



Mansfield Shire

Council Meeting

Tuesday 19 July 2022 5:00 pm
ZOOM

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 James Tehan (Mayor)
Cr Mark Holcombe (Deputy Mayor)
Cr Steve Rabie
Cr Paul Sladdin
Cr Rohan Webb

Officers

Bill Millard, Interim (Acting) Chief Executive Officer
Kirsten Alexander, General Manager Infrastructure and Planning
Dena Vlekkert, General Manager Community and Corporate Services

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, his/her 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 Mansfield Shire Councillor Code of Conduct and Councillor Charter.

5. Acknowledgement of Country

The Council affirms its recognition of the Taungurung people being traditional owners 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.

10. Mayor's report

The Mayor provides a report on his activities.

11. Reports from council appointed representatives

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

12. 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.

13. Officer reports

13.1 The Chief Executive Officer will provide a status update to the Council for each Department.

13.2-13.3 Officer reports are presented to the Council, where required.

Detailed reports prepared by officers from the Infrastructure and Planning Directorate are considered by the Council. This includes reports from the following Departments:

- ▶ Planning and Environment
- ▶ Operations and Capital Works
- ▶ Community Safety
- ▶ Field Services

A Council position is adopted on the matters considered.

Detailed reports prepared by officers from the Community and Corporate Services Directorate will also be considered by the Council:

- ▶ Business and Performance
- ▶ Community Health and Wellbeing
- ▶ Community and Economic Development
- ▶ Governance and Risk

A Council position is adopted on the matters considered.

14. Assembly of Councillors

An assembly of Councillors is referred to in Council's Governance Rules as a "meeting conducted under the auspices of Council", meaning a meeting of the kind described in section 131(1) of the Act, and includes a meeting referred to in Rule 1 of Chapter 6 (whether such a meeting is known as a 'Councillor Briefing' or by some other name);

15. Council resolutions report

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

16. Advisory and Special Committee reports

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

17. 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.

18. 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.

19. Presentation of confidential reports

20. Reopen meeting to members of the public

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

21. 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 each Councillor and ask them to confirm verbally that they can see all Councillors and hear the proceedings:

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

Councillors will respond to their name with: *“I can hear the proceedings and see all Councillors and Council officers”*.

The Chair will ask each Councillor 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 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

Deputy Mayor Mark Holcombe will recite 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 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 Holcombe
- Councillor Rabie
- Councillor Sladdin
- Councillor Webb

7. Confirmation of minutes

Recommendation

THAT the Minutes of the Mansfield Shire Council meeting held on 28 June 2022 be confirmed as an accurate record.

8. Representations

Nil

9. Notices of motion

Nil

10. Mayor's report

Mayor James Tehan will present the monthly Mayor's report to the Council as follows:

Mansfield Shire Council is currently undertaking a search for a new CEO to replace Kaylene Conrick who served the Shire for 2 1/2 years prior to her retirement. I would like to take this opportunity to again thank Kaylene for her time and a hard work, she provided a great amount of leadership to the Shire during a very difficult time. I would like to welcome Bill Millard to the interim CEO role. Bill comes with a wealth of knowledge and experience in the local government sector, and we look forward to working with him whilst we pursue our next CEO.

The 2022/23 Mansfield Shire Council budget was passed at the Council Meeting held in June. The endorsed budget increased rates by 1.75% on top of 0% the previous year. Given that rates are set by the State Government in accordance with CPI (Consumer Price Index) next year's budget could be a totally different scenario. This Council will work hard to manage its costs so that rate increases can be kept to a minimum.

The youth services review has bought a whole new structure, staffing and fresh approach to the services. A range of programs activities and events for the young, designed by the young people and lead by the youth will be a feature of the new service. Council will continue to operate the youth centre but will open it up to other community user groups who will interact with the youth in this Centre.

The first stage of the Botanic Park Master plan, the consultation stage has started, and some very interesting ideas have been proposed to date. The Master plan is still open for public consultation, and I encourage everyone who has an interest this facility to bring forward your ideas and thoughts on what you would like to see happen in this space.

*Cr James Tehan
Mayor*

Recommendation

THAT COUNCIL receive the Mayor's report for the period 29 June 2022 to 10 July 2022.

11. Reports from council appointed representatives

Councillors appointed by Council to 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 James Tehan ▶ Cr Steve Rabie ▶ Cr Mark Holcombe
Mansfield Shire CEO Employment Matters Committee	<ul style="list-style-type: none"> ▶ Mayor Cr James Tehan ▶ Cr Steve Rabie ▶ Cr Mark Holcombe
Goulburn Murray Climate Alliance (GMCA)	<ul style="list-style-type: none"> ▶ Cr Rohan Webb
Hume Regional Local Government Network (HRLGN)	<ul style="list-style-type: none"> ▶ Mayor Cr James Tehan
Lake Eildon Land & On-Water Management Plan Implementation Committee	<ul style="list-style-type: none"> ▶ Cr Paul Sladdin
Mansfield Shire Council Audit and Risk Committee	<ul style="list-style-type: none"> ▶ Mayor Cr James Tehan ▶ Cr Mark Holcombe
Municipal Association of Victoria (MAV)	<ul style="list-style-type: none"> ▶ Mayor Cr James Tehan ▶ Substitute - Deputy Mayor Mark Holcombe
North East Local Government Waste Forum (a committee of the North East Regional Waste and Resource Recovery Group)	<ul style="list-style-type: none"> ▶ Cr Steve Rabie
Rural Councils Victoria (RCV)	<ul style="list-style-type: none"> ▶ Mayor Cr James Tehan ▶ Cr Paul Sladdin

Recommendation

THAT COUNCIL note the verbal reports provided by Councillors in relation to their representation on 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 report

13.1. Chief Executive Officer's report

File Number: E103

Responsible Officer: Interim (Acting) Chief Executive Officer, Bill Millard

Introduction

The Interim (Acting) 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 Interim (Acting) Chief Executive Officer report will provide information relation to:

- ▶ Customer Service
- ▶ Capital Works
- ▶ New Initiatives
- ▶ Building Services
- ▶ Regulatory Services
- ▶ Revenue Services
- ▶ Governance
- ▶ Community Health and Wellbeing
- ▶ Visitor Services (VIC and Library)
- ▶ Procurement
- ▶ Communications

Recommendation

THAT COUNCIL receive and note the Interim (Acting) Chief Executive Officer's report for the period 17 June 2022 to 12 July 2022.

Support Attachments

1. CEO Monthly Report June 2022 [13.1.1.1 - 39 pages]

13.2. Infrastructure and Planning Directorate

13.2.1. Mansfield District Hospital Proposed Licence of Buckland Room and Anderson Hall

File Number	AG1327	Responsible Officer	Manager Planning & Environment, Melissa Crane
Purpose			

To seek Council endorsement for the Chief Executive Officer to issue a licence for Mansfield District Hospital (MDH) to continue to use the Buckland Room and Anderson Hall spaces in the Mansfield Community Centre, 10 Bank Place, Mansfield, for the next 1 to 3 years.

The facilities are required to enable the Hospital to commence delivery of Home and Community Care services until construction of the new hospital facilities.

Executive Summary

Mansfield Shire Council has been approached by the Mansfield District Hospital to enter into an agreement for the use of the Buckland Room, Anderson Hall and associated office spaces at the Community Centre located at 10 Bank Place, Mansfield, for the next 1 to 3 years.

Key Issues

Mansfield District Hospital are currently renting the Buckland Room and Anderson Hall under a short-term licence agreement for the Mansfield COVID vaccination clinic and would like to continue renting these spaces for an initial period of 12 months, with an option for two 12-month extensions.

The proposed licence will support MDH in their provision of Home and Community Care following Council's decision to cease providing these services. MDH requires space until their new facility is constructed.

MDH have been using the Buckland Room and Anderson Hall as a vaccination clinic since July 2021. MDH have been paying \$2,600 (ex. GST) per month. As a COVID vaccination clinic the rental costs have been previously funded by the State Government, however, the COVID funding ceased on 30 June 2022. Council has been covering the outgoings on the building for the duration of the vaccination clinic. As the COVID funding has ceased, the rental will now be coming from MDH operational funds.

Prior to establishing the vaccination clinic MDH undertook and paid for the building to be internally refurbished, including painting, repair works on the air conditioning systems and rewiring of the building.

Council has the option to enter either a lease or a licence for the site. Council's Policy states that both a lease and a licence agreement allow a tenant (lessee) or licensee to use and occupy property (premises). However, there are several key differences between the two rights to

occupy premises. The fundamental difference between the two is that only a lease can grant exclusive possession of land or buildings. This implies that the tenant will have the right to exclusively use and occupy the premises. For this to be able to be applied, the premises must be clearly defined, enclosed and capable of being locked. Although this is possible for the Buckland Room and Anderson Hall, other parts of the site will be shared.

For this site, it is proposed that Council enters into a licence agreement for the ongoing use of Anderson Hall, Buckland Room, and adjacent office spaces with MDH. In addition, MDH will have access to the shared space of the common kitchen and toilets. The Buckland Room areas include a large room suitable for community groups, a meeting/counselling room, and a commercial kitchen. MDH have requested the continued use of the two office spaces that they are currently using near the Anderson Hall.

Mansfield Community Radio has a licence agreement in place and will continue to use its dedicated radio space as well as shared use of the kitchen facilities and amenities, and the Mansfield Historical Society have expressed a desire to still have access to their storage areas on site (which have been substantially reduced due to the off-site storage), pending construction of the Mansfield Heritage Museum over the next 12 months. Council is currently paying \$154 per week for two storage units for the Mansfield Historical Society. This cost is offset by the income the MDH has been paying for the COVID vaccination clinic.

While a licence agreement is less secure than a lease, it is more flexible for both parties.

MDH will therefore have a combination of shared spaces such as a common kitchen and priority use of the Buckland Room, office spaces and Anderson Hall.

Based on this and how the buildings are structured, it is recommended that Council enter into a licence with MDH for the rent of the desired areas for 12 months, with an option to extend this for two further 12-month periods.

The previous user groups that were displaced from the facility to allow the COVID vaccination clinic to be established have been contacted, Council has previously found them alternate spaces to use and will continue to work with them with respect to any change in their requirements.

There are a few community groups that would like to return to using the building. Council officers will implement a process that will enable the site to be used by other groups without impacting on the use of the building by MDH. MDH have advised that there will be times these groups can use the building, and that MDH are happy to work with Council to provide access for other groups at negotiated times, provided it does not interfere with their service provision.

There is also a capacity to provide for commercial bookings of the office spaces for complementary health care services on the site, and MDH have indicated that they are happy to work with Council and the respective health care providers to encourage the formation of agreements with Council for the ongoing use of the facilities by these services. This will provide better local access for the Mansfield community to these health care providers and avoid the need for residents to travel to other centres.

The current schedule of charges for Anderson Hall and the Buckland Room are as follows:

Space	Community Rate Inc GST	Commercial Rate Inc GST
Anderson Hall and Buckland Room – Hourly	\$25	\$40
Anderson Hall and Buckland Room – ½ day	\$60	\$120
Anderson Hall and Buckland Room – Full day	\$120	\$240
Consulting Room Hire - Hourly	\$10	\$50
Consulting Room Hire - Hourly	\$40	\$100
Consulting Room Hire - Hourly	\$80	\$200

Recommendation

THAT COUNCIL authorise the Chief Executive Officer to enter into a licence with the Mansfield District Hospital for the rent of the Buckland Room, Anderson Hall, and associated office spaces generally in accordance with the following terms:

1. A twelve (12) month term, with the option for two extensions.
2. Rental of \$400 per week (ex GST) plus outgoings.

Support Attachments

Nil

Considerations and Implications of Recommendation

Sustainability Implications

Not Applicable

Community Engagement

Not Applicable

Collaboration

Not Applicable

Financial Impact

The following is an assessment of the rent being paid currently and options for consideration. Council is paying \$154 per week for the hire of two storage units for the Mansfield Historical Society, pending construction of the new Mansfield Heritage Museum at the Station Precinct. Council has also been paying the outgoing costs for the Mansfield Community Centre site, which are in the order of \$7,000 per annum.

With due consideration that these costs are expected to be ongoing for at least the next 12 months, this has been included in the calculations for the proposed charges.

Property	Current Costs and Income ex GST	Proposed Costs and Income ex GST
Buckland Room	\$1,000/month or \$250/week	\$693/month or \$160/week
Anderson Hall	\$1,600/month or \$374/week	\$1040/month or \$240/week
Gross Income per month	\$2,600	\$1,733
Storage costs per month	-\$667	-\$667
Outgoings per month (approximately)	-\$583	Nil
NETT Income per month	\$1,350	\$1,066
TOTAL per annum	\$16,200	\$12,792

The licence needs to allow for an income to be generated at the site that will cover costs of the storage units, however, when this is no longer required the income will increase to \$20,800 per annum, which will be more than the income being recovered on the site currently.

In addition, Council will be able to raise charges for bookings of the site outside of times that the building is being used by MDH, which will be a source of additional income. This will include the commercial short-term rentals to other health care services that may wish to locate with the MDH services.

This will enable Council to support MDH as they assume responsibility for the Home and Community Care services relinquished by Council.

Legal and Risk Implications

Council will enter into an agreement in accordance with the requirements of the *Local Government Act 2020*.

Regional, State and National Plans and Policies

Not Applicable

Innovation and Continuous Improvement

Not Applicable

Alignment to Council Plan

- Theme 1: Connected and Healthy Community
 - Strategic Objective 1: The health and wellbeing of families and communities is maximised
 - Strategy 1.3 Contribute to efforts that ensure essential community services exist locally.
- Theme 3: A Trusted, Effective and Efficient Council Strategic
 - Objective 8 A consultative Council that represents and empowers its community Strategy
 - 8.1 Increase community trust in Council to make informed decisions with “no surprises”

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. Community and Corporate Services Directorate

13.3.1. Mansfield Emergency Services Precinct - Feasibility Study and Preliminary Business Case

File Number	E6666	Responsible Officer	General Manager Community and Corporate Services, Dena Vlekkert
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Purpose

To present for Council endorsement the Feasibility Study (business case) for the Mansfield Emergency Services Precinct (MESP).

Executive Summary

The MESP project aims to deliver on the Mansfield community’s vision for an integrated emergency services precinct that provides contemporary emergency services infrastructure in Mansfield.

This project could also potentially collocate Mansfield’s State Emergency Service (“SES”), Ambulance Victoria (“AV”), Country Fire Authority (“CFA”), the Mansfield Community Radio Station (“RS”) and facilities to support community resilience initiatives.

On 17 August 2021 Council appointed consultants *Planning for Communities* to complete a scoping study for the MESP project.

The Scoping Study found that:

- There is a clear need for improved investment in quality emergency services infrastructure that is fit for purpose, to increase its capacity to respond to and recover from emergency situations and the growing resident and visitor populations.
- There is strong support for the establishment of an emergency services precinct as it is consistent with the policy environment and has strong backing from Mansfield’s community and emergency services organisations.
- The needs and priorities of the agencies for emergency services infrastructure in Mansfield have been established, in particular AV, SES and CFA
- The Precinct should include a Resilience Centre to enable delivery of emergency management and community training programs for the Community.

Council considered the Scoping Study report at the 21 December 2021 meeting, endorsed the recommendations and resolved to fund the next stage.

Council again appointed *Planning for Communities* to complete the Feasibility Study and Preliminary Business Case (the ‘Study’).

This study focused on:

- Agreeing on the principles and priorities for the precinct.
- Identifying the needs and requirements of each of the emergency services agencies.
- Assessing the role of the precinct in supporting community resilience.
- Confirming the precinct mix / components of the precinct.

- Providing a clear statement of the project rationale and benefits.
- Preparing a proposed operating model for the precinct and cost implications.
- Providing a business case for presentation to government.
- Identifying how to position the project to secure the necessary funding and proposed delivery roadmap.
- Preparing a concise statement to communicate the role and function of the proposed Mansfield emergency services precinct.

The Study includes:

- The finding that the proposal to develop an emergency services precinct in Mansfield is strongly in alignment with State Government policy.
- A clear statement of the risks and challenges facing emergency services in Mansfield Shire.
- The infrastructure requirements of the agencies which includes the accommodation of AV, SES, CFA on the Maroondah Highway site.
- Confirmation of AV and SES immediate interest in developing facilities in the precinct with the CFA proposing a later date.
- The role and planned use of the Mansfield Resilience Centre proposed to be located in the precinct including the accommodation of the Mansfield Community Radio Station.
- A concept plan for the precinct and capital cost estimate.
- A business case outlining the benefits of developing the precinct and the cost and implications of not doing it.
- A proposed operating model for the precinct and cost implications.
- How the project can best be positioned to secure the necessary funding and proposed delivery roadmap.

The next steps recommended by the Study are:

- Provide a project briefing for emergency services agencies at the corporate and local level key partners, key stakeholders and the Mansfield Shire community covering the outcomes from the Feasibility Study and Preliminary Business Case and proposed next steps.
- Prepare an advocacy plan to garner support for the project from key decision makers including State and Federal Ministers, local members and key departmental staff and emergency services agency senior staff.
- Actively pursue grant funding opportunities at State and Federal levels to progress planning for and development of the Emergency Services Precinct, particularly the Resilience Centre.
- More fully develop the governance and operating model for the Precinct with Partner agencies and organisations
- Once funding is secured, establish a Project Control Group to oversee the detailed planning and development of the capital works.

Key Issues

The Scoping Study identified the Maroondah Highway site, the former saleyards at 166-176 Maroondah Highway, as the preferred location for the MESP. This is because this site is in public ownership, allows the emergency services agencies to meet their response time targets, has no major impediments for its development, and it enjoys significant community support.

It is proposed that the agencies would lease part of the site for their dedicated facilities and Council retain control of the area on which the Mansfield Resilience Centre is to be established.

The construction and maintenance of the dedicated facilities for each emergency services organisation will be the responsibility of each service. The agencies would collaborate with Council, community organisations and the community on use and management of the Mansfield Resilience Centre.

The next step to deliver this partnership project will be advocacy to government and key decision makers for the necessary capital funding for each component of the MESP.

Recommendation

THAT COUNCIL

1. Receives the Stage 2: Mansfield Emergency Services Precinct Feasibility Study and Preliminary Business Case;
2. Endorses the recommendations of the Feasibility Study report for the Mansfield Emergency Station Precinct; and
3. Authorises the Chief Executive Officer to advocate for and accept opportunities to fund detailed design and build stages of the Mansfield Emergency Station Precinct

Support Attachments

1. Final Report - 13 July - Stage 2 - Mansfield Emergency Services Precinct Feasibility Study - Combine [13.3.1.1 - 53 pages]
2. Final Preliminary Business Case - 13 July 2022 [13.3.1.2 - 43 pages]

Considerations and Implications of Recommendation

Sustainability Implications

The MESP will foster the long term sustainability of Mansfield's emergency services as it will:

- Replace outmoded emergency services infrastructure that operates beyond its designed capacity
- Support and foster collaboration and interoperability between agencies particularly at the local level.
- Deliver efficient and effective public infrastructure.
- Help address Mansfield Shire's increasing demand for emergency services generated by the Shire's high 3.2% annual population growth rate and the growing popularity of adventure tourism and climate change effects.
- Reduce the cost of infrastructure replacement for individual emergency services organisations through the communal use of common infrastructure such as site service utilities, backup generators, meeting rooms, training areas and parking
- Will promote and encourage volunteerism

Community Engagement

Mansfield Emergency Precinct Committee is a community committee that for over two years has lobbied for an emergency services precinct in Mansfield.

Members of the Committee are part of the MESP Project Control Group, have participated throughout the entire project and contributed funds to the original Scoping Study.

Collaboration

Extensive engagement has been held with the emergency services agencies throughout the entire project including AV, SES, CFA, Mansfield Community Radio, Victoria Police and the Department of Environment, Land, Water and Planning.

Financial Impact

The \$40,669.00 GST exclusive cost of the Feasibility Study for the MESP project has been funded by Council through:

- the reallocation of unspent bushfire recovery funds (Council Assist Fund \$20,000)
- identified savings in economic development salaries because of State Government COVID Concierge Funding Program (\$25,000).

A further \$2,000 GST exclusive cost to undertake a traffic control management plan study as part of the Feasibility Study for the MESP has been funded by Council.

Legal and Risk Implications

As the current infrastructure for AV, SES and CFA is outdated, no longer fit for purpose and utilised beyond its design capacity, the primary risk with the MESP is that it doesn't progress, and the performance of Mansfield's emergency services organisations will continue to be hampered.

Regional, State and National Plans and Policies

The collocation and integration of emergency services infrastructure is a consistent theme in State Government emergency services policies and plans and is part of the strategic plans of all the Victorian emergency services agencies.

Innovation and Continuous Improvement

The collocation and integration of emergency services is regarded by the Victorian and Commonwealth Government as best practice in the delivery of emergency services infrastructure.

Alignment to Council Plan

Theme 1: Connected and Healthy Community Strategic Objective 1: The health and wellbeing of families and communities is maximised

Strategy 1.1 Embed health and wellbeing enablers and protections to reduce risks to our communities.

Strategy 1.3 Contribute to efforts that ensure essential community services exist locally.

This Feasibility Study is an enabler for the delivery of this initiative.

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. Assembly of Councillors

An assembly of Councillors is referred to in Council’s Governance Rules as a “meeting conducted under the auspices of Council”, meaning a meeting of the kind described in section 131(1) of the Act, and includes a meeting referred to in Rule 1 of Chapter 6 (whether such a meeting is known as a ‘Councillor Briefing’ or by some other name);

A written record of each assembly is held by Council and is available for public inspection.

The following is a list for the past month of assemblies held, the issues discussed and any conflicts of interest declared.

DATE	TYPE OF ASSEMBLY	ISSUES DISCUSSED
5 July 2022	<p>Councillors’ Briefing Session</p> <p>Councillors:</p> <ul style="list-style-type: none"> • Cr Mark Holcombe • Cr Steve Rabie • Cr Paul Sladdin • Cr James Tehan <p>Apologies:</p> <ul style="list-style-type: none"> • Cr Rohan Webb <p>External Attendees:</p> <ul style="list-style-type: none"> • Bonnie Crowe, Department of Environment, Land, Water and Planning • Isbah Khalid, Department of Environment, Land, Water and Planning • Phil Rowland, Planning for Communities • Marcus Baumgart, Baumgart Clark Architects • Michael Smith, Michael Smith & Associates • Pinkey Shahi, Michael Smith & Associates • Paul Katz, Michael Smith & Associates • Adrian Fernon, Michael Smith & Associates <p>Officers:</p> <ul style="list-style-type: none"> • CEO, Kaylene Conrick • GM Infrastructure and Planning, Kirsten Alexander • GM Community and Corporate Services, Dena Vlekkert • Manager Planning and Environment, Melissa Crane • Strategic Planner, Oscar Yencken • Manager Business & Performance, Tony Cooper • Acting Senior Coordinator Community & Economic Development, Tanya Tabone 	<p><i>Conflicts of Interest:</i></p> <p><i>NIL</i></p> <p><i>Issues Discussed:</i></p> <ul style="list-style-type: none"> • Beolite Rate Rebate/Discount Request • Licence for Community Centre to Mansfield District Hospital • Botanic Park Masterplan Update • Mansfield Emergency Station Precinct Concept Plan and Business Case

DATE	TYPE OF ASSEMBLY	ISSUES DISCUSSED
12 July 2022	<p>Citizenship Ceremony</p> <p>Councillors:</p> <ul style="list-style-type: none"> • Cr Mark Holcombe • Cr Steve Rabie • Cr James Tehan • Cr Rohan Webb <p>Apologies:</p> <ul style="list-style-type: none"> • Cr Paul Sladdin <p>Officers:</p> <ul style="list-style-type: none"> • Interim CEO, Bill Millard • Coordinator Communications, Lisa Fricke • Community & Corporate Services Directorate Support, Chloe Schlemitz 	<p><i>Conflicts of Interest:</i> NIL</p> <p><i>Issues Discussed:</i></p> <ul style="list-style-type: none"> • Citizenship Ceremony

Recommendation

THAT COUNCIL receive and note the Assembly of Councillors report for the period 29 June to 12 July 2022.

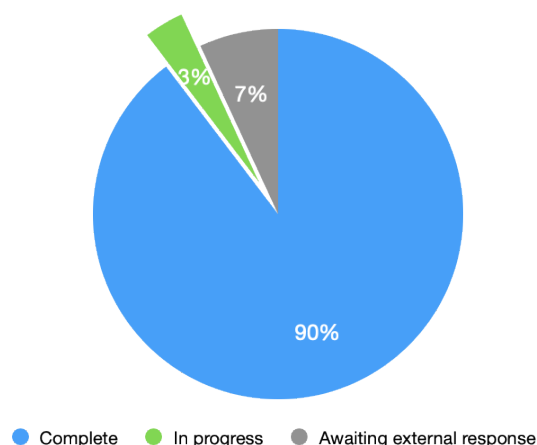
15. Council Meeting Resolution Actions Status Register

This report presents to Council a schedule of outstanding actions and those recently completed from Council meetings held from 1 July 2021 to 11 July 2022.

Since the last meeting two outstanding actions, the drawdown of loan borrowings and lease of a building to the Men's Shed, have been completed. Since 1 July 2021, there are now only ten items on the Register, two are complete, and eight are incomplete as at 11 July 2022.

In total, in the last six months of the 2022 Financial Year, 30 actions have been generated from 80 resolutions. The resolutions include noting and accepting items, such as minutes or policies.

Action Status 1 January 2022 - 30 June 2022



Action Status 1 January 2022 – 30 June 2022	
Complete	26
In progress	1
Awaiting external response	2

Recommendation

THAT COUNCIL receive and note the Council Resolutions Register as at 11 July 2022.

Support Attachments

1. Council Resolution Action Register for Meeting 19 July 2022 1 [15.1.1 - 8 pages]

16. Advisory and Special Committee reports

Nil

17. Authorisation of sealing of documents

Nil

18. 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 19 below.

19. Confidential Reports

19.1 Award of Tender – HVAR Stage 2 Construction

Confidential

This report contains confidential information pursuant to the provisions of Section 66(2) of the Local Government Act 2020 under Section 3(g) - private commercial information, being information provided by a business, commercial or financial undertaking that:(i) relates to trade secrets; or (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage

20. Reopen meeting to members of the public

Recommendation

THAT COUNCIL reopen the meeting to members of the public.

21. Close of meeting