

Planning and Development Committee

Agenda

Date: Wednesday 22 June 2022

Time: 5.30pm

**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.

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

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

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Agenda

Chair	Councillor Danny Claridge	
Councillors	Councillor Peter Davis	
	Councillor Don Firth	
	Councillor Bernie Hearn (Mayor)	
	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
	Greg Robertson	Manager Facilities and Information Technology
	Nilesh Singh	Manager Development
	Ashley Bishop	Asset Management Coordinator
	Wayne Rich	Compliance Coordinator
	Jessica Beaton	Governance Coordinator

Acknowledgment of Country

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

Apologies

Recommendation:

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

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 Planning and Development Committee Meeting held on Wednesday 18 May 2022 be confirmed as a true and accurate record of the meeting.

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.

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.

Business

1. Public Question Time

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

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

A question may be on any matter except if it:

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

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

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

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

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

Recommendation:

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

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2. Planning And Building Approvals – May 2022

SF/255

Joel Ingham – Planning Coordinator
 Sarah Ford – Building Coordinator
 Nilesch Singh – Manager Development

PURPOSE OF REPORT

The report details planning permit applications and building approvals for May 2022.

Planning Permit Applications Determined under Officer Delegation

File No	Description	Property Address	Decision
1 DA7355	Construction of an agricultural shed	456 Mitchell Road, Tatong	Approved
2 DA7338	Construction of a dwelling and shed	45 Cook Street, Benalla	Approved
3 DA6322	Construction of two single storey dwellings at the rear of an existing dwelling	5 Mary Street, Benalla	Approved
4 DA7354	Construction of a front and side fence	67 Benalla Street, Benalla	Approved
5 DA7353	Construction of a dwelling	8 Mayfair Drive, Benalla	Approved
6 DA5759/2	Construction of an industrial shed	34 Saleyards Road, Benalla	Approved
7 DA7343	Construction of a dwelling	3 Mayfair Drive, Benalla	Approved
8 DA6379	Construction of buildings and works (extension to a shed)	668 Lake Mokoan Road, Winton North	Approved
9 DA7361	Construction of a carport	88 Arundel Street, Benalla	Approved
10 DA7137	Construction of a garage	16 Riverview Road, Benalla	Approved
11 DA2729	Construction of an outbuilding	34 Nunn Street, Benalla	Approved
12 DA7318	Two-lot subdivision	6 Piccadilly Court, Benalla	Approved
13 DA7247	Construction of a dwelling	683 Goomalibee Road, Goomalibee	Approved
14 DA7257	Construction of an industrial shed	89-93 Witt Street, Benalla	Approved
15 DA7344	Variation of a restrictive covenant to vary an existing building and wastewater envelope	37 Inglis Road, Benalla	Approved

File No	Description	Property Address	Decision	
16	DA7363	Construction of a Rural Workers Accommodation building	205 Mitchell Road, Tatong	Approved
17	DA3926/2	Development of a dwelling extension	25 Brack Road, Taminick	Approved
18	DA4926/2	A two-lot subdivision, the construction of a dwelling on Lot 2, and the removal and creation of an easement	56 Noarana Drive, Benalla	Approved
19	DA7370	Construction of a shed	3299 Midland Highway, Lima South	Approved
20	DA5904	The use and development of a replacement dwelling	38 Winton-Lurg Road, Winton	Approved
21	DA7218	Use and development of a dwelling and shed	Baddaginnie Benalla Road, Benalla	Approved
22	DA4939	Construction of an industrial building	13 McPherson Road, Benalla	Approved
23	DA7332	Construction of a dwelling, carport, shed and front fence	37 Cook Street, Benalla	Approved
24	DA4820	Alterations and additions to the existing dwelling and the construction of a swimming pool, carport and pergola	25 Sydney Road, Benalla	Approved
25	DA4655	Alterations and additions to the existing dwelling	60 Spinney Lane, Samaria	Approved
26	DA7367	Construction of a dwelling	10 Mayfair Drive, Benalla	Approved
27	DA7318	A two lot subdivision	1 Mayfair Drive, Benalla	Approved
28	DA6802/2	An 88 lot subdivision, the removal of native vegetation, creation and removal of easements and the construction of a dwelling on each lot.	Bourke Drive, Benalla	Approved
29	DA7137	Construction of a dwelling extension	16 Riverview Road, Benalla	Approved
30	DA7055	Use and development of a second dwelling	888 Tatong Tolmie Road, Tatong	Refused
31	DA7273	Construction of two single storey dwellings	20 Melrose Street, Benalla	Approved
32	DA3793	Alterations and additions to the existing dwelling and the construction of an in-ground swimming pool	57 Grant Drive, Benalla	Approved

File No		Description	Property Address	Decision
33	DA7298	Four lot subdivision	73 Cowan Street, Benalla	Approved
34	DA7377	Construction of an agricultural shed	137 Dennis Road, Molyullah	Approved

Planning Permit Amendments Determined Under Officer Delegation

File No		Description	Property Address
1	DA7137	Construction of a dwelling extension	16 Riverview Road, Benalla
2	DA3793	Alterations and additions to the existing dwelling and the construction of an in-ground swimming pool	57 Grant Drive, Benalla

Planning Permits Issued Under VicSmart

File No		Description	Property Address
1	DA7355	Construction of an agricultural shed	456 Mitchell Road, Tatong
2	DA5759/2	Construction of an industrial shed	34 Saleyards Road, Benalla
3	DA7363	Construction of a Rural Workers Accommodation building	205 Mitchell Road, Tatong
4	DA2729	Construction of an outbuilding	34 Nunn Street, Benalla
5	DA4655	Alterations and additions to the existing dwelling	60 Spinney Lane, Samaria
6	DA7370	Construction of a shed	3299 Midland Highway, Lima South
7	DA7377	Construction of an agricultural shed	137 Dennis Road, Molyullah

Planning Permit Applications Determined by the Council

File No		Description	Property Address	Decision
1	DA7055	Use and development of a second dwelling	888 Tatong Tolmie Road, Tatong	Refused

Planning Permit Applications Withdrawn or Lapsed

File No	Description	Property Address	Decision
1 DA5208	Installation of a generator	1053 Kilfeera Road, Benalla	Withdrawn

Notices of Decision

File No	Description	Property Address
1 DA7372	Use and development of land for a dwelling	79 Webb Road, Goomalibee

A Notice of Decision (NOD) is issued when Council has decided to grant a planning permit when objection(s) are received regarding the application.

An objector may appeal to Victorian Civil and Administrative Tribunal (VCAT) against the decision to grant the permit within 21 days of a Notice of Decision being issued. After 28 days if no appeal has been lodged Council will issue the Planning Permit.

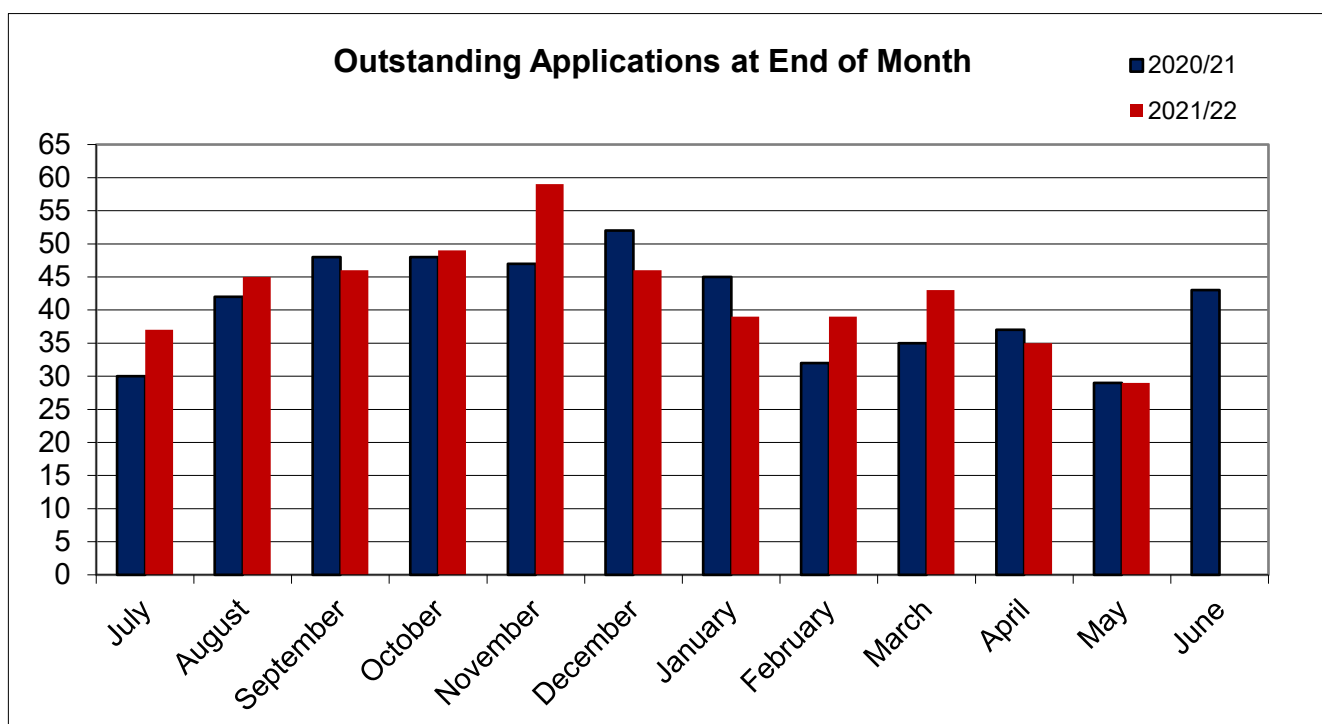
Planning Permit Applications Determined by VCAT

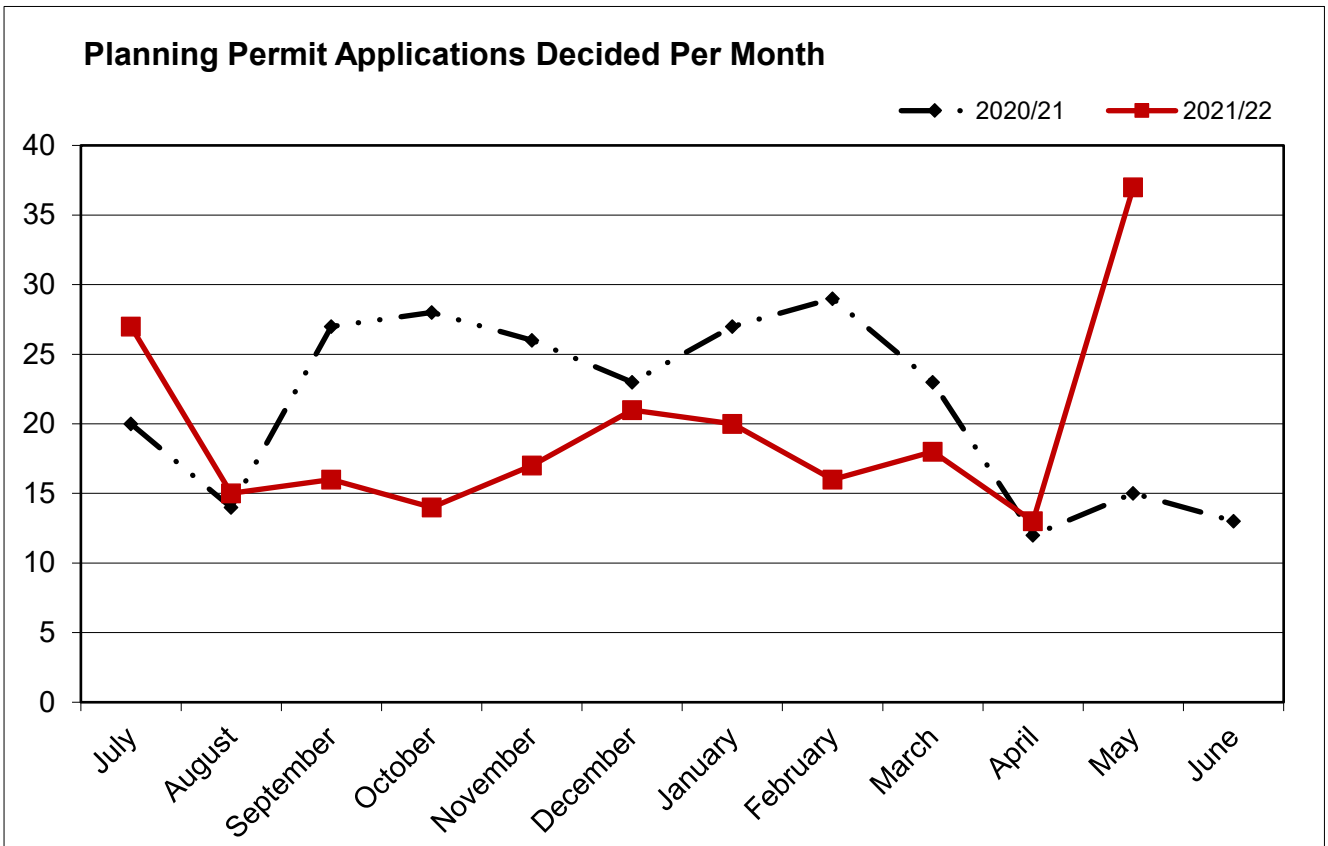
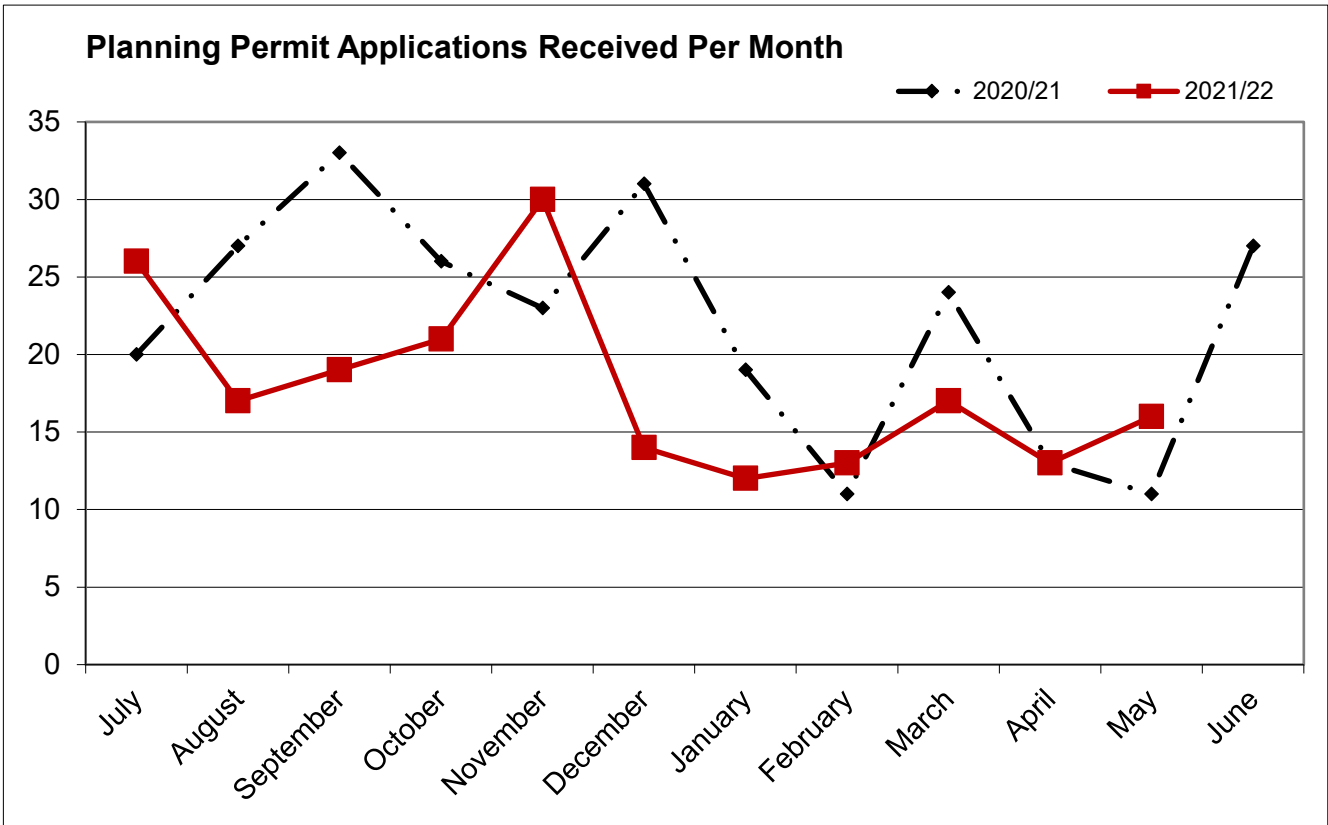
No planning permit applications were determined by VCAT during the month of May 2022.

Matters Before VCAT

There are currently no planning matters before VCAT.

Planning Permit Applications



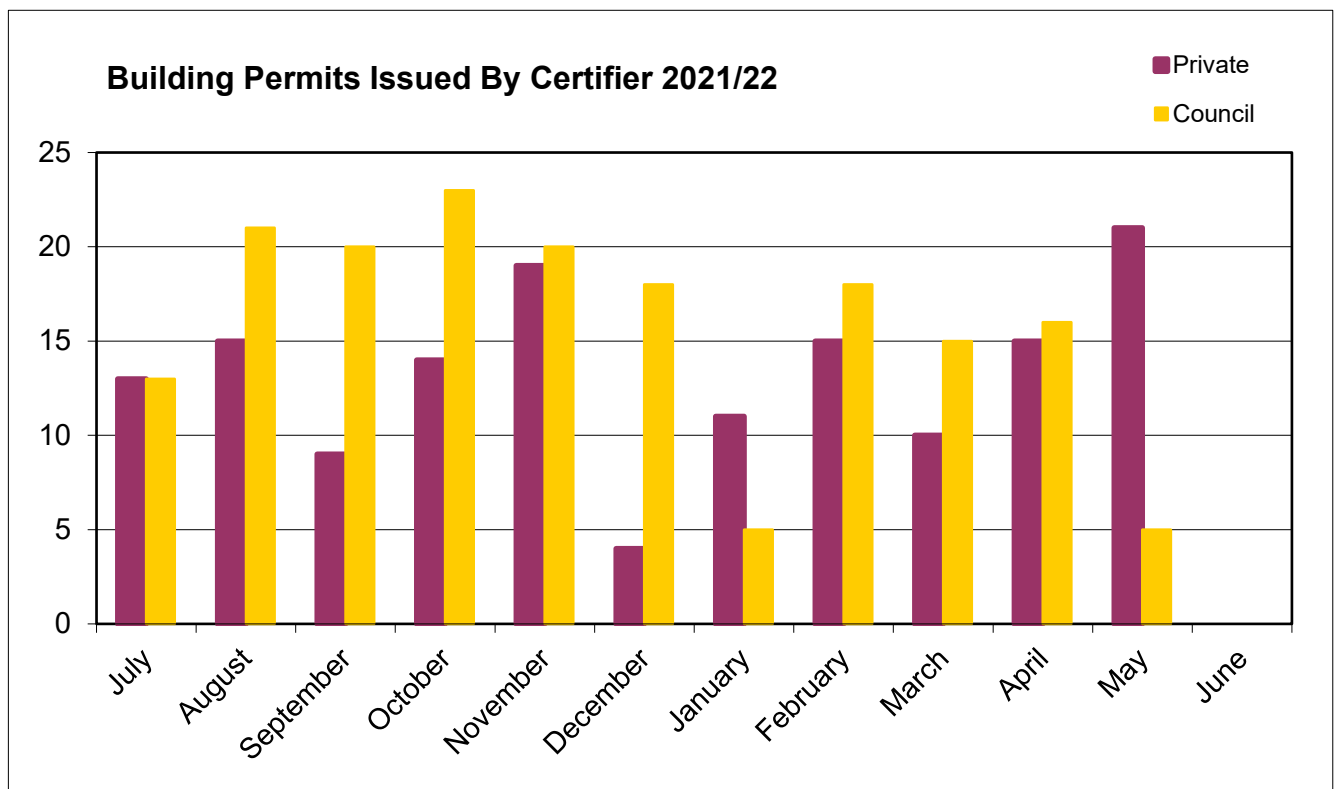


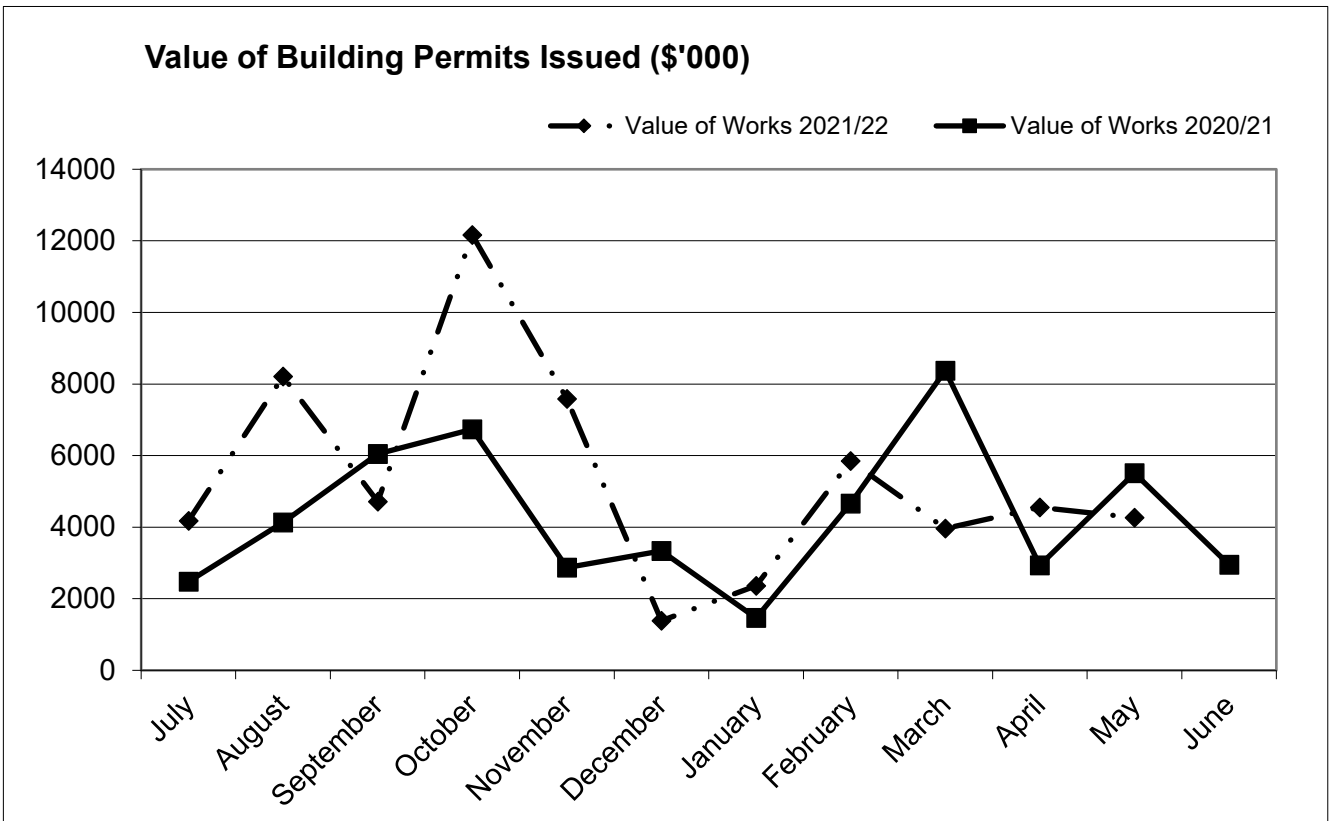
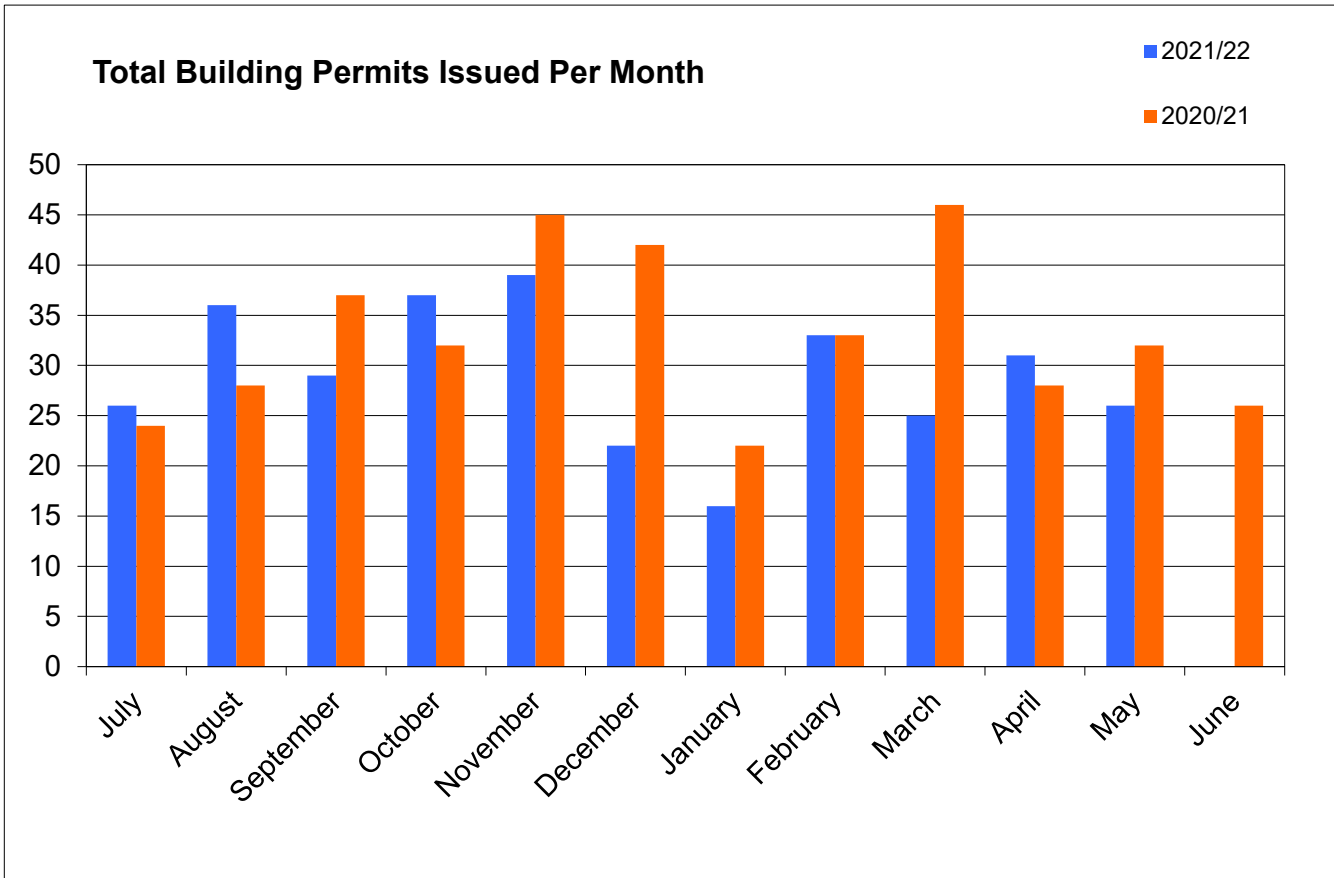
Building Approvals Issued by Council and Private Practitioners

File No		Description	Property Address	Value
1	DA4925	Carport	10 Noarana Drive, Benalla	\$13,350
2	DA7039	Shelter	53-55 Halls Road, Goorambat	\$9,500
3	DA7203	Shed	9 Plowman Court, Benalla	\$15,630
4	DA7243	Dwelling and shed	31 Murray Road, Benalla	\$402,000
5	DA6766	Verandah	12 Jameson Court, Benalla	\$7,757
6	DA6604	Construction of free-standing machinery shed	995 Basin Road, Tarnook	\$73,989
7	DA7261	Construction of dwelling and garage	152 Ethell Road, Lima	\$347,190
8	DA7153	Construction of shed	1 Plowman Court, Benalla	\$7,500
9	DA7330	Construction of dwelling and garage	178 Winton–Glenrowan Road, Winton	\$360,749
10	SF/2845	Fire rectifications to dwelling	2 Jenson Street, Benalla	\$156,872
11	DA758/6	Construction of two shade sails	20 Faithfull Street, Benalla	\$28,867
12	DA758/6	Construction of two shade sails	44 Clarke Street, Benalla	\$27,733
13	DA1296	Construction of shade sails	3 Avon Street, Benalla	\$24,588
14	DA636	Construction of shade sails	133 Waller Street, Benalla	\$20,007
15	DA7364	Construction of dwelling and garage	58 Inglis Road, Benalla	\$430,372
16	DA7380	Construction of dwelling and garage	39 Bourke Drive, Benalla	\$223,074
17	DA4447	Masonry wall for storage of cremated remains	Cemetery Road, Benalla	\$12,000
18	DA1682/2	Frame and fit-out to completion	37 Sydney Road, Benalla	\$540,000
19	DA6020	Dwelling alterations	20 Barkly Street, Benalla	\$1
20	DA7335	Construction of dwelling and garage	3 Reidy Street, Benalla	\$251,945
21	DA7368	Construction of dwelling and garage	40 Four Mile Road, Benalla	\$269,485
22	DA7341	Construction of dwelling and garage	2 Piccadilly Court, Benalla	\$451,945
23	DA7028	Construction of farm shed	494 Lima Road, Lima	\$60,000

File No		Description	Property Address	Value
24	DA7146	Construction of dwelling	999 Lake Mokoan Road, Chesney Vale	\$434,590
25	DA7170	Construction of storage shed	75 High Street, Baddaginnie	\$46,800
26	DA6835	Construction of swimming pool and safety barrier	78 Dennis Road, Benalla	\$50,140
Total				\$4,266,084

Building Permits Issued by Certifier by Month





COUNCIL PLAN 2021-2025 IMPLICATIONS

Community

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

Livability

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

Economy

- Population growth.

Environment

- Healthy and protected natural environment.

Leadership

- Good governance.

OFFICER DECLARATION OF CONFLICT OF INTEREST

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

Recommendation:

That the report be noted.

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3. Petition: Declare Churchill Reserve an Off-leash Area

SF/2564

Wayne Rich – Compliance Coordinator

Nilesh Singh – Manager Development

PURPOSE OF REPORT

The report discusses the community consultation following receipt of a petition to declare Churchill Reserve as an area where dogs may be exercised off-leash.

BACKGROUND

The *Benalla Rural City Domestic Animal Management Plan 2021-2025* (DAMP) was adopted by Council at its Council Meeting held on 23 February 2022. The Council resolved to make an order under Section 25 and 26(2) of the *Domestic Animals Act 1994*.

A 613 signature petition to declare Churchill Reserve a dog off-leash area was presented to Council on 27 April 2022, where it was resolved:

1. *That the report be received.*
2. *That a report be presented to Planning and Development Committee on 18 May 2022.*

The Council, at its Planning and Development Meeting held on 18 May 2022, resolved:

1. *That the report regarding the petition to declare Churchill Reserve an off-leash area be noted.*
2. *That a report be presented to the Planning and Development Committee meeting on 22 June 2022, following consultation with the Churchill Reserve Committee of Management and surrounding Churchill Reserve residents.*

The petition called for Churchill Reserve to be added to the list of designated reserves where dogs can be exercised off-leash.

Public consultation commenced on Thursday 2 June 2022.

The current Council Order under Section 25(2) and Section 26(2) of the *Domestic Animals Act 1994* includes a review clause that allows Council, by order of resolution following a public notice inviting submissions on the proposal, to add or remove a reserve, or part of a reserve, to the list of designated reserves where dogs may be exercised off-leash.

DISCUSSION

Two hundred letters were delivered to residences within a 100 metre radius of the reserve and all known user groups, explaining the proposal and inviting residents to respond in writing via email, post or the Council's website.

Feedback was also promoted on social media to the wider community to provide feedback via the Council's website.

The public consultation period closed on Friday 17 June 2022 with the following results:

- 18 submissions in favour of adding Churchill Reserve to be added to the list of designated reserves where dogs can be exercised off-leash.
- 38 submissions against adding Churchill Reserve to be added to the list of designated reserves where dogs can be exercised off-leash.

Churchill Reserve Committee of Management (CoM) were notified of the public consultation being conducted and held a meeting on Monday 6 June 2022 to discuss the proposal of Churchill Reserve being added to the list of designated reserves where dogs can be exercised off-leash.

The CoM expressed concerns regarding the suitability of the site for off-leash dogs as Churchill Reserve is predominantly a junior sporting reserve. The CoM also raised reservations about maintenance responsibilities of an off-leash park, liability, insurance and monitoring of dogs near fields of play.

The CoM conducted a vote, resulting in a six to one vote against the declaration of Churchill Reserve as an area where dogs may be exercised off-leash.

However, the CoM would consider a fenced-off area for off-leash dogs within the reserve, but only if the issues of liability, maintenance and cleanliness of the area are clarified.

The CoM represents paid user groups and interested community members. The CoM responsibilities are the maintenance and financial accountability of the reserve.

COUNCIL PLAN 2021-2025 IMPLICATIONS

Leadership

- Good governance.
- High performance culture.
- Engaged and informed community.

FINANCIAL IMPLICATIONS

The proposed *2022/23 Budget* includes an allocation of \$100,000 to establish dog park/s in Benalla Rural City.

OFFICER DECLARATION OF CONFLICT OF INTEREST

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

CONCLUSION

While there has been community support for the declaration of the Churchill Reserve as a designated area where dogs may be exercised off-leash, the proposal is not supported by the Churchill Reserve Committee of Management. Some nearby residents also have concerns about the proposal.

As an alternative, the development of a fenced dogs-off leash designated area within or in the proximity of the reserve can be investigated.

Recommendation:

- 1. That the report be noted.**
- 2. That the option of a designated fenced dogs-off-leash area within or in proximity of Churchill Reserve be investigated and reported back to the Council.**

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4. Benalla Airport – Intention to Lease Land

SF/3327

Greg Robertson – Manager Facilities and Information Technology

PURPOSE OF REPORT

The report finalises the matter of intention to lease land to Luke Anthony Bourne for the development of aircraft hangarage at the Benalla Airport.

BACKGROUND

The Planning and Development Committee on 16 March 2022, acting under its delegated authority of the Council, resolved:

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 2020, excluding the Fire Services Property Levy. From 1 July 2023, all applicable lease fees will be payable for the remaining terms of the lease.*
- 3. The lease will be adjusted annually by the All-Group Consumer Price Index except for the fifth anniversary of the commenced of the lease where the fee will be reviewed to market value.*

A Public notice was published on the Council's website and in the *Benalla Ensign* on 27 April 2022 inviting interested persons to make a submission.

The submission period closed on 27 May 2022.

DISCUSSION

No submissions on the matter were received.

COUNCIL PLAN 2021-2025 IMPLICATIONS

Leadership

- Good governance.
- High performance culture.
- Engaged and informed community.

FINANCIAL IMPLICATIONS

In recognition of the development costs, the first 12 months lease costs will be waived, excluding the Fire Services Property Levy.

At a rate of \$5.22 (ex GST) per square metre the two hangar land lease sites would have produced lease income of \$3,967 (ex GST) in the 2022/23 financial year, which will increase annually in line with the consumer price index.

The lessee will be responsible for civil works required to develop the hangar sites, including drainage works and extension of the hangar access track.

After year one of the lease, all applicable lease fees will be payable for the remaining term of the lease.

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.

LEGISLATIVE AND STATUTORY IMPLICATIONS

The proposal to lease land for hangar development is consistent with the Benalla Airport Masterplan 2015 and the matter has proceeded in compliance with *the Local Government Act 2020*, Section 115.

OFFICER DECLARATION OF CONFLICT OF INTEREST

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

Recommendation:

- 1. That in accordance with Section 115 of the *Local Government Act 2020*, a lease agreement be entered into with Luke Anthony Bourne for Hangar sites 13 and 28 at the Benalla Airport, Samaria Road, Benalla for a term of five years commencing 1 July 2022 with an option for four further terms of five years.**
- 2. That the Chief Executive Officer be authorised to execute lease documentation on behalf of the Council.**

5. *Benalla Rural City Council Asset Plan 2022-2032*

SF/3855

Adrian Gasperoni – Manager Assets and Infrastructure

Ashley Bishop – Asset Management Coordinator

PURPOSE OF REPORT

The report considers the outcome of the *Benalla Rural City Council Asset Plan 2022-2032* public exhibition.

BACKGROUND

The draft *Benalla Rural City Council Asset Plan 2022-2032* (Asset Plan) is a new requirement under the *Local Government Act 2020* (the Act).

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

1. *That the draft Benalla Rural City Council Asset Plan 2022-2032 be endorsed for public exhibition.*
2. *That the draft Benalla Rural City Council Asset Plan 2022-2032 be considered for adoption at the Planning and Development Committee on Wednesday 22 June 2022.*

The *Benalla Rural City Council Asset Plan 2022-2032* is attached as **Appendix 1**

Public notice for feedback on the Asset Plan was given on the Council's website on Thursday 19 May 2022 and in the *Benalla Ensign* on Wednesday 25 May 2022. Feedback was also sought via the Council's website and promoted on social media.

The submission period closed 5pm Thursday 16 June 2022 with three submissions received (refer **Appendices 2, 3, 4**).

The submissions do not relate directly to the Asset Plan, which is a high level document, and have been referred directly to Council officers for response.

DISCUSSION

No material changes to the draft Asset Plan are proposed following the public exhibition period and councillor and Council staff input.

The Asset Plan outlines the way the Council will manage assets now and into the future.

The Asset Plan complements the Council's *Asset Management Policy* which sets guidelines for implementing consistent asset management processes throughout the Council.

The Asset Plan and *Asset Management Policy* are key documents which support asset-related decisions that align with community expectations and service needs in a sustainable manner and act to moderate the risk of poorly managed assets.

The Asset Plan communicates the importance and magnitude of the infrastructure assets for which the Council is the custodian.

COUNCIL PLAN 2021-2025 IMPLICATIONS

Leadership

- Good governance.
- High performance culture.
- Engaged and informed community.

FINANCIAL IMPLICATIONS

The development and implementation of the Asset Plan will be accommodated within the existing budget allocations.

OFFICER DECLARATION OF CONFLICT OF INTEREST

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

Recommendation:

That the *Benalla Rural City Council Asset Plan 2022-2032* be adopted.

BENALLA

RURAL CITY COUNCIL

BENALLA RURAL CITY

BENALLA RURAL CITY COUNCIL ASSET PLAN 2022-2032

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The Benalla Rural City Council Asset Plan 2022-2032

The *Benalla Rural City Council Asset Plan 2022-2032* (the Asset Plan) is a document that communicates the importance and magnitude of the infrastructure assets for which council is the custodian. The aim of this is to have more informed community engagement and a mutual understanding of the best use of council assets in the interest of the community and to be compliant with requirements of section 92 of the *Local Government Act 2020* (the Act).

The Asset Plan, as referred to in the Act is intended to be a strategic public facing document that informs the community on how council-controlled (infrastructure) assets are to be managed.

This plan aims to satisfy these requirements.

Values, Aims and Mission Statement

Council Plan

To provide a sustainable, thriving and cohesive community where lifestyle, culture, health and wellbeing are supported by strong leadership and community partnership.

Council Budget

Benalla Rural City Council's 2021/2022 Budget seeks to maintain and improve services and infrastructure as well as deliver projects and services that are valued by our community.

Annual Report

Through leadership and quality service we will meet our community's needs and aspirations with a focus on thoughtfully planned growth to maintain and enhance the high productivity of our collective community.

Community Vision

Benalla Rural City is welcoming and friendly, thriving and prosperous, environmentally responsible, innovative and industrious, caring and supportive and engaging for all residents and visitors – a place where people want to continue to live, move to and are proud to call home.

Financial Plan

The *Benalla Rural City Council Financial Plan* (the Financial Plan) provides a 10 year financially sustainable projection regarding how the actions of the Council Plan may be funded to achieve the Community Vision.

The Asset Plan is designed to inform the Financial Plan by identifying the amount of capital renewal, backlog and maintenance funding that is required over the life of each asset category. The level of funding will incorporate knowledge of asset condition, the risk assessment issues as well as the impact of reviewing and setting intervention and service levels for each asset class.

In addition to identifying the operational and strategic practices that ensure that Council manages assets across their life cycle in a financially sustainable manner, the Asset Plan quantifies the asset portfolio and the financial implications of those practices.

Together the Financial Plan and Asset Plan seek to balance projected investment requirements against projected budgets.

Capital expenditure focuses on asset renewal projects.

The Asset Plan Vision

Asset management will be integrated into Council's operations aligning with the Integrated Strategic Planning Framework (Refer Figure 1). The Council will manage its assets to meet the required level of service, in the most cost-effective manner, through the management of infrastructure assets for the present and future users by:

- integrating with the existing council plans
- defining a level of service and performance monitoring
- the impact of growth through demand management and investment
- a lifecycle approach to long term management strategies
- risk management
- a long-term financial plan identifying required expenditure, and financing options.

This will be conducted by using the following international standard fundamentals:

Value

- Asset management focusses on the value that the asset can provide to the community by delivering the service levels expected by the community.

Alignment

- Asset management planning will link performance to strategic objectives and community expectations by translating those objectives into technical and financial decisions through plans and activities.

Leadership

- Successfully establishing, operating, and improving asset management requires leadership and commitment from all levels of the community and council.

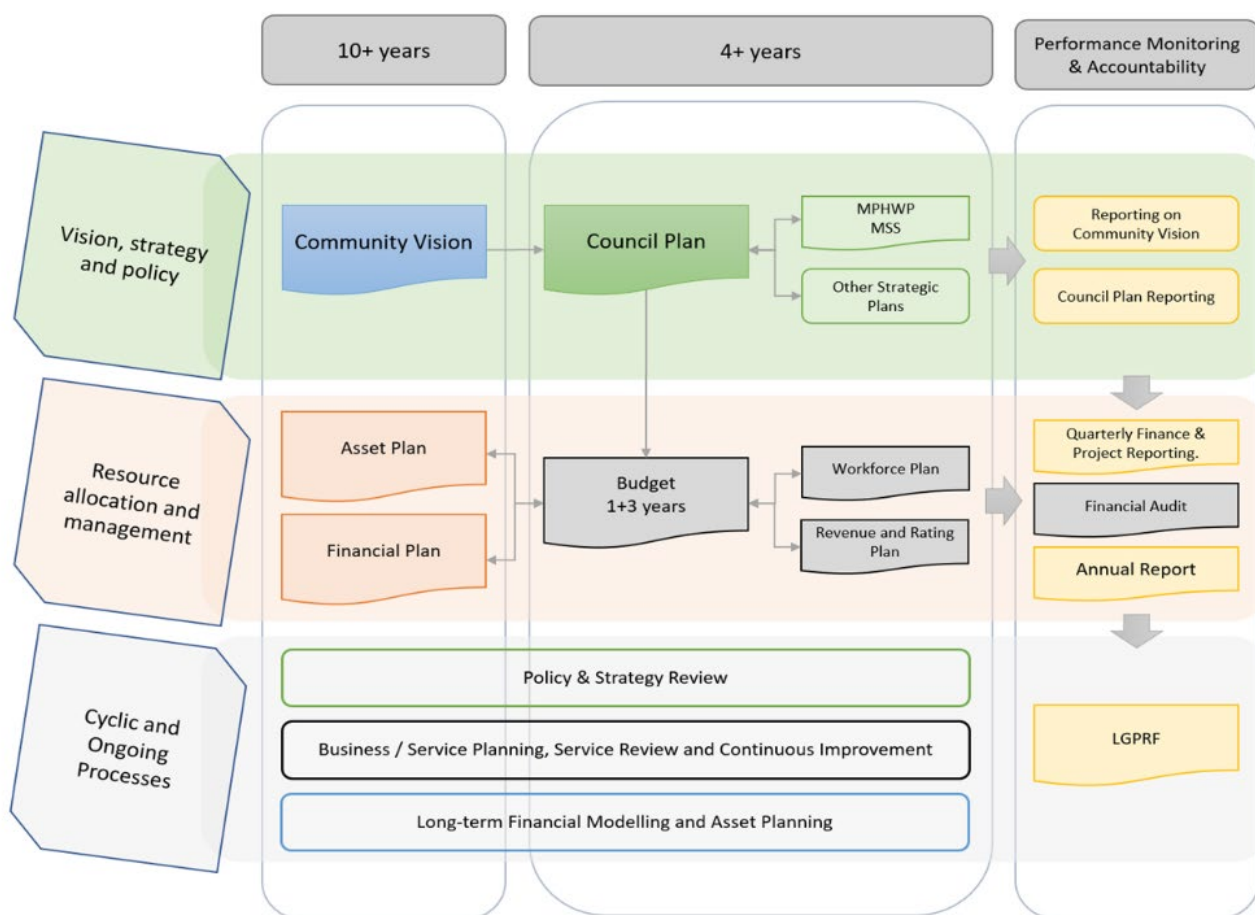
Assurance

- Making sure the community are getting from the asset management process what council is delivering by monitoring and checking feedback to ensure what is being done is delivering the expected outcomes.

(Source: Section 2.4.2 *ISO 55000:2014 Asset Management Standard*).



Figure 1: The Integrated Strategic Planning Framework



Statement of Good Asset Practice

Asset management provides a structured approach for the development, coordination and control of activities undertaken on assets by council over different lifecycles stages and for aligning these activities with its objectives by:

- improving financial performance
- informed asset investment decisions
- risk management
- improving services and outputs
- demonstrating social responsibility
- demonstrating compliance
- enhancing reputation
- improving organisational sustainability
- improving efficiency and effectiveness.

Infrastructure Asset Grouping

Main Asset Plans

Assets are grouped according to Class, Type, Asset and Components.

The Class and Type of assets are:

Drainage

- Stormwater pipes
- Stormwater Pits
- Drainage channels
- Basins
- Monitoring and control equipment.

Land and Building

- Council owned buildings
- Leased buildings
- Structures
- Heritage
- Owned Land
- Leased Land
- Land Under Roads.

Recreation and Open Space

- Playground equipment
- Sports Ovals and surfaces
- Street furniture
- Parks and gardens.

Transport

- Roads, sealed and unsealed
- Bridges and Major culverts
- Kerb and Channel
- Footpaths and cycleways
- Aerodromes.

Asset class stock are detailed in **Appendix 1**.

Asset Management System

The elements of the asset management system used to manage assets in council are:

Policy

The purpose of the *Benalla Rural City Council Asset Management Policy* is to set guidelines for implementing consistent asset management processes throughout the Benalla Rural City Council.

Strategy

The *Infrastructure Asset Management Strategy* (Section 2.5.2 and Section 2.2 *ISO 55001-2014 Asset management Standard*) gives effect to the policy by establishing objectives and how they will be achieved and direction for activities such as asset management plans and programs of work.

Service Plans

Service plans identify the responsibilities of a service area and the business plan for that's service, identifying the growth, decline or renewal requirement for assets and the changes in expected service levels over the long term to assist in developing appropriate asset management plans.

Asset Management Plans

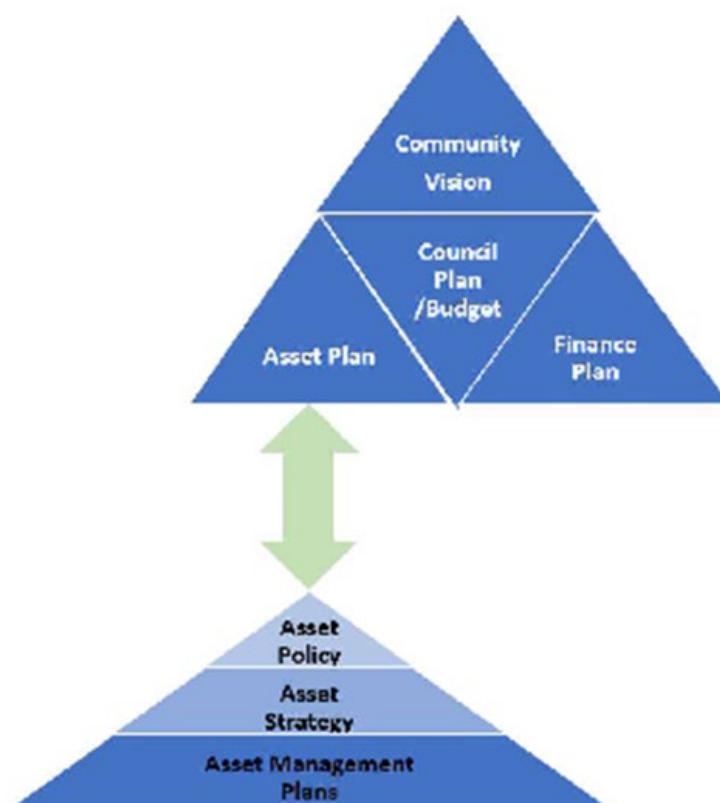
Infrastructure Asset Management Plans are long term plans that outline the asset activities for each service area or asset class and resources at a defined level of service I the most cost-effective way.

Asset Management Software and Hardware

The Asset management database is the repository of asset data which is used to calculate any metrics required. This along with any mapping and inspection programs make up the information technology requirements.

Figure 2: Relationship Between the Asset Management System and the Integrated Strategic Planning Framework

(Source: ISO55000 Asset Management System documents).



Challenges and Choices

The Council needs to spend significant funds on existing infrastructure assets to maintain them in a condition that meets the standard of services required. Providing new and upgraded infrastructure, while beneficial, there is a finite amount of council funds available to operate and maintain the existing assets as well as the impost from new and upgraded ones.

Grant funding usually only covers the initial costs and not the whole of life costs. The challenge then becomes balancing community needs, asset requirements and financial sustainability.

Climate Change

Council building stock and public assets exemplify best practice resource efficiency and utilities, and infrastructure is built and maintained to withstand increased flood events and heatwave events.

Council will use the available tools to ensure that assets consider climate change options in the planning and operation.

Service Delivery

Assets are provided for council's services to be delivered in most effective way, considering both cost and utility. Well defined service delivery will help formulate the long-term capital works program and any changes to operations and maintenance regimes.

Council will have service plans for each service that identify future asset requirements, new or otherwise and the service levels required to be provided by those assets.

Demographic Change

Benalla Rural City continued its strong rate of population growth, which continued to put pressure on the local property markets. This was reflected by a significant increase in income received from Building and Planning fees.

In 2020/21, 252 planning decisions were made and 395 Building permits issued for \$51.49 million of works Council will consider the expected growth in assets because of demographic growth and the whole of cost liabilities taken on from gifted assets (subdivisions), growth in service levels and changes in commercial activity.

Emerging Technical Practices

Council is rationalising where asset data is recorded so that consistency and ease of access can be maintained for reporting purposes. There is a move to using handheld devices to collect data, which allows for real time problem solving and as a record of works completed.

Council will review its use of materials and procedures when modern technologies are developed, especially relevant regarding climate change and cost savings.

Political Environments

The *Local Government Act 2020* (the Act) requires councils to take an integrated approach to strategic planning and reporting. Local Government Victoria (LGV) is responsible for managing and overseeing the implementation phase of the Act. As the Act is a principles-based Act, LGV is seeking not to be prescriptive in 'telling' councils how to implement the strategic planning and reporting sections of the Act but rather collaborating with councils and 'codesigning' the supports identified as being needed by councils to implement the provisions of the Act.

Asset Volume

Through a combination of service reviews and asset planning, where assets will be rationalised to be more cost efficient but not at the expense of service provision. (Refer **Appendix 1**).

The Council needs to improve the quality of data used for asset management through the collection of base data and the development of procedures to collect and update data into the Asset Management System.

Asset Condition

Assets are monitored for condition through programmed inspection regimes. These regimes focus on either maintenance or condition. Maintenance items are completed within time frames established in any service agreements while condition items are programmed through the capital works program. Council will continually review practices to ensure they meet the social, financial, environmental and the capacity to deliver them.

Other Drivers Identified By Council

The Council has embraced the National Asset Management Assessment Framework (or similar) to measure its own performance on the core principles of asset management and asset management is to be considered alongside service delivery as an essential part of future planning.

The Council is committed to establish a cohesive asset management system to manage this function across council services.

Financial Capacity

The Council's financial position continues to remain sound; however, ongoing underlying surpluses continue to be a challenge with the Council reliant on funding from other levels of government to ensure its long-term financial sustainability.

Strategic Intent

The Council's strategic intent is by:

- committing to improve long-term financial sustainability
- review of council facilities to identify those which are surplus to current needs with the potential for repurpose or disposal
- provide greater understanding of the annual consumption cost of infrastructure
- allocate increased investment in climate adaptation strategies to protect council's assets.

Community Vision

In line with the *Council Plan 2021-2025* and *Community Vision 2036*, assets will be supplied and managed by:

- providing assets that support the delivery of services required by the community
- having a positive cost benefit,
- being managed responsibly in accordance with best asset management practices
- actively engaging with the community on the long-term plans for assets.

Financial Vision

Council's Financial Plan outlines the expected capital costs to council for projects identified in the Capital Works Program. The current Financial Plan is attached as **Appendix 2**.

Capital Works Vision

The Council's ten-year capital works program has been developed from the service planning requirements and is designed to meet the needs of the community through the renewal of assets according to their lifecycle, through the acquisition of new assets, upgrade to existing assets, the expansion to assets to meet growing demand for services and the disposal of any assets no longer required.

The current ten-year capital works plan is attached as **Appendix 3**.

Capital works proposals will be supported by a business case, which will include acquisition costs, whole of life costs, benefits to the community, timelines and responsibility using the *Local Government Asset Investment Guidelines (2006)*. Works will be prioritised in the following order:

- Renew – bringing existing assets back to near new condition to extend the life
- Upgrade – improve assets to meet new standards or current expectations
- New – where a new service demand has been identified or renewal and upgrade will not meet a new service requirement.

Grant funding will be sought for funding at every opportunity.

Unplanned and reactive maintenance is not programmed under Capital Works and is allocated based on previous year's performance.

Asset Management Maturity

The measurement used for Asset management maturity is the *National Asset Management Assessment Framework* (or its equivalent). This measure has competencies for sustainable asset management including:

- Strategic Long-Term Plan
- Annual Budget
- Annual Report
- Asset Management Policy
- Asset Management Strategy
- Asset Management Plans
- Governance and Management
- Levels of Service
- Data and Systems
- Skills and Processes
- Evaluation

The indicators used for measuring council's asset management performance are outlined in **Appendix 4**. These include demographic, financial, distribution and performance measures.

Operations and Maintenance

Councils' operations and maintenance commitment will be to ensure the optimum use of assets to meet the service needs of the community. Maintenance will ensure defects are resolved within the timeframes set in the relevant instructions where defects reach the prescribed intervention level (e.g *Benalla Rural City Council Road Management Plan 2021-2025*).

Preventative maintenance is scheduled according to the specifications provided for the assets. Operational costs are monitored to see where synergies can be made to reduce costs while not reducing service levels.

Trade Offs

The choice of having new assets, increasing the maintenance regime or providing higher levels of service can be done at the expense of other areas of council. For example, not renewing an asset when due will result in higher restoration costs, maintaining low use assets at the same level as high use assets will incur extra costs.

The Council commits to reviewing the trade-offs needed to give the community the most cost-effective way of managing assets and reducing the financial burden on the community.

Summary

The Asset Plan is highly dependent on the existing high level council plans for its guidance will influence the asset management system components.

The Asset Plan provides to the community an overall approach that council will have to asset management and present general information on the asset types to inform the community of the scale and scope that makes up the asset inventory.

Specific statements have not been included as the direction of the Council may change from year to year or as community priorities change.

The Council give those general commitments to good practice in asset management on behalf of the community.

A summary of key commitments is attached as **Appendix 5**.

Improvements

Asset management is a developing and continuing journey as more detailed information is available. There are areas in Asset management that council will endeavour to improve on. These are identified in the *National Asset Management Assessment Framework* (NAMAF) or its equivalent, summary of which is attached as **Appendix 5**.

The Council maintain core competency in the NAMAF assessment.

Other issues for asset management that require review and improvement are attached as **Appendix 7**.

State of the Assets

Asset Reports are attached in **Appendix 6**. They plot the current state of council's assets.

These reports show the current inventory, its value, the expected renewal funding required, and the current funding proposed. They also show the maintenance allocation and effects on long term planning and include an explanation of the implications identified.

Appendices

The appendices have been designed to be updated annually so that the plan can reflect the best information at the time and be in step with current council philosophy on asset management and priorities for managing the asset inventory.

- **Appendix 1** – Asset Inventory
- **Appendix 2** – Ten-Year Financial Plan for Assets
- **Appendix 3** – Ten-Year Major Capital Works Program
- **Appendix 4** – Other Measures
- **Appendix 5** – Summary of Commitments
- **Appendix 6** – State of the Assets Reports
 - **Appendix 6.1** – Asset Report: Transport
 - **Appendix 6.2** – Asset Report: Buildings
 - **Appendix 6.3** – Asset Report: Drainage
 - **Appendix 6.4** – Asset Report: Recreations and Open Space
- **Appendix 7** – Asset Management Improvements

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Appendix 1 – Asset Inventory

The current stock of assets covered by this plan and owned or controlled by council are:

Asset Class	Quantum Indicative Quantity	Value \$,000
Roads	Sealed Roads 561km	\$158,744
	Unsealed Roads 773km	\$32,553
	Kerb and Channel 130km	\$15,309
	Off Street Carparks 110,097sqm	\$1,312
Bridges and Major Culverts	Bridges 75	\$23,155
	Major Culverts 230	\$17,846
Footpaths and Cycleways	Footpaths 104km	\$8,639
	Cycleways 21km	
Drainage*	Pipe... 54km	\$26,194
	Pits 2059	
Buildings**	Buildings & Structure 104	\$43,487
Rec/Open space***	Various items	\$2,304
Total		\$329,544

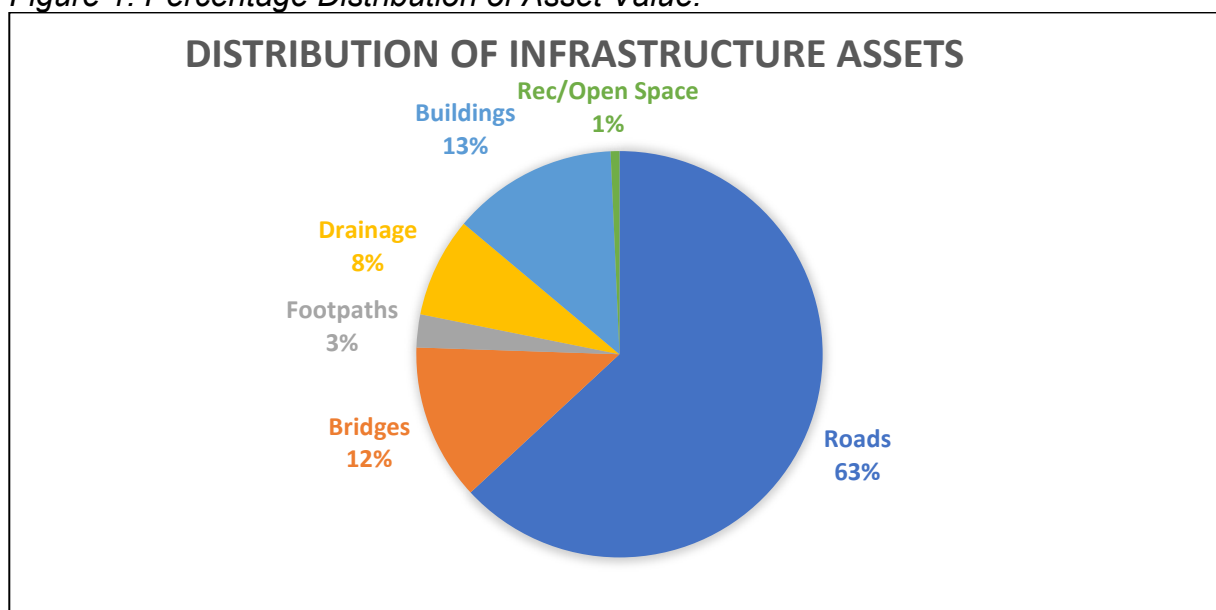
Notes:

*Does not include basins or channels

**Includes all buildings and structures

***Does not include land values

Figure 1: Percentage Distribution of Asset Value.



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Appendix 2 – Ten-Year Financial Plan for Assets

The figures for the 10-year long Term Plan are current for the year noted, this is updated annually in accordance with the most recent capital works programs.

The table below displays data extracted from the Financial Plan (table 3.5 Statement of Capital Works, Capital Works Projects 2021). Only the four major Infrastructure Areas have been considered.

10 Year Capital Program	2022 \$,000	2023 \$,000	2024 \$,000	2025 \$,000	2026 \$,000	2027 \$,000	2028 \$,000	2029 \$,000	2030 \$,000	2031 \$,000	Total \$,000
Roads	\$2,340	\$2,548	\$1,464	\$1,049	\$1,657	\$1,193	\$1,717	\$1,337	\$1,883	\$1,457	\$16,645
Bridges	\$0	\$420	\$210	\$350	\$250	\$300	\$250	\$400	\$400	\$200	\$2,780
Footpaths and Cycleways	\$263	\$576	\$94	\$108	\$150	\$150	\$150	\$150	\$150	\$150	\$1,941
Aerodromes	\$0	\$65	\$0	\$0	\$460	\$518	\$17	\$0	\$0	\$131	\$1,191
Off Street Carparks	\$296	\$60	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$356
Total Transport	\$2,899	\$3,669	\$1,768	\$1,507	\$2,517	\$2,161	\$2,134	\$1,887	\$2,433	\$1,938	\$22,913
Total Drainage	\$679	\$1,648	\$606	\$1,241	\$677	\$525	\$403	\$522	\$421	\$560	\$7,282
Recreation, Leisure and Community Facilities	\$170	\$0	\$0	\$0	\$150	\$50	\$50	\$50	\$50	\$50	\$570
Parks, Open Space and Streetscapes	\$611	\$175	\$0	\$0	\$200	\$0	\$0	\$0	\$0	\$0	\$986
Total Recreation and Open Space	\$781	\$175	\$0	\$0	\$350	\$50	\$50	\$50	\$50	\$50	\$1,556
Buildings	\$4,454	\$887	\$0	\$0	\$200	\$100	\$6	\$0	\$0	\$0	\$5,647
Building Improvements	\$0	\$0	\$0	\$0	\$115	\$162	\$73	\$90	\$74	\$244	\$758
Heritage Buildings	\$0	\$0	\$0	\$0	\$3	\$30	\$330	\$33	\$30	\$30	\$456
Total Buildings	\$4,454	\$887	\$0	\$0	\$318	\$292	\$409	\$123	\$104	\$274	\$6,861
Total	\$8,813	\$6,379	\$2,374	\$2,748	\$3,862	\$3,028	\$2,996	\$2,582	\$3,008	\$2,822	\$38,612

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Appendix 3 – Ten-Year Major Capital Works Program

A detailed list of infrastructure projects within each asset class are presented in the Council's annual budget under the Capital Works Program section.

CAPEX Year	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	Total	Council Cash	Grant	Renewal	Upgrade	Expansion	New
Asset Class	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000
Buildings	\$ 4,454	\$ 887	\$ -	\$ -	\$ 200	\$ 100	\$ 6	\$ -	\$ -	\$ -	\$ 5,650	\$ 2,034	\$ 3,615	\$ 1,204	\$ 2,180	\$ -	\$ 2,265
Building Improvements	\$ -	\$ -	\$ -	\$ -	\$ 115	\$ 162	\$ 73	\$ 90	\$ 74	\$ 244	\$ 758	\$ 758	\$ -	\$ 757	\$ 1	\$ -	\$ -
Heritage Buildings	\$ -	\$ -	\$ -	\$ -	\$ 3	\$ 30	\$ 330	\$ 33	\$ 30	\$ 30	\$ 455	\$ 455	\$ -	\$ 455	\$ 1	\$ -	\$ -
Total Buildings	\$ 4,454	\$ 887	\$ -	\$ -	\$ 318	\$ 292	\$ 409	\$ 123	\$ 104	\$ 274	\$ 6,863	\$ 3,247	\$ 3,615	\$ 2,416	\$ 2,181	\$ -	\$ 2,265
Roads	\$ 2,340	\$ 2,548	\$ 1,464	\$ 1,049	\$ 1,657	\$ 1,193	\$ 1,717	\$ 1,337	\$ 1,883	\$ 1,457	\$ 16,654	\$ 12,273	\$ 4,380	\$ 14,288	\$ 1,524	\$ -	\$ 840
Bridges	\$ -	\$ 420	\$ 210	\$ 350	\$ 250	\$ 300	\$ 250	\$ 400	\$ 400	\$ 200	\$ 2,781	\$ 2,780	\$ -	\$ 2,570	\$ 210	\$ -	\$ -
Footpaths and Cycleways	\$ 263	\$ 576	\$ 94	\$ 108	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 1,944	\$ 1,358	\$ 585	\$ 797	\$ 70	\$ -	\$ 1,075
Aerodromes	\$ -	\$ 65	\$ -	\$ -	\$ 460	\$ 518	\$ 17	\$ -	\$ -	\$ 131	\$ 1,191	\$ 1,191	\$ -	\$ 666	\$ 225	\$ 150	\$ 150
Off Street Car Parks	\$ 296	\$ 60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 356	\$ 60	\$ 296	\$ 36	\$ 79	\$ -	\$ 241
Total Transport	\$ 2,899	\$ 3,669	\$ 1,768	\$ 1,507	\$ 2,517	\$ 2,161	\$ 2,134	\$ 1,887	\$ 2,433	\$ 1,937	\$ 22,926	\$ 17,662	\$ 5,261	\$ 18,357	\$ 2,108	\$ 150	\$ 2,306
Drainage	\$ 679	\$ 1,648	\$ 606	\$ 1,241	\$ 677	\$ 525	\$ 403	\$ 522	\$ 421	\$ 560	\$ 7,282	\$ 6,628	\$ 654	\$ 7,182	\$ 100	\$ -	\$ -
Total Drainage	\$ 679	\$ 1,648	\$ 606	\$ 1,241	\$ 677	\$ 525	\$ 403	\$ 522	\$ 421	\$ 560	\$ 7,282	\$ 6,628	\$ 654	\$ 7,182	\$ 100	\$ -	\$ -
Recreational, Leisure and Community Facilities	\$ 170	\$ -	\$ -	\$ -	\$ 150	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 570	\$ 400	\$ 170	\$ 570	\$ -	\$ -	\$ -
Parks, Open Space and Streetscapes	\$ 611	\$ 175	\$ -	\$ -	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 988	\$ 225	\$ 761	\$ 170	\$ 215	\$ -	\$ 601
Total Recreation/Openspace	\$ 781	\$ 175	\$ -	\$ -	\$ 350	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 1,558	\$ 625	\$ 931	\$ 740	\$ 215	\$ -	\$ 601
Total Infrastructure	\$ 8,813	\$ 6,379	\$ 2,374	\$ 2,748	\$ 3,861	\$ 3,028	\$ 2,996	\$ 2,582	\$ 3,008	\$ 2,821	\$ 38,630	\$ 30,915	\$ 7,707	\$ 31,245	\$ 4,698	\$ 150	\$ 5,282

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Appendix 4 – Other Measures

Infrastructure per head of the municipal population

The following table indicates the ratio of population to major infrastructure.

Major Infrastructure	Measure/Population	Value/Population
Roads/Population	0.09km	\$14,702.20
<i>Sealed Road</i>	0.04km	
<i>Unsealed Road</i>	0.05km	
<i>Off Street Carparks</i>	7.79sqm	
Footpath/Population	100m	\$20.80
Drainage/population		\$1,845.87
Buildings		\$3,069.18
Rec/Open space		\$134.61
Total Infrastructure/Population		\$22,672.92
Sealed road with Kerb and channel		23%

Capital Works Expenditure/Head of Population

The following table shows the amount of funding each head of population contributes to the Capital works for major infrastructure. It does not represent the contribution per ratepayer to council funds.

10 Year Capital Program	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Transport	\$205.06	\$259.53	\$125.06	\$106.60	\$178.04	\$152.86	\$150.95	\$133.48	\$172.10	\$137.09	\$1,620.78
Drainage	\$48.03	\$116.57	\$42.87	\$87.78	\$47.89	\$37.14	\$28.51	\$36.92	\$29.78	\$39.61	\$515.10
Recreation Open space	\$55.25	\$12.38	\$0.00	\$0.00	\$24.76	\$3.54	\$3.54	\$3.54	\$3.54	\$3.54	\$110.07
Buildings	\$315.06	\$62.74	\$0.00	\$0.00	\$22.49	\$20.66	\$28.93	\$8.70	\$7.36	\$19.38	\$485.32
Total	\$623.40	\$451.23	\$167.93	\$194.38	\$273.18	\$214.19	\$211.93	\$182.64	\$212.77	\$199.62	\$2,731.27

Financial Ratios

Financial Ratios are used to indicate how an organisation is performing. The two ratios used here indicate performance in asset management.

Asset Sustainability Ratio

The ratio of asset renewal expenditure relative to depreciation for a period. It measures whether assets are being renewed at the rate they are being consumed. A value of 100 per cent might be considered normal but the relative age of the asset portfolio and renewal profile.

Applying this ratio only to the infrastructure assets identified in this plan over the ten years, the results are listed in the following table:

Infrastructure Assets	Ratio	Renewal Profile
Transport	139%	High
Buildings	97%	Within best practice
Drainage	129%	High
Rec/Open space N/A	Not applicable	<i>Not enough data for valid result</i>
Overall	134%	High

Asset Renewal Funding Ratio

The ratio of asset renewal expenditure for a period relative to the asset renewal expenditure as warranted in an asset management plan for the same period. It assesses the organisations asset performance. A value between 90 per cent and 110 per cent is considered best practice

Applying this ratio only to the infrastructure assets identified in this plan over the ten years, the results are

Infrastructure Assets	Ratio	Renewal Profile
Transport	70%	Low
Buildings	16%	Very low
Drainage	7%	Very low
Rec/Open space N/A	Not applicable	<i>Not enough data for valid result</i>
Overall	39%	Low

This indicates that there may be a disconnect between what needs to be done and what is planned to be done. It suggests expectations are not aligned with the renewal demand. A low indicator result may, for example be because the planned expenditure is based on aspirational rather than affordable service levels. It may also arise because service levels are affordable, but expenditure is below this level because an organisation is reluctant to spend more. It may for example prefer to maintain very low levels of debt.

When these ratios are considered along with the state of the assets report it is apparent that council is not funding its renewal requirement.

National Asset Management Assessment Framework (NAMAF)

National Framework Core Competency Report Card

Based on 11 Key Framework Elements

Council: -		Benalla Rural City Council	
		Review Date:	1/01/2022
Summary Sheet			
<u>Outcomes to be Achieved:</u>			
<u>Priority Council Actions:</u>		(maximum of 5 key actions to be identified)	
Action 1:	Complete asset management plans for key asset categories (SLTP).		
Action 2:	Review and develop the evaluation process (E)		
Action 3:	Develop procedures for governance (G&M)		
Action 4:	Improve and develop the use of Conquest and Reflect for the management of Assets (D&S)		
Action 5:	Develop a better integration between service planning and asset management (LOS)		
Action 6:	Document procedures (S&P)		
<u>Performance Scorecard:</u>			<u>Core</u>
1	Strategic Planning		96 Excellence
2	Annual Budget		88 Excellence
3	Annual Report		95 Excellence
4	Asset Management Policy		100 Excellence
5	Asset Management Strategy		75 Proficient
6	Asset Management Plans		31 Systematic
7	Governance & Management		57 Proficient
8	Levels of Service		63 Proficient
9	Data & Systems		69 Proficient
10	Skills & Processes		60 Proficient
11	Evaluation		33 Systematic

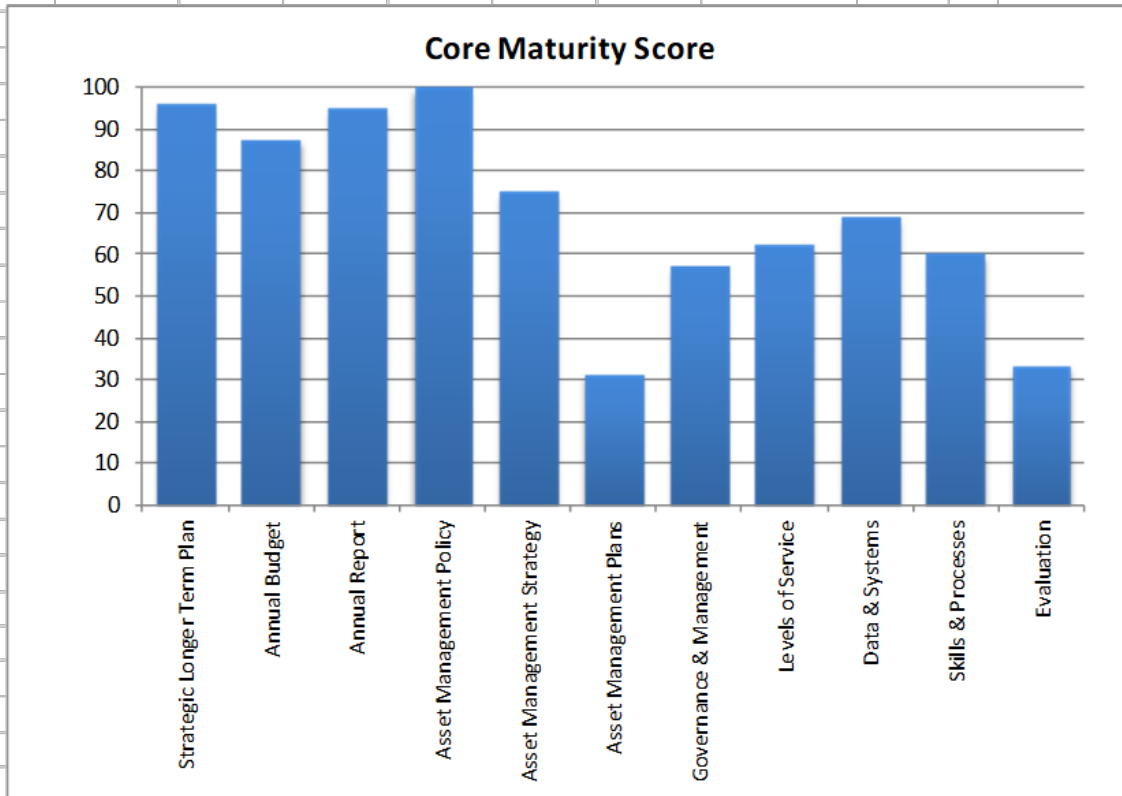
National Framework Core Competency Report Card

Based on 11 Key Framework Elements

Council: - Benalla Rural City Council

Review Date: 1/01/22

Council Performance - Core Competencies Gap Analysis (Basic Level)



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Appendix 5 – Summary of Commitments

The following is a summary of key commitments that the Council will make that were identified in this plan.

- Asset management will be integrated into councils' operations.
- The Council will manage its assets to meet the required level of service, in the most cost-effective manner.
- The Council will use the available tools to ensure that assets consider climate change options in the planning and operation.
- The Council will have service plans for each service that identify future asset requirements, new or otherwise and the service levels required to be provided by those assets.
- The Council will consider the expected growth in assets as a result of demographic growth and the whole of cost liabilities taken on from gifted assets.
- The Council will review its use of materials and procedures when modern technologies are developed.
- Assets will be rationalised to be more cost efficient but not at the expense of service provision.
- The Council will continually review practices to ensure they meet the social, financial, environmental and the capacity to deliver them.
- The Council is also committed to establish a cohesive asset management system to manage this function across council services.
- The Council will actively engage with the community on the long-term plans for assets.
- Capital works proposals will be supported by a business case, using the *Local Government Asset Investment Guidelines (2006)*.
- Preventative maintenance will be scheduled according to the specifications provided for the assets.
- Operational costs will be monitored to see where synergies can be made to reduce costs while not reducing service levels.
- The Council commits to reviewing the trade-offs needed to give the community the most cost-effective way of managing assets and reducing the financial burden on the community.
- The Council will aim for and maintain Core Competency in National Asset Management Assessment Framework (NAMAF) assessment.
- Capital expenditure focuses on asset renewal projects.
- The Council needs to improve the quality of data used for asset management.

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Appendix 6.1 – State of Asset Report: Transport

Description:

Transport Assets are those infrastructure assets that contribute to the transport network. These include, Roads, Kerb, Footpaths, Carparks, Aerodrome, Bridges and Major culverts



Condition inspections were completed for aerodrome, road, footpath and kerb assets in November 2020. A bridge inspection was completed in February 2022.

Transport Assets in Benalla

Roads	Km	Value	Renewal	Poor	Fair	Good	UKN
Sealed	562	\$158,743,953	\$1,533,160	34	228	300	0
Unsealed	775	\$32,552,675	\$532,000	72	226	477	0

Bridges and Major Culverts	Count	Value	Renewal	Poor	Fair	Good	UKN
Bridge	71	\$22,515,169	\$-	-	10	61	-
Timber	4	\$639,883	\$-	-	1	3	-
Culvert	230	\$17,846,473	\$-	-	11	64	229

Footpaths	Km	Value	Renewal	Poor	Fair	Good	UKN
Concrete	68	\$6,578,303	\$6,578,303	-	2	66	-
Brick/Paver	1	\$667,239	\$667,239	-	-	1	-
Sealed	17	\$595,184	\$595,184	-	10	7	-
Other	61	\$798,099	\$798,099	-	3	58	-

Kerb	Km	Value	Renewal	Poor	Fair	Good	UKN
Concrete	134	\$15,271,200	\$133,735	3	49	82	-

Aerodrome	Sqm	Value	Renewal	Poor	Fair	Good	UKN
Seal	33,224	\$1,491,742	\$-	-	-	33	-
Pavement	33,224	\$89,244	\$-	-	45	33	-

Off Street Carpark	Sqm	Value	Renewal	Poor	Fair	Good	UKN
Seal	34,360	\$215,951	\$-	22	11	2	-
Pavement	37,227	\$1,096,500	\$-	-	24	13	-
Formation	38,511	\$155,280	\$-	-	-	39	-
	m	Value	Renewal	Poor	Fair	Good	UKN
Kerb	325	\$38,163	\$-	-	-	325	-

Renewal Gap

The Renewal Gap is the difference between what should be spent to maintain assets in good condition and what is being spent to do so. Construction of new and upgrade to assets does not contribute to reducing the renewal gap.

The current renewal forecast as displayed in figure 1. shows that with the current funding settings that there is a consistent shortfall in matching the predicted requirement and as a result the number of transport assets above intervention are expected to increase. Figure 2 shows the cumulative gap in funding.

Figure 1: Comparison of Predicated and Proposed Renewal Expenditure.

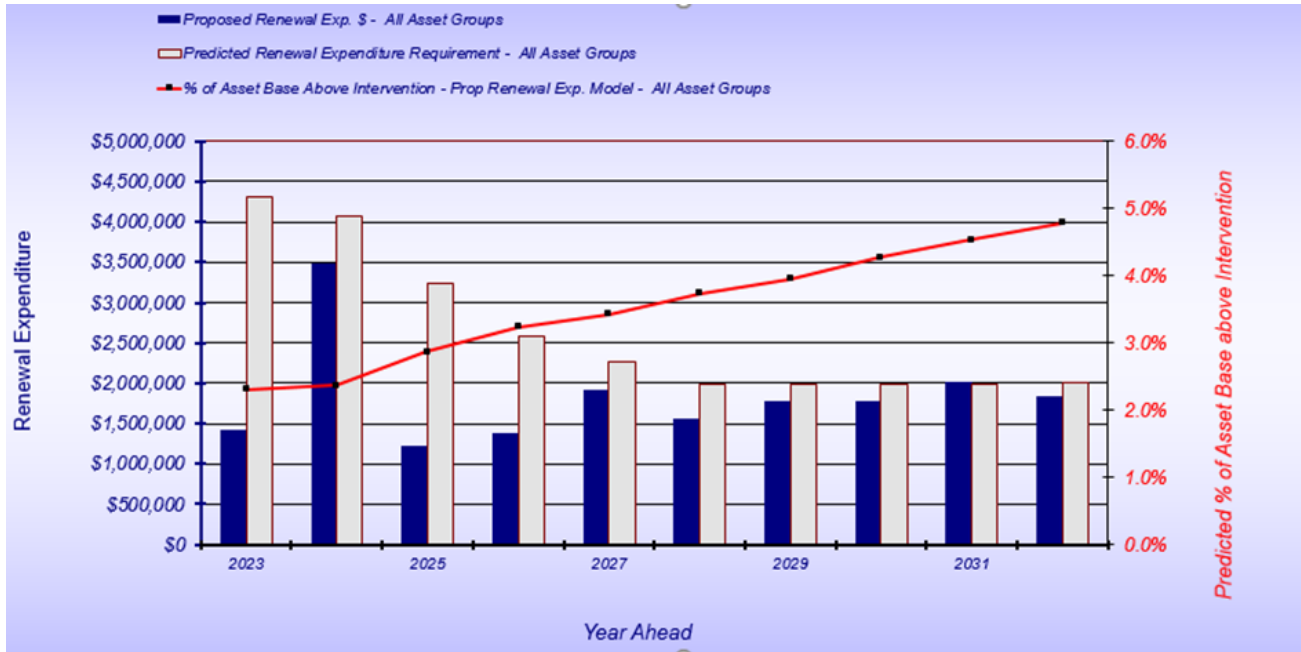


Figure 2: Cumulative Renewal Gap Prediction



Appendix 6.2 – State of Asset Report: Buildings

Description:

This class includes all buildings and other structures that are best classified under this group. Building assets are defined as either short life or long life, as are structures. This includes all the components of the assets within the single definition and have not been separated.

There has been no condition survey done on the buildings and structures within council and the best information has been sourced from the valuations that are done on a regular basis. In this report the remaining useful life has been used



Building Assets in Benalla

Table 1: Buildings and Structures

Buildings Remaining Useful Life	No	Value	0 < 5 Years	5 < 10 Years	10 < 20 years	20 < 50 Years	over 50 years
Long Life Buildings	34	\$24,469,154	4	-	5	12	13
Short Life Buildings	36	\$11,574,756	8	7	9	7	5
Long Life Structures	17	\$ 6,251,630	1	-	1	6	9
Short Life Structures	17	\$ 1,191,370	5	-	1	8	3

Renewal Gap

The Renewal Gap is the difference between what should be spent to maintain assets in good condition and what is being spent to do so. Construction of new and upgrade to assets does not contribute to reducing the renewal gap.

in the next ten years it is estimated that 25 assets will require renewal work, as this also include the Town Hall, over 100 years old. This data may be skewed, and better data collection might be required. Any works should be based on an actual determination rather than a modelled one. Figures 1 and 2 show that over 30 per cent of the asset base is predicted to be over intervention condition, this however may not be reflected in real life and that renewal funding requirements are not being met. The predicted requirement is based on the age of an asset and its useful life.

Building assets need to be componentised into structure, roof, fit out and mechanical services to better separate the renewal effort into the right categories.

Figure 1: Comparison of Predicated And Proposed Renewal Expenditure

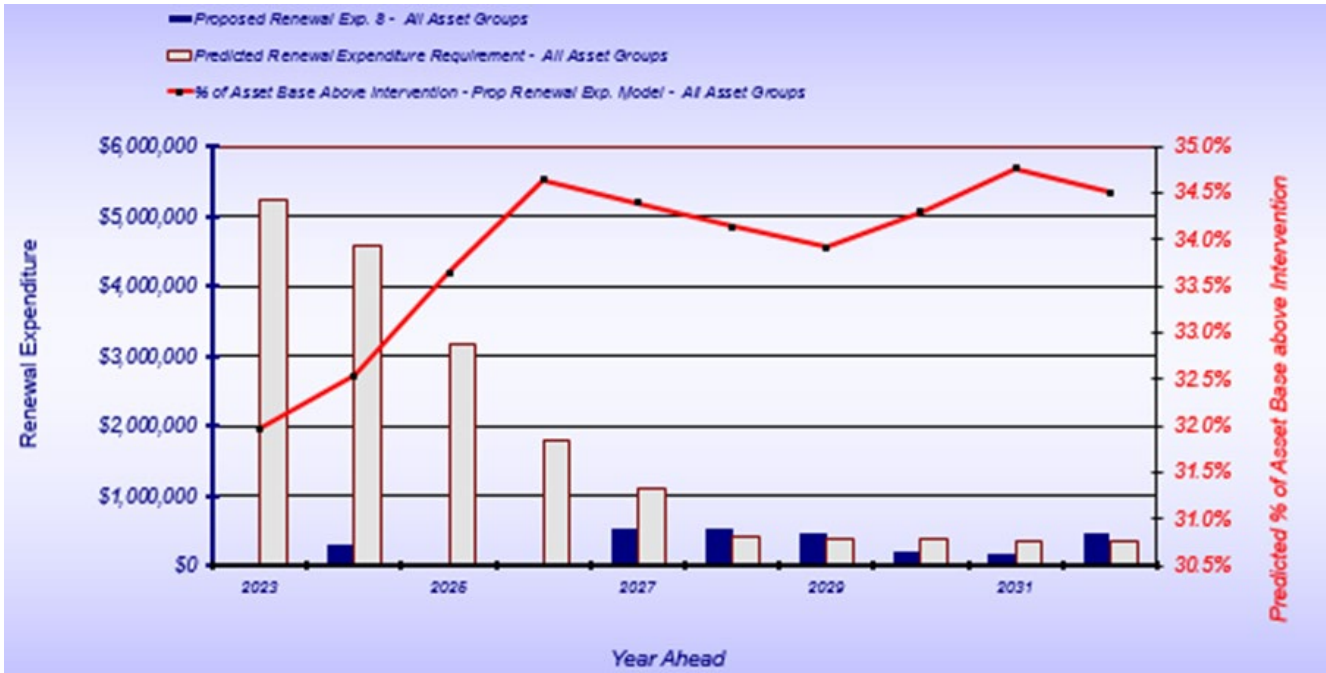
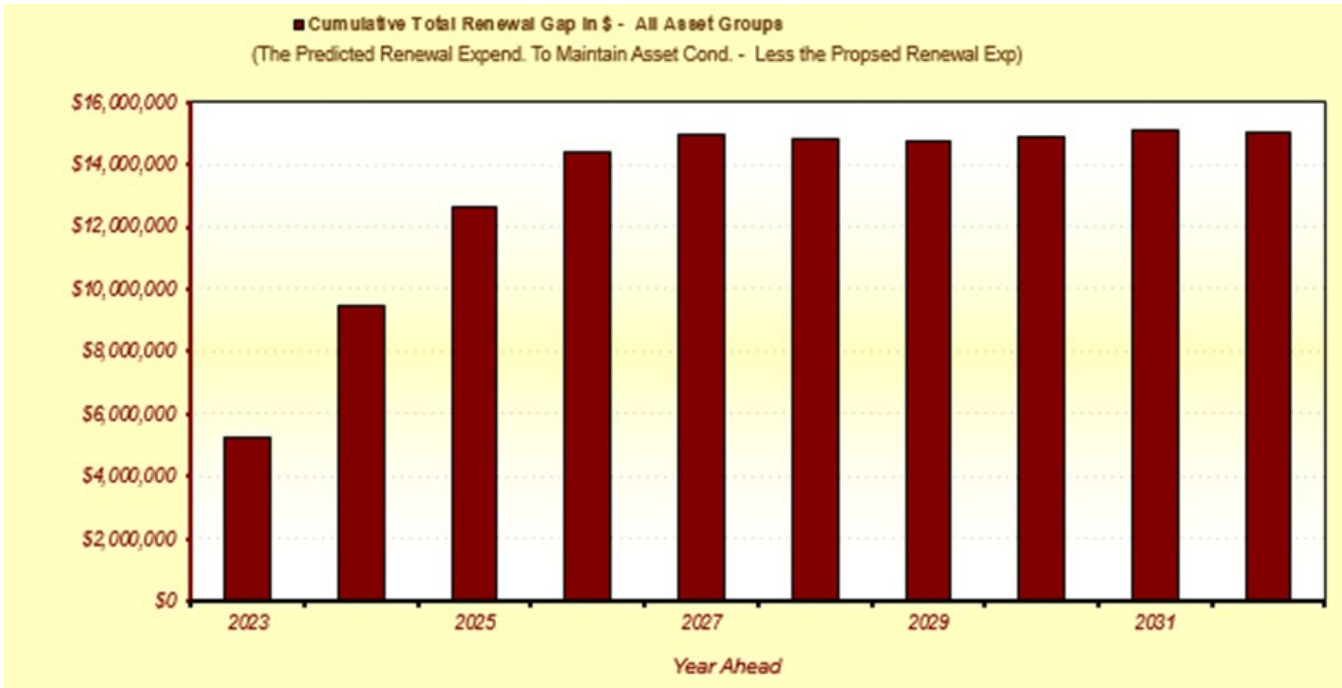


Figure 2: Cumulative Renewal Gap Prediction



Appendix 6.3 – State of Asset Report: Drainage

Description:

Drainage Assets are those assets built for the management of Storm Water. These include all Pits and Pipes, Drainage Basins, Drainage Channels and any mechanical equipment that enables the movement of Storm Water. It does not include Kerb or culverts, which are reported under transport.

Condition inspections for pits was completed in 2019. This survey primarily mapped the underground network and gave a general indication of condition. In order to model the condition of the network the Moloney default values have been used. There is no useful data currently available for basins, channels, and equipment and these have not been included.



Drainage Assets in Benalla

Table 1: Pits and Pipes

Roads	No	Value	Renewal	Poor	Fair	Good	UKN
Pits	2,005	\$5,404,364	\$7,789	-	271	1,734	-
	m	Value	Renewal	Poor	Fair	Good	UKN
Pipes	55,718	\$20,789,695	\$29,961	-	7,522	48,196	-

Renewal Gap

The Renewal Gap is the difference between what should be spent to maintain assets in good condition and what is being spent to do so. Construction of new and upgrade to assets does not contribute to reducing the renewal gap.

The current renewal forecast as displayed in figure 1. shows that with the current funding settings there is insufficient funding to match the predicted expenditure requirement and as a result more assets will move above the intervention level. The decision to fund renewal must take into consideration actual asset condition. Figure 2 shows the cumulative gap in funding, this shows the potential cumulative impact of not adjusting the current funding.

The actual reported condition of drainage pit assets shows that there are pits worthy of inclusion as shown in Table 2.

The primary problem to be addressed for drainage is cleaning and making sure that flows are not impeded and can manage the capacity of any storm water event.

Table 2: Pits Reported Below Good Condition

Condition	No of Pits	Value
05 Fair to Good Overall Condition	4	\$10,541
07 Poor Overall Condition	3	\$7,990
Total	7	\$18,531

Figure 1: Comparison of Predicated and Proposed Renewal Expenditure

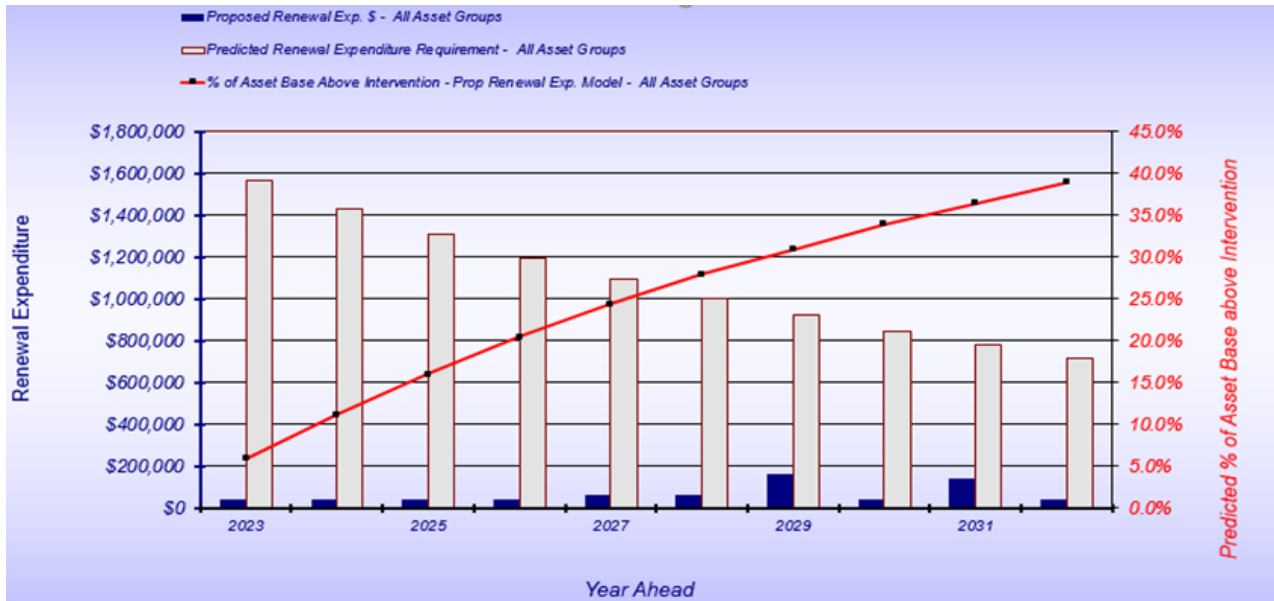


Figure 2: Cumulative Renewal Gap Prediction



Further condition inspections and data collection is required for the drainage assets not being reported on.

Another consideration for pit renewal is age, show in Table 3, which shows that no pits are up for renewal by age in the near future.

Table 3: Remaining Useful Life of Pits

Age Bracket	No of Pits	Value
20 < 50 years	1481	\$4,037,382
Over 50 years	524	\$1,366,981
Total	2005	\$5,404,364

Appendix 6.4 – State of the Asset Report: Recreation and Open Space

Description:

Recreation and Open Space Assets are those assets associated primarily with community activities and include all sporting grounds and facilities, playgrounds and equipment, street scapes, public parks and gardens, seats, lighting, BBQ's, monuments and other facilities and structures for public use.

There is insufficient data to produce a state of the assets report for this category and considerable effort will be needed to collect the asset, condition and valuation data.

The buildings, drainage and road assets that support this class are identified in their own state of assets report.



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Appendix 7 – Asset Management Improvements

Asset Management Improvements

The following items have been identified as areas for improvement for asset management at council:

- Collection of data for drainage basins and channels
- Collection of data for Recreation and Open Space Assets
- Update and assessment of asset stock for Recreation and Open Space assets, including Pavilions, grounds and facilities
- Update to asset management plans using the IPWEA template
- Modelling asset management outcomes using the Moloney asset Management Modelling system
- Further analysis of how council can address the renewal gap
- Commit to improve long term financial sustainability
- Achieve advanced status in the National Asset Management Assessment Framework (NAMAF) assessment methodology.



BENALLA

RURAL CITY COUNCIL

Benalla Rural City Council
29 June 2022

PO BOX 227
BENALLA VIC 3671

(03) 5760 2600
council@benalla.vic.gov.au

www.benalla.vic.gov.au



From: no-reply@harvestdp.com
To: Benalla Council Email
Subject: Submission draft Asset Plan 2023 to 2032
Date: Saturday, 11 June 2022 9:01:22 PM

Draft Asset Plan 2023 to 2032 Submission

Submission

The Waste assets appear to be ignored.

What is the future for BRCC new transfer station? It was previously promised. Why isn't it workings? Last year build big shed appeared when I drive past on main road but not delivered to user when I dropped green waste at the big pile on green waste weekend and it appears like there is no set dates for starting transfer stations working.

When is just Glass bin recycling to start happen in Benalla?

What's the future management of the Waste landfill site, what is the plan for the massive mountain hill long term at the landfill site? Fixing up old tip piles has to happen when? Who pays how many years to ago?

Can Hive information tell the community the current Waste plan for Benalla given rising costs in rubbish management and how much to fix that old tip site in the future?

Name

Anonymous

From: no-reply@harvestdp.com
To: [Benalla Council Email](#)
Subject: Submission draft Asset Plan 2023 to 2032
Date: Sunday, 12 June 2022 11:29:25 AM

Draft Asset Plan 2023 to 2032 Submission

Submission

Several years ago council produced a plan referred to as the Pathways to the Future. When our local neighbourhood inspected this document we noted that we had been left off the listing for a pathway into town, even though we had been told by previous council officers that this was to be part of the agenda. It was only after we presented council with a signed petition that our area was added to the plan. Towards the end of last year there was to be a review of this document. I personally rang council to request that I be permitted to respond to this review. I was told that the review would not take place until early 2022. When I again rang council to find out when the review was taking place I was told that it would not be until after the end of June. I am concerned that once more we, the ratepayers of our area, are going to "miss out" on what is desperately needed.....A pathway, walk way combined walking/cycle track along Kilfeera Road between Willis Little Drive and Ironbark Drive. Large trucks, speeding vehicles and poor shoulder construction along this section of road make it almost impossible to walk with safety. We are all very concerned that an area be set aside for dogs to play safely within our town. I believe that it is just as important for people to have the ability to walk safely in our town!

Name

Desma Versteegen

From: no-reply@harvestdp.com
To: [Benalla Council Email](#)
Subject: Submission draft Asset Plan 2023 to 2032
Date: Wednesday, 15 June 2022 4:57:16 PM

Draft Asset Plan 2023 to 2032 Submission

Submission

For clarity , User Groups should be identified as Benalla Rural City residents /Associations and Organisations.

Name

Anonymous

6. Draft Waste Services Policy

SF/3484

Adrian Gasperoni – Manager Assets and Infrastructure

PURPOSE OF REPORT

The report presents for consideration the draft *Waste Services Policy*.

BACKGROUND

The *Waste Services Policy* was adopted by Council at its meeting on 14 November 2018.

DISCUSSION

The *Waste Services Policy* (the Policy) is intended to be used as a guide for staff to manage the provision of waste services for the community.

The Policy details the waste management services that the Council offers to residents, businesses and other groups in the community.

A key component of waste management is ensuring the Council plays a leadership role in driving sustainable waste management and continuing to assist the community to minimise waste by increasing resource recovery and continually striving to find alternatives to landfill disposal.

The policy is being reviewed in accordance with Council's *Administration Policy Management Guidelines Policy*.

The *Council Plan 202 –2025* was adopted in November 2021. Submissions received during the community consultation process for the Council Plan identified issues that have been considered as a part of the review of the Policy.

The issues raised are discussed below.

Hard Waste

Requests were raised in relation to the introduction of an annual kerbside hard waste service for residents. The extra service would provide local residents the opportunity to dispose of the hard waste by placing the waste at the kerbside for the Council to pick-up and dispose of at the Benalla Resource Recovery Centre.

This would require the Council to engage a contractor with suitable resources (i.e. truck and manpower) to provide a service for the pick-up and disposal of residential hard waste.

The estimated annual cost based on a comparison with other councils currently providing a similar service, and on a pro-rata population basis, would be in the range of \$60,000 to \$80,000 (including disposal costs).

The service does not meet Policy objectives in relation to minimising waste or increase resource recovery.

The kerbside hard waste service has not been included within the policy as it does not meet waste minimisation objectives and is cost prohibitive.

However, the introduction of a more focussed hard waste collection in line with ‘circular economy’ objectives will continue to be explored.

Nappy Rebate

Council Plan 2021–2025 and *2022/23 Budget* submissions have requested the introduction of a nappy rebate for residents who choose to use cloth nappies rather than commercial plastic lined nappies.

Although the concept may be an incentive for the community to contribute to the quest of minimising waste and reducing waste to landfill, such a program would provide difficulties to administer and incur extra costs to the Council. As such, it has not been included in the policy.

The Policy (refer **Appendix 1**) has been updated to reflect current roles, responsibilities, services, etc. Major changes to the existing policy are highlighted in yellow.

COUNCIL PLAN 2021-2025 IMPLICATIONS

Leadership

- Good governance.
- High performance culture.
- Engaged and informed community.

FINANCIAL IMPLICATIONS

The implementation of the *Waste Services Policy* will be accommodated within the existing budget.

LEGISLATIVE AND STATUTORY IMPLICATIONS

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

COMMUNITY ENGAGEMENT

In accordance with the Council’s *Community Engagement Policy*, it is recommended that the *Waste Services Policy* be placed on public exhibition for at least 28 days with formal submissions called for to be considered by the Council.

It is proposed, due to operational nature of the policy, that community engagement be undertaken at the ‘involve’ level under the International Association for Public Participation’s IAP2 public participation spectrum as detailed in the table below:

Level of Public Participation	Promise to the community	Techniques to be used
Involve	We will provide information and work with the community to ensure their concerns or aspirations are reflected in the alternatives developed. Feedback provided on how community input influenced the decision.	<ul style="list-style-type: none"> ▪ Policy presented in a public report to the Council. ▪ Public Notice in the <i>Benalla Ensign</i> and on Council’s website. ▪ Draft Policy to be exhibited and feedback invited. ▪ Feedback invited via Council’s website ▪ Draft Policy made available in hardcopy for review at key locations. ▪ Submitters invited to address the Council. ▪ Council to consider submissions.

Proposed Adoption Timeline

Date	Action
23 June 2022	Community Consultation Opens.
21 July 2022	Community Consultation Closes at 5pm.
27 July 2022	Submissions heard at the Planning and Development Committee meeting.
31 August 2022	Submissions considered at the Planning and Development Committee meeting.
7 September 2022	Adoption of Policy at the Council Meeting.

OFFICER DECLARATION OF CONFLICT OF INTEREST

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

Recommendation:

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

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

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CP 27 Waste Services Policy

Responsible Officer:	Manager Assets and Infrastructure
Document type:	Council Policy
Reference:	CP 27
Approved by:	Council
Adopted by Council:	
Date of next review:	

Policy Objective

This policy details the waste management services that the Council offers to residents, businesses and other groups in the community.

Introduction

Sustainable waste management is a key part of economic and community development and the Council plays an important role in assisting the community to minimise waste, increase resource recovery and finding alternatives to landfill disposal.

The Council helps residents and businesses achieve this by providing a waste management service to most residential and commercial properties along with waste minimisation education.

Businesses and Commercial Properties

Persons or corporations operating a business or industry may seek an exemption in writing for the levied Waste Management collection charges if written evidence of an alternate service is provided and this option is accepted by Council.

Businesses and commercial properties may be able to access services to suit them. This may include the provision of multiple collections during the service program, additional services or cancellation of services. These additional services will be charged in accordance with the Council's budget on a cost recovery basis, where the Council and contractor can facilitate the request.

Where Council cannot offer a business a waste management service to suit the needs of the business under its domestic collection contract, it is recommended that the business source a private collection.

Residential Services

Urban and Rural Waste Service Provision

Council provides a number of different waste, recycling and organics bin size options to allow customers to select the bins that meet their needs.

The prices are structured to reflect the service cost to the Council and are geared toward encouraging residents to reduce waste to landfill. Current waste service charges can be found on the Council's website www.benalla.vic.gov.au

The area the waste collection service operates thus:

- Organics bin collected weekly
- Recycling and Refuse bins collected on alternate fortnights.

A map of this mandatory organics collection area is attached as **Appendix 1**.

Property owners may request to have their property included or excluded from the urban area. The property must be directly adjacent to the current boundary and clearly be a large rural farm rather than a lifestyle allotment to warrant exclusion.

In the balance of the municipality, a refuse and recycling bin is provided and will be collected thus:

- Refuse bin weekly
- Recycling collected fortnightly.

Mobile bins that are provided by the Council are the Council's property and must be left at the property they were issued to.

The Council will replace bins that have been lost or stolen and undertake bin repairs on bins that have been damaged.

The Council provides a mandatory waste collection to all properties with habitable houses that are located within the Benalla municipality and have a road that can be accessed by a collection vehicle.

The waste management charge is set each year by the Council during its budget deliberations. Waste collection and associated charges are levied as approved by Council each year, whether or not the service is used and incorporated within the properties annual rate notice.

Additional services are available upon request and attract an additional fee depending on the size, frequency and service chosen.

Current available waste service choices are:

Urban

Organics - Weekly Collection	Recycling - Fortnightly	Refuse - Fortnightly
80 litres	120 litres	80 litres
120 litres	240 litres	120 litres
240 litres	360 litres	240 litres

Rural

Recycling - Fortnightly	Refuse - Weekly
120 litres	80 litres
240 litres	120 litres
360 litres	240 litres

Additional Bin Services

To encourage household and businesses to maximise diversion from landfill additional services can be purchased including:

- Extra bins – Organics, Recycling and Rubbish collected in accordance with the current schedule.
- Weekly Collections – Rubbish and Recycling where the additional bins will not place an undue load on the collection system.
- Additional bins must be of the same size or smaller as the property's existing bin services.

A restriction shall be placed on the amount of weekly collections that are allowed to avoid strain on the system in terms of OH&S and vehicle movements.

All charges will be made on a cost recovery basis as adopted each year as part of the fees and charges.

Route Extensions

Where the owner/occupier of a rural property wishes to receive a waste and recycling collection service and is not on an established collection service route, the owner/occupier of the property can arrange to place their bins at the nearest cross road that is on a collection route and receive the standard waste collection charge.

The defined service area may be extended by the Manager Assets and Infrastructure after considering matters such as viability, access and safety of movement for the waste collection vehicle and other road users.

If requirements for access and safety of movement of the waste collection vehicle are met, an extension to the waste collection route will only be considered where the road is on Council's Register of Public Roads and the additional distance travelled per service by the collection vehicle does not exceed two kilometers.

This includes any additional distance travelled to a location where the vehicle can safely turn around if required.

Access using private roads to provide waste collection can be approved where a specific access agreement has been negotiated with the Council, collection service and the landowner and agreed in writing. This is not a preferred option for the management of bin services.

It may be possible for Council to offer collection to ratepayers in other adjoining municipalities in proximity to the border with Benalla Rural City. Requests will be investigated on a case by case basis, with the same requirements to that of a route extension. For this service to take place it must be agreed with the relevant Council that ratepayer resides in.

If a service is to be offered, the Council will enter into an agreement with the relevant Council and service user to either:

- bill the relevant Council separately for the collection
- have the adjoining Council invoice the ratepayer direct
- come to a mutual agreement regarding the costs on quid pro quo basis

New Waste Services

A new service may be applied for at any time. Application forms are available from the Customer Service Centre or on Council's webpage.

New dwelling applications are required to include a certificate of occupancy to discourage construction and demolition waste being placed in any bins.

Once an application has been received it will be processed and referred to the Council's contractor for the supply of new bins and then forwarded to the Council's rates section for inclusion on the Council's rates database system.

Generally, new service bins will be delivered to the property within five business days of the receipt of application.

Cancelling Services

Existing waste services on properties can only be cancelled if the dwelling is uninhabitable. This will be considered on a case by case basis.

Tenanted Properties

Only the property owner or their agent are able to change bin options for the property where there is an extra cost involved. Tenants that require an upsize of bins are required to provide confirmation from the property owner or real estate agent.

Vacant Blocks

Waste services are not provided to vacant blocks and do not attract a waste management charge.

Missed Collection

If a bin is genuinely missed by the collection contractor, as opposed to not being presented in time and the resident informs Council before 2pm the bin will usually be collected that day. If a resident calls after 2pm then the missed service will be collected on the next business day.

Bins are required to be presented kerbside / roadside by 6am on the day of scheduled collection, it is preferred that bins are put out for emptying the night before.

Special Needs Waste Collections

Residents of properties within the urban boundary who have a special needs requirement for the disposal of nappies or medical condition, can complete an application form at the Customer Service Centre for a weekly general waste rubbish collection. Evidence supporting the application such as birth certificate for nappies or doctors confirmation for medical condition is to be supplied when the application is lodged.

A database of the properties receiving the special weekly service will be maintained and the continued need for the service will be reviewed in January of each year by way of completing a new application form confirming the on-going nature of the requirement.

Where the need relates to disposal of nappies, this additional service remains free of charge. It is only available for the child's permanent residence and until the youngest child is four years old or out of nappies. Where medical waste is involved the service is free of charge for the duration of the condition generating the need for the service.

Any weekly service requests for children over four-years or other special needs will be considered on a case-by-case basis. The Council may request documentation from a relevant source (i.e. Medical Practitioner) to support the request.

Downsizing and Upsizing

Upsizing or downsizing bin requests can occur by completing an application form and this results in a debit/credit adjustment to be included on the rates/instalment notice for the property.

The application form can be found on the Council's website www.benalla.vic.gov.au

Requests for refuse (general waste) and organics bin types are limited to every 12 months or when the property changes hands.

There is no associated cost in upsizing or downsizing of recycling bins.

Contamination

If a bin is found to hold contaminated or inappropriate material, an educative and enforcement process will commence, escalating as follows:

- In the first instance the bin will be stickered to inform the resident that the incorrect material was placed in the bin.
- In the second instance the Council will send a letter to the property occupier informing them that the bin was again presented for collection with contamination evident.
- In the third instance the bin will be removed from the property for the next collection cycle.
- In the fourth instance the bin will be removed from the property and not replaced until the user commits to abide by the requirements to use the bin correctly. Please note that should the bin be removed, Waste Management charges will continue to accrue on the property as normal.

All costs associated with the removal and reinstatement of the bin after contamination will be passed onto the property owner

Whilst the Council does not wish to take such drastic steps as outlined in the third and fourth instance, the contamination of each of the collection services brings financial penalties to the Council and the broader community.

The misuse of any bin may result in the Council utilising the Community Local Law 2017 provisions and issuing a fine.

Clause 48 under 'Regulation of Household Refuse' states:

A person must not place in any refuse or recycling waste receptacle any material not expressly listed as permitted to be placed in the relevant receptacle by Council in its collection information published from time to time.

Under the current Community Local Law if residents are found to be misusing their bin Council can issue an on the spot fine of \$200. Council may issue a fine where more than two instances of misuse have been found.

The Council's staff will support households, as well as schools and community groups to change behaviours to use the bins correctly.

Refund of Rates for Services not Received

In the occurrence of paid waste rates without a collection ever occurring, the owner of the property may seek reimbursement. Reimbursement at the error of the Council will be up to a maximum of five years, if proven there was not waste collection in place.

Other request for reimbursement will be considered on a case-by-case basis. These reimbursements will be up to a maximum of five years.

Other Groups

High Density Developments

Special consideration may be given to high density developments such as nursing homes, retirement villages and multi-unit development where a reduced collection due to their population density and waste generation can be demonstrated.

Schools, Kindergartens and Child Care Centres

School, kindergartens and child care centres are able to increase or decrease waste management services as required, in the same manner as other businesses.

If required they may have a Council service at the scheduled cost for the year or may hire a private contractor.

Schools, kindergartens and child care centres are encouraged to educate students on appropriate waste behaviours by implementing recycling and organics recycling within the class or care room and demonstrating this philosophy across the premises.

The Council can also assist with providing educational material and arranging tours of various facilities to support the educational program and requests should be directed to the Resource and Recovery Coordinator.

Properties and Reserves managed by the Council and Council appointed Committees of Management

The Council will provide one bin service to each such property at no charge. Additional services will be provided on a fee for service basis.

Charities

Charities that maintain charity bins on private property are responsible for any illegal dumping that occurs. The Council will not generally approve public land for the location of charity bins due to illegal dumping issues.

Public Place Recycling

The Council encourages residents and visitors to practice their home recycling habits when out in the community. To support them, the Council provides street litter bins and is progressively installing recycling bins in high traffic areas.

Events

Special Events Bins

Special events bins may be hired from the Council by way of completing and submitting the application form. The hire rate will be set annually as part of the fees and charges.

Council staff will work with event organisers around the appropriate number of bins required and the correct placement of bins.

Recycling Trailer (for events)

The Council has an events recycling trailer that is available free of charge to encourage recycling at events. Booking the trailer for events is by way of completing and agreeing to the terms and conditions of use, then submitting the application form to Council.

The onus is on the applicant for the security of the trailer and they are expected to take reasonable steps to minimise the likelihood of damage or theft of the trailer and its contents.

Waste disposal charges may apply if the bins are returned contaminated.

Assistance for Natural Disasters

On written direction from the CEO, waste disposal fees may be waived in the event of a natural disaster. Council staff will record the value of the fee waivers associated with the event and this will be reported in the Asset and Infrastructure Department quarterly activity report.

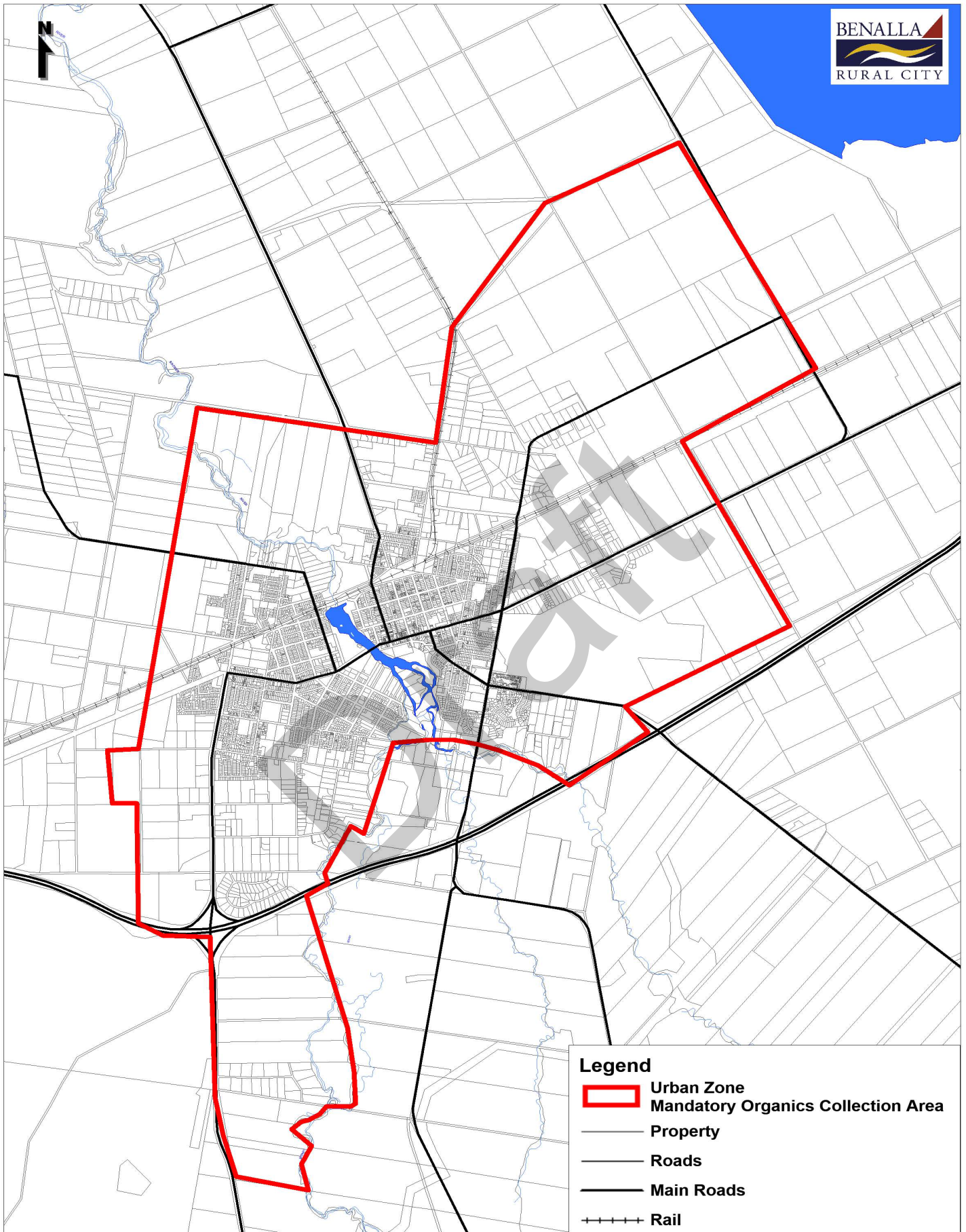
Separation of materials will be required to reduce waste to landfill and maximise resource recovery for processing.

Review

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

Draft

Appendix 1 – Mandatory Organics Collection Area



BENALLA

I:\Gis\Environment\Waste_Collection\PDFs\Final\Benalla_Urban_Mandatory_Organics_Collection_Area_9Oct2014.pdf

Closure of Meeting