

Benalla Rural City Council

# Finance and Planning Committee

## Minutes

Date: Wednesday 14 May 2025

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

## Contents

<b>Opening and Acknowledgement of Country .....</b>	<b>3</b>
<b>Apologies .....</b>	<b>3</b>
<b>Disclosures of Conflict of Interest.....</b>	<b>4</b>
<b>Confirmation of the Minutes of the Previous Meeting .....</b>	<b>4</b>
<b>Business.....</b>	<b>5</b>
1. <i>Financial Report For The Quarter Ended 31 March 2025 .....</i>	<i>5</i>
2. <i>Finance Department Activity Report For The Quarter Ended 31 March 2025.....</i>	<i>5</i>
3. <i>Capital Works Program Update As At 31 March 2025 .....</i>	<i>5</i>
4. <i>Assets and Infrastructure Department Activity Report For The Quarter Ended 31 March 2025 .....</i>	<i>6</i>
5. <i>Economic Development and Sustainability Department Activity Report For The Quarter Ended 31 March 2025 .....</i>	<i>6</i>
6. <i>Facilities and Information Technology Department Activity Report for the Quarter Ended 31 March 2025.....</i>	<i>6</i>
7. <i>People and Performance Department Activity Report For The Quarter Ended 31 March 2025 .....</i>	<i>6</i>
8. <i>Community Department Activity Report for the Quarter Ended 31 March 2025.....</i>	<i>7</i>
9. <i>2024/2025 Quick Response Grants .....</i>	<i>7</i>
10. <i>Building and Planning Approvals – March 2025.....</i>	<i>7</i>
11. <i>Development Department Activity Report for the Quarter Ended 31 March 2025.....</i>	<i>8</i>
12. <i>Urgent Business .....</i>	<i>8</i>
<b>Closure of Meeting.....</b>	<b>8</b>

# Minutes

<b>Chair</b>	Councillor Peter Davis	
<b>Councillors</b>	Councillor Bernie Hearn (Mayor)	
	Councillor Justin King (Deputy Mayor)	
	Councillor David Blore	
	Councillor Puna Hewa Gunaratne	
	Councillor Jillian Merkel	
<b>Electronic attendance</b>	Councillor Nathan Tolliday	
<b>In attendance</b>	Peter Keane	Chief Executive Officer
	Robert Barber	General Manager Corporate
	Jane Archbold	Manager Community
	Adrian Gasperoni	Manager Assets and Infrastructure
	Cathy Fitzpatrick	Manager Finance
	Janine McMaster	Manager People and Performance
	Courtney Naughton	Manager Economic Development and Sustainability
	Nilesh Singh	Manager Development
	Greg Robertson	Manager Facilities and Information Technology
	Jess Pendergast	Governance Coordinator

## Opening and Acknowledgement of Country

The Chair opened the meeting at 6pm and 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

No apologies were submitted to the meeting.

## Governance Matters

The Committee Meeting was 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 Rule 6.4 of the *Governance Rules 2020* the Committee Meeting was livestreamed via the Council's website. An audio recording was made of the proceedings.

Members of the public can watch the recorded livestream of the meeting at **[www.benalla.vic.gov.au](http://www.benalla.vic.gov.au)**

## Disclosures of Conflict of Interest

See item 3, 9 and 10.

## 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](http://www.benalla.vic.gov.au)** pending confirmation at this meeting.

### **Cr King / Cr Blore:**

**That the Minutes of the Finance and Planning Committee meeting held on 9 April 2025 be confirmed as a true and accurate record of the meeting.**

**Carried**

## Business

### 1. Financial Report For The Quarter Ended 31 March 2025

The report presented the financial results compared to budget for the quarter ended 31 March 2025 and presents outcomes from the 2024/25 third quarter budget review.

**Cr Hearn / Cr Gunaratne:**  
**That the report be noted.**

**Carried**

### 2. Finance Department Activity Report For The Quarter Ended 31 March 2025

The report presented an overview of the functions of the Finance Department for the quarter ended 31 March 2025.

**Cr Blore / Cr Merkel:**  
**That the report be noted.**

**Carried**

### 3. Capital Works Program Update As At 31 March 2025

It is noted that Councillor Justin King declared a material conflict of interest regarding the *Benalla Indoor Recreation Centre Redevelopment Project* and a general conflict of interest regarding the North Benalla Shared Pathway. Councillor Justin King left the meeting at 6.13pm.

The report presented an update on the Capital Works Program as at 31 March 2025.

**Cr Hearn / Cr Gunaratne:**  
**That the report be noted.**

**Carried**

Councillor Justin King returned to the meeting at 6.21pm.

#### **4. Assets and Infrastructure Department Activity Report For The Quarter Ended 31 March 2025**

The report presented the activities of the Assets and Infrastructure department for the quarter ended 31 March 2025.

**Cr King / Cr Merkel:**  
**That the report be noted.**

**Carried**

#### **5. Economic Development and Sustainability Department Activity Report For The Quarter Ended 31 March 2025**

The report presented the activity of the Economic Development and Sustainability Department for the quarter ending 31 March 2025.

**Cr Gunaratne / Cr Hearn:**  
**That the report be noted.**

**Carried**

#### **6. Facilities and Information Technology Department Activity Report for the Quarter Ended 31 March 2025**

The report presented the activities of the Facilities and Information Technology Department for the quarter ended 31 March 2025.

**Cr Tolliday / Cr Kling:**  
**That the report be noted.**

**Carried**

#### **7. People and Performance Department Activity Report For The Quarter Ended 31 March 2025**

The report presented the activities of the People and Performance Department for the quarter ended 31 March 2025.

**Cr King / Cr Blore:**  
**That the report be noted.**

**Carried**

## 8. Community Department Activity Report for the Quarter Ended 31 March 2025

The report presented the activities of the Community Department for the quarter ended 31 March 2025.

**Cr King / Cr Blore:**

**That the report be noted.**

**Carried**

## 9. 2024/2025 Quick Response Grants

It is noted that Councillor David Blore declared a general conflict of interest regarding the *Benalla Sustainable Future Group*. Councillor David Blore left the meeting at 7.04pm.

The report presented funding applications for 2024/25 Quick Response Grants.

**Cr Hearn / Cr Gunaratne:**

**That \$500 grants from the 2024/2025 Quick Response Grant program be awarded to Goorambat Veterans' Retreat Group, Benalla Sustainable Future Group and Benalla branch of the Cake Decorators Association of Victoria.**

**Carried**

Councillor David Blore returned to the meeting at 7.07pm.

## 10. Building and Planning Approvals – March 2025

It is noted that Councillor Jillian Merkel declared a general conflict of interest regarding a planning permit application at 66 Inglis Road, Benalla. Councillor Jillian Merkel left the meeting at 7.07pm.

The report detailed planning permit applications and building approvals for March 2025.

**Cr Blore / Cr Gunaratne:**

**That the report be noted.**

**Carried**

Councillor Jillian Merkel returned to the meeting at 7.14pm.

## **11. Development Department Activity Report for the Quarter Ended 31 March 2025**

The report presented the activities of the Development department for the quarter ended 31 March 2025.

**Cr Tolliday / Cr Merkel:**  
**That the report be noted.**

**Carried**

## **12. Urgent Business**

No urgent business was submitted to the meeting.

## **Closure of Meeting**

The Finance and Planning Committee meeting closed at 7.21pm.

**The minutes were confirmed on the eleventh day of June 2025.**

**Signed:** \_\_\_\_\_  
**Cr Peter Davis – Chair**