

OFFICIAL



Mansfield Shire

MINUTES

Council Meeting

Tuesday 15 October 2024

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.

Agenda Contents

- 1. Opening of the meeting3
- 2. Present3
- 3. Apologies.....3
- 4. Statement of commitment3
- 5. Acknowledgement of Country3
- 6. Disclosure of conflicts of interest.....3
- 7. Confirmation of minutes3
- 8. Representations3
- 9. Notices of motion.....4
- 10. Reports from council appointed representatives4
- 11. Public question time4
- 12. Officer reports.....4
 - 12.1. Chief Executive Officer's report4
 - 12.2. Investment and Planning4
 - 12.2.1. EV Charger Licence Agreement with MK Solutions4
 - 12.3. People, Communications and Governance4
 - 12.3.1. Council Christmas Function – Early Office Closure4
 - 12.4. Executive Services Directorate5
 - 12.4.1. Carry Forwards 2023-245
- 13. Council Meeting Resolution Actions Status Register5
- 14. Advisory and Special Committee reports5
 - 14.1. Audit & Risk Committee Meeting Agenda & Minutes5
- 15. Authorisation of sealing of documents5
- 16. Close of meeting5

1. Opening of the meeting

Mayor Steve Rabie opened the meeting at 5:00 pm.

2. Present

- Councillor Holcombe
- Councillor Rabie
- Councillor Tehan
- Councillor Webb

In Attendance:

Chief Executive Officer:

Kirsten Alexander

General Manager Investment & Planning:

Melissa Crane

Executive Manager People, Communications & Governance:

Janique Snyder

Governance & Risk Officer:

Chelsea Young

Coordinator Financial Planning & Analysis:

James Alcaniz

Financial Accountant:

Chintan Patel

3. Apologies

Cr Paul Sladdin

4. Statement of commitment

Mayor Steve Rabie read Council's Statement and called 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 Mansfield Shire Councillor Code of Conduct and Councillor Charter. We will, at all times, faithfully represent and uphold the trust placed in us by the community."

5. Acknowledgement of Country

Councillor Mark Holcombe recited 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

Nil

7. Confirmation of minutes

Councillor Mark Holcombe/Councillor James Tehan:

THAT the Minutes of the Mansfield Shire Council meeting held on 17 September 2024 and 25 September 2024 be confirmed as an accurate record.

CARRIED

8. Representations

Nil

9. Notices of motion

Nil

10. Reports from council appointed representatives

Councillor Mark Holcombe/Councillor James Tehan:

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

CARRIED

11. Public question time

Nil

12. Officer reports

12.1. Chief Executive Officer's report

Councillor Mark Holcombe/Councillor Rohan Webb:

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

CARRIED

12.2. Investment and Planning

12.2.1. EV Charger Licence Agreement with MK Solutions

Councillor James Tehan/Councillor Mark Holcombe:

THAT COUNCIL:

1. Approves in principle the proposed licence to H & A Traders Pty Ltd (MKSolutions) for part of the property known as Shire Depot at 141 Lakins Road, Mansfield, for the purpose of providing an electric vehicle charging station.
2. Approves in principle a licence term of 7 years, expiring concurrently with contract CM234.033 Cleaning of Council Assets, which consists of 3 years with two 2-year extensions.
3. Sets the annual licence fee for H & A Traders Pty Ltd (MKSolutions) at \$2,490 (ex GST), with an annual review.
4. Initiates public notification of the intention to licence the portion of Mansfield Shire Depot for the car parking space.
5. Authorises the Chief Executive Officer to execute the licence upon completion of the public notification process.

CARRIED

12.3. People, Communications and Governance

12.3.1. Council Christmas Function – Early Office Closure

Councillor Mark Holcombe/Councillor Rohan Webb:

THAT COUNCIL endorse the closure of its offices including the main office, community services, youth and family services, visitor information centre, library and field services depot for the period between 12.30 pm and 5.00 pm on Friday 29 November 2024.

CARRIED

12.4. Executive Services Directorate

12.4.2. Carry Forwards 2023-24

Councillor Mark Holcombe/Councillor James Tehan:

THAT COUNCIL:

1. Approves carry forward funds from 2023-24 to the 2024-25 Budget for the completion of the projects listed in this report, totaling \$738,919 operating and \$593,194 in capital.
2. Notes that additional pre-paid grant income totaling \$310,000 was also received at the end of 2023-24 and will be used to deliver the funded projects in 2024-25, as listed in this report.

CARRIED

13. Council Meeting Resolution Actions Status Register

Councillor Mark Holcombe/Councillor Rohan Webb:

THAT COUNCIL receive and note the Mansfield Shire Council Meeting Resolution Actions Status Register as at 9 October 2024.

CARRIED

14. Advisory and Special Committee reports

14.1. Audit & Risk Committee Meeting Agenda & Minutes

Councillor Mark Holcombe/Councillor Rohan Webb:

THAT COUNCIL receive the Agenda & Minutes of the Additional Mansfield Shire Audit and Risk Committee meeting held 16 September 2024.

CARRIED

15. Authorisation of sealing of documents

Nil

16. Close of meeting

Cr James Tehan thanked retiring Councillors Holcombe and Sladdin.

Cr Mark Holcombe thanked Councils' Executive and staff for their support during his Council term.

The Council Meeting Agenda 15 October 2024 was closed at 5:33 pm.

CONFIRMED this **twenty sixth** day of **November 2024**

Mayor