

## COUNCIL RESOLUTION REGISTER 2021

RESOLUTION DATE	ITEM	RESOLUTION	DEPARTMENT	COMMENTS/ STATUS
16 November 2021	13	<p><b><u>Determination of Mayoral Term</u></b></p> <p>THAT COUNCIL:</p> <ol style="list-style-type: none"> <li>1. Determines the length of the Mayoral term to be a period of 1 year.</li> <li>2. Determines the next Mayoral election be held at the scheduled meeting of Council in November 2022.</li> </ol>	Governance	Completed
16 November 2021	14	<p><b><u>Election of Mayor</u></b></p> <p>THAT pursuant to the provisions of sections 25 and 26 of the Local Government Act 2020, the Council appoints Cr Tehan as Mayor of Mansfield Shire for a term no later than the first scheduled meeting of November 2021</p>	Governance	Completed
16 November 2021	15	<p><b><u>Election of Deputy Mayor</u></b></p> <p>THAT COUNCIL appoints Cr Holcombe as Deputy Mayor of Mansfield Shire for a term no later than the first scheduled meeting of November 2021</p>	Governance	Completed
16 November 2021	18.2.1	<p><b><u>Adoption of Mansfield Planning Scheme Amendment C45, Stockman's Rise Rezoning</u></b></p> <p>THAT COUNCIL</p> <ol style="list-style-type: none"> <li>1. Adopt Amendment C45 to the Mansfield Planning Scheme in accordance with Section 29 of the <i>Planning and Environment Act 1987</i>, in accordance with the attached Amendment C45 package; and,</li> <li>2. Submit Amendment C45 to the Mansfield Planning Scheme, together with the prescribed information, to the Minister for Planning in accordance with Section 31 of the <i>Planning and Environment Act 1987</i>.</li> </ol>	Planning	<ol style="list-style-type: none"> <li>1. Completed</li> <li>2. Completed; submitted to the Minister on 29 November 2021</li> </ol>
16 November 2021	18.2.2	<p><b><u>C48 Township Approaches</u></b></p> <p>THAT COUNCIL: Having prepared and exhibited Amendment C48 to the Mansfield Planning Scheme under Section 19 of the <i>Planning and Environment Act 1987</i>;</p> <p>Having considered all submissions to Amendment C48 to the Mansfield Planning Scheme under Section 22 of the <i>Planning and Environment Act 1987</i>;</p> <p>Mansfield Council resolves to:</p> <ol style="list-style-type: none"> <li>1. Under Section 23 of the <i>Planning and Environment Act 1987</i>, all submissions to Amendment C48 to the Mansfield Planning Scheme be referred to an independent panel appointed under Part 8 of the <i>Planning and Environment Act 1987</i>;</li> <li>2. The summary of submissions to Amendment C48 (Attachment 2) be amended to include the Department of Transport submission and support of their requested changes, and be adopted as Mansfield Shire Council's position on the submissions that will be presented to an independent panel;</li> <li>3. Each submitter to Amendment C48 be notified in writing of Mansfield Shire Council's position regarding their submission and informed of the forthcoming independent panel process</li> </ol>	Planning	<ol style="list-style-type: none"> <li>1. Completed; referred to Planning Panels Victoria on 29 November 2021.</li> <li>2. Completed</li> <li>3. In progress.</li> </ol>

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16 November 2021	18.2.3	<p><b><u>MACE &amp; Men's Shed Dispute</u></b></p> <p>THAT COUNCIL:</p> <ol style="list-style-type: none"> <li>1. In accordance with Clause 9.1 of the Lease Agreement for 17 Erril Street, Mansfield, between Mansfield Shire Council and Mansfield Adult Continuing Education Inc, dated 12 March 2003, gives one month's written notice to end the tenancy; and</li> <li>2. Negotiates a lease agreement with the Men's Shed Inc. for the lease of the land at 17 Erril Street, Mansfield.</li> <li>3. Receives a report no later than the February Council Meeting 2022 with a draft lease to consider</li> </ol>	Property	<ol style="list-style-type: none"> <li>1. Complete.</li> <li>2. In progress</li> <li>3. In progress</li> </ol>
16 November 2021	18.3.1	<p><b><u>Finance Report: 1 July 2021 to 30 September 2021</u></b></p> <p>THAT COUNCIL receives the Year to Date Finance Report for the period 1 July 2021 to 30 September 2021.</p>	Business and Performance	Completed
16 November 2021	18.4.1	<p><b><u>Rural Councils Transformation Program – Joint Councils Application</u></b></p> <p>THAT COUNCIL</p> <ol style="list-style-type: none"> <li>1. Notes that Mansfield Shire Council is a participant in a grouping of councils that will be making an application for funding under the Victorian Government Rural Councils Transformation Program (RCTP) for the following initiative:</li> <li>2. <i>Lifting Service Performance Through Shared Technology and Collaboration</i></li> <li>3. Notes that the application is due for submission by 10 December 2021</li> <li>4. Approves the submission of the grant application by Mansfield, Strathbogie and Murrindindi Councils</li> </ol>	Executive Services	<ol style="list-style-type: none"> <li>1. Complete</li> <li>2. Complete</li> <li>3. Complete</li> <li>4. Complete</li> </ol>
16 November 2021	18.4.2	<p><b><u>Schedule of Meetings 2021-2022</u></b></p> <p>THAT COUNCIL adopt the following meeting schedule as listed in the Council report (page 47 in Agenda) from December 2021 to November 2022</p>	Governance	Completed
16 November 2021	18.4.3	<p><b><u>CEO Employment and Remuneration Policy and CEO Employment Matters Committee Terms of Reference</u></b></p> <p>THAT COUNCIL adopt the Chief Executive Officer Employment and Remuneration Policy and the CEO Employment Matters Committee Terms of Reference</p>	People and Culture	Completed
16 November 2021	18.4.4	<p><b><u>Councillor Appointed Representation on Committees</u></b></p> <p><b>1. Audit &amp; Risk</b></p> <p>THAT COUNCIL appoints the following Councillors to the Mansfield Shire Audit and Risk Advisory Committee:</p> <ol style="list-style-type: none"> <li>1. Mayor Cr Tehan</li> <li>2. Cr Holcombe</li> </ol>	Governance	1 -10. Completed

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		<p><b>2. Mansfield Shire Business and Community Recovery Advisory Committee</b>                      No appointments were made to this Committee as it is due to conclude with a report to Council in December 2021.</p> <p><b>3. Chief Executive Officer Employment Matters Committee</b>                      THAT COUNCIL appoints the following Councillors to Chief Executive Officer Employment Matters Committee:                      1. Mayor Cr Tehan                      2. Cr Rabie                      3. Cr Holcombe</p> <p><b>4. Australia Day Awards Committee</b>                      THAT COUNCIL appoints Mayor Cr Tehan and Crs Holcombe and Rabie to the Australia Day Awards Committee.</p> <p><b>5. Goulburn Murray Climate Alliance (GMCA)</b>                      THAT COUNCIL appoints Cr Webb to the Goulburn Murray Climate Alliance (GMCA).</p> <p><b>6. Hume Regional Local Government Network (HRLGN)</b>                      THAT COUNCIL appoints Mayor Cr Tehan to the Hume Regional Local Government Network (HRLGN).</p> <p><b>7. Lake Eildon Land and On Water Management Plan Implementation Committee</b>                      THAT COUNCIL appoints Cr Sladdin to the Lake Eildon Land and On Water Management Plan Implementation Committee.</p> <p><b>8. Municipal Association of Victoria</b>                      THAT COUNCIL:                      1. appoints Mayor Cr Tehan to the Municipal Association of Victoria (MAV).                      2. appoints Deputy Mayor Cr Holcombe as substitute Council representative to the MAV.</p> <p><b>9. North East Local Government Waste Forum (a Committee of the North East Regional Waste and Resource Recovery Group – NEWRRG)</b>                      THAT COUNCIL appoints Cr Rabie to the North East Local Government Waste Forum (a Committee of the North East Regional Waste and Resource Recovery Group – NEWRRG)</p> <p><b>10. Rural Councils Victoria (RCV)</b>                      THAT COUNCIL appoints Mayor Cr Tehan and Cr Sladdin to Rural Councils Victoria (RCV).</p>		
16 November 2021	18.4.5	<p><b>Council Christmas Function – Early Office Closure</b>                      THAT COUNCIL endorse the closure of its offices including community services, youth and family services, visitor information centre, library, field services and resource recovery centre for the period between 1pm and 5pm on Friday 3 December 2021</p>	People and Culture	Completed

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RESOLUTION DATE	ITEM	RESOLUTION	DEPARTMENT	COMMENTS/ STATUS
16 November 2021	24.1	<p><b><u>Extension of CEO's contract</u></b></p> <p>THAT COUNCIL:</p> <ol style="list-style-type: none"> <li>1. Exercise its option to extend the employment contract of Kaylene Conrick to the position of Chief Executive Officer of the Mansfield Shire Council effective from 28 February 2022 subject to and in accordance with a performance based Contract of Employment for a term of One year being the maximum term.</li> <li>2. The extension of the Contract of Employment between Council and Kaylene Conrick be signed by the Mayor.</li> <li>3. Make this motion public by including it within the public minutes of the Council meeting.</li> </ol>	People and Culture	<ol style="list-style-type: none"> <li>1. Complete</li> <li>2. In progress</li> <li>3. Complete</li> </ol>
19 October 2021	13.2.4	<p><b><u>Township Reserves Maintenance Policy (Non-Council Land)</u></b></p> <p>THAT COUNCIL endorse the updated Township Reserves Maintenance Policy (Non-Council Land).</p>	Property	Completed
19 October 2021	13.3.1	<p><b><u>Outlying Community Infrastructure Fund</u></b></p> <p>It is recommended that the proposed changes to the guidelines for the 2021-22 Outlying Community Infrastructure Fund program be endorsed by Council</p>	Community and Economic Development	Fund released
28 September 2021	8.1.1	<p><b><u>Award of Tender for Management of Mansfield Outdoor Swimming Facility</u></b></p> <p>THAT Council:</p> <ol style="list-style-type: none"> <li>1. Award a three-year contract to Operate and Manage the Mansfield Outdoor Swimming Facility to Belgravia Health and Leisure Group Pty Ltd ATF the Belgravia Leisure Unit Trust for the maximum lump sum price of \$567,987 (excluding GST).</li> <li>2. Approves the award of two by one (1) year optional extensions of the contract subject to satisfactory performance of the contractor for the maximum lump sum price of \$189,329 per year (excluding GST).</li> <li>3. Authorises the CEO to execute the contract, subject to final negotiation over the contract terms, including the hours of operation.</li> <li>4. 4. Make this resolution public by including it within the public minutes of the Council meeting.</li> </ol>	Operations & Capital Works	Completed
21 September 2021	13.1.3	<p><b><u>Lake Eildon GMW Maintenance Licence Agreement</u></b></p> <p>THAT Council acknowledge the final draft maintenance licence agreement with Goulburn-Murray Water attached, and authorises the CEO to execute the agreement</p>	Operations & Capital Works	Completed
21 September 2021	13.1.4	<p><b><u>Bonnie Doon Recreation Reserve</u></b></p> <p>THAT Council:</p>	Planning and Environment	1. Complete; request sent to DELWP 9

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		<ol style="list-style-type: none"> <li>1. Formally request from the Department of Environment, Land, Water and Planning that Mansfield Shire Council is appointed as the public land manager pursuant to Section 14 of the <i>Crown Land (Reserves) Act 1978</i> over the existing reservation, known as the Bonnie Doon Recreation Reserve.</li> <li>2. Once it is formally advised that it is the committee of management for the Bonnie Doon Recreation reserve, establishes a community reference group to develop a terms of reference for the group to assist Council in the ongoing management of the Reserve.</li> </ol>		<p>November 2021.</p> <p>2. Complete; Formal advice received from DELWP on 3 December 2021.</p>
21 September 2021	13.1.6	<p><b><u>Purchase of Crown Allotment 2009, Brown Street (Police Paddock) Jamieson</u></b></p> <p>THAT Council</p> <ol style="list-style-type: none"> <li>1. Approve the acquisition of the land known as Crown Allotment 2009, Parish of Jamieson, Brown Street, Jamieson, from the Department of Treasury, at the cost in the 2014 Valuer General's Valuation of \$25,000 +GST.</li> <li>2. Approve the additional expenditure of \$1066.05 to support the purchase of this land.</li> </ol>	Property	In progress. Documentation prepared for submission to the Department of Treasury.
21 September 2021	13.2.5	<p><b><u>Review of Mansfield Shire Council Instrument of Delegation – Schedule 6 – Council to Council Staff</u></b></p> <p>THAT Council:</p> <p>In the exercise of the powers conferred by section 11 of the <i>Local Government Act 2020</i> (the Act) and the other legislation referred to in the attached Instrument of Delegation, Mansfield Shire Council (Council) resolves that:</p> <ol style="list-style-type: none"> <li>1. There be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached Instrument of Delegation by Council to members of Council staff (Schedule 6), the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument;</li> <li>2. The Mayor sign the S6 Instrument of Delegation – Council to Council staff – on behalf of the Council;</li> <li>3. The Instruments come into force immediately upon endorsement by the Council;</li> <li>4. On the coming into force of the Instrument all previous delegations to members of Council staff (other than the Chief Executive Officer), referred to in this report, are revoked; and</li> <li>5. The duties and functions set out in the Instruments must be performed, and the powers set out in the Instrument must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.</li> <li>6. A Register of Delegations be placed on the Mansfield Shire Council website to be publicly available.</li> </ol>	Governance	<p>1-5. Completed.</p> <p>6. Outstanding to be done by IT.</p>

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21 September 2021	13.3.1	<p><b><u>Indoor Aquatic Facility – YAFM Request</u></b></p> <p>THAT Council:</p> <ol style="list-style-type: none"> <li>1. Provide in-principle support for the land A8658 34 Bellview Court to be designated as land for an indoor aquatic facility for a period of up to five years;</li> <li>2. Collaborates with Year Round Aquatic Facility for Mansfield Inc. (YAFM) to undertake an assessment of community need to determine demand and identify facility components, as the first step in planning for an indoor aquatic facility;</li> <li>3. Develops a collaboration agreement with YAFM outlining each party's commitment, roles and responsibilities;</li> <li>4. Notes that collaboration with YAFM means an in-kind Council contribution only at this stage, understanding that Council has not provided a budget amount for an indoor aquatic facility project; and</li> <li>5. Receives a report on each stage in the planning process.</li> </ol>	Executive Services Directorate	<p>YAFM notified of Council's resolution</p> <p>Collaborative Agreement signed 20 October 2021</p> <p>YAFM has engaged a consultant to develop the tender brief for the Needs Analysis Study. Needs Analysis is expected to commence in early 2022</p>
17 August 2021	13.2.1	<p><b><u>Amendment C51, Commercial and Industrial Land Use Strategy Implementation, Mansfield Planning Scheme</u></b></p> <p>THAT Council:</p> <ol style="list-style-type: none"> <li>1. Request under Section 8A (2) and (3) of the <i>Planning and Environment Act</i> 1987 that the Minister for Planning authorise Mansfield Shire Council to prepare Amendment C51 to the Mansfield Planning Scheme.</li> <li>2. Notify the Minister for Planning that when it exhibits Amendment C51, Mansfield Shire Council intends to give full notification of the amendment under Section 19 of the <i>Planning and Environment Act</i> 1987 for a minimum statutory exhibition period of one month.</li> <li>3. When authorised by the Minister for Planning, exhibit Amendment C51 to the Mansfield Planning Scheme under Section 19 of the <i>Planning and Environment Act</i> 1987.</li> </ol>	Planning and Environment	<ol style="list-style-type: none"> <li>1. Complete; Amendment authorised on 20 September 2021.</li> <li>2. Complete; Amendment approved for existing for on 19 October 2021.</li> <li>3. Complete; Exhibition undertaken from 26 October 2021 till 26 November 2021</li> </ol>

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20 July 2021	13.2.1	<p><b><u>Road Access to 61A McCormacks Road, Merrijig</u></b></p> <p>THAT Council:</p> <ol style="list-style-type: none"> <li>1. Upon the satisfactory written request of the property owner, formally request the cancellation of a portion of grazing Licence 2008957 from the Department of Environment, Land, Water and Planning.</li> <li>2. Notes that a Works in Road Reserve permit will be required for the property owner to construct the access to a standard agreed to by Council officers.</li> <li>3. 3. Enters into a Section 173 Agreement with the property owner under the Planning and Environment Act 1987 to require any ongoing maintenance of the new access road to be at no cost to Council and remain the responsibility of the owner of Crown Allotment 61A, with this agreement to be prepared by Council's solicitors at no cost to council.</li> </ol>	Operations & Capital Works	1. In progress: currently with the Department of Environment, Land, Water and Planning to progress the cancellation. 2 & 3. to be progressed on completion of 1.
20 July 2021	13.2.2	<p><b><u>Local Roads and Community Infrastructure Program Phase 3 Project Nomination – Heritage Visitor Facility</u></b></p> <p>THAT COUNCIL:</p> <ol style="list-style-type: none"> <li>1. Notes the information provided in relation to the works completed and proposed under Phase 1 and Phase 2 of the Local Roads and Community Infrastructure Program.</li> <li>2. Supports the nomination of the Heritage Visitor Facility project for funding from Phase 3 of the Local Roads and Community Infrastructure Program, with the full funding allocation of \$1,183,186 allocated to the project.</li> </ol>	Operations & Capital Works	Completed
20 July 2021	13.2.7	<p><b><u>Destination Charging Across Victoria Program (DCAV) Electric Vehicle Fast-Charging Stations</u></b></p> <p>THAT COUNCIL:</p> <ol style="list-style-type: none"> <li>1. Endorses the submission of a grant application for an Electric Vehicle Charging Station to be installed in Mansfield through the Destination Charging Across Victoria Program, prior to the application closing date of 23 July 2021.</li> <li>2. Approves the allocation of a financial co-contribution of \$36,000 to the project.</li> </ol>	Planning and Environment	RESOLUTION LAPSED
20 July 2021	13.2.8	<p><b><u>Response to Petition: Request for Public Toilets in Merrijig</u></b></p> <p>THAT COUNCIL:</p> <ol style="list-style-type: none"> <li>1. Notes the information provided in relation to the construction of a public toilet facility in Merrijig.</li> <li>2. Refers the project for consideration in the 2022/23 budget development process.</li> </ol>	Operations & Capital Works	Completed. Will be further considered in the 2022/23 budget process.
20 July 2021	13.3.4	<p><b><u>Exceptional Assistance and Immediate Support Funding – options</u></b></p> <p>THAT COUNCIL</p> <ol style="list-style-type: none"> <li>1. Endorse the Business and Community Recovery and Resilience Advisory Committee's (BCRAC) recommendation to fund the three proposed projects (subject to funding body approval)</li> </ol>	Community and Economic Development	Approval obtained from funding body. Signed funding agreements

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		<ul style="list-style-type: none"> <li>• Harvest Moon event by Delatite Winery - \$50,000</li> <li>• Upgrades to Jamieson Memorial Hall (evacuation centre) - \$10,000</li> <li>• Upgrades to Bonnie Doon Recreation Reserve (evacuation centre) - \$40,000</li> </ul> <p>2. Write to the funding body seeking approval for the reallocation of funding as outlined in this report</p>		received and invoices processed from Delatite Winery and Jamieson Memorial Hall. Acquittal due June 2022.
18 May 2021	13.2.4	<p><b><u>Report to community on Climate Action Plan Background / Options paper</u></b></p> <p>THAT COUNCIL notes that the Climate Action Plan background/options paper will be put into the 'Engage with us' platform to further engage with the community and to be included in Council's Community Visioning Project.</p>	Planning and Environment	Complete
18 May 2021	13.2.5	<p><b><u>Amendment C44, Station Precinct, Mansfield</u></b></p> <p>THAT COUNCIL:</p> <ol style="list-style-type: none"> <li>1. Request under Section 8A (2) and (3) of the Planning and Environment Act 1987 that the Minister for Planning authorise Mansfield Shire Council to prepare Amendment C44 to the Mansfield Planning Scheme.</li> <li>2. Notify the Minister for Planning that when it exhibits Amendment C44, Mansfield Shire Council intends to give full notification of the amendment under Section 19 of the Planning and Environment Act 1987 for a minimum statutory exhibition period of one month.</li> <li>3. When authorised by the Minister for Planning, exhibit Amendment C44 to the Mansfield Planning Scheme under Section 19 of the Planning and Environment Act 1987.</li> </ol>	Planning and Environment	<p>Complete. Request for authorisation submitted on 3 September 2021. Conditional authorisation provided by DELWP on 3 September 2021. Complete. Notification of exhibition provided to DELWP and the Minister for Planning on 20 September 2021. Complete. Exhibition commenced on 7 October 2021.</p>

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18 May 2021	13.3.1	<p><b><u>Corporate Identity Update</u></b></p> <p>THAT COUNCIL:</p> <ol style="list-style-type: none"> <li>1. Endorse the updated logo for Mansfield Shire Council</li> <li>2. Roll out new logo on external documents.</li> <li>3. Roll out new logo on other collateral on an 'as needs basis'.</li> </ol>	Graphic Designer	Complete
18 May 2021	13.3.2	<p><b><u>Internal Audit Charter</u></b></p> <p>THAT COUNCIL endorse the Internal Audit Charter 2021.</p>	Business and Performance	Complete
18 May 2021	13.3.3	<p><b><u>Memorandum of Understanding between Mansfield Shire Council and Friends of Venilale</u></b></p> <p>THAT COUNCIL:</p> <ol style="list-style-type: none"> <li>1. endorse the Memorandum of Understanding between Mansfield Shire Council and Friends of Venilale for a term of four years; and</li> <li>2. approve an annual donation of \$3,000 for the term of the agreement.</li> </ol>	Governance	Complete
18 May 2021	13.3.4	<p><b><u>Mansfield Shire Council Volunteer Policy</u></b></p> <p>THAT Council endorse the Volunteer Policy 2021</p>	Health & Wellbeing	Complete