the duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt. 	GMC	Completed

Action No.	Meeting Name	Item	Action	Officer	Status/notes
9.	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> <ol style="list-style-type: none"> 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: <ul style="list-style-type: none"> ▪ Financial impact ▪ Participation rate impact (members/volunteers) ▪ Social impact 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. 3. That the Council use the Summit as an exercise to collect information. 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. 5. That the report be developed and presented to the Council for adoption and be provided to Federal and State members for consideration. 	CEO	In progress.

Action No.	Meeting Name	Item	Action	Officer	Status/notes
10.	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"> 1. 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. 2. That the Council undertake a review to consider local supports for the Benalla community as part of the BCSI. 3. 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.
11.	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.

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.

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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 would unreasonably expose the business, commercial or financial undertaking to disadvantage if released:

14.1 Tender for Contract CM22.004 Benalla Visitor Information Centre Redevelopment

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

14.2 Confidential Reports by Councillors

14.3 Confidential Report by Councillors

Recommendation:

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

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15. Reopening of the meeting to the public

Recommendation:

That the meeting be reopened to the public.

16. Closure of the meeting