

Planning and Development Committee

Agenda

Date: Wednesday 31 August 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

Contents

Acknowledgment of Country	3
Apologies.....	3
Confirmation of the Minutes of the Previous Meeting	4
Business	5
1. <i>Public Question Time</i>	<i>5</i>
2. <i>Planning And Building Approvals – July 2022</i>	<i>7</i>
3. <i>Draft Waste Services Policy – Consideration of Submissions.....</i>	<i>15</i>
4. <i>Assets and Infrastructure Department Activity Report For The Quarter Ended 30 June 2022</i>	<i>19</i>
5. <i>Development Department Activity Report For The Quarter Ended 30 June 2022</i>	<i>27</i>
6. <i>Facilities and Information Technology Department Activity Report For The Quarter Ended 30 June 2022.....</i>	<i>33</i>
Closure of Meeting.....	36

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
	Joel Ingham	Planning 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 22 June 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.

This page intentionally left blank

2. Planning And Building Approvals – July 2022

SF/255

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

PURPOSE OF REPORT

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

Planning Permit Applications Determined under Officer Delegation

File No	Description	Property Address	Decision	
1	DA5217	Construction of a dwelling	1-5 Byrne Street, Benalla	Approved
2	DA7391	Construction of a replacement bridge	Sandy Creek Track, Crown Allotment 2008), Lima South	Approved
3	DA4233	Construction of an outbuilding	4 Arundel Street, Benalla	Approved
4	DA7383	Development of a replacement second dwelling	184 Ethell Road, Lima	Approved
5	DA7393	Use and development of land for a dwelling	121 Lakeside Drive, Chesney Vale	Approved
6	DA7381	Use and development of a dwelling	71 High Street, Baddaginnie	Approved
7	DA5811	Construction of an agricultural shed	2711 Midland Highway, Swanpool	Approved
8	DA7382	Construction of a garage and storage shed	1 Carrier Street, Benalla	Approved
9	DA7379	Use of the land to sell and consume liquor	1 Thomas Street, Benalla	Approved

Planning Permit Amendments Determined Under Officer Delegation

File No	Description	Property Address	
1	DA7290	Alterations to the existing dwelling	136 Arundel Street, Benalla
2	DA5692	Constructions of buildings and works	Benalla Showgrounds, Bridge Street West, Benalla

Planning Permits Issued Under VicSmart

File No		Description	Property Address
1	DA5811	Construction of an agricultural shed	2711 Midland Highway, Swanpool

Planning Permit Applications Determined by the Council

There were no planning permit applications determined by the Council during the month of July 2022.

Planning Permit Applications Withdrawn or Lapsed

File No		Description	Property Address
1	DA7398	Construction of a dwelling	60 Kilfeera Road, Benalla
2	DA7409	Use of land for an event (bicycle race)	Various roads within Benalla Rural City Council

Notices of Decision

There were no Notices of Decision during the month of July 2022.

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.

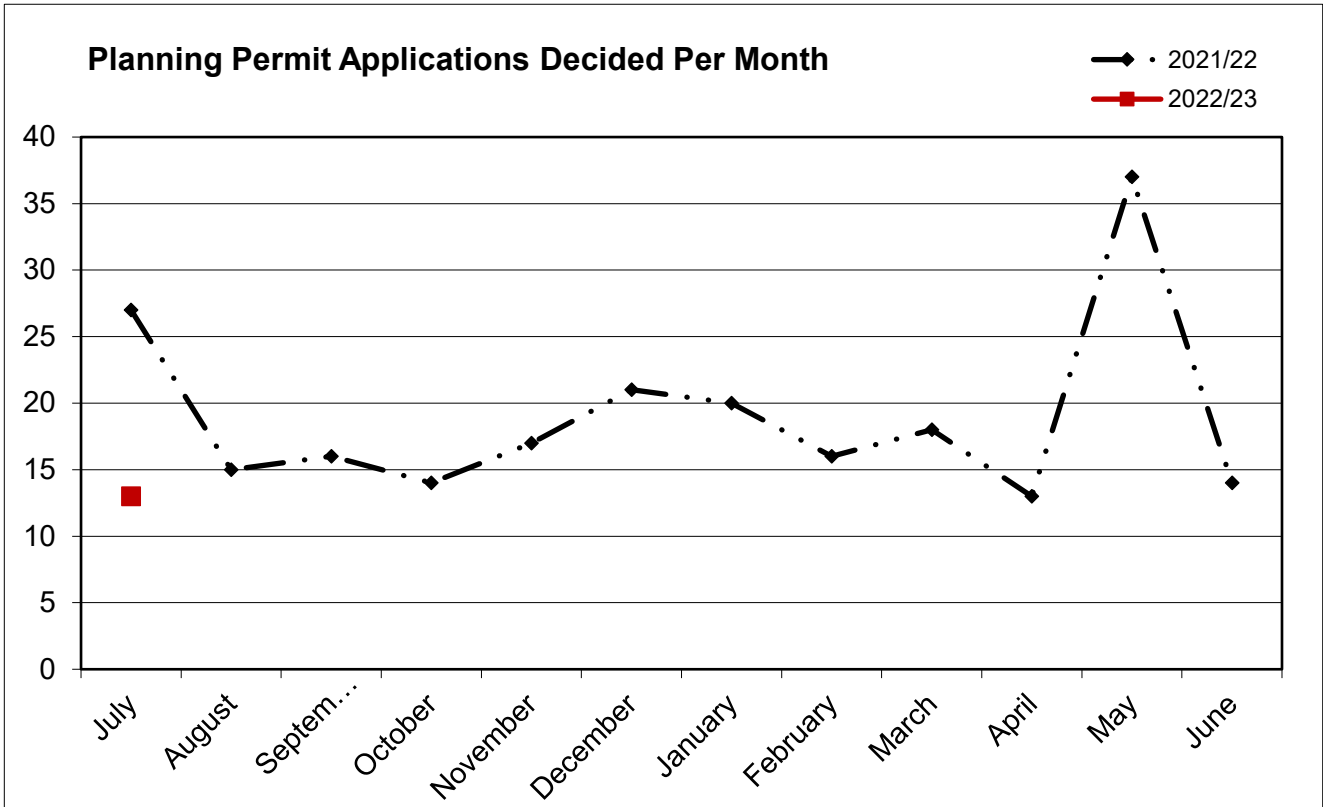
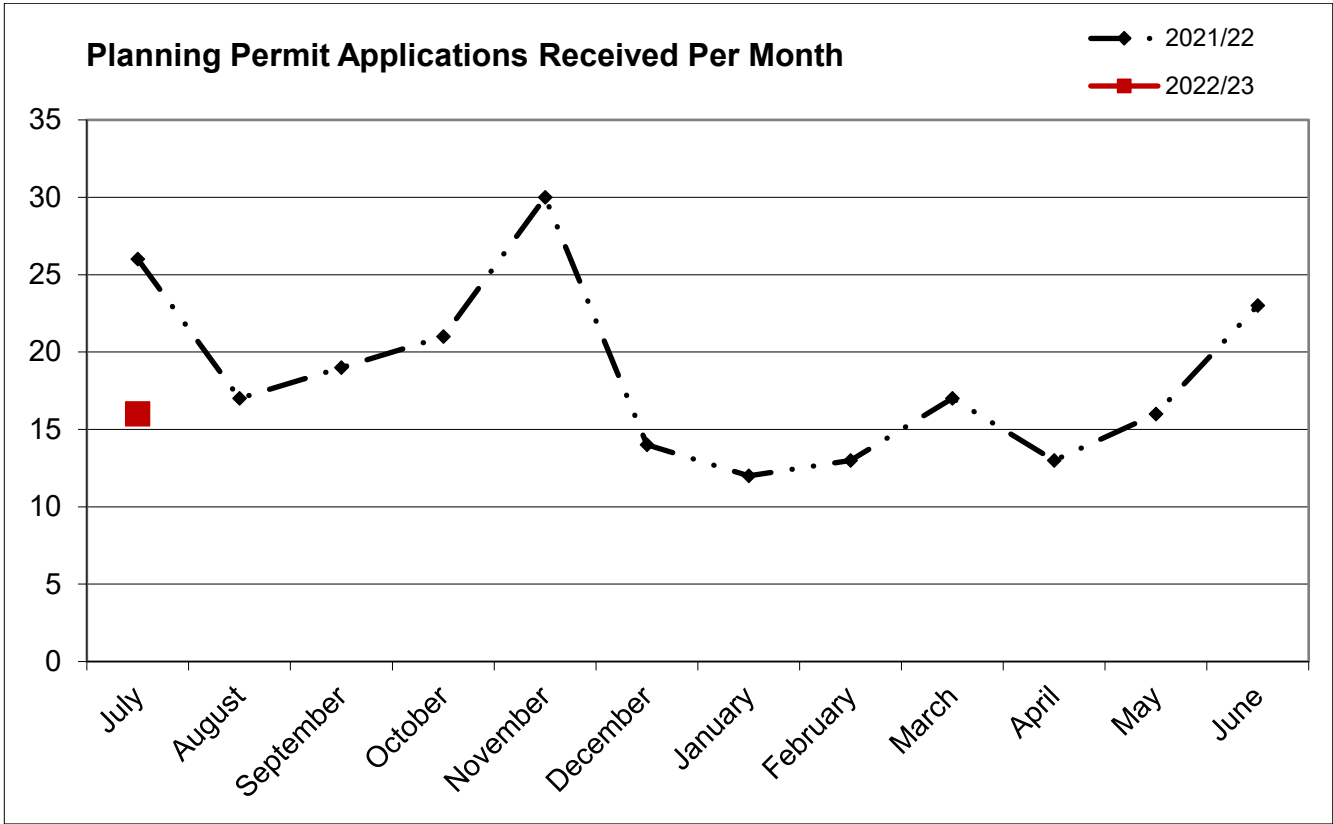
Planning Permit Applications Determined by VCAT

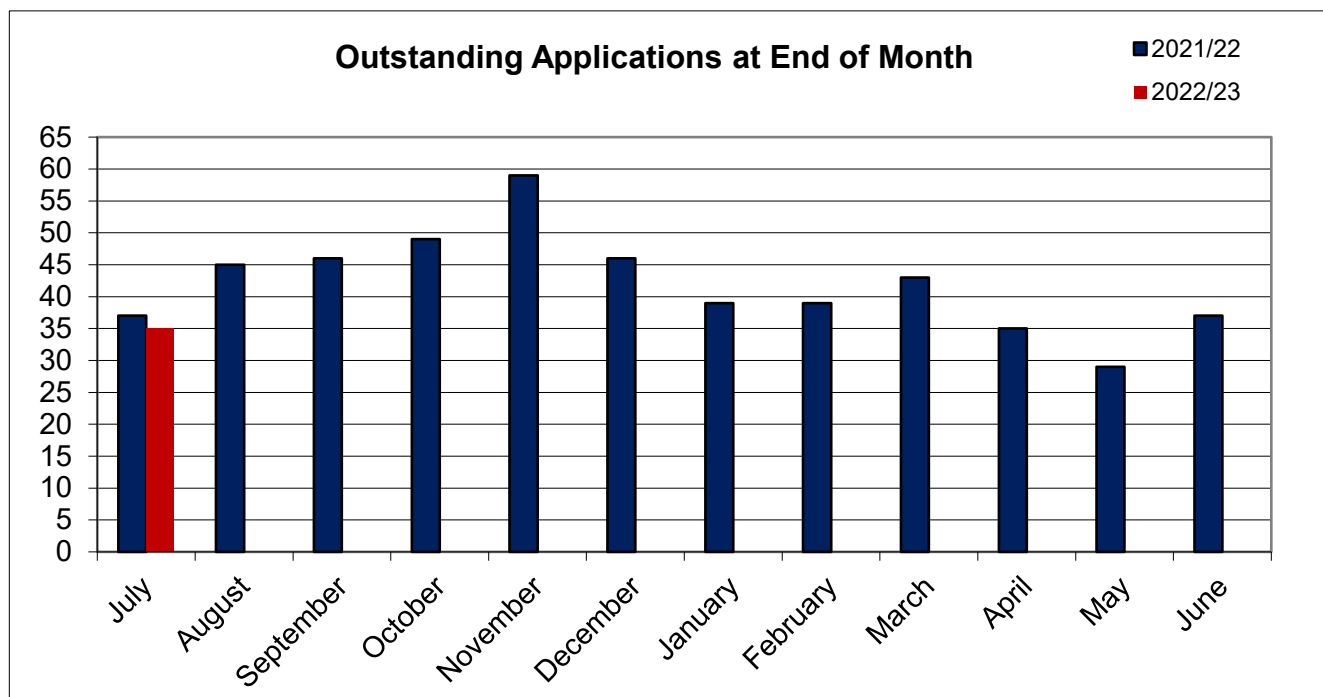
There were no planning permit application determined by VCAT during the month of July 2022.

Matters Before VCAT

DA7055	Use and development of land for a second dwelling at 888 Tatong Tolmie Road, Tatong
Status	At the 18 May 2022 Planning and Development Committee meeting it was resolved that the Council refuse to grant a permit for a second dwelling on the land. The refusal was based on grounds of objection received from the Country Fire Authority. The applicant has lodged an appeal to VCAT. The VCAT hearing has been set for 17 and 20 February 2023.

Planning Permit Applications



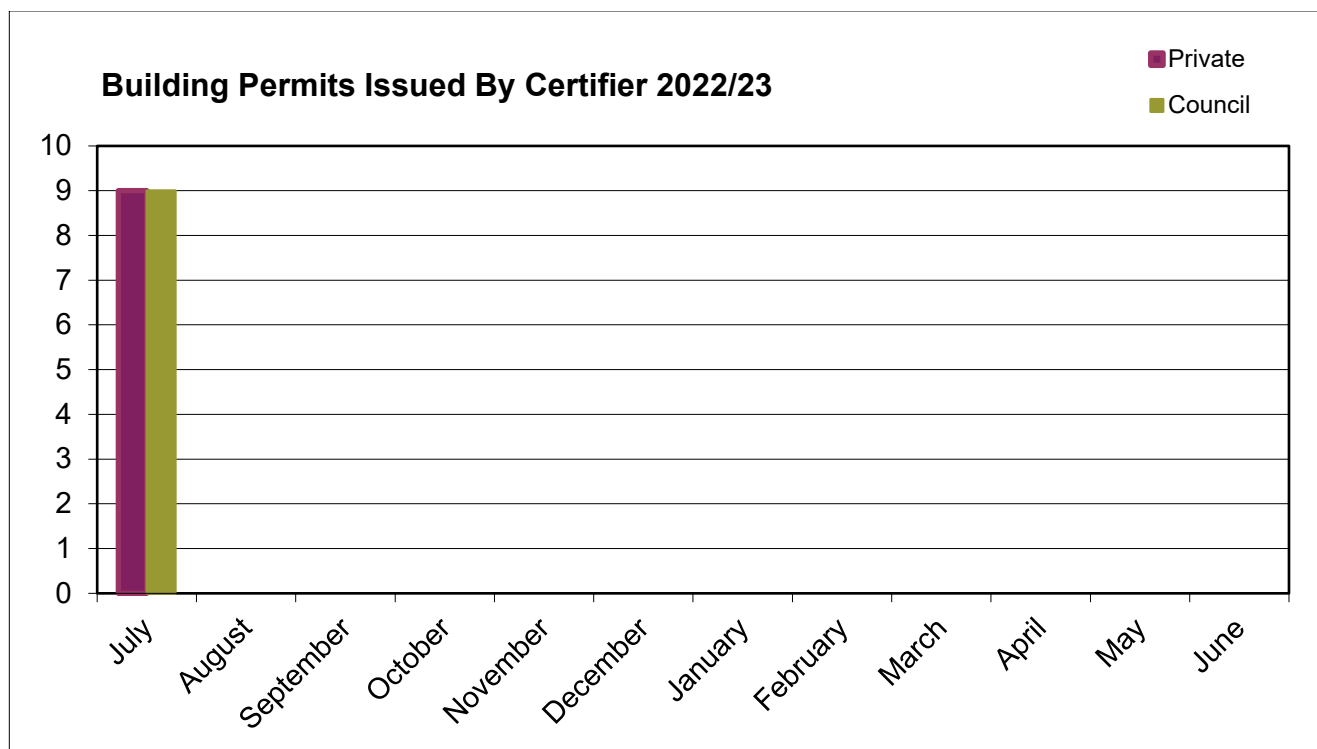


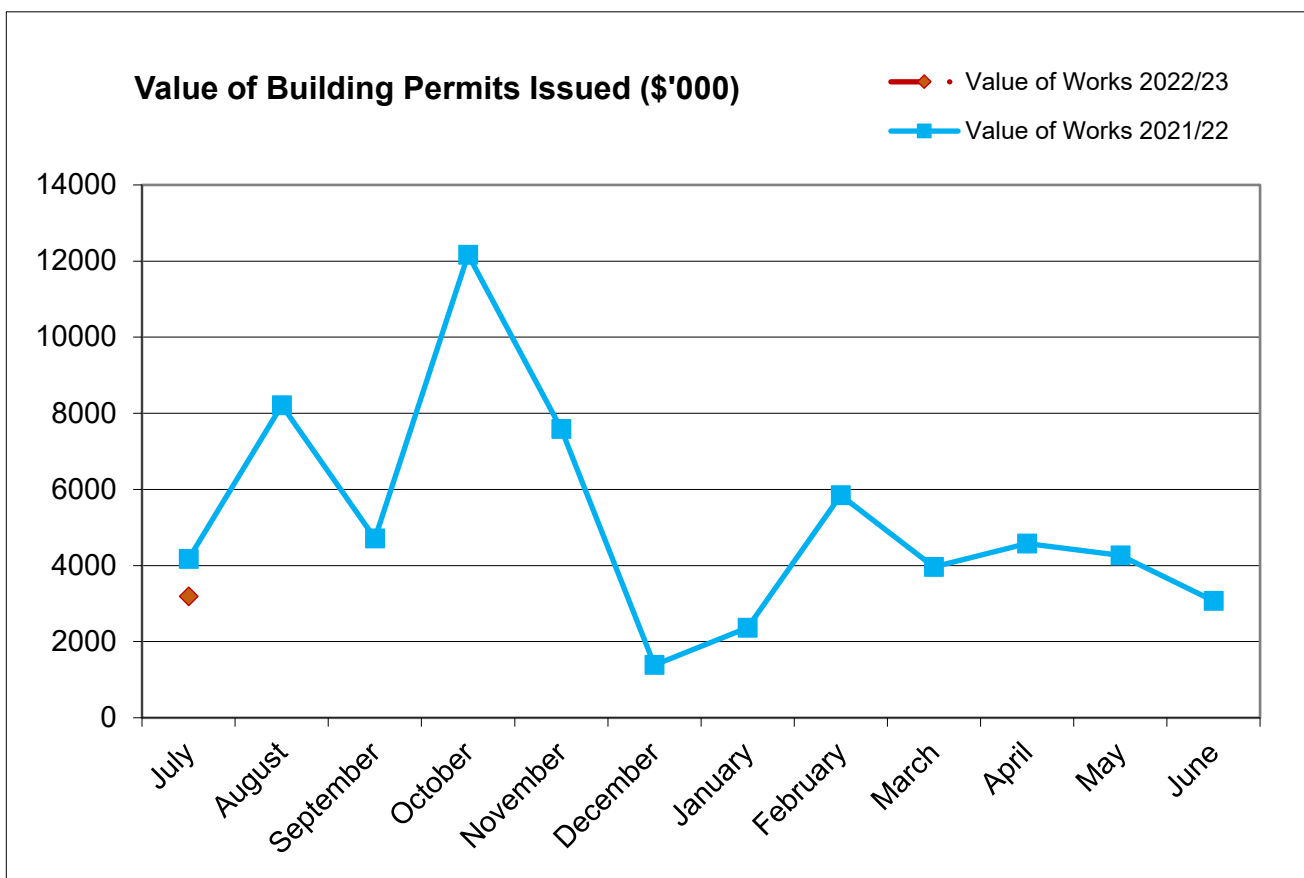
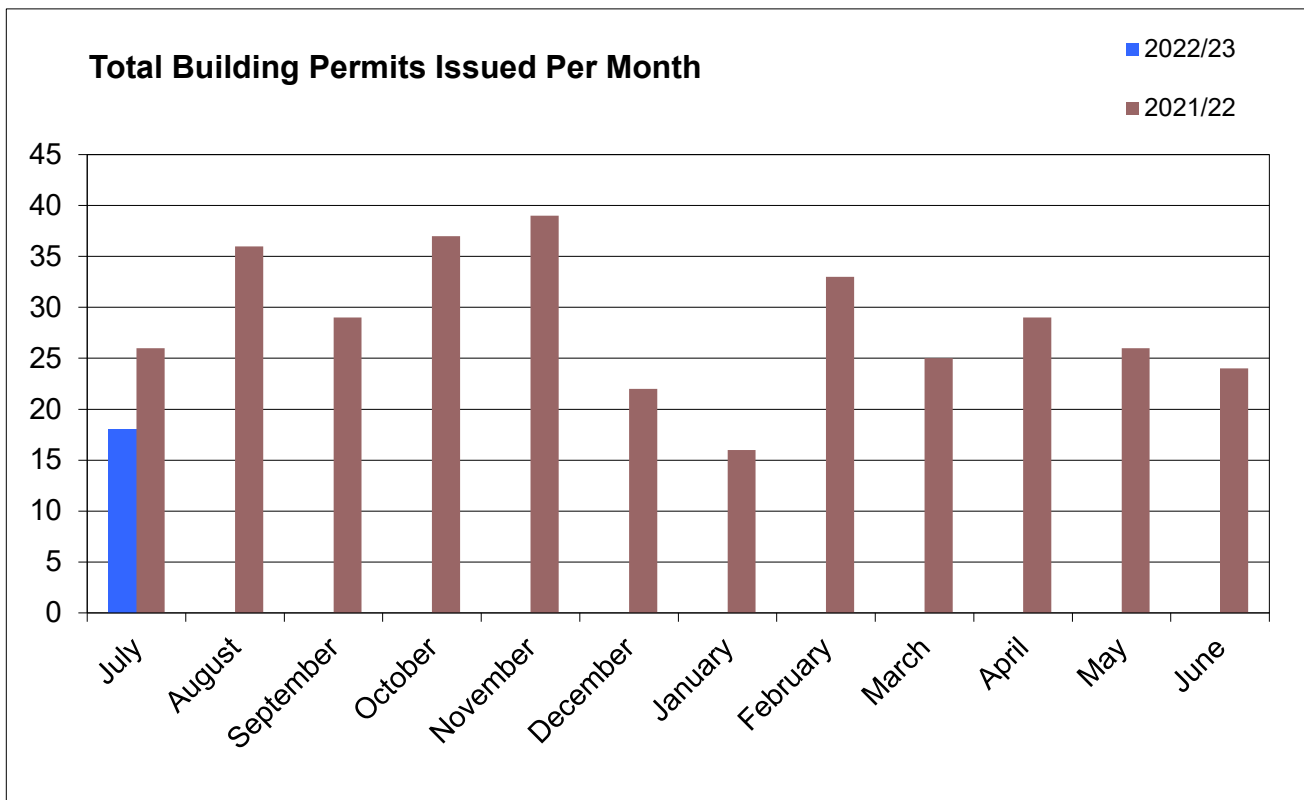
Building Approvals Issued by Council and Private Practitioners

File No	Description	Property Address	Value	
1	DA7382	Alteration to dwelling and construction of new shed	1 Carrier Street, Benalla	\$350,000
2	DA5325	Construction of farm shed	126 Lewis Road, Tatong	\$57,392
3	DA7362	Construction of a dwelling and garage	15 Inglis Road, Benalla	\$350,900
4	DA7137	Construction of a dwelling and garage	16 Riverview Road, Benalla	\$41,023
5	DA2332	Dwelling extension - stage 2 – subfloor to completion	165 Tulley Road, Lima East	\$184,000
6	DA7401	Construction of a farm shed	274 Moorngag Road, Moorngag	\$64,000
7	DA7373	Alterations to the existing dwelling	313 Old Lurg Road, Lurg	\$208,280
8	DA4679/2	Construction of a dwelling extension	423 Glenrowan Boweya Road, Taminick	\$180,000
9	DA7008	Construction of a shed	552 Tarnook Road, Tarnook	\$55,416
10	DA5272	Construction of a dwelling and garage	41 Esperanto Street, Benalla	\$390,235

File No		Description	Property Address	Value
11	DA6827	Construction of a swimming pool and fence	1815 Kilfeera Road, Molyullah	\$57,250
12	DA3776	Construction of a swimming pool and fence	2194 Benalla Tatong, Road Tatong	\$60,675
13	DA5205	Change of use from outbuilding to habitable room	282 Upper Taminick Road, Glenrowan	\$115,348
14	DA7389	Construction of a dwelling, garage and verandah	3 Oak Avenue, Benalla	\$242,000
15	DA7022	Construction of a shed	326 Gandini Lane, Lima East	\$14,750
16	DA7026	Construction of a dwelling and garage	428 Greta Road, Glenrowan West	\$505,477
17	DA7244	Construction of a swimming Pool and Barrier	81 Peck Road, Goorambat	\$53,240
18	DA6826	Construction of a dwelling	94 Clarendon Street, Baddaginnie	\$260,000
Total				\$3,189,986

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.

Recommendation:

That the report be noted.

This page intentionally left blank

3. Draft Waste Services Policy – Consideration of Submissions

SF/5085

Adrian Gasperoni – Manager Assets and Infrastructure

PURPOSE OF REPORT

The report considers submissions received on the revised *Waste Services Policy*.

BACKGROUND

The Planning and Development Committee at its meeting on 22 June 2022, acting under its delegated authority of the Council, resolved:

That the policy/plan be endorsed and placed on public exhibition for a period of at least 28 days.

Public notice of the revised *Waste Services Policy* was given on the Council's website on 23 June 2022 and in the *Benalla Ensign* on Wednesday 6 July 2022.

Feedback was also sought via the Council's website and promoted on social media.

The submission period closed 5pm Thursday 21 July 2022.

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

The revised *Waste Services Policy* is attached as **Appendix 1**.

DISCUSSION

At the close of the submission period three submissions had been received from:

- Michele McCrohan
- Rhona Rose
- Benalla Sustainable Future Group

Submissions are attached as **Appendix 2**.

In accordance with the Council's *Governance Rules 2020*, submitters were invited to address the Planning and Development Committee on 27 July 2022 in support of their submissions.

Submitters did not request to speak in support of their submissions.

The Policy has been updated to reflect current roles, responsibilities, services, etc. No changes to the policy are proposed after considering the formal submission and other feedback received.

A summary of submissions and officer comments can be found in the table below:

No.	Submission	Summary of Submission	Officer Comment
1	Michele McCrohan	<ul style="list-style-type: none"> ▪ Disappointed the policy does not mention use of the local tip or providing tip tickets ▪ No mention of penalties for illegal dumping of waste 	<ul style="list-style-type: none"> ▪ Tipping ‘vouchers’, will be an extra cost to the community and does not meet Policy objectives in relation to minimising waste or increase resource recovery, if in fact encourage extra landfill. ▪ Illegal Dumping is covered under an alternative legislation. Under the EPA Act Litter Enforcement Officers can issue infringements, where there is evidence of rubbish dumping for volumes under 50 litres and provided it is non-dangerous material, outside of those parameters the issue is dealt with by the EPA.
2	Rhona Rose	<ul style="list-style-type: none"> ▪ Council has a role in educating and encouraging residents to create less waste ▪ Establish a repair facility for broken items to be fixed/ repaired ▪ There is a need for a local scheme to recycle x-rays 	<ul style="list-style-type: none"> ▪ Educating the community regarding waste minimisation and resource recovery is certainly a very important role for Council. Council is intending to review the provision waste education with the community and work collaboratively with other Councils to provide a consistent approach across the region. ▪ With the establishment of a Transfer Station at the Benalla Resource Recovery Centre, Council will be able to segregate unwanted items and review the viability of a Recycle/ Shop or similar. ▪ X-ray Recycling is beyond the objectives of the Waste Services Policy and may need to be considered as a greater regional scheme.

No.	Submission	Summary of Submission	Officer Comment
3	Benalla Sustainable Future Group	<ul style="list-style-type: none"> ▪ Aim to reduce consumption, waste and emissions ▪ Recycle building waste and household hard rubbish by opening a second-hand materials centre ▪ Provide more education and community engagement ▪ Provide of provision of recycling of silage wrap ▪ Provide smaller red bins and increase size of organics and recycling bins ▪ Incentivise the use of reusable nappies by introducing the Halvewaste Nappy rebate scheme ▪ All residents could be incentivised to produce less waste through reduced charges. 	<ul style="list-style-type: none"> ▪ Reducing consumption, waste and emissions is included as a Policy Objective. ▪ With the establishment of a Transfer Station at the Benalla Resource Recovery Centre the Council will be able to segregate unwanted items. This could then provide an opportunity to review the viability of a Recycle/Shop or similar concept. ▪ Council is aiming to review the provision of waste education with the community and work collaboratively with other Councils to provide a consistent approach across the region. ▪ Silage wrap recycling is beyond the objectives of the Waste Services Policy and may need to be considered as a greater regional scheme. ▪ Standard allocation of the ‘red’ bins is the smaller 80 litre bin, larger bins available on request and at an increase in cost. Larger bins for both the Organics and Recycling are also available on request and at an increased cost. Under current contract arrangements, increase in size of any bin derives an increased cost to the community. This will be reviewed with future kerbside collection service contracts and arrangements. ▪ Although the concept goes some way to encouraging minimising waste and reduction to landfill waste, the nappy rebate has not been considered for inclusion in the Policy due to administrative complexities and additional costs to Council. ▪ Council's recent philosophy has been to increase costs for general waste to try and incentivise the community to recycle and produce less waste, it is unclear how lowering the costs would encourage less waste production.

COUNCIL PLAN 2021-2025 IMPLICATIONS**Leadership**

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

COMMUNITY ENGAGEMENT

The revised *Waste Services Policy* was subject to community engagement in accordance with the Council's *Community Engagement Policy*. Community engagement for the *Waste Services Policy* was undertaken at the 'consult' level under the International Association for Public Participation's IAP2 public participation spectrum.

FINANCIAL IMPLICATIONS

The review, update and 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*.

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

The revised *Waste Services Policy* will be considered for adoption at the Council Meeting on 7 September 2022.

Recommendation:

- 1. That the report be noted.**
- 2. That the *Waste Services Policy* be considered for adoption at the Council Meeting on 7 September 2022.**

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.

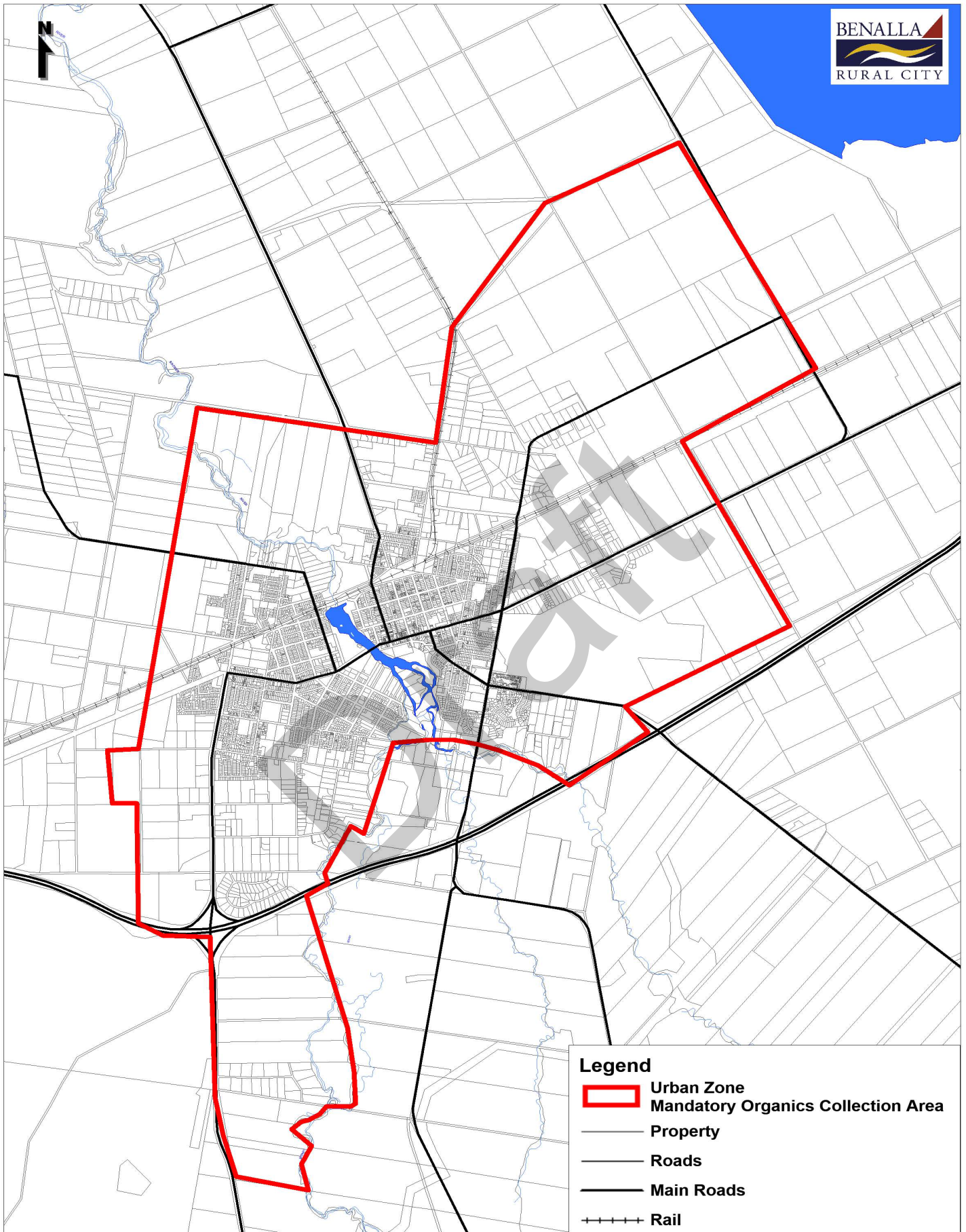
Separation of materials will be required to reduce waste to landfill and maximise resource recovery for processing.

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

From: no-reply@harvestdp.com
To: [Benalla Council Email](#)
Subject: Draft Waste Services Policy Submission
Date: Monday, 27 June 2022 8:00:20 PM

Draft Waste Services Policy Submission

Submission received via the Have Your Say website.

Submission:

The policy seems clear. I'm disappointed that there appears to be no mention of the use of the local tip, the possibility of residents being provided with complementary tip tickets or mention of penalties for illegal dumping of waste by residents.

Name

Michele McCrohan

From: no-reply@harvestdp.com
To: [Benalla Council Email](#)
Subject: Draft Waste Services Policy Submission
Date: Wednesday, 6 July 2022 10:38:21 PM

Draft Waste Services Policy Submission

Submission received via the Have Your Say website.

Submission:

- *Council has a role in educating and encouraging residents to create less waste.
- *Establish a repair facility in Benalla to repair items such as toys, white goods, bikes, furniture, clothing, garden tools. Such a facility could teach residents the skills needed to repair items themselves and so have an added social benefit.
- *Are locally collected materials actually re-cycled? If so how and where?
- *When residents know how waste is recycled, they are more likely to comply with sorting waste.
- *There is a need for a local scheme to recycle x-rays.

Name

Rhona Rose

From: no-reply@harvestdp.com
To: [Benalla Council Email](#)
Subject: Draft Waste Services Policy Submission
Date: Tuesday, 19 July 2022 10:31:22 PM

Draft Waste Services Policy Submission

Submission received via the Have Your Say website.

Submission:

Benalla Sustainable Future Group has worked as a team to put forward our submission attached, on Council's Draft Waste Services Policy. We believe it is an important area and one that all residents can contribute to without too much effort.

We acknowledge the work already done by Council to reduce waste including introduction of the Organics bin, and adopting the practice of swapping single use plastic for less waste-producing options at Council events.

We believe that any waste services policy needs to be formulated not in isolation, but in the current context of

- Australia's aim of Net Zero Emissions by 2050,
- The State of the Environment Report 2022 <https://soe.dceew.gov.au/> ,
- The latest Intergovernmental Panel on Climate Change Report, <https://www.ipcc.ch/assessment-report/ar6/>

We hope Council will "Think Global, Act Local".

BSFG's submission outlines several initiatives which would help our community progress towards zero waste, and contribute towards our local, national and global responsibilities.

We would welcome their implementation across Benalla Rural Council's rural and urban settings.

Name

Benalla Sustainable Future Group

I am happy to be identified in the public submissions report.

Yes

Upload supporting document (if applicable)

- [BSFG_submission_Waste_Policy_2022.docx](#)

TOWARDS A ZERO WASTE SOCIETY:

Benalla Sustainable Future Group: Submission to BRC Waste Services Strategy 2022

COUNCIL OBJECTIVES

Benalla Sustainable Future Group would like to work with Council to achieve the Council's Objectives.

This submission outlines some ideas in line with Councils' objectives of

"ensuring Council plays a leadership role in

- driving sustainable waste management
- continuing to assist the community to minimise waste
- increasing resource recovery
- continually striving to find alternatives to landfill disposal"

("Have Your Say", Draft Waste Services, Background Information)

REDUCING CONSUMPTION, WASTE & EMISSIONS

With Australia's Aim of Net Zero Emissions by 2050 we believe all levels of government need to be acting with urgency to reduce emissions. <https://eciu.net/netzerotracker>

Councillors would be aware that our consumption expenditure includes large amounts of scope 3 emissions. <https://www.carbontrust.com/resources/briefing-what-are-scope-3-emissions>

Reducing consumption reduces emissions. Reducing consumption is also the key to waste disposal issues.

Repairing and reusing things would reduce emissions and landfill. Benalla residents would benefit from the Repair, Reuse, Borrow and Swap ideas from Moreland Council. BRC, our environment and residents would benefit from the reduced landfill and emissions that would result.

Council could take a lead in educating and encouraging the Community around Repair, Reuse, Borrow and Swap actions to reduce waste. Could Council offer a space to establish a repair café?

<https://morelandzerocarbon.org.au/zero-waste/repair-reuse-borrow-and-swap/>

BUILDING & CONSTRUCTION WASTE, and HOUSEHOLD HARD RUBBISH

A huge amount of locally generated waste comes from the building industry including renovations and demolitions.

To reduce the amount of these waste types of going to landfill, and to encourage re-use of materials where possible, we suggest a Council-operated facility for second-hand building materials and fittings for house/garden as an adjunct to Benalla's Landfill and Resource Recovery Centre. Items would be donated or purchased by community, with proceeds going to the running of the second-hand materials centre.

Examples of this model or similar

- The Rediscovery Centre, Alice Springs – listed under the Alice Springs Town Council website, adjacent and linked to the Alice Springs Regional Waste Management Facility.
- Wangaratta Drive in Salvage Centre / Timber Yard (was privately operated, now not operating)
- Canberra's Recycling Centre in Mitchell, with The Green Shed having second hand reusable building materials. <https://www.cityservices.act.gov.au/recycling-and-waste/drop-off/RMC>
<https://thegreenshed.net.au/>

The second-hand centre would also be an alternative to the suggested Kerbside Hard Rubbish Collections which were rejected by Council as not meeting objectives of waste minimisation or resource recovery. The second-hand centre would meet the 4 Council objectives above (“Have Your Say”, Draft Waste Services, Background Information), and would

- encourage “the introduction of a more focussed hard waste collection in line with ‘circular economy’ objectives” (Agenda 22 June 2022 Planning & Development Committee Meeting, Hard Waste)

It could foster resourcefulness in residents, and encourage people to value materials and items more, leading to less throwing out, and more re-use. Business could be encouraged to join this circular economy.

LEADERSHIP, COMMUNITY ENGAGEMENT, COMMUNITY EDUCATION

We believe there is room for improvement under Council Plan 2021-2025 Implications - Leadership – Engaged and Informed Community.

It is disheartening to see Recycle bins out for collection, containing plastic bags, polystyrene, clothing and household glassware among other non-recyclable items.

Are ALL plastic bottles and containers marked 1 to 9 and just a triangle, actually recycled from Benalla, as indicated on Council website/Recycling/Be a Good Sort: “plastic bottles and containers marked with the recycling symbol into your recycling bin”? What lids, if any, can go into the recycle bin, and how should they be packaged to ensure they can be recycled (rather than single lids floating around the bin)?

We note that the Wangaratta Transfer Station website lists soft plastics and hard plastics with codes 2, 4 & 5 separately for free drop off.

Residents appear to need more visible, clear, regular, accessible reminders about what can be recycled in the yellow lid Recycle bin, especially when changes occur. More visible information about where our Organic bin contents goes would also help residents understand their role better. Does it go to an industrial composting system that conforms to the AS4736 standard, and what can go into it?

Council Newsletter, letterbox dropped, could include more regular information on recycling and waste disposal especially for residents who don’t have the digital literacy to search for it.

At the same time, regular updating of Council’s website would assist with community engagement. (BRC website/Your Community/ Landfill, Waste & Recycling/Waste Management & Minimisation Strategy 2014-2019)

Indigo Shire’s website is clearer, and contains initiatives like Plasticwise Indigo and Waste Education. The pictures help with community engagement by adding visual messaging.

<https://www.indigoshire.vic.gov.au/Residents/Bins-rubbish-and-recycling>

Rural and Urban Residents could benefit from more Council education, initiatives and leadership about Waste management and reduction in all settings. BSFG would like to help Council to change thinking around waste disposal. Some examples of inappropriate practices that cost the environment therefore cost us all:-

- Rubbish thrown from car and truck windows, on roads leading out of town and on our highways.
- Old car bodies, fencing wire, sometimes dead animals used to fill creek erosion gullies.
- Hard rubbish dumped in the Reef hills.
- Mattresses piled up and left to rot in a paddock within the town boundary, near a council drain easement leading to the Broken River.

Household Items not accepted in residents' bins or Benalla Transfer Station

In Benalla there is a confusing array of different locations and charges for residents to take small items not accepted at Benalla Landfill or as recycling in the yellow lidded bins. One location (Benalla Landfill & Resource Recovery Centre) with different bins could encourage better recycling in Benalla as at the drive-through at Wangaratta Transfer Station.

Free collection of the following are offered at Wangaratta, but are not offered or are charged for at Benalla:

- Soft plastics
- Household batteries
- Chemicals and Liquids- Could Benalla arrange weekly ChemClear/DrumMuster collection as Wangaratta?
- Paints and Solvents- Could Benalla arrange weekly ChemClear/DrumMuster collection as Wangaratta?
- Empty Paint Cans – not clear on website if there is a charge?
- Fluorescent light globes
- All E-Waste and Whitegoods (except fridge, freezer, aircon)

Public place Recycling

Encouraging recycling and reducing throw-away behaviour when out in the community – could Council:

- Initiate a 'Plastic Bottle Free Town' program?
- Encourage hospitality take-away businesses to use recyclable or compostable packaging and cutlery (following Council's lead)
- Provide clear, accurate labelling about what to put in each bin when "progressively installing recycling bins in high traffic areas". (p 7 CP 27 Waste Services Policy)
- Investigate appropriate bins for compostable waste in public places.

Advocating

Could (or does?) Council lobby for

- "Return to point of sale" for things like chemical containers (farm and domestic), silage wrap, polystyrene packaging.
- Increased manufacturer's responsibility around waste and recycling.
- Rigorous controls on labelling for recycling, compost ability.
- Consistency between Councils and States.
- Controls on imported packaging on items, and packaging on imported items.

MINIMISING ENVIRONMENTAL IMPACTS OF RURAL AND URBAN WASTE

Provision of Recycling for Silage Wrap.

"0" results come up when searching "Silage Wrap" on BRC Council website.

Silage Wrap is an environmental problem when burnt or buried, and would take up large volumes of space in landfill.

Unless or until "Return to Point of Sale" ability exists, Council could assist farmers to care for our environment and reduce landfill costs, by offering a collection point for silage wrap. The EPA Poster "What to do with Farm Wastes" instructs farmers to contact their local council or transfer station for recycling programs.

Benalla Council could

- Lobby for point-of-sale return of silage wrap.
- Contact "Plastic Forests" who offer free recycling of silage wrap and PP twine in Albury, with the view to providing a collection point in Benalla, and organising transfer to Albury. Plastic Forests have a section asking councils to contact them for further info.

- Investigate Dairy Australia's trials of silage wrap recycling, as a potential alternative.
- Provide pro-active leadership in problem waste areas such as this, by research, advertising initiatives and helping farmers to reduce environmental waste.

Preventing Urban Street Litter Entering the Broken River

Every rain event brings litter from streets into the West Main Drain and from there into the Broken River. Since 2004, residents have collected large quantities of litter from the drain between Boger St and the Broken River. They have also written to the BRC CEO 2004, the Environmental Officer 2011, and submitted to the BRC Environmental Values and Behaviours Survey 2011. There are photos to document the volumes of rubbish which continue, yet no prevention strategy from Council is apparent.

As previously requested, could there be a gross pollutant trap on the West Main Drain at Boger St, as there is behind the Scout Hall, to prevent Benalla's rubbish from leaving Benalla?

A 'Plastic Bottle Free Benalla' would also reduce river rubbish considerably.

BIN SIZES & COLLECTION FREQUENCY, REDUCING WASTE.

Smaller Red Bins, Nappies

Could Council investigate further, incentives to use cloth nappies, keeping disposable nappies out of landfill? (Agenda 22 June 2022 Planning & Development Committee Meeting, Nappy Rebate)

Residents have had time to adapt to the green lid Organics bin, and 2 weekly collections of Recyclables and Rubbish bins. Is it time to further incentivise correct use of Recycle and Organics bins by increasing their sizes without additional charge, and to dis-incentivise use of the Red lidded Rubbish bins by decreasing their size at the same time?

An incentive to use cloth nappies instead of disposables, could include increased costs for a larger red lidded Rubbish bin, above the new reduced sized Rubbish bin. A better alternative may be for BRC to be part of the Halvewaste Nappy rebate scheme initiated by AlburyCity Council, City of Wodonga and the Shires of Indigo, Federation, Greater Hume and Towong. <https://halvewaste.com.au/cloth-nappies-vs-disposable-nappies/>. We note that Glenroy is listed as a suburb involved, so distance from Albury is not an issue.

Special Needs Waste Collections could be applied for with supporting evidence (p 5 CP 27 Waste Services Policy) to use a bigger Rubbish bin, or to have weekly collection.

Incentivising Waste Reduction, Composting.

As Special Needs Waste Collections can be varied, (p 5 CP 27 Waste Services Policy), could Council investigate the potential efficiency and waste-reduction gains in implementing a user-pays rating charge for bin collection frequency? Some residents already work to reduce their consumption of packaging and consumption in general, minimising their waste in any of the bins, so need less frequent collections. All residents could be incentivised to produce less waste through reduced charges. This would need to be done in a way that does not increase dumping, by

- increased surveillance and penalties,
- a well-publicised 24/7 dumping/littering hotline for reporting which residents can save to their phones (and is more visible and quicker to find than by reporting online on the BRC website under "Report a Problem").

Composting at home could be encouraged by BRC, through education, demonstrations and providing access to home composting bins for those with minimum resources. Benefits are for BRC, the urban environment and residents.

4. Assets and Infrastructure Department Activity Report For The Quarter Ended 30 June 2022

SF/1242

Adrian Gasperoni – Manager Assets and Infrastructure

PURPOSE OF REPORT

The report presents the activities of the Assets and Infrastructure department for the quarter ended 30 June 2022.

Assets and Infrastructure

Assets and Infrastructure continued to provide maintenance throughout our municipality, as well as undertaking capital works projects.

The quarter provided some challenges within our rural areas of the municipality with emergency works being undertaken to address significant damage caused by the storm event in January 2022.

Highlights for the quarter are detailed below.

Operations

- Carried out stabilisation works in Murray Road and Ackerly Avenue, Benalla to repair failed road surface.
- Carried out major repairs to a bridge at Evan Lane, Tatong.
- Supplied traffic management for the ANZAC Day Parade in April 2022 and the Winton V8 Supercars event in May 2022.
- Completed line marking throughout the township, including accessible parking bays, bike lanes and school crossings.
- Replaced approximately 22 squared meters of failed concrete footpath in Salisbury Street, Fawckner Drive and Cowan Street, Benalla
- Completed drainage works in Saleyards Road, Benalla.
- Completed Rural fire plug inspections.
- Completed Urban A fire plug inspections.
- Completed Urban B and D link, collector and access road inspections.
- Completed Urban A and B link and collector road inspections.
- Completed brush cutting and spraying of the east main drain from Sydney Road to Witt Street, Benalla.
- Completed grading of more than 80 kilometers of unsealed roads.
- Completed the annual autumn leaf collection of the deciduous trees.

Parks and Gardens

- Installed tables and seating in Goorambat, Devenish and Swanpool townships as part of the Outdoor Activation Fund projects.
- Removed eight trees and performed maintenance of trees uplifting roads and footpaths in Benalla and the rural townships.
- Signs are installed and being maintained as part of the Aboriginal Gardens Redevelopment Project.
- Updated the 2022 Committee of Management User Agreements and attended two Committee of Management meetings.
- Updated the maintenance agreements with Goorambat Fire Brigade and Devenish Memorial Sports Club.
- Commenced procurement for the Benalla Library Shelter.
- Commenced specifications and procurement for the Playground redevelopment.
- Completed leaf collection for the deciduous trees in the Benalla Botanical Gardens.

Waste

- 53V biannual environmental audit undertaken.
- Quarterly gas, groundwater and leachate monitoring of the Landfill completed.
- Held a free green waste weekend in May 2022.
- RSD Audit of aftercare costing completed.
- Implemented new data platform (TOUSTONE) set up by regional waste groups to improve better data reporting and sharing.
- Acceptance of proposed operations manual from Envirosolve, as per recommendation from environmental Auditors.
- Completed the final acquittal report for the last stage of funding from Department of Environment, Water, Land and Planning to be released for the Transfer Station at the Benalla Landfill.

January Storm Event

The storm event in January 2022 caused significant damage to both sealed and unsealed roads, drainage and other infrastructure mainly throughout the north and north eastern areas of the municipality. Significant effort was undertaken in assessing the damage and undertaking ‘emergency works’ on particular areas of concern to ensure the general safety of the community was maintained and the functionality of the road network was not significantly compromised.

Further work to repair all the damage resulting from the storm event will continue throughout the 2022/2023 financial year.

Asset Management

The following table outlines requests for works received through the Asset Edge - Reflex program of inspection and Customer Request Management System.

Task	June 2021	Sept 2021	Dec 2021	March 2022	June 2022
Defects overdue on roads and drains - safety only:					
Link roads	0	0	1	3	1
Collector roads	4	2	0	3	1
Access roads	0	0	0	5	2
Defects overdue on footpaths - safety only	0	1	0	0	1
Defects rectified - routine maintenance and safety – road, footpath and parks	221	99	478	230	286
Defects and maintenance - items outstanding - road, footpath and parks	169	258	286	3	374
Unsealed roads graded (km)	106	124	150.3	125	80
Sealed road shoulders graded (km)	2	0	4.2	0	0

COUNCIL PLAN 2021-2025

Community

Strategy	June Quarter Update
<p>Partner with key stakeholders, such as Victoria Police to promote and enhance community safety including for mobility scooter users, cyclists and pedestrians.</p>	<p>Manger Assets and Infrastructure facilitates and Chairs the Benalla Local Safety and Traffic Liaison Committee (LSTL) Meetings which are held on a bi-monthly basis.</p> <p>The BLSTLC is a valuable stakeholder forum to discuss local safety issues mainly around footpaths, roads and associated issues including but not limited to mobility scooter users, cyclists and pedestrians.</p>

Livability

Strategy	June Quarter Update
<p>Advocate and plan for street lighting, shade, seating and pedestrian crossings that support current growth and development and enhance safety and outdoor engagement.</p>	<p>Continue to advocate for enhancement in street lighting, improved and safer pedestrian facilities including crossings and improvements in public spaces through maintaining shade and seating.</p>
<p>Maintain and develop sport and recreation facilities and reserves, parks, gardens, playgrounds, and walking and cycling paths to increase passive and active community participation and social connection.</p>	<p>Pathways are currently being constructed and further pathways are being planned to be constructed to provide better access to community facilities and for the provision of increased passive and active social connections.</p> <p>Together with our communities stakeholders will continue to maintain and enhance our sporting and recreational facilities and amenities.</p>
<p>Maintain the amenity and cleanliness of townships, public spaces, roadsides and community facilities.</p>	<p>The amenity and cleanliness of our townships, public spaces, roadsides and community facilities will continue to be maintained through well planned and programmed maintenance regimes.</p>
<p>Ensure open spaces and public places in existing and developing communities are thoughtfully planned, connected, green, sustainable, accessible, engaging and inclusive and consider the needs of an ageing community.</p>	<p>Open Spaces and Public Spaces will continue to be maintained and developed through well planned infrastructure and facilities to ensure connectivity, sustainable accessibility and inclusive for all including our ageing sector.</p>
<p>Beautify streetscapes, landscaping, signage and town entrances.</p>	<p>Currently planning to redevelop Bridge Street, Benalla through landscape and streetscape improvements. Ongoing focus with maintaining and improving entrances to our townships through improved signage and streetscape work will continue.</p>

Strategy	June Quarter Update
<p>Deliver and maintain accessible and safe footpaths and cycle paths in existing and new neighbourhoods.</p>	<p>Continual review of Council's path network is paramount identifying any improvement opportunities including improving connectivity.</p>
<p>Maintain and improve drainage, bridges, parking and road networks to meet the needs of the current and future population.</p>	<p>Maintain and strive to improve our civil infrastructure through ongoing commitment with our renewal program and ongoing periodical inspections and conditions assessments, to ensure assets are meeting community expectations.</p>

Economy

Strategy	June Quarter Update
<p>Support a circular economy to improve business productivity and reduce waste.</p>	<p>Continuing commitment to support circular economy is evident through our focus on improving our resource recovery and waste practices, including the recent construction of our Transfer Station, which is due to open later this year.</p>

Environment

Strategy	June Quarter Update
<p>Actively promote responsible behaviours to reduce waste.</p>	<p>Active member of the North East Regional Waste Group. Participation through the Group provides Council opportunities to improve and enhance behaviours, through innovative ideas and practices to reduce waste not only locally within our own municipality, but across the greater region.</p>
<p>Provide efficient and sustainable waste management services.</p>	<p>Working in conjunction with the North East Region Waste Group who are currently exploring opportunities in developing collaborative partnerships across the region in the endeavour to improve sustainable and enhanced waste management services.</p>

FINANCIAL IMPLICATIONS

Operating Budget result for the period ending 30 June 2022

	Notes	2020/21 Actuals	2020/21 Budget	2020/21 Variance
Capital Projects Support		\$221,382	\$271,849	\$50,467
Operations Support	1	(\$1,165,578)	\$546,972	\$1,712,550
Plant Operations	2	(\$61,191)	(\$198,699)	(\$137,508)
Operations and Capital Grant Income	3	(\$3,724,073)	(\$7,323,722)	(\$3,599,649)
Sealed Roads	4	\$2,516,059	\$2,696,398	\$180,339
Unsealed Roads	5	\$1,785,981	\$1,457,953	(\$328,028)
Bridges		\$566,677	\$592,146	\$25,469
Drainage	6	\$681,716	\$568,523	(\$113,193)
Mechanics Workshop	7	\$53,076	\$85,130	\$32,053
Street Cleaning	8	\$56,085	\$41,879	(\$14,206)
Roadsides		\$441,764	\$438,023	(\$3,740)
Parks and Gardens	9	\$1,124,749	\$1,053,204	(\$71,545)
Asset Management Services	10	\$123,287	\$240,019	\$116,732
Landfill	11	(\$1,904,134)	\$1,482,809	\$3,386,943
Kerbside Waste	12	(\$1,308,038)	(\$1,498,358)	(\$190,320)
Recreation	13	\$184,544	\$238,557	\$54,013
Total		(\$407,693)	\$692,683	\$1,100,376

Notes:

1. Favourable variance due to receipt of grant funding higher than budget forecast.
2. Unfavourable variance mainly due to higher than expected budget forecast for plant operating costs.
3. Favourable variance due to receipt of grant income funding earlier than expected.
4. Favourable variance due to expenditure slightly below budgeted forecast.
5. Unfavourable variance primarily due to higher than budget forecast directly associated with wet weather.
6. Unfavourable variance mainly due to higher than expected depreciation costs.
7. Favourable variance mainly due to lower than expected expenditure compared to forecast.
8. Unfavourable variance mainly due to higher than expected budget forecast for salary and oncosts.
9. Unfavourable variance primarily due to higher than expected plant operating costs.
10. Favourable variance mainly due to lower than expected budget forecast for salary and oncosts, materials and internal plant hire costs.
11. Favourable variance due to higher than expected budgeted forecast for revenue (fees and charges), grant income and lower than expected operational costs.
12. Unfavourable variance mainly due to higher than expected operational expenditure.
13. Favourable variance mainly due to grant funding not budgeted for.

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

This page intentionally left blank

5. Development Department Activity Report For The Quarter Ended 30 June 2022

SF/255

Nilesh Singh – Manager Development

PURPOSE OF REPORT

The report presents the activities of the Development department for the quarter ended 30 June 2022.

Strategic Planning

- Funding has been secured from the State Government to undertake a review of the Benalla Planning Scheme. A draft planning scheme review report is currently being prepared by the Regional Planning Hub after consultation with internal Council Departments, external authorities and Councillors.
- Funding has been secured from the State Government for a Heritage Study for the municipality. The heritage study will be subject to consultation and a consultation plan is being prepared for approval of the Council at an upcoming Planning and Development Committee meeting.
- Funding has been secured for an Urban Growth Plan within the west and north west portion of Benalla. Council is currently undertaking a tender process to engage a suitably qualified planning consultancy to process the work required for this plan.

Statutory Planning

- 55 applications received during the quarter.
- 62 applications decided during the quarter.
- 83.87 per cent of applications were decided within statutory timeframes.
- 401 phone calls received.

Building Surveying

- 522 phone calls received.
- 162 building inspections conducted.
- 42 building applications processed.
- 49 building applications lodged by private building surveyors.
- 114 building certificates issued.

Public Health

- A review of Streatrader accounts is underway in preparation for movement across to the new statewide FoodTrader database that will monitor and support the food preparation activities of all food businesses and community groups. Some premises types also require reclassification to lower risk categories where applicable.

Compliance

- Impounded 65 domestic animals for the quarter.
- Received 97 related cat and dog requests by the community.
- Returned 27 cats and dogs to their families.

Emergency Management

- The MEMPC (Committee) has been working steadily on the development of the new MEMP (Plan). Multiple meetings have been held to ensure all-agency input. The plan has passed the initial assurance stage and has been forwarded to the Regional Approval team.
- The scoping committee has met both in the office and on-site with CARDNO staff to progress the Winton Township Flood Study.
- Delivery of the Caseys Weir pump has been delayed due to engineering issues with the automatic standpipe. Delivery of the pump is expected before summer.

Manager Development**Septic Tanks**

- 50 'Permit to Install' issued.
- 36 'Certificate to Use' issued.
- 204 septic inspections conducted.

Engineering Referrals for Planning Permit

- 45 applications referred to Manager Development for engineering comments for planning proposals.
- 12 Certification of a Plan of Subdivision issued.
- 10 Statement of Compliance of a Subdivision issued.
- 50 Legal Point of Discharge applications processed.

Wastewater Referrals for Planning Permit

- 40 applications referred for planning comments to Manager Development for engineering comments for planning proposals.

Fee Dispensation

The Council supports community groups and not-for-profit organisations through fee dispensation or reduction and responding to other circumstances as warranted.

For the quarter ended 30 June 2022, three applications to the value of \$4,821.40 in fee dispensations were approved:

Community Events	0
Fundraising	3
Food premises Late Registrations	0
Planning Matters	3
Building Matters	0
Other	5

Applications Received:

Applicant	Permit Type	Value (\$)
Benalla Lions Club	Fundraising Permit	\$61.00
GOTAFE	General Permit	\$61.00
Benalla Rotary Club	General Permit	\$61.00
Salvation Army	Fundraising Permit	\$61.00
Breast Cancer Screening Bus	General Permit	\$61.00
Benalla Golf Club	Open Air Burning Permit	\$61.00
Benalla Hospital Auxiliary	Fundraising Permit	\$61.00
St Vincent de Paul Society Victoria	Application for Planning Permit	\$1,164.80
Benalla Pistol Club	Amended Application for Planning Permit	\$1,164.80
Benalla Pistol Club	Application to Install Septic Tank	\$900.00
Department of Environment, Land, Water and Planning (Benalla Showgrounds)	Amended Application for Planning Permit	\$1,164.80
Total		\$4,821.40

COUNCIL PLAN 2021-2025**Community**

Strategy	June Quarter Update
Work closely with community and key stakeholders to plan for emergencies and build community resilience.	Work has commenced on the review of the Municipal Emergency Management Plan. The Plan is listed on the Municipal Emergency Management Planning Committee agenda for comments to be obtained by all the relevant emergency management agencies.

Livability

Strategy	June Quarter Update
Advocate for and act on opportunities to protect, maintain and preserve heritage assets.	<p>Planning applications processed in accordance with the Planning Scheme Controls as required under the Planning and Environment Act 1987.</p> <p>Council has been successful in obtaining funding via Department of Environment Land Water and Planning under the Regional Planning Program for a Heritage review and study.</p> <p>This program will be run by Department of Environment Land Water and Planning in consultation with the Benalla Rural City Council.</p>

Economy

Strategy	June Quarter Update
Proactively plan for new residential development to support increased population and growth.	<p>Planning applications processed in accordance with the Benalla Planning Scheme and the Planning and Environment Act 1987.</p> <p>Council has been successful in obtaining funding under the Regional Planning Program for the review of the Benalla Planning Scheme.</p> <p>The Planning Scheme Review Report preparation is underway and is being prepared by Department of Environment Land Water and Planning.</p>

Environment

Strategy	June Quarter Update
Maintain and establish shading for public areas, including planning for shade trees in new residential developments.	New subdivisions are being assessed under the Benalla Planning Scheme and the Infrastructure Design Manual for planning of street trees and the provision of open space landscaping.

FINANCIAL IMPLICATIONS

	Notes	2021/22 Actuals	2021/22 Budget	2021/22 Variance
Development Operations		\$208,316	\$210,147	\$1,831
Planning	1	(\$286,868)	\$150,122	\$436,990
Building		\$101,944	\$102,991	\$1,046
Compliance	2	\$597,339	\$625,274	\$27,935
Public Health	3	\$34,469	\$108,071	\$73,602
Emergency Management	4	\$31,194	\$15,782	-\$15,412
Total		\$686,395	\$1,212,387	\$525,992

Notes:

1. Favourable variance primarily due to Statutory Planning Services income (plan checking and surveillance fee) more than budgeted and Public Open Space contribution.
2. Favourable variance due to earlier than budgeted receipt of School Crossing Supervisor and Tobacco Sale monitoring grants.
3. Favourable variance primarily due to higher than budgeted Permit and Registration Fee income.
4. Unfavourable variance due to additional Flood Warning System expenses and carried forward expenditure.

Recommendation:

That the report be noted.

This page intentionally left blank

6. Facilities and Information Technology Department Activity Report For The Quarter Ended 30 June 2022

SF/1544

Greg Robertson – Manager Facilities and Information Technology

PURPOSE OF REPORT

The report presents the activities of the Facilities and Information Technology department for the quarter ended 30 June 2022.

Facilities Management

- Completion of the Jaycee Island Lake Walk lighting project.
- The Livestock Truck Wash has been upgraded to an AVdata electronic fob payment and billing system, eliminating the need for physical 'car wash' tokens. This upgrade brings the facility in line with others around the country. The upgrade should reduce vandalism caused by regular attempts to bypass the payment system using washers and other metallic coin shaped items.
- A new Airside User Induction process was implemented for the Benalla Airport. The Civil Aviation and Safety Authority (CASA) require Council to record the registration details of any ground vehicle operating at the Airport, and ensure all drivers are aware of hazards whilst driving airside.

Information and Communications Technology (ICT)

- Council is now DMARC compliant. DMARC stands for Domain-based Message Authentication, Reporting and Conformance. This is a critical email security upgrade for Council and has only been made possible with the assistance of the Victorian State Government. No emails can be sent from an @benalla.vic.gov.au email address anywhere in the world unless it is genuinely sent from our systems.
- We undertook another round of security checks in the form of an Email Phishing Campaign. Only 2 per cent of recipients failed the Phishing check by clicking on the link. This demonstrates users of Council ICT systems have a high level of email fraud awareness. Users that clicked the link were redirected to email Phishing awareness training.
- ICT team members continue to network with ICT staff from Mansfield, Murrundindi and Strathbogie Council's, sharing knowledge and skills. This networking and knowledge sharing will assist with the implementation of Rural Councils Transformation Project.

Aquatic Centre

- Continued strong enrolments in the Swimming Lesson program with 554 Swimming Lesson members.
- YMCA appointed a new Centre Manager with a continued focus on growing the Swimming Lesson program and building the membership base back after COVID restrictions. General Memberships finished the quarter at a total of 370.

COVID-19 Impacts

- Utilisation of the Aquatic Centre and Council Facilities is generally increasing, however, the ability to purchase ICT supplies and equipment is proving a challenge with lengthy lead times on some items.

Highlight

- The continued membership growth and extremely strong Swimming Lesson Program at the Benalla Aquatic Centre is a highlight. It is pleasing to see the community using the facility and parents enrolling children in swimming lessons.

COUNCIL PLAN 2021-2025

Livability

Strategy	June Quarter Update
Enhance and maintain key places of significance.	The expansion of the Lake Walk Lighting Project which now extends to light the path at Jaycee Island.

FINANCIAL IMPLICATIONS

	Notes	2021/22 Actuals	2021/22 Budget	2021/22 Variance
Facilities	1	\$1,574,312	\$2,239,721	\$665,409
Information Technology	2	\$1,347,877	\$1,439,439	\$91,562
Benalla Airport	3	\$172,672	\$74,960	-\$97,712
Saleyards	4	\$36,091	\$91,300	\$55,209
Aquatic Centre		\$722,639	\$709,900	-\$12,739
Total		\$3,853,591	\$4,555,320	\$701,729

Notes:

1. Favourable variance mainly due to depreciation being less than forecast.
2. Favourable variance due to telephone costs \$15,500 less than budget, \$25,000 funds unspent for consultancy, \$10,000 of professional Consultancy budget not required due to delayed server delivery, depreciation \$25,000 less than forecast and a reduction in leased equipment costs.
3. Unfavourable variance primarily due to depreciation expenses being \$119,600 more than budgeted.
4. Favourable variance primarily due to Materials, Repairs and Maintenance, and Water Consumption expenditure being less than budgeted.

Recommendation:
That the report be noted.

Closure of Meeting