

OFFICIAL



Mansfield Shire

Council Meeting

Tuesday 10 December 2024 5:00 pm
Mansfield Council Chamber

Notice and Agenda of meeting livestreamed via the
[Mansfield Shire Council website](#)
Commencing at 5pm

Our aspiration for our Shire and its community

We live, work and play in an inclusive, dynamic and prosperous place where community spirit is strong and people are empowered to engage in issues that affect their lives.

Councillors

Cr Steve Rabie (Mayor)
Cr James Tehan (Deputy Mayor)
Cr Tim Berenyi
Cr Bonnie Clark
Cr Mandy Treasure

Officers

Kirsten Alexander, Chief Executive Officer
Melissa Crane, General Manager Investment & Planning
Janique Snyder, Executive Manager People, Communications & Governance
Ari Croxford-Demasi, Executive Manager Capital Works & Operations
Nola Cleeland, Executive Manager Community Health & Wellbeing

Order of Business

1. Opening of the meeting

The Mayor, who chairs the meeting, will formally open the meeting and welcome all present.

2. Present

Where a meeting is held virtually, Councillors will confirm that they can see and hear each other.

3. Apologies

Where a Councillor is not present, their absence is noted in the Minutes of the meeting.

4. Statement of commitment

The Council affirms its commitment to ensuring its behaviour meets the standards set by the Model Councillor Code of Conduct.

5. Acknowledgement of Country

The Council affirms its recognition of the Taungurung people being traditional custodians of this area, and pays respect to their Elders past and present.

6. Disclosure of conflicts of interest

In accordance with the *Local Government Act 2020*, a Councillor must declare any Conflicts of Interest pursuant to sections 126 and 127 Act in any items on this Agenda.

Council officers or contractors who have provided advice in relation to any items listed on this Agenda must declare a Conflict of Interest regarding the specific item.

7. Confirmation of minutes

The minutes of the previous meeting are placed before Council to confirm the accuracy and completeness of the record.

8. Representations

Council receives or presents acknowledgements to the general public. Deputations may also be heard by members of the general public who have made submission on any matter or requested to address the Council. Council may also receive petitions from residents and ratepayers on various issues. Any petitions received since the previous Council meeting are tabled at the meeting and the matter referred to the appropriate Council officer for consideration.

9. Notices of Motion

A Motion is a request (Notice of Motion) that may be made by a Councillor for an issue not listed on the Agenda to be discussed at a Council meeting and for a decision to be made.

10. Mayor's report

The Mayor provides a report on their activities.

11. Reports from council appointed representatives

Councillors appointed by Council to external committees will provide an update where relevant.

12. Public question time

Councillors will respond to questions from the community that have been received in writing, by midday on the Monday prior to the Council meeting. A form is provided on Council's website.

13. Officer reports

13.1 Council considers a report from the Chief Executive Officer on the current operations, activities and projects undertaken with each department over the past month

13.2-13.4 Officer reports are presented to the Council, where required.

14. Council resolutions report

Council reviews the outstanding actions arising from resolutions from previous Council meetings.

15. Advisory and Special Committee reports

Council considers reports from Advisory Committees that Councillors represent Council on.

16. Authorisation of sealing of documents

Any documents that are required to be endorsed by the Chief Executive Officer under delegated authority and sealed by the Council are presented to the Council.

17. Closure of meeting to members of the public

Whilst all Council meetings are open to members of the public, Council has the power under the Local Government Act 2020 to close its meeting to the general public in certain circumstances which are noted where appropriate on the Council Agenda. Where this occurs, members of the public are excluded from the meeting while the matter is being discussed.

18. Presentation of confidential reports

19. Reopen meeting to members of the public

The Mayor will reopen the meeting to members of the public.

20. Close of meeting

The Mayor will formally close the meeting and thank all present for attending.

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Agenda

1. Opening of the meeting

2. Present

The Chair will call on each Councillor and ask them to confirm verbally that they can see all Councillors and hear the proceedings:

- Councillor Berenyi
- Councillor Clark
- Councillor Tehan
- Councillor Treasure
-

Councillors will respond to their name with: *“I can hear the proceedings and see all Councillors and Council officers”*.

The Chair will ask each Councillor to confirm by raising their hand that they could all hear each statement of the councillors.

Councillors will raise their hand to acknowledge they can hear each other.

3. Apologies

The Chair will call on the CEO for any apologies.

4. Statement of commitment

The Chair will read the statement and call on each Councillor to confirm their commitment:

“As Councillors of Mansfield Shire we are committed to ensuring our behaviour meets the standards set by the Model Councillor Code of Conduct. We will, at all times, faithfully represent and uphold the trust placed in us by the community.”

5. Acknowledgement of Country

The Deputy Mayor will recite Council's Acknowledgement of Country:

“Our meeting is being held on the traditional lands of the Taungurung people. We wish to acknowledge them as the traditional custodians and pay our respects to their Elders past and present. We extend that respect to all members of our community.”

6. Disclosure of conflicts of interest

The Chair will call on each Councillor in turn and ask them to declare whether they have any conflicts of interest in relation to any agenda items:

- Councillor Berenyi
- Councillor Clark
- Councillor Tehan
- Councillor Treasure

7. Confirmation of minutes

Recommendation

THAT the Minutes of the Mansfield Shire Council meeting held on 26 November 2024 be confirmed as an accurate record.

8. Representations

9. Notices of motion

Nil

10. Mayor's report

Mayor Steve Rabie will present the monthly Mayor's report to the Council as follows:

Here we are – a new Council, a new four-year term of Council. I ran for Council to contribute to a stable and strong community and I'm thrilled to have the opportunity to continue. I'd like to thank this Council for entrusting me with the leadership of Council for another year as Mayor. I look forward to seeing how this Council continues the strong foundation of leadership, financial management and strong community engagement that has developed over the past four years.

This month, the new Council has had a thorough induction with key mandatory elements being covered in-depth, such as town planning and good governance, as well as more community-based information, such as a tour of Council's facilities and assets, being open for discussion around current issues and opportunities. Even though I've been on Council for the past four years, I continue to be amazed at the range and diversity of services we deliver to our community. I was pleased also with how our first meeting went, which was a testament to the strong induction we had. The new Councillors began their terms with a full suite of the skills required for strong decision making right from the first meeting.

Several months ago, Mansfield Shire Council provided a submission and gave evidence to a state government inquiry into local government funding and services. I'm pleased to report that Council took a strong position on the state of local government's financial sustainability into the future. There has been a growing sense of frustration in the sector related to cost shifting from the state and federal government onto local councils. This has an especially impactful relationship on small rural councils like ours.

Mansfield Shire Council, as a fiscally responsible council with a focus on making sure our ratepayers get bang for their buck, faces increased pressure to deliver core infrastructure and services at an increased price.

In late November, the Inquiry released its report. It was satisfying to read the strong recommendations that Mansfield Shire Council put in be addressed in that report. The report calls for a review of the rating system and rate cap formula as well as increased funding for councils to address key areas such as roads. I have been speaking to media about the issue, trying to further push the need for adequate funding to address key areas of need in our community.

Our next steps are to continue to lobby other levels of government for the support our community needs to deliver its services. We are now calling on the state government to take the report seriously and implement the recommendations as soon as possible.

As I write this and consider all things related to how we will best manage ratepayer funds over the next four-years, Council is asking you to consider what is important to you in our budget for 2025-2026 financial year. We're starting the budget process early this year and keeping it open for ideas for a couple of months. You'll have until the end of January to tell us what you really need Council's budget to consider for the coming financial year. Last year, we received 71 submissions from the community. Council considered each submission and included initiatives in the proposed budget that addressed more than 80% of the requests that came from the community. We're listening. Tell us what your priorities are for the community so we can consider it within our budget for the next financial year.

It's been great to see the work being done by strong community groups. I attended the unveiling of the Tolmie CFA Mural as well as the Howqua Hills AGM and the Historical Society AGM which were of particular interest to me and to Deputy Mayor Cr James Tehan. We attended both and heard of the success of the work of those who make a commitment to their communities through these groups.

Finally, I'd like to thank everyone who came out to our community Christmas events. On behalf of Mansfield Shire Council I'd like to wish everyone a merry Christmas and a safe and happy holiday period.

*Cr Steve Rabie
Mayor*

Recommendation

THAT COUNCIL receive the Mayor's report for the period 27 November 2024 to 4 December 2024.

11. Reports from council appointed representatives

Councillors appointed by Council to external committees will provide a verbal update where relevant.

Committee	Responsible Councillor(s)
Australia Day Awards Committee	<ul style="list-style-type: none"> ▶ Mayor Cr Steve Rabie ▶ Cr James Tehan ▶ Cr Mandy Treasure
Goulburn Murray Climate Alliance (GMCA)	<ul style="list-style-type: none"> ▶ Cr Tim Berenyi
Hume Regional Local Government Network (HRLGN)	<ul style="list-style-type: none"> ▶ Mayor Cr Steve Rabie
Mansfield Shire Council Audit and Risk Committee	<ul style="list-style-type: none"> ▶ Mayor Cr Steve Rabie ▶ Cr Mandy Treasure
Mansfield Shire CEO Employment Matters Committee	<ul style="list-style-type: none"> ▶ Mayor Cr Steve Rabie ▶ Cr James Tehan ▶ Cr Bonnie Clark
Municipal Association of Victoria (MAV)	<ul style="list-style-type: none"> ▶ Mayor Cr Steve Rabie ▶ Substitute - Deputy Mayor Cr James Tehan
North East Local Government Waste and Recovery Forum	<ul style="list-style-type: none"> ▶ Cr Tim Berenyi
Rural Councils Victoria (RCV)	<ul style="list-style-type: none"> ▶ Cr James Tehan
Taungurung-Local Government Forum	<ul style="list-style-type: none"> ▶ Mayor Cr Steve Rabie

Recommendation

THAT COUNCIL note the verbal reports provided by Councillors in relation to their representation on external Committees

12. Public question time

Council welcomes questions from the community. A question must be submitted by midday on the Monday prior to the Council meeting. The [‘ask a question’ form](#) is available from Council's website.

The Mayor will read out the question and answer at the meeting.

13. Officer reports

13.1. Chief Executive Officer's report

File Number: E103

Responsible Officer: Chief Executive Officer, Kirsten Alexander

Introduction

The Chief Executive Officer's report allows a short briefing to be provided to the Council on the current operations, tasks and projects undertaken within each department over the past month.

The Chief Executive Officer report will provide information relation to:

- Customer Service
- Governance
- Capital Works
- Statutory & Strategic Planning
- Building Services
- Regulatory Services
- Waste Services
- Revenue Services
- Field Services
- Community Health and Wellbeing
- Library Services
- Visitor Services (Tourism, Events, Youth, Economic Development and VIC)
- Communications
- Digital Transformation Project

Recommendation

THAT COUNCIL receive and note the Chief Executive Officer's report for the period 1 November 2024 to 30 November.

Support Attachments

1. CEO Monthly Report - November 2024 [13.1.1.1 - 46 pages]

13.2. Investment and Planning

13.2.1. Planning Permit Application P118/23 - 35 Bayside Boulevard Goughs Bay

File Number	DA4511/2 P118-23	Responsible Officer	Senior Coordinator Planning, Nicole Embling
Purpose			

This report seeks Council's determination of planning permit application P118-23, lodged for use of land for a licensed premises (restaurant and café license). The application is required to be determined by Council as the Officer Recommendation is to refuse to grant a permit on the basis of the lack of information and outstanding request from Goulburn Murray Water.

Executive Summary	
<i>Application Details</i>	
APPLICANT	Bayside 35 Pty Ltd (T/A Goughs Bay Caravan Park)
PROPOSAL	Use of land for a licensed premises (restaurant and café license)
APPLICATION LODGED	20 July 2023
NOTICE AND SUBMISSIONS	Advertised in accordance with S52 of the Act. No objections received.
<i>Property Details</i>	
PROPERTY ADDRESS	35 Bayside Boulevard GOUGHS BAY VIC 3723
LAND DESCRIPTION	Lot 59 on Plan of Subdivision 051844 Certificate of Title Volume 11164 Folio 860
RESTRICTIVE COVENANTS	Nil
LAND AREA	4.73 ha
EXISTING USE	Goughs Bay Caravan Park
<i>Planning Provisions</i>	
ZONE	Clause 32.03 – Low Density Residential Zone (LDRZ) Clause 32.08 – General Residential Zone (GRZ1)
OVERLAYS	Clause 42.01 – Environmental Significance Overlay (ESO1) Clause 44.06 – Bushfire Management Overlay (BMO)
MUNICIPAL PLANNING STRATEGY	Clause 02.03-1 – Settlement Clause 02.03-3 – Environmental Risks and Amenity Clause 02.03-7 – Economic Development
PLANNING POLICY FRAMEWORK	Clause 11.01-1S – Settlement Clause 11.01-1L-02 – Settlement – Other local areas Clause 13.07-1S – Land Use Compatibility Clause 13.02-1S – Bushfire Planning Clause 14.02-1S – Catchment Planning and Management Clause 14.02.1L - Catchment Planning and Management

	<p>Clause 14.02-2S – Water quality Clause 17.01-1S – Diversified Economy Clause 17.04-1S – Facilitating Tourism Clause 17.04-1R – Tourism – Hume Clause 17.04-1L – Facilitating Tourism in Mansfield Shire</p>
PARTICULAR PROVISIONS	Clause 52.27 – Licensed Premises
<i>Permit Triggers</i>	
CLAUSE 52.27	A permit is required to use land to sell or consume liquor if a license is required under the Liquor Control Reform Act 1998.
<i>Other</i>	
CULTURAL SENSITIVITY	The subject land is not located in an area of aboriginal cultural heritage sensitivity.

Subject site, neighbourhood and environs

The subject land is formally identified on Certificate of Title Volume 11164 Folio 860 as Lot 59 on Plan of Subdivision 051844. It is in the ownership of Goulburn-Murray Water (consent to proposal provided) and leased to the Permit Applicant.

The subject site is an approx. 4.73-hectare site located along the northern shoreline of Lake Eildon, approximately 12.5 km south of the Mansfield township periphery and within the Goughs Bay settlement. The site comprises the Goughs Bay Caravan Park, which is made up of a café, accommodation cabins as well as powered and unpowered caravan/camping sites.

The site is split zoned, with part of the land zoned in the General Residential Zone – Schedule 1 (GRZ1) and the balance of the land zoned in the Low-Density Residential Zone (LDRZ). Part of the land is affected by the Bushfire Management Overlay (BMO) and Environmental Significance Overlay – Schedule 1 (ESO1). The site is located within a Bushfire Prone Area and within the Upper Goulburn special designated water supply catchment area.

The site is surrounded by land zoned in the GRZ1 to the north and south-east, which are typically standard density residential lots improved within single dwellings. Similarly, some land to the south-east is zoned in the LDRZ (although vacant), densely vegetation Farming Zone (FZ) land to the west, and Public Park and Recreation Zone (PPRZ) and Public Use Zone (PUZ) land to the east and north-east – which forms Lake Eildon and the associated foreshore.



Figure 1: Aerial of the Subject Land. Source: Mansfield POZI.

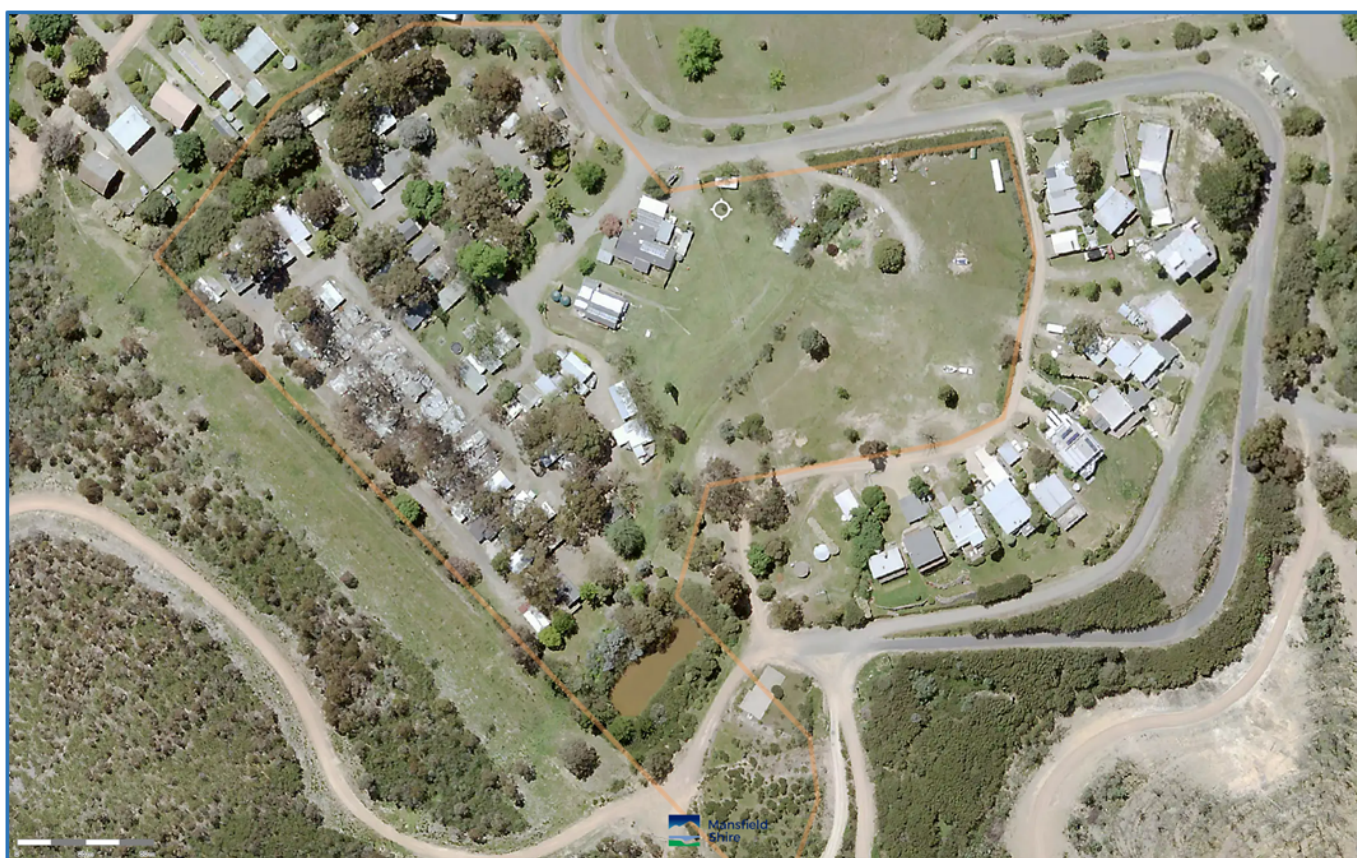


Figure 2: Aerial image of the subject site. Source: Mansfield POZI.

Application History

Date	Action
20 July 2023	The application was submitted to Council.
17 August 2023	Request for Further Information was sent to the Applicant, requiring: <ul style="list-style-type: none"> • Application Fee • Site Plan
24 August 2023	A response was received on the 24 of August, after which the initial assessment was completed, and the application was put up for public notice and sent to the relevant referral authorities on 28 August.
28 August 2023	Application sent to Referral Authorities: <ul style="list-style-type: none"> • Goulburn Murray Water (GMW) • Country Fire Authority (CFA) • Department of Energy, Environment, and Climate Action (DEECA) Application was advertised to the adjoining and nearby properties
2 October 2023	Application fees were paid
30 October 2023	GMW provided a referral response, requesting further information: <ul style="list-style-type: none"> • Site plan with the location, type and size of existing onsite wastewater treatment and disposal system • Detailed assessment of the onsite wastewater treatment and disposal system to ensure suitable capacity to manage the increased loads from the proposal.
14 November 2023	GMW Request for Further Information was sent to the Applicant
15 April 2024	Email sent and phone call to Applicant requesting an update and expected timeframe for a response.
8 May 2024	Email sent and phone call to Applicant requesting an update and expected timeframe for a response.
16 September 2024	Email sent and phone call to Applicant requesting an update and expected timeframe for a response.
11 November 2024	Email sent and phone call to Applicant requesting an update and expected timeframe for a response.

Proposal

The permit applicant, Bayside 35 Pty Ltd (T/A Goughs Bay Caravan Park), seeks planning permission for a restaurant and café licensed premises on the land at 35 Bayside Boulevard Goughs Bay (subject land).

The proposal would comprise:

Salor and consumption of liquor –

- A licence is required under the *Liquor Control Reform Act 1998* to sell or consume liquor on the subject site, associated with the use of the land for a restaurant (Red Fin Inn Cafe).

The Red Fin Inn Café would offer on premises consumption, BYO and takeaway liquor with meals.

- Operating hours – 11:00 am to 11:00 pm Monday to Sunday.
- Max patrons – 150 persons.
- Max seating – 122 persons.

A copy of the proposed plan(s) is attached below:

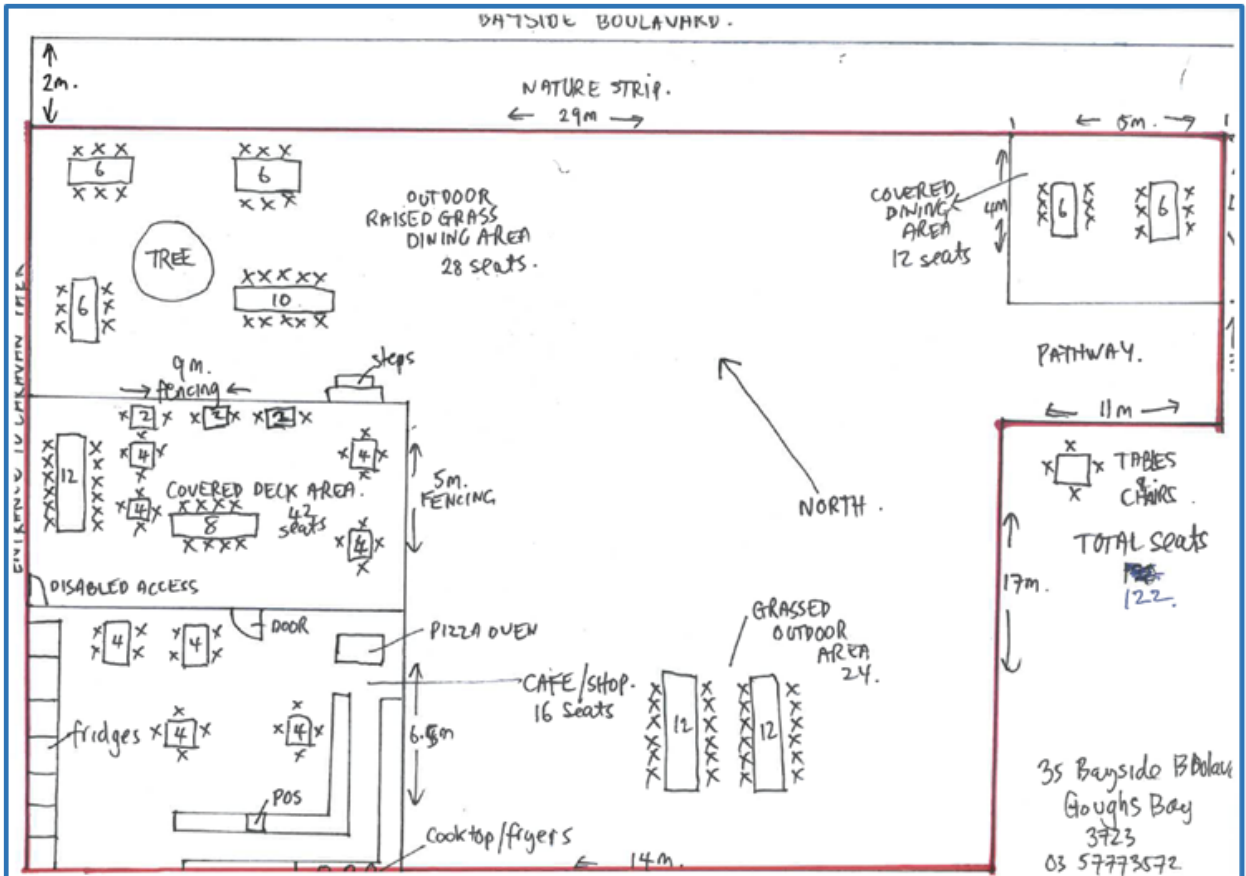


Figure 3: Proposed floor plan / red line plan.

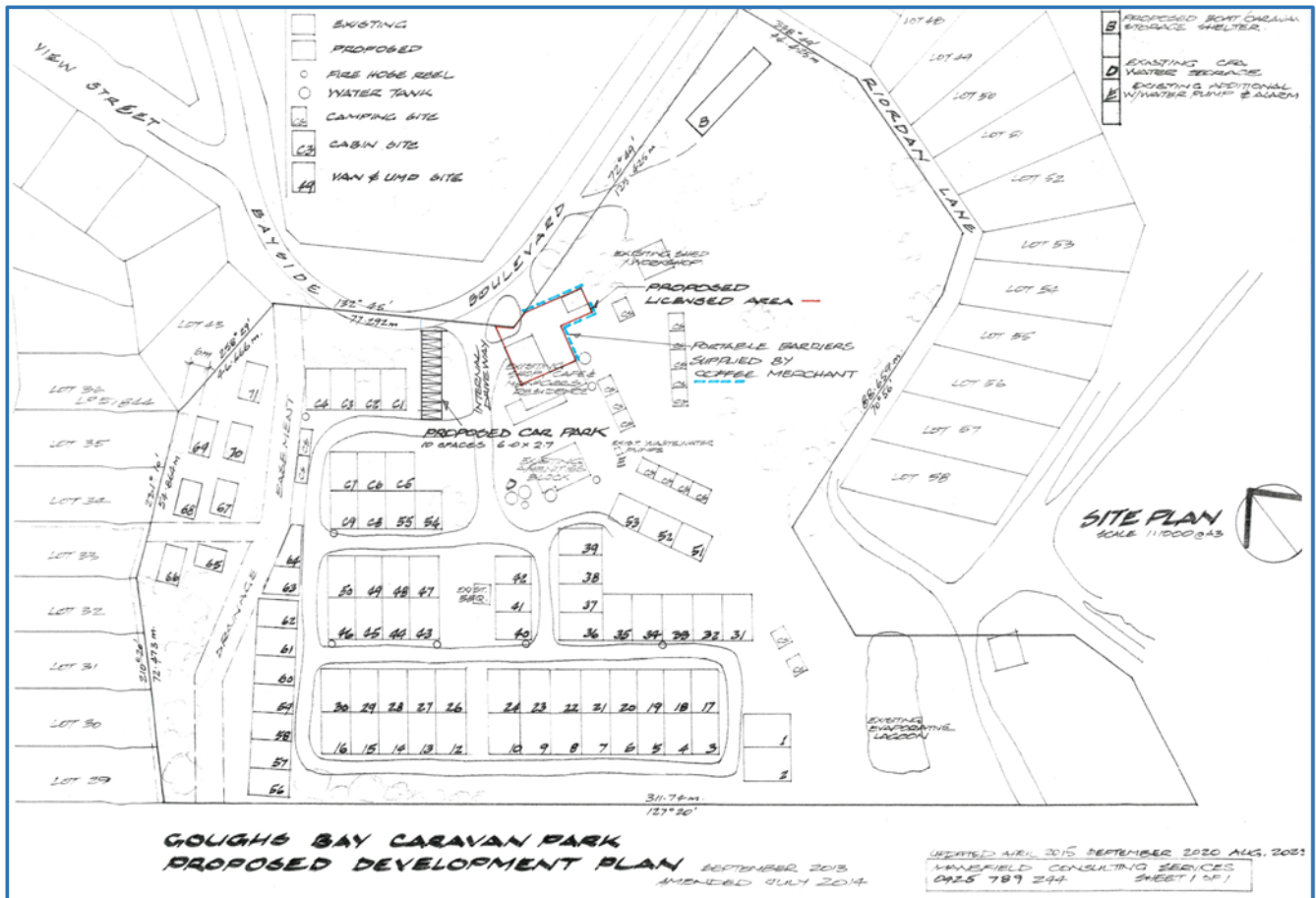


Figure 4: Proposed site plan / red line plan.

Referral Authorities

Referral Authority	Type of Referral	Response
Country Fire Authority (CFA)	Section 52 (1) (d)	No objection
Department Of Energy, Environment and Climate Action (DEECA)	Section 52 (1) (d)	No objection
Goulburn Murray Water (GMW)	Section 52 (1) (d)	Outstanding Request for Further Information

Public Notice

The application was advertised in accordance with Sections 52(1)(a) and (d) of the *Planning and Environment Act 1987* (the Act). Notices were sent to adjoining and adjacent landowners and occupiers, and a site notice was displayed on the site frontage for a period of at least fourteen (14) consecutive days.

No objections have been received to the application to date.

Key Issues

Officer Assessment

A complete assessment of the application against the Mansfield Planning Scheme is attached.

It is acknowledged that the application in relation to the Liquor Licence is generally consistent with the requirements of the Mansfield Planning Scheme, save for the onsite wastewater management.

Numerous efforts have been made by Council staff to contact the Applicant however, no response has been received. The Request for Further Information by GMW remains outstanding. The information requested by Goulburn Murray Water includes:

- *A scale drawn site plan showing dimensions and the location of the existing wastewater treatment and disposal system in relation to existing and proposed site features. This must specifically include both the tank and its associated disposal field.*
- *An assessment of the existing system by a suitably qualified professional to determine whether it is of sufficient capacity to cater for the potential volume of wastewater generated from the proposal.*
- *An assessment of the operational status of the existing system by a suitably qualified professional to determine whether it is performing in a satisfactory manner on the site and whether it meets the requirements of the current EPA Code of Practice – Onsite Wastewater Management.*
- *If the system is inadequate, a detailed description of any works required must be provided.*
- *In the event that the existing system is unsuitable for use, a land capability assessment must be undertaken to determine the site constraints and the most appropriate system for the site.*

The request for further information by GMW was sent to the Applicant after the 28-day time period, meaning the application cannot be lapsed. Therefore, as there has been no response from the Applicant in relation to the request for information, nor any advice that they wish to withdraw the application, this application will need to be refused to close it off.

Additionally, it is noted that early conversations with the Permit Applicant indicated that the additional liquor license was being sought while the Goughs Bay Boat Club redevelopment was being undertaken. It is understood that since the Boat Club redevelopment is now complete this liquor license is likely not needed.

Recommendation

THAT COUNCIL resolves to issue a **Notice of Decision to Refuse to Grant a Permit** for Planning Permit Application P118-23 for Use of land for a licensed premises (restaurant and café license) on Lot 59 on LP051844, commonly addressed as 35 Bayside Boulevard, Goughs Bay on the following grounds:

1. The application has not addressed the request for further information from Goulburn Murray Water to address the requirements for onsite wastewater management. The application does not include sufficient information for it to be supported.
2. The application does not comply with the requirements of Clause 14.02-1L and 14.02-1S in relation to Catchment Planning and Management as it has not been demonstrated how the proposal would not impact on the water quality of the catchment area.

Support Attachments

1. Assessment against Planning Scheme [13.2.1.1 - 12 pages]

Considerations and Implications of Recommendation

Sustainability Implications

The application has been assessed against the provisions of the Mansfield Planning Scheme, which includes consideration of protecting water quality.

Community Engagement

The application was advertised to nearby and adjoining landowners and had a notice of application placed on the site, in accordance with the provisions of the *Planning and Environment Act 1987* and Council's community engagement policy.

Collaboration

Not Applicable

Financial Impact

An application fee of \$1,415.10 was received. This application was assessed with Council's existing Statutory Planning resources.

Legal and Risk Implications

The application has been assessed under the provisions of the *Planning and Environment Act 1987* and the Mansfield Planning Scheme. Should a Notice of Decision to Refuse to Grant a Permit be issued, the permit applicant may seek a review of this decision at the Victorian Civil and Administrative Tribunal (VCAT). If Council determines to issue a Notice of Decision to Grant a Permit the permit applicant may seek a review at the VCAT of any conditions placed on the permit.

Regional, State and National Plans and Policies

The application has been assessed under the provisions of the *Planning and Environment Act 1987* and the Mansfield Planning Scheme.

Innovation and Continuous Improvement

Not Applicable

Alignment to Council Plan

Strategy 1.3 Contribute to efforts that ensure essential community services exist locally.

Strategy 2.2 Create an environment where community and clubs can recreate, socialise and contribute to the health and wellbeing of the community

Strategy 2.3 Enhance the social and economic value of tourism to Mansfield.

Theme 2: Vibrant Livability

Strategic Objective 5 Prosperous: Industries, businesses and workforces of the future

Strategy 5.1 Create conditions that enable local businesses

Strategy 5.2 Enable land use and base infrastructure that stimulates commercial activity

Governance - Disclosure of Conflicts of Interest

The author of this report and the officers providing advice in relation to this report do not have a conflict of interest to declare in this matter, in accordance with the Local Government Act 2020.

13.2.2. Station Precinct Museum Community Asset Committee

File Number	E10776	Responsible Officer	Community & Corporate Services Directorate Support, Olivia Adams
Purpose			

To seek Council endorsement of the proposed Station Precinct Museum Complex Community Asset Committee membership, Committee Terms of Reference and Instrument of Delegation.

Executive Summary

In August 2024, Council passed a resolution to enter into a Community Asset Committee agreement for ongoing management of the Station Precinct Museum Complex. The proposed membership of the Committee, as outlined in the draft Committee Terms of Reference, was for a seven-member Committee as follows:

- 1 x Councillor position from Mansfield Shire Council (Chair)
- 1 x Council officer from Mansfield Shire Council
- 2 x representatives from Mansfield Historical Society
- 1 x Taungurung representative
- 2 x community members

As detailed in the draft Terms of Reference and draft Instrument of Delegation (refer attached), the Community Asset Committee would be responsible for the following:

- To manage Mansfield’s Station Precinct Museum Complex in accordance with the Instrument of Delegation;
- The active promotion of the Museum Complex and its facilities, activities and events for both the local community and visitors;
- To maintain efficient and effective control over financials for the Museum Complex;
- To ensure a wide range of community arts, culture, historical and entertainment programs are developed for the Museum Complex; and
- In consultation with Council, the preparation of funding submissions for projects designed to enhance the Mansfield Station Precinct Museum Complex.

Community engagement was undertaken in September 2024 by way of public notice in the Mansfield Courier and via the Engage Mansfield page to seek expressions of interest for the vacant community member positions.

In total, Council received three expressions of interest (EOI) from community members, being:

- Will Twycross
- Michael Whytcross
- Aunty Bernadette Franklin (nominated by the Gadhaba group).

Assessment of their skills and experience against the key selection criteria as outlined in the draft Committee Terms of Reference has been provided to Councillors separately (as a confidential Briefing item).

Key Issues

Following consideration of the expressions of interest received from community members and discussion with the Mansfield Historical Society and Taungurung representatives, it is considered by Council officers that the three nominees all bring a significant depth of experience and connection to the Station Precinct, as well as a deep interest and commitment to the Heritage Museum.

Council will need to consider the appointment of community members to the Community Asset Committee from the three nominees. Council will also need to consider the term of their appointment, with the term of 12 months proposed in the draft Terms of Reference. However, Council may wish to extend the term of this appointment to two years to assist with the establishment of the Committee and provide better continuity.

Mansfield Historical Society has requested the consideration of an additional MHS representative, to allow for succession planning within the MHS membership, should there be three community members appointed by Council. This would increase the proposed membership to a nine-member Committee.

The Committee membership for consideration by Council is outlined below:

- 1 x Mansfield Shire Council Mayor (Chair)
- 1 x Mansfield Shire Council representative (Councillor or CEO) noting that secretariat support will also be provided to the Committee by Council officers
- 2 (or 3) x representatives from the Mansfield Historical Society (MHS)
- 1 x Taungurung representative (the Taungurung Land & Waters Council have nominated Aunty Angela van Buuren as their representative)
- 2 (or 3) x community members (from the nominations received).

Recommendation

THAT COUNCIL:

1. Appoints Mayor Cr Steve Rabie as Chair of the Station Precinct Museum Complex Community Asset Committee;
2. Appoints Cr _____ or CEO, Kirsten Alexander, as the other Mansfield Shire Council representative;
3. Appoints the following community members to the Museum Complex Community Asset Committee for a term of _____ year(s):
 - i. _____
4. Does or does not include an additional representative for the Mansfield Historical Society (MHS); and
5. Endorses the Committee Terms of Reference and Instrument of Delegation and authorises the CEO to make administrative changes to reflect the above.

Support Attachments

1. Draft Instrument of Delegation Station Precinct [13.2.2.1 - 4 pages]
2. Draft - Terms of Reference - STATION PRECINCT COMMUNITY ASSET COMMITTEE [13.2.2.2 - 3 pages]

Considerations and Implications of Recommendation

Sustainability Implications

Not Applicable

Community Engagement

Community Engagement has been undertaken in accordance with the Council Community Engagement Policy by advertising for expressions of interest on Council's Engage page and, in the Mansfield Matters column in the Courier. Significant engagement with Station Precinct stakeholders has also been completed during development of the Heritage Museum and Community Asset Committee proposal.

Collaboration

The Museum project has been a collaboration with the Mansfield Historical Society (MHS) and the Taungurung Land and Waters Council, together with other Station Precinct stakeholders and the Mansfield and District Community Bank.

Financial Impact

The Committee positions are volunteer roles, with no remuneration attached. The Community Asset Committee will be supported by existing Council resources.

The MHS are developing a detailed monthly cash flow projection for Year 1 of the proposed Museum Complex operations, with supporting assumptions in collaboration with Council officers. This will include consideration of the costs and potential income, as well as contributions from Council and MHS with respect to the Museum Complex, proposed to be managed by the Community Asset Committee.

The MHS and the Taungurung Land and Waters Council are key stakeholders and the location of the assets on Crown Land means that the requirements of the Land Use Activity Agreement will also need to be considered. The Land Use Activity Agreement will require a negotiation for payment to the TLaWC, which will vary depending on the level of commercial activation of the precinct.

Legal and Risk Implications

The formation of the Community Asset Committee in collaboration with key stakeholders is proposed to address the ongoing management and development of these important community assets at the Station Precinct, with a detailed risk assessment review proposed to be undertaken as part of the establishment of the Committee to inform its ongoing operations.

Regional, State and National Plans and Policies

Not Applicable

Innovation and Continuous Improvement

The project has included significant community collaboration and innovation including development of the Museum Exhibits Design Brief and the stakeholder collaboration over the Museum building design. The level of community fundraising and support for the project, including volunteer hours and community donations has been outstanding to date.

Alignment to Council Plan

Theme 1: Connected and Healthy Community Strategic Objective 2: Activities that promote connection and fitness of our people and visitors

Strategy 2.3 Enhance the social and economic value of tourism to Mansfield.

Governance - Disclosure of Conflicts of Interest

The author of this report and officers providing advice in relation to this report do not have a conflict of interest to declare in this matter, in accordance with the Local Government Act 2020.

13.2.3. Municipal Emergency Management Plan

File Number	E6828	Responsible Officer	Emergency Management Officer, Tamara Watson
Purpose			

Under the *Emergency Management Act 2013*, Council is required to have a Municipal Emergency Management Plan (MEMP) prepared by the Municipal Emergency Management Committee (MEMPC). The plan addresses the prevention and mitigation of response to and recovery from emergencies within Mansfield Shire.

The MEMP is intended to assist and protect the Mansfield Shire Communities, visitors, business, and environment, especially the more vulnerable people within our communities in planning, responding, and recovering from emergencies.

The MEMPC has endorsed the 2024-2027 MEMP and the Regional Emergency Planning Committee (REMP) is completing the assurance process with approval of the plan anticipated to be confirmed in early December 2024.

The *Emergency Management Act 2013*, State Emergency Management Plan (SEMP) and the MEMP also outline the roles and responsibilities of Municipal Councils relating to emergencies.

The 2024-2027 MEMP is being provided to Council for endorsement as the MEMP is a multi-agency plan that includes Council and must be approved by the REMPC.

Executive Summary

The *Emergency Management Act 2013* requires each municipal district to have a Municipal Emergency Management Plan (MEMP) that is consistent with the relevant Regional Emergency Management Plan (REMP) and the State Emergency Management Plan (SEMP). The SEMP directs that Municipal plans should not replicate the regional plan. Rather, they should provide specific information tailored to the municipality’s context and risk.

The MEMP is a document developed and updated by the Municipal Emergency Management Committee (MEMPC) of which Council has the legislated responsibility through the EM Act 2013 to Chair the committee.

The MEMP is the overarching emergency management plan for the Shire and provides information to emergency services, other organisations and the community on how risks will be dealt with and the management arrangements for emergencies, to promote community safety.

There are three key sections of the MEMP, based on the three phases of emergency management, as follows:

- Before – Planning and Preparedness
Profiling especially vulnerable demographics; risk assessment and management; community engagement and resilience building

- During – The Response
Details the multi-agency arrangements to respond to a range of emergencies and includes resource sharing and cross border events, relief services and impact assessments, communications.
- After – Recovery
The community led approach to recovery and community continuity, and sets out the scope of recovering from disasters in Mansfield Shire

The MEMPC meets three times a year (or otherwise as required) and is responsible for the preparation and review of its Municipal Emergency Management Plan. The MEMPC reports to the Regional Emergency Management Planning Committee (REMPC) which in turn reports to the Emergency Management Commissioner.

To ensure the MEMPC provides for a current integrated, coordinated, and comprehensive approach to emergency management it is reviewed and endorsed by the MEMPC every three years.

The Mansfield Shire Municipal Emergency Management Plan was last audited in 2021.

The current Plan remains in effect until modified, superseded or withdrawn.

Assurance

A Statement of Assurance (including a checklist and certificate) has been prepared and submitted to the REMPC pursuant to Section 60 of the *Emergency Management Act 2013*.

The REMPC is currently completing a review of the Statement of Assurance for the MEMPC.

Approval

This Plan is to be approved by the Hume Regional Emergency Management Planning Committee in 2024.

This Plan comes into effect when it is published on Council's website and remains in effect until superseded by an approved and published update.

Key Issues

It is important for Councillors to be aware of the roles and responsibilities of Council within the *Emergency Management Act 2013* and the MEMPC. For the purposes of emergency management planning, the functions of a **municipal council** under the *Emergency Management Act 2013* include -

- Facilitating emergency management planning for emergencies in relation to its municipal district by establishing a Municipal Emergency Management Planning Committee (MEMPC); and
- In collaboration with other agencies and by the establishment of a Municipal Emergency Management Planning Committee for its municipal district, enabling community participation in emergency preparedness, including mitigation, response, and recovery activities; and
- Nominating one of the following persons to be the chairperson of the Municipal Emergency Management Planning Committee for the municipal council's municipal district

- in the case of a body taken to be a municipal council under section 5(2)(a)(i), (ii) or (iii) of the Alpine Resorts (Management) Act 1997, an employee of that body; or
- in any other case, the Chief Executive Officer of the municipal council or a member of the municipal council staff nominated by the Chief Executive Officer; and
- appointing one or more municipal emergency management officers under section 59G; and
- appointing one or more municipal recovery managers under section 59H

Through the State Emergency Management Plan (which is outlined in the MEMP) Council has a range of responsibilities to deliver during all phases of emergency management which include:

- provision of available municipal resources to response agencies
- provision of available facilities for emergency services staging areas
- partial/full closure of areas to exclude the public from dangerous areas; and
- partial/full local road closures and determination of alternative routes

Council is responsible for the coordination of local **relief** activities and are the lead agency for:

- establishing and managing emergency relief centres (ERCs) to shelter members of the community displaced by an emergency
- arranging emergency shelter and accommodation for displaced households
- provision of immediate needs for people affected by a disaster
- coordination of Secondary Impact Assessment
- coordinating clean-up activities, including disposal of deceased animals (domestic, native, and feral); and
- coordinating the housing of lost/stray companion animals.

Council is responsible for the coordination of local **recovery** activities and are the lead agency for:

- forming, leading, and supporting Municipal/Community Recovery Committees
- establishing and managing recovery centres to provide recovery information to the emergency impacted community
- co-ordination of post emergency needs assessment to determine long term recovery needs
- surveying and making a determination regarding occupancy of damaged buildings
- overseeing and inspecting rebuilding/redevelopment
- undertaking the assessment, restoration, clearing and rehabilitation of public buildings and assets (e.g., roads, bridges, sporting facilities, public amenities) where the municipal council is the owner/manager of that building or asset
- providing and managing community development services and activities (not all councils will undertake this activity)

Recommendation

THAT COUNCIL endorses the Mansfield Municipal Emergency Management Plan 2024-2027, for approval by the Regional Emergency Management Committee.

Support Attachments

1. Mansfield Municipal Emergency Management Plan 2021-2024 [13.2.3.1 - 154 pages]
2. Municipal Emergency Management Plan 2024-27 Tracked Changes [13.2.3.2 - 159 pages]
3. Municipal Emergency Management Plan FINAL DRAFT APPROVED BY MEMPC [13.2.3.3 - 155 pages]
4. SIGNED Statement of Assurance template MEMP or MEMP sub plan [13.2.3.4 - 6 pages]

Considerations and Implications of Recommendation

Sustainability Implications

Section 6 of the MEMP – Recovery, outlines the recovery arrangements and takes into consideration the social, built, economic, natural, and cultural environments.

Council’s Emergency Management Framework details the structure and mechanisms that are established to prevent, prepare for, respond to, and recover from disasters across social, economic, environmental and governance environments and comprises 5 key elements:

- Council’s legislated emergency management obligations.
- Risk management.
- Provision of emergency management - mitigation, response, and recovery.
- Business continuity.
- Community resilience.

Council applies the “all-hazards” approach to emergency management planning and uses risk management principles and standards. The focus under an all-hazards approach is to manage risk holistically by mitigating and planning for emergencies resulting from natural, technological, or malicious hazards.

Community Engagement

The MEMPC membership has three community members, including one from Woods Point, who have provided a community perspective during the review of the MEMP. The MEMPC are seeking to engage a representative from the local business association.

During the delivery of the Resilience Benchmarking and the LEAPing into Resilience Projects, the communities engaged have become more aware of the MEMP and how agencies work together to reduce risks and have a coordinated response and recovery plan.

Collaboration

Mansfield MEMPC members have been involved in reviewing the MEMP, providing feedback during the process.

The MEMPC members are drawn from:

- emergency services (CFA, SES, Victoria Police, Ambulance Victoria)
- government agencies (ERV, DFFH, DEECA, DJPR, GVW, GMW)
- non-government organisations (Red Cross, Victorian Council of Churches)
- community (individuals, Radio Mansfield)

Financial Impact

All work to update the Municipal Emergency Management Plan has been undertaken internally by Council Officers within existing staff resources.

Section 5.25 of the MEMP identifies the financial arrangements for Council's response and recovery.

Council staff with delegations such as the MEMO and MRM will appropriately allocate and track all expenditure during an emergency event.

Any resource or financial allocation during an emergency by either the MEMO or MRM must be approved by the Municipal Emergency Response Coordinator (MERC) from Victoria Police before it is allocated. This is to ensure compliance with Emergency Management Victoria's (EMV) Disaster Recovery Funding Arrangements (DRFA).

All resource provision is documented in Council's emergency management platform (Crisisworks) and payments recorded and made via established Council procedures.

Financial claims can be made under Victoria's Natural Disaster Financial Assistance (DRFA) scheme through the Department of Treasury and Finance (DTF). There are single incidents that occur which Council assists in providing assistance. Expenditure associated with single incidents are assessed by DFFH.

Previous responses to single incidents have included arranging temporary fencing due to a house fire, providing temporary accommodation until other support services are available to provide assistance, and removal of fallen limbs preventing access to an impacted property.

Legal and Risk Implications

Council has a wide range of emergency management obligations that result from provisions contained in Victorian legislation. These include the *Emergency Management Act 2013*, *CFA Act 1958* (fire prevention), the *Planning and Environment Act 1987*, the *Building Act 1993*, the *Electricity Safety Act 1998*, the *Public Health and Wellbeing Act 2008*, the *Water Act 1989*, and the *Emergency Management Legislation Amendment Act 2018*.

Section 3 of the MEMP outlines the governance arrangements and emergency management roles and responsibilities of Council and agencies.

Regional, State and National Plans and Policies

The Municipal Emergency Management Plan has been prepared with due consideration of the following documents:

- The Regional Emergency Management Plan (REMP)
- The State Emergency Management Plan (SEMP)

Innovation and Continuous Improvement

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that innovation and continuous improvement is to be pursued.

All phases of emergency management provision in Mansfield Shire Council are conducted in an environment of continuous improvement. Post response debriefs are conducted, plans and procedures are regularly exercised, reviewed, and updated with the learnings and monitored for their effectiveness.

With review of the MEMP on a three-year cycle as well as events or planned scenarios occurring during that time. This allows for improvements to be made to the plan for the next three-year cycle.

Alignment to Council Plan

Theme 3: A Trusted, Effective and Efficient Council Strategic Objective 8 A consultative Council that represents and empowers its community

Strategy 8.1 Increase community trust in Council to make informed decisions with “no surprises”

Strategy 8.2 Develop capacity and capability to advocate powerfully for the most important interests of the Mansfield community

Governance - Disclosure of Conflicts of Interest

The author of this report and officers providing advice in relation to this report do not have a conflict of interest to declare in this matter, in accordance with the Local Government Act 2020.

13.3. Community Health and Wellbeing

13.3.1. Outlying Community Infrastructure Fund

File Number	E11951	Responsible Officer	Community Networks and Wellbeing Officer, Alex Nannes
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Purpose

To provide Council with an overview of the Outlying Communities Infrastructure Fund applications and to seek Council endorsement of recommendations for funding.

Executive Summary

To support the Council Plan objective for vibrant liveability by enhancing township character (Strategic Objective 3.2), an allocation of \$75,000 was approved for the Outlying Communities Infrastructure Fund in the 2024-25 Budget.

The fund opened on 6 July 2024 and closed on 28 October 2024 after being extended by two weeks to enable more time for community submissions.

This is the fifth round of the Council funded grant. Feedback from the community has been positive, with the grant providing support to community groups to enable them to actively undertake projects to improve their own communities. The grant enables community-led projects, which in turn attract significant community in-kind investment and support, empowering community groups to deliver projects of benefit to them, with the support of Council

Over the past five years, projects funded by the grant have seen direct benefit to outlying communities across Mansfield Shire, including the 2023-24 delivery of a community playground, museum restoration, improvements to a public hall, design concepts of a community walking trail, cemetery upgrades and signage for a proposed new community centre.

Council received 4 eligible submissions for 2024-25, which were referred to the assessment panel for consideration, requesting total funding of \$58,560 as outlined in the table below.

Organisation name	Project name	Grant request (\$)
Delatite Valley Association Inc	Feasibility Study for Merrijig river crossing and public park	\$20,000 (plus \$640 if acceptable)
Merton Campdraft Club Inc	Upgrading Merton Recreation Reserve’s Sport and Recreation Facilities	\$18,150
Ancona Hall Committee Inc	Ancona Hall Safety and History Preservation	\$8,270
Bonnie Doon Community Group Inc	Meet and Greet room upgrade	\$11,500
Total		\$58,560

Key Issues

During the application period, Council officers received interest from 9 community groups in 6 outlying community areas, with 11 potential projects discussed.

The fund guidelines state eligible projects must:

- Demonstrate ongoing community benefit

- Take place in an outlying community within the Mansfield Shire (not within Mansfield township as per the Planning Scheme)
- Deliver capital improvement to:
 - Buildings
 - Facilities, or
 - Publicly accessible land managed/maintained for community benefit
- Be completed 12 months from the agreement signing date

From the initial enquiries, there were 7 projects that did not progress to the application stage for the following reasons:

1. Three projects were out of scope with respect to the funding guidelines (for example some of the projects were not for infrastructure).
2. Two projects did not require funding as alternative solutions were found to support the projects through existing resources.
3. Two projects were unable to progress further as they required more funding than could be provided through the program.

Council has responded to all community groups with potential projects or submissions that were ineligible against the Fund Guidelines to advise that Council has recorded each project or submission and will continue to monitor alternative sources of funding (grants) to support their projects.

The Assessment Panel:

As per the Fund Guidelines, applications were assessed initially by Council Officers to ensure applications are complete and meet the eligibility requirements. If the application is deemed eligible, it is then examined in more detail against the assessment criteria.

An internal multi-disciplinary assessment panel have assessed the eligible applications to propose recommendations to Council on allocation of funding. Officers from across Council were consulted where specialist advice is required in formulating recommendations.

CRITERIA	WEIGHTING
Demonstrated link to funding objective with clear evidence of demand for the project and the ongoing benefits to community	50%
Detailed project planning and demonstrated capacity to deliver project successfully	40%
Community contribution	10%

Additional weighting may be applied by the assessment panel to ensure the even distribution of funds across the Mansfield Shire’s geographical area.

Overview and Recommendations:

Council officers have reviewed four (4) projects and made the following recommendations:

Project name	Grant request (\$)	Funding Allocated	Recommendation	Officer Recommendation
Feasibility Study for Merrijig river crossing and public park	\$20,000 (plus \$640 if acceptable)	\$20,640	Fund Fully	Demonstrated link to funding objectives by providing clear evidence of demand for the project and the ongoing benefit to the community. The Assessment Panel recommend funding \$20,640 (which is slightly above the grant limit) with the proposal that a Council Project Officer is assigned to the Feasibility Study to support the Delatite Valley Association Inc.
Upgrading Merton Recreation Reserve's Sport and Recreation Facilities	\$18,150	\$18,150	Fund Fully	Well justified application with clearly demonstrated link to funding objectives and a substantial amount of in-kind contribution.
Ancona Hall Safety and History Preservation	\$8,270	\$8,270	Fund Fully	Clearly demonstrated link to funding objectives. The project is a high priority due to safety concerns. Good community contribution.
Meet and Greet room upgrade, Bonnie Doon Community Centre	\$11,500	\$11,500	Fund Fully	The room upgrade will be of benefit to community users. Clearly demonstrated link to funding objectives.
Total	\$58,560	\$58,560		

Remaining Funds

The remaining balance of Outlying Communities Infrastructure funds is \$16,440.

It is proposed that the remaining funds be used in support of the Woods Point Progress Association if they are unsuccessful with their current grant application for an emergency generator. If they are successful in obtaining the grant, it is proposed that the remaining funds be allocated to a future outlying community project, subject to Council approval.

Recommendation
<p>THAT COUNCIL:</p> <ol style="list-style-type: none"> 1. Receives the assessment panel recommendations for the Outlying Communities Infrastructure Fund 2024-25. 2. Endorse the award of funding from the Outlying Communities Infrastructure Fund to: 3. Delatite Valley Association Inc for \$20,640 to complete the Merrijig River crossing and public park Feasibility Study. 4. Merton Campdraft Club Inc \$18,150 to upgrade Merton Recreation Reserve’s sport and recreation facilities. 5. Ancona Hall Committee Inc \$8,270 to upgrade safety concerns on the hall and create a history wall. 6. Bonnie Doon Community Group Inc \$11,500 to upgrade the ‘Meet and Greet” room at the Community Centre. 7. Approves the award of up to \$16,440 in funding to the Woods Point Progress Association to fund an emergency generator if they are unsuccessful in attracting other grant funding.
Support Attachments
<p>Nil</p>

Considerations and Implications of Recommendation

Sustainability Implications

Not Applicable

Community Engagement

Community Engagement has been undertaken in accordance with the Council Community Engagement Policy.

Collaboration

Not Applicable

Financial Impact

All work to assess the applications has been undertaken internally by Council Officers within existing staff resources. The grant funding is accounted for in the FY2024-25 Budget.

Legal and Risk Implications

Not Applicable

Regional, State and National Plans and Policies

Not Applicable

Innovation and Continuous Improvement

The guidelines for this fund are reviewed against community feedback each year to ensure continuous improvement.

Alignment to Council Plan

Theme 1: Connected and Healthy Community Strategic Objective 2: Activities that promote connection and fitness of our people and visitors

Strategy 2.2 Create an environment where community and clubs can recreate, socialise and contribute to the health and wellbeing of the community

Theme 2: Vibrant Liveability Strategic Objective 3 Future focused: Intelligent land use and infrastructure

Strategy 3.2 Enhance township character

Governance - Disclosure of Conflicts of Interest

The author of this report and officers providing advice in relation to this report do not have a conflict of interest to declare in this matter, in accordance with the Local Government Act 2020.

13.4. Executive Services Directorate

13.4.1. Acting Chief Executive Officer Arrangements

File Number	E370	Responsible Officer	Governance and Risk Officer, Chelsea Young
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Purpose

To seek Council endorsement to appoint an Acting Chief Executive Officer (CEO) from 11 December 2024 to 14 January 2025.

Executive Summary

S5 Instrument of Delegation – Council to CEO, endorsed by Council on 27 June 2023, delegates all of Council's powers, duties and functions which are capable of delegation, subject to some exceptions and limitations, to the CEO.

Section 1.3 of the conditions and limitations of S5 and section 11(3) of the *Local Government Act 2020* states that the CEO is unable to appoint an Acting CEO for a period longer than 28 days. As such, Council is required to make the appointment for any period exceeding this limit.

CEO, Ms Kirsten Alexander, is scheduled to take leave from 11 December 2024 to 14 January 2025, which exceeds the 28-day limit for delegation. Therefore, in accordance with the conditions of the S5 Instrument of Delegation Council must appoint an Acting CEO to cover the CEO's absence during this period.

Key Issues

Three members of the Executive Management Team are proposed to take on the Acting CEO role for defined periods during this time.

Ms Cleeland, Ms Crane and Ms Snyder will act for a specified duration (as listed below). This approach allows each member to gain experience stepping up into the role while collectively managing the workload throughout the CEO's absence.

- **Nola Cleeland, Executive Manager Community Health and Wellbeing:** 11 December 2024 to 17 December 2024;
- **Melissa Crane, General Manager Investment & Planning:** 18 December 2024 to 5 January 2025; and
- **Janique Snyder, Executive Manager People, Communications & Governance:** 6 January 2025 to 14 January 2025.

Recommendation

THAT COUNCIL appoint:

- Nola Cleeland as Acting CEO from 11 December 2024 to 17 December 2024;
- Melissa Crane as Acting CEO from 18 December 2024 to 5 January 2025; and
- Janique Snyder as Acting CEO from 6 January 2025 to 14 January 2025.

Support Attachments

Nil

Considerations and Implications of Recommendation

Sustainability Implications

Not Applicable

Community Engagement

Not Applicable

Collaboration

Not Applicable

Financial Impact

The salary costs for the Acting CEO(s) are accounted for within the 2024-25 Budget and no additional financial impact is anticipated.

Legal and Risk Implications

The CEO holds critical delegations that ensures the implementation of Council decisions and the management of day-to-day operations. Without a designated Acting CEO there is a risk of delays in decision-making, a lack of strategic direction, and potential disruptions to governance, all of which could impact the Council's ability to meet its objectives and responsibilities.

Regional, State and National Plans and Policies

Section 11(3) of the *Local Government Act 2020* states that 'A Council may delegate to the Chief Executive Officer the power to appoint an Acting Chief Executive Officer for a period not exceeding 28 days.

Innovation and Continuous Improvement

Not Applicable

Alignment to Council Plan

Theme 3: A Trusted, Effective and Efficient Council Strategic Objective 6: Council possesses in-house and outsourced capability to meet community expectations
Strategy 6.2 Building organisational capacity through its people

Theme 3: A Trusted, Effective and Efficient Council Strategic Objective 8 A consultative Council that represents and empowers its community
Strategy 8.1 Increase community trust in Council to make informed decisions with "no surprises"
Strategy 8.2 Develop capacity and capability to advocate powerfully for the most important interests of the Mansfield community

Governance - Disclosure of Conflicts of Interest

The author of this report and officers providing advice in relation to this report do not have a conflict of interest to declare in this matter, in accordance with the Local Government Act 2020.

14. Council Meeting Resolution Actions Status Register

This report presents to Council the Mansfield Shire Council Meeting Resolution Actions Status Register

Recommendation
THAT COUNCIL receive and note the Mansfield Shire Council Meeting Resolution Actions Status Register as at 3 December 2024.
Support Attachments
2. Mansfield Shire Council Action Register as at 3 December 2024 [14.1.1 - 6 pages] 3. CONFIDENTIAL Mansfield Shire Council Action Register as at 3 December 2024 [14.1.2 - 2 pages]

15. Advisory and Special Committee reports

Nil

16. Authorisation of sealing of documents

Nil

17. Closure of meeting to members of the public

Council has the power to close its meeting to the public in certain circumstances pursuant to the provisions of Section 66(2) of the Local Government Act 2020. The circumstances where a meeting can be closed to the public are:

- a) the meeting is to consider confidential information; or
- b) security reasons; or
- c) it is necessary to do so to enable the meeting to proceed in an orderly manner.

The definition of confidential information is provided in Section 3(1) of the *Local Government Act 2020*.

Recommendation
THAT COUNCIL close the meeting to members of the public under Section 66(2)(a) of the Local Government Act 2020 to consider Confidential Reports in accordance with section 66(2) of the Local Government Act 2020 for reasons set out in section 18 below.

18. Confidential Reports

18.1. Citizen Awards 2025

Confidential

This report contains confidential information pursuant to the provisions of Section 66(2) of the Local Government Act 2020 under Section 3(a) - Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.

18.2. Tender Award - Rowe Street Drainage Works

Confidential

This report contains confidential information pursuant to the provisions of Section 66(2) of the Local Government Act 2020 under Section 3(a) - Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.

18.3. Tender Award - Arborist Services Panel

Confidential

This report contains confidential information pursuant to the provisions of Section 66(2) of the Local Government Act 2020 under Section 3(a) - Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.

19. Reopen meeting to members of the public

Recommendation
THAT COUNCIL reopen the meeting to members of the public.

20. Close of meeting