



MANSFIELD SHIRE

High Country, Lakes and Rivers

COUNCIL MEETING

TUESDAY, 19 JANUARY 2021

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

Commencing at 5.00pm

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 Mark Holcombe
Cr Steve Rabie
Cr Paul Sladdin
Cr James Tehan
Cr Rohan Webb

Officers:

Chief Executive Officer:
General Manager Infrastructure and Planning
General Manager Community and Corporate Services

Kaylene Corrick
Kirsten Alexander
Chris Snook



MANSFIELD SHIRE COUNCIL

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, his/her 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 Mansfield Shire Councillor Code of Conduct and Councillor Charter.

5. ACKNOWLEDGEMENT OF COUNTRY

The Council affirms its recognition of the Taungurung people being traditional owners 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 1989*, a Councillor must declare any Conflict of Interest or Personal Interests pursuant to Sections 77A, 77B, 78, 79 and 79B of the Act in any items on this Agenda. (Note that Section 79(2)(a)(i) of the Act requires Councillors to disclose the nature of a Conflict of Interest or a Personal Interest immediately before the relevant consideration or discussion). Section 79B also requires that the Councillor declaring a Personal Interest must seek consent from Council to be exempt from voting on the item.

Council officers or contractors who have provided advice in relation to any items listed on this Agenda must declare a Conflict of Interest or Personal 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 his/her 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 The Chief Executive Officer will provide a status update to the Council for each Department.

13.2-13.7 Officer reports are presented to the Council, where required.

Detailed reports prepared by officers from the Infrastructure and Planning Directorate are considered by the Council. This includes reports from the following Departments:

- Planning and Environment
- Operations and Capital Works
- Community Safety
- Field Services

A Council position is adopted on the matters considered.

Detailed reports prepared by officers from the Community and Corporate Services Directorate will also be considered by the Council:

- Business and Performance
- Community Health and Wellbeing
- Community and Economic Development
- Governance and Risk

A Council position is adopted on the matters considered.

14. ASSEMBLY OF COUNCILLORS

In accordance with section 80A of the *Local Government Act 1989*, Council must keep a written record of all assemblies of Councillors. An Assembly of Councillors is defined as a planned or scheduled meeting, comprising at least three Councillors and one member of Council staff, that consider matters that are intended or likely to be the subject of a decision of the Council or subject to the exercise of a function; duty or power of a Council that has been delegated to a person or committee [s.76AA].

15. COUNCIL RESOLUTIONS REPORT

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

16. ADVISORY AND SPECIAL COMMITTEE REPORTS

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

17. 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.

18. 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.

19. PRESENTATION OF CONFIDENTIAL REPORTS

20. REOPEN MEETING TO MEMBERS OF THE PUBLIC

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

21. CLOSE OF MEETING

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



MANSFIELD SHIRE

COUNCIL MEETING TUESDAY, 19 JANUARY 2021

AGENDA

MANSFIELD SHIRE COUNCIL
Livestreamed to members of the public via the
[Mansfield Shire Council website](https://www.mansfieldshire.vic.gov.au)
5.00pm

CONTENTS

1.	<i>OPENING OF THE MEETING</i>	3
2.	<i>PRESENT</i>	3
3.	<i>APOLOGIES</i>	3
4.	<i>STATEMENT OF COMMITMENT</i>	3
5.	<i>ACKNOWLEDGEMENT OF COUNTRY</i>	4
6.	<i>DISCLOSURE OF CONFLICTS OF INTEREST</i>	4
7.	<i>CONFIRMATION OF MINUTES</i>	4
8.	<i>REPRESENTATIONS</i>	4
	8.1 <i>Certificate of Commendation from Forest Fire Management Victoria</i>	4
	8.2 <i>Deputation by Mr Michael Steenhuis, applicant for item 13.2.1 - Application for Planning Permit No. P096/20 Development of Land for Seven Dwellings at 12 Hunter Street, Mansfield</i>	4
9.	<i>NOTICES OF MOTION</i>	5
10.	<i>MAYOR'S REPORT</i>	5
11.	<i>REPORTS FROM COUNCIL APPOINTED REPRESENTATIVES</i>	7
12.	<i>PUBLIC QUESTION TIME</i>	7
13.	<i>OFFICER REPORTS</i>	8
	13.1 <i>CHIEF EXECUTIVE OFFICER'S REPORT</i>	8
	13.2 <i>INFRASTRUCTURE AND PLANNING DIRECTORATE</i>	9
	13.2.1 <i>Application for Planning Permit No. P096/20 - Development of Land for Seven Dwellings at 12 Hunter Street, Mansfield</i>	9
	13.2.2 <i>Application for Planning Permit No. P115/20 - Building and Works Associated with Upgrading the Main Office Building and Development of New Arts Building at Mansfield Rudolf Steiner School, 91 Highett Street, Mansfield</i> .17	
	13.2.3 <i>Lake Eildon Asset Audit</i>	22
	13.2.4 <i>Mansfield Station Precinct Project Update</i>	27



13.3	COMMUNITY AND CORPORATE SERVICES DIRECTORATE	34
13.3.1	Update - Mansfield Shire Council Instrument of Appointment and Authorisation – Schedule 11A (Planning & Environment Act 1987)	34
13.3.2	Rates Financial Assistance Program	37
14.	ASSEMBLIES OF COUNCILLORS	42
15.	COUNCIL RESOLUTIONS REGISTER	43
16.	ADVISORY AND SPECIAL COMMITTEE REPORTS	44
16.1	Mansfield Shire Audit and Risk Advisory Committee: Minutes of Meeting	44
16.2	Mansfield Shire Audit and Risk Committee – Chair’s Report to Council	44
17.	AUTHORISATION OF SEALING OF DOCUMENTS	45
18.	CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC	45
19.	PRESENTATION OF CONFIDENTIAL REPORTS	45
19.1	Confidential: Contract Award - 2020-21 Resheet Program	45
19.2	Confidential: Contract Award - Botanic Park Playground	45
20.	REOPEN MEETING TO MEMBERS OF THE PUBLIC	46
21.	CLOSE OF MEETING	46



MANSFIELD SHIRE

COUNCIL MEETING

TUESDAY, 19 JANUARY 2021

AGENDA

MANSFIELD SHIRE COUNCIL
Livestreamed to members of the public via the
[Mansfield Shire Council website](#)
5.00pm

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 Rabie
- Councillor Sladdin
- Councillor Tehan
- Councillor Webb

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 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

Deputy Mayor, Cr James Tehan, will recite Council's Acknowledgement of Country:

"Our meeting is being held on the lands of the Taungurung people and we wish to acknowledge them as Traditional Owners. We would also like to pay our respects to their Elders, past and present, and Aboriginal Elders of other communities who may be here today."

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 Rabie
- Councillor Sladdin
- Councillor Tehan
- Councillor Webb

7. CONFIRMATION OF MINUTES

Recommendation:

THAT the Minutes of the Mansfield Shire Council meeting held on 15 December 2020 be confirmed as an accurate record.

8. REPRESENTATIONS

8.1 Certificate of Commendation from Forest Fire Management Victoria

Deputy Chief Fire Officer, Hume, Aaron Kennedy, on behalf of Forest Fire Management Victoria (FFMV), awarded Council with a framed Certificate of Commendation *"for outstanding service, collaboration and commitment in support of FFMV and the community during the 2019-20 bushfire season in north east Victoria"*.

CFO Kennedy acknowledged the significant contribution that Council staff had made to support FFMV and the Victorian community during the 2019/20 bushfire season.

8.2 Deputation by Mr Michael Steenhuis, applicant for item 13.2.1 - Application for Planning Permit No. P096/20 Development of Land for Seven Dwellings at 12 Hunter Street, Mansfield

Mr Steenhuis will address the Council in relation to the above item being considered at the 19 January 2021 Council meeting.

9. NOTICES OF MOTION

Nil.

10. MAYOR'S REPORT

Mayor Cr Mark Holcombe will present the monthly Mayor's report from 16 December 2020 to 13 January 2021 to the Council as follows:

This report includes the Christmas/New Year period, and it is hoped that residents and ratepayers enjoyed the festivities and the opportunity to catch up with family and friends.

During the past month Deputy Mayor, James Tehan and I attended two virtual Mayoral Induction training sessions, facilitated by the Municipal Association of Victorian on 17 and 18 December. These sessions were designed to provide both newly elected and returning councillors and mayors with a critical and informative overview of their roles and responsibilities as elected members.

Our internal Councillors' Induction sessions continue, with session 9 coming up. A scheduled bus tour of the municipality is planning for February, and this will provide Councillors with the opportunity to meet with outlying communities and be briefed on current infrastructure projects and key issues.

I continue meeting with neighbouring councils and have recently had fruitful discussions with both the Benalla Rural City Mayor and Strathbogie Shire Mayor.

The past month has been a very busy period within our Shire as many businesses registered record trading days. The number of visitors and tourists to our region was a welcome change to what had occurred through the lockdown period.

Unfortunately the influx of tourists exposed a number of infrastructure weaknesses in Mansfield particularly in the areas of parking and waste collection. These are a major focus of attention for the current council. The other noticeable issue was the problem businesses are facing in hiring staff. This labour shortage appears to be a problem in most parts of Australia.

Shire related activities that occurred during the last month included:

- The naming of the new indoor multi use sports stadium as the "Alex Pullin Stadium"*
- The Outlying Communities Infrastructure Fund is now open and aims to support community infrastructure in areas outside the Mansfield township*
- Through the AgriLinks Upgrade Program, Council has received funding of almost \$200,00 to upgrade two key agricultural routes being Aldous Road and Long Lane.*



10. MAYOR'S REPORT CONT.

- *The Minister for Local Government has announced rates will be capped at a 1.5% increase for the year ahead.*
- *Mansfield Kindergarten has been successful in securing \$1.697 million to complete Stage 2 of the Kindergarten upgrade.*

Finally the Mansfield Autism Statewide Services (MASS) has been granted approval by the Minister for Planning to proceed with their development of a therapeutic farm at Ogilvies Road without the need for further planning approval. This is an extraordinary outcome and a credit to all those involved in a project which has substantial public benefit.

Cr Mark Holcombe
Mayor

Recommendation:

THAT Council receive the Mayor's report for the period 16 December 2020 to 13 January 2021.



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 Mark Holcombe Cr James Tehan Cr Steve Rabie
Mansfield Shire CEO Performance and Remuneration Review Reference and Advisory Group	All Councillors
Goulburn Broken Greenhouse Alliance (GBGA)	Cr Rohan Webb
Hume Regional Local Government Network (HRLGN)	Mayor Cr Mark Holcombe
Lake Eildon Land & On-Water Management Plan Implementation Committee	Cr Paul Sladdin
Mansfield Shire Council Audit and Risk Committee	<ul style="list-style-type: none"> Mayor Cr Mark Holcombe Cr Rohan Webb
Mansfield Shire Business and Community Recovery Advisory Committee	<ul style="list-style-type: none"> Mayor Cr Mark Holcombe Cr Paul Sladdin
Municipal Association of Victoria (MAV)	<ul style="list-style-type: none"> Mayor Cr Mark Holcombe Substitute - Deputy Mayor Cr James Tehan
North East Local Government Waste Forum (a committee of the North East Regional Waste and Resource Recovery Group)	Cr Steve Rabi
Rural Councils Victoria (RCV)	Mayor Cr Mark Holcombe (delegate)

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, Kaylene Conrick

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.

This month's Chief Executive Officer's report will provide information relation to:

- Customer Service
- Capital Works
- Statutory Planning
- Building Services
- Regulatory Services
- Governance
- Visitor Services

Attachment

- 1 CEO's report

Recommendation:

THAT Council receive and note the Chief Executive Officer's report for the period 15 December 2020 to 13 January 2021.



13.2 INFRASTRUCTURE AND PLANNING DIRECTORATE

13.2.1 Application for Planning Permit No. P096/20 - Development of Land for Seven Dwellings at 12 Hunter Street, Mansfield

File Number: DA264 – P096/20
Responsible Officer: General Manager Infrastructure and Planning,
Kirsten Alexander

Recommendation	Issue a Notice of Decision to grant a permit in relation to the Development of Land for Seven Dwellings at 12 Hunter Street Mansfield.
Applicant Applicant Contact	MLS Property Holdings (Vic) P/L Grant Stack (Archestral Designs Pty. Ltd)
Title/Covenant/S173 Agreement	Lot 3 PS092326
Date Application received	05 October 2020
Current statutory days	89
Zoning	General Residential Zone – Schedule 1(GRZ1)
Overlays	N/A
Site area	2022.0 square metres
Number of outstanding Objections	One (1)

Disclosure of Conflicts of Interest

The author of this report and officers providing advice in relation to this report do not have a direct or indirect interest in this matter, as provided in accordance with the *Local Government Act 1989*.

Introduction

The purpose of this report is to seek Council's determination of an application for a planning permit for the development of land for seven dwellings at 12 Hunter Street Mansfield. The proposal is for the development of seven townhouses, consisting of three single storey and four double storey dwellings accessible via a 3.0m wide common driveway.

The application is being referred to Council as the value of the proposed development exceeds \$1 million dollars. The estimated cost of the development for which the permit pertains is \$1.59 million dollars.

13.2.1 Application for Planning Permit No. P096/20 - Development of Land for Seven Dwellings at 12 Hunter Street, Mansfield cont.

Background

The subject site is currently developed with a single storey weatherboard dwelling and associated outbuilding (shed). The site is accessible from Hunter Street and is situated on the south western corner of the intersection of Hunter Street and Murphy Street.

The land is located within and surrounded by the General Residential Zone. The land is not affected by any overlays.

Statutory Requirements

The proposed medium density development of seven dwellings is generally consistent with the Planning Policy Framework including Local Planning Policy. In particular the proposal satisfies in summary:

- Clause 11.02-1S Supply of urban land: where the objective is *to ensure a sufficient supply of land is available for residential and other community uses*. Strategies include ensuring sufficient land is available to meet forecast demand and that planning should consider opportunities for the consolidation, redevelopment and intensification of existing urban areas, neighbourhood character, and landscape.
- Clause 16.01-1S, Housing supply: where the objective is *to facilitate well-located, integrated and diverse housing that meets community needs*. Strategies include:
 - reducing the share of new dwellings in greenfield, fringe and dispersed development areas;
 - Encouraging higher density housing development on sites that are well located in relation to jobs, services and public transport;
 - Identifying opportunities for increased residential densities to help consolidate urban areas;
 - Facilitating diverse housing that offers choice and meets changing household needs by widening housing diversity through a mix of housing types.
 - Encourage the development of well-designed housing that provides a high level of internal and external amenity. Incorporates universal design and adaptable internal dwelling design.
- Clause 21.09, Mansfield Township: where the objectives and strategies are:
 - *Provide an adequate land supply to meet current and future housing needs*. Strategies include containing and intensifying residential development within existing residentially zoned land and encouraging the redevelopment of key strategic sites, infill sites and currently vacant General Residential land.
 - *Maintain housing affordability and increase the range of housing choices*. Strategies include encouraging higher density development in areas that can capitalise on existing physical and social infrastructure in proximity to the town centre, including a range of smaller dwelling sizes, encouraging a range of lot sizes within new subdivisions to provide for a variety of dwelling sizes.

13.2.1 Application for Planning Permit No. P096/20 - Development of Land for Seven Dwellings at 12 Hunter Street, Mansfield cont.

- *Encourage development that respects the unique character and location of Mansfield Township and protect areas of natural, environmental, architectural and cultural significance. Strategies include ensuring that new development achieves high standards of urban design, architecture and landscape architecture.*

It is considered that the proposal contributes towards the purpose of the General Residential Zone (Schedule 1) which is to encourage:

- development that respects the neighbourhood character of the area
- a diversity of housing types and housing growth particularly in locations offering good access to services and transport.

Furthermore, the proposal has also received a conditional consent from the following authorities: Goulburn Valley water, Engineering and Waste Management.

Community Engagement

The application was advertised by way of notices to eight owners or occupiers of properties within the area for a period of 14 days commencing on 07 November 2020. One (1) submission (objecting) was received in response to advertising.

A summary of the main concerns raised in objections is as follows:

Issues	Officer's Response
All set-backs and shadow calculations are only in relation to adjoining western property (16 Hunter Street) and not with respect to the 'future building envelopes' for the ongoing subdivision at the adjoining property (10 Hunter Street Mansfield)	<p>The proposal has been assessed against Clause 55 of Mansfield Planning Scheme. This provision applies to development of two or more dwellings on a lot and residential buildings of up to and including four storeys. It outlines the objectives and standards to be met regarding factors like site layout, building massing, amenity impacts, design, etc.</p> <p>The proposal complies with all the requirements of Clause 55, which also includes avoiding the relevant impacts on all the adjoining allotments.</p> <p>It is noted that the provisions of Clause 55 only require the consideration of existing dwellings, with this not extending to vacant lots, any proposed development or future building envelopes within an adjacent allotment.</p>



13.2.1 Application for Planning Permit No. P096/20 - Development of Land for Seven Dwellings at 12 Hunter Street, Mansfield cont.

Issues	Officer's Response
<p>The houses provide no new productive housing to the towns already diminishing supply or rentals and purchases for families. The houses shown offer no suitable outdoor space for the current need of a family or single home. This has a number of negative impacts on our town and communities liability. Firstly, housing cost will stay relative to blocks with larger sized yards. This in turn creates complacency within communities and them willing to pay standards rent/or purchase price for a substantially lesser product.</p>	<p>The proposal offers diversity in housing choice and helps in meeting forecast demand for housing supply. The proposed infill development will consolidate the existing urban area and will have an access to the town's jobs, services and facilities.</p> <p>The proposal has been assessed against Clause 55 requirements (including the outdoor space requirement) and it is considered that the proposal meets all of these.</p>
<p>Compliance with Clause 55 of Mansfield Planning Scheme requirements, especially Permeable surfaces</p>	<p>A full Clause 55 assessment (including Permeable Surfaces requirement) has been undertaken in regard to this proposal, including the checking of details within the submitted plan set. It is considered that the proposal complies with all the Clause 55 requirements.</p>
<p>Concerned with the lack of advertising to the broader community.</p>	<p>As the proposal met all the provisions of Mansfield Planning Scheme (which includes State and Local policy, zoning provisions and Clause 55), it was considered that it was only necessary for the neighbouring properties to be advised of the application.</p> <p>The application was advertised to eight neighboring properties and on the Council website. A physical copy is also available at the council office for inspection in person.</p> <p>Furthermore, it is <i>not</i> typical of the applications of this size or scope to be advertised in the newspapers at Mansfield, given its zoning, context, etc.</p>

Officer's Comments

The proposal is consistent with the intent and decision guidelines of the Zone, and the relevant components of the State and Local Planning Policy Frameworks. The proposal is in line with the prevalent theme of development in the area, with a number of properties in proximity to the site having been developed for townhouses on single residential allotments.

13.2.1 Application for Planning Permit No. P096/20 - Development of Land for Seven Dwellings at 12 Hunter Street Mansfield cont.

As the subject site is within an existing residential area, this form of higher density development is considered to be an appropriate use of land in an urban environment. Moreover, the provision of reticulated services to the allotment and proximity to the Mansfield Township supports the location for this proposal.

It is unlikely that any neighbouring allotments, developed or otherwise, will experience material detriment as a result of a planning permit being issued, and one objection was received which has been adequately addressed by the proposal. Engineering conditions will ensure that the development will not have an inappropriate impact on existing stormwater infrastructure.

The particular provisions of Clause 55 are largely met, with the inclusion of appropriate conditions to ensure that the development occurs in a properly and orderly manner.

As such, the proposal is considered as an appropriate planning outcome and should be supported by the issuing of a planning permit.

Attachments

- 1 Elevations and Site Plan

Recommendation:

THAT COUNCIL, having considered all the matters required under Section 60 of the *Planning and Environment Act 1987* and under the provisions of the Mansfield Planning Scheme, issue a Notice of Decision to Grant a Planning Permit for the Development of land for seven dwellings in respect of the land described as Lot 3 PS092326 and addressed as 12 Hunter Street, Mansfield in accordance with the endorsed plans, subject to the following conditions:

Approved Plans

1. **The development as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.**

Easements

2. **All existing and proposed easements and sites for existing and required utility services and roads must be set aside in favour of the relevant authority for which the easement or site is to be created.**

Landscaping

3. **Before the occupation of the development starts or by such later date as approved by the responsible authority in writing, the landscaping of the property must be carried out and completed in accordance with the Landscape Concept Plan (dated 02 October 2020; project # 3189, Revision B) drawn by Justin Hutchinson Pty Ltd and to the satisfaction of the Responsible Authority.**

13.2.1 Application for Planning Permit No. P096/20 - Development of Land for Seven Dwellings at 12 Hunter Street Mansfield cont.

External building materials

- 4. The external materials of the building(s) including the roof must be constructed of materials of muted colours to protect the aesthetic amenity of the area. No materials having a highly reflective surface must be used. For the purpose of this clause "highly reflective" includes unpainted or untreated aluminium, zinc or similar materials.**

Lighting

- 5. The internal access road area must be provided with suitable outdoor lighting that provides adequate illumination to the access without affecting the amenity of the residents.**

Engineering Conditions

Property Access Requirements

- 6. The additional new crossing for access to dwellings 2, 3, 4, 5, 6 and 7 from Hunter Street is to be provided in accordance with Standard Drawing SD235 (Retrofit Residential Vehicle Crossing Detail dated 26/02/2020).**
- 7. Access for Dwelling 1 from Hunter Street is to be via the existing crossing.**
- 8. A 'Works Within Road Reserve Permit Application' is to be submitted and approved by Council prior to the commencement of any works.**
- 9. The internal access to Dwellings 2, 3, 4, 5, 6 and 7 is to be reinforced concrete pavement with a minimum thickness of 125mm to AS3500 standards.**

Drainage

- 10. Drainage plans and computations designed by a suitably qualified engineer are to be provided for adequate and functional on-site storm water detention, preferably utilising underground storage pipes and/or suitably sized water tanks plumbed to toilets and laundry for example. These are to be approved by Council prior to any works.**
- 11. All stormwater is to be contained to the pre-development runoff equivalent and then may be discharged to the legal point of discharge. Submitted drainage plans and computations should show the management of the 5yr and 100yr AEP flow pathways.**
- 12. Drainage plans designed by a suitably qualified engineer should be provided for stormwater treatment using an approved Water Sensitive Urban Design (WSUD) solution. These are to be approved by Council prior to any works.**
- 13. Application must be made to Council to obtain a Legal Point of Stormwater Discharge, prior to commencement of any buildings or civil works.**
- 14. Interrupted overland flow from this development must not be allowed to impact on the adjacent lots.**



13.2.1 Application for Planning Permit No. P096/20 - Development of Land for Seven Dwellings at 12 Hunter Street Mansfield cont.

15. Any damage to Council assets such as street trees, roads and stormwater infrastructure, must be repaired at the cost of the developer to the satisfaction of the Responsible Authority
16. All construction and ongoing activities must be in accordance with sediment control principles outlined in 'Construction Techniques for Sediment Pollution Control' (EPA, 1991).

Waste Conditions

17. Submitted Waste Management Plan (version 1, dated 24/09/2020 and prepared by Frater) is to be amended as follows and submitted for endorsement to the satisfaction of the responsible authority before the building permit is issued:
 - a. Bin types to be corrected to black bodied red lid bins for waste and black bodied yellow lid bins for recycling
 - b. Provision to be made for choice of waste bin size at the discretion of the rates payer in accordance with Council charges. The sizes available are 80L, 120L and 240L
 - c. Reference to waste collection hours to be amended reflecting that the collection will occur between 6:00 am and 4:00 pm as per Council's contract with Cleanaway and EPA requirements. It is also to be included that the service frequencies are subject to change.
 - d. Inclusion of reference to disposal procedures for all waste, including e-waste, to comply with Council's Waste Collection Conditions of Service.
 - e. Removal of all 'other recycling options' which are not available locally.
18. The Waste Management Plan is to be enacted by the body corporate for the development to the satisfaction of the responsible authority.

Goulburn Valley Water Conditions

19. Payment of new customer contribution charges for water supply to the development, such amount being determined by the Corporation at the time of payment;
20. Provision of separate water supply meters to each tenement within the development, located at the property boundary and to the satisfaction of Goulburn Valley Region Water Corporation;
21. Payment of new customer contributions charges for sewerage services to the development, such amount being determined by the Corporation at the time of payment;



13.2.1 Application for Planning Permit No. P096/20 - Development of Land for Seven Dwellings at 12 Hunter Street Mansfield cont.

22. Connection of all sanitary fixtures within the development to reticulated sewerage, at the developer's expense, in accordance with standards of construction adopted by and to the satisfaction of the Goulburn Valley Region Water Corporation.
- All works required are to be carried out in accordance with AS 3500.2 - 'Sanitary plumbing and drainage', and to the satisfaction of the Corporation's Property Services Section;

Expiry of Permit

23. This permit will expire if one of the following circumstances applies:
- The development is not started within two years of the date of issue of this permit.
 - The development is not completed within four years of the date of issue of this permit.

The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires, or within six months afterwards.

END OF CONDITIONS

Planning Note

The proposed development hereby permitted shall accord with the requirements of the *Building Act 1993*, Building Regulations 2006, the *Public Health and Wellbeing Act 2008* and all other relevant Acts and Regulation.

**13.2 INFRASTRUCTURE AND PLANNING DIRECTORATE CONT.****13.2.2 Application for Planning Permit No. P115/20 - Building and Works Associated with Upgrading the Main Office Building and Development of New Arts Building at Mansfield Rudolf Steiner School, 91 Highett Street, Mansfield**

File Number: DA486/3 – P115/20
Responsible Officer: General Manager Infrastructure and Planning,
 Kirsten Alexander

Recommendation	Issue a Planning permit in relation to building and works associated with upgrading the main office building and development of new arts building.
Applicant	Kerriane Barnes – Maya & Moss Architects
Title/Covenant/S173 Agreement	Lot 2 on Plan of Subdivision 811819W.
Date Application received	17 November 2020
Current statutory days	47
Zoning	General Residential Zone – Schedule 1
Overlays	N/A
Site area	3.529 hectares
Number of outstanding Objections	Not advertised.

Disclosure of Conflicts of Interest

The author of this report and officers providing advice in relation to this report do not have a direct or indirect interest in this matter, as provided in accordance with the *Local Government Act 1989*.

Introduction

The purpose of this report is to seek Council's determination of an application for a planning permit for building and works associated with upgrading the main office building and development of new arts building at Mansfield Rudolph Steiner School, 91 Highett Street Mansfield.

Upgrades to the main office building include renovation and reconfiguration of internal staff and administration area; demolition of existing student toilets and arts resource and development of new student toilets. The new arts building will be a single storey building including workshops and storage areas.

13.2.2 Application for Planning Permit No. P115/20 - Building and Works Associated with Upgrading the Main Office Building and Development of New Arts Building at Mansfield Rudolf Steiner School, 91 Highett Street, Mansfield cont.

The application is being referred to Council as the value of the proposed development exceeds \$1 million dollars. The estimated cost of the development for which the permit pertains is \$1.55 million dollars.

Background

The subject site, located on the western side of Highett Street, is currently developed with and used as Mansfield Rudolf Steiner School. The land is located within and surrounded by General Residential Zone (Schedule 1) on all sides. The land is not affected by any overlays.

A planning permit was granted in 2018 for use and development of the land for school classrooms, car and bus parking and associated works. This permit approved construction of four classrooms, landscaping, internal driveway and addition of 12 car parking spaces onsite. The permit also approved works in Highett Street Road Reserve which included Nature strip reconfiguration and construction of car parking spaces (22), bus parking, footpath and barriers.

Statutory Requirements

The proposal is generally consistent with the Planning Policy Framework including Local Planning Policy. In particular the proposal satisfies in summary:

- Clause 15.01-2S Building Design: where the objective is *to achieve building design outcomes that contribute positively to the local context and enhance the public realm*. Strategies include ensuring a comprehensive site analysis forms the starting point of the design process and provides the basis for the consideration of height, scale and massing of new development; and minimizing the detrimental impact of development on neighbouring properties, the public realm and the natural environment.
- Clause 19.02-2S Education facilities: where the objective is *to assist the integration of education and early childhood facilities with local and regional communities*. Strategies include facilitating the expansion of education facilities to meet the existing and future education needs of communities and recognizing that primary and secondary education facilities are different to dwellings in their purpose and function and can have different built form (including height, scale and mass).
- Clause 21.03-1 Settlement pattern and growth: where the objective is *to coordinate and manage the growth of Mansfield Township as focus of the majority of development*.

It is considered that the proposal contributes towards the purpose of the General Residential Zone (Schedule 1) which is to allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.

13.2.2 Application for Planning Permit No. P115/20 - Building and Works Associated with Upgrading the Main Office Building and Development of New Arts Building at Mansfield Rudolf Steiner School, 91 Highett Street, Mansfield cont.

The permit application was internally referred to Engineering and Environment Services in accordance with the Mansfield Planning Scheme with both providing consent subject to permit conditions.

Community Engagement

The proposed arts building is oriented in such a way that it could potentially impact the amenity of the adjoining property to the south. The eastern windows of this building could cause an overlooking issue to the backyard of the neighbouring dwelling to the south. This was further confirmed during a site inspection.

The overlooking issue was discussed with the applicant who then proposed a 100% obscure fence between the dwelling and the arts building to eliminate the impact. The applicant also provided a written and signed consent from the neighbour confirming that both the parties agreed to erection of the proposed fence, with updated plans being submitted.

It is considered that the proposal will not detrimentally impact the amenity of the surrounding properties and therefore, the application was not advertised.

Key issues

The proposal is generally consistent with the objectives and decision guidelines for the applicable zone under the Mansfield Planning Scheme.

The Mansfield Rudolf Steiner School has operated for a number of years from the subject site. Over this time there have been a number of planning permits relating to the school for additions and improvements. This proposal is a reasonable extension to an established school that will have no effect on landscape or amenity. The proposed extension and additional buildings will not increase staff or student numbers as both facilities are improvements to the school that do not increase the enrolment capacity. The proposed development will be supported by previously approved landscaping, car and bus parking spaces. Any drainage requirements will be dealt with in the permit conditions.

It is considered that the proposed development is in keeping with the residential use of the locality where its scale and intensity will not detrimentally affect the amenity of the area. The proposed buildings are well designed and scaled with muted materials and colours to fit into the school and surrounding landscape.

Attachments

- 1 Elevations and Site Plan

13.2.2 Application for Planning Permit No. P115/20 - Building and Works Associated with Upgrading the Main Office Building and Development of New Arts Building at Mansfield Rudolf Steiner School, 91 Highett Street, Mansfield cont.

Recommendation:

THAT COUNCIL, having considered all the matters required under Section 60 of the *Planning and Environment Act 1987* and under the provisions of the Mansfield Planning Scheme, issue a Planning Permit for Building and Works associated with upgrading the main office building and development of new arts building in respect of the land described as Lot 2 on Plan of Subdivision 811819W and addressed as 91 Highett Street Mansfield - Mansfield Rudolf Steiner School, in accordance with the endorsed plans, subject to the following conditions:

Endorsed Plans

- 1. The development as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority.**

External Materials

- 2. The external materials of the buildings(s) including the roof must be constructed in materials of muted colours to enhance the aesthetic amenity of the area. No materials having a highly reflective surface shall be used. For the purposes of this clause 'highly reflective' shall include unpainted aluminium, zinc or similar materials.**

Drainage

- 3. Stormwater is to be managed through the existing system installed previously and approved by the Responsible Authority. The applicant is to demonstrate current onsite stormwater treatment and retention is adequate and functional before disposal to the legal point of discharge nominated by the Council.**
- 4. Submitted drainage plans and computations must be approved by the Responsible Authority prior to the commencement of any upgrade works.**
- 5. Application must be made to Council to obtain a Legal Point of Stormwater Discharge, prior to commencement of any stormwater upgrade works.**
- 6. All stormwater is to be contained to the pre-development runoff equivalent and then may be discharged to the natural watercourse.**
- 7. No concentrated stormwater may drain or be discharged from the land to adjoining properties.**



13.2.2 Application for Planning Permit No. P115/20 - Building and Works Associated with Upgrading the Main Office Building and Development of New Arts Building at Mansfield Rudolf Steiner School, 91 Highett Street, Mansfield cont.

Asset Protection

8. Any damage to Council assets such as roads, footpaths, street trees and stormwater infrastructure, must be repaired at the cost of the developer to the satisfaction of the Responsible Authority.
9. All construction and ongoing activities must be in accordance with sediment control principles outlined in 'Construction Techniques for Sediment Pollution Control' (EPA, 1991).

Permit Expiry

10. The permit will expire if one of the following circumstances applies:
 - a) The development is not started within two (2) years of the date of issue of this permit.
 - b) The development is not completed within four (4) years of the date of issue of this permit.

The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires, or within six (6) months afterwards.

END OF CONDITIONS

13.2 INFRASTRUCTURE AND PLANNING DIRECTORATE CONT.

13.2.3 Lake Eildon Asset Audit

File Number: AG1314
Responsible Officer: General Manager Infrastructure and Planning,
Kirsten Alexander

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*.

Introduction

This report responds to a resolution from the 17 December 2019 Council meeting and provides Council with an overview of existing land and asset management agreements between Council and Goulburn Murray Water (GMW). The report also outlines next steps to identify the maintenance requirements of assets around Lake Eildon.

Background

Council resolved at its December 2019 meeting the following:

Councillors Sladdin/Volkering:

THAT Council receive an officer's report detailing the following:

- 1. An audit of existing land and asset management agreements of Goulburn Murray Water controlled land around Lake Eildon in the Mansfield Shire.**
- 2. The current cost to Council for the maintenance of these assets.**
- 3. A rationalisation for identifying two to three key assets for Council support utilising the Lake Eildon Recreational Boating Facilities Improvement Plan as a guide.**

Carried

A briefing on progress with the audit and collation of the information requested for this report was provided at the Councillor Briefing in August 2020, including information on land management agreements extracted from Council records.

In order to provide Council with the requested information, a meeting was held on 18 September 2020 with Scott Wikman, Manager Storage Operations - South from GMW, and asset information was subsequently received and reviewed by Council's Property Officer and Asset Coordinator. Following review of the asset list, maintenance cost information was compiled, with input from Council's Field Services team and Building Maintenance officer.

The results of the land and asset management agreement audit and review, together with proposed key assets for consideration of Council support/upgrade are provided below.

13.2.3 Lake Eildon Asset Audit cont.

Audit of Land and Asset Management Agreements

The audit undertaken of executed agreements between Mansfield Shire Council and GMW discovered only one agreement that was signed by both parties in 2010 for the Goughs Bay area. This agreement is a Maintenance Licence Agreement that has since expired.

A Memorandum of Understanding (MoU) was previously drafted, including identified assets surrounding Lake Eildon. This agreement is yet to be signed by either party and is a more general agreement aimed at working in collaboration to ensure the standard of the areas surrounding Lake Eildon are maintained at an acceptable level. The MoU identifies the roles and responsibilities of each party for the provision, management and maintenance of access to assets surrounding the lake, and includes enforcement activities.

An updated agreement with regards to the maintenance of assets around Lake Eildon was discussed and supported at the meeting with GMW on 18 September 2020. A draft Maintenance Licence Agreement has now been received from GMW and is currently under review by Council officers. This draft will be presented to Council for consideration in the coming months following an agreed final draft by both parties.

Maintenance Cost of Identified Assets

Information on the assets identified by both GMW and Mansfield surrounding Lake Eildon is in Attachment 1.

Mansfield Shire Council currently maintain the toilet facilities and all of the maintenance activities associated with these, including cleaning, hygiene services, electricity, water, septic systems and some grass cutting. The costs associated with these activities are broken down in the table below.

Lake Eildon MSC Maintenance - Lakeside toilets Annual Operational Cost Estimate

Location	Cleaning	Hygiene services	Electricity	Water Rates	Tank water cartage	Repairs & Maintenance	Septic Pump Out	Grass Cutting	Totals
Maintongoon Rd Bonnie Doon	\$2,833.00	\$1,080.00	\$350.00	\$250.00	N/A	\$2,000.00	\$400.00	\$2,400.00	\$9,313.00
Kenedys Point Bonnie Doon	\$2,833.00	\$984.00	\$350.00	N/A	\$1,000.00	\$2,000.00	\$400.00	\$2,400.00	\$9,967.00
Hutchinsons Rd Bonnie Doon	\$2,833.00	\$1,680.00	\$350.00	\$400.00	N/A	\$3,000.00	\$1,200.00	\$2,400.00	\$11,863.00
Lakeside Bonnie Doon Total	\$8,499.00	\$3,744.00	\$1,050.00	\$650.00	\$1,000.00	\$7,000.00	\$2,000.00	\$7,200.00	\$31,143.00
Gough's Bay	\$718.00	N/A	\$200.00	N/A	\$300.00	\$1,500.00	\$800.00	\$2,400.00	\$5,918.00
Combined totals all lakeside toilets	\$9,217.00	\$3,744.00	\$1,250.00	\$650.00	\$1,300.00	\$8,500.00	\$2,800.00	\$9,600.00	\$37,061.00

Responsibilities for assets as identified on the GMW asset spreadsheet included in Attachment 1 will require further negotiation with regard to the frequency of works, cost of works and the availability of Council resources. The list identified by GMW is more extensive than that currently recognised in Council's asset register. It is understood that GMW are open to discussion over the respective cost contribution from each organisation towards the maintenance and upgrade of assets constructed by Council on GMW land, and used by visitors to the Shire.

13.2.3 Lake Eildon Asset Audit cont.

In particular, GMW are keen to work with Council on grant applications to programs such as the Better Boating Victoria for identified key assets such as boat ramps. GMW has recently developed a list of priority projects for grant funding, and a copy of this list has been requested from GMW at the Land and On-Water Management Plan (LOWMP) Implementation Group meeting held on 17 December 2020.

Lake Eildon Recreational Boating Facilities Improvement Plan

The Lake Eildon Boating Facilities Improvement Plan (LERBFIP) includes an audit of facilities associated with recreational boating and identifies any shortcomings with existing facilities, including any gaps in infrastructure, with the aim to improve recreational boating and safety for all users.

The LERBFIP was prepared by Opal Project Solutions and addresses action items identified within the Lake Eildon Land and On-Water Management Plan 2012. The document was prepared in conjunction with Goulburn-Murray Water, Mansfield Shire Council and Murrindindi Shire Council and was endorsed by Council on 21 July 2015.

Any improvements to the existing facilities would need to occur under a coordinated approach between all of the agencies involved.

From review of the LERBFIP, the following assets have been identified for potential Council consideration for upgrade/funding support, based on the following considerations:

- Frequency of use
- Existing asset condition
- Operational safety
- Feasibility and cost of upgrade

1. Bridge Ramp Bonnie Doon

The Bonnie Doon Bridge Boat Ramp located off Maintongoon Road is the most commonly used launching point on Lake Eildon and is the closest access point for visitors from Melbourne. The ramp is in a suitable condition however the parking area is undefined and gets very busy during summer months, particularly when the lake level is high. This area would benefit from having clearly identified parking areas for vehicles and trailers.

Further, as this can be a high traffic area, the toilet amenities would benefit from improvement to accommodate the number of visitors. The current amenities are functional however could use an upgrade. Lighting and picnic areas for visitors would also improve the area greatly.

Improvement costs outlined above have been identified in the LERBFIP document and can be viewed in Attachment 2.

13.2.3 Lake Eildon Asset Audit cont.

2. Goughs Bay Ramp Precinct

Goughs Bay Boat Ramp is the third most popularly used ramp around the lake. With the levels of the lake varying significantly, access throughout November to February to multiple ramps in the area is limited. Within the lake bed there are multiple tree hazards that would also be beneficial to address for operational safety reasons.

The parking area to access the main boat ramp is an informal gravel area that would benefit from becoming formalised and suitable for cars and trailers. Attachment 3 provides a breakdown of recommendations and costs to undertake improvements to the Goughs Bay Boat Ramp area.

Policy and Legislative Implications

The following policy and legislative implications apply to this report:

Council currently has a Leasing and Licensing Policy 2017, which identifies the procedure to follow for new agreements.

The requirements of the Taungurung Recognition and Settlement Agreement - Land Use Activity Agreement, August 2020, would need to be considered for assets located on Crown Land.

Council Plan

This report is relevant to Strategic Objective 1.3: Partnerships are strong between key service providers and authorities across the municipality.

Financial

Historically Council contributed to the development of boat ramps around Lake Eildon at the request of the community and to ensure continued visitation to the Lake and Shire. These boat ramps are located on GMW land and have not been recognised or considered as Council assets for the purposes of ongoing maintenance.

The implementation of an agreement between GMW and Mansfield Shire Council will ensure the costs of maintaining assets around Lake Eildon are properly identified and considered, and it will provide an opportunity to negotiate a cost sharing arrangement. An agreement will also clarify and formalise the respective responsibilities for each organisation and provide a mechanism for expenditure of funds and processes to enable a claim for the repayment of funds.

The current cost of maintaining toilet facilities “covered” by Council around Lake Eildon is identified in the table above under *Maintenance Cost of Identified Assets*. Any proposed changes to Council’s operational costs associated with formation of the agreement with GMW will be identified for Council consideration.

13.2.3 Lake Eildon Asset Audit cont.

Collaboration between Council and GMW, and other agencies such as Parks Victoria and DELWP, will help to prioritise and progress funding applications for capital upgrades and enhancement of existing assets around the lake, and the further development of identified priority projects for the benefit of Mansfield Shire residents and visitors.

Social

There are no social implications associated with this report.

Environmental

There are no environmental implications associated with this report.

Economic

There are no economic implications associated with this report.

Risk Management

There are no risks associated with this report.

Community Engagement

Clarification of responsibilities with regards to the maintenance of assets around Lake Eildon is important. Negotiation and formation of an agreement with GMW will identify responsibility for maintenance of these assets.

Identification of assets to be upgraded in conjunction with Council and Community Groups, if and when funding becomes available, is also seen as an important outcome by the community, based on feedback received during consultation processes over the LERBFIP.

Key Issues

The main issue identified in this report is the need for an agreement between Goulburn Murray Water and Mansfield Shire Council to clearly identify the maintenance requirements of assets around Lake Eildon. An agreement will require negotiation on maintenance, upgrades, enforcement and responsibility, and will be progressed over the coming months.

Attachments

1. Goulburn-Murray Water Asset List
2. Bridge Ramp Bonnie Doon – Indicative Costs
3. Goughs Bay Ramp Precinct – Indicative Costs

Recommendation:

THAT COUNCIL receive and note the information presented in this report on Lake Eildon Assets.

13.2 INFRASTRUCTURE AND PLANNING DIRECTORATE CONT.

13.2.4 Mansfield Station Precinct Project Update

File Number: E5296
Responsible Officer: General Manager Infrastructure and Planning,
Kirsten Alexander

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*.

Introduction

This report is to provide an update to Council on the progress, status and planned actions for the key projects and components of the Station Precinct Master Plan.

Background

The old railway precinct site, located on Crown Land with Mansfield Shire as Committee of Management, once served a bustling timber and agriculture hub and is a destination opportunity for an already thriving tourism market in Mansfield.

The Mansfield Station Precinct Activation Project was identified as a great opportunity to develop a vibrant hub at the entry to Mansfield Township, contributing to the local and regional economies. The masterplan developed from this project provides a blueprint for potential uses of the precinct, and includes artist impressions for key elements of the vision.

A comprehensive background report was conducted as part of the project, which included the analysis and feasibility of previous government and community-led strategic plans, the outcomes of the urban economics analysis, current traffic analysis, site and context analysis and a wide-ranging community consultation process.

Feedback from the key stakeholders and the broader community consultation, as well as analysis of relevant strategic and statutory information including economic analysis, was used in preparation of the preferred concept Master Plan for the Station Precinct, which was endorsed by Council in March 2019.

Regional Development Victoria (RDV) funding was provided for engagement of the design consultant SJB Urban to develop the Master Plan. RDV subsequently approved the reallocation of unspent funds from the Master Plan project for the development of the concept design and detailed design for the Heritage Display & Storage Building and the All Abilities Playground.

The detailed designs for the All Abilities Playground and the Heritage Display & Storage Building were completed, and the grant acquitted, in November 2020.

13.2.4 Mansfield Station Precinct Project Update Cont.

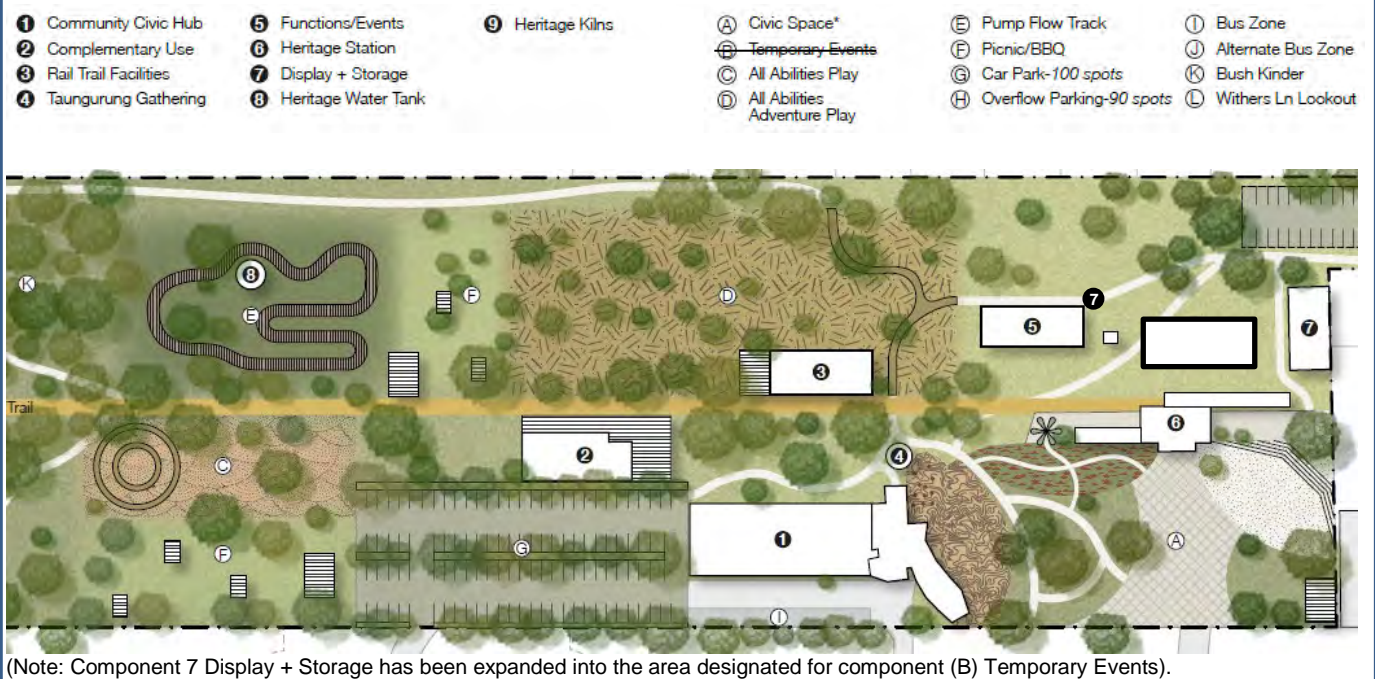
Station Precinct Master Plan – Key Components

The ‘Mansfield Station Precinct Activation Project, Master Plan and Implementation Plan’, developed by SJB Urban describes 21 distinct components within the development area. Those are listed below and shown in their context within the site plan in Figure 1.

Master Plan Components:

1. Community Civic Hub
2. Complementary Use
3. Rail Trail Facilities
4. Taungurung Gathering Place
5. Heritage Goods Shed Functions/Events Space (Existing to be refurbished)
6. Heritage Station Building (Existing)
7. Heritage Display & Storage Building
8. Heritage Water Tank
9. Heritage Kilns
10. Civic Space (A)
11. Temporary Events Space (B) (Deleted)
12. All Abilities Playground (C)
13. All Abilities Adventure Playground (D)
14. Pump Flow Track (E)
15. Picnic/BBQ (F)
16. Car Park (G)
17. Overflow Parking (H)
18. Bus Zone (I)
19. Alternate Bus Zone (J)
20. Bush Kinder (K)
21. Withers Ln Lookout (L)

Figure 1



13.2.4 Mansfield Station Precinct Project Update Cont.

An update on the status and planned actions for several of these key components is provided below.

Policy and Legislative Implications

The following policy and legislative implications apply to this report:

- The requirements of the Taungurung Recognition and Settlement Agreement - Land Use Activity Agreement, August 2020, need to be considered for assets located on Crown Land. A submission on the Master Plan is currently under preparation for the Taungurung Land and Waters Council (TLaWC).
- A submission to the Minister is under preparation regarding the existing and proposed use and development of the Station Precinct, for approval to amend the current Committee of Management's responsibilities as extensions of existing or complementary functions, dispensing the need for planning scheme amendment to the Mansfield Planning Scheme, Reference Document and Incorporated Plan.
- Council's Procurement Policy as prescribed in Section 186a of the *Local Government Act 1989* will apply to the purchase of all goods and services required for implementation of the Master Plan elements.

Council Plan

The proposal aligns with the following strategic objectives in the Council Plan, by improving and renewing Council assets and providing new amenities for a growing community.

Participation and Partnerships

Strategic Objective 1.1 Our community has a say in matters of interest to them.

Strategic Objective 1.4 We have high levels of community participation, with growing levels of engagement from our senior citizens and people of all abilities.

Financial Sustainability

Strategic Objective 2.2 We embrace innovation to maximise service efficiency and reduce costs.

Strategic Objective 2.3 We prudently manage our asset maintenance and capital works programs in line with our long term financial plan

Enhanced Liveability

Strategic Objective 4.2 We are a community that is passionate about arts, culture, heritage and the environment.

13.2.4 Mansfield Station Precinct Project Update Cont.

Financial

Heritage Display & Storage Building and All Abilities Playground – Design Phase

A funding contribution of \$50,000 was allocated to the Mansfield Station Precinct Activation Project from the RDV - SRC Population Attraction Grant. The funds were contributed and used to undertake the design phase of the Heritage Display & Storage Building and the All Abilities Playground.

Goods Shed Refurbishment and Heritage Display & Storage Building – Grant Applications

Funding for the Goods Shed Refurbishment and the Heritage Storage & Display Building will be applied for through the Community Projects Stream of the Local Economic Recovery (LER) program, jointly funded by the Australian and Victorian Governments, in March 2021. The Mansfield Cultural Heritage and Arts Committee (MCHAC) or Council is proposed to be the applicant. A Project Control Group (PCG) was formed in December 2020 with representatives from MCHAC, Mansfield Historical Society, Taungurung and Council and fortnightly meetings scheduled for the purpose of preparing the most comprehensive grant application.

It is anticipated that a grant of approx. \$2 million will be required to fund these works. The two buildings were included in the Master Plan (components 5 & 7 shown in Figure 1), however the location of the Heritage Storage & Display Building has been expanded into the space between the Heritage Station Building and Goods Shed to provide a better linkage between the two structures, replacing the proposed temporary events space (component B) as noted on Figure 1.

Gathering Place – Grant Application

MCHAC and Aunty Bernadette Franklin from the Gadhaba Local Aboriginal Network (GLAN) have worked together to develop an application to the 'Coronavirus Aboriginal Community Response and Recovery Fund' seeking a grant of \$100,000 (approx.) for the design and construction of an outdoor Gadhaba (Together) Gathering Place on the Mansfield Railway Land. The application has the support of, and is auspiced by, the Taungurung Land and Water Council (TL&WC).

The Gathering Place location included in the Master Plan (component 4 on Figure 1), has been adjusted slightly following an on-site meeting; it is proposed to be located in the same approximate location, but closer to the Goods Shed than shown on the original concept plan.

All Abilities Playground – Potential Grant Application

Round Five of the 'Building Better Regions' grant opened on 12 January 2021. Council's Capital Works Team is currently investigating this funding stream as a possible source for funding of the playground. For Round Five a total of \$200 million is available, with \$100 million dedicated to tourism-related infrastructure projects. The 'Community Investments Stream' has grants of \$5,000 to \$1 million available to cover 50% or more of eligible project costs.

13.2.4 Mansfield Station Precinct Project Update Cont.

The two playgrounds included in the Master Plan (components C & D shown in Figure 1) were combined in the final design as one All Abilities Playground in a high profile location with high visitation potential.

Civic Space and Carpark Areas – Reprioritisation

With reference to the Civic Space and Carpark locations proposed in the Master Plan (components (A) and (G) in Figure 1); further engagement with the Mansfield Historical Society and design development work by Council's Capital Works Team has identified that:

1. The current parking location is suitable and functional.
2. Extra funding will be required to design and construct the new carpark (G).
3. Extra funding will be required to demolish the existing carpark and construct the Civic Space (A).

Given Council's funding constraints and the need to progress a number of other priority capital projects, components (A) and (G) are considered a low priority and available funding would preferably be spent on higher priority items.

Social

The social factors associated with this project have been considered and discussed in the SJB Project Background Report November 2018 included as part of prior Council reports.

Environmental

The environmental factors associated with this project have been considered and discussed in the SJB Project Background Report November 2018 included as part of prior Council reports.

Economic

The economic factors associated with this project have been considered and discussed in the SJB Project Background Report November 2018 included as part of prior Council reports.

Risk Management

There are a number of competing interests from various businesses, community groups and individuals. To mitigate this risk extensive community engagement was undertaken to better understand the competing demands for the future use of the precinct and how these can be best balanced to achieve the appropriate mix.

The constraints and opportunities at the site have been considered and discussed in the SJB Project Background Report November 2018.

13.2.4 Mansfield Station Precinct Project Update Cont.

Community Engagement

Extensive community engagement has been carried out and detailed in the SJB Project Background Report November 2018. A thorough community consultation process was carried out as part of the background report.

The Project Steering Committee for the Master Plan development comprised a mixture of Councillors, Council Officers, several community representatives, a representative of the Department of Environment, Land, Water and Planning (DEWLP), a representative from the Taungurung Clans Aboriginal Corporation and a representative from Regional Development Victoria.

Stakeholder consultation included representation from businesses, arts and culture, sports and recreation, environment, tourism, age friendly and accessibility, current occupiers, current users and neighbouring properties.

In October 2020, the first of a new series of quarterly stakeholder meetings, chaired by Council's CEO, was held on site to continue the community engagement in developing the key Master Plan projects and components to a shovel ready stage ready for funding opportunities.

The progress made on the designs for the Historical Storage & Display Building and All Abilities Playgrounds was communicated to the group and the design plans were reviewed prior to finalisation of the RDV grant deliverables.

The next steps in seeking funding for the key projects and components were discussed, as were the relative priority of the Master Plan elements and the process for enabling complementary commercial activity, as envisaged in the Master Plan. The next quarterly stakeholder meeting is planned for February 2021.

Key Issues

The Heritage Storage & Display Building (component 7), All Abilities Playgrounds (components 12 and 13), Taungurung Gathering Place (component 4), and the Goods Shed Refurbishment (component 5) projects have advanced to a point where they could be ready for construction to commence in 2021/22, as funding is made available.

Given the competing demands for funding from a number of other high priority capital projects in Mansfield Shire, including the Heavy Vehicle Bypass, Lords Reserve Community Hub and completion of the Dual Court Stadium Building over the next few years, it is recommended that the car park remains in its current location and that priority is placed on progressing the four components outlined above.

Attachments

None.

13.2.4 Mansfield Station Precinct Project Update Cont.

Recommendation:

THAT COUNCIL:

1. notes the update provides on the key elements of the Station Precinct Master Plan provided in this report;
2. endorses retaining the car park in its current location; and
3. progresses applications for funding the elements of the Station Precinct Master Plan as opportunities arise.

13.3 COMMUNITY AND CORPORATE SERVICES DIRECTORATE

13.3.1 Update - Mansfield Shire Council Instrument of Appointment and Authorisation – Schedule 11A (*Planning & Environment Act 1987*)

File Number: E328
Responsible Officer: General Manager Community and Corporate Services,
Chris Snook

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*.

Introduction

This report seeks approval to update and amend the S11A Instrument of Appointment and Authorisation (*Planning & Environment Act 1987*) due to staff changes.

Background

Council utilises two Schedules of Instruments of Appointment and Authorisation:

- **S11 – in accordance with S224 of the *Local Government Act 1989* and S313 of the *Local Government Act 2020***
S98 of the *Local Government Act 1989* determines that any changes to Schedule 11 Instrument of Appointment and Authorisation may be endorsed by Council's Chief Executive Officer under delegated authority.
- **S11A – in accordance with S188 of the *Planning & Environment Act 1987***
S188(1) of the *Planning and Environment Act 1987* determines that any changes to Schedule 11A Instrument of Appointment & Authorisation must be endorsed by a resolution of Council.

Council utilises these Instruments of Appointment and Authorisation to identify specific officers incumbent in roles and, in turn, appoint the officers to be authorised officers for the administration and enforcement of legislation under applicable Acts.

Only a handful of Acts and Regulations require specific roles within an organisation to be identified to undertake a specific function. There are often clauses within Acts or Regulations that state that an "authorised officer" can undertake a specific function. This is why Council needs to identify the authorised officer by role and officer name.

As a result of the recent resignation of Council's Manager Planning and Environment (MPE), Mr Ben McKay, an interim Manager has been appointed to this role. Mr Peter Hawkins will undertake all MPE duties until recruitment is completed for this position. As part of this role, Mr Hawkins requires authorisation under the *Planning and Environment Act 1987* to undertake his duties effectively.

In addition, Council's Co-ordinator Planning, Ms Leanne Curphy, resigned from Council in late 2020. This role is currently vacant, however recruitment for the position is underway.

13.3.1 Update - Mansfield Shire Council Instrument of Appointment and Authorisation – Schedule 11A (*Planning & Environment Act 1987*) cont.

Council's associated Instrument of Appointment and Authorisation (Schedule 11) of the *Local Government Act 1989* was endorsed by the Chief Executive Officer under delegated authority on 14 January 2021 to reflect the above updates. However, in accordance with S188 of the *Planning and Environment Act 1987*, Council is required to endorse the Instrument of Appointment and Authorisation (Schedule 11A) of the *Planning and Environment Act 1987*.

Council subscribes to a Delegations and Authorisations Service produced by the legal firm, *Maddocks*. The firm reviews all legislation as it impacts upon local government in Victoria, and biannually distributes an updated schedule of delegations, reflecting recent legislative changes. This template is used by many Victorian councils and reflects common practice within the industry.

Policy and Legislative Implications

S147(4) of the *Planning and Environment Act 1987* specifically states that the appointment of an authorised officer must come from the responsible authority – Council – and that it is not a delegable power (refer s188(2)(c) of the *Planning and Environment Act 1987*).

Council Plan

The update of Council's Instruments of Appointment and Authorisation falls under the Responsible Leadership objective of "...*achieving the highest standards of good governance*".

Financial

There are no financial implications arising from this report.

Social

There are no significant social implications arising from this report.

Economic

There are no economic implications arising from this report.

Environmental

There are no environmental implications arising from this report.

Risk Management

The review and update of Council's Instruments of Appointment and Authorisation ensures continuing transparency and accountability. It is also a key risk management initiative in that it clearly identifies which officer can act on a particular authorisation.

13.3.1 Update - Mansfield Shire Council Instrument of Appointment and Authorisation – Schedule 11A (*Planning & Environment Act 1987*) cont.

Community Engagement

Public consultation is not required under the *Local Government Acts 1989* and/or *2020* or the *Planning and Environment Act 1987*.

Key Issues

The Instruments of Appointment and Authorisation have been updated to reflect recent Council organisational changes and ensures that basic good governance principles are adhered to.

It is critical to Council's risk management framework that the Instruments of Appointment and Authorisation be kept up to date. As an example, when issues arise around enforcement of an Act, should the matter proceed to a legal case or court hearing, Council will need to demonstrate that the appropriate 'authorised officer' performed the relevant tasks under the relevant Act or Regulation.

Attachments

- 1 Schedule 11A – Instrument of Appointment and Authorisation, *Planning and Environment Act 1987*.

Recommendation:

THAT COUNCIL, in the exercise of the powers conferred by section 188 of the *Planning and Environment Act 1987*, and other legislation referred to in Schedule 11A Instrument of Appointment and Authorisations, resolves:

- 1. that the officers and roles listed on the attached S11A Instrument of Appointment and Authorisation be endorsed to allow the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in Council's Instruments of Delegation, the powers, duties and functions set out in those instruments, subject to the conditions and limitations specified in that Instrument.**
- 2. authorise the Mayor to sign the S11A Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*) on behalf of the Council. come into force immediately upon signing by the Mayor on behalf .**
- 3. that the S11A Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*) comes into force immediately upon its execution.**

13.3 COMMUNITY AND CORPORATE SERVICES DIRECTORATE CONT.

13.3.2 Rates Financial Assistance Program

File Number: E470
Responsible Officer: General Manager Community and Corporate Services,
Chris Snook

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*.

Introduction

This report requires a decision from Council about the application of Council's Rates and Charges Financial Hardship Policy and debt collection procedures.

Background

Due to the anticipated financial impact on ratepayers of the COVID-19 state of emergency declared on 16 March 2020, Council offered a temporary rates assistance program as follows:

- Interest amnesty
 - No interest charged on overdue rates from 16 March 2020 until 30 June 2020
- Debt recovery
 - All accounts currently in debt recovery were placed on hold until 30 June 2020
 - No new debts transferred to debt recovery until 1 July 2020
- Payment plans
 - Ratepayers encouraged to arrange a payment plan (ie nominate affordable amounts to be paid at regular intervals to avoid "bill shock" when the assistance program ended)
- Payment extension
 - Extensions available on request (without the need to apply for formal hardship) with no payments necessary until 30 June 2020, and no interest charged.

Due to the ongoing economic suppression resulting from the Victorian Premier's lock down orders at the end of June 2020, the assistance program was subsequently extended to 31 December 2020.

The temporary rates assistance program is an additional level of support to supplement Council's existing Rates and Charges Financial Hardship Policy, which is available to ratepayers at any time.

13.3.2 Rates Financial Assistance Program cont.

Policy and Legislative Implications

Council has a Rates and Charges Financial Hardship Policy that is required by the *Local Government Act 1989*. This policy remains unchanged throughout COVID-19 and remains the primary method to provide financial support to ratepayers experiencing difficulty in paying their rates.

Council Plan

This report is not related to a strategic matter connected to the Council Plan, but rather an operational response to a financial risk.

Financial

There is no budgetary impact on income in relation this report. Rates are secured as a first charge over the property which they relate to and therefore are recoverable upon sale of a property if unpaid at the time of settlement. Under accounting rules therefore the income is recognised when invoiced, regardless of when payment is received.

However, when ratepayers default or delay in making payment this impacts Council's cashflow.

Council's current ratio, which is an indicator of its ability to pay its own debts within the ensuing 12 month period, is 8:1 at the end of November 2020. This means at that point in time Council is able to cover its immediate debts 8 times over. This is a very favourable position which allows Council to absorb some of the cashflow delays in receiving rate payments in the immediate term. However, should rates arrears continue to grow over time this could affect the cash available to deliver Council's capital program over the medium to long term.

Social

There are no significant social impacts in relation this report.

Environmental

There are no significant environmental impacts in relation to this report.

Economic

The outcomes of this report are not anticipated to have an impact on the local economic environment. The opportunity to apply for financial hardship remains for those ratepayers that require support through the Rates and Charges Financial Hardship policy.

Risk Management

If the rates assistance program continues into 2021 there is a risk that ratepayers will become apathetic to their rates and charges debts owed to Council and avoid payment regardless of financial capacity to pay. This could unnecessarily affect Council's cashflow

13.3.2 Rates Financial Assistance Program cont.

Conversely, there is a risk that once ordinary debt recovery procedures recommence there may be an increase in the level of default. This will continue to be monitored month to month and further measures may be introduced if required, however the Rates and Charges Financial Hardship policy remains in place for ratepayers that require assistance.

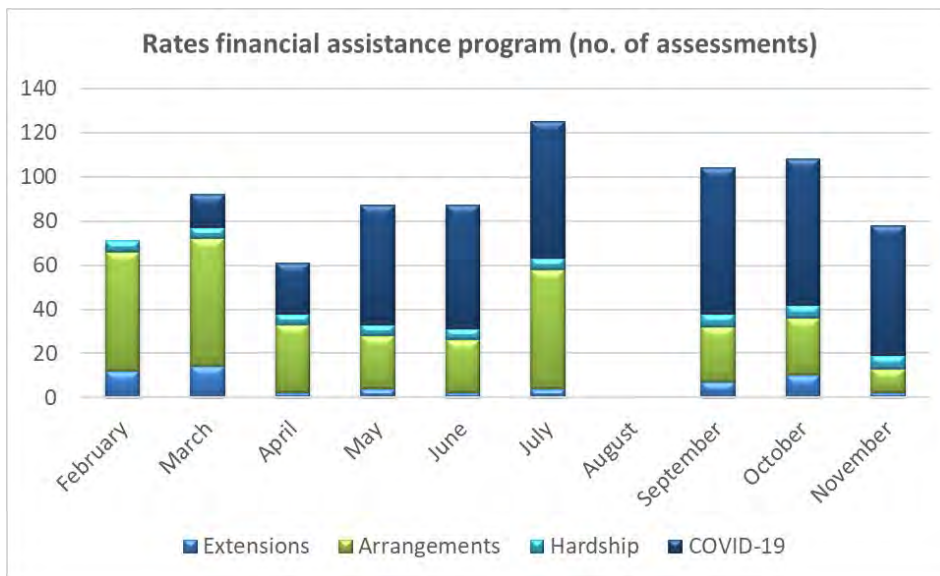
Community Engagement

The rates assistance program was advertised to all ratepayers in April 2020 when it was launched through a flyer issued with rates notices, and published in the Mansfield Courier.

The extension of the program to 31 December was communicated to all ratepayers with the 2020-21 rates notices that were issued in August 2020.

Key Issues

The following graph shows the number of current assistance requests in operation each month since February 2020.

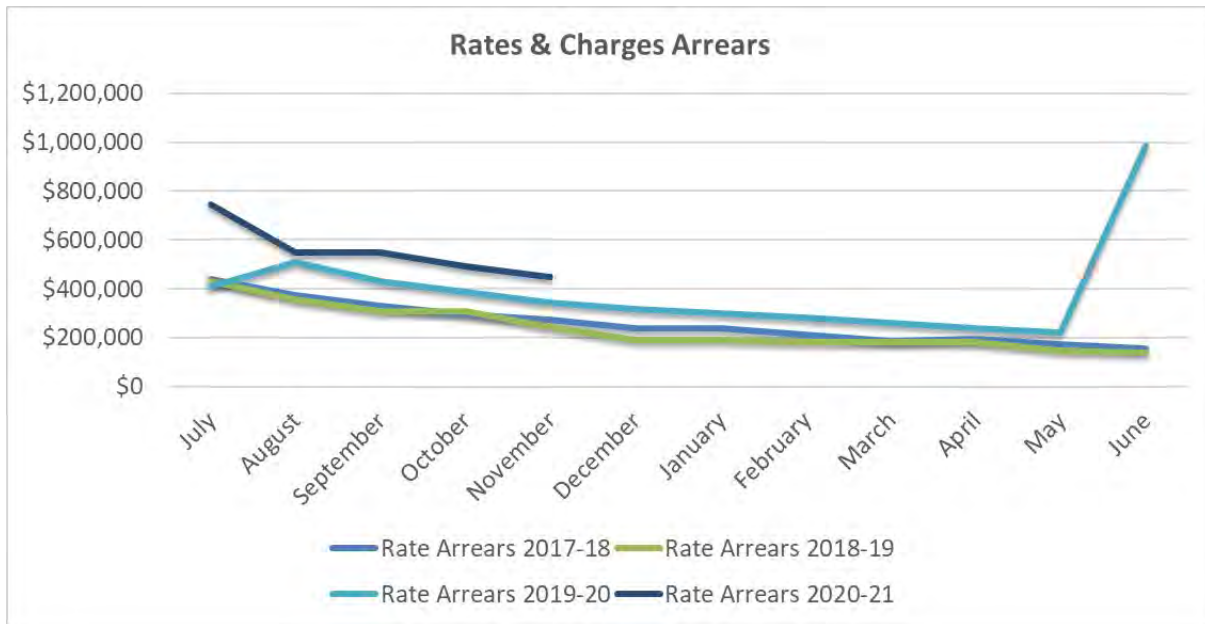


While the number of COVID-19 related assistance remains at around 60, the total number of assistance requests has dropped back to a level consistent with February 2020, prior to COVID-19. Once the COVID-19 related assistance program ends, these arrangements will likely revert to standard payment arrangements (green) or extensions (blue). Some may result in formal hardship applications (aqua).

Total assistance requests of 80 as at the end of November 2020 represents approximately 1% of the total number of rate assessments.

The dollar value of rates and charges in arrears is higher than the same time last year, but following the same downward trend as previous years.

13.3.2 Rates Financial Assistance Program cont.



Arrears of \$450k represents approximately 3% of total rates and charges declared for 2020-21.

Based on the declining trends in assistance arrangements and arrears, the end of the Victorian Premiers stay at home orders, and the return to a COVID normal in regional Victoria, it is recommended that the temporary rates assistance program is ended on 31 December 2020 as per the most recent advice to ratepayers.

Where there is still debt outstanding at 1 January 2021, ratepayers can use the provisions in the Rates and Charges Financial Hardship Policy if required to still access financial support. Revenue staff have recently attended an empathy and resilience seminar to further equip themselves to communicate with and support rate payers in distress.

Given COVID-19 has not yet been eradicated from Australia and remains virulent, there is still a possibility that Victoria may be affected by a third or subsequent wave of the virus. These waves may lead to a resurrection of stay at home measures that may impact the economy and financial situations of ratepayers in the Mansfield Shire. For this reason it is also recommended that the CEO be empowered to implement temporary rates assistance programs in response to the pandemic at any time in the future.

On 1 December 2020 the Victorian Ombudsman announced the commencement of an investigation into how councils are responding to ratepayers in financial hardship.

The investigation is considering issues including:

- whether information about councils' financial hardship assistance is easily accessible for ratepayers
- whether councils' financial hardship assistance is fair and reasonable, and whether councils apply that assistance appropriately
- how councils' hardship assistance schemes compare with best practice, for example in electricity, gas and water hardship schemes and State Government schemes

13.3.2 Rates Financial Assistance Program cont.

- what councils can learn from COVID-19 relief schemes to improve responses to financial hardship in future.

Once the investigation is completed, expected to be in the first half of 2021, the Ombudsman will report to Parliament and the public on her findings.

Attachments

Nil.

Recommendation:

THAT COUNCIL:

- 1. recommence charging interest on overdue rates from 1 January 2021, in accordance with Council's Rates and Charges Financial Hardship Policy and Debt Recovery Procedures**
- 2. recommence ordinary debt recovery procedures from 1 January 2021, in accordance with Council's Rates and Charges Financial Hardship Policy and Debt Recovery Procedures**
- 3. delegate to the CEO to determine and implement any future temporary change in rate collection management required to respond to a third or subsequent wave of the COVID19 pandemic in Victoria that may impact financial hardship among ratepayers of the Mansfield Shire.**
- 4. in relation to Item 3, receive a report as soon as practicable after the decision has been made to inform Council of the actions taken by the CEO.**

14. ASSEMBLIES OF COUNCILLORS

Under sections 3 and 80A of the *Local Government Act 1989* an Assembly of Councillors (however titled) is defined as:

- a meeting of an advisory committee of the Council, if at least one Councillor is present, or
- a planned or scheduled meeting, comprising at least three Councillors and one member of Council staff, that consider matters that are intended or likely to be:
 - a) the subject of a decision of the Council; or
 - b) subject to the exercise of a function; duty or power of a Council that has been delegated to a person or committee.

An assembly of Councillors does not include a meeting of the Council, a special committee of the Council established under s139, a club, association, peak body, political party of other organisation.

A written record of each assembly is held by Council and is available for public inspection.

The following is a list for the past month of assemblies held and the issues discussed.

The following is a list for the past month of assemblies held and the issues discussed.

DATE	TYPE OF ASSEMBLY	ISSUES DISCUSSED
8 December 2020	<p>Councillors' Briefing Session</p> <p><i>Councillors:</i></p> <ul style="list-style-type: none"> • Cr Mark Holcombe • Cr Steve Rabie • Cr Paul Sladdin • Cr James Tehan • Cr Rohan Webb <p><i>External Attendees:</i></p> <ul style="list-style-type: none"> • Kate Brunt, Goulburn Broken Catchment Management Authority representative. • Max Hardy and Todd Beavis <p><i>Officers:</i></p> <ul style="list-style-type: none"> • Chief Executive Officer, Kaylene Conrick • GM Infrastructure and Planning, Kirsten Alexander • GM Community and Corporate, Chris Snook • Coordinator Governance and Risk, Michelle Kain • Environment Officer, Damien Gerrans • Coordinator Community Development, Keira McDonagh • Acting Senior Coordinator Community and Economic Development, Nicole Nye 	<p><i>Conflicts of Interest:</i> NIL</p> <p><i>Issues Discussed:</i></p> <ul style="list-style-type: none"> • GBCMA Insights Paper • Outlying Community Infrastructure Fund • Deliberative Engagement and Community Engagement Policy • Commercial and Industrial Land Use Strategy • Station Precinct-Gathering Place • Grant Applications

14. ASSEMBLIES OF COUNCILLORS CONT.

DATE	TYPE OF ASSEMBLY	ISSUES DISCUSSED
11 December 2020	Councillors' Induction Session #8 <i>Councillors:</i> <ul style="list-style-type: none">• Cr Mark Holcombe• Cr Steve Rabie• Cr Paul Sladdin• Cr James Tehan• Cr Rohan Webb <i>Apologies:</i> <i>Officers:</i> <ul style="list-style-type: none">• Chief Executive Officer, Kaylene Conrick• GM Infrastructure and Planning, Kirsten Alexander• GM Community and Corporate, Chris Snook• Coordinator Governance and Risk, Michelle Kain• Manager Business and Performance, Mandy Kynnersley	<i>Conflicts of Interest:</i> NIL <i>Issues Discussed:</i> <ul style="list-style-type: none">• Revenue and Rating Planning including supplementary rates.
22 December 2020	Councillors' Briefing Session <i>Councillors:</i> <ul style="list-style-type: none">• Cr Mark Holcombe• Cr Steve Rabie• Cr Paul Sladdin• Cr James Tehan• Cr Rohan Webb <i>External Attendees:</i> <ul style="list-style-type: none">• Simon Micmacher, Charter Keck & Cramer <i>Officers:</i> <ul style="list-style-type: none">• Chief Executive Officer, Kaylene Conrick• Manager Planning and Environment, Ben McKay• GM Community and Corporate, Chris Snook	<i>Conflicts of Interest:</i> NIL <i>Issues Discussed:</i> <ul style="list-style-type: none">• Commercial and Land Use Strategy

Recommendation:

THAT Council receive and note the Assembly of Councillors report for the period 8-22 December 2020.

15. COUNCIL RESOLUTIONS REGISTER

This report presents to Council a schedule of outstanding actions from Council meetings held from 20 August 2019 to 15 December 2020.

Attachment

- 1 Council Resolutions Register

Recommendation:

THAT COUNCIL receive and note the Council Resolutions Register as at 14 January 2021.

16. ADVISORY AND SPECIAL COMMITTEE REPORTS

16.1 Mansfield Shire Audit and Risk Advisory Committee: Minutes of Meeting

The Minutes of the Mansfield Shire Audit and Risk Committee, held on 7 December 2020, are attached for Council's information.

Attachment

- 1 Minutes of meeting – Mansfield Shire Audit and Risk Committee

Recommendation:

THAT COUNCIL receive the Minutes of the Mansfield Shire Audit and Risk Committee meeting held on 7 December 2020.

16.2 Mansfield Shire Audit and Risk Committee – Chair's Report to Council

File Number: E34
Responsible Officer: Audit and Risk Committee Chair, Bruce Potgieter

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*.

Introduction

This report is for noting only and presents an overview of the activities of the Mansfield Shire Audit and Risk Committee for the 12 months to 31 August 2020.

Background

The Mansfield Shire Audit and Risk Committee Charter and the *Local Government Act 2020* require the Audit & Risk Committee to present a biannual report on its activities, findings and recommendations for tabling at a Council meeting.

Attachments

- 1 Audit and Risk Committee Report as at 31 August 2020.

Recommendation:

THAT Council receive and note the Mansfield Shire Audit and Risk Committee Chair's report as at 31 August 2020.



17. AUTHORISATION OF SEALING OF DOCUMENTS

Nil.

18. 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 the meeting be closed to members of the public under Section 66(2)(a) of the *Local Government Act 2020* to consider confidential information, as defined by section 3(1) of the *Local Government Act 2020* as:

- (a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released**

19. PRESENTATION OF CONFIDENTIAL REPORTS

19.1 Contract Award - 2021 Resheet Program

19.2 Contract Award - Botanic Park Playground



20. REOPEN MEETING TO MEMBERS OF THE PUBLIC

Recommendation:

THAT COUNCIL reopen the meeting to members of the public.

21. CLOSE OF MEETING