

OFFICIAL



Mansfield Shire

Council Meeting

Tuesday 17 March 2026 5:00 pm
Mansfield Council Office

Notice and Agenda of meeting livestreamed via the
[Mansfield Shire Council website](#)
Commencing at 5pm

Our aspiration for our Shire and its community

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

Councillors

Cr Steve Rabie (Mayor)
Cr James Tehan (Deputy Mayor)
Cr Mandy Treasure
Cr Bonnie Clark
Cr Tim Berenyi

Officers

Kirsten Alexander, Chief Executive Officer
Melissa Crane, General Manager Investment & Planning
Janique Snyder, Executive Manager Community Health & Wellbeing
Justin Hotton, Executive Manager Capital Works & Operations
Maya Balvonova, Executive Manager Development & Customer Service

Order of Business

1. Opening of the meeting

The Mayor, who chairs the meeting, will formally open the meeting and welcome all present.

2. Present

Where a meeting is held virtually, Councillors will confirm that they can see and hear each other.

3. Apologies

Where a Councillor is not present, their absence is noted in the Minutes of the meeting.

4. Statement of commitment

The Council affirms its commitment to ensuring its behaviour meets the standards set by the Model Councillor Code of Conduct.

5. Acknowledgement of Country

The Council affirms its recognition of the Taungurung people being traditional custodians of this area, and pays respect to their Elders past and present.

6. Disclosure of conflicts of interest

In accordance with the *Local Government Act 2020*, a Councillor must declare any Conflicts of Interest pursuant to sections 126 and 127 Act in any items on this Agenda.

Council officers or contractors who have provided advice in relation to any items listed on this Agenda must declare a Conflict of Interest regarding the specific item.

7. Confirmation of minutes

The minutes of the previous meeting are placed before Council to confirm the accuracy and completeness of the record.

8. Representations

Council receives or presents acknowledgements to the general public. Deputations may also be heard by members of the general public who have made submission on any matter or requested to address the Council. Council may also receive petitions from residents and ratepayers on various issues. Any petitions received since the previous Council meeting are tabled at the meeting and the matter referred to the appropriate Council officer for consideration.

9. Notices of Motion

A Motion is a request (Notice of Motion) that may be made by a Councillor for an issue not listed on the Agenda to be discussed at a Council meeting and for a decision to be made.

Mayor's report

The Mayor provides a report on their activities.

10. Reports from council appointed representatives

Councillors appointed by Council to external committees will provide an update where relevant.

11. Public question time

Councillors will respond to questions from the community that have been received in writing, by midday on the Monday prior to the Council meeting. A form is provided on Council's website.

12. Officer reports

13.1 Council considers a report from the Chief Executive Officer on the current operations, activities and projects undertaken with each department over the past month

13.2-13.5 Officer reports are presented to the Council, where required.

13. Council resolutions report

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

14. Advisory and Special Committee reports

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

15. Authorisation of sealing of documents

Any documents that are required to be endorsed by the Chief Executive Officer under delegated authority and sealed by the Council are presented to the Council.

16. Closure of meeting to members of the public

Whilst all Council meetings are open to members of the public, Council has the power under the Local Government Act 2020 to close its meeting to the general public in certain circumstances which are noted where appropriate on the Council Agenda. Where this occurs, members of the public are excluded from the meeting while the matter is being discussed.

17. Presentation of confidential reports

18. Reopen meeting to members of the public

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

19. Close of meeting

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

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Agenda

1. Opening of the meeting

2. Present

The Chair will call on any Councillor/s attending the meeting virtually and ask them to confirm verbally that they can see all Councillors and hear the proceedings.

Councillor/s attending virtually will respond to their name with: "I can hear the proceedings and see all Councillors and Council officers".

The Chair will ask the Councillor/s to confirm by raising their hand that they could all hear each statement of the Councillors.

Councillors will raise their hand to acknowledge they can hear each other.

3. Apologies

The Chair will call on the CEO for any apologies.

4. Statement of commitment

The Chair will read the statement and call on each Councillor to confirm their commitment:

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

5. Acknowledgement of Country

The Deputy Mayor will recite Council's Acknowledgement of Country:

"Our meeting is being held on the traditional lands of the Taungurung people. We wish to acknowledge them as the traditional custodians and pay our respects to their Elders past and present. We extend that respect to all members of our community."

6. Disclosure of conflicts of interest

The Chair will call on each Councillor in turn and ask them to declare whether they have any conflicts of interest in relation to any agenda items:

- Councillor Tehan
- Councillor Treasure
- Councillor Clark
- Councillor Berenyi

7. Confirmation of minutes

Recommendation

THAT the Minutes of the Mansfield Shire Council meeting held on 17 February 2026 and 3 March 2026 be confirmed as an accurate record.

8. Representations

9. Notices of motion

Nil

10. Mayor's report

Mayor Steve Rabie will present the monthly Mayor's report to the Council as follows:

After a difficult start to the year for many in Mansfield Shire, things have calmed down and the shire's attention has turned to the recovery efforts following the Longwood and Gaffneys Creek fires.

It was an honour to welcome Her Excellency Professor the Honourable Margaret Gardener AC Governor of Victoria to Mansfield Shire this month. The Governor, along with the Deputy Emergency Commissioner, visited us to hear first-hand how the 2026 bushfire season has impacted our community.

I had the privilege of briefing the Governor and Deputy Commissioner on the events of this summer, they proved to be an attentive and insightful audience and I thank them for their time.

The Mansfield Historical Society kindly agreed to help us show our guests around the historic Station Precinct and future museum before we showed them the site of the proposed Emergency Services Precinct. There, we discussed the plans for the Emergency Services Precinct and the Mansfield Emergency Resilience and Recovery Centre. I stressed the shire's long-standing need for a purpose-built facility that reduces our vulnerability and improves our resilience in the face of fires, floods and other emergencies.

The Governor's visit concluded with a trip to Merton Memorial Hall where she met fire-impacted community members to hear their personal stories. The residents of Merton left a very positive impression on our guests. But that's no surprise, the Merton community were the epitome of strength and compassion when the Longwood fire threatened their community.

The recovery effort is ongoing throughout Mansfield Shire and it will remain so for some time. Council continues to provide support to affected communities, residents and families as they work through the restoration and cleanup and come to terms with the economic impact.

To aid the recovery effort, Council has entered into a Memorandum of Understanding (MoU) with the other fire affected shires, Mitchell, Murrindindi and Strathbogie, to jointly advocate for more assistance for our communities. The MoU was endorsed by Council at the February Council meeting and the joint advocacy work has begun.

I'm glad to say that work is now well underway with the construction of the Lords Pavilion and Senator Michelle Ananda-Rajah, Senator for Victoria, kindly agreed to visit us on 17 March to perform an official 'sod turning' for the project.

I acknowledge that there are some disruptions in this area particularly for pedestrians and path users whilst the project is ongoing and I thank everyone for their patience and understanding during the building process. The pathways around the area will be reinstated upon completion.

On a bright note to finish, it has been great to see strong visitation return to our shire.

The Hunting and Fishing Expo, Pottery Festival and the Merrijig Rodeo attracted huge numbers that will provide a welcome economic boost to businesses who experienced difficulty during the bushfire emergency and through the subsequent road closures.

I'd like to thank all the businesses, community members and tourism operators who took part in our recent Tourism Connect workshop held at the Mansfield Hotel. It's important that Council hears directly from our community and this session provided an opportunity for attendees to discuss the actions and timelines from our Destination Management Plan.

Cr Steve Rabie
Mayor

Recommendation

THAT COUNCIL receive the Mayor's report for the period 18 February 2026 to 11 March 2026.

11. Reports from council appointed representatives

Councillors appointed by Council to internal and external committees will provide a verbal update where relevant.

Committee	Responsible Councillor(s)
Australia Day Awards Committee	<ul style="list-style-type: none"> • Mayor Cr Steve Rabie • Cr James Tehan • Cr Mandy Treasure
Goulburn Murray Climate Alliance (GMCA)	<ul style="list-style-type: none"> • Cr Tim Berenyi
Hume Regional Local Government Network (HRLGN)	<ul style="list-style-type: none"> • Mayor Cr Steve Rabie
Mansfield Shire Council Audit and Risk Committee	<ul style="list-style-type: none"> • Mayor Cr Steve Rabie • Cr Mandy Treasure
Mansfield Shire CEO Employment Matters Committee	<ul style="list-style-type: none"> • Mayor Cr Steve Rabie • Cr James Tehan • Cr Bonnie Clark
Municipal Association of Victoria (MAV)	<ul style="list-style-type: none"> • Mayor Cr Steve Rabie • Substitute - Deputy Mayor Cr James Tehan
North East Local Government Waste and Recovery Forum	<ul style="list-style-type: none"> • Cr Tim Berenyi
Rural Councils Victoria (RCV)	<ul style="list-style-type: none"> • Cr James Tehan
Station Precinct Museum Community Asset Committee	<ul style="list-style-type: none"> • Mayor Cr Steve Rabie
Taungurung-Local Government Forum	<ul style="list-style-type: none"> • Mayor Cr Steve Rabie

Recommendation

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

12. Public question time

Council welcomes questions from the community. A question must be submitted by midday on the Monday prior to the Council meeting. The [‘ask a question’ form](#) is available from Council's website.

The Mayor will read out the question and answer at the meeting.

13. Officer reports

13.1. Chief Executive Officer's report

File Number: E103

Responsible Officer: Chief Executive Officer, Kirsten Alexander

Introduction

The Chief Executive Officer's report allows a short briefing to be provided to the Council on the current operations, tasks and projects undertaken within each department over the past month.

The Chief Executive Officer report will provide information relation to:

- ▶ Customer Service
- ▶ Capital Works
- ▶ Statutory and Strategic Planning
- ▶ Waste Services (Landfill)
- ▶ Field Services
- ▶ Youth Services and Events
- ▶ Library
- ▶ Communications
- ▶ Digital Transformation Project

Recommendation
THAT COUNCIL receive and note the Chief Executive Officer's report for the period 1 February 2026 to 28 February 2026.
Support Attachments
1. CEO Monthly Report - February 2026 [13.1.1.1 - 35 pages]

13.2. Investment and Planning

13.2.1. Destination Management Action Plan

File Number	E10560	Responsible Officer	Senior Coordinator Economic Development, Gareth MacDonald
Purpose			

To provide Council with the final version of the Destination Management Action Plan (DMAP) for endorsement.

Executive Summary

The Sustainable Tourism Plan 2024–2028, adopted by Council in September 2024, established the overarching direction and vision for tourism in Mansfield Shire as follows:

Mansfield Shire is a well-loved, appealing destination for visitors and residents alike. Tourism has contributed to economic growth, employment growth, and an expanded range of lifestyle amenities for residents.

The Sustainable Tourism Plan (Attachment 1) recognises that Council has an important role to play in supporting the sustainable development of tourism in the region. To manage and enhance the Shire as both a visitor destination and a great place to live, the development of a Destination Management Action Plan was identified as a key action within the adopted Plan.

As a result of this, the Destination Management Action Plan (DMAP) 2025–2028 has been developed to guide the sustainable development, promotion and management of Mansfield Shire as a visitor destination. It aligns with broader economic, cultural and environmental objectives and aims to enhance the visitor experience, support local businesses and protect the unique character of the region and is submitted for endorsement by Council.

Key Issues

Tourism is a key contributor to Mansfield Shire’s economy, supporting local businesses, employment and investment. However, unmanaged growth can also place pressure on infrastructure, the natural environment and community amenity. The DMAP seeks to balance these opportunities and challenges by focusing on sustainable growth, improved visitor experiences and stronger industry collaboration. The Destination Management Action Plan provides Council with a clear and coordinated approach to managing tourism development over the next three years.

The key components of the DMAP include:

- Guiding principles and overall goals
- A summary of existing and ongoing tourism activity
- Action themes to guide tourism development
- Practical and achievable actions scheduled across each financial year.

The plan has been informed by stakeholder consultation, industry insights and regional tourism data. Council officers facilitated workshops with key stakeholders from Mansfield Shire's tourism industry to identify priorities and define what success would look like for tourism in the region. This feedback has directly informed the actions included within the plan (included as Attachment 3).

The goals of the Destination Management Action Plan are:

Goals



These goals have informed four Action Themes:

1. Balanced Tourism
2. Yield Focus
3. Visitor Experience
4. Collaboration, Coordination and Planning

Each action theme includes a range of activities proposed to be delivered across the next three years. These activities will primarily be undertaken by Council staff within the Economic Development department.

A Tourism Connect industry meeting was held on Wednesday 18 February, attended by more than 50 local tourism stakeholders (listed in Attachment 2), where the proposed sequencing and priority of actions under each theme was discussed and agreed.

The plan prioritises achievable actions that can largely be delivered within existing Council resources and in partnership with industry and regional tourism organisations. It also provides clarity for stakeholders regarding Council's role in tourism development and identifies areas where collaboration with industry and regional partners will be essential.

Endorsement of the DMAP will enable Council to implement a structured and strategic program of tourism initiatives that support the long-term sustainability and competitiveness of Mansfield Shire as a destination.

Recommendation
THAT COUNCIL endorses the Destination Management Action Plan 2025-2028.
Support Attachments
<ol style="list-style-type: none"> 1. Sustainable Tourism Plan 2024-28 [13.2.1.1 - 32 pages] 2. Tourism Connect Attendees [13.2.1.2 - 2 pages] 3. DMAP 2025-28 [13.2.1.3 - 11 pages]

Considerations and Implications of Recommendation

Sustainability Implications

The DMAP promotes sustainable tourism development by balancing visitor growth with environmental protection, community wellbeing and responsible use of local infrastructure. Actions within the plan encourage responsible visitation, support local businesses and aim to preserve the natural and cultural assets that underpin Mansfield Shire’s appeal as a destination.

Community Engagement

The DMAP has been developed from the Sustainable Tourism Plan which was informed with strong community input through workshops, online engagement and direct consultation in accordance with Council’s community engagement policy.

Collaboration

The DMAP has been informed and developed through direct stakeholder engagement with the local tourism and business community. Input has been gathered through Tourism Connect industry meetings and workshops over the past 12 months, ensuring the plan reflects industry priorities and opportunities.

Financial Impact

The Destination Management Action Plan was prepared using existing Council resources, supported by a fixed-term Project Officer with tourism industry expertise during development of the draft DMAP in 2024-25.

The actions outlined within the plan are intended to be delivered largely within existing operational budgets, with some initiatives potentially requiring external funding or partnerships, which will be sourced where appropriate.

Legal and Risk Implications

There are no direct legal implications associated with endorsing the DMAP. The plan provides a strategic framework for tourism-related activities and will guide Council’s approach to tourism development, reducing the risk of ad hoc decision making and supporting coordinated planning.

Regional, State and National Plans and Policies

The DMAP aligns with the Victorian Government’s Visitor Economy priorities and supports the work of regional tourism bodies including Tourism North East. It also complements broader economic development, environmental and community strategies adopted by Council.

Innovation and Continuous Improvement

The DMAP establishes a structured approach to tourism planning, with actions reviewed annually to ensure they remain relevant to changing visitor trends, industry needs and community expectations. This approach supports continuous improvement and adaptive management.

Alignment to Council Plan

Theme 2 – Vibrant Liveability

Strategic Objective 2.1 - Look after the land, the environment and our country character

Strategic Objective 2.2 - Plan and deliver sustainable, future-ready infrastructure and land use

Strategic Objective 2.3 - Enhance recreation, sport and community facilities

Strategic Objective 2.4 - Strengthen and diversify the local economy and visitor appeal

Theme 3 – An effective and Efficient council

Strategic Objective 3.1 - Deepen community engagement and foster civic responsibility

Strategic Objective 3.2 - Ensure responsible and innovative resource management

Strategic Objective 3.3 - Maintain strong governance, transparency and accountability

Governance - Disclosure of Conflicts of Interest

The author of this report and officers providing advice in relation to this report do not have a conflict of interest to declare in this matter, in accordance with the Local Government Act 2020.

13.3. Development & Customer Service

13.3.1. Bonnie Doon Community Asset Committee

File Number	AG508	Responsible Officer	Strategic Property Program Manager, Renee Archibald
Purpose			

To seek Council endorsement of the establishment of a Community Asset Committee for management of the Bonnie Doon Community Centre.

Executive Summary

The *Local Government Act 2020* provides the capacity for Council to establish Community Asset Committees to assist with facility use and management and provides a robust model for managing Council-owned assets where there are multiple partners involved and where there is a strong degree of community ownership.

The creation of a Community Asset Committee (CAC) is proposed for ongoing management of the Bonnie Doon Community Centre.

The proposed Bonnie Doon Community Centre Community Asset Committee (BDCAC) will allow the Bonnie Doon Community Group Inc. (BDCG) to continue occupying, managing and activating key community assets within the Bonnie Doon Community Centre grounds. The Committee’s responsibilities under the Instrument of Delegation, ensures a clear governance framework that supports transparent decision-making, financial accountability and responsible stewardship on behalf of the community.

BDCG has historically managed the site under a rent-free arrangement, taking responsibility for all operational and maintenance costs, including utilities, cleaning and both routine and emergency repairs. The facility now operates as a community-run, multi-purpose centre, offering programs, events and services that make it an important hub for the township.

Under the BDCAC, the Committee will continue managing the property and all existing buildings and will also retain access to the Bonnie Doon Recreation Reserve Community Hall for up to two free uses per year, subject to availability and existing bookings, mirroring previous arrangements. The BDCAC recognises that the BDCG’s volunteer-led management and activation of these assets constitutes fair and sufficient consideration.

The Committee will remain responsible for day-to-day operations, routine maintenance, reporting any compliance issues with essential safety measures and legislation, value-for-money procurement, financial reporting and ongoing liaison with Council officers. Members must act in good faith, declare conflicts of interest and meet expectations set out in the Instrument of Delegation.

The Bonnie Doon Community Group Inc. have reviewed the proposed Instrument of Delegation.

Key Issues

The area proposed to be managed by the BDCAC is shown in Figure 1 below.



Figure 1: Plan of Community Centre Area, Bonnie Doon

Under the Instrument of Delegation, the Committee will:

1. Carry out day-to-day operations, including cleaning, bookings, and community engagement.
2. Undertake routine maintenance and minor repairs, subject to the Instrument's conditions and the requirement that plumbing or electrical work is performed only by licensed contractors with written Council approval.
3. Enter into contracts and incur expenditure up to \$2,000 per item for maintenance or operational purposes and demonstrate value for money in doing so.
4. Report any compliance issues with essential safety measures, and comply with relevant legislation, regulations, and Council policies.
5. Maintain financial records, prepare an annual financial statement, and provide documentation to Council in accordance with the Instrument's reporting requirements.
6. Liaise with Council's Asset Officer and Field Operations team to address maintenance, compliance, and planning matters promptly.
7. Declare and manage conflicts of interest in accordance with Council's Governance Rules.
8. Act honestly, in good faith, and in the public interest when managing the assets, consistent with the behavioural expectations established in the Instrument.

The BDCAC is not permitted to borrow money, delegate its functions, incur expenditure beyond approved limits, enter contracts above its delegation or undertake any action that could invalidate Council's insurance policies. The Instrument of Delegation clearly outlines shared responsibilities between Council and the BDCAC, including Council's role in major works, essential safety measures, insurance and long-term asset planning.

Background and Context

Bonnie Doon is a small but distinctive lakeside community situated on the Maroondah Highway, 22-40 km west of Mansfield, known for its strong volunteer culture, outdoor recreation appeal, and steady year-round visitation. Today, Bonnie Doon's setting on the Brankeet Inlet and the shores of Lake Eildon makes it a popular destination for boating, fishing, cycling, and holidaymaking, with its tranquillity widely recognised and famously referenced in Australian popular culture.

The current Bonnie Doon Community Centre occupies the former Bonnie Doon Primary School site, a school that operated from 1878 until its closure on 31 December 1998. Following its closure, strong community advocacy, led by what became the Bonnie Doon Community Group, successfully campaigned for the site to be retained for community use. The building was preserved and reopened as the Bonnie Doon Community Centre in 2004, following its purchase using combined Victorian Government funding of \$161,000 (ex GST) and Federal Government funding of \$79,405 (ex GST). Following the de-amalgamation of Delatite Shire in 2002, ownership transferred to Mansfield Shire Council in 2003.

Today the facility operates as a community-led, multi-purpose centre, hosting local events and services and remaining a valued hub for the Bonnie Doon community.

Community facilities, recreation reserves, and holiday accommodation play a vital role in enriching life for both residents and visitors, complemented by the long-standing contributions of local volunteer groups who help maintain and activate these valued spaces. Establishing a formal governance agreement will strengthen this work by providing clear responsibilities, improved asset management, and confident decision-making. Discussions with the BDCG highlight a shared commitment to creating a clear, contemporary delegation framework that supports collaboration and future growth.

The CEO's Instrument of Sub-Delegation (C7, July 2025 Update) provides the necessary legislative framework for a Community Asset Committee to operate lawfully and with clear obligations and limitations. The accompanying Community Asset Committee Agreement sets out the operational and financial arrangements between Council and BDCG.

Financial Transparency and Acknowledgment

Council recognises BDCG's long-standing service to the community, including the significant cost savings and offsets achieved through volunteer labour, local coordination, and community-led maintenance activities. The proposed Community Asset Committee will provide continued support for these important community facilities within a clear, transparent and contemporary delegation framework.

Recommendation

THAT COUNCIL:

1. Endorses the establishment of a Bonnie Doon Community Centre Community Asset Committee; and
2. Acknowledges the significant volunteer contribution of the Bonnie Doon Community Group and the essential community value created through local stewardship of these assets.
3. Provides public notification of the establishment of the Bonnie Doon Community Centre Community Asset Committee; and
4. Endorses, in principle subject to the results of the community notification process, the Instrument of Delegation and authorises the CEO to make administrative changes.

Support Attachments

1. C7 - Instrument of Delegation to Community Asset Committee - Bonnie Doon Community Centre [13.3.1.1 - 11 pages]

Considerations and Implications of Recommendation

Sustainability Implications

Requirements for energy efficiency, water conservation, recycling initiatives, and waste minimisation have been incorporated into the Schedule of Maintenance Responsibilities. These measures help to ensure the site is managed and utilised in a sustainable manner.

Community Engagement

A Notice of Intention to establish a Community Asset Committee for management of the Bonnie Doon Community Centre will be published in the Mansfield Courier and displayed on Council’s website. This process ensures the community is informed of Council’s proposal and given an opportunity to provide feedback, consistent with the principles of transparency and accountability under the *Local Government Act 2020*.

Collaboration

Not applicable.

Financial Impact

The proposed BDCAC Instrument of Delegation formalises shared cost responsibilities between Mansfield Shire Council and the Bonnie Doon Community Group Inc., resulting in a modest net operational cost of approximately \$2,892.00 (ex GST) for Council. The Group will continue to manage day-to-day operations, while Council assumes partial responsibility for specific outgoings.

Council will continue to fund costs that remain statutory or non-delegable, including building insurance, essential safety measures (ESM) inspections, and major structural renewals. These costs are already accounted for within existing operational and capital budgets and are not expected to materially increase under the new arrangement.

The power costs are expected to decrease once solar panels and battery storage are installed. Council has further supported the Group by assisting with a grant application under the 100 Neighbourhood Batteries Program and by facilitating the installation of three-phase power to enable future energy upgrades. The grant application has since been submitted although was unsuccessful and further grant funding opportunities will be sought.

Annexure B – Schedule of Maintenance Responsibilities outlines that:

- The Group will fund all cleaning services and 50% of electricity costs.
- Council will continue to cover water charges and grounds maintenance, consistent with historical arrangements.

The following operational costs are proposed to be assumed by Council:

Expense Type	Community Group (ex GST)	Mansfield Shire Council (ex GST)	Notes
Electricity	\$1,813.85	\$1,813.85	50% shared contribution
Water	Nil	\$855.00	Council will continue to cover this cost
Cleaning	Nil	Nil	Community Group volunteers will continue to clean the building
Fire Extinguishers	Nil	\$223.70	Annual servicing and inspection of Essential Safety Measures to be undertaken by Council
Emergency Repairs	Nil	Council Responsibility	Infrastructure renewal and emergency repairs are recognised as a Council responsibility.
Total	\$1,813.85	\$2,892.55	

Table 1: Proposed Community Asset Committee Agreement

Under the proposed Instrument of Delegation the Bonnie Doon Community Group Inc. will remain responsible for all routine operational costs, including cleaning, minor maintenance, and day-to-day compliance. Council will:

1. Continue paying 100% of water supply and usage costs.
2. Contribute 50% toward electricity expenses.
3. Supply, inspect, and maintain Essential Safety Measures (ESM).
4. Retain responsibility for building insurance coverage.
5. Fund emergency repairs and infrastructure renewal to ensure ongoing safety and functionality of the facility.

These shared arrangements represent a balanced and sustainable model that maintains the Group’s active participation in managing the site while ensuring the facility remains safe, compliant, and financially viable. Council’s contributions are a strategic investment in sustaining community services and activities in the Bonnie Doon area through the continued operation of the Community Centre.

Legal and Risk Implications

Council will undertake public notification by advertising in the Mansfield Courier and on Council’s website, ensuring compliance with Council’s Community Engagement Policy and transparency obligations.

Regional, State and National Plans and Policies

The Community Asset Committee is established in accordance with the Local Government Act 2020, including the requirements under Section 65, which outlines the establishment, governance, and delegated responsibilities of Community Asset Committees.

Innovation and Continuous Improvement

Not Applicable

Alignment to Council Plan

Theme 1: A Healthy and Connected Community

Strategic Objective 1.1 Strengthen community connection, inclusion and participation

Strategic Objective 1.2: Enable active lifestyles through inclusive, accessible and utilised public spaces

Theme 2: Vibrant Liveability

Strategy 2.3 Enhance recreation, sport and community facilities

Theme 3: An Effective and Efficient Council

Strategic Objective 3.1: Deepen community engagement and foster civic responsibility

Governance - Disclosure of Conflicts of Interest

The author of this report and officers providing advice in relation to this report do not have a conflict of interest to declare in this matter, in accordance with the Local Government Act 2020.

13.4. Community Health and Wellbeing

13.4.1. Mid Year Report: 2025-26 Council Plan Actions

File Number	E11960	Responsible Officer	Executive Manager Community Health & Wellbeing, Janique Snyder
Purpose			

To report to Council on progress made against the Council Plan 2025-2029 Actions for the first half of the 2025-26 financial year.

Executive Summary

The Mansfield Shire Council Plan 2025–2029 is the key strategic document to guide Council’s decision making over the four-year term and articulates the role Council will play in leading, supporting and advocating for the best possible outcomes for the Mansfield Shire community.

The Council Plan is split into three key supporting themes:

- Theme 1: A Healthy and Connected Community
- Theme 2: Vibrant Liveability
- Theme 3: An Effective and Efficient Council

Within each of these themes, there are:

- Strategic objectives - what Council will focus on to achieve its vision.
- Initiatives - what steps Council will take to achieve the strategic objectives.

Progress against these objectives and initiatives has been included in the attached report with outcomes reported against major budget initiatives, other budget initiatives, and additional activities undertaken during the 2025-26 financial year.

Key Issues

The report for the first half of this financial year shows that progress has been made against the Council Plan 2025-2026 initiatives. Some key highlights are summarised below for each Theme.

Theme 1: A Healthy and Connected Community

- Council's volunteer program has increased by 10 participants since its establishment to a total of 27 participants.
- Arts Collaboration Forum: Expressions of interest for the group members were received and presented at the February Council Meeting.
- Outlying Communities Infrastructure Fund (OCIF): Two community groups have signed their OCIF funding agreement and payment has been transferred. One community group is still waiting on landowner consent, and the other is researching a different location for the mural as the Carter's Road water tank is no longer viable.
- SIAG: Through the 2025-26 SIAG small grant round, 18 community groups received funding to support their initiatives to improve social inclusion and connection within the Mansfield Shire. The next Mansfield Health, Community and Volunteers Expo is planned for 18 March 2026.

- Sports and Recreation Reference Group: One Respect in Sport 101 workshop has been held for local sporting clubs with a focus on fair access and equity and aligned with Council's Fair Access Action Plan. Another is planned in an outlying community in March 2026. The group has also been engaged in reviewing capital works plans for Council facilities including the Mansfield Swimming Pool and Sporting Complex upgrades.
- Breastfeeding support: Maternal Child Health now has 2 qualified lactation nurses with a third due to receive their qualification in September 2026.

Theme 2: Vibrant Liveability

- Planning Policy collaboration and advocacy: The Hume Regional Local Government Network (HRLGN) has adopted Council's advocacy position in relation to Planning Reform and supported it being put forward for adoption to the Municipal Association of Victoria (MAV). A petition was also submitted to the Legislative Council in December.
- Wasp Program: 2025-26 Wasp Program has now concluded successfully. A total of more than 200 queen wasps were captured as part of the program. More than 80 litres of sugar/yeast formula were collected by community members.
- Waste management: Festive period waste management completed which proposed an additional 35 bins across the shire. Much of these were dispatched in Bonnie Doon, Goughs Bay and Jamieson. A total of 1827 bags of camper waste was dropped off for free at the RRC between 19 December 2025 and 1 January 2026. Illegal dumping was kept to a minimum with public areas collected by Cleanaway on at least a 100% increased frequency.
- Spring Clean Up: The Spring Clean Up event has concluded. In addition, a separate program for green waste tip vouchers is ongoing.
- Tracks and Trail Masterplan: Engagement to gather community and stakeholder feedback completed. Draft strategy developed, final community engagement is underway.
- Local Law Review: The first and second rounds of consultation have now been finalised. Feedback was received through the Engage Mansfield platform, written submissions and conversations with community members, Victoria Police and other local stakeholders. The enhanced protections for significant trees have been incorporated into the Local Laws. The final round of community engagement will run for a period of three weeks, from 13 February 2026 to 6 March 2026. Following this final consultation period, the draft Local Laws review will undergo a legal review before being presented to Council in April 2026 for adoption.
- Lakins Road Industrial Precinct: Work is in progress with consultants to finalise design and costings for feasibility and subdivision plans.
- Mansfield Station Precinct Activation: Design works have progressed, with stakeholder engagement undertaken for the fenced dog park, new carparking areas, changing places facility, all abilities playground, Goods Shed refurbishment, fertiliser shed and Taungurung art trail. A contract for the design and construction of the pump track was awarded and the design is progressing. A contract has been awarded for the Heritage Museum fit-out and work started on site in December 2025.

- Delatite Valley Plan (DVP): Community engagement was open until the end of February 2026. A review of submissions will be completed before the plan is updated and presented to Councillors.
- Destination Management Action Plan: Tourism Connect event was rescheduled to February to seek feedback on the Destination Management Action Plan and prioritise actions for the final document ready for presentation to Council in March.
- Gough Bay Plan: the Plan has been adopted by Council.
- Priority Road upgrades: IMPACT route works were completed for Rifle Butts Road, Highton Lane and the new roundabout at the intersection with Monkey Gully Road. The Rifle Butts/Ogilvies Road intersection is progressing, supported by Safer Local Roads and Streets funding and is scheduled to be completed in March.

Theme 3: An Effective and Efficient Council

- Council Plan: Development and adoption of the new Council Plan through a deliberative engagement process was completed.
- CIVICA Altitude: New enterprise system was successfully implemented in all 4 Councils providing a new platform for finance, payroll and customer request management.
- Council continued to identify opportunities to grow revenue through grant applications. Grants applied for to date in 2025-26 include:
 - DEECA 100 neighbourhood Batteries Program - Creating Reliable Energy Mansfield \$70,853.
 - Local Jobs Program - Mansfield's Skilled Pathways Initiative \$204,520.
 - 25-26 Local Sports Infrastructure Fund - Bonnie Doon Netball Court Dual Upgrade \$447,000.
 - Safer Local Roads and Streets Program (SLRSP) - Upgrading School Crossings in Mansfield Township \$321,000.
 - VicHealth Partners in Place - Community Wellbeing & Active Living Project \$500,000.
 - Business Acceleration Fund 2023-2027 - VISION (Virtual Intelligence for Service Innovation and Operational Navigation) \$1.4m.
 - Living Libraries Infrastructure Program (LLIP) 2025-26 - Mobile Library Van \$248,000.
- Successful grant funding announced between 1 July 2025 and 31 December 2025:
 - 2025-26 Cemetery Grants Program - Jamieson Cemetery \$17,565.
 - Australian Cricket Infrastructure Fund (ACIF) - College Park upgrades \$25,000
 - Sport and Recreation Victoria - Mansfield LAPS - Learner Accessible Pool Scheme Package \$1,000,000 infrastructure project & \$46,134 for participation initiative.
 - Living Libraries Infrastructure Program (LLIP) 2025-26 - Mobile Library Van \$248,000.
 - Department Energy, Environment and Climate Action - Station Precinct New Dog Park \$250,000.

Recommendation
THAT COUNCIL receives the Council Plan 2025-2029 half year report for 2025-26 actions.
Support Attachments
1. 2025-26 Council Plan Actions Dashboard [13.4.1.1 - 7 pages]

Considerations and Implications of Recommendation

Sustainability Implications

Not Applicable

Community Engagement

Not Applicable

Collaboration

Not Applicable

Financial Impact

All activities undertaken to fulfil the Council Plan 2025–2029 actions have been completed within the approved 2025-26 Budget, or within the grant funding awarded for specific projects and initiatives.

Legal and Risk Implications

Not Applicable.

Regional, State and National Plans and Policies

It is a legislative requirement of the *Local Government Act 2020* that each Council adopt a Council Plan. This half year report is presented in accordance with Section 98 of the *Local Government Act 2020* and Schedule 1 of the *Local Government (Planning and Reporting) Regulations 2020*.

Innovation and Continuous Improvement

Not Applicable

Alignment to Council Plan

Theme 1: A Healthy and Connected Community

Strategic Objective 1.1 Strengthen community connection, inclusion and participation.

Strategic Objective 1.2 Enable active lifestyles through inclusive, accessible and utilised public spaces.

Strategy 1.3 Promote health and wellbeing across all life stages.

Theme 2: Vibrant Liveability

Strategic Objective 2.1 Look after the land, the environment and our country character.

Strategic Objective 2.2 Plan and deliver sustainable, future-ready infrastructure and land use.

Strategic Objective 2.3 Enhance recreation, sport and community facilities.

Strategic Objective 2.4 Strengthen and diversify the local economy and visitor appeal.

Theme 3: An Effective and Efficient Council

Strategic Objective 3.1 Deepen community engagement and foster civic responsibility.

Strategic Objective 3.2 Ensure responsible and innovative resource management.

Strategic Objective 3.3 Maintain strong governance, transparency and accountability.

Governance - Disclosure of Conflicts of Interest

The author of this report and officers providing advice in relation to this report do not have a conflict of interest to declare in this matter, in accordance with the Local Government Act 2020.

13.5. Executive Services Directorate

13.5.1. S6 Instrument of Delegation - Members of Staff

File Number	E2478	Responsible Officer	Coordinator Governance & Risk, Chelsea Daly
Purpose			

To seek Council endorsement of S6 Instrument of Delegation - Council to Members of Staff and revocation of Schedule 6A Instrument of Delegation Under the *Planning and Environment Act 1987*.

Executive Summary

Delegations to undertake a specific duty or power in accordance with a specific section of an Act of Parliament are essential to enable Council staff to carry out professional duties, particularly in areas which involve enforcement such as Planning, Local Laws, Environmental Health, Animal Management, Parking Control and Road Management.

Council subscribes to a delegations and authorisations service produced by the legal firm Maddocks. The firm reviews all legislation that impacts local government in Victoria and distributes an updated schedule of delegations that reflects any legislative changes bi-annually. This template is used by many Victorian councils and reflects common practice within the industry. Drawing on these updates, the Instruments of Delegation are updated periodically as legislation is amended, or new legislation is introduced which impacts the operations of Council.

This report seeks Council endorsement of the revised Schedule 6 Instrument of Delegation - Council to Members of Staff which delegates Council powers, duties and functions within various Acts and Regulations which contain a specific power of delegation. This delegates certain powers directly from Council to Council staff due to the relevant legislation containing specific powers of delegation.

Key Issues

The S6 Instrument has been updated drawing on the bi-annual update from Maddocks due to legislative changes as well as a recent review of the organisational structure.

The update includes the changes to the *Planning and Environment Act 1987* which commenced on 25 November 2025 and were endorsed by Council as Schedule 6A Instrument of Delegation Under the *Planning and Environment Act 1987* (S6A) on 17 December 2025. S6A was intended as an interim instrument only until the changes were incorporated into S6.

Recommendation

THAT COUNCIL:

1. Revoke the existing:
 - a. Schedule 6 - Instrument of Delegation from Council to Members of Council Staff previously endorsed by Council on 24 June 2025.
 - b. Schedule 6A. Instrument of Delegation Under the Planning and Environment Act 1987 previously endorsed by Council on 16 December 2025.
2. Endorse Schedule 6 - Instrument of Delegation from Council to Members of Council Staff dated 17 March 2026.
3. Approve the Mayor to sign the endorsed Schedule 6 as listed in point 2 and Deputy Mayor to witness the signing.

Support Attachments

1. S6. Instrument of Delegation – Council to Members of Staff (March 2026) [13.5.1.1 - 75 pages]
2. Tracked Changes - S6. Instrument of Delegation – Council to Members of Staff (March 2026) [13.5.1.2 - 75 pages]
3. S6A. Instrument of Delegation under the Planning and Environment Act 1987 [13.5.1.3 - 6 pages]

Considerations and Implications of Recommendation

Sustainability Implications

Not Applicable

Community Engagement

Not Applicable

Collaboration

Not Applicable

Financial Impact

Council's subscription to Maddocks delegations and authorisations service is invoiced bi-annually for \$2,200 (excl. GST), this is accounted for in the operational budget. All work to update Mansfield Shire Council's delegations and authorisations is undertaken internally by Council Officers within existing staff resources.

Legal and Risk Implications

Regular reviews of delegations and authorisations ensure compliance with the relevant Acts and Regulations.

Regional, State and National Plans and Policies

Delegations are kept in accordance with the *Local Government Act 2020*.

Innovation and Continuous Improvement

Not Applicable

Alignment to Council Plan

Theme 3: An Effective and Efficient Council

Strategic Objective 3.3 Maintain strong governance, transparency and accountability

Governance - Disclosure of Conflicts of Interest

The author of this report and officers providing advice in relation to this report do not have a conflict of interest to declare in this matter, in accordance with the Local Government Act 2020.

13.5.2. Mid Year Report: Local Government Performance Reporting Framework (LGPRF) 2025-26

File Number	E14329	Responsible Officer	Coordinator Governance & Risk, Chelsea Daly
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Purpose

To report to Council on mid-year progress against the Local Government Performance Reporting Framework (LGPRF) 2025-26 measures.

Executive Summary

The Local Government Performance Reporting Framework (LGPRF) is a mandatory system of performance reporting for all Victorian councils coordinated by Local Government Victoria (LGV). It ensures that councils are measuring and reporting on their performance in a consistent way to promote transparency and accountability in the local government sector.

The framework is made up of 58 measures from a range of service areas, including roads, planning, animal management and waste.

Key Issues

Performance reporting is completed and submitted annually to LGV no later than 31 October each year. However, it is best practice to conduct a mid-year review to calculate and report the performance measures throughout the year for monitoring and evaluation purposes. Care should be taken when interpreting the mid-year results as the data has not been annualised. It is important to note that some uneven reporting may occur due to seasonal variations and the availability of some data elements. Several of the indicator results are cumulative results and will therefore change as the year progresses, with the final results reported at the end of the financial year.

A detailed progress report for the period 1 July 2025 to 31 December 2025 is attached to this report. The data captured in the report shows Council’s performance for the first six months of the 2025-26 year against the LGPRF indicators. It also includes the year-end results for the three previous financial years for comparison.

Recommendation

THAT COUNCIL note the mid-year report on the Local Government Performance Reporting Framework indicators for the period 1 July 2025 to 31 December 2025.

Support Attachments

1. Mid Year Report - Local Government Performance Reporting Framework (LGPR F) 2025-26 [13.5.2.1 - 7 pages]

Considerations and Implications of Recommendation

Sustainability Implications

Not Applicable

Community Engagement

Not Applicable

Collaboration

Not Applicable

Financial Impact

Activities reported are included within the adopted Council Budget.

Legal and Risk Implications

Reporting on the LGPRF indicators ensures compliance with the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

Regional, State and National Plans and Policies

Local Government Act 2020

Local Government (Planning and Reporting) Regulations 2020

Innovation and Continuous Improvement

Not Applicable

Alignment to Council Plan

Theme 3: An Effective and Efficient Council

Strategic Objective 3.2 Ensure responsible and innovative resource management

Strategic Objective 3.3 Maintain strong governance, transparency and accountability

Governance - Disclosure of Conflicts of Interest

The author of this report and officers providing advice in relation to this report do not have a conflict of interest to declare in this matter, in accordance with the *Local Government Act 2020*.

14. Council Meeting Resolution Actions Status Register

This report presents to Council the Mansfield Shire Council Meeting Resolution Actions Status Register

Recommendation
THAT COUNCIL receive and note the Mansfield Shire Council Meeting Resolution Actions Status Register as at 9 March 2026.
Support Attachments
<ol style="list-style-type: none"> 1. Mansfield Shire Council Action Register as at 9 March 2026 [14.1.1 - 6 pages] 2. CONFIDENTIAL Mansfield Shire Council Action Register as at 9 March 2026 [14.1.2 - 2 pages]

15. Advisory and Special Committee reports

15.1. Audit & Risk Committee Meeting Agenda & Minutes

The Agenda & Minutes of the Mansfield Shire Audit and Risk Committee, held 2 March 2026, are attached for the Councils information.

Recommendation
THAT COUNCIL receive the Agenda & Minutes of the Mansfield Shire Audit and Risk Committee meeting held 2 March 2026.
Support Attachments
<ol style="list-style-type: none"> 1. CONFIDENTIAL Audit and Risk Committee Meeting Agenda - 2 March 2026 [15.1.2 - 69 pages] 2. Audit and Risk Committee Meeting Minutes - 2 March 2026 [15.1.3 - 7 pages]

15.2. Audit & Risk Committee - Chair's Report to Council

File Number	E10900	Responsible Officer	Coordinator Governance & Risk, Chelsea Daly
Purpose			

To present Council with a biannual report from the Mansfield Shire Audit and Risk Committee for the six months ending 31 December 2025.

Executive Summary

The Audit & Risk Committee Charter, endorsed by Council on 19 March 2024, and the *Local Government Act 2020* requires the Audit & Risk Committee to present a biannual report on its activities, findings, and recommendations to Council.

This Annual Report of the Audit and Risk Committee fulfils the requirements of the governing legislation.

Key Issues

The role of the Audit and Risk Committee is to provide independent assurance and assistance to the Council (and management) on Council's risk, control and compliance framework and its external accountability responsibilities as defined in the governing legislation and in adherence to the various requirements of the Victorian Auditor-General's Office (VAGO).

The Audit and Risk Committee considered the attached report at its meeting on 2 March 2026 and has recommended the report to be presented to Council. The report presents an overview of the activities of the Mansfield Shire Audit and Risk Committee for the six months ending 31 December 2025, structured as follows:

- ▶ Overview
- ▶ Introduction
- ▶ Role of the Audit and Risk Committee
- ▶ Membership of the Audit and Risk Committee
- ▶ Meeting Attendance
- ▶ Annual Highlights
- ▶ Summary of the Work of the Committee
- ▶ Overall Assessment

The Chair of the Audit and Risk Committee offers the attached report as fulfilling the requirements under section 9.4 (d) of the charter to facilitate a biannual audit and risk report that describes the activities of the Committee and includes its findings and recommendations.

Recommendation

THAT COUNCIL receives and notes the Mansfield Shire Audit and Risk Committee report describing the activities, findings and recommendations for the six months ending 31 December 2025.

Support Attachments

1. Audit and Risk Committee - Report to Council (June - December 2025) [15.2.1 - 7 pages]

Considerations and Implications of Recommendation

Sustainability Implications

Not Applicable

Community Engagement

Not Applicable

Collaboration

Not Applicable

Financial Impact

Not Applicable

Legal and Risk Implications

The prepared report addresses the Committee's requirements under the *Local Government Act 2020*.

Regional, State and National Plans and Policies

It is a requirement under the *Local Government Act 2020* that the Audit and Risk Committee present a biannual report on its activities, findings, and recommendations to Council.

Innovation and Continuous Improvement

Not Applicable

Alignment to Council Plan

Theme 3: An Effective and Efficient Council

Strategic Objective 3.3 Maintain strong governance, transparency and accountability

Governance - Disclosure of Conflicts of Interest

The author of this report and officers providing advice in relation to this report do not have a conflict of interest to declare in this matter, in accordance with the *Local Government Act 2020*.

16. Authorisation of sealing of documents

Nil

17. Closure of meeting to members of the public

Council has the power to close its meeting to the public in certain circumstances pursuant to the provisions of Section 66(2) of the Local Government Act 2020. The circumstances where a meeting can be closed to the public are:

- a) the meeting is to consider confidential information; or
- b) security reasons; or
- c) it is necessary to do so to enable the meeting to proceed in an orderly manner.

The definition of confidential information is provided in Section 3(1) of the *Local Government Act 2020*.

Recommendation

THAT COUNCIL close the meeting to members of the public under Section 66(2)(a) of the Local Government Act 2020 to consider Confidential Reports in accordance with section 66(2) of the Local Government Act 2020 for reasons set out in section 18 below.

18. Confidential Reports

18.1. Tender Award: Fenced Dog Park Landscaping

Confidential

This report contains confidential information pursuant to the provisions of Section 66(2) of the Local Government Act 2020 under Section 3(a) - Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.

18.2. Tender Award: Goods Shed Refurbishment

Confidential

This report contains confidential information pursuant to the provisions of Section 66(2) of the Local Government Act 2020 under Section 3(a) - Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.

19. Reopen meeting to members of the public

Recommendation

THAT COUNCIL reopen the meeting to members of the public.

20. Close of meeting