



COMMUNITY SERVICES DEPARTMENTAL REPORT FEBRUARY 2020

EMERGENCY MANAGEMENT RELIEF AND RECOVERY

January saw a major emergency, with the State Government declaring a State of Disaster, including Mansfield Shire. The Abbeyard Fire, Rocky Knob and Bluff Creek Fires all had the potential to impact our communities.

Whilst, our community has not lost lives or homes, the fires and controlling risk had an impact. There was a heightened level of anxiety as well as the absence of tourists and holiday-makers and the impact this had on many local business was significant. The impacts of smoke on community is also on going as fires continue across the State.

A number of Council staff were involved in the response and recovery, many of who were on annual leave at the time and came in to do so. Working together to support the response agencies, Council assisted in the coordination and deployment of municipal resources and communications as well as preparing for the opening of a relief centre, should it have been required. A resident on the Vulnerable Persons Register was identified as requiring evacuation. He was supported by Council staff in alternative accommodation until assessed as safe for him to return home.

A community forum was held at the Mansfield Performing Arts Centre to provide an overview of the current situation, information from the various response and support agencies and how to prepare for the rest of summer.

Approximately 200 people attended the forum as well as those who listened to the livestream via Mansfield Community Radio or on Council's Facebook Page. The feedback from those who attended as well as the other agencies was that this event was well received by the community.

COMMUNITY DEVELOPMENT

Sport and Recreation

4,395 people visited the Mansfield Swimming Pool in January. The total visitation for the season year to date is 10,554. Council is now a licenced operator of Life Saving Victoria Swim and Survive Program, with swimming lessons for both children and adults being offered in a 6-week block covering January, February and March.

Communications and engagement commenced on a project to upgrade View Street to improve access to the new dual court stadium. Activities included a mail out to neighbouring properties and key stakeholders, press release, information on social media and Council's. Information was displayed at the Mansfield Bush Market, and interested community members were invited to view the preliminary designs at a community drop in session. Approximately 25 community members attended.

A naming process is also underway to seek community input to naming the sporting precinct at the end of View Street, consisting of the new dual court stadium, dual outdoor multi-purpose courts and existing playing fields.



Youth

The Youth Services team started the year welcoming a new member, Earl Rees-Goodings. The whole team visited Mansfield Secondary College during the first week of school to host a BBQ for year 7s and to introduce themselves and the services available.

A successful program of activities and events were held over the school holidays including:

Mexican themed cooking

- A Pizza Party (including making the pizzas)
- Magic: The Gathering (a card game) with a professional player from Melbourne
- Activities at the Mansfield Pool



Youth Engagement Officer, Earl Rees-Goodings, learning all about magic.

The FReeZA Team hosted a Pool Party at the Mansfield Pool over the Australia Day weekend with 200 party-goers attending.



The L2P Program is close to capacity with 12 Learners being supported by 10 mentors. One learner has just exited the program, achieving their probationary licence.

Mansfield Library

January was an extremely busy month at the Mansfield Library with nearly 5,000 visits.

Financial Counselling

The current caseload for Financial Counselling remains high with an approximate wait time of 2 weeks. The State Peak Body, Financial and Consumer Rights Council (FCRC), officially changed its name to Financial Counselling Victoria (FCVic). Financial Counsellor, Michele Padbury, put her expertise and knowledge for financial counselling, coupled with her experience in emergency management, to great use participating in three Statewide facilitated phone meetings contributing suggestions for the pre-deployment training and support needs for financial counsellors travelling to North East Victoria and Gippsland to assist fire affected areas.

Integrated Family Services (IFS)

IFS is in the process of preparing for an accreditation review in March, and as such staff are taking the opportunity to assess and improve documentation and processes against best practice principles, in order to align with funding requirements.

Supported Playgroups

The multipurpose room at the Family Services building has had an upgrade to include stepping stone pavers, an edible garden and visual improvement.



Maternal Child Health Service

Danielle Ryan-Gledhill, Social Service Co-ordinator for Rural and Regional St Kilda Mums Organisation, delivered a car full of material aid for families in the Mansfield Shire. MCH staff are very excited and thrilled to be able to provide more resources to those who are in need.



Aged and Disability Services

Planned Activities Groups (PAG)

The first week back after the Christmas break for the Men's Group was a tour of the Bonnie Doon old township and around some of the Lake Eildon area. Clients enjoyed the hive of activity of boats and water skiers. Passing the 'The Castle' house created lots of conversation.

The group celebrated Australia on 20 January with lots of red, white and blue decorations. Some of our members came dressed in the spirit of Aussie attire.



Lamingtons and meat pies for morning tea and a BBQ lunch set the flavour for the occasion. Lots of Aussie trivia and jokes were shared before some incidental exercise.



ECONOMIC DEVELOPMENT

Events

No event activity except for the two main markets – Farmers and Bush Markets.

Tourism

Due to being a Declared State of Disaster during January, area visitor numbers were down. The Visitor Information Centre recorded 1,866 - down 46% on same period last year. Merchandise sales also took a hit with a 70% decrease.

A Bushfire Recovery film shoot was co-ordinated between Council and Mt Buller to provide fresh new images for all our businesses to use to assist in getting visitors back. The shoot covered walking, cycling, fishing, horse riding, family camping & river fun and consisted of still, moving and drone imagery.

The tagline for the promotion was 'No Better Time'.

Economic Development Strategy

Urban Enterprise has been appointed to undertake the Mansfield Shire Economic Development Strategy, Community Engagement and Industry Consultation.

Urban Enterprise facilitated engagement workshops and a survey during January, with the workshop feedback and survey results to form part of the input for the strategy.



**EXECUTIVE SERVICES DEPARTMENTAL REPORT
FEBRUARY 2020**

HUMAN RESOURCES

As Momentum One withdrew from the contract to provide labour for the Resource Recovery Centre, Council has now employed Mark McKenzie, Matt Merchant, Dan Bretherton and Mitch Ramadan as Resource Recovery Centre Operators on a fixed term basis through to 30 June 2020.

Records and Customer Service Officer, Kim Kipping, has resigned her position with Council effective 28 February 2020, and Kym Killeen (who has been working in a casual capacity across Waste, Records and Customer Services and as a School Crossing Supervisor) has been appointed to the 0.5 eft Records and Customer Service Officer role.

Due to an extended period of leave, Kathy Stone is providing backfill in the Infrastructure Administration Officer role.

CUSTOMER SERVICE

Customer Service have been extremely busy with enquiries especially during the period when our Shire was impacted by the declared state of emergency. The customer service team provided support outside of normal business hours and in the process became more familiar with the use of Crisisworks, Shared Emergency Management software, which was extremely valuable for the organisation.

CRMS statistics for the month show 262 customer requests registered with 54 open requests and 140 closed during the month. The majority of requests opened were for Field Services (43%) with Local Laws (23%) as the second largest group. There were 30 overdue requests.

Department	Total Events	Events Closed	Open	Open Overdue	Draft	Pending	Pending Overdue
Unassigned	6	6	0	0	0	0	0
Customer Service & Records	1	0	0	0	0	0	1
Engineering	53	32	6	1	0	12	2
Field Services	115	42	25	9	0	25	14
Information Technology	1	1	0	0	0	0	0
Local Laws	62	54	2	0	0	6	0
Planning							
Risk and OHS	19	3	11	0	0	5	0
Waste	3	1	0	0	0	0	2
Total	262	140	44	10	48	20	262



RECORDS

TRIM licences remain tight. At present, all staff requiring TRIM access can access TRIM in the office.

The records Team welcomed Kristy Maher, who is on placement from Curtin University as part of her Bachelor of Arts degree in Librarianship and Corporate Information Management. Kristy will be undertaking her placement with the Records team from 13 January through to 17 February 2020.

OCCUPATIONAL HEALTH & SAFETY

Training and Induction

- Occupational health and safety inductions for both employees and contractors continue to be undertaken via Survey Monkey.
- Four Field Services employees completed Certificate of Competencies for Backhoe/Loader and Roller Operations.

Incident Summary

There was one incident reported for the month of January.

Incident Investigation

There were no incident investigations undertaken for the month of January.

Workplace Inspections

Two workplace inspections were undertaken for the month of January:

- Resource Recovery Centre; and
- Mansfield Swimming Pool.

CRMS Status

39 CRMSs were raised for the month and 16 closed. Fifty nine CRMSs remain. Overdue CRMSs will continue to be reviewed with each Action Officer throughout February 2020.

Occupational Health and Safety Committee

An Occupational Health and Safety Committee Meeting was held on 5 February 2020.



DEVELOPMENT SERVICES DEPARTMENTAL REPORT

FEBRUARY 2020

ENVIRONMENT UPDATE

Roadside Weed Control

Roadside weed control is progressing well with the Gough's Bay and Macs Cove areas complete.

The remaining areas for treatment this season will occur in February and March 2020.

Mansfield Shire Council Environment Advisory Committee new student representatives

Two secondary college students have nominated to participate on Council's Environment Advisory Committee this year. Meg Boag and Cecelia Walker who are both completing Year 12 will attend their first meeting in February.

Meg and Cecelia are members of the Secondary College environment committee and are interested in implementing a number of environmental sustainability projects at the Secondary College this year such as reducing waste from the school canteen.

Distribute Energy Resources Marketplace

Environment Officer Damien Gerrans met with Mondo Power representatives about a distributed energy resources marketplace trial. The trial will look at how locally generated electricity can be shared.

Mondo are seeking trial sites to investigate how a more diverse distributed energy generation and storage network would work in regional areas. Trial sites would ideally contain a mix of residential and commercial energy demands.

Mondo have also offered to work with local government to support assessment of renewable energy generation opportunities on public buildings. These opportunities will be further explored in the development of the Mansfield Shire Council Climate Action Plan.



DEVELOPMENT SERVICES STATISTICS – JANUARY 2020

PLANNING

Planning Applications Lodged

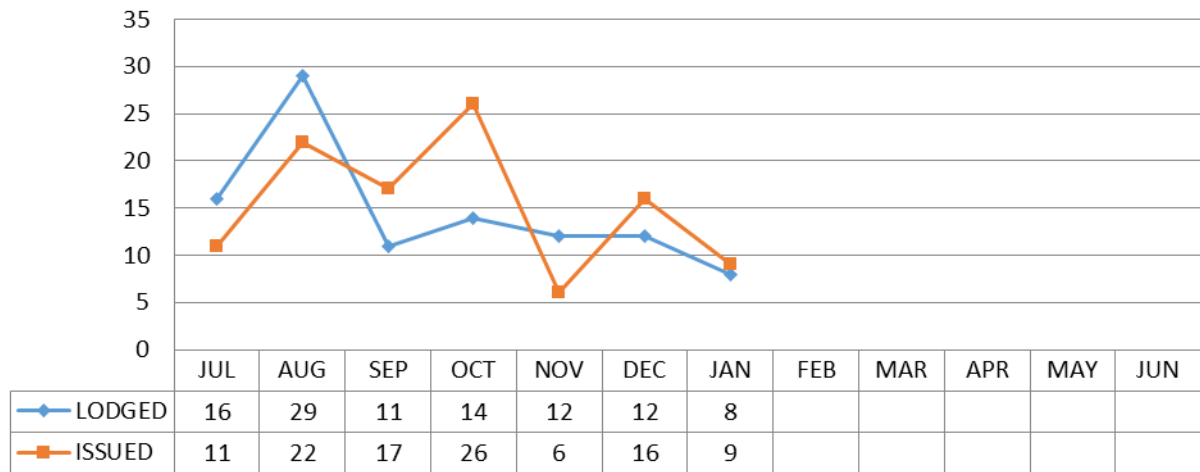
Type of Application	Lodged
Development of dwelling (and outbuilding 1)	1
Amendment to buildings & works for a service station & convenience store	1
Two Lot Subdivision – boundary realignment	2
Shed/agricultural shed	2
Use & development for dog breeding, buildings & works dog kennels	1
Buildings & works extension to existing dwelling	1
Total	8

Planning Applications Determined

File No	Description	Property Address	Total Applications Approved
DA7257	Two lot subdivision – boundary realignment	132 Magills Lane Maindample	1
DA7131	Development of dwelling and outbuilding	38 Hilda Crt Bonnie Doon	1
DA7199	Use and development for two dwellings	4 Merrijig Place Merrijig	1
DA5750	Buildings and works extension to shed	Bank St Jamieson	1
DA3102	Buildings and works associated with a replacement dwelling	382 Mt Battery Rd Mansfield	1
DA7252	Use and development of a dwelling	28 Bunstons Rd Tolmie	1
DA6864	Amendment to buildings and works for development of a dwelling	33 Rifle Range Rd Jamieson	1
DA3929/5	Development of Stage 9 Redgum Estate	Lot F Redgum Drive Mansfield	1
DA4041	Buildings and works extension to dwelling	323 Dead Horse Lane Mansfield	1
	Total applications approved		9



Monthly Planning Applications Lodged & Issued - July 2019 - June 2020



Other Planning Consents & Enquiries

Extension of time	3
Secondary Consent (re-endorse plans)	2
Statement of Compliance	1

Certification Applications Lodged for the Month

Application No	Date Lodged	Type	Location	Application Stage
S152220J/19	14/01/2020	Two lot subdivision	120 Malcolm St Mansfield	Under Assessment
S152391A/20	17/01/2020	Eleven lot subdivision	2 Malcolm St Mansfield	Under Assessment
S152517H/20	22/01/2020	Easement	49 Highton Lane Mansfield	Under Assessment
S152518C/20	23/01/2020	Easement	51 Highton Lane Mansfield	Under Assessment
S152520H/20	23/01/2020	Easement	53 Highton Lane Mansfield	Under Assessment
S152524P/20	23/01/2020	Two lot subdivision	55 Highton Lane Mansfield	Under Assessment
S152645M/20	23/1/2020	Consolidation of two lots	14 Catherine St Goughs Bay	Under Assessment



	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
1 - 30 days	3												3
31 - 60 days	3												3
Over 60 days	3												3
Withdrawn / Permit not req. / Lapsed/Refused													
Number of applications finalised	9												9





BUILDING

Monthly Comparative Value of Building Permits Lodged

	2019-20	2018-19	2017-18
JUL	\$4,550,498	\$2,676,220	\$2,806,374
AUG	\$6,183,063	\$4,610,305	\$2,575,688
SEP	\$5,109,519	\$3,471,180	\$3,525,850
OCT	\$7,894,620	\$8,387,850	\$3,669,368
NOV	\$3,637,916	\$9,182,342	\$2,110,805
DEC	\$5,707,703	\$2,218,114	\$3,425,626
JAN	\$3,067,587	\$4,662,208	\$1,412,051
FEB		\$5,154,596	\$3,317,615
MAR		\$5,249,817	\$4,018,171
APR		\$4,275,654	\$6,325,641
MAY		\$3,190,061	\$7,272,446
JUN		\$3,745,818	\$8,458,304
TOTAL	\$36,150,906	\$56,824,167	\$48,917,939

Monthly Comparison of Permits Lodged for Dwellings

	2019-20		2018-19		2017-18	
JUL	16*	16	8	8	7	7
AUG	11	27	14	22	7	14
SEP	11	38	10	32	8	22
OCT	25	63	16	48	9	31
NOV	9*	72	18	66	5	36
DEC	16	88	6	72	7	43
JAN	6	96	12	84	3	46
FEB			12	96	9	55
MAR			8	104	10	65
APR			14	128	15	80
MAY			10	138	15	95
JUN			10	148	25	120
TOTAL	96		148		120	

* NB: One permit issued for 2 dwellings at 20 Collopy Street & 35 Cambridge Drive



Value of Building Permits Lodged with Council

Type	Number	Value
RESIDENTIAL (3 Urban 3 Rural)	6	\$1,309,193
ALT & ADDITIONS	2	\$333,263
DOMESTIC SHEDS & CARPORTS	8	\$201,350
SWIMMING POOLS & FENCES	3	\$94,320
COMMERCIAL & PUBLIC AMENITIES	2	\$1,129,461
TOTAL COST OF BUILDING WORKS	21	\$3,067,587



SEPTIC

Septic Applications Lodged, Approved and Issued for the Month

	Applications Lodged	Permits to Install Issued	Permits to Use Issued
JUL	10	4	6
AUG	11	13	11
SEP	4	7	4
OCT	10	11	11
NOV	4	9	4
DEC	5	9	6
JAN	1	5	3
FEB			
MAR			
APR			
MAY			
JUN			
TOTAL	45	58	45

Septic Applications Lodged

	2019-20		2018-19		2017-18	
JUL	10	10	4	4	5	5
AUG	11	21	6	10	4	9
SEP	4	25	7	17	6	15
OCT	10	35	9	26	5	20
NOV	4	39	14	40	2	22
DEC	5	44	8	48	6	28
JAN	1	45	3	51	3	31
FEB			9	60	5	36
MAR			5	65	10	46
APR			9	74	11	57
MAY			8	82	8	65
JUN			3	85	2	67
TOTAL	45		85		67	



EXECUTIVE SERVICES DEPARTMENTAL REPORT FEBRUARY 2020

CITIZEN AWARDS

Afternoon Tea to Announce Citizen and Community Event Award Winners

As in the past, Council announced the winners of our Citizen Awards prior to Australia Day to give friends, family and contributors the opportunity to show their appreciation at the Australia Day Ceremony.

All nominees were presented with a nomination certificate prior to more than 50 family and friends enjoying afternoon tea.

Mansfield Shire's Australia Day Awards 2020 were presented to the following worthy recipients:

- Peter Coffey, Citizen of the Year
- Rory Jenkins, Young Citizen of the Year
- Noel Willaton, Senior Citizen of the Year and
- The Merrijig Hall Committee for Community Event of the Year for the hugely successful 2019 Merrijig War Memorial Service.



Mayor, Cr. Marg Attley OAM congratulates the Award winners.

AUSTRALIA DAY

Australia Day Celebration Event

Australia Day celebrations commenced at 8.30am on 26 January with a complimentary BBQ breakfast and entertainment by Dennis Tucker.

Formalities, which begin at 9.00am, included speeches by our Australia Day Ambassador, Dr. Nouria Salehi AM, Member for Eildon, Cindy McLeish and Mayor, Cr Marg Attley OAM.

Following a Citizenship Ceremony at which two of our local community members were welcomed as our newest Australians, those present reaffirmed their commitment to Australian Citizenship and sang the National Anthem which was led by Bec Bolwell, accompanied by the Mansfield and District (MAD) Orchestra.

Something that adds a bit of difference to our ceremony is the delivery of the flags by the High Country Horsemen in preparation for the flag raising ceremony which was conducted by the 1st Mansfield Scout Group, Cubs and Guides.

Formal acknowledgement was given to our Citizen, Young Citizen, Senior Citizen and Community Event Award winners.



Welcome to our newest Australian Citizens, Hannah Blondell from the UK and Jiaqi Zhu, China

COUNCILLORS AT THE BUSH MARKET

Even though the number of stall holders present at the Australia Day weekend Bush Market were lower than usual, the attendance was still strong with many residents and visitors dropping by to discuss upcoming projects with our Councillors.



Mayor, Cr Marg Attley OAM and Cr Paul Sladdin handing out buckets at the Bush Market

COMMUNITY REBUILDING ROUNDTABLE WITH SIR PETER COSGROVE

Community Rebuilding Initiative

The Business Council of Australia extended an invitation to bushfire affected councils to attend a special roundtable discussion at Parliament House in Canberra on 29 January to hear directly about the type of help communities needed to recover from the fires.

Chaired by Sir Peter Cosgrove, the Community Rebuilding Initiative has a focus on economic recovery and acknowledges that each community will have different requests for assistance. The discussions were designed to ensure that funds and in-kind assistance from the initiative, which is backed by the Business Council of Australia, matches exactly what each community needs on-the-ground.

Mayor, Cr Marg Attley OAM attended on behalf of Council and provided information on what our Shire's community and business requirements are in supporting economic recovery.



FINANCE DEPARTMENTAL REPORT FEBRUARY 2020

FINANCE

The 2021 budget process is well under way. Many members of the community visited our drop in sessions to share their budget ideas with Councillors in December 2019.

Officers will work through the requests and formulate a proposed budget that will be presented to Council in April 2020 for endorsement.

There will further opportunities for public engagement once the proposed budget is issued for comment.

Council's third instalment rate notices were issued at the end of January.

Council currently have 5 approved financial hardship arrangements. If ratepayers are experiencing financial difficulty, we encourage them to contact the rates office to apply for financial hardship. Council's Financial Hardship Policy can provide relief for eligible ratepayers. The policy can be found on our website under "Council Documents", or contact Customer Service for a copy.

Statistics for payment methods during the 6 months to 31 October 2019 by category are shown following:

GOVERNANCE

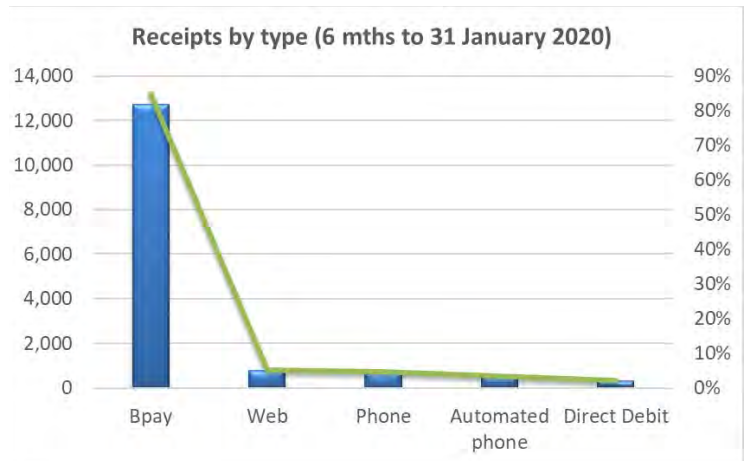
The Victorian Electoral Commission has released its preliminary report regarding a representation review of Mansfield Shire, which evaluates the electoral and ward structures.

The report is available for review on the VEC website at www.vec.vic.gov.au/reviews/Mansfieldrr.html

Public submissions are invited by the VEC and close 26 February at 5.00pm.

If submissions to the report are received and request a public audience, a hearing will be held at Council Chambers on 2 March at 5:30pm.

All information can be found on the VEC website.



PROPERTY

Property sales processed over the last 12 months are shown below:



RATES

In January 2020 the State Government released a preliminary report on the Local Government Rating System Review, summarising the issues raised during public consultation.

The final report is due to the Minister for Local Government by the end of March.

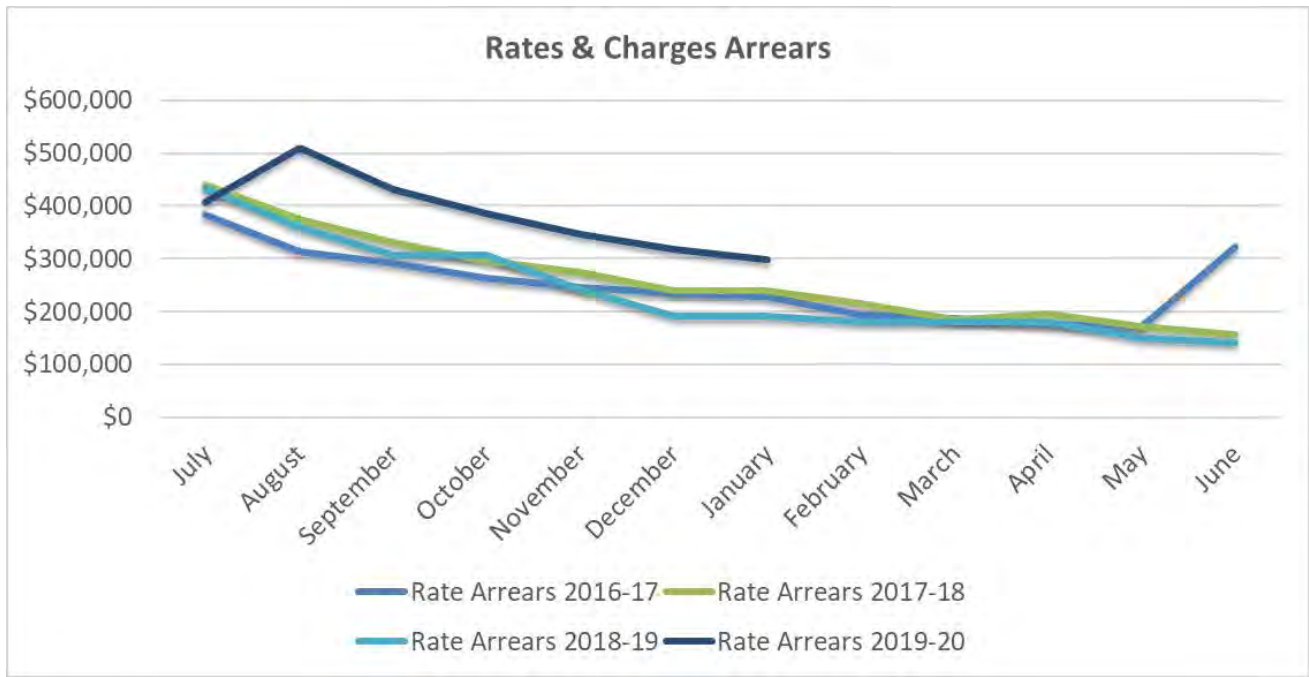


**DEBTORS OVER 90 DAYS
AS AT 31 JANUARY 2020**

No.	Type	\$
13	Community Services	2,971
18	Environmental Health Registrations	5,825
4	Special charge schemes	1,688
1	Rental	241
7	Waste	1,325
1	Cemetery	760
1	Local laws	162
45	TOTAL	12,972

RATE ARREARS AS AT 31 JANUARY 2020

	Arrears \$
Rates	156,388
Waste	86,309
Municipal Charge	57,062
Sub Total	299,759
FSPL	38,834
TOTAL	338,535





INFRASTRUCTURE DEPARTMENT REPORT February Meeting 2020

FIELD SERVICES

Grading commenced the second week of January with the completion of School Lane, Purcells Lane, Davies Road and Powers Road in Merrijig, and Old Tonga and Goodwills Roads.

The recent storms kept the crews busy as a result of significant damage to trees, fences and infrastructure.

A fantastic team effort to clean up the town and surrounding areas in such a short time.



PARKS & GARDENS

Prior to the storms the Parks and Gardens team had commenced street tree pruning along Highett Street. Watering was still taking up time with some hot days earlier in the month.

Preparations for Australia Day were put on hold as storms hit the town centre two working days before the event. It was a credit to the entire team who pitched together to clear the debris to present the town in amazing condition for the day.

MAINTENANCE

CRMS maintenance, fault and safety requests continue to rise with 73 currently outstanding. The increase is due to the competing demands and revised timelines for implementation and delivery of capital works projects, preparation of tenders, RFQs and contract extensions.

CEMETERY

A famil of the cemeteries was completed this month with Depot Admin. Officer, Kathy Stone and Parks and Gardens Supervisor, Heath Aromataris. Kathy will be back filling the Infrastructure Administration Officer role while Anne Edwards is on extended leave.

There are a couple of areas that require attention, namely fencing at all cemeteries and the old niche wall at Mansfield Cemetery. We will look at working on a fencing upgrade project over an extended period and will also work on obtaining quotes for refurbishment of the niche wall.

During January there were two burials at Mansfield Cemetery and an ashes interment at Jamieson.

CAPITAL WORKS

The construction and sealing of 550m of Withers Lane is well under way and due for completion late February/early March. Kerb and channel and drainage works have been completed on the majority of the road with a seal expected to be applied the north section of the road early February. An unexpected AC water main was discovered at the intersection with Maroondah Highway which has impacted the contractor's ability to complete this section of road. Council officers are currently working with the contractor and Goulburn Valley Water to get this issue resolved as soon as possible.



The resheet program has commenced and is due for completion March. This year's program will include approximately 17km of Council's unsealed road network. During January roads that have been resheeted include Donkey Hill Road, Magill's Lane, Royal Town Road, Woolshed Lane, Mitchells Road and Donaldsons Road.

Remedial works on Barwite Road have been undertaken by Council's Field Services Department to ensure the road is safe for use for the Jayco cycling tour. The contractor has been unable to get to site in January due to being deployed to the fires in North East Victoria. Works by the contractor are expected to be completed by April. This will include repair of failed areas, drainage and verge works.

The Roundabout Toilet Renovation contract has been awarded and works have commenced onsite. Works include wall tiling, floor coating, new toilet pans and new basins and tapware.





CAPITAL WORKS PROGRESS REPORT

The January Capital Works Progress Report is shown in the table below.

Some of the projects currently in the planning, design and procurement phases are:

- Reseal Preparation Program
- Lords Pavilion
- Footpath construction – Mt Buller Road
- Apollo Street Drainage study

Some of the projects currently being delivered are:

- Withers Lane
- Building Renewal Program
- Shire Office Refurbishment
- Playground Renewal – Botanic Park (Design)
- Mansfield Roundabout Public Toilet Refurbishment
- Alpine Ridge and Malcolm Street Survey and Design
- Dual Court Multi Use Indoor Sports Stadium
- Resheet Program

January Capital Progress Report 2020

PROJECT STATUS	19/20 Current Budget	% Complete
Not Started	20,500	0.14%
Plan	2,570,519	17.41%
Design	2,100,000	14.23%
Procurement	1,169,500	7.92%
Deliver	8,464,907	57.35%
Complete	435,505	2.95%
Total	14,760,931	