



Mansfield Shire

MINUTES

Council Meeting

Tuesday 15 March 2022

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.

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1. Opening of the meeting

Mayor James Tehan opened the meeting at 5:00 pm.

2. Present

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

In Attendance:

Chief Executive Officer:

Kaylene Conrick

General Manager Infrastructure & Planning:

Kirsten Alexander

General Manager Community & Corporate Services:

Kurt Heidecker

Manager Operations and Capital Works:

Kristian Burchat

Manager Planning and Environment:

Melissa Crane

Property Management Officer:

Des Dunn

Senior Coordinator Community & Economic Development:

Saskia Van Bever

Coordinator Governance and Risk:

Moira Moss

Statutory Planner

Sehaj Bath

Acting Manager Business and Performance

Anthony Smith

Acting Senior Accountant

Peter Smith

Economic Development Officer Tourism and Events

Gareth MacDonald

Coordinator Revenue

Bess Gillard

People and Culture Advisor

Janique Snyder

3. Apologies

Nil

4. Statement of commitment

Mayor James Tehan read Council's Statement and called on each Councillor to confirm their commitment:

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

5. Acknowledgement of Country

Councillor Mark Holcombe recited Council's Acknowledgement of Country:

"Our meeting is being held on the lands of the Taungurung people and we wish to acknowledge them as Traditional Owners. We would also like to pay our respects to their Elders, past and present, and Aboriginal Elders of other communities who may be here today."

6. Disclosure of conflicts on interest

Nil

7. Confirmation of minutes

Councillor Mark Holcombe/Councillor Paul Sladdin:

THAT the Minutes of the Mansfield Shire Council meeting held on Tuesday 15 February 2022 be confirmed as an accurate record

CARRIED

8. Representations

Nil

9. Notices of motion

Nil

10. Mayor's report

Councillor Steve Rabie/Councillor Rohan Webb:

THAT COUNCIL receive the Mayor's report for the period 15 February 2022 to 3 March 2022.

CARRIED

11. Reports from council appointed representatives

Councillor Rohan Webb/Councillor Steve Rabie:

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

CARRIED

12. Public question time

Nil

13. Officer reports

13.1. Chief Executive Officer's report

Councillor Mark Holcombe/Councillor Steve Rabie:

THAT COUNCIL receive and note the Chief Executive Officer's report for the period 15 February 2022 to 7 March 2022.

CARRIED

13.2. Infrastructure and Planning Directorate

13.2.1. Bonnie Doon Streetscape Project

Councillor Mark Holcombe/Councillor Paul Sladdin:

THAT COUNCIL approve the allocation of \$22,000 from the Bonnie Doon Streetscape budget to the Planning and Environment Strategic Planning Unit to undertake the preparation of the Bonnie Doon Structure Plan to provide certainty and guide future change for the area.

CARRIED

13.2.2. Men's Shed Lease of 17 Erril Street, Mansfield

Councillor Steve Rabie/Councillor Mark Holcombe:

THAT COUNCIL receives a report no later than 19th April 2022 with a draft lease, pending a review by Council's Solicitors, for the land at 17 Erril Street, Mansfield for consideration.

CARRIED

13.2.3. Planning Permit Application P0044A/06 - Development of Alterations and Additions to an Existing Dwelling – 646 Old Tolmie Road Barwite

Councillor Rohan Webb/Councillor Mark Holcombe:

THAT COUNCIL, having considered all matters under Section 60 of the *Planning and Environment Act 1987*, determine to issue Amended Planning Permit P0044A/06 for the Development of alterations and additions to an existing dwelling on Lot 1 PS547465C, commonly addressed as 646 Old Tolmie Road Barwite in accordance with the endorsed plans and subject to the following conditions:

Endorsed Plans

1. The development must be in accordance with the endorsed plans forming part of this permit and must not be altered without the prior written consent of the Responsible Authority.

External Cladding

2. The external materials of the buildings, including the roof, must be constructed of materials of muted colours to protect the aesthetic amenity of the area. No materials having a highly reflective surface must be used.
 - ▶ For the purpose of this clause "highly reflective" includes unpainted or untreated aluminium, zinc or similar materials.

Engineering

3. Interrupted overland flow from this development must not be allowed to impact on the adjacent lots, to the satisfaction of the Responsible Authority.
4. Before an Occupancy Permit is issued for the dwelling hereby permitted, or by such later date as is approved by the Responsible Authority in writing, the following works must be completed in accordance with the endorsed plans and to the satisfaction of the Responsible Authority:
 - a. All stormwater discharging from the site, buildings and works must be discharged to a water tank, soakwell or otherwise discharged so as not to cause erosion, flooding or nuisance to the subject or surrounding land to the satisfaction of the Responsible Authority. The water tank/s (if required) must be in muted, non-reflective tones to the satisfaction of the Responsible Authority.

Goulburn Murray Water

5. All construction and ongoing activities must be in accordance with sediment control principles outlined in 'Construction Techniques for Sediment Pollution Control' (EPA, 1991).
6. All wastewater from the dwelling extension must be disposed of via connection to the existing wastewater management system. If necessary, the system must be altered and/or upgraded in accordance with the current EPA Code of Practice – Onsite Wastewater Management, and to the satisfaction of Council's Environmental Health Department.

Mandatory Bushfire Condition

7. The bushfire protection measures forming part of this permit or shown on the endorsed plans, including those relating to construction standards, defensible space, water supply and access, must be maintained to the satisfaction of the responsible authority on a continuing basis. This condition continues to have force and effect after the development authorised by this permit has been completed.

Country Fire Authority

8. Before the development starts, the Bushfire Management Plan prepared by Taylor Consulting Engineers Rev 1 dated 17/12/21 must be endorsed by the Responsible Authority. Once endorsed the plan must not be altered unless agreed to in writing by CFA and the Responsible Authority.

Permit Expiry

9. This permit will expire if one of the following circumstances applies:
 - a. The buildings and works have not substantially commenced within two (2) years of the date of this permit.
 - b. The development is not completed within four (4) years of the date of this permit.

In accordance with Section 69 of the *Planning and Environment Act 1987*, an application may be submitted to the Responsible Authority for an extension of the periods referred to in this condition.

Where an amended permit is issued allowing for further development, the expiry provisions for those works will commence from the date of issue of the amended permit.

CARRIED

13.3. Community and Corporate Services Directorate

13.3.1. Fraud and Corruption Control Policy

Councillor Steve Rabie/Councillor Rohan Webb:

THAT COUNCIL endorse the Mansfield Shire Council Fraud and Corruption Control Policy 2022.

CARRIED

13.3.2. Visitor Information Services Review

Councillor Rohan Webb/Councillor Paul Sladdin:

THAT COUNCIL

- Receive and note the Mansfield Visitor Servicing Review Report 2021 delivered by the Tilma Group.
- Endorses the Mansfield Visitor Servicing Implementation Plan 2022 as contained in Attachment 2.

CARRIED

13.3.3. Loan Borrowings 2021/22

Councillor Mark Holcombe/Councillor Steve Rabie:

THAT COUNCIL

1. Notes the planned borrowings of \$2,632,000 as prescribed in the 2021/22 Budget.
2. Notes that the loan of \$2,632,000 is to fund Council's capital works program.
3. Authorises the Chief Executive Officer and Mayor, on behalf of Council, to execute the necessary loan and mortgage documentation (sign and seal if necessary) to facilitate the loan of \$2,632,000 for the implementation of the capital works projects detailed in the 2021/22 Budget.

CARRIED

13.3.4. Tourism North East (TNE) Quarter 2 Report

Councillor Steve Rabie/Councillor Rohan Webb:

THAT COUNCIL receive and note the second quarter 2021/22 report for Tourism North East.

CARRIED

13.3.5. Community Initiated Projects Policy

Councillor Rohan Webb/Councillor Paul Sladdin:

THAT COUNCIL endorses the Mansfield Shire Council Community Initiated Projects Policy 2022.

CARRIED

13.3.6. Business Continuity Plan

Councillor Steve Rabie/Councillor Rohan Webb:

THAT COUNCIL adopt the Business Continuity Plan 2022.

CARRIED

13.3.7. Council Delegations Update

Councillor Paul Sladdin/Councillor Steve Rabie:

THAT COUNCIL

1. Endorse the Schedule 6 – Instrument of Delegation – Council to Chief Executive Officer and Members of Council Staff dated 4 March 2022
2. Note that the Instruments come into force immediately upon endorsement by the Council.

CARRIED

13.3.8. Customer Service Charter 2022

Councillor Steve Rabie/Councillor Mark Holcombe:

THAT COUNCIL endorses the updated Customer Service Charter

CARRIED

13.3.9. Rate Reduction Request Mansfield Agricultural and Pastoral Society

Councillor Mark Holcombe/Councillor Steve Rabie:

THAT COUNCIL request a meeting with the Mansfield Agricultural & Pastoral Society to discuss their request for a rate reduction due to the impact COVID-19 has had on their revenue for the financial year 2021-22.

CARRIED

13.3.10. Stage 2 Emergency Services Precinct

Councillor Mark Holcombe/Councillor Steve Rabie:

THAT COUNCIL approve the commencement of Stage 2 Emergency Services Precinct Study using identified unspent bushfire recovery funds from the Council Assist Funding Program and a proportion of unspent staff salaries as a result of staff reassignment to the State Government COVID Business Concierge Program.

CARRIED

13.3.11. Extension of Internal Audit Contract

Councillor Steve Rabie/Councillor Paul Sladdin:

THAT COUNCIL extend for a further 2 years (24-months), commencing 1 July 2022, Council's Internal Audit Contract CM1819/030 awarded to AFS & Associates at the total cost of \$116,959.

CARRIED

13.4. Executive Services Directorate

13.4.1. Child Safe Policy

Councillor Rohan Webb/Councillor Steve Rabie:

THAT COUNCIL endorse the Mansfield Shire Council Child Safe Policy 2022.

CARRIED

13.4.2. Flying of the Red Ensign Flag

Councillor Rohan Webb/Councillor Paul Sladdin:

THAT COUNCIL

1. decline the request to fly the Red Ensign flag outside Mansfield Shire Council buildings
2. reconsider the proposal if approval is given by the Victorian Government to recognise Merchant Navy Day as a 'Special Day for Flying Flags'.

Councillor Steve Rabie called for a Division.

For Councillor Mark Holcombe, Councillor Paul Sladdin, Councillor Rohan Webb and Mayor James Tehan

Against Councillor Steve Rabie

CARRIED

14. Assembly of Councillors

Councillor Rohan Webb/Councillor Mark Holcombe:

THAT COUNCIL receive and note the Assembly of Councillors report for the period 2 February 2022 to 1 March 2022.

CARRIED

15. Council resolutions report

Councillor Rohan Webb/Councillor Paul Sladdin:

THAT Council receive and note the Mansfield Shire Council Meeting Resolution Actions Status Register as at 4 March 2022.

CARRIED

16. Advisory and Special Committee reports

16.1. Audit & Risk Committee Meeting Agenda & Minutes

Councillor Mark Holcombe/Councillor Steve Rabie:

THAT COUNCIL receive the Agenda & Minutes of the Mansfield Shire Audit and Risk Committee meeting held 21 February 2022.

CARRIED

17. Authorisation of sealing of documents

Nil

18. Close of meeting

The Council Meeting Agenda 15 March 2022 was closed at 6:11 pm.

CONFIRMED this **nineteenth** day of **April 2022**



Mayor