

# Application BSBR001515

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## Application Summary

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**Application ID**

BSBR001515

**Application Title**

BSBR - Mansfield Shire Council

**Program Name**

Black Summer Bushfire Recovery Grants Program

**Applicant**

Mansfield Shire Council

**Submitted Date**

6/10/2021

## Program selection

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### Mansfield Shire Council

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**Are you a trustee on behalf of a trust?**

No

**Do you have an ABN?**

Yes

### Entity details

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**ABN**

74566834923

**Legal name**

Mansfield Shire Council

**Business name**

Mansfield Shire Council

**Date of registration**

28/10/2002

**GST Registered**

Yes

**Are you a charity registered with the Australian Charities and Not-for-profits Commission (ACNC)?**

No

**Are you a not-for-profit?**

Yes

### Program Selection

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**Program**

Black Summer Bushfire Recovery Grants Program

**Program Element**

Black Summer Bushfire Recovery Grants Program

## Eligibility

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**Select which entity type you are.**

an Australian local governing agency or body as defined in section 15 (for example a Council)

**Is your project in one or more of the eligible Local Government Areas (LGAs) listed in Appendix A of the grant opportunity guidelines? Grant opportunity guidelines can be found on Business.gov.au**

Yes

**Will your project support the recovery or resilience efforts of communities in eligible Local Government Areas (LGAs) affected by the 2019-20 bushfires?**

Yes

**Does your project have at least \$20,000 in eligible project expenditure?**

Yes

## Applicant address

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**Applicant street address**

**Is the address located in Australia?**

Yes

**Address Details**

33 Highett St  
MANSFIELD VIC 3722  
Australia

**Applicant postal address**

**Is the address located in Australia?**

Yes

**Address Details**

Private Bag 1000  
MANSFIELD VIC 3724  
Australia

## About your organisation

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We collect the following data from all applicants. We use this data to better understand your organisation and to help us develop better policies and programs.

### Indigenous organisations

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**Is your organisation Indigenous owned?**

An organisation is considered Indigenous owned where at least 51% of the organisation's members or proprietors are Indigenous.

No

**Is your organisation Indigenous controlled?**

An organisation is considered Indigenous controlled where at least 51% of the organisation's board or management committee is Indigenous.

No

## Project information

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### Recovery or Resilience Needs

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Identify one or more of the recovery or resilience needs your project aims to support.

You need to select one or more of the kinds of recovery or resilience needs - social recovery and resilience, economic recovery and resilience and/or resilience and recovery of the built environment. See Section 6.1 of the grant opportunity guidelines.

**social recovery and resilience**

Yes

**economic recovery and resilience**

Yes

**recovery and resilience of the built environment**

No

## Project Type

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Select one or more of the criteria below that best describes/supports your eligible project activities.

See section 6.3.1 of the grant guidelines and Appendix B.

**projects that address an urgent and unmet need resulting directly from the 2019-20 bushfires**

No

**enhance the cultural life of the community**

Yes

**preserve or increase employment**

Yes

**help to mitigate climate-related risk and damage**

Yes

**address the health impacts of the bushfires**

No

**benefit of Indigenous people or communities**

No

**protect or promote interstate and overseas trade and commerce**

No

**be delivered through a relevant communications service**

No

**undertaken in the Australian Capital Territory**

No

**run by local councils**

Yes

**involve meteorological observations or statistical collection and analysis**

No

**relate to insurance**

No

## Project title and description

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If your application is successful, we will publish some grant details on GrantConnect and other government publications. Published details include:

- name of the grant recipient
- a project title
- a brief project description and its intended outcome
- amount of grant funding awarded

### Provide a project title.

Mansfield Emergency Services Management Precinct Feasibility Study & Design

### Provide a brief project description for publication.

**Ensure your project description focuses on your project's key activities and outcomes. Outline what it is you are going to do and how it will benefit your community.**

The 2019/20 bushfires inundated the Mansfield Shire with smoke for weeks and our local emergency services, mostly manned by volunteers, were deployed to fire grounds. Our Shire community is still reeling from the major emotional and financial impact of this disaster particularly on our major employers in the tourism, hospitality and retail sectors.

This project will deliver on the long standing community vision of an integrated emergency services precinct that will ensure sustainable emergency services and assist with the Shire's economic and community recovery. This project will progress this vision from its partly community-funded scoping stage to an investment ready solution to collocate our SES, Ambulance Vic, CFA and possibly VicPol.

## Detailed project description and key activities

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This information will be included in your grant agreement if your application is successful.

### Provide a detailed description of your project including the project scope and key activities.

For several years Mansfield Shire Council has explored options for a sustainable long-term solution for the Shire's emergency services facilities.

The Mansfield Emergency Services Precinct (MESP) project will build upon a scoping study to be completed in November 2021 that was partly funded by the Mansfield Emergency Precinct Committee (MEPC) community group. The scoping study will define the precinct's community & policy context, requirements, value, operational efficiencies & benefits, benchmark against similar emergency precincts & gather the learnings from the implementation of these precincts and complete a preliminary site analysis.

As their Mansfield facilities are outdated and in poor condition, this project will firstly focus upon SES, Ambulance Vic and the Mansfield

Community Radio Station.

The Mansfield community radio station has been included in the project scope as it is a licenced Emergency Broadcaster whose coverage can reach Shire areas that are otherwise blackspots.

This project will also allow for the future colocation of other agencies such as CFA and then VicPol as these agencies outlive current facilities. As part of the scoping study and to ensure that this grant application includes costings that are as accurate as possible at this early stage of the project, Council has engaged a Quantity Surveyor to estimate the cost to deliver the SES, CFA, Ambulance Vic and community radio facilities and, based upon this, the cost to provide detailed tender ready design drawings.

When this application is successful, Council will establish a Project Control Group (PCG) made up of representatives of Council, emergency services organisations, MEPC and appointed consultants. This Group will be responsible for the oversight, governance, reporting, community & emergency services engagement and the acquittal of this project.

The PCG will be supported by a Technical Advisory Group that will be made up of representatives of each of the emergency services agencies and Council.

This project will then complete a feasibility study and deliver a business case for the next stage of the project. To reduce the project's cost and increase confidence in the delivery of this proposal, the feasibility study will only consider two parcels of land both owned by the Mansfield Shire Council. The key deliverables in this study will be:

- Undertake a detailed siting analysis and investigation including access to major transport routes;
- A detailed investigation and analysis of the sites that will recommended a mix of activities, facility components and potential partners;
- Prepare broad concepts for the sites and identify likely capital costs;
- Develop options for management of the facility, including recommendations and indicative operating costs;
- Prepare business case scenarios for the sites. This will include a clear statement of objectives, strategic options analysis, identification of outcomes and benefits to community and government; and
- Develop a strategy to position the project to secure multi-agency funding. This will include the identification of potential funding sources such as land sales and service efficiencies and the preparation of an Implementation Plan that identifies the next steps to implement the project. This will include the listing of key decisions and any approvals that would be required.

These deliverables will be incorporated into a draft project report that will be presented to the PCG. The PCG will then lead a deliberative engagement process with community and emergency services stakeholders to finalise the draft project report and agree the MESP site.

The project will then produce a detailed design that will deliver tender ready layout and design drawings. This will include:

- Engagement of specialist consultancy services such as surveying & land titles, geotechnical, structural, civil & mechanical engineering, architecture and project management;
- production of detailed architectural & engineering drawings,
- detailed cost estimates, confirmed management options & draft inter-agency agreements;
- Identification of possible operating models and indicative operating costs;
- Preparation of a funding strategy to deliver the proposed MESP including proceeds from any community building rationalisation, land sales and government grant opportunities; and
- Identification of the next steps required to further develop and/or implement the project including approvals or further consultation and engagement.

In the next stage of this overall project, not included in this funding application, individual emergency services agencies will apply to their individual building authorities to deliver these agreed designs on the agreed site.

This approach will enable the various emergency services infrastructure delivery agencies to use their existing processes to advocate for infrastructure funding as part of the integrated approach to the overall delivery in the MESP.

## Project outcomes

This information will be included in your grant agreement if your application is successful.

### Provide a summary of the expected project outcomes.

Not only does the Mansfield Emergency Services Precinct (MESP) have strong stakeholder support, it is of significance to the broader Shire community. Our community is justifiably proud of our emergency services and volunteers and is fully aware of their pressing need for modern appropriate facilities.

The integrated approach of the MESP will reflect and strengthen the existing spirit of cooperation that already exists on the ground between local units of the CFA, SES & Ambulance Vic and the Mansfield District Hospital, the Mansfield Community Radio Station, Red Cross and VicPol. It is anticipated that this cooperation will extend beyond mere sharing or colocation of physical facilities. Being in close proximity, this is intended to lead to shared operational and other training and increased mutual cross-agency understandings that will then lead to truly joined up emergency responses to future disasters.

Furthermore as the colocation of multiple emergency services in the MESP will lead to multi-use multi-purpose facilities, this is likely to generate significant savings compared to the construction of individual emergency services facilities on separate sites.

The MSP will also reduce the need for individual emergency services agencies to complete separate community engagement processes that could lead to increased consultation fatigue in our community and thus inconclusive results.

As with any Mansfield Shire Council project, and as required by Council's obligations under the Local Government Act 2020, communications with our community and project stakeholders to be an integral part of this project. Council's MESP communication channels will include print, audio and broadcast media, social media, Council's website, and the community networks of the Mansfield Emergency Precinct Committee (MEPC) and Council. The final messages will be developed but focus on the MESP as a concrete example of the cooperation, professionalism and recognition of Mansfield's emergency services and provide our community:

- accurate, up-to-date reporting on the progress and future plans for the sites and the proposed MESP;
- information about the benefits of developing the MESP and co-locating emergency agencies; and
- confidence that regulatory requirements will be met.

The MSP will also give infrastructure planners in each of the emergency agencies more confidence to proceed with their plans for new facilities as potential issues around land zoning, conflicting neighbouring land uses, vehicle access and access to utilities & telecommunications have been addressed as part of an overall agreed plan for emergency services infrastructure in Mansfield Shire.

To do this, the MESP team will also work the Emergency Services Infrastructure Authority (ESIA) to ensure that their requirements and standards for provision of emergency services infrastructure are met.

The designs of emergency service agencies' facilities need to not only respond to the needs of our community and emergency services agencies, they must also cater for the growing emergency services needs of Mansfield Shire.

This growth is also driven by significant population growth (3.5% over the past 12 months) which is expected to stabilise at 2.2% per annum, compared to the 1.1% average in regional Victoria.

Our future emergency services must also meet the increasing demand for search and rescue services generated by significant increases in our adventure based visitor economy that operates in the High Country that surrounds Mansfield Township. This includes walking, climbing, canoeing, four wheel driving, hunting, fishing, ballooning, road cycling and the many types of cross-country cycling.

The location of the MESP on a main entry to Mansfield Township and Shire will not only reassure adventure tourists and businesses that if they do get into difficulty, Mansfield's emergency services will be there to help them. It will also be a strong physical reminder to these adventurers to register their plans with emergency agencies so that they can more quickly come to their aid if needed.

Equally, the high profile location of the MESP will encourage our community members not to fear natural disasters, but rather gain back a sense of control by volunteering to be part of the Shire's emergency services.

Once built, as well as providing contemporary facilities for our emergency services responders and recognition of their professionalism and our community's pride in their many achievements, the MESP will lift community confidence and provide a template for other regional communities to replicate.

Multiple Victoria Government departmental strategies emphasize the importance of the collocation of infrastructure, especially for emergency services agencies in regional areas. The MESP could provide an example of the successful delivery of collocated emergency services infrastructure not only to emergency services agencies in Victoria but also nationally.

## Project duration

Your project must be completed in line with the dates provided in the grant opportunity guidelines.

Your project can start upon execution of the grant agreement, estimated to be from January 2022.

You must complete your project by 31 March 2024.

### Estimated project start date

01/02/2022

### Estimated project end date

03/11/2023

### Estimated project length (in months)

22

## Project milestones

Provide details on the project milestones including the key activities occurring at each milestone.

The milestone start and end dates must be between the project start and end dates. You can add up to 10 milestones.

### Milestone title

Grants Approval

### Description

Successful Grant Application announced and Agreement signed between Council and Government Department

### Estimated start date

07/02/2022

### Estimated end date

04/03/2022

### Milestone title

Appoint consultants – Business Case and Feasibility Study

### Description

Contract signed between Council and appointed Business Case and Feasibility Study consultant team.

### Estimated start date

07/03/2022

### Estimated end date

01/04/2022

### Milestone title

Complete Business Case and Feasibility Study

### Description

Business Case and Feasibility Study consultant team complete the agreed documentation ready for Design Tender to be prepared.

### Estimated start date

07/04/2022

**Estimated end date**

02/09/2022

**Milestone title**

Advertise, Assess Tender Responses and Award Design Contract

**Description**

Design Tender advertised through Tenderlink. Responses assessed using procurement protocols against identified evaluation criteria. Report to Council and Council Approval of successful Tender. Design Tender awarded, contract prepared and signed.

**Estimated start date**

31/10/2022

**Estimated end date**

03/03/2023

**Milestone title**

Detailed design completed and presented ready for construction.

**Description**

Design team prepare detailed design, permits and related documentation for presentation as a final report present of construction ready tender documents to Council.

**Estimated start date**

06/03/2023

**Estimated end date**

29/09/2023

## Eligible Local Government Areas (LGAs)

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You can only undertake project activities in a Local Government Area (LGA) that has been declared as eligible for assistance under the Disaster Recovery Funding Arrangements (DRFA) for the 2019-20 bushfires. Individual projects may include activities that are undertaken in multiple eligible LGAs. Eligible LGAs are listed in Appendix A.

**State****Please select from the list below.**

VIC

**LGA's Eligible in VIC**

Mansfield

## Project location

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### Project Site 1

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33 Highett St  
MANSFIELD VIC 3722  
Australia

**Estimated % of project value expected to be undertaken at site**

100

## Project budget

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Provide a summary of your eligible project expenditure over the life of the project.

If you are registered for GST, enter the GST exclusive amount. If you are not registered for GST, enter the GST inclusive amount. We only provide grant funding based on eligible expenditure. Refer to the grant opportunity guidelines for guidance on eligible expenditure.

The minimum project expenditure for this grant opportunity is \$20,000.

You will also be required to attach a detailed project budget later in the application form. Refer to the grant opportunity guidelines for the requirements of the budget.

Please note the below budget limitations:

- Administrative support/overheads (including project management or project co-ordination) (max 10% of the grant)
- Staff training (max 5% of the grant)
- Contingency costs (max 10% of the grant)
- Report on project outcomes (max 5% of the grant)

## Project budget summary

Type of expenditure	Head of expenditure	Financial Year	Costs
Project expenditure			\$795,612
	Equipment/ Materials (purchase or hire)		\$0
		2021/22	\$0
		2022/23	\$0
		2023/24	\$0
		2024/25	\$0
		2025/26	\$0
	Salary		\$0
		2021/22	\$0
		2022/23	\$0
		2023/24	\$0
		2024/25	\$0
		2025/26	\$0
	Contracts		\$693,612
		2021/22	\$45,612
		2022/23	\$648,000
		2023/24	\$0
		2024/25	\$0
		2025/26	\$0
	Infrastructure / Building, including approvals		\$0
		2021/22	\$0
		2022/23	\$0
		2023/24	\$0
		2024/25	\$0

Type of expenditure	Head of expenditure	Financial Year	Costs
		2025/26	\$0
	Workshops, conferences and events		\$3,500
		2021/22	\$1,500
		2022/23	\$2,000
		2023/24	\$0
		2024/25	\$0
		2025/26	\$0
	Domestic travel		\$0
		2021/22	\$0
		2022/23	\$0
		2023/24	\$0
		2024/25	\$0
		2025/26	\$0
	Administrative support/overheads (including project management or project co-ordination)		\$26,500
		2021/22	\$12,500
		2022/23	\$14,000
		2023/24	\$0
		2024/25	\$0
		2025/26	\$0
	Planning, environmental or other regulatory approvals		\$0
		2021/22	\$0
		2022/23	\$0
		2023/24	\$0
		2024/25	\$0
		2025/26	\$0
	Staff training		\$0
		2021/22	\$0
		2022/23	\$0
		2023/24	\$0
		2024/25	\$0

Type of expenditure	Head of expenditure	Financial Year	Costs
		2025/26	\$0
	Contingency		\$72,000
		2021/22	\$0
		2022/23	\$72,000
		2023/24	\$0
		2024/25	\$0
		2025/26	\$0
	Report on project outcomes		\$0
		2021/22	\$0
		2022/23	\$0
		2023/24	\$0
		2024/25	\$0
		2025/26	\$0
	Other		\$0
		2021/22	\$0
		2022/23	\$0
		2023/24	\$0
		2024/25	\$0
		2025/26	\$0
Total project expenditure			\$795,612

Financial Year	Costs
2021/22	\$59,612
2022/23	\$736,000
2023/24	\$0
Total project expenditure	\$795,612

**What is the total project cost including ineligible expenditure not included above?  
This is the sum of eligible and non-eligible costs to the project.**

\$ 795,612

## Source of funding

In this section you must provide details of how you will fund the project.

The total of all sources of funding should be equal to your total project expenditure in the section above. Sources of funding include

- grant amount sought
- your contribution
- other contributions as allowed in the grant opportunity guidelines.

## Grant amount sought

Enter the grant amount sought. We will add GST to this where applicable.

The minimum grant amount under this grant opportunity is \$20,000. The maximum grant amount under this grant opportunity is \$10,000,000.

\$ 765,612

## Your contribution

Enter your organisation name. In the description field, provide additional details. Indicate whether your contribution is sourced from cash flow, loans, equity etc.

### Name of contributor

Mansfield Shire Council

### Details of contribution

Contribution Type	Amount	Due Date	Description
Cash	\$0		
In-Kind	\$30,000	1/02/2022	See attached sheet for 2021/22 and 2022/23 itemised breakdown
Total	\$30,000		

## Other non-government contribution

Enter the organisation name. In the description field, provide additional details.

If you have project partners we will ask you for their details later in the application. You must provide their name and their contribution here.

## Assessment criteria

We will assess your application based on the weighting given to each criterion and against the indicators listed beneath each criterion. We will only consider funding applications that score at least 50 per cent against each criterion, as these represent best value for money.

The amount of detail and supporting evidence you provide should be commensurate with the project size, complexity and grant amount requested. You should define, quantify and provide evidence to support your answers.

To support your responses you must include mandatory attachments later in the application.

### Assessment criterion 1

**How your project will assist in community recovery from the 2019-20 bushfires? (Score out of 50)**

**You should demonstrate this by identifying:**

- how your project addresses the recovery or resilience needs of the community directly related to impacts of the 2019-20 bushfires through the adoption of/or investment in one or more of the following benefit areas:**
  - social recovery and resilience needs of the local community may include improving community connections and social inclusion through community development activities, cultural events and workshops, protecting local heritage and addressing disadvantage within the community, preserving Aboriginal cultural heritage and supporting Indigenous communities through activities, workshops and events.
  - economic recovery and resilience needs of the region may include job creation, new businesses, tourism and supporting local producers and suppliers. Projects must support communities, not just individual businesses or organisations.
  - recovery and resilience of the built environment needs may include the improvement or extension of existing infrastructure in a manner that drives economic growth, creates jobs and makes the affected LGA or broader region a more attractive place to live or visit.

- b. how your project complements, builds on and does not duplicate existing or planned 2019-20 bushfire recovery efforts in the community.**
- c. the broader benefits that your project will deliver for the region and the community.**

The economic and social consequences of the 2019/20 bushfires, combined with the global pandemic have devastated our Shire. Loss of confidence, employment, and fear for families and business survival has seen an increase in use of mental health professional services. The Mansfield Shire Council takes seriously its responsibility to empower residents and ratepayers through these trying times. Our community needs a positive 'shot in the arm' and delivery of the Mansfield Emergency Services Precinct (MESP) will do precisely this while strengthening the resilience and alignment of our local emergency agencies.

In recognition of this need, for the past three years the Mansfield Emergency Precinct Committee (MEPC) and its enthusiastic supporters have strived to support and recognise the professionalism of our mostly volunteer emergency services through the replacement of their aged facilities.

While the need for emergency services in the Mansfield Shire is well documented, the strong population growth of Mansfield Shire and the large proportion of tree changers from urban areas with no bushfire experience that make up this growth have significantly increased the potential demand for these services.

The location of the majority of Mansfield's emergency services at the entrance to Mansfield Township and Shire will reassure these tree changers of their safety and be concrete demonstration of the importance of joined up emergency services to the people of Mansfield Shire. The impacts of climate change on the Shire are already been felt with more frequent and extreme floods, fire seasons & other natural disasters. This along with population growth and influx of urban dwellers into our Shire has become the third primary driver of the increased demand for emergency services in Mansfield Shire.

A tremendous example of how joined-up grass roots emergency services are in Mansfield was their rapid response to a recent threatened COVID-19 outbreak in Mansfield. Mansfield District Hospital & Council staff, community volunteers and needed emergency services personnel quickly established and operated a drive through COVID-19 testing hub that serviced many hundred concerned community members.

While by necessity this ad hoc testing hub was established in the Mansfield Showgrounds, this expedient measure has begun to cause community dissatisfaction. As the many patrons of the Mansfield Showgrounds begin to look forward to returning to their normal program of activities, there has been pressure to relocate the testing hub. Hence the MESP project team will also explore the inclusion of a permanent COVID-19 testing hub on this site.

This is also an example of the need for long term disaster recovery venues rather than impromptu use of community facilities that are already heavily utilized. Hence the MESP project team will explore how a long term disaster recovery facility could also be included in the Precinct. The colocation of Mansfield's emergency services agencies in the MESP will have numerous other potential benefits such as:

- vastly increased opportunities for cross-training and cooperation and therefore the mutual understanding, interoperability & effectiveness of our combined emergency services;
- the increased confidence of senior decision makers in each of the emergency services to fund new infrastructure in Mansfield knowing that this will be part of a detailed, planned, community supported and shared precinct;
- highlighting the vibrancy of the Mansfield Shire and its ability to protect its community and the many thousands of visitors who come to the Shire each year to enjoy our many attractions;
- the location of the new MESP facilities on a major entry route into Mansfield Township will raise the profile, enthusiasm and attractiveness to volunteer for service in our emergency services and thus improve the long term sustainability of these services; and
- strengthen the social fabric of the Mansfield community through this increase in volunteering and community service.

Of course the MESP will provide short term economic benefits through the provision of accommodation for consultants on site visits and the longer term economic benefits once the MESP is built. While funding MESP construction is not included in this application, this hoped for outcome will create opportunities for employment and training for locals who as a result of major fluctuations in our largest industries of tourism, retail and hospitality, have become unemployed.

Finally is project will support Mansfield Shire Council deliver on Ovens Murray Regional Partnership priorities of economic development, innovation and engagement in communities outside major regional centres, and support the long-term recovery outcomes of the Victorian 2019-20 Bushfires Regional Business and Economy Recovery Plan.

This all combines to make Mansfield Emergency Services Precinct an excellent candidate for a Black Summer Bushfire recovery grant.

## Assessment criterion 2

### Capacity, capability and resources to deliver the project (Score out of 50)

You should demonstrate this by identifying:

- a. your track record managing similar projects and access to personnel and/or partners with the right skills and experience**
- b. sound project planning to manage and monitor the project, including scope, implementation methodology, timeframes, budget and risk management planning (including mitigation of health risks associated with the current COVID-19 pandemic).**

The Mansfield Shire Council has a well-established reputation for project management excellence and leadership and a proven track record for the delivery of complex and challenging community based projects. Typically these projects begin with in-depth community engagement, exploration of options that address verified community needs, the engagement of specialised consultants, the establishment of project governance mechanisms, project tendering, assessment, award, monitoring & delivery and finally project reporting and funding acquittal.

Below are just a few examples of Mansfield Shire Council's recently delivered projects that have followed a similar methodology to that proposed for the Mansfield Emergency Services Precinct (MESP) project:

- The \$3.5m View Street project included the design and construction of street and drainage upgrades and the design and construction of a roundabout and carpark. The project was jointly funded by the Federal and Victoria governments and the Mansfield Shire Council. This brown field project in front of a large Secondary College was successfully completed in August 2021 and delivered \$1.5m under budget and with minimal disruption to the operations of the College.
- The Mansfield Botanic Park Play Ground project delivered a nature-based play space that was designed by specialist architects and included an active community reference group. The project was successfully completed in July 2021. (\$585,000 funded by the Mansfield Shire Council and Victoria government)
- Mansfield Shire Council received \$1.0m from the 2010-2011 Children's Centre Grants program to complete the design and construction of the Mansfield Family and Children's Centre. This \$2.7m project included purpose built facilities to accommodate a commercial long day

childcare provider, Councils' Maternal and Child Health services as well as Council's Integrated Family Services that offers financial and other counselling. This project was successfully completed in October 2014.

- Mansfield Youth Hub was successfully delivered by Mansfield Shire Council in June 2017. This \$400,000 project included \$200,000 funding from the Australian Government Stronger Regions Fund and \$100,000 from Sport and Recreation Victoria.
  - The Mansfield Recreation Reserve Oval Redevelopment project included the construction of major retaining walls and a major upgrade of the Oval's playing surface. (\$2.2m funded by the Mansfield Shire Council and Victoria government)
  - The Great Victorian Rail Trail was jointly delivered by the Mansfield Shire Council, Mitchell Shire Council and the Murrindindi Shire Council. (\$14.2m funded by three local governments, Victoria and Commonwealth governments)
- Current examples of complex projects being delivered by the Mansfield Shire Council are:

- The refurbishment of the Mansfield Library. This \$590,000 project was funded by the Victoria Government and includes the engagement of specialised architects to design the refurbished library and the project management of the delivery of this design.
- Mansfield's Heavy Vehicle Alternative Route project that includes the design, tendering and delivery of a B-Double bypass located to the north and west of Mansfield. This \$4.5m multi-stage project is co-funded by Council borrowings and a Federal Government grant and is being project managed by the Mansfield Shire Council.

This project is a prime example of Council's successful methodologies that feature:

- procurement processes that meet the Commonwealth Government standards and are regularly audited and reviewed;
- project risk and issue escalation procedures that include Council's executives and CEO;
- the routine establishment of Project Control Groups (PCG), made up of Council, community representatives and appointed consultants that oversee the project and review project recommendation and reports;
- regular project reviews, milestone reporting and audits of project management procedures.;
- acquittal and final reporting to funding agencies.

As part of Council's project methodology and to maximize the success of this project, Council has already:

- drafted a detailed project plan (attached) that demonstrates that Mansfield Shire Council has considered in detail the implementation and project management methodology and timeframes for this project;
- drafted a risk assessment; and
- commissioned a Quantity Surveyor to calculate the cost to deliver the provisional facilities required by the CFA, SES, Ambulance Vic and Mansfield Community Radio Station and, from this estimate, extrapolated the cost to produce detailed tender ready design drawings for these facilities.

## Project partners

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If applicable, provide details about all project partners

For details about project partner contributions refer to the grant opportunity guidelines.

### Project partner

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No Project partners found for this Application.

## Bank Account Details

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If your application is successful we will need to set up a payment process to pay your grant. We need your bank account details to do this. If your application is not successful we will not process these details.

**Account Name**

Mansfield Shire Council

**BSB**

083945

**Account Number**

549397711

## Payment Contact

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We will send the payment remittance advice to this person. All other notifications are sent to the primary contact whose details you provide on the last page of this application.

**Title**

Ms

**Given name**

Kaylene

**Family Name**

Conrick

**Position Title**

CEO

**Email address**

kaylene.conrick@mansfield.vic.gov.au

**Phone number**

0357758555

**Mobile Number**

0436 925 502

## Application finalisation

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### Conflict of interest

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**Do you have any perceived or existing conflicts of interest to declare?**

**Refer to the grant opportunity guidelines for further information on your conflict of interest responsibilities.**

No

### Program feedback

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**How did you hear about this grant opportunity?**

Direct mail/email

### Additional information

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You should attach any additional supporting documentation here. You should only attach documents that we have requested or you have referred to in your application.

**Project plan**

A detailed project plan that includes a risk assessment plan.

1 BSBR21\_MSC\_MESP\_ATTACHMENT\_Project and Risk Management Plan2.pdf

**Project budget**

A detailed project budget that identifies costs under each head of expenditure and includes an explanation of how the costs were determined. Include any third party contributions.

2 BSB21\_MSC\_MESP\_ATTACHMENT\_Budget documents.pdf

**Evidence of community support**

This could include items such as letters of support for your project and testimonials.

3 BSBR21\_MSC\_MESP\_ATTACHMENT\_Community Support evidence.pdf

**Evidence of landownership or environmental approvals (where applicable)**

Where the proposed project site/s are not owned or managed by you, written consent is required from the property owner and/or property manager that allows for the implementation of the proposed project on each project site.

4 BSBR21\_MSC\_MESP\_ATTACHMENT\_Letter Land use permission.pdf

**Trust documents**

Where you have indicated your entity type is a trustee applying on behalf of a trust, you must attach trust documents showing the relationship of the incorporated trustee to the trust. If your trust deed is too large or you cannot upload your document please contact us via BSBR@industry.gov.au.

## Primary contact

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**Title**

Mr

**Given Name**

Kurt

**Family Name**

Heidecker

**Position Title**

General Manager Community &amp; Corporate Services

**Email Address**

Kurt.Heidecker@mansfield.vic.gov.au

**Phone Number**

0357758548

**Mobile Number**

0458 836 558

**Business postal address of the primary contact****Is the address located in Australia?**

Yes

**Address Details**

33 Highett St  
MANSFIELD VIC 3722  
Australia

## Declaration

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### Applicant declaration - WWC

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#### Privacy and confidentiality provisions

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I acknowledge that this is an Australian Government program and that the Department of Industry, Science, Energy and Resources (the department) will use the information I provide in accordance with the following:

- Australian Government Public Data Policy Statement
- Commonwealth Grants Rules and Guidelines
- grant opportunity guidelines
- applicable Australian laws.

Accordingly, I understand that the department may share my personal information provided in this application within this department and other government agencies:

- a. for purposes directly related to administering the program, including governance, research and the distribution of funds to successful applicants
- b. to facilitate research, assessment, monitoring and analysis of other programs and activities

unless otherwise prohibited by law.

I understand that where I am successful in obtaining a grant, the financial information that I provide for the purposes of payment will be accessible to departmental staff to enable payments to be made through the department's accounts payable software system.

I understand that information that is deemed 'confidential' in accordance with the grant opportunity guidelines may also be shared for a relevant Commonwealth purpose.

The department will publish information on individual grants in the public domain, including on the department's website, unless otherwise prohibited by law.

### Applicant declaration

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I declare that I have read and understood the grant opportunity guidelines, including the privacy, confidentiality and disclosure provisions.

I declare that the proposed project outlined in this application and any associated expenditure has been endorsed by the applicant's board/management committee or person with authority to commit the applicant to this project.

I declare that the applicant will comply with, and require that its subcontractors and independent contractors comply with, all applicable laws.

I declare that the information contained in this application together with any statement provided is, to the best of my knowledge, accurate, complete and not misleading and that I understand that giving of false or misleading information is a serious offence under the *Criminal Code Act 1995* (Cth).

I acknowledge that I may be requested to provide further clarification or documentation to verify the information supplied in this form and that the department may, during the application process, consult with other government agencies, including state and territory government agencies, about the applicant's claims and may also engage external technical or financial advisors to advise on information provided in the application.

I agree to participate in the periodic evaluation of the services undertaken by the department.

I approve the information in this application being communicated to the department in electronic form.

I understand that the applicant is responsible for ensuring that it has met relevant state or territory legislation obligations related to working with children, and that any person that has direct, unsupervised contact with children as part of a project under this grant opportunity, has undertaken and passed, a working with children check, if required under relevant state or territory legislation. The applicant is also responsible for assessing the suitability of people engaged on this project to ensure children are kept safe.

I acknowledge that if the department is satisfied that any statement made in an application is incorrect, incomplete, false or misleading the department may, at its absolute discretion, take appropriate action. I note such action may include excluding an application from further consideration; withdrawing an offer of funding; using the information contained in the application for a fraud investigation that would be consistent with the Australian Government's Investigations Standards and Commonwealth Fraud Control Framework and/or for a grant under management, terminating a grant agreement between the Commonwealth and the grantee including recovering funds already paid.

I declare that I am authorised to submit this form on behalf of the applicant and acknowledge that this is the equivalent of signing this application.

**By checking this box I agree to all of the above declarations and confirm all of the above statements to be true**

Yes

