



Mansfield Shire

MINUTES

Council Meeting

Tuesday 17 October 2023

Our aspiration for our Shire and its community

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

Agenda Contents

- 1. Opening of the meeting3
- 2. Present3
- 3. Apologies.....3
- 4. Statement of commitment3
- 5. Acknowledgement of Country3
- 6. Disclosure of conflicts of interest.....3
- 7. Confirmation of minutes3
- 8. Representations4
- 9. Notices of motion.....4
- 10. Mayor's report4
- 11. Reports from council appointed representatives4
- 12. Public question time4
- 13. Officer reports.....4
 - 13.1. Chief Executive Officer's report4
 - 13.2. Infrastructure and Planning Directorate4
 - 13.2.1. Station Precinct Masterplan4
 - 13.2.2. Botanic Park Masterplan4
 - 13.2.3. DP001/19 - 294 Monkey Gully Road, Mansfield4
 - 13.3. Community and Corporate Services Directorate5
 - 13.3.1. Election (Caretaker) Period Policy5
 - 13.3.2. Governance and Management Checklist 2022-20235
 - 13.3.3. High Country Library Shared Service Agreement 2023 - 20265
 - 13.3.4. Performance Statements 2022 - 20235
 - 13.3.5. Annual Financial Statements 2022-236
 - 13.4. Executive Services Directorate6
 - 13.4.1. Council Christmas Function – Early Office Closure6
 - 13.4.2. Friends of Venilale - Memorandum of Understanding6
- 14. Council Meeting Resolution Actions Status Register6
- 15. Advisory and Special Committee reports6
 - 15.1. Audit & Risk Committee Meeting Agenda & Minutes6
- 16. Authorisation of sealing of documents6
- 17. Close of meeting6

1. Opening of the meeting

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

2. Present

- Councillor Holcombe
- Councillor Rabie
- Councillor Sladdin
- Councillor Webb

In Attendance:

Chief Executive Officer:

Kirsten Alexander

General Manager Infrastructure & Planning:

Melissa Crane

General Manager Business & Economic Development:

Julie Williams

EA Mayor & CEO:

Chelsea Young

Interim Coordinator Governance & Risk:

Jane Carter

Strategic Planning Officer:

Oscar Yencken

Coordinator Statutory Planning:

Nicole Embling

Senior Coordinator Community & Economic Development:

Saskia Van Bever

3. Apologies

Mayor Cr James Tehan

4. Statement of commitment

Deputy Mayor Steve Rabie read Council's Statement and called on each Councillor to confirm their commitment:

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

5. Acknowledgement of Country

Councillor Rohan Webb recited 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

Nil

7. Confirmation of minutes

Councillor Mark Holcombe/Councillor Rohan Webb:

THAT the Minutes of the Mansfield Shire Council meeting held on 19 September 2023 be confirmed as an accurate record.

CARRIED

8. Representations

Item 13.2.3 'DP001/19 - 294 Monkey Gully Road, Mansfield'

- Ellen Hogan
- Richard Umbers

Item 13.4.2 'Friends of Venilale - Memorandum of Understanding'

- David Foster

9. Notices of motion

Nil

10. Mayor's report

Councillor Rohan Webb/Councillor Paul Sladdin:

THAT COUNCIL receive the Mayor's report for the period 20 September to 10 October 2023.

CARRIED

11. Reports from council appointed representatives

Councillor Rohan Webb/Councillor Mark Holcombe:

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

CARRIED

12. Public question time

Nil

13. Officer reports

13.1. Chief Executive Officer's report

Councillor Mark Holcombe/Councillor Rohan Webb:

THAT COUNCIL receive and note the Chief Executive Officer's report for the period 19 September 2023 to 10 October 2023.

CARRIED

13.2. Infrastructure and Planning Directorate

13.2.1. Station Precinct Masterplan

Councillor Rohan Webb/Councillor Mark Holcombe:

THAT COUNCIL adopt the Mansfield Station Precinct Masterplan, October 2023.

CARRIED

13.2.2. Botanic Park Masterplan

Councillor Mark Holcombe/Councillor Rohan Webb:

THAT COUNCIL adopt the Mansfield Botanic Park Masterplan.

CARRIED

13.2.3. DP001/19 - 294 Monkey Gully Road, Mansfield

Councillor Mark Holcombe/Councillor Paul Sladdin:

THAT COUNCIL approves the submitted Development Plan for Rural Living Zone land on Lot 1, Plan of Subdivision 206686E, commonly addressed as 294 Monkey Gully Road Mansfield, subject to the inclusion of the recognition of the Mansfield Flood Study and potential for a Floodway Overlay and Land Subject to Inundation Overlays in the performance measures.

CARRIED

Councillor Paul Sladdin left the meeting at 6:12 pm.

13.3. Community and Corporate Services Directorate

13.3.1. Election (Caretaker) Period Policy

Councillor Rohan Webb/Councillor Mark Holcombe:

THAT COUNCIL:

1. Endorse the Election (Caretaker) Period Policy 2023.
2. Endorse the appending of the revised Election (Caretaker) Period Policy to the Governance Rules 2022 to replace the existing Election Period Policy.

CARRIED

13.3.2. Governance and Management Checklist 2022-2023

Councillor Mark Holcombe/Councillor Rohan Webb:

THAT COUNCIL:

1. Receive and note the Governance and Management Checklist 2022-23, and
2. Authorise the Mayor and CEO to sign the Governance and Management Checklist 2022-23 for the purposes of inclusion in the 2022-23 Annual Report.

CARRIED

13.3.3. High Country Library Shared Service Agreement 2023 - 2026

Councillor Rohan Webb/Councillor Mark Holcombe:

THAT COUNCIL:

1. Approves entering into the service arrangement for a further three-year period.
2. Authorises the CEO to sign the High Country Library Shared Service Agreement 2023-2026.
3. Notes the estimated total amount for the term of the agreement is \$347, 313 (based on the 2023-24 service fee).

CARRIED

13.3.4. Performance Statements 2022 - 2023

Councillor Mark Holcombe/Councillor Rohan Webb:

THAT COUNCIL:

1. Approves in principle the Performance Statements of Mansfield Shire Council for the year ended 30 June 2023; and
2. Authorises Mayor Tehan and Deputy Mayor Rabie to certify the Performance Statements of Mansfield Shire Council for the year ended 30 June 2023, subject to any amendments or changes made as required by the Victorian Auditor General's Office.

CARRIED

13.3.5. Annual Financial Statements 2022-23

Councillor Mark Holcombe/Councillor Rohan Webb:

THAT COUNCIL:

1. Approves in principle the Financial Statements of Mansfield Shire Council for the year ended 30 June 2023; and
2. Authorises Mayor Tehan and Cr Holcombe to certify the Mansfield Shire Council Financial Statements for the year ended 30 June 2023 on behalf of Council, subject to any amendments or changes made as required by the Victorian Auditor General's Office.

CARRIED

13.4. Executive Services Directorate

13.4.1. Council Christmas Function – Early Office Closure

Councillor Rohan Webb/Councillor Mark Holcombe:

THAT COUNCIL endorse the closure of its offices including the main office, community services, youth and family services, visitor information centre, library and field services depot for the period between 12.30 pm and 5.00 pm on Friday 1 December 2023.

CARRIED

13.4.2. Friends of Venilale - Memorandum of Understanding

Councillor Rohan Webb/Councillor Mark Holcombe:

THAT COUNCIL receive and note the signed renewed Memorandum of Understanding between Mansfield Shire Council and the Sub-District Administration of Venilale.

CARRIED

14. Council Meeting Resolution Actions Status Register

Councillor Mark Holcombe/Councillor Rohan Webb:

THAT Council receive and note the Mansfield Shire Council Meeting Resolution Actions Status Register as at 9 October 2023.

CARRIED

15. Advisory and Special Committee reports

15.1. Audit & Risk Committee Meeting Agenda & Minutes

Councillor Mark Holcombe/Councillor Rohan Webb:

THAT COUNCIL receive the Agenda & Minutes of the Mansfield Shire Audit and Risk Committee meeting held 4 October 2023.

CARRIED

16. Authorisation of sealing of documents

Nil

17. Close of meeting

The Council Meeting Agenda 17 October 2023 was closed at 6:46 pm.

CONFIRMED this **twenty eighth** day of **November 2023**

Mayor