

Mansfield Shire Council Action Register

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
20/08/2024	Council Confidential Meeting Agenda - 20 August 2024	18.1	Tender Award: Resheeting Program 2024/2025	In progress	<p>THAT COUNCIL:</p> <ol style="list-style-type: none"> Awards a lump sum contract for the Re-sheeting Program to Alpine Civil Pty Ltd for the amount of \$566,662.83 (ex. GST). Approves a 5% construction contingency amount of \$28,333.14 (ex. GST) Authorises the Chief Executive Officer to execute the contract. Makes this resolution public by including it within the public minutes of the Council meeting. 	Project Officer	02/09/2024 Project Officer: Contract being reviewed.
20/08/2024	Council Confidential Meeting Agenda - 20 August 2024	18.2	Tender Award: Reseal Preparation Program 2024/25	In progress	<p>THAT COUNCIL:</p> <ol style="list-style-type: none"> Awards a lump sum contract for the Reseal Preparation Program to Bild Infrastructure Pty Ltd in the amount of \$367,184.60 (ex. GST). Approves a 10% construction contingency amount of \$36,718.46 (ex. GST). Authorises the Chief Executive Officer to execute the contract. Makes this resolution public by including it within the public minutes of the Council meeting. 	Project Officer	02/09/2024 Project Officer: Contract being reviewed.
20/08/2024	Council Confidential Meeting Agenda - 20 August 2024	18.3	Tender Award: Reseal Program 2024/25	In progress	<p>THAT COUNCIL:</p> <ol style="list-style-type: none"> Awards a lump-sum contract to Boral in the amount of \$485,503.00 (ex. GST) for the 2024-25 Resealing Program. Approves a 10% construction contingency amount of \$48,550.30 (ex. GST). Authorises the Chief Executive Officer to execute the contract. Makes this resolution public by including it within the public minutes of the Council meeting. 	Project Officer	02/09/2024 Project Officer: Contract being reviewed.
20/08/2024	Council Confidential Meeting Agenda - 20 August 2024	18.4	Quarry Supply Panel	In progress	<p>THAT COUNCIL:</p> <ol style="list-style-type: none"> Awards a non-exclusive contract to the following suppliers for the purpose of forming a panel for the supply of quarry products: <ul style="list-style-type: none"> Alpine Civil Pty Ltd E.B. Mawson & Sons Pty Ltd Extons Pty Ltd Lawrence Brothers Quarry Pty Ltd Lima South Quarry Pty Ltd Prestige Paving Pty Ltd West Paps Quarry 	Executive Manager Capital Works & Operations	02/09/2024 Executive Manager Capital Works & Operations: Contract being reviewed.

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					<ol style="list-style-type: none"> 2. Approves a three-year panel contract term with the option of two, one-year extensions at the end of the initial three year term. 3. Notes that the five-year maximum term of the contract has an estimated total cost to Council of \$3,355,000.00 (ex GST), subject to annual review of Council's Capital Works Program and CPI adjustments under the contract. 4. Authorises the Chief Executive Officer to execute panel contracts with the seven suppliers listed above. 5. Make this resolution public by including it within the public minutes of the Council meeting. 		
20/08/2024	Council Confidential Meeting Agenda - 20 August 2024	18.5	Tender Award: Data Migration Contract - Project CODI	Completed	<p>THAT COUNCIL</p> <ol style="list-style-type: none"> 1. Awards a lump sum contract for the provision of data migration and tailored data archival solutions to PaceSetter Services for an amount of \$418,680 (ex GST). 2. Authorises the Chief Executive Officer to execute the contract. 3. Makes this resolution public by including it within the public minutes of the Council meeting. 	General Manager Investment & Planning	05/09/2024 General Manager Investment & Planning: Contract awarded.
20/08/2024	Council Meeting Agenda 20 August 2024	13 2.1	Station Precinct Museum Complex	In progress	<p>THAT COUNCIL:</p> <ol style="list-style-type: none"> 1. Enter into a Community Asset Committee agreement for the Station Precinct Museum Complex as outlined in the Terms of Reference and Instrument of Delegation, for a period of 10 years, together with an unlimited number of additional ten (10) year agreement options. 2. Provides public notification of the intention to create a Community Asset Committee for the Station Precinct. 3. Endorses the Chief Executive Officer executing the Community Asset Committee agreement on completion of the public notification process. 	Coordinator Economic Development	05/09/2024 Coordinator Economic Development: Public notification printed in Mansfield Matters on 28 August. Community feedback on the draft Terms of Reference closes 17 September 2024.
20/08/2024	Council Meeting Agenda 20 August 2024	13 2.2	C60 Planning Scheme Amendment - Mansfield Planning Strategy	In progress	<p>THAT COUNCIL:</p> <ol style="list-style-type: none"> 1. Request under Section 8A (2) and (3) of the <i>Planning and Environment Act 1987</i> ('the Act') that the Minister for Planning authorise Mansfield Shire Council to prepare Amendment C60mans to the Mansfield Planning Scheme. 2. Notify the Minister for Planning that when it exhibits Amendment C60mans Mansfield Shire Council 	Coordinator Statutory Planning	5 September 2024 Coordinator Statutory Planning: The Planning Team will upload the Amendment into ATS for review by the Minister.

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					intends to give full notification of the amendment under Section 19 of the Act for a minimum statutory exhibition period of one month. 3. When authorised by the Minister for Planning, exhibit Amendment C60mans to the Mansfield Planning Scheme under Section 19 of the Act.		
20/08/2024	Council Meeting Agenda 20 August 2024	13 2.3	Amendment C55 Redgum Estate	In progress	<p>THAT COUNCIL:</p> <ol style="list-style-type: none"> 1. Having been authorised by the Minister for Planning to prepare Amendment C55mans to the Mansfield Planning Scheme under Section 8A(4) of the Planning and Environment Act 1987 ('the Act'); 2. Having prepared and exhibited Amendment C55mans to the Mansfield Planning Scheme under Section 19 of the Act; 3. Having considered all submissions to Amendment C55mans under Section 22 of the Act; 4. Mansfield Shire Council resolves to: <ol style="list-style-type: none"> a. Adopt Amendment C55mans to the Mansfield Planning Scheme, in accordance with Section 29 of the Act, without changes. 	Coordinator Statutory Planning	05/09/2024 Coordinator Statutory Planning: The Planning Team will prepare the amendment in ATS.
20/08/2024	Council Meeting Agenda 20 August 2024	13 2.4	Planning Permit Application P001/23 - 446 Monkey Gully Road Mansfield	Completed	Action as per Resolution	Coordinator Statutory Planning	05/09/2024 Coordinator Statutory Planning: Notice of decision to refuse to grant a permit was issued 23 August 2024.
20/08/2024	Council Meeting Agenda 20 August 2024	13 2.5	Mansfield District Soccer Association Licence Agreement	In progress	<p>THAT COUNCIL:</p> <ol style="list-style-type: none"> 1. Endorses the proposal to enter into a licence agreement for the use of the sports and recreational facilities with the Mansfield District Soccer Association for six (6) months priority use with no further terms, with the commencement date on 1 July 2024. 2. Receives annual licence fees from the Mansfield District Soccer Association of \$865.20 (ex GST). 3. Provides public notification of the intention to enter a licence agreement with the Mansfield District Soccer Association. 4. Endorses the Chief Executive Officer executing the licence agreement on completion of the public notification process. 	Manager Planning & Environment	04/09/2024 Manager Planning & Environment: The Notice of Intent (NOI) was advertised on August 28, 2024, and is open for submissions for a period of two weeks. After this period concludes, if no submissions are received, the license will be prepared for execution by the Club and CEO.

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20/08/2024	Council Meeting Agenda 20 August 2024	13 2.6	Planning Permit Application P016/24 - 10 Victoria Street Mansfield	Completed	Action as per Resolution	Coordinator Statutory Planning	05/09/2024 Coordinator Statutory Planning: Notice of decision to grant a permit was issued 23 August 2024.
20/08/2024	Council Meeting Agenda 20 August 2024	13 2.7	P092/23 - Two Lot Subdivision - 24 Changue Road, Merrijig	Completed	Action as per Resolution	Senior Statutory Planner	05/09/2024 Coordinator Statutory Planning: Notice of decision to grant a permit was issued 23 August 2024.
20/08/2024	Council Meeting Agenda 20 August 2024	13 4.1	Media and Communications Policy	Completed	THAT COUNCIL endorses the Media and Communications Policy 2024.	Coordinator Communications, Governance & Risk	27/08/2024 Coordinator Communications, Governance & Risk: Policy endorsed and updated on Council's website.
20/08/2024	Council Meeting Agenda 20 August 2024	13 4.2	Public Transparency Policy	Completed	THAT COUNCIL endorses the Public Transparency Policy 2024.	Governance and Risk Officer	27/08/2024 Governance and Risk Officer: Policy endorsed and updated on Council's website.
20/08/2024	Council Meeting Agenda 20 August 2024	13 4.3	S11A Instrument of Appointment and Authorisation (Planning and Environment Act 1987)	Completed	THAT COUNCIL: 1. Revoke the existing Schedule 11A - Instrument of Appointment and Authorisation (Planning and Environment Act 1987) previously endorsed by Council on 16 March 2021. 2. Endorse the Schedule 11A - Instrument of Appointment and Authorisation (Planning and Environment Act 1987) dated 20 August 2024. 3. Approves Mayor Cr Steve Rabie to sign and Deputy Mayor Cr Mark Holcombe to witness the signing of Schedule 11A - Instrument of Appointment and Authorisation (Planning and Environment Act 1987).	Governance and Risk Officer	27/08/2024 Governance and Risk Officer: Resolution actioned.
20/08/2024	Council Meeting Agenda 20 August 2024	13 5.1	Volunteer Policy	Completed	THAT COUNCIL endorses the Volunteers Policy 2024.	Executive Manager Community Health & Wellbeing	27/08/2024 Executive Manager Community Health & Wellbeing: Policy endorsed and updated on Council's website.

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20/08/2024	Council Meeting Agenda 20 August 2024	13 5.2	Ovens Murray Child and Family Services Alliance MOU	Completed	THAT COUNCIL endorses execution of the 2024 Memorandum of Understanding with the Ovens Murray Child and Family Services Alliance.	Executive Manager Community Health & Wellbeing	3/09/2024 Executive Manager Community Health & Wellbeing: MOU endorsed by CEO and sent to the OMCFS Alliance coordinator.
20/08/2024	Council Meeting Agenda 20 August 2024	13 5.3	Council Plan Actions 2023/24 Report	Completed	THAT COUNCIL accepts the Council Plan 2021-2025 end of financial year report for 2023-24.	Executive Manager Community Health & Wellbeing	27/08/2024 Executive Manager Community Health & Wellbeing: Resolution noted.
20/08/2024	Council Meeting Agenda 20 August 2024	13 6.1	Acknowledgement of Traditional Custodians of Land Policy	Completed	THAT COUNCIL endorses the Acknowledgement of Traditional Custodians of Land Policy 2024.	CEO	27/08/2024 CEO: Policy endorsed and updated on Council's website.
16/07/2024	Council Confidential Meeting Agenda 16 July 2024	18.2	Tender Award: Landfill Disposal Services	In progress	THAT COUNCIL: 1. Awards a schedule of rates contract for CM2223.026 Landfill Disposal to Greater Shepparton City Council with a rate per tonne of \$138.10 and an estimated total contract amount of \$817,640.38 (ex GST) for the contract term of 2 years. AND 2. Authorises the Chief Executive Officer to execute the contract. 3. Makes this resolution public by including it within the public minutes of the Council meeting.	General Manager Investment & Planning	05/09/24 General Manager Investment & Planning: Appointment letters distributed and contract documents are currently under review.
25/06/2024	Council Confidential Meeting Agenda 25 June 2024	18.2	Road Reserves Sale & Land Acquisition Proposal	In progress	Confidential	Manager Planning & Environment	Confidential
21/05/2024	Council Meeting Agenda 21 May 2024	13 2.5	Nutrien AG Solutions and Corcoran Parker Pty Ltd – Licence Agreement Renewal and	Completed	THAT COUNCIL: 1. Does not approve an exemption or reduction of the annual licence fees for the period between 2020 and 2023 for the use of the trans-shipment yards to Corcoran Parker or Nutrien Ag. 2. Endorses the proposed 5-year licence agreements with Corcoran Parker and Nutrien Ag for the trans-	Manager Planning & Environment	04/09/2024 Manager Planning & Environment: The license has been executed by both parties and is now in effect.

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			Fee Waiver Request		shipment yards located at Lakins Road Mansfield, commencing on 1 July 2024. 3. Receives an annual licence fee of \$1,375 (ex. GST) per annum from each tenant, with an annual CPI adjustment.		
21/05/2024	Council Meeting Agenda 21 May 2024	13 2.6	Mansfield State Emergency Services (SES) Terms of Lease Update	In progress	<p>THAT COUNCIL:</p> <ol style="list-style-type: none"> Approves the proposed 10-year peppercorn lease agreement for a site lease area located on Lots 4 and 5 of the land at 166 – 176 Maroondah Highway, Mansfield, with an option for 3 further terms of 10 years, commencing on 1 July 2024. Receives community feedback on the proposed lease through the 2024-25 Budget consultation process; and Authorises the Chief Executive Officer to execute the lease agreement on completion of the public consultation process and finalisation of the 2024-25 Budget. 	Manager Planning & Environment	<p>04/09/2024 Manager Planning & Environment:</p> <p>The site inspection was conducted on Wednesday, 4 September 2024 by the Asset Maintenance Officer. Feedback from the inspection will be incorporated into Version 7 of the license agreement, which will then be provided to SES representatives for review. Once they are satisfied, the agreement will be ready for execution by both parties.</p>
20/02/2024	Council Meeting Agenda 20 February 2024	13 2.1	Discontinuance and Sale of Portions of Road Reserves	In progress	Confidential	Manager Planning & Environment	Confidential
12/12/2023	Council Confidential Meeting Agenda 12 December 2023	18.2	Potential Sale of Land	In progress	Confidential	Manager Planning & Environment	Confidential
28/11/2023	Council Confidential Meeting Agenda 28 November 2023	18.2	Potential Land Acquisition	In progress	Confidential	Manager Planning & Environment	Confidential