

Finance and Operations Committee

Minutes

Date: Wednesday 24 August 2022

**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 were encouraged to watch the live broadcast of the meeting at www.benalla.vic.gov.au

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



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Minutes

Chair	Councillor Justin King	
Councillors	Councillor Danny Claridge	
	Councillor Peter Davis	
	Councillor Don Firth	
	Councillor Bernie Hearn (Mayor)	
	Councillor Punarji Hewa Gunaratne	
	Councillor Gail O'Brien	
In attendance	Dom Testoni	Chief Executive Officer
	Robert Barber	General Manager Corporate
	Jane Archbold	Manager Community
	Cathy Fitzpatrick	Manager Finance
	Jessica Beaton	Governance Coordinator

The meeting opened at 5.30pm.

Acknowledgment of Country

The chair recited the following acknowledgement of country.

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



Apologies

An apology was received from Councillor Peter Davis.

Cr Hearn / Cr Claridge:

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

Carried

Confirmation of the Minutes of the Previous Meeting

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

Cr Gunarante / Cr Claridge:

That the Minutes of the Finance and Operations Committee Meeting held on Wednesday 15 June 2022 be confirmed as a true and accurate record of the meeting.

Carried

Disclosures of Conflict of Interest

No conflicts of interest were disclosed to the committee.



Business

1. Public Question Time

It is recorded that Sabine Smyth tabled two questions.

1. *In accordance with the Aboriginal Heritage Act 2006 anyone developing public land is required to complete a Cultural Heritage Management Plan and seek a written issue of a Notice of Approval prior to work commencing. On what date was this Cultural Heritage Management Plan completed for the Visitor Information Centre & Museum Redevelopment, and when was a notice of approval granted by the Yorta Yorta Nation Aboriginal Corporation?*

The Chief Executive Officer answered that Council officers undertook a self-assessment checklist for the provision of a Cultural Heritage Management Plan as provided by the Aboriginal Heritage Planning Tool. The proposed works have been identified as exempt from the requirements of a Cultural Heritage Management Plan under the *Aboriginal Heritage Act and Regulations*.

2. *Council obtained a previous Notice of Approval for Plan 13879 to build a car-park near a registered Aboriginal Victoria Heritage Site in Mitchell Street. According to the CEO's email to me at the time, a number of recommendations were developed about that site. What were these recommendations and what effort has been made to make sure they were followed?*

The CEO answered that recommendations in regard to the Cultural Heritage Management Plan were developed in consultation with the Yorta Yorta Nation Aboriginal Corporation and were as follows:

In the unlikely event that cultural material is found during works, the contingencies detailed in Section 12 will determine the course of action that must be undertaken.

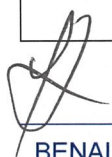
- All future works in regards to the activity covered by this Cultural Heritage Management Plan are to be restricted to the extent of the Activity Area;
- In the case of the discovery of Aboriginal cultural heritage, the provisions outlined in the Contingency Plans presented in Sections 12.1 – 12.2.4 should be followed; and
- If any human skeletal remains are discovered then the provisions outlined in the Contingency Plans presented in Section 12.1.1 – 12.1.5 should be followed.

Contingency measures were provided to manage the unexpected discovery of cultural heritage places found during the course of the activity.

Cr Hearn / Cr Firth:

That the questions and answers be noted.

Carried



2. Biannual Audit and Risk Committee Report

The report presented a summary of the Audit and Risk Committee's activities in the 2021/22 financial year.

Cr Claridge / Cr Gunarante:

That the report be noted.

Carried

3. 2022/2023 Community Sponsorship Program

The report presented funding applications under the 2022/23 Community Sponsorship Program.

Cr Hearn / Cr Claridge:

That a \$500 grant from the 2022/2023 Community Sponsorship Program be allocated to FCJ College Benalla.

Carried

4. Community Department Activity Report For The Quarter Ended 30 June 2022

The report presented activity for the Community Department for the quarter ended 30 June 2022.

Cr O'Brien / Cr Gunarante:

That the report be noted.

Carried



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

The report presented an overview of the functions of the Finance Department for the quarter ended 30 June 2022.

Cr Firth / Cr Hearn:

That the report be noted.

Carried

6. People and Performance Department Activity Report For The Quarter Ended 30 June 2022

The report presented the activities of the People and Performance Department for the quarter ended 30 June 2022.

Cr Claridge / Cr Gunarante:

That the report be noted.

Carried

7. Councillor Expenses For The Quarter Ended 30 June 2022

The report detailed expenditure associated with Councillors' mobile phone usage, attendance at professional development courses and conferences and seminars, and reimbursement of expenses incurred during the quarter ended 30 June 2022.

Cr Claridge / Cr Hearn:

- 1. That the report be noted.**
- 2. That the *Professional Development for Councillors Policy* be reviewed and updated to define professional development.**

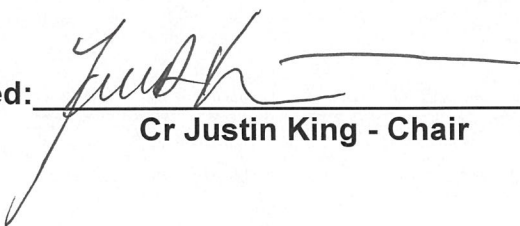
Carried



Closure of Meeting

The meeting closed at 6.16pm.

Confirmed this fifth day of October 2022.

Signed:  _____
Cr Justin King - Chair