

CEO Monthly Report

October 2024



Mansfield Shire

1. Customer Service

Monthly Customer Request Management System (CRMS) Report – October 2024

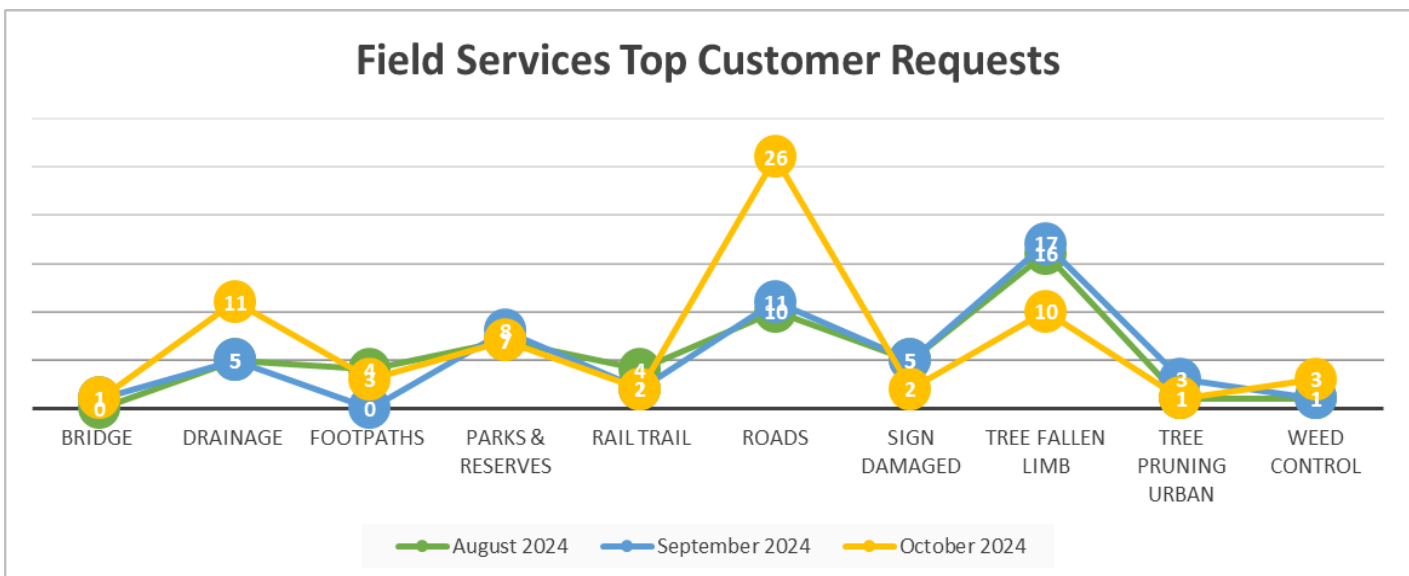
CRMS statistics for the month of October show **138** customer requests registered with **45** requests remaining open and **93** being closed during the month.

No complaints were received for October 2024.

The majority of requests (39%) were for Local Laws, totalling **55** for the month of October 2024.

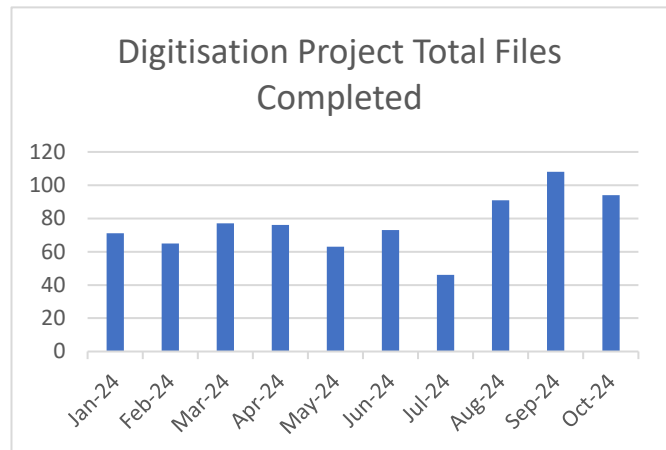
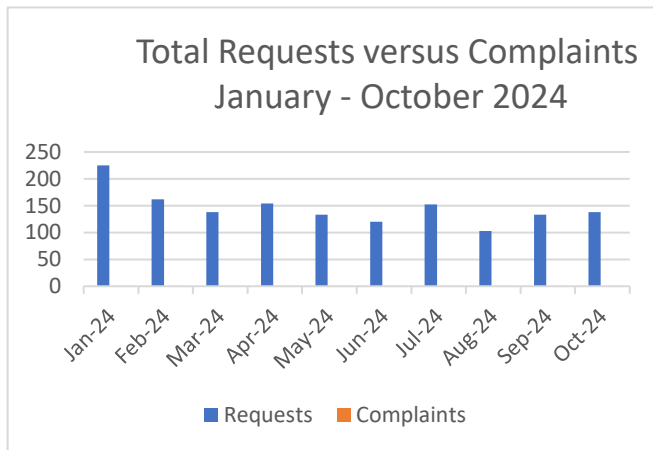
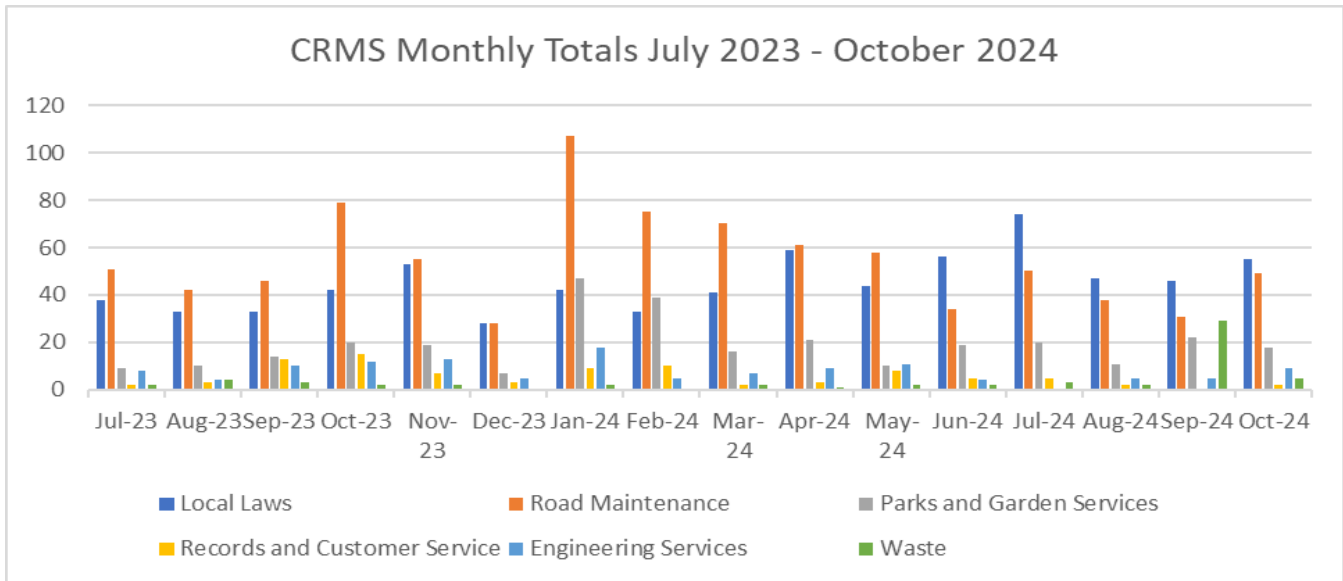


Field Services was the second largest group (36%) totalling **49** for the month of October 2024.



Mansfield Shire Council | **CEO Monthly Report**

At the time of the report there were **5** overdue service requests. Overall organisation performance of total events ratio of opened to closed in the month is **91%**.



Digitisation Information Project

	Total Files
October 2024	94
Total files	8239
Completed	6678
Remaining	1561

2. Governance

Confidential Reports at October 2024 Council Meeting

No. of Confidential Reports	Comments
1	<ul style="list-style-type: none"> CEO 12 Month Performance Review

Confidential Reports - Financial Year to Date

Month	No. of Confidential Reports	Year to Date
July 2024	2	2
August 2024	5	7
September 2024	1	8
October 20234	0	0
November 2024		
December 2024		
January 2025		
February 2025		
March 2025		
April 2025		
May 2025		
June 2025		
TOTAL	8	8

Freedom of Information Requests (FOI) received in October 2024

No. of FOI Requests	Comments
1.	The requestor is seeking documents pertaining to a complaint lodged on or about 13 February 2020 regarding opening stockfeed store in Tolmie. All other complaints related to 11 Wattle Court Tolmie.”

Freedom of Information Requests – FOI – Financial Year to Date

Month	No. of FOI Requests	Year to Date
July 2024	3	3
August 2024	3	6
September 2024	7	13
October 20234	1	14
November 2024		
December 2024		
January 2025		
February 2025		
March 2025		
April 2025		
May 2025		
June 2025		
TOTAL	14	14

3. Capital Works

Project	Budget (\$)	Comments	Budget Status	Estimated Completion Date
Buildings				
Council Building Renewal - Depot	\$30,000	Depot toilet facilities renewal to be scoped in November.	On Budget	March 2025
Solar Panel Install Program	\$25,000	Mansfield Sporting Complex – Switchboard upgrade completed and roof repair works to occur in November in preparation for solar install. Youth Centre solar panel install completed.	On Budget	Dec 2024
Public Toilets - High Street - Lords Reserve	\$206,300	Renewal of High Street Toilet Flooring completed. Upgrade of Lords Reserve Toilet – designs complete, procurement will commence on execution of Lords Reserve funding agreement.	On Budget	June 2025
Mansfield Heritage Museum	\$389,000	Construction of the Mansfield Heritage Museum Stage 1 progressing well, with LRCI funded component complete. Budget figure includes carry forward amount and contribution to fit out of Museum building. Fit out works commenced in October 2024 with works in the Admin area/sales entrance expected to be completed by end of December 2024.	On Budget	June 2025
Lords Reserve Pavilion	\$510,000	Construction of new Pavilion. Tender process will commence on execution of Lords Reserve funding agreement. Budget includes Council contribution, with a successful funding application made to the Growing Regions fund for another \$1.4m.	On Budget	Dec 2025
Mansfield Pre-School Centre	-	Funding agreement executed with Kinder Committee for Council contribution to Centre upgrade in 2023-24, construction completed.	On Budget	Completed Aug 2024

Project	Budget (\$)	Comments	Budget Status	Estimated Completion Date
Emergency Resilience Centre	\$546,000	Construction of the Emergency Resilience Centre is dependent on grant funding opportunities and is unable to commence until funding is secured. Council's application to the Disaster Ready Fund Round 2 was not successful and feedback was received in October from the funding body that will assist with future funding applications.	On Budget	Dec 2025
Goughs Bay Boat Club	-	Construction works managed by the Boat Club. Project Control Group meetings held monthly with RDV to provide governance and oversight of project. Alternative location for wastewater disposal approved and installation works are complete. Final commissioning process and A14 Licence with EPA is in progress.	On Budget	Nov 2024
Bridges & Culverts				
Bridge Renewal	\$225,000	Bracks Bridge renewal – works due for completion in November. Old Tonga Rd barriers – works completed in October.	On Budget	Apr 2025
Hearns Road Bridge	\$50,000	Grant application made to Safer Local Roads and Infrastructure Program (SLRIP) for Hearns Rd bridge design and upgrade.	On Budget	June 2025
Bridge & Culvert Inspection & assessment Program	\$20,000	Level 2 bridge assessment contract awarded, inspections completed in October, reports to be issued in November.	On Budget	Dec 2024
Causeway & Culvert Upgrade Program	\$438,000	Lenons Ln culvert awarded, scheduled to commence January due to stream flow and concurrent works planned by contractor. Graves Rd culvert – awaiting outcome of SLRIP grant application. Culverts on Buttercup Rd – four new culverts due for installation with gravel resheeting program in November.	On Budget	Apr 2025

Project	Budget (\$)	Comments	Budget Status	Estimated Completion Date
Drainage				
Drainage Upgrade	\$543,000	Upgrade of Rowe St drainage – RFT evaluation in progress. Logan St spoon drain – completed in October. Construction of drainage along easements from Malcolm and Highett St - legal agreement and scoping in progress. Elvins St drainage design – RFQ completed, and contractor engaged. Saligari Rd culvert to be scoped by Field Services.	On Budget	May 2025
Mansfield Flood Study	\$228,635	Mansfield Flood Study in progress, final report due in April. Upper Catchment Tributaries Flood Study contract awarded.	On Budget	Oct 2025
Drainage Renewal Program	\$120,000	Drainage Renewal and Inspect & Jet program to be scoped. College Ln stormwater diversion scope completed, ready for consultation. Design and construction of Hurley St Woods Point improvements site inspection undertaken, RFQ ready to release in November.	On Budget	Mar 2025
Open Space & Streetscapes				
Bonnie Doon Rec Reserve	\$40,000	Master Plan Implementation – Funding application for new netball courts, footpath links and carpark submitted to Growing Regions fund in October.	On Budget	May 2025
Street Furniture Renewal	\$50,000	Bench replacement program at recreation reserves, street furniture and bollard renewal scoping complete. Recycled red gum being milled for re-use.	On Budget	May 2025
Fenced off leash Dog Park	\$150,000	Dog Park at Station Precinct awaiting funding agreement.	On Budget	June 2025
High Street Master Plan	\$50,000	Planning and scoping in progress.	On Budget	May 2025

Project	Budget (\$)	Comments	Budget Status	Estimated Completion Date
Pump Track - Station Precinct	\$50,000	Design and construct new pump track – awaiting funding agreement, further consultation and design improvements to be completed.	On Budget	June 2025
Disabled Car Parking	\$50,000	Installation of disabled parking at various locations in Mansfield. Consultation completed and contract awarded; work scheduled to commence in November.	On Budget	Dec 2024
Stage Platform	\$10,000	Design of small stage for Botanic Park. Consultation completed on Engage, with positive result. Meeting scheduled with designer and building permit to be arranged. Final design expected November.	On Budget	Jan 2025
Highbett St Playground & Drama Room	\$20,000	Strengthen fence & gates at playground - materials delivered ready for installation. Renew drama room at Mansfield Sporting Complex – awaiting outcome of Play our Way funding application.	On Budget	June 2025
LED Street Lighting Upgrade	\$60,000	Conversion to LED streetlights scoped, RFQ underway.	On Budget	Dec 2024
Swimming Pool Renewal	\$85,000	Digital Dosing System installation completed. Renewal of pool equipment – delivery received ready for pool opening.	On Budget	Nov 2024
Rubbish Bin Renewal	\$20,000	Renewal of rubbish bins – completed.	On Budget	Completed Sept 2024
Tracks & Trails Strategy	\$55,000	Develop Tracks & Trails strategy; design brief approved by PCG. RFQ underway.	On Budget	Oct 2025
Pathways				
Footpath Renewal	\$186,500	Goughs Bay foreshore path works - completed in October. Rail Trail path - contract awarded. Concrete footpath renewal program – completed in October.	On Budget	Jan 2025
Footpath New	\$407,915	Design of Howqua Inlet shared path in progress.	On Budget	May 2025

Project	Budget (\$)	Comments	Budget Status	Estimated Completion Date
		Maintongoon Rd footpath - RFQ out to market. Pires-Goughs Bay Rd - construction contract awarded, due for commencement December 2024. Scoping for construction of Mansfield-Whitfield footpaths in progress. Kidston Parade construction contract awarded, due for commencement in November 2024.		
Roads				
Kerb & Channel	\$128,444	Kerb & Channel renewal program – works due for completion in November.	On Budget	Nov 2024
Re-Seal Preparation Program	\$550,000	Pavement re-seal preparation works including patching and drainage improvements prior to resealing. Contract awarded in August Council meeting. Works commenced in October and expected to be completed in November.	On Budget	Nov 2024
Re-Seal Program	\$592,256	Reseal program – contract awarded in August Council meeting. Works commenced in October and due for completion in November.	On Budget	Nov 2024
Malcolm St Reconstruction	\$200,000	Scoping in progress, geotechnical investigation scheduled for November.	On Budget	May 2025
Gravel Re-Sheeting Program	\$556,100	Re-sheet program – contract awarded at August Council meeting. Field Services internal resheeting works and contractor resheeting works have both commenced.	On Budget	Jan 2025
Township Sealing Program	\$295,250	James St, Bonnie Doon sealing, and drainage works – works commenced in October, due for completion November 2024.	On Budget	Nov 2024

Legend	
On Schedule	On Budget
Possible Delay	Above Budget by <10%
Delayed/On Hold	Above Budget by >10%

4. Statutory Planning

Planning Applications Lodged

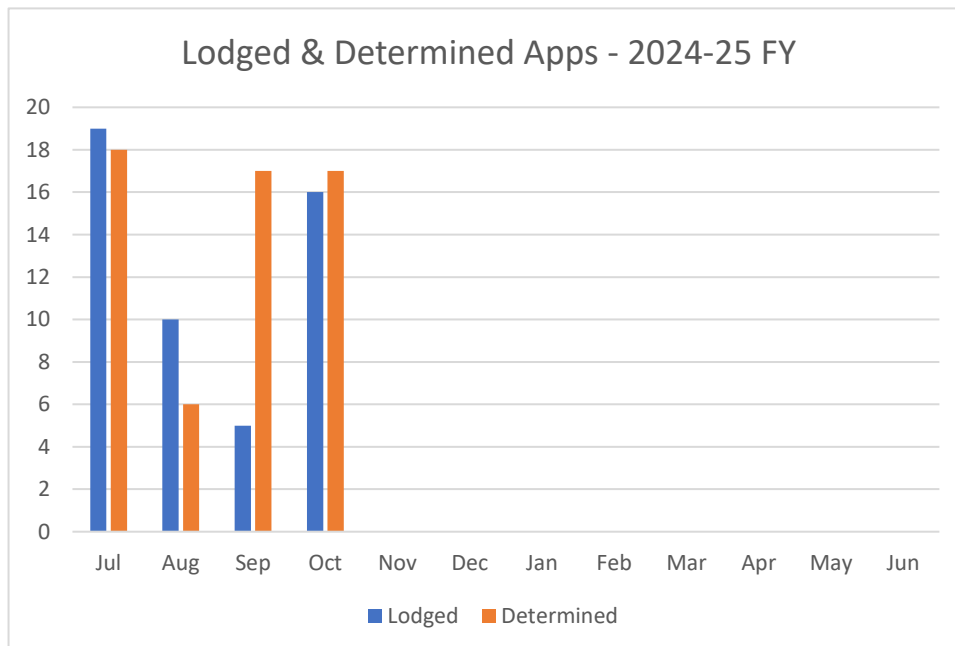
App No.	Property Address	Proposal
VS005-24	426 Bunstons Road Tolmie	Development of land for an agricultural shed
VS006-24	517 Old Tonga Road Mansfield	Development of land for an agricultural shed
P093-24	Lot 4A O'Halloran Road Bridge Creek	Use and development of land for Extractive Industry [Stone Extraction] and Garden Supplies
P094-24	1135 Tabletop Road Tolmie	Domestic outbuilding
P095-24	13 Loyola Drive Mansfield	Development of land for a Habitable Outbuilding associated with the existing Dwelling
P096-24	46 Highton Lane Mansfield	Two [2] Lot Subdivision
P097-24	37 Hilda Court Bonnie Doon	Development of land for a dwelling and two [2] outbuildings
P098-24	1185 Mansfield-Whitfield Road Bridge Creek	Use and development of land for a dwelling with attached outbuilding
P099-24	480 Hutchinsons Road Bonnie Doon	Development of land for a Small Second Dwelling
P100-24	152 and 176 Malcolm Street Mansfield	Seven [7] Lot Subdivision and creation of an Easement [Way]
P101-24	62 O'Hanlon Road Mansfield	Use and development of land for a dwelling
P102-24	252 & 298 Shaws Road Merton	Three [3] lot subdivision and removal of an Easement [Carriageway]
P103-24	16 Village Way Macs Cove	Development of land for a domestic outbuilding
P100A-22	437 Maroondah Highway Merton	Development of land for a domestic outbuilding
P108A-22	25 Monkey Gully Road Mansfield	Multi Lot Subdivision
P104-24	Piries-Goughs Bay Road Piries	Removal of Native Vegetation
Total Applications Lodged:		16

Planning Applications Determined

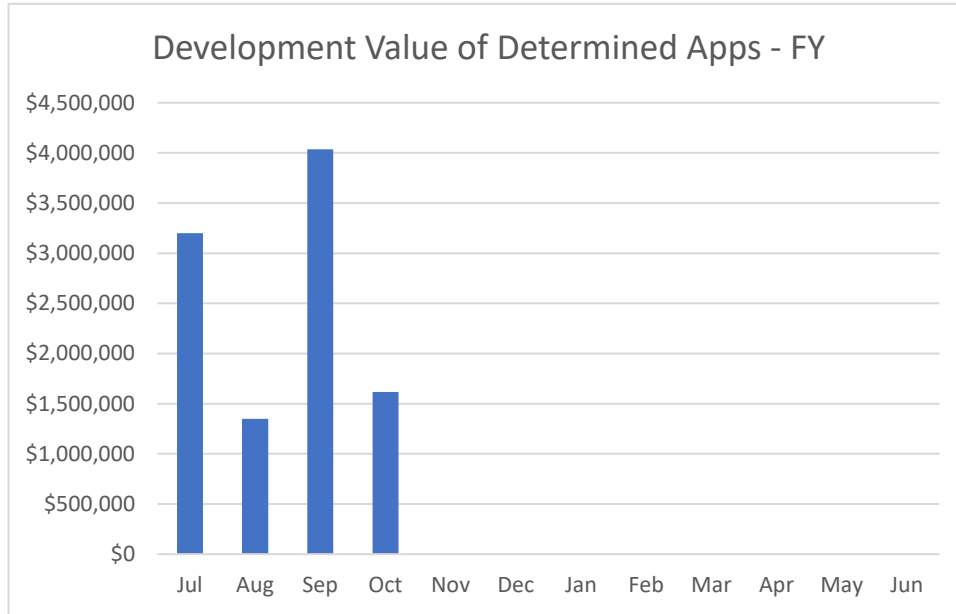
App No.	Property Address	Proposal	Decision Type
P096B/14	45 McCormacks Road Merrijig	Use of land for up to five outdoor events a year annually on an ongoing basis, development of land for a shed and ablutions block	Permit issued
P069/24	7 Curia Street Mansfield	Development of land for a domestic outbuilding	Permit issued
P091-24	237 Barwite Road Barwite	Development of land for an agricultural shed	No Permit Required
P009/24	2531 Mansfield-Whitfield Road Tolmie	Development of land for a Dwelling (Retrospective), shed and alteration of access to a road in the Principal Road Network	Permit issued
P063/24	90 Campagnolos Road Mansfield	Two (2) Lot Subdivision	Permit issued
P078/24	408 Glen Creek Road Bonnie Doon	Development of land for a Dwelling, Small Second Dwelling and Domestic Outbuilding	Permit issued

App No.	Property Address	Proposal	Decision Type
VS005-24	426 Bunstons Road Tolmie	Development of land for an agricultural shed	Permit issued
P089-24	2600 Mansfield-Whitfield Road Tolmie	Development of land for a domestic outbuilding	Permit issued
P167/23	13 Cummins Road Howes Creek	Two Lot Subdivision	Permit issued
P124A/22	26 Highton Lane Mansfield	Seventy-one (71) Lot Staged Subdivision and removal of native vegetation (53 trees)	Permit issued
P109A-20	256 Dead Horse Lane Mansfield	Development of two Industrial Sheds	Permit issued
P075/24	14 Hillcrest Road Bonnie Doon	Development of land for a domestic outbuilding	Permit issued
VS006-24	517 Old Tonga Road Mansfield	Development of land for an agricultural shed	Permit issued
P080/24	277 The Sideling Jamieson	Removal of native vegetation (one tree)	Withdrawn
P054/24	21 Moses Lane Bonnie Doon	Use and development of land for a dwelling (retrospective) and attached outbuilding	Permit issued
VS003-24	6 Harbour Line Drive Goughs Bay	Development of land for a domestic outbuilding	Permit issued
P073/24	81 Highett Street Mansfield	Two (2) Lot Subdivision	Permit issued
Total Applications Determined:			17

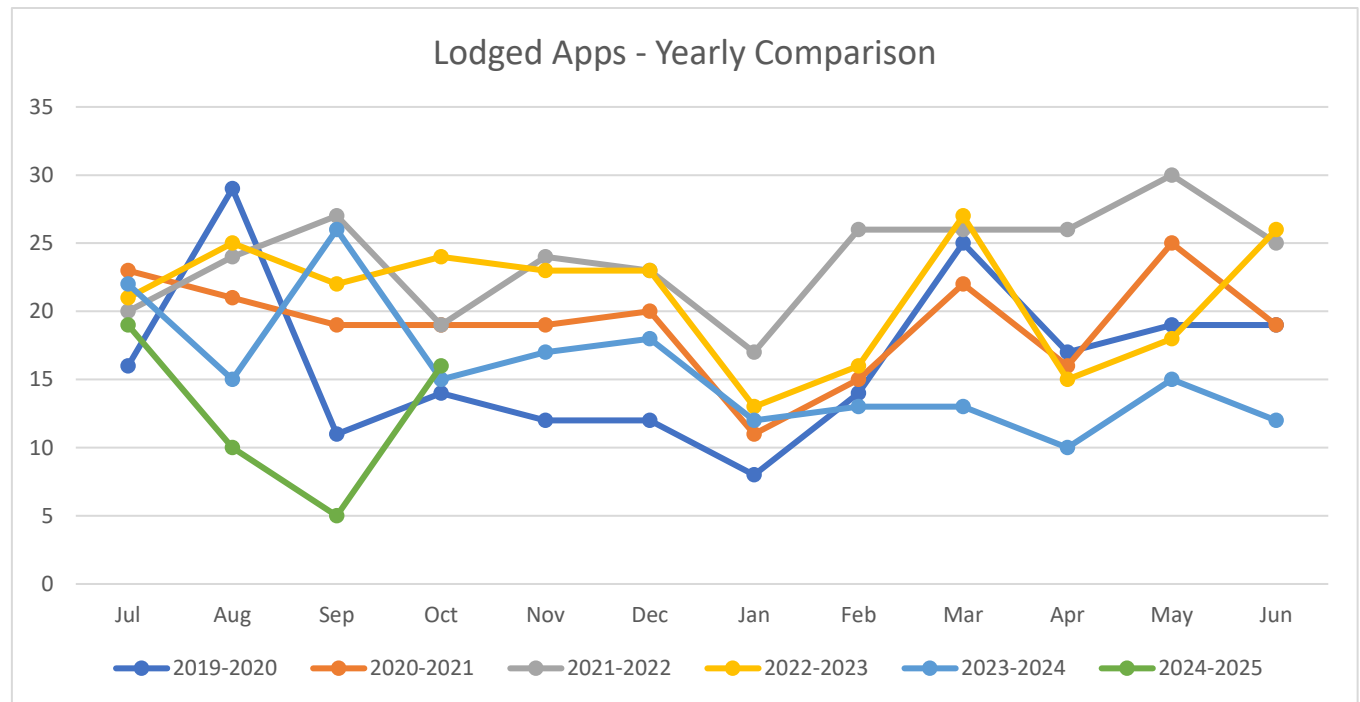
Number of Applications Lodged and Determined



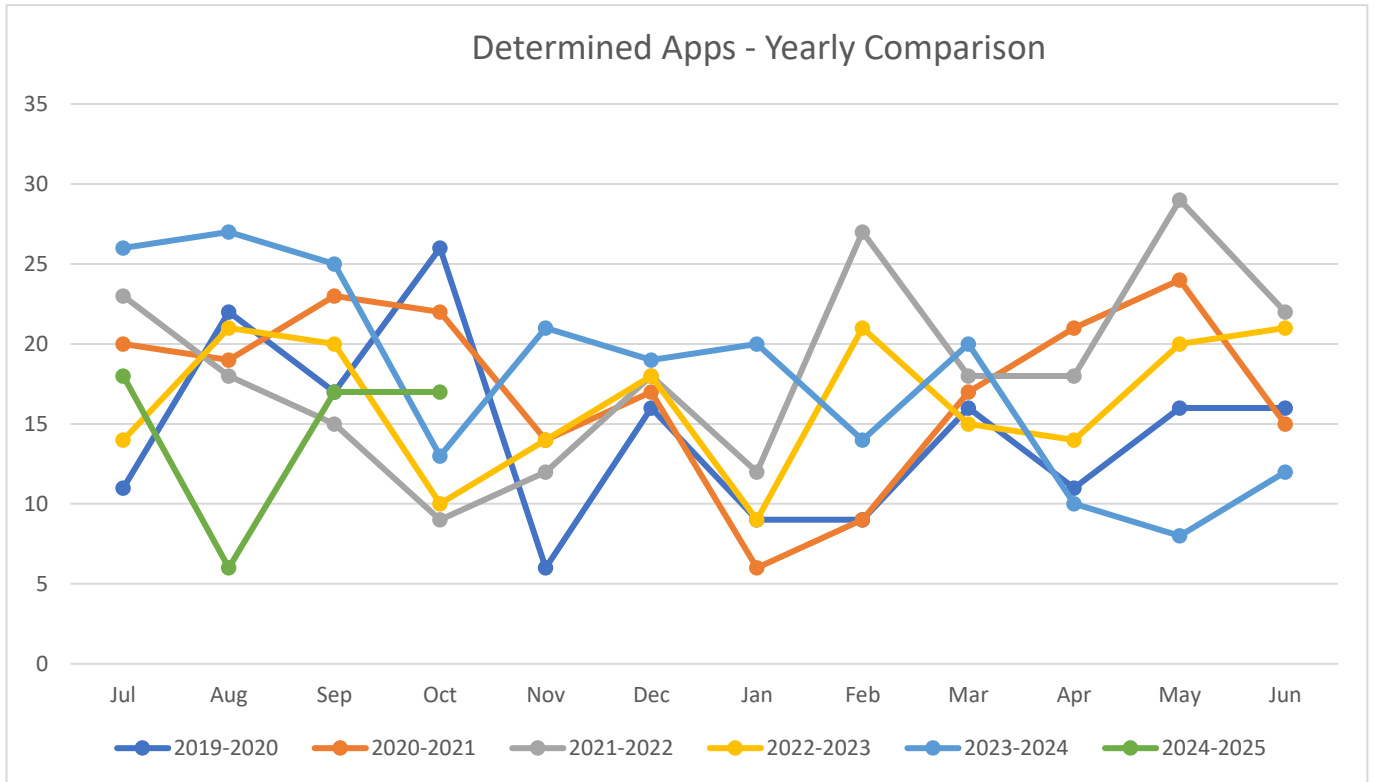
Estimated Cost of Development of Determined Applications



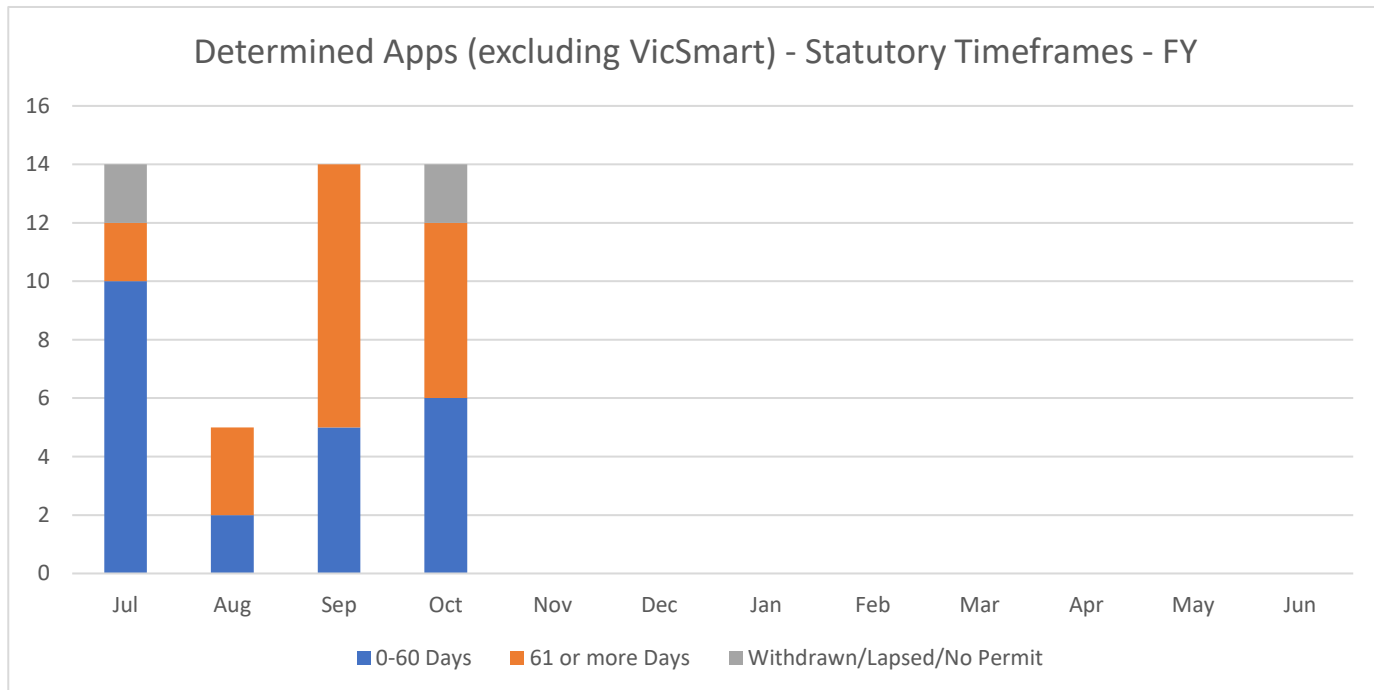
Lodged Planning Applications – Yearly Comparison

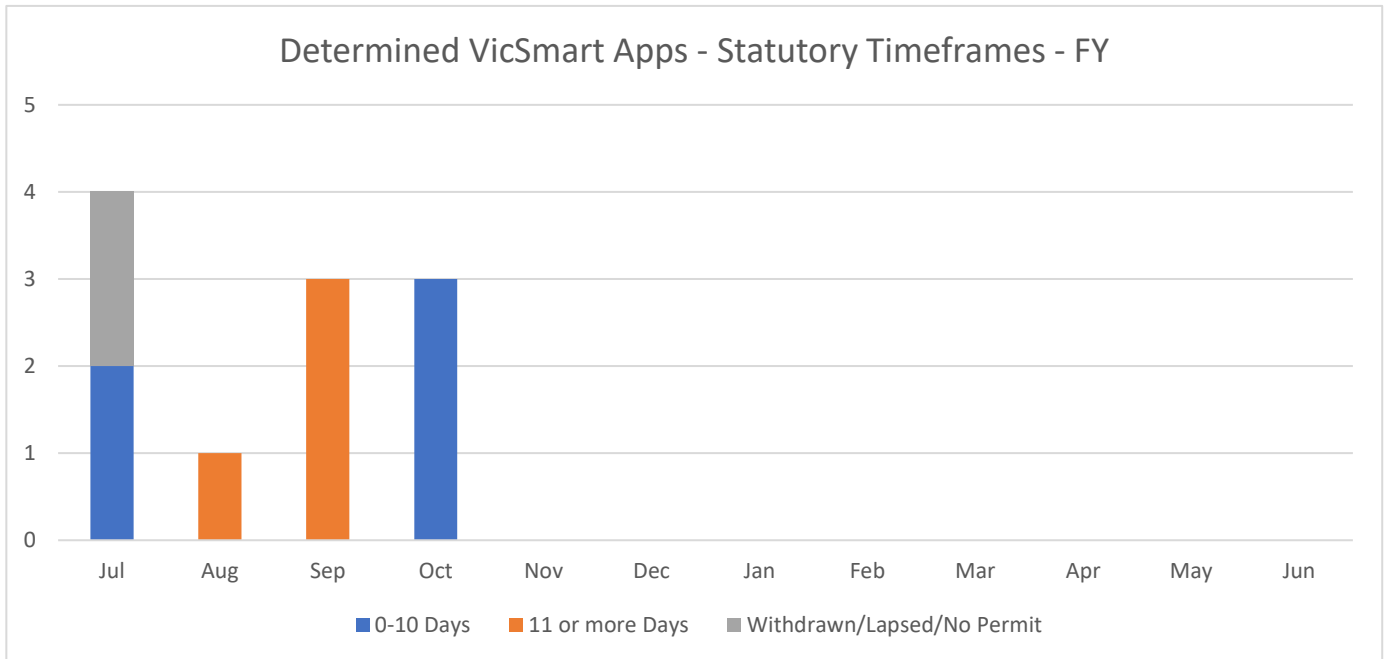


Determined Planning Applications – Yearly Comparison

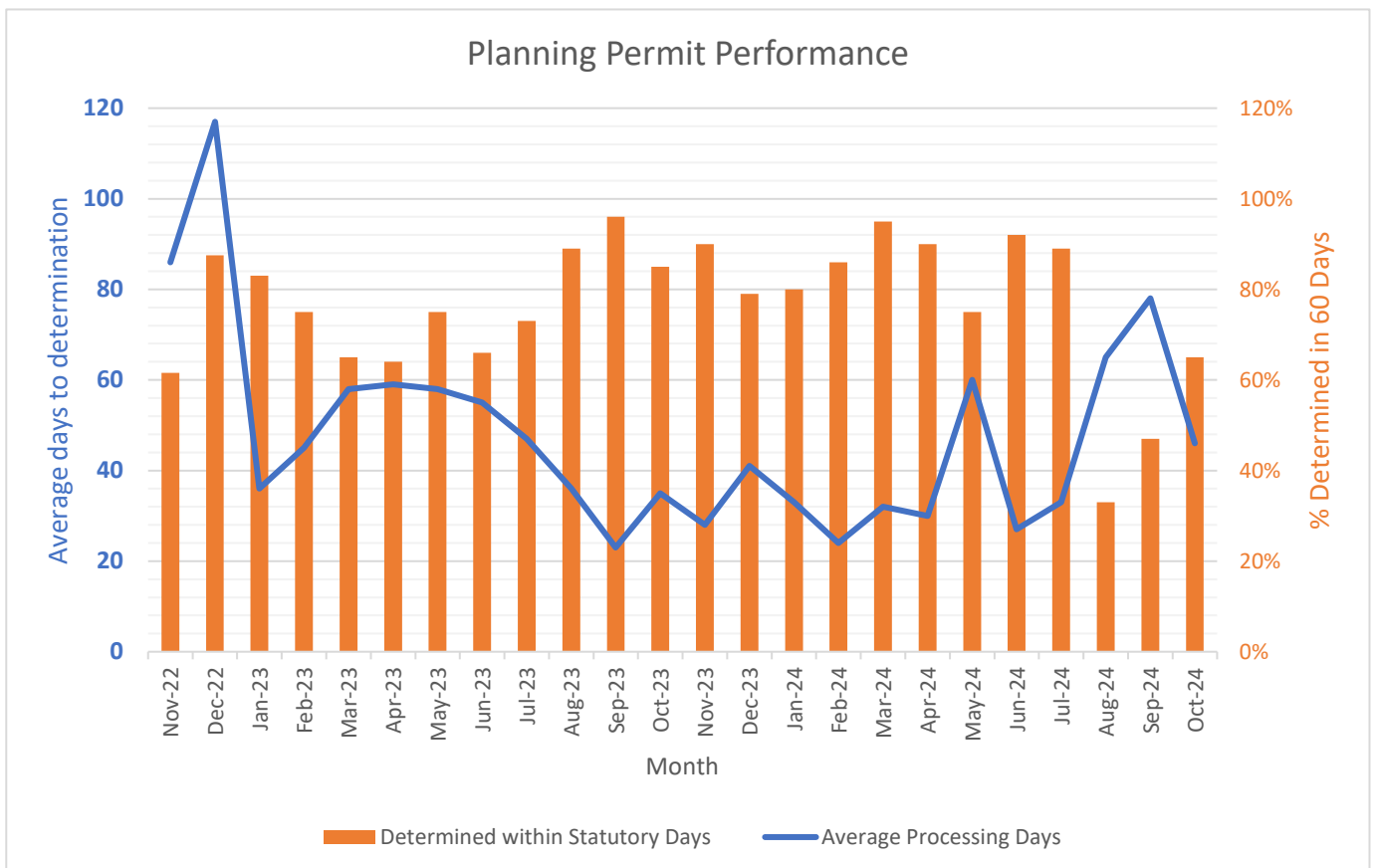


Determined Planning Applications





Overall Planning Permit Performance



Subdivision Certification Applications Lodged

App No.	Property Address	Type	Date Lodged	Application Stage
S238145B-24	1435 Old Tolmie Road Tolmie	Certification of a Plan	8/10/2024	Referred
S238400A-24	46 Highton Lane Mansfield	Certification of a Plan	12/10/2024	Referred
S239094T-24	582 Buttercup Road Merrijig	Certification of a Plan	28/10/2024	Referred
Total applications received: 3				

Other Planning Consents & Assessments Determined

Type of Request	Number Issued
Condition Plans and Engineering Plans for endorsement	2
Secondary Consent	10
Extension of Time	10
Written Planning Advice	1
Certification & Statement of Compliance	8
Section 71 Corrected Planning Permits	
Assessment against a Section 173 Agreement	2
Development Plan	
Total applications Issued: 33	

Strategic Planning

Project Name	Status	Description	Comments/ Actions completed	Next steps/ Response expected by
Planning Scheme Amendments				
C55mans	In Progress	Alters the urban floodway zone at Redgum Rise Estate	Amendment adopted at August Council meeting	Submit documentation to Minister for gazettal in November.
C56mans	Under Review	Implements the Alpine Approaches Planning Scheme Amendment	Authorised by DTP for Exhibition. Changes to mapping required and minor alterations completed based on preliminary community feedback.	Ready to commence exhibition in December.
C57mans	Under Review	Implements the Mansfield Planning Scheme Review and Mansfield Open Space Strategy	Exhibition completed 19 April 2024. 4 submissions received and reviewed by Council officers.	Proposed to split MOSS out from Planning Scheme Review and undertake in two separate amendments as MOSS submissions not resolved. Council report to be prepared for February meeting, prior to submission to DTP and Minister. Further meeting

Project Name	Status	Description	Comments/ Actions completed	Next steps/ Response expected by
				planned with submitters to identify options.
C60mans	In Progress	Implement Mansfield Planning Scheme Review and Planning Strategy into the Mansfield Planning Scheme.	Amendment received authorisation at August Council meeting.	Upload Ordinance changes and submit amendment to DTP for approval in January/February 2025.
C61mans	In Progress	Creation of a planning scheme amendment to implement the Bonnie Doon and Merton Plans	DTP provided a formal response to the amendment draft on 19 July 2024 with multiple concerns expressed.	Meeting to be arranged with DTP to explore options based on their response. Further report to Council anticipated to address changes required in March/April 2025.
C62mans	Awaiting Response	Environmental Significance Overlay review to reduce referrals to GMW	DTP provided written response expressing concerns with the amendment on 5 April 2024. Awaiting a response from GMW, with meeting scheduled in November to discuss options.	Looking to get agreement from GMW on new MOU (currently in draft) for wastewater management in alignment with new EPA guidelines. Anticipate that this process will not be completed until April/May 2025, ready for Council submission to seek approval to exhibit the amendment.
C63mans	In Progress	Proponent led amendment to re-zone land at 73 & 75 Dead Horse Lane Mansfield to Industrial 3 Zone	DTP responded with concerns on 30 August 2024. Councillor Briefing completed on 3 September 2024. Applicant awaiting meeting with DTP to discuss concerns.	Meeting between all parties still to be confirmed. Anticipate that this amendment will need to be re-submitted to DTP before seeking authorisation to exhibit.
Strategic/Structure Plans				
Goughs Bay Plan	In Progress	Creates a Structure Plan for Goughs Bay for the next 20 years.	Plan drafted and reviewed at Councillor Briefing on 3 September 2024.	Community consultation on draft plan scheduled to begin post-caretaker period in mid-December. Update to be provided at December Briefing.
Delatite Valley Plan	In Progress	Create a community, tourism and structure	Engagement comments summarised and	Draft Plan anticipated to go to February Briefing

Project Name	Status	Description	Comments/ Actions completed	Next steps/ Response expected by
		plan applying from Merrijig to Mirimibah.	included in draft plan. Update for information provided to September Briefing.	prior to community engagement.
Other (Strategic Planning related projects)				
Flood Study Mansfield Township	In Progress	Creation of new flood mapping and exploration of flood mitigation options for Mansfield Township.	Hydraulic analysis report completed for Mansfield Township and CMA and Council officer review completed.	Councillor Briefing and community consultation workshop planned for early February 2025. Project due for completion of mitigation options April 2025. Planning overlay report to Council anticipated mid-2025.
Flood Study Upper Catchment Tributaries	In Progress	Creation of new flood mapping and exploration of flood mitigation options for Howqua, Broken and Delatite Rivers.	RFT completed and contract awarded, with data supplied to consultant in preparation for flood modelling.	Draft hydrology report expected in mid-2025. First round of community consultation planned for March 2025. Study due for completion in 2026-27.
Infrastructure Plan	In Progress		Draft plan prepared and undergoing review by internal staff for comment.	Any comments or changes to be made communicated back to consultants in early 2025.
Integrated Wastewater Management Plan	In Progress		Draft plan prepared and undergoing internal review.	Community engagement to follow review of draft study – anticipated to be in early 2025.
High Street Design – Stage 1: Car Parking Study	In Progress	Preparation of a study and strategy for the future design of the Mansfield township CBD and Parking Strategy.	Draft car parking study scope and tender documents prepared. Community engagement plan drafted.	Business and community engagement planned for early 2025. Consultancy to be awarded to undertake study on completion of early scoping and community engagement.

5. Property

Description	Total
Licences Active	26
Leases Active	10
New Licence	2
New Lease	1
Licences due to renew this month	1
Leases due to renew this month	1
Licences due to end and not renewed	0
Leases due to end and not renewed	0

Property Update – October 2024

- ▶ New Licences – Mansfield Soccer Association and Mechanics Institute (Mansfield Kindergarten) under discussion
- ▶ Licence due for renewal is with Delatite Cricket Club
- ▶ New Lease is with SES for their site at the Mansfield Emergency Services Precinct

6. Building Services

Monthly Comparative Value of Building Permits Lodged

	2024-2025	2023-2024	2022-2023
JUL	\$4,611,001	\$9,416,143	\$7,830,045
AUG	\$7,447,793	\$9,660,939	\$6,184,961
SEP	\$15,468,547	\$8,285,734	\$7,294,440
OCT	\$57,692,680	\$5,983,269	\$11,189,249
NOV		\$4,946,338	\$9,084,874
DEC		\$8,675,149	\$3,593,347
JAN		\$5,409,263	\$5,829,556
FEB		\$4,045,519	\$6,049,268
MAR		\$5,631,967	\$10,907,270
APR		\$7,796,948	\$3,383,999
MAY		\$5,797,218	\$10,536,593
JUN		\$4,000,852	\$9,937,814
TOTAL	\$85,220,021	\$79,649,339	\$91,821,416

Monthly Comparison of Permits Lodged for Dwellings

	2024-2025		2023-2024		2022-2023	
	Monthly Total	Cumulative Total	Monthly Total	Cumulative Total	Monthly Total	Cumulative Total
JUL	9	9	5	5	24*	24
AUG	7	16	9	14	5	29
SEP	7	23	6	20	5	34
OCT	10*	33	6	26	11	45
NOV			6	32	30	75
DEC			10	42	5	80
JAN			4	46	7	87
FEB			4	50	5	92
MAR			5	55	5	97
APR			10*	65	6	103
MAY			9	74	13*	116
JUN			6	80	12*	118
TOTAL	33		80		118	

* Includes permit for 4 dwellings at Beolite

Value of Building Permits Lodged with Council

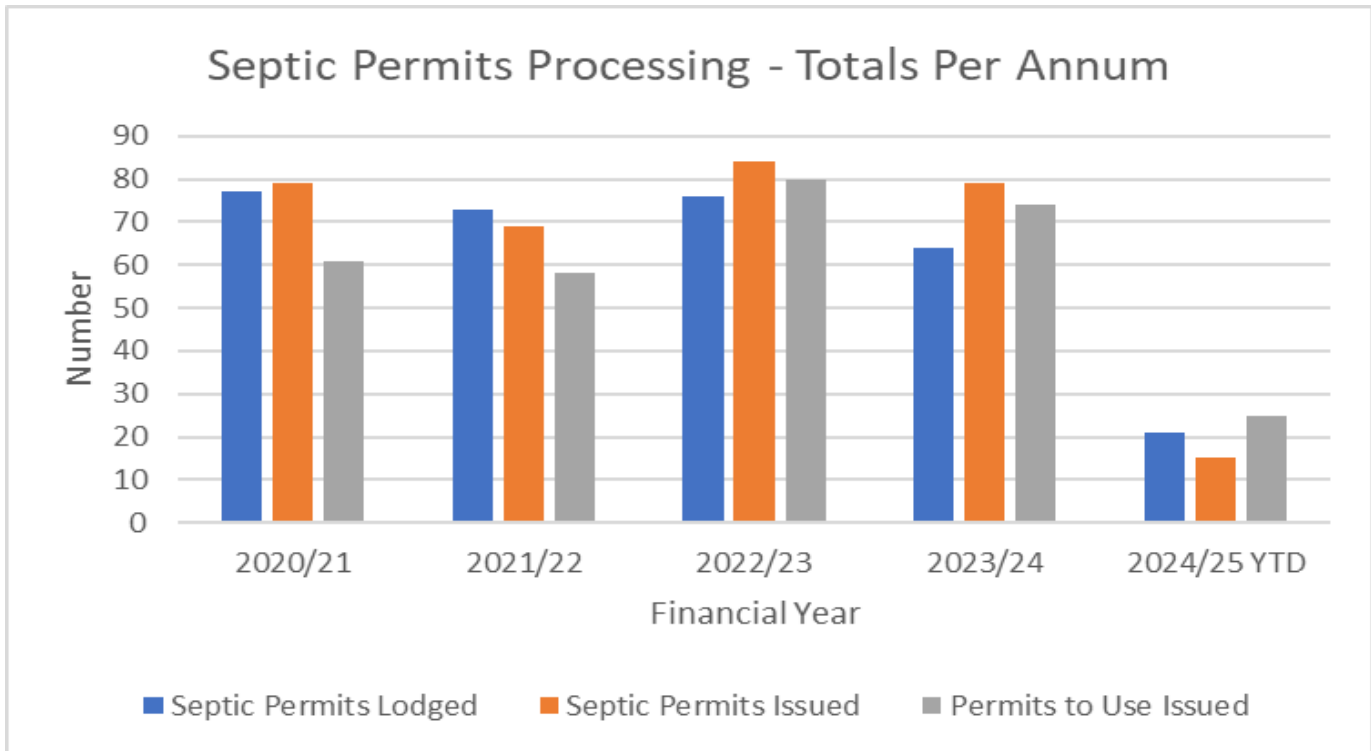
Type	Number	Value
RESIDENTIAL	10	\$5,696,455
ALT & ADDITIONS	4	\$431,145
SHEDS & CARPORTS	5	\$230,600
SWIMMING POOLS, SPAS & FENCES	1	\$267,500
COMMERCIAL & PUBLIC AMENITIES	1	\$51,066,980*
TOTAL COST OF BUILDING WORKS	21	\$57,692,680

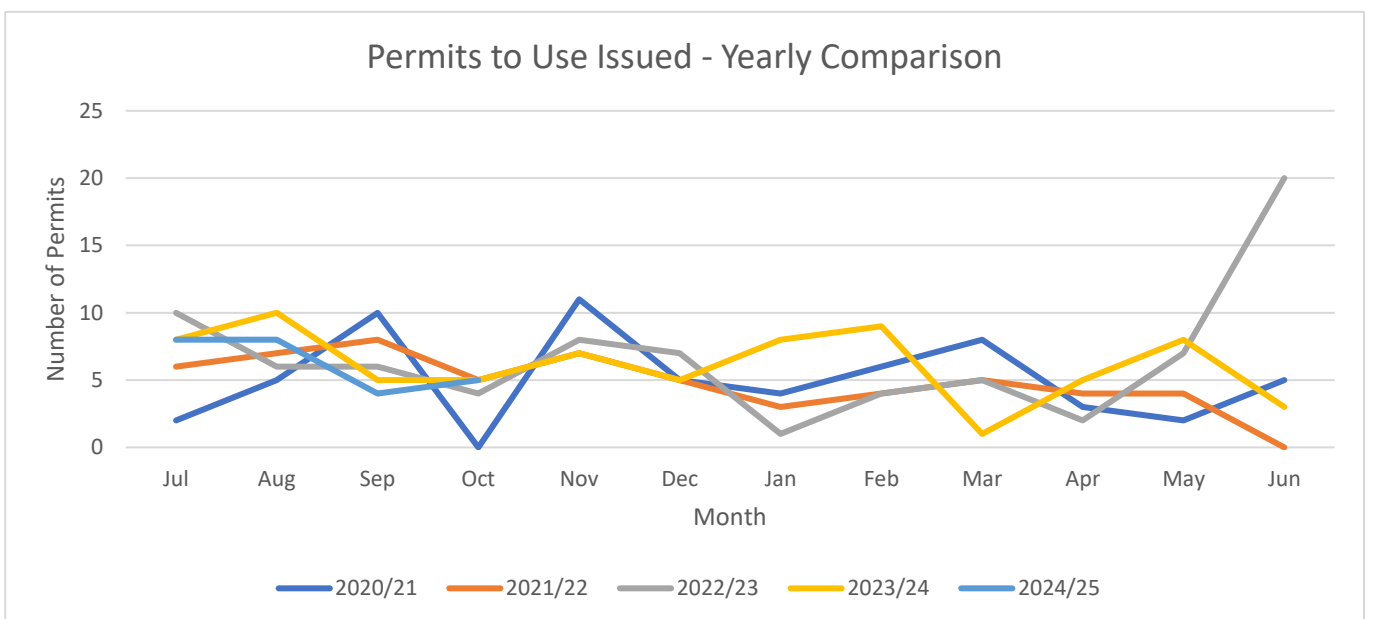
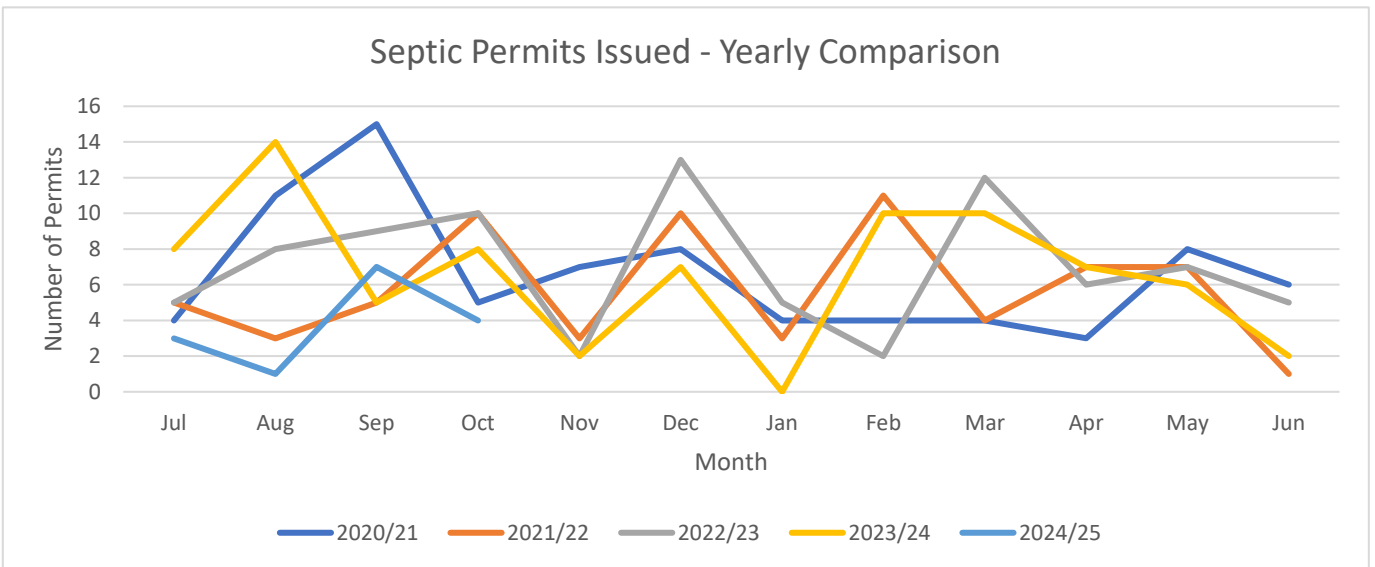
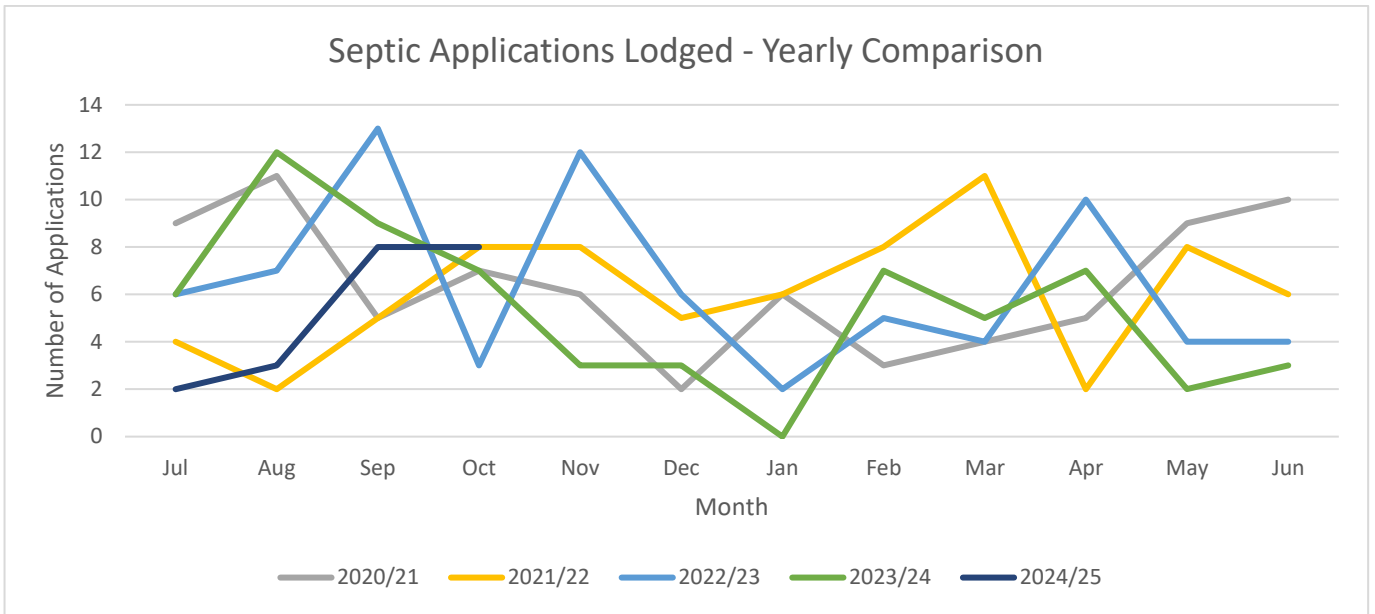
* Stage 2 Bindaree

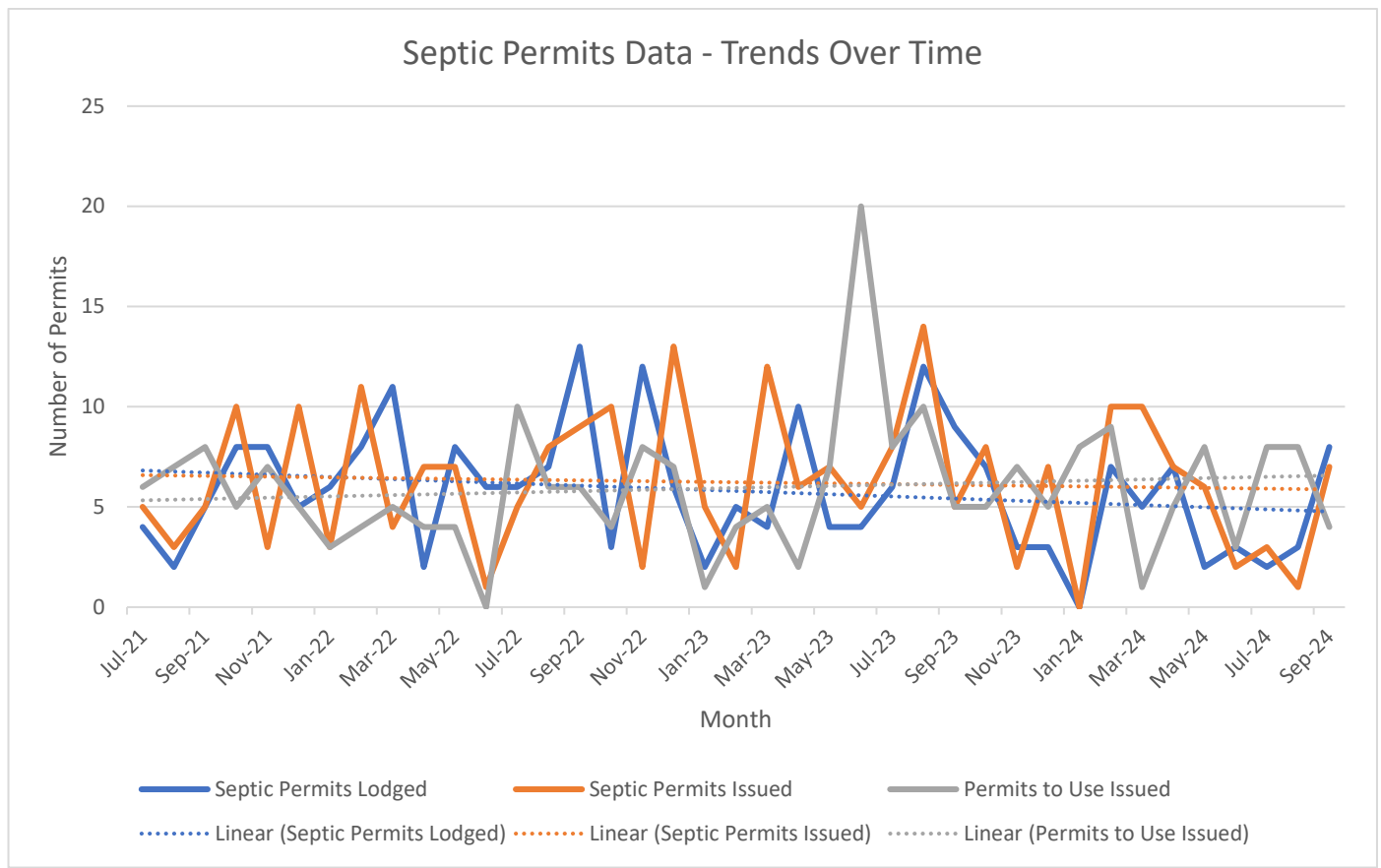
7. Regulatory Services

Summary of Septic Applications Lodged, Approved and Issued for the Month

	Applications Lodged			Permits to Install Issued	Permits to Use Issued	Total
	New	Alteration	Total			
JUL	2	0	2	3	8	13
AUG	2	1	3	1	8	12
SEP	4	4	8	7	4	19
OCT	5	3	8	4	5	17
NOV						
DEC						
JAN						
FEB						
MAR						
APR						
MAY						
JUN						
TOTAL	13	8	21	15	25	61







Other OWMP and Septic Systems Consents and Assessments

Month	No. of Treatment Plants	AWTS Overdue Service Reports	Expiring Permit Notification	Total
Jul-24	410	14	4	18
Aug-24	413	0	5	5
Sep-24	413	26	3	29
Oct-24	414	0	2	2
Nov-24				0
Dec-24				0
Jan-25				0
Feb-25				0
Mar-25				0
Apr-25				0
May-25				0
Jun-25				0
Total	N/A	40	12	54

Notes:

- ▶ Aerated Wastewater Treatment Systems (AWTS) must be regularly maintained by a professional service technician. Council monitors the lodgement of service reports to ensure systems comply with these requirements. AWTS are required every 3 months.
- ▶ The total number of AWTS can increase each month and are tracked by Council.
- ▶ Compliance checks for reporting are undertaken every second month.

OWMP Inspections

	OWMP Inspections Conducted	Major Alterations Rqd.	Minor Alterations Rqd.	Maintenance Rqd.	System Report Requested	Compliant	No Access Available
<i>2023/24 Total</i>	126	5	6	0	57	51	18
Jul-24	13	2	0	1	1	4	5
Aug-24	26	1	0	6	3	13	3
Sep-24	0						
Oct-24	0						
Nov-24							
Dec-24							
Jan-25							
Feb-25							
Mar-25							
Apr-25							
May-25							
Jun-25							
2024/25 Total YTD	37	3	0	7	4	17	8

Health Inspections

Month	Food Premises				Prescribed Accom.	Health Premises	Other (Complaints, etc)	Total
	Class 1	Class 2	Class 3A	Class 3				
Jul-24	2	15		3	21	1	1	43
Aug-24		21	3		32	1	3	60
Sep-24	3	41		1	6		3	54
Oct-24		14	1	1	1	1	2	20
Nov-24								0
Dec-24								0
Jan-25								0
Feb-25								0
Mar-25								0
Apr-25								0
May-25								0
Jun-25								0
Total	5	91	4	5	60	3	9	177

Other Environmental Health Consents & Assessments Determined

Food Sampling

	Samples Analysed			Results		
	Microbiological	Allergens	Other	Satisfactory	Marginal	Unsatisfactory
JUL – SEP	10			10		
OCT – DEC						
JAN - MAR						
MAR - JUN						
TOTAL	10					

Mansfield Shire Council | CEO Monthly Report

Month	Extension to Permits	Planning Referrals	Tobacco Inspections	Food Recalls	Statement of Trade (Mobile/Temporary Premises)	New Food Reg.	New Prescribed Accom. Reg.	New Health Registrations	Registration Renewals (Annual)	Total
Jul-24	4	5	3	1	10	1				13
Aug-24	1	2	2	4	11	3	1	1		10
Sep-24	3	4	18	3	16	1				19
Oct-24	1	2	4	5	113	1				13
Nov-24										
Dec-24										
Jan-25										
Feb-25										
Mar-25										
Apr-25										
May-25										
Jun-25										
Total	9	13	27	13	151	6	1	1		55

8. Waste Services

Kerbside Waste Collection Statistics

The landfill diversion rate for the month of October 2024 was 43.08%.

The current yearly average landfill diversion rate for FY24/25 is 39.88%.

	2024-2025					
	Recycling (total tonnage)	FOGO (total tonnage)	Landfill (total tonnage)	Total Waste (tonnage)	Total Diverted Waste	Landfill Diversion Rate
Jul	83.90	30.40	201.40	315.70	114.30	36.21%
Aug	80.65	39.63	192.50	312.78	120.28	38.46%
Sep	69.44	49.84	166.10	285.38	119.28	41.80%
Oct	86.64	60.95	195.02	342.61	147.59	43.08%
Nov						
Dec						
Jan						
Feb						
Mar						
Apr						
May						
Jun						
Total Tonnage	320.63	180.82	755.02	1256.47	501.45	
Avg Landfill Diversion Rate for the FY				39.88%		

Projects Update

Spring Clean-up event – November 2024

As part of the new waste initiatives for 2024-25, along with tip vouchers, a 'Spring Clean Up' event has been offered through the annual rate notice flyer along with promotions in Mansfield Matters and Facebook. This event is to assist with preparation of the upcoming Fire Danger Period, with free drop off at the Mansfield Resource Recovery Centre to all residents.

Details are as follows:

- ▶ From 1-30 November 2024, residents can enjoy free drop-off (no vouchers issued for this and is in addition to the green waste tip vouchers).
- ▶ Maximum green waste per household = 1 x 6x4 trailer (approximately 1m³).
- ▶ Promotions will be conducted in mid to late October and November.

Copies of the Mansfield Matters and Facebook post are below:

Mansfield Matters – 23 October 2024

Spring Clean Up**Prepare now for the Fire Danger Period**

Keeping our Shire safe in the upcoming Fire Danger Period takes a whole community effort. Council is offering a free green waste drop-off at the Mansfield Resource Recovery Centre all through November to help residents and owners remove flammable material from around their properties. Each household can bring one 6x4 trailer of green waste. More information on how to prepare your property for the Fire Danger Period is available from the CFA website.

Resource Recovery Centre

163 Monkey Gully Road, Mansfield.

Open 9am to 5pm on Mondays and weekends.

Open 9am to 2pm on Wednesdays and Fridays.

Facebook post – 20 October 2024

Mansfield Shire Council
20 October at 18:00 · 🌐

Prepare now for the upcoming Fire Danger Period by participating in our Spring Clean-Up event!

When: 1-30 November 2024
 What: Free drop-off for green waste
 Where: Mansfield Resource Recovery Centre
 Limit: Each household can bring 1 x 6x4 trailer (approximately 1m³)

Your FOGO/green bin service is also a great way to clear up green waste over this period (and each fortnight) 🌱

Opening hours for the Resource Recovery Centre can be found on our website - <https://www.mansfield.vic.gov.au/RRC>

This event is in addition to the green waste tip voucher available to ratepayers for collection from our municipal office.



Spring Clean Up Event
 Prepare now for the Fire Danger Period
 with free green waste drop-off at the RRC

[mansfield.vic.gov.au](https://www.mansfield.vic.gov.au) ➡

Composting Workshops – 2025 session dates

As part of the Green bin/FOGO rollout, composting workshops are being scheduled for the beginning of 2025. The main target audience for these workshops are properties situated in rural living and farming areas which are currently either opt-in or excluded from the FOGO/green bin kerbside collection service. The proposed composting assistance initiative aims to facilitate the diversion of food and organic waste from landfills, while also encouraging the involvement of rural communities in the newly introduced FOGO service in a capacity that is suited to individual properties.

Community members will be encouraged to attend a one-hour education session on 'how to compost at home'. Following their attendance at the session they will then be eligible to receive a composting bokashi bucket or worm farm unit for their home.

Below are the proposed dates for these workshops:

- ▶ Wednesday 22 January 2025, 4-5pm, Council Chambers
- ▶ Wednesday 19 February 2025, 4-5pm, Council Chambers
- ▶ Wednesday 19 March 2025, 4-5pm, Council Chambers

We have received expressions of interest from approx. 60 community members and dates have now been sent via email requesting their date preference and take-home item. The Biomix Waste Education Fund Income (our FOGO processing contractor) will be used for the purchase of these items.

9. Revenue Services

Project CODI

Updated Names and Address Register, Accounts Receivable data mapping, and Rates and Memo data mapping completed ready for CODI systems.

Rate Reminder Notices

398 Reminder Notices have been printed and posted, and 1552 Reminder Notices emailed to Ratepayers.

Valuation Objections

A total of 76 Valuation Objections have been lodged to date. Ratepayers have until COB on 12 November to lodge their Valuation Objections.

Debt Collection

Meeting held with Midstate to confirm processes for debt recovery actions. Council officers will send Payment Plan Cancellations for follow up to Midstate and are following a two step approach for follow up of Non-Resident Ratepayers (phone call and email) and a three step approach for follow up of Resident Ratepayers (phone call, email and letter).

Cancelled Payment Plans

60 Resident and 63 Non-Resident cancelled Payment Plans have been sent to Midstate for follow up. Payment report provided to Midstate each Monday to monitor all payments received.

2nd Instalment Rate Notices Issued

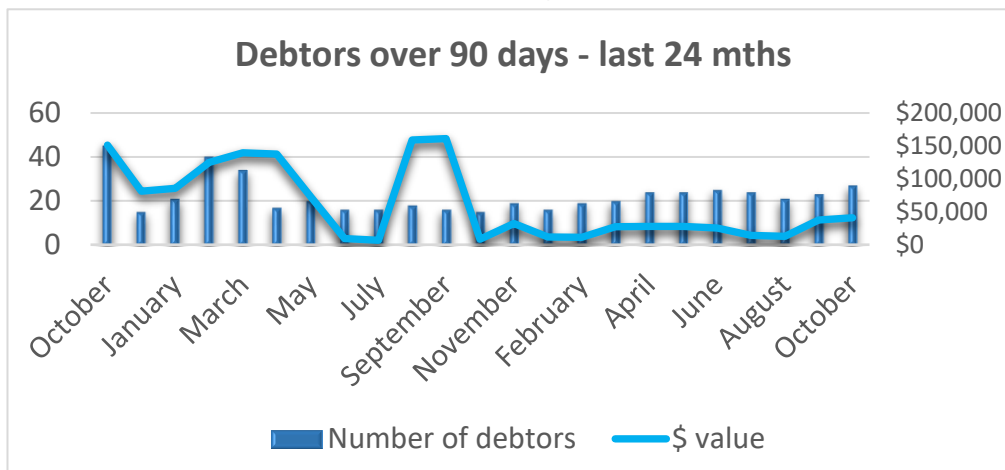
These notices included a Fire Ready Brochure. 7655 Rate Notices were issued; 61% by email and 39% posted.

Concession Rebate Claims

Processed – 861 Current Concession Claims for reimbursement, plus 23 retrospective Concession Claims for eligible Ratepayers for 2023/24 Financial Year.

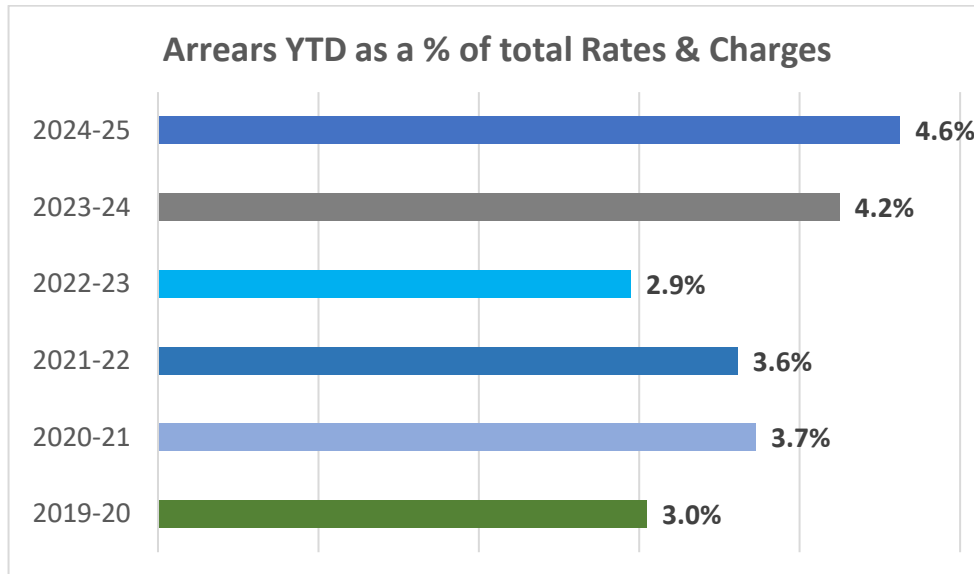
Debtors

The number of debts outstanding over 90 days has increased by 3 to 27 between September and October. The value of debt outstanding has increased by \$3.5K to \$40.8K.

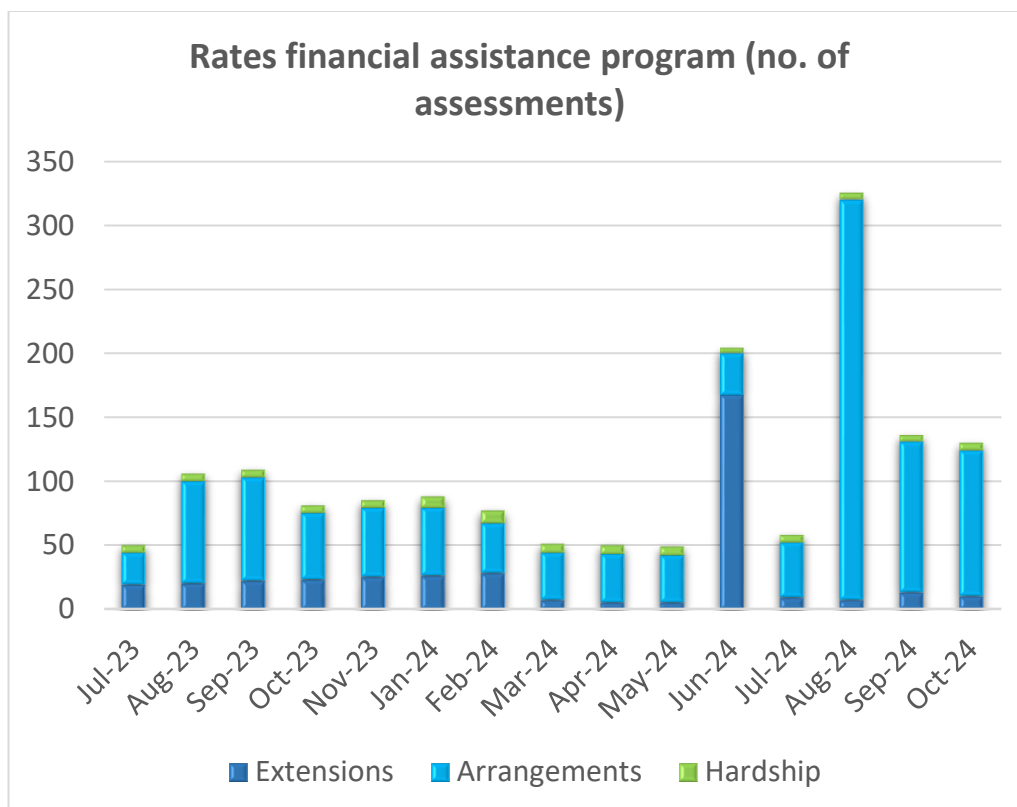


Payment of Rates

Rates Arrears of 4.6% at the end of October reflects arrears payments associated with the 1st Quarter's invoices for this financial year and prior years. Rates arrears are \$135,077 higher than compared to October 2023, however the balance is reducing vs the prior year. As at the end of September the difference was \$215,342.



Council officers have worked with rate payers who are in arrears to enter into payment plans, which were entered into in August. However, 123 payment plans have since been broken and these have been sent to Midstate debt collection for follow up.



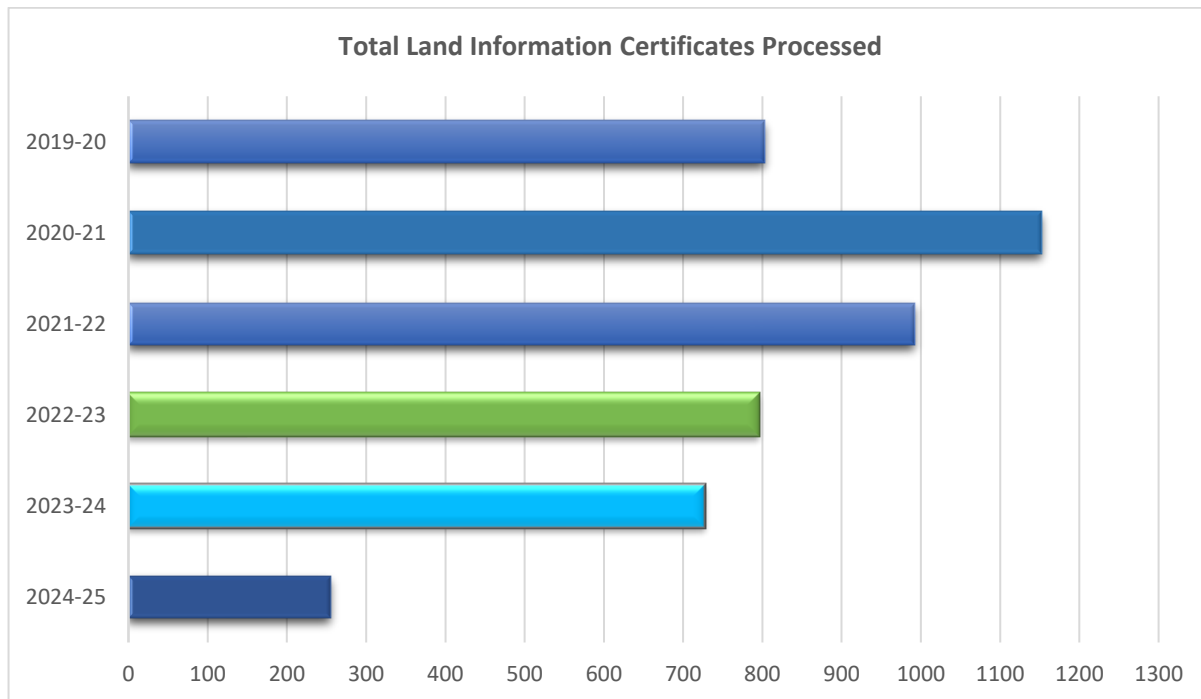
Debt Collection with Midstate Credit Collect

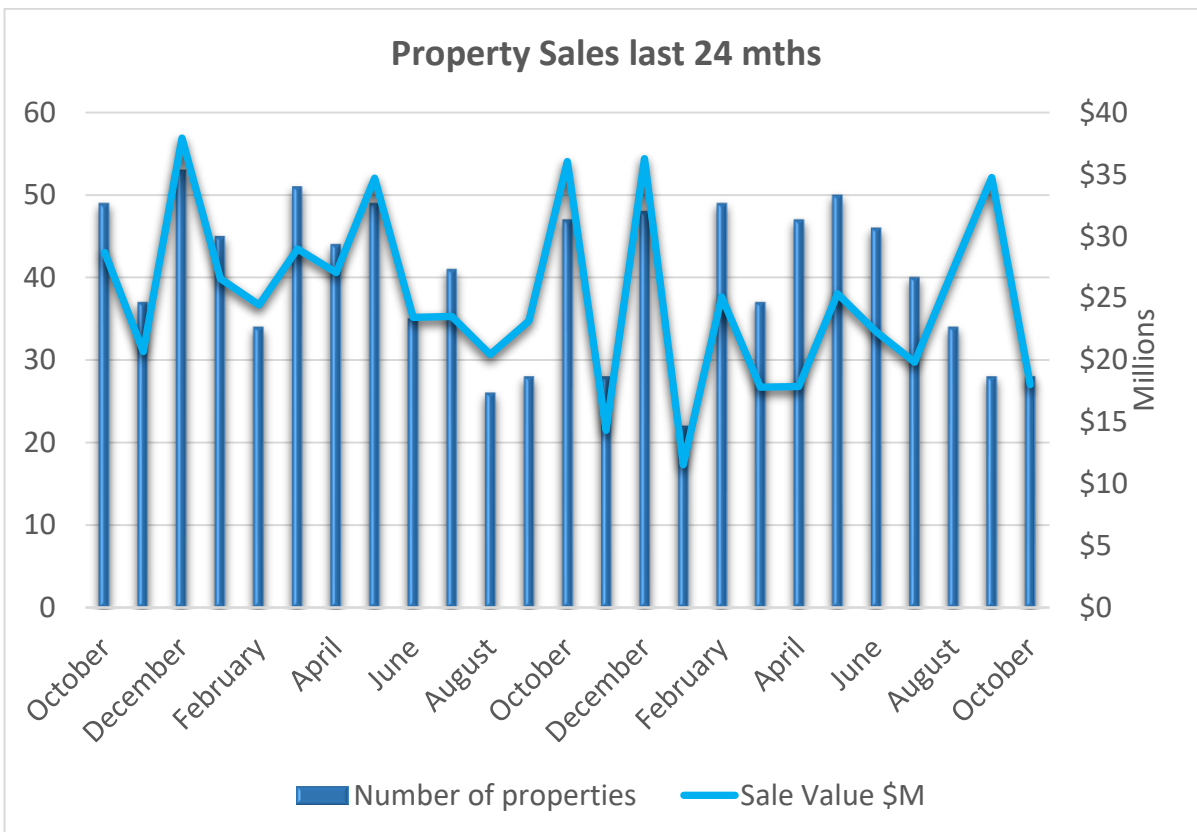
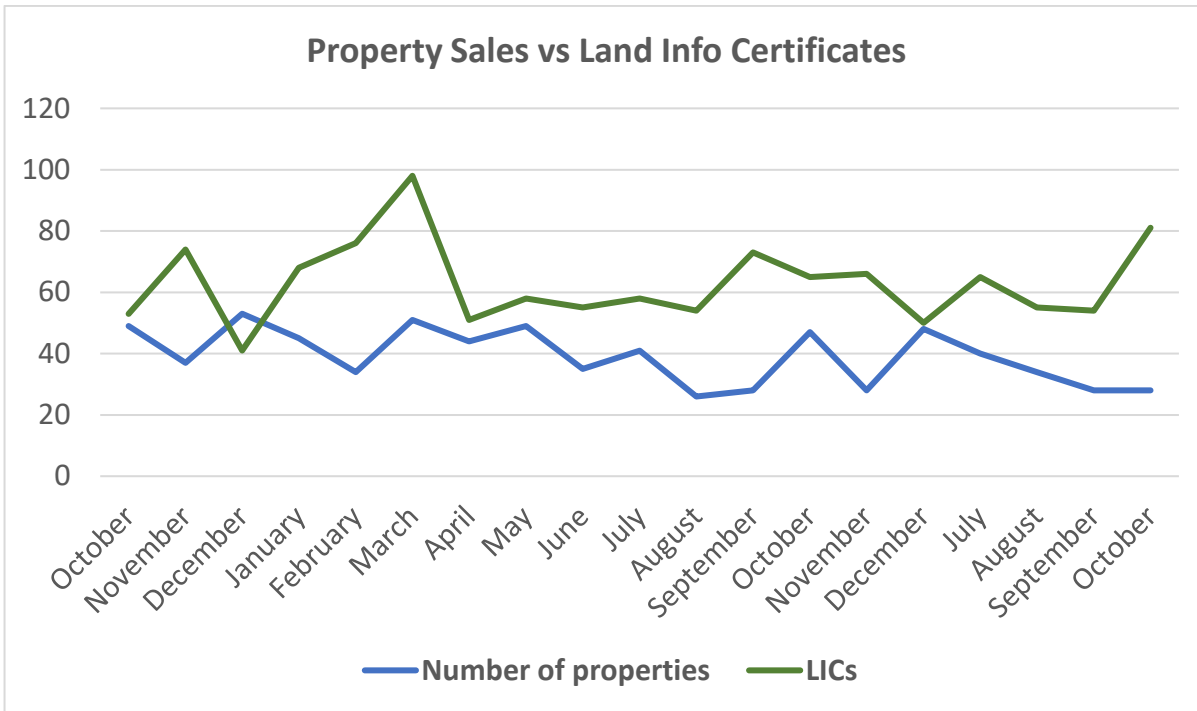
The number of active files at Midstate Credit Management is 128, up from last month due to payment plans being terminated. Payment plans are terminated after 2 payments are missed within the payment plan conditions. There are currently 19 files undergoing a legal process where at a minimum a complaint has been filed.

Property sales data

The number of Land Information Certificates (LICs) processed annually and year to date are shown below. LIC's are provided by Council to property conveyancers to assist in calculating property settlement payments in relation to Council rates and charges outstanding against a property being bought/sold.

The volume of LIC's processed can provide an indicator of the buoyancy of the property market. The number of LICs processed in October was 81, which compares to 65 in the prior year. The processing of certificates for the year to October is 255, which is 5 higher than the previous year result.



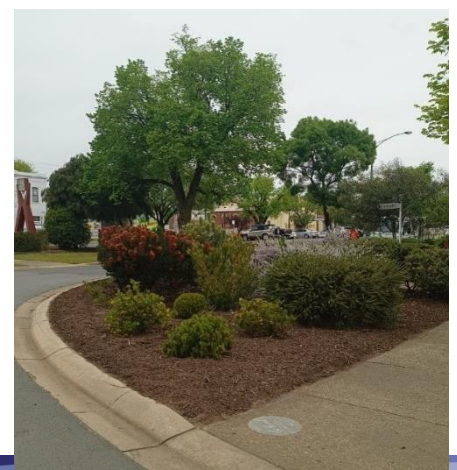


10. Field Services

Parks and Gardens

CRMS – 6 raised, 5 closed out with 1 remaining.

- ▶ Mowing – Mansfield, Jamieson, Goughs Bay, Macs Cove, Bonnie Doon, Maindample and Merton
- ▶ Brush cutting – Jamieson reserves, Maroondah Hwy, Visitor Information Centre
- ▶ Spraying – Merton, Maindample, Recreation Reserve, Skate Park, Buller Rd service lane, Information Centre, Botanic Park
- ▶ Irrigation – High St, Shire office, Lords Reserve oval, Highett St, all controllers and nodes turned on
- ▶ Turf – High St carpark, Recreation Reserve cricket pitch
- ▶ Fertilising – annuals, geraniums
- ▶ Mulching/cultivating garden beds – Benalla Rd, Highett St, Botanic Park, Goughs Bay
- ▶ Litter – Ongoing generally
- ▶ Pruning – Botanic Park, Highett St
- ▶ Cemetery maintenance – burials, ashes internment, soil for niche walls, mowing, brush cutting, plaques
- ▶ Oval maintenance – turf repairs, topdressing, fertilising, aerating
- ▶ Roundabout – weeding, cultivating, pruning
- ▶ Narrow strips/Buckland/Gadhaba/Youth/Pool/Playground – mowing, brush cutting
- ▶ Buller Rd service lane – brushcutting and mowing
- ▶ Botanic Park – weeding, pruning, watering, spraying, brush cutting, mulching
- ▶ Watering – all trees and shrubs planted this year and last year
- ▶ Maindample – pruning, mulching
- ▶ Police Stables – cultivated beds, sprayed
- ▶ Assisted in cricket pitch installation at College Park additional playing field



Roads Crew

CRMS for October were 40 of which 22 were closed, Grading kms in total for the month was 42.3 kms which is a great outcome for only having two grading crews running due to assisting with a range of capital works projects as well as staff leave. Total for the year at the end of October is 428.5 kms which is slightly below for the same time last year, with resheeting total kms ahead of last year.

- ▶ General urban maintenance
- ▶ Constructing new car parking spaces in Botanic Park
- ▶ Fire Plug Maintenance Program
- ▶ Traffic management for events
- ▶ Street sweeping in CBD
- ▶ Completed footpath scrub clean of the Mansfield CBD which was much needed
- ▶ Reopening of Licola Rd
- ▶ More in-house resheeting completed
- ▶ Setting up for High Country Festival (2 days)
- ▶ Installing improved Howqua Track signage for safety
- ▶ Restoration works to seats and picnic tables at Jamieson
- ▶ Replacing guideposts in Tolmie area
- ▶ Envelope clearing Dry Creek Rd
- ▶ Extensive tree pruning on Rail Trail

Backhoe and Excavator work

- ▶ Licola Rd
- ▶ Goughs Bay
- ▶ Botanic Park



Roadside grass slashing and shrub clearing

- ▶ Eildon Jamison Rd
- ▶ Mullum Wetlands
- ▶ Lakins Rd
- ▶ Aldous Rd
- ▶ Ogilvies Rd intersection
- ▶ Chapel Hill Rd
- ▶ Mt Battery Rd
- ▶ Tolmie Whitfield Rd
- ▶ Howqua Track
- ▶ Mansfield Township and Surrounds

Grading

- ▶ Byrne Ln
- ▶ Reynolds Rd
- ▶ Long Ln (West)
- ▶ Long Ln (East)
- ▶ Howqua Track
- ▶ Spring Creek Rd
- ▶ Macs Cove
- ▶ Goughs Bay Boat Club
- ▶ Dry Creek Rd
- ▶ Glen Creek Rd
- ▶ Nix Ln
- ▶ Star of the Glen Rd
- ▶ Hutchinsons Rd
- ▶ Lambing Gully Rd

Asset Maintenance

Councillor Briefing and reports – MKS EV charger lease

Swimming pool pre-opening tasks: Pools all cleaned and ready for opening on 16 Nov

- ▶ New lane ropes installed
- ▶ Fencing removed between learner and main pool
- ▶ Digital dosing system installed and commissioned with newly onboarded Pool staff.
- ▶ Improvement on second offering for intensive swimming lessons through Jan.

Completed:

- ▶ Crisis works training
- ▶ Jamieson streetscaping working bee on 15th with community and field services. Only bollards to be completed.
- ▶ Men's roundabout flooring replaced
- ▶ Hire Footpath scrubber for urban team over 5 days
- ▶ Negotiations with Mansfield Secondary College regarding the JUA for the Mansfield Performing Arts Centre
- ▶ Woods Point public amenities contact extension completed
 - ▶ Annual pump check completed by CPPD
 - ▶ Annual pump out schedule issued to Henry the Third for completion in November

11. Community Health and Wellbeing

Maternal and Child Health

Universal Maternal and Child Health

MCH is currently recruiting through professional networks and Universities for a 0.6 FTE Nurse position as well as a scholarship for a Midwife to complete tertiary studies in child and family health.

Maternal and Child Health (MCH)		
Indicator/measure	October 2024	2024-2025 YTD
Birth notices	8	23
Key Ages and Stages visits	63	268
Enhanced MCH - target 1413 hours	55.07	96.75
Sleep and settling – target 48 hours	0.92	3.34
Family Violence consultations – 14 fully funded	0	1
Group Hours	4	37.5
Flexi Hours (additional and telephone consultations and community strengthening)	15.08	64.05

Supported Playgroups

Playgroup ran a very successful Children's Week event held in the Botanic Gardens on 25 October. Over 30 children and their families attended the event.

The theme for Children's Week was: 'Children have the right to a clean and safe environment'. The 'Grow Together' event aimed at teaching children about why they need clean water to grow food and how important clean water and fresh food are to their overall health.

The children participated in several activities including planting vegetable seedlings in the Botanic Park Community Garden beds, decorating pots and planting seedlings to take home as well as arts and craft activities based on the Children's Week theme.

New signage will be erected on the Community Garden beds acknowledging the work of the children. The children, their families and the community will be able to access the gardens at their leisure, water, care and harvest the food over the coming months.

Integrated Family Services

In October 2024 Integrated Family Services have been working with 12 families. Issues staff and families are dealing with include separation, family violence, insecure housing and homelessness, child and adolescent mental ill health, and parental mental illness among others. Staff are also involved in the development of a Cyber Safety and Digital Citizenship project that involves an array of stakeholders including schools, sporting groups and Melbourne University.

IFS also welcomed a new staff member this month who will be working one day per week and assisting with coverage when others are away.

- ▶ Service hours October: 174.5
- ▶ Service hours year to date: 737.56
- ▶ Target Hours per year: 2253.59

Community Strengthening

Community Networks and Wellbeing

- ▶ Outlying Communities Infrastructure Fund – applications now closed. OCIF panel review to commence Monday 11 November
- ▶ Sports and Recreation – Sports and Recreation Reference Group to be established by March 2025. Currently developing an engagement plan and draft media communications to seek group members.
- ▶ Community Networks and Wellbeing Officer attended a Valley Sports session and the Hume Region Sports and Recreation forum.
- ▶ Fair Access Action Plan – New flyer being created from the approved action plan.
- ▶ Tracks and Trails – PCG meeting held in October and another in November.
- ▶ Gadhaba – CEO visit in October was well received.
- ▶ Woods Point Museum – the 2023-24 project will be completed in October as the weather improves.

Social Inclusion Action Group

- ▶ Evaluation of the funding rounds for learnings and continuous improvement is taking place.
- ▶ Developing processes to support the funding expenditure process and operational functions of the group.
- ▶ The group is developing a Mansfield SIAG work plan in their monthly meetings; due to be completed by February 2025.
- ▶ Mansfield SIAG to have a stall at the November Farmers Market to promote the group and funding opportunities.
- ▶ Gadhaba Local Aboriginal Network applied for funding for initiatives up to \$20,000. The SIAG group to meet on Wednesday 13 November to decide the outcome.
- ▶ Planning for 2025 activities is commencing.

Seniors Festival

This year the festival ran over the whole month of October with 203 attendees over 8 different events and activities. With funding from Department of Families Fairness and Housing's Victorian Seniors Festival 2024 program, Council was able to support the Men's Shed Open Day and the following activities:

- ▶ 2 x pottery workshops.
- ▶ Virtual reality day at the Library.
- ▶ Mamma Mia Seniors night out at the Mansfield Golf Club.
- ▶ 2 x High Country Gardens, Gallery & Maze tours with afternoon tea.
- ▶ Armchair Travel.
- ▶ Hamper delivery to people who couldn't attend the events.

The events were received well with one senior commenting "it was fantastic, like it was Christmas" after receiving a hamper and another expressing their gratitude, "Just want to say thank you for the trip to the High-Country Gardens, Gallery & Maze on Wednesday 23 October 2024. We were staying the week at the Mansfield Country Resort and it was a real treat to visit the marvellous venue compliments of the Mansfield Shire Council. Well done to you on putting the trip together, much appreciated."

Community Health and Quality

Completed:

- ▶ Mighty Movers – 2 sessions were held in the school holidays successfully in partnership with RESPOND.
- ▶ MRM Training.

Currently the team are working on delivering:

- ▶ RESPOND end of project celebration.
- ▶ VicHealth Innovation Lab session online.
- ▶ Lower Hume Prevention Collaboration.
- ▶ VLGP Capacity Support Program - Co-Design & Community Engagement (module 2).
- ▶ Better Communities for Children Leadership Network Meeting.
- ▶ Goulburn Valley Food Systems Strategy.
- ▶ GVPHU Data Assistance – consultation on Mansfield Shire data dashboard.
- ▶ 'This Girl Can' week. Organising the week with local participants to promote active women in our community.
- ▶ 16 Days of Activism.
- ▶ Children's Week Playgroup session.
- ▶ Emergency Relief Centre boxes and handbook updates.

Volunteer Program

- ▶ L2P – 2 learners gained their provisional licence in October.
- ▶ Volunteer Program Officer currently organising an end of year and 100th Learner celebration for December.
- ▶ 10 learners currently on the waitlist pending compliance and mentor matches.
- ▶ Four volunteer roles have been developed ready for promotion to community.
- ▶ Feedback sought on the community bus service, including a bus trip by the Program Officer for future service planning.

Community Connections Program

Over the month of October, the new Community Connections Officer compiled a current community directory of contacts.

Meetings were held with the following Community Groups to discuss the new officer's role:

- ▶ Bonnie Doon Community House
- ▶ Senior Citizens
- ▶ Mansfield Men's Shed
- ▶ Jamieson Community Group
- ▶ Rosehaven

Some of the topics discussed:

- ▶ Community bus
- ▶ Phone trees
- ▶ End-of-life information
- ▶ Assistance with community grant applications

12. Library

Reporting

Premiers Reading Challenge funding 2023-2024 acquittal.

(State Government funding of \$5,692 to purchase books for children and young adults).

One-on-One Tech Help

This highly successful program recommenced this month with Council committing funding until the end of the financial year. A tech expert is contracted to provide 4 hours of on-on-one help each week to community members at the Library. Help is available with devices, emails, online services, government websites and forms. Bookings of up to one hour each week are available.

Armchair Travel

The final Armchair Travel destination for 2024 was Africa, giving travellers the opportunity to view a wide variety of African landscapes and wildlife. 34 people enjoyed the presentation along with a delicious African supper provided by Friends of Mansfield Library (FOML).

School Holiday activities – 2nd week

A key highlight of the school holiday program in the second week was a visit from the Flying Bookworm Theatre Company (Melbourne) known for inspiring reading through creative performances. Friends of Mansfield Library hosted 2 performances receiving excellent positive feedback with 151 children and adults attending.

Author Liz Healy read her book 'look in' to an audience of 30 children and adults. The story was followed by craft. FOML purchased a copy of Liz's book for all participating families.

60 children created nature inspired artworks in the craft corner.



Mansfield Seniors Festival at the Library

A Virtual Reality (VR) day was held at the Library where 8 seniors experienced VR technology. Using the Wander app, senior travelled to famous destinations and visited places they used to live. There was much nostalgia in the room and some tears shed.

The Library has two VR headsets that can be used together or separately. The experience can be shared by others watching the images on the projector screen.

Friends of Mansfield Library (FOML)

FOML hosted a sell-out High Tea which incorporated a talk on Japanese culture by Jane Herbert.



Staff

Sharyn Howlett (Library Services Officer) tendered her resignation after 10 years at the Library and will be missed. As part of Council’s resource planning Dakota Robrahn and Grace Cumming spent three days at the Library learning the skills necessary to offer a basic library service.

A snapshot of the Mansfield Library Victoria Facebook page

Followers – 1126

Posts published – 10 (Caretaker period)

Engagement – 447

The Library’s most popular Facebook posts for September:

Happy Birthday Bernie!!

Our most regular visitor to the library celebrated a milestone birthday yesterday. We had a lovely cake to celebrate 🍰🎂

[#speciallibrarymoments](#)



Happy Halloween everyone!!

Don't forget to drop by the library for some spooky reads and trick or treats! You might also spot a magical witch or two.. 🎃👻🧛

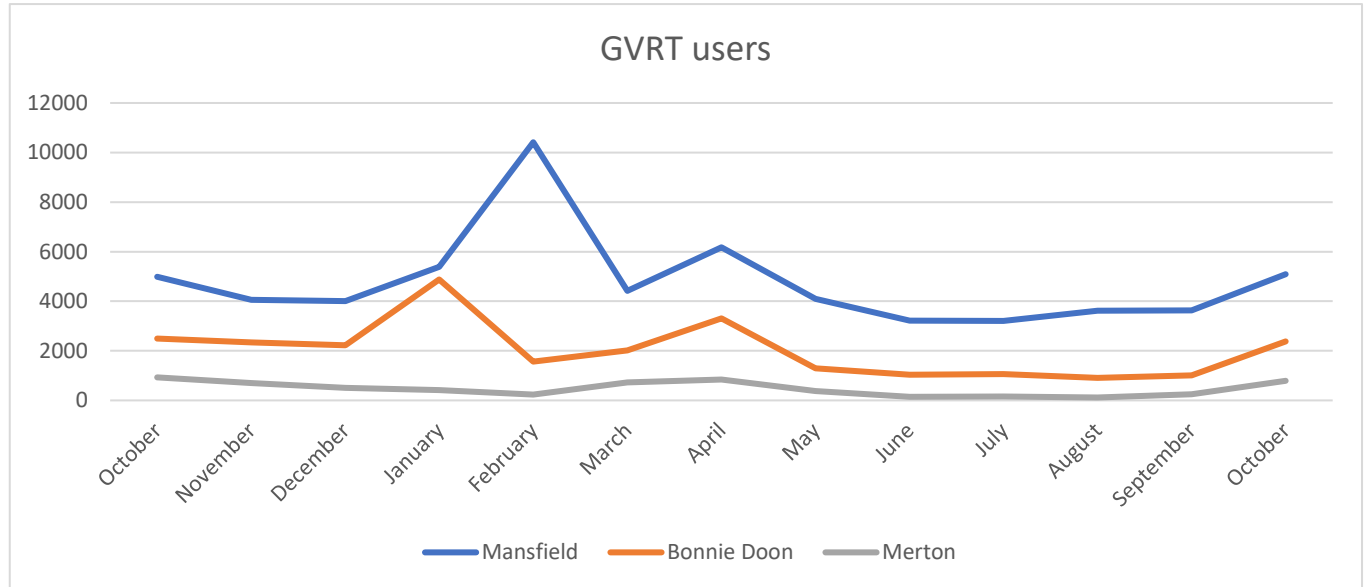


Statistics for October 2024

	Visits	Loans	Library programs	Program attendees	Room use	IT help	Holds placed	New membership
October	4016	4129	19	393	28	138	717	41
September	3761	3699	19	293	24	113	683	33
August	3924	4360	31	554	22	126	756	54
July	3786	4034	26	450	30	182	777	48
June	3574	3785	12	122	16	101	692	29
May	3744	4483	18	301	18	136	744	46
October 2023	4221	3904	21	455	24	112	484	65

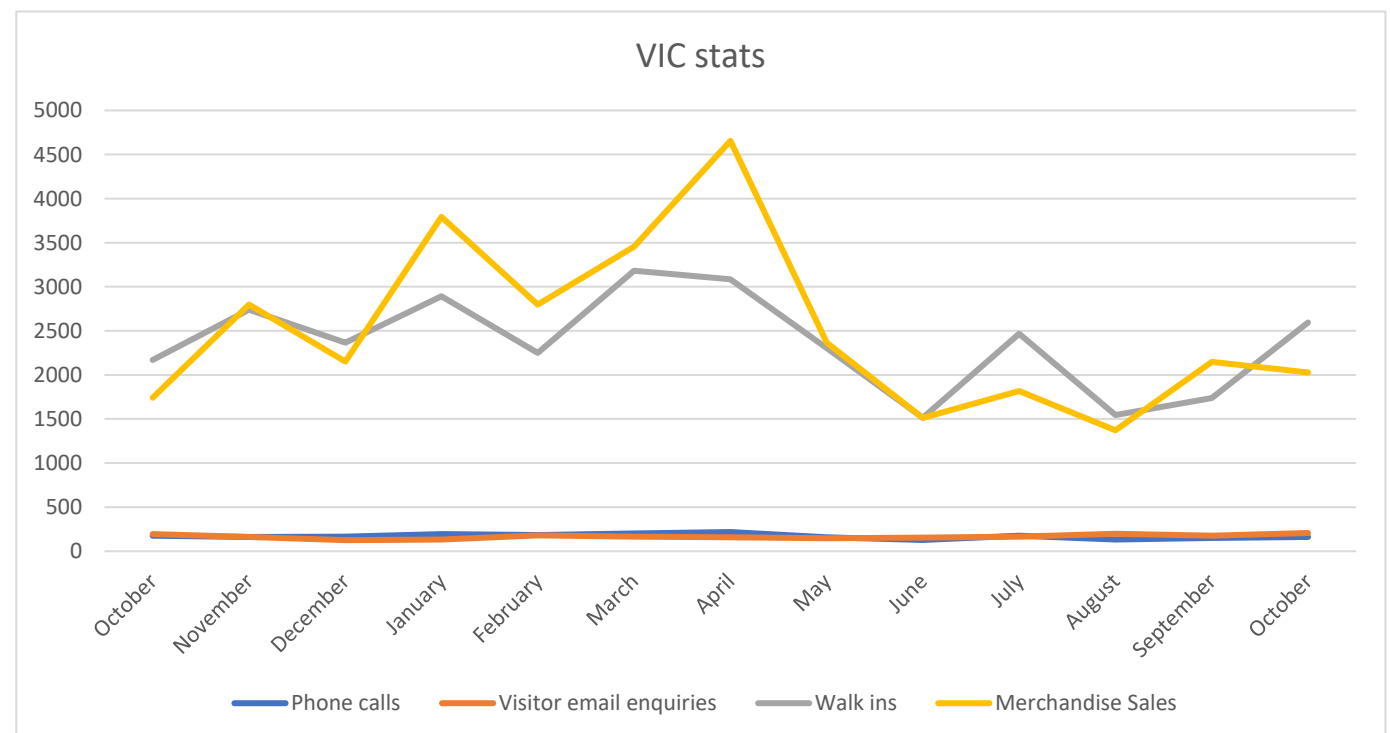
13. Visitor Services

The Great Victorian Rail Trail (GVRT)



Monthly Figures	October 2023	October 2024	+/-	YTD 24/25
Mansfield	4,988	5,085	+ 97	15,539
Bonnie Doon	2,498	2,381	- 117	5,366
Merton	929	789	- 140	1,310
TOTAL	8,415	8,255	- 160	22,215

Mansfield Visitor Information Centre (VIC)



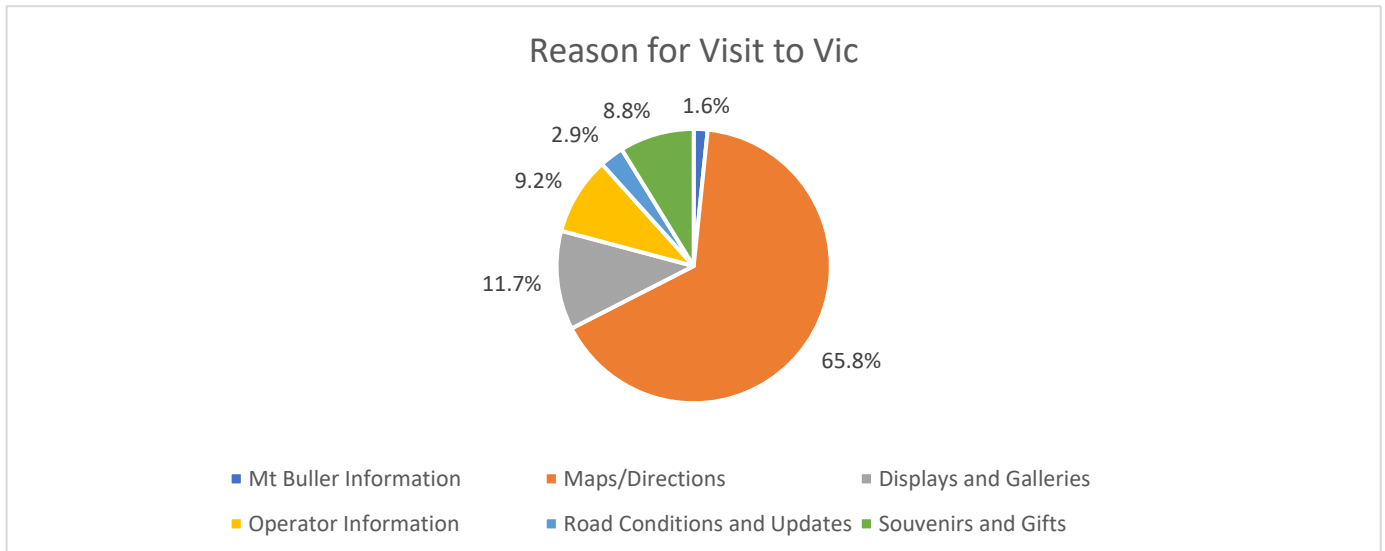
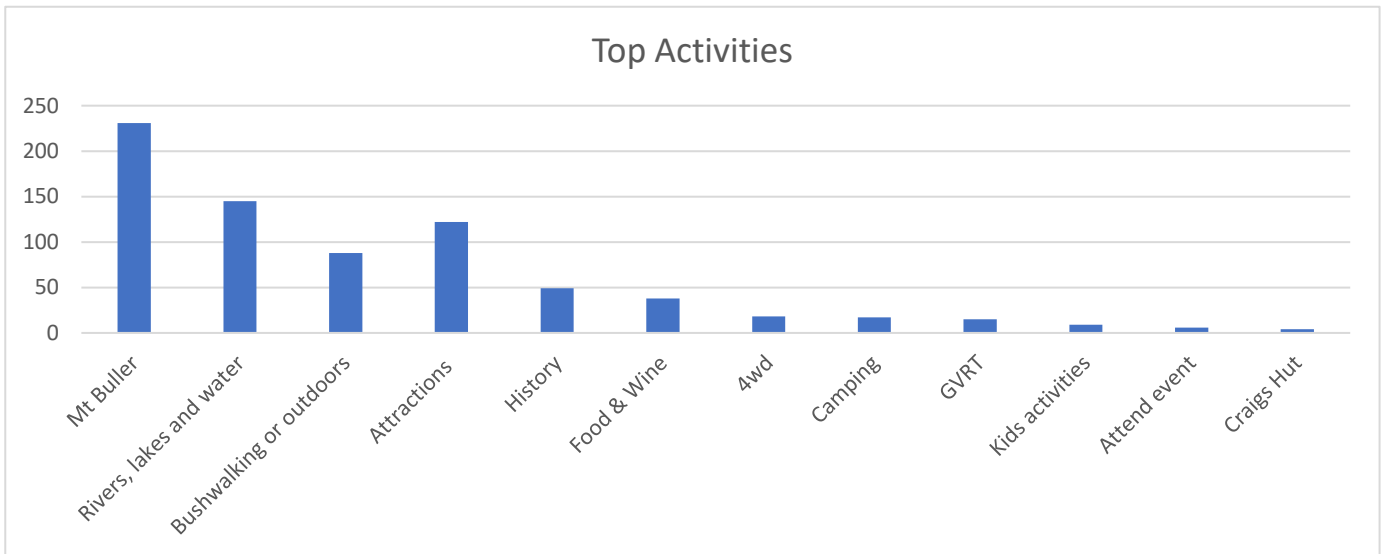
Monthly Figures	October 2023	October 2024	+/-	YTD 24-25
VIC				
Walk In visitors	2,170	2,593	+ 423	\$8,342
Retail Sales	\$1,743	\$2,028	+ \$285	\$7,366

Visitor Information Centre Officers track data on visitors to the centre via a survey, including their postcode of origin, whether it's their first time to Mansfield, how long they're staying, what activities they're interested in and why they are in the Information Centre.

Victoria (VIC) appears to be the largest visitor origin based on the number of postcodes provided. Many of the postcodes are from regional areas in Victoria, such as Bendigo (3550), Ballarat (3243), and Geelong (3220), which indicates a strong regional interest in Mansfield. New South Wales (NSW) also shows a significant number of visitors, with a focus on areas like Sydney (2230) and regional locations like Wagga Wagga and Goulburn.

The Visitor Centre team is currently undertaking a merchandising audit and review which will form part of a strategic merchandising strategy moving forward. This will ensure our retail offering best represents our visitors and ultimately increase sales.

Further data for October is shown below:



Youth & Events

Events

The Battle of The Bands was held at the Delatite Hotel, organised by Mansfield Shire Youth Services, Mansfield Events and the youth FReeZA team. This year's event was performed in front of a sell-out crowd and was the largest battle of the bands to date. The 14 bands performed to a high standard and the production set up and hosting by the FReeZA team was perfect.

November	December	January
1 – Breakfast on the lawn	6 – Community Christmas Picnic	25 – Horsepower In The High Country
1 – Auxiliary Art Exhibition	7 – Merton Skate Park	26 – Australia Day Ceremonies
1 – Torchlight Parade	Opening Jam	31 – OzCarfest begins
1 – High Country Festival opening night	15 – Youth Arty Awards	
1 – Rock Out Youth Concert		
2 – Median to Rare Sculpture Exhibition		
2 – Bush Market		
2 – Mansfield Open Studio Trail (MOST)		
2 – FutureProof Market		
2 – Grand Parade		
2 – Yooralla Open Day		
2 – Auxiliary Art Exhibition		
3 – MOST		
3 – Auxiliary Art Exhibition		
4 – Auxiliary Art Exhibition		
5 – Mansfield Cup		
5 – Auxiliary Art Exhibition		
16 – Mansfield Show		
17 – Mansfield Holistic Expo		
18 – ACBG Car Show		
23 – Goughs Bay Festival		
23 – Outdoor Provedore		
23 – High Country Flyathon		
27 – 29 – Great Victoria Bike Ride		
30 – Farmers Market		
30 – Merrijig Campdraft		

Youth

Future Proof Program

The Future Proof program has come from a slow start to now being one of the North East's highest performers. With the highest number of Diplomas and Trainees signed up and one of the highest numbers of youth participation across the board.

The team's acquittal and accounting work was used as example across the entire program for depth of reporting and understanding of the budget and project.

(CREATE)

CREATE program (Community REbuilding through Art Training and Education).

The CREATE program is supported by funding from Future Proof to provide a range of art and art therapy opportunities to youth.

A range of projects in this program are currently underway including:

- ▶ Pottery Scholarship – Will be awarded at the upcoming Youth ARTY awards on 15 December.
- ▶ Bus Shelter art project in Macs Cove and Goughs Bay had to be rescheduled due to weather, expected to be completed next month.
- ▶ The Youth Advisory Group and the Hands On class from the Mansfield Secondary College have undertaken a project in the rear garden of the Youth Centre installing new veggie patches and garden beds and a smaller garden shed. This initiative has been led by our YAG and utilises FutureProof funding to improve our spaces where young people gather.

Course	Upcoming	Completed Jan - Sep
First Aid	0	70
CPR	0	13
Defensive Driving	20	60
Marine Course	20	26
White Card	0	46
Food Safety	0	8
Chainsaw Operations	0	6
Chemical Safety	8	0
Mental Health First Aid	60	5
Potential Diplomas and other short courses under investigation	1	3 underway
Trainees – HR, Local Laws, Youth Peer Support	0	3
TOTALS	89	240

Youth Centre

Youth Advisory Group (YAG)

Youth advisory groups (YAGs) create opportunities for young people to develop partnerships with leaders of organisations and government departments and share decision-making processes. Young people provide unique and valuable perspectives that many adults may not have considered, and can express their views on issues that impact them.

Through FutureProof Funding the team have established a YAG that is meeting fortnightly to provide advice, direction and influence over the programs offered through Youth Services. YAG run activities have been plentiful in October with pastel painting, craft night, movie nights and a huge Halloween walk-through open night that received over 150 visitors.

FReeZA Committee

The FReeZA committee ran their first large scale event for the year with the Battle of the Bands competition at a sold out Delatite Hotel. The event was fantastic with all the young people working on the day to help with planning, sound, lighting, operations and more. An amazing team effort all round.

Music Room

Consistent usage of the music room continued with bookings taking place most afternoons as many bands rehearse for Battle of the Bands. This initiative relates to the 15+ age range of the youth program which is a difficult age group to engage. It is offering a great place to engage with their music endeavours, with recording facilities now available to record their performances.

14. Communications

From 17 September to 26 October, communications were limited to necessary operational messaging to comply with *Local Government Act 2020* and Council policy requirements.

Media releases

The 2 media releases below were generated and distributed. All media releases produced are also shared via Council’s corporate Facebook page, driving visitation back to the website.

- ▶ Recognition for citizens who make our community a better place
- ▶ ‘Speed Dating’ with Council for Housing and Development

Comments to media

A response was provided to an enquiry from the Mansfield Courier in relation to the 2024 Rural Youth Awards.

The CEO attended a radio interview with ABC Goulburn Murray discussing the ‘Speed Dating’ housing event.

Social media

Statistics on Council’s Facebook page activity over the past 4 months are provided below:

	October	September	August	July
▶ Reach:	11,663	49,204	28,830	55,020
▶ Followers:	7,181	7,153	7,136	7,122
▶ Content interactions:	341	1,450	373	1,262
▶ Link clicks:	95	239	63	330

The month’s top-performing posts are listed below:



Prepare now for the upcoming Fire Danger Period by participating in our Spring Clean-Up event! When: 1-30 November 2024 What: Free drop-off for green waste Where:...

Mon, 21 Oct

Post reach Engagement
5,915 608



CAT FOUND - Looking for owners! 🐱🐱 Our local laws team have picked up a pregnant female cat near the Mansfield Secondary College. She is not microchipped. If this cat looks...

Wed, 16 Oct

Post reach Engagement
1,870 208



Don't forget to vote in the Mansfield Shire Council election! You have until 6pm this Friday 25 October to make sure your vote is in the post or hand-delivered to the election office located behind...

Mon, 21 Oct

Post reach Engagement
980 201

Engage Mansfield

No community engagement activities were done in the election period. Participation on the Engage Mansfield platform across September and October was significantly reduced as a result. In October the platform received 129 visits and no contributions or new registrations.

YouTube

Council meetings are streamed live on YouTube. The 15 October Council meeting had 32 views, and the 23 October meeting had 24 views. Most Council meetings in 2024 received over 100 views.

15. Digital Transformation Project

Information Management (SharePoint)

Mansfield will be going live with Sharepoint in early December. The four councils who are partnering in the transformation (Mansfield, Murrindindi, Benalla, and Strathbogie) are currently in the testing phase and are preparing to conduct the necessary staff training.

Mansfield is currently validating the artefacts (documents, etc.) that are being transferred from TRIM to SharePoint in preparation for the go live. There will be a final data conversion before the cut-off date to ensure most recent updates are transferred.

Planning, Building and Regulatory

The Planning and Building Modules are now live for Mansfield, with Regulatory now expected to be delivered early in the New Year.

The last two councils to go live with Planning are Benalla and Strathbogie and these are expected in the start of December. Murrindindi will be the first to go live with Regulatory, in December this year, the other councils will be in the new year along with Mansfield.

Issues raised pre and post go live are being worked through systematically in an endeavour to close off highest priority items as soon as possible.

Enterprise Resource Planning (Authority Altitude)

The Civica ERP (enterprise system) is progressing according to plan. There are a lot of areas to cover with participation of staff from multiple parts of the council as requirements are clarified. With four councils working together, across each of the streams, namely Rates/General Ledger, HR/Payroll, and CRM it is great to have stream leads also taking up the challenge to coordinate their areas.

Murrindindi will be first to go live with this new version of Civica (Authority Altitude), given they are already on a Civica system. This will happen in the first half of 2025 with the other councils following in the fourth quarter of 2025. More specific dates will be known as the time gets closer.

The teams have access to an Altitude test environment where the key modules and functionality are being reviewed as the Civica team guides us through design and delivery of their system.