



Mansfield Shire

Council Meeting

Tuesday 28 June 2022 5:00 pm

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

Kaylene Conrick, 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.

13.2-13.4 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 17 May 2022 and the additional meeting of Council held on 7 June 2022 be confirmed as an accurate record.

8. Representations

9. Notices of motion

Nil

10. Mayor's report

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

At last month's meeting, Council adopted the Mansfield Planning Strategy 2022. This Strategy will guide our development and land-use up until 2040. It will facilitate orderly development, protect areas of agricultural productivity and environmental significance, and identify the need for additional infrastructure. I would like to acknowledge the planning consultants SGS and the Shires Planning department for the huge effort to bring this document to Council. Also thank you to the many submitters to the strategy who took a keen interest in the future growth and development of our Shire.

Five budget submissions were received and two heard at the Special Committee of Council meeting. A special thank you to the three primary school students who submitted for a water splash park in Mansfield. Council now considers these submissions prior to the draft budget being presented to Council on June 28. There were no submissions to the revised Revenue and Rating Plan 2021–25.

We recently received funding from the State Government for \$500,000 to enable planning, consultation, and design for the sealing of 15 km of Skyline Road. In partnership with Murrindindi Shire this project will complete the sealed link around the lake in the first stage of the activating like Eildon MasterPlan. Council strongly advocated for this funding, and it will mark the first step in turning the Eildon dam into a premier tourism destination.

A detailed community engagement plan has been approved for the introduction of new recycling and waste services in the Shire. Changes will include separate glass, and food and organics being introduced from 2024. Community forums on the 8th and 9th of July as well as the Engage page on the Shire website will be the main ways to contribute to this discussion and if you have a view on how our Waste should be collected in the future, get involved.

Lastly the community satisfaction survey results for 2022 have been released and show councils overall performance has improved from last year with the rating of 64 points up from 59. This shows a consistent year on year improvement from the low 2019 ranking of 51. This is a great result and reflects the hard work of Kaylene Conrick and her team. Almost all of the 25 Measured services show increases. For the first time since 2010 no individual council service has been rated lower than 50. This is a huge achievement for the organisation as a whole. Results of the survey are available on the Shires website.

Cr James Tehan
Mayor

Recommendation

THAT COUNCIL receive the Mayor's report for the period 17 May 2022 to 15 June 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 reports

13.1 Chief Executive Officer's report

File Number: E103

Responsible Officer: Chief Executive Officer, Kaylene Conrick

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
- ▶ New Initiatives
- ▶ Building Services
- ▶ Regulatory Services
- ▶ Revenue Services
- ▶ Governance
- ▶ Community Health and Wellbeing
- ▶ Visitor Services (VIC and Library)
- ▶ Communications

Recommendation

THAT COUNCIL receive and note the Chief Executive Officer's report for the period 17 May 2022 to 16 June 2022.

Support Attachments

1. CEO Monthly Report May 2022 [13.1.1.1 - 37 pages]

13.2. Infrastructure and Planning Directorate

13.2.1. Adoption of Final Asset Plan 2021-2031

File Number	E9809	Responsible Officer	Asset Management Officer, Sujita Sharma
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Purpose

This report provides Council with the final Asset Plan 2021-2031 (the “Plan”), for consideration of the submissions and adoption of the final document.

This report also presents the Asset Management Policy and Strategy for Council adoption.

Executive Summary

Council manages a portfolio of infrastructure assets with a collective replacement cost of approximately \$224.2 million. These include local roads, footpaths and shared paths, bridges and culverts, stormwater pipes and pits, buildings and structures and other open space assets, such as playgrounds, sportsgrounds, and outdoor furniture.

Under Section 92 of the new *Local Government Act 2020*, a council must develop, adopt and keep in force an Asset Plan with at least a 10-year financial horizon developed through a deliberative engagement process.

Council is responsible for managing and using these assets to meet the expectations and interests of the community. This Plan provides a long-term view of how Council’s assets and infrastructure contribute to the achievement of the Community Vision, and deliver on the Council Plan, within the financial parameters set by Council’s Financial Plan 2021-2031.

The Plan has a 10-year horizon, outlining Council’s approach to management of key asset classes and the challenges and opportunities faced in allocation of funds. It is to be reviewed regularly in line with changing community needs and expectations. The final version of the Plan can be found at Attachment 1.

The Plan has been developed internally building upon earlier Council’s asset planning documents and drawing together information provided via asset management plans developed by Assetic, Council’s Asset Management software provider.

Engagement with the community over this first iteration of the Plan, through exhibition of the Plan on Council’s Engage platform has been completed, and submissions received are outlined in the Key Issues section of this report.

The Plan has been prepared to align with the proposed Asset Management Policy and Strategy. These documents can be found at Attachment 3 and 4, respectively.

Council’s Asset Management Policy is the overarching document of a series of documents used to manage Council’s assets. It provides clear objectives, key principles, and lists responsibilities that underpin asset management.

Supporting Council’s Asset Management Policy is the Asset Management Strategy, an important document intended to outline how Council will ensure sustainability by integrating service planning, and financial planning. The Strategy underpins the direction of the 10-year Asset Plan and subsidiary Asset Management Plans to provide direction on an asset category basis.

Key Issues

Council spends more on the maintenance and renewal of assets than anything else. Given that spend, it is important that we:

1. Get input from the community to our approach and prioritising asset expenditure;
2. Understand and respond to changing community needs;
3. Engage over the challenges and opportunities.

Results of engagement:

The Plan was exhibited over the Engage platform from 28 April 2022 to 26 May 2022 to seek community feedback, in addition to emailing to all internal staff.

Around 45 people visited the Engage website, and three participated in the online survey and provided submissions. These submissions identified opportunities to strengthen the Plan and further refinements. No fundamental issues were noted.

The details of the Engage online survey questions and a summary of the feedback responses are provided below and can also be found at Attachment 2:

Online Survey	Feedback Summary	Response
Are there challenges or opportunities you feel could be explored further in the Asset Plan?	Yes	No response required, as issues noted are addressed below.
What type of open space facilities do you value or use within the Shire?	Sporting grounds Playgrounds Playgrounds, Recreational Reserves, the Mansfield Showgrounds - not a Shire Asset.	Submissions noted.
Which areas do you believe need attention in terms of stormwater drainage?	Ogilvies Road Highton Lane All the options (Highton Lane, Malcolm Street, High Street, west of the intersection with Highett Street and Kidston Parade), but I believe the most frequently used (busiest) should be the priority.	Submissions noted, consideration of these works is included in Council’s forward Capital Works planning.
How can we improve our local transport links to service both residential,	More bike/walking paths Train line	This has been considered as a part of the draft Footpath and Shared Path strategy. Out of scope for the Asset Plan.

Online Survey	Feedback Summary	Response
agricultural and tourism?	Transport links to Agriculture doesn't need to be improved. These are areas of the Shire only used by locals, property owners and their contractors. These transport links should not be a priority, as long as they are safe and appropriate for the required traffic. The tourist routes are the roads managed by RRV and traffic should always be encouraged to use these major roads.	Submissions noted.
Are there any buildings that need attention or improvement in the future?	Lords Reserve Mansfield Community Centre (Buckland Centre) No comment, do not use any of these facilities.	Submissions noted.
Do you have any feedback or suggestions for the Draft Asset Plan 2021-2031?	Footpaths in Ogilvies Road link Monkey Gully Road and the Greenvale Lane/Showgrounds loop through the Botanical Gardens, town centre. Need an indoor pool for the health and wellbeing of everyone. The Asset Plan doesn't actually specify any "plans". It just talks about how projects might be implemented and how funding could be allocated. The Plan should be more specific with goals for certain Projects and their timelines, for when residents can expect consultation for each project.	New footpaths will be considered as a part of the Footpath Strategy. Noted. Construction of a new swimming pool is a strategic decision that will need to be considered by Council in the context of future Asset Plan reviews, on completion of feasibility work currently being undertaken by Year-round Aquatic Facility Management (YAFM). The timing and delivery of specific projects are considered as part of the annual Budget and Capital Works process. This process draws on strategic plans and considers broader community feedback on project priorities. For example: the Footpath and Shared Path Strategy, or Mansfield Open Space. As a longer-term planning document, the Asset Plan is not intended to provide details on delivery of specific projects.

Online Survey	Feedback Summary	Response
<p>Are there any buildings or facilities that are needed to better accommodate the needs of our growing community?</p>	<p>Recreation reserve is outdated and unfit for use as a football ground. Primary school has limited outdoor playing areas for growing enrolments.</p>	<p>Submissions noted and priorities for Capital Works will be considered in the context of the Open Space Strategy (and future review of Sports & Recreation strategy).</p>
	<p>Bigger hospitals, bulk billing clinic, more GP's, and children's psychologists.</p>	<p>Not within scope of the Asset Plan. Although Council has an advocacy role, provision of health services is a State and Federal responsibility.</p>
	<p>The Mansfield Shire Council needs to find a way to develop an Indoor Swimming Pool. Far too many residents are having to travel to Wangaratta or Benalla for swimming lessons and for those who do not have the time for the travel or the spare cash for the fuel their children are missing out on key life skills, literally lifesaving skills. Mansfield also has an ageing population who could greatly benefit from Hydrotherapy, it is a fun and easy way for the elderly to exercise and socialise.</p>	<p>Noted. Construction of a new swimming pool is a strategic decision that will need to be considered by Council in the context of future Asset Plan reviews, on completion of feasibility work currently being undertaken by YAFM.</p>

For the next iteration of the Plan, further community deliberation is proposed via a community conversation workshop. This is proposed to commence after October 2022.

Recommendation
<p>THAT COUNCIL</p> <ol style="list-style-type: none"> 1. Notes the feedback and responses to the three submissions received on the draft Asset Plan as detailed in the Key Issues section of the report. 2. Adopts the Asset Plan 2021-2031. 3. Adopts the Asset Management Policy and Strategy.
Support Attachments
<ol style="list-style-type: none"> 1. Asset Plan 2021-2031 [13.2.1.1 - 45 pages] 2. Community Engagement Summary [13.2.1.2 - 3 pages] 3. Asset Management Policy 2021 [13.2.1.3 - 8 pages] 4. Asset Management Strategy 2021 [13.2.1.4 - 35 pages]

Considerations and Implications of Recommendation

Sustainability Implications

The Plan will assist in delivering financial sustainability by making decisions that lead to a cost-effective asset base, by focusing on asset renewal before new assets, rationalising under-utilised assets, and limiting asset expansion unless well justified.

The Policy and Strategy, together with the Plan, will provide a robust framework for management of Council's assets to ensure they are fit for purpose, safe, reliable, and sustainable and remain available for the benefit of current and future generations.

Community Engagement

Community Engagement has been undertaken in accordance with Council's Community Engagement Policy, with exhibition of the draft Asset Plan undertaken between 29 April 2022 and 26 May 2022.

The community consultation included the following elements:

- Advertisements in Mansfield Courier.
- Media releases and social media content.
- Email updates to internal Council staff.
- Exhibition of the draft Plan on the Engage Mansfield website, including survey forms.

Discussion of the results of the exhibition, and the responses to the feedback obtained are included in the Key Issues section of this report.

Further community deliberation via a community workshop is intended for the next iteration of the Plan and is proposed to commence later in 2022 in the lead up to the 2023/24 Budget preparation.

Collaboration

Collaboration has occurred with other shires who are also members of the North East Asset Management Group, with exchange of ideas and examples as part of development of the draft Plan. Council's Asset Management Officer and General Manager Infrastructure & Planning also participated in a workshop conducted by the Institute of Public Works Engineers Australasia (IPWEA) over the development of Asset Plans.

Financial Impact

There is no specific budget allocated toward preparation and finalisation of the Plan. The implementation of the Plan is designed to be performed within existing staff resources and is considered possible to achieve with the current resources.

Provision of funding for development of the Asset Management Policy and Strategy is included within the existing 2021/22 operating Council Budget. An amount of \$17,080 (ex GST) was allocated for Asset Management contractors and enabled the engagement of a consultant (CT Management) for the development of an Asset Management Policy and Strategy, in addition to the completion of an Asset Management Competency Assessment (AMCAP) utilising the National Asset Management Assessment Framework (NAMAF).

Further, Council has allocated \$186,810 (ex GST) in the 2021/22 budget for Assetic services in the provision of Annually Managed Asset Management and Data Capture Services.

Legal and Risk Implications

The Plan, Policy and Strategy will become adopted documents of Council. Under the *Local Government Act 2020*, Council is required to prepare and adopt an Asset Plan by 30 June 2022.

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 2: Vibrant Liveability

Strategic Objective 3: Future focused: Intelligent land use and infrastructure

Strategy 3.2 Enhance township character

Strategy 3.3 Improve roads, drainage and footpaths

Theme 2: Vibrant Liveability

Strategic Objective 4: Clean and green: Waste and energy sustainability

Strategy 4.1 Minimise and re-use waste

Strategy 4.2 Adopt and promote energy options that are affordable, self-sustaining & carbon positive

Theme 2: Vibrant Liveability

Strategic Objective 5: Prosperous: Industries, businesses and workforces of the future

Strategy 5.2 Enable land use and base infrastructure that stimulates commercial activity

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”

Strategy 8.2 Develop capacity and capability to advocate powerfully for the most important interests of the Mansfield community

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*.

13.2.2. Council Representation with Recycle Victoria

File Number	E9881	Responsible Officer	Manager Planning & Environment, Melissa Crane
Purpose			

To seek Council endorsement to nominate Cr Steve Rabie as Council's representative to the following groups:

1. Recycling Victoria Advisory Committee
2. Local Government State-wide Waste Chairs Forum

Executive Summary

- Recycling Victoria (RV), a new business unit in the Department of Environment, Land, Water and Planning (DELWP), will be established on 1 July 2022.
- All seven of Victoria's waste and resource recovery groups will be transferring over to RN, including the North East Waste and Resource Recovery Group (NEWRRG).
- Council is currently a member of NEWRRG with Cr Steve Rabie Council's nominated representative and the current Chair of t NEWRRG.
- Sustainability Victoria (SV) has committed to establishing an advisory committee with members that have both regional and local government experience.
- In addition, the current waste forums have resolved to create one overarching forum comprising the chairs of the existing seven forums, to advocate to the State Government in relation to waste and resource recovery.

This report seeks Council endorsement for representation on both the advisory committee and the forum.

Key Issues

Recycling Victoria (RV) will oversee and provide strategic leadership to the State's waste and recycling sector. Its purpose is to strengthen Victoria's waste and recycling system. RV's remit will include a wide range of functions to deliver under the Circular Economy (Waste Reduction and Recycling) Act 2021 (the Act) including:

1. oversee and build capacity for municipal residual waste, recycling or resource recovery service, and
2. support best practice procurement and contract management of waste and recycling services and to facilitate strategic procurement for councils and Alpine Resort Management Boards.

Although the existing Local Government Waste Forums will cease to operate, the Circular Economy Act provides for the Minister to establish advisory committees, including a minimum of one standing committee comprising members with regional and local government experience.

The Minister has also committed to establishing a local government advisory committee.

Approaches for implementing the new committees that are currently being considered are as follows:

1. Time-bound advisory committee with local government representation - This is being established to advise on Recycling Victoria's new functions, how these arrangements impact and can benefit local government, and how to ensure effective relationships across the state.
2. Advisory committee with regional/local government expertise (enduring) - This will provide information and advice on matters relating to the operationalisation of Recycling Victoria and implementation of the Circular Economy (Waste Reduction and Recycling) Act 2021.

While a final structure has not yet been determined, as the transition will take place on 1 July 2022 it is recommended that Council nominate a representative to the future committee in anticipation of its formation.

As this format has not yet been determined, the Chairs of all WRRG that are to be disbanded have elected to form a separate Local Government State-Wide Waste Chairs Forum. This was established through the Regional Waste Forums, where it was unanimously decided to allow each Chair of the soon to be disbanded Groups to advocate to the State government on the rollout of the Act. The Forum is made up of the seven existing chairs and represents all 79 Victorian Local Governments.

The Local Government State-Wide Waste Chairs Forum aims to ensure consistent representation across our rural, regional and metropolitan Councils to advise the State Government in the lead up to the establishment of Recycling Victoria (Waste Authority), and implementation of the *Circular Economy (Waste and Recycling) Bill 2021*.

To assist with ensuring there continues to be a structure for ongoing collaboration between Council's beyond the 1 July 2022 date, endorsement of a nomination to the Forum is requested from Council.

Recommendation

THAT COUNCIL:

1. Upon the introduction of a local government advisory committee by the State Government, nominates Cr Steve Rabie as a local government representative for this committee;
2. Notes that the State government has introduced legislation that dissolves the regional waste management groups effective from 1 July 2022;
3. Recognises the benefits of regional collaboration between local governments including for delivering effective services, achieving efficiencies of scale, sharing expertise, advocating for better policy and legislation, education and procurement;
4. Notes that the WRRGs have provided an effective mechanism for regional collaboration between councils and:
 - a. Appoints Cr Steve Rabie as councillor representative on recycling and waste matters including for the purposes of:
 - i. Meeting with other councils in the North East region to consider recycling and waste matters and provide advice to councils in the region.

- ii. Appointing a chair of the regional advisory group on recycling and waste, who would represent the region in a state-wide advisory group, including electing a state-wide chair.
- iii. Developing a proposal for governance (including a Terms of Reference) of regional coordination between the councils, for consideration by Council at a future date
- iv. Calling on the state government to support regional collaboration by providing the secretariat function via Recycling Victoria.

Support Attachments

Nil

Considerations and Implications of Recommendation

Sustainability Implications

The changes to the management of waste and recycling will have ongoing implications for Mansfield Shire. It is important that Council is appropriately represented to allow for due consideration of these implications. Representation on the nominated committee and forum will assist in this being undertaken in an appropriate way.

Community Engagement

Not Applicable

Collaboration

Not Applicable

Financial Impact

Not Applicable

Legal and Risk Implications

Not Applicable.

Regional, State and National Plans and Policies

Is in accordance with the State Policy “Recycling Victoria: A new economy policy”.

Innovation and Continuous Improvement

Not Applicable

Alignment to Council Plan

Theme 2: Vibrant Liveability

Strategic Objective 4 Clean and green: Waste and energy sustainability

Strategy 4.1 Minimise and re-use waste

Theme 3: A Trusted, Effective and Efficient Council Strategic Objective 8 A consultative Council that represents and empowers its community

Strategy 8.2 Develop capacity and capability to advocate powerfully for the most important interests of the Mansfield community

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.

13.2.3. C55mans - Redgum Drive Planning Scheme Amendment

File Number	E10050	Responsible Officer	Strategic Planning Officer, Oscar Yencken
Purpose			

This reports seeks a Council resolution to request authorisation from the Minister for Planning to prepare Amendment C55mans to the Mansfield Planning Scheme and once that is complete to exhibit the amendment.

Executive Summary

Summerset Holding Pty Ltd, requests that Council undertake a proponent driven planning scheme amendment for Redgum Drive, Mansfield. The proposal is to:

- Rezone proposed parcels 126, 125, 124, 157, 156, 155, 154, 153, 152, 150, 149, 148 within plan of subdivision 847759 from Urban Floodway Zone (UFZ) to General Residential Zone Schedule 1 (GRZ1).
- Apply the Floodway Overlay (FO) to various parcels of land within Redgum Drive
- Remove the Development Plan Overlay (DPO) from Redgum Drive

Key Issues

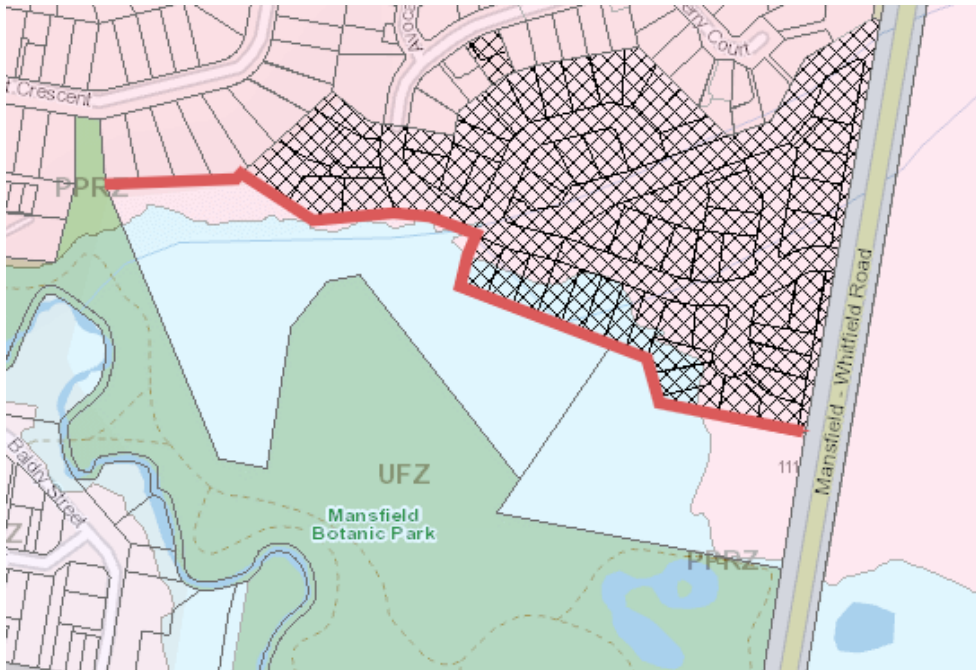
The land known as Redgum Drive is within the process of subdivision of the land for residential purposes. Under the current Mansfield Planning scheme, 11 allotments partly fall into the Urban Floodway Zone, which makes the use of the land for a dwelling on these lots a prohibited use. The land has been filled to allow the zoning to be changed to allow these lots to be appropriately developed.

The current General Residential Zone and Urban Floodway Zone boundaries are indicated by the pink and blue areas as shown in the map on the following page.

There are a range of lots that are currently affected by the Urban Floodway Zone. With the current zoning, they are unable to be sold for residential development. These lots have been filled and are no longer required to be in the Urban Floodway Zone, with the red line shown on the map detailing the proposed new boundary between the General Residential Zone and the Urban Floodway Zone.

The current housing shortage throughout regional Victoria caused by externalities, including the recent pandemic, highlights the importance of increasing housing supply within Mansfield Township. The rezoning of this land assists in improving housing affordability within Mansfield Shire by increasing supply.

The amendment aims to maintain the quality of water, associated floodplains, and creeks. Proposed earthworks by the developer ensure these allotments are no longer prone to flooding. The proponent has consulted the Goulburn Broken Catchment Management Authority, who confirm they agree to the proposed amendment.



The *Mansfield Planning Strategy* demonstrates the importance of increasing residential land supply close to a town centre, and within walking distance to existing amenities. The proposal seeks to continue the orderly and sustainable development of Mansfield Township by facilitating fully serviced residential development within conventional densities. The siting of this rezoning also assists with the town's resilience, and community wellbeing by providing land adjacent to future public open space, and within 300 metres of Mansfield Township Centre.

The proposed amendment will reduce administrative burden for future development within Redgum Drive. The removal of the DPO allows further subdivision of future allotments, allowing for infill development where market forces drive this to occur. Any further subdivision of any parcels will fall under consideration as a statutory planning application and will not require the DPO for consideration.

Recommendation

THAT COUNCIL

1. Adopt the Redgum Drive Amendment, resolving to implement the proposal generally in accordance with the attached documents through Amendment C55mans to the Mansfield Planning Scheme.
2. Request under Section 8A (2) and (3) of the *Planning and Environment Act 1987* that the Minister for Planning authorise Mansfield Shire Council to prepare Amendment C55mans to the Mansfield Planning Scheme.
3. Notify the Minister for Planning that when it exhibits Amendment C55mans, Mansfield Shire Council intends to give full notification of the Amendment under Section 19 of the *Planning and Environment Act 1987* for a minimum statutory exhibition period of one month.
4. When authorised by the Minister for Planning, exhibited Amendment C55mans to the Mansfield Planning Scheme under Section 19 of the *Planning and Environment Act 1987*.

Support Attachments

1. Updated C 55 Amendment Documentation [**13.2.3.1** - 10 pages]

Considerations and Implications of Recommendation

Sustainability Implications

The proposed rezoning will allow residential development in an area within Mansfield Township with appropriate pedestrian and cycling access to the commercial centre. The proximity of the land to the centre of town is considered a positive development to create appropriate sustainable outcomes.

The amendment will result in increased economic activity within the Mansfield Township Centre by increasing the number of residents within the town. Additional housing land will assist in relieving climbing rental stress, with the possibility of adding to the labour pool within Mansfield Shire.

Community Engagement

In accordance with section 19 of the *Planning and Environment Act 1987*, adjoining and nearby landowners will be notified during the exhibition period of the amendment and allow them to make a submission.

Additionally, the amendment will be exhibited via the Victorian Government Gazette, Mansfield Courier and have relevant documents available within the municipal office at 33 Highett Street Mansfield, and through Council's website during the exhibition period.

Collaboration

In addition to the above, notification will be presented to relevant statutory authorities, in addition to the Goulburn Broken Catchment Management Authority who have already been consulted, allowing them the opportunity to comment on the proposed amendment.

Financial Impact

The proposed amendment is proponent driven. As such, the applicant will bear the fees associated with the amendment.

The cost to Council will be the added work placed on Council officers. This, however, is considered work within the reasonable scope of regular operation within Council, and a fee of \$3096.20 has been charged to the proponent in accordance with the *Planning and Environment (Fees) Regulations 2016* for council consideration of the amendment.

Legal and Risk Implications

The amendment will be assessed and processed in accordance with the *Planning and Environment Act 1987*.

Regional, State and National Plans and Policies

A planning scheme amendment is required to be formally exhibited under Section 19 of the *Planning and Environment Act 1987*, with notification being given to potentially affected agencies, groups, and landowners.

A Council resolution is required to seek authorisation from the Minister for Planning for Council to formally prepare the amendment, and when authorised, to exhibit the amendment. Exhibition would take place for a minimum statutory period of one month, with advertising to potentially

affected agencies, groups, and landowners. Once exhibition has taken place, the proposal will then be reported to Council for:

- Consideration of any submissions.
- Referral of any submissions that cannot be resolved to an independent panel for consideration.
- Resolution, which is either adoption with or without changes or abandonment.

Innovation and Continuous Improvement

Not Applicable.

Alignment to Council Plan

Theme 2: Vibrant Liveability Strategic Objective 3 Future focused: Intelligent land use and infrastructure

Strategy 3.2 Enhance township character

Strategy 3.4 Plan for and encourage appropriate housing

Theme 2: Vibrant Liveability Strategic Objective 5 Prosperous: Industries, businesses, and workforces of the future

Strategy 5.1 Create conditions that enable local businesses

Strategy 5.2 Enable land use and base infrastructure that stimulates commercial activity

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. Youth Services Review

File Number	E3720	Responsible Officer	Manager Community Health & Wellbeing, Nola Bales
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Purpose

The purpose of this report is to present to Council the Youth Services Review and provide an update on the implementation plan.

Executive Summary

Jason Rostant consulting was selected to conduct a Youth service review in August 2021.

Mr. Rostant conducted extensive consultation with internal and external stakeholders and conducted a community survey to inform the review. The Review was presented by the consultant at a Councillor Briefing Session Tuesday 2 February 2022.

As part of the March Councillor Briefing Session, Councillors received a paper titled Youth Services Review Discussion Paper which outlined the proposed response to Mr. Rostant's Review Report and identified opportunities for improvement.

Councillors were provided with a further report on the implementation of the recommendations at a Councillor Briefing Session Tuesday 7 June 2022

The Youth Service Review report has been provided to Council under separate cover.

Key Issues

Key issues identified in the Youth Service Review and actions Council is progressing include:

- ▶ Delivery of services and programs as per the current Mansfield Youth Strategy Action Plan 2019-2023 that are youth led and developed collaboratively with service users, their families, and other key stakeholders.
- ▶ Restructure of the current Youth Services to provide appropriate, effective, and efficient services to the young people of our Shire. The Youth Program will no longer provide a Drop-in Centre but will focus on providing a range of programs, activities and events that will be youth initiated and youth led.
- ▶ Maintaining the Youth Centre as a youth space whilst utilising the Centre for the benefit of other community groups and organisations.
- ▶ Reengagement with key partners, networks, and young people in the development of a new Youth Strategy in 2023, that incorporates a long-term vision for the Shire's young people, that is actionable and measurable.
- ▶ Engagement with the wider community to identify opportunities to build partnerships and participate across the community to benefit all.
- ▶ Developing a clear role for Council in the youth sector and provide youth with a platform to engage, develop and grow in civic life.

The Youth Program structure moving forward will consist of a Youth Program Coordinator, a Youth Program Officer, and an L2P Facilitator.

The new Youth Program structure will be complemented by the addition of the Bushfire Recovery 'Future Proof: Young People, Disaster Recovery and (Re)building Communities' Project through Youth Affairs Council Victoria (YACVic) which commences in 2022 for a period of two years. This Project will fund a local youth worker and young peer worker to support youth-led activities, creation of local youth advisory groups, training for young people and youth workers, and a community of practice for workers to support and learn from each other.

Recommendation
THAT COUNCIL receive and note the report on the Mansfield Youth Service Review and The update on implementation of actions as outlined in the Youth Service Review Discussion Paper.
Support Attachments
Nil

Considerations and Implications of Recommendation

Sustainability Implications

Economic – To develop a model for Youth Services that meets community expectations and is financially sustainable reflecting Best Value principles.

Community Engagement

Community Engagement has been undertaken in accordance with the Council Community Engagement Policy by Jason Rostant Consulting.

Collaboration

Opportunities for collaboration with young people and their families, key stakeholders, and community groups will be a priority.

Financial Impact

The cost of the Service Review was \$35,000 allocated in Council's budget.

The restructure and realignment of the program will result in efficiencies and financial savings to the Council contribution.

The Bushfire Recovery 'Future Proof: Young People, Disaster Recovery and (Re)building Communities' Project will be fully funded through YACVic.

Legal and Risk Implications

Change Risk: Changes in programs and service provision to achieve actions plan.

People Risk: Roles and responsibilities to reflect current programs and services.

Reputation Risk: Rebuild relationships with young people, their families, the wider community, and key stakeholders.

Regional, State and National Plans and Policies

The Service Review considered the following policy frameworks and settings:

- National Youth Policy Framework
- Mansfield Shire Council
 - Community Vision 2040.
 - Mansfield Council Plan 2021 to 2025 and the incorporated Municipal Public Health and Wellbeing Plan.
 - Mansfield Municipal Public Health and wellbeing Action Plan 2021 – 2025.
 - The Youth Strategy and Action Plan 2019 – 2023.
 - Child Safe Standards Policy.

- Victorian Policies:
 - Youth Policy: Building stronger youth engagement in Victoria.
 - Roadmap to Reform: Strong Families, safe children.
 - Child safe standards.

Innovation and Continuous Improvement

Improvement of services to the community.

Alignment to Council Plan

Theme 1: Connected and Healthy Community.

Strategic Objective 1: The health and wellbeing of families and communities is maximised.

Strategy 1.2 Connect, develop and support children and young people.

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.

13.3.2. Community Satisfaction Survey

File Number	E9501	Responsible Officer	Coordinator Governance & Risk, Moira Moss
Purpose			

This report presents formally the Community Satisfaction Survey 2022 results to Council.

Executive Summary

The Victorian Community Satisfaction Survey has been conducted since 1999 and presents the opinions of local people about the place they live, work and play and provides confidence for councils in their efforts and abilities to plan and deliver services to their community.

Results from the CSS also support councils to fulfil their statutory annual reporting requirements.

Local Government Victoria (LGV) contract JWS Research to conduct the survey on behalf of councils. The format of the survey is consistent with the previous nine years, which provides a solid base for comparison and benchmarking.

The Community Satisfaction Survey 2021 asks a range of core questions (used for all councils), optional questions (selected by councils on an “opt in” basis) and includes the ability to add tailored, local issues of individual council’s choice. For this year’s survey, Mansfield Shire Council decided to keep the questions consistent with the prior years and added two open questions.

400 Mansfield residents were surveyed during the period 4 February to 21 March 2021.

The report compares the performance of Mansfield Shire Council against:

- Previous years
- State-wide average
- Small rural council’s average

The report also provides a split of age and gender demographics compared against the whole Mansfield Shire Council result.

All scores in the survey are out of 100.

Councillors have received a copy of the Survey results and verbatim comments under separate cover.

Key Issues

The 2022 survey results demonstrate that perceptions of Council’s performance are significantly higher than 2021 results on almost all service areas, including significant increases in Council’s overall performance rating and perceptions of Council’s direction.

Council experienced declines in the community’s perception of its overall performance and Council direction between 2017 –2019.

This year’s result for Council’s overall performance is outstanding with a significant five-point improvement from 59 to 64 index score out of 100 since 2021. Council’s overall performance is now higher than the state-wide average of all councils (59), and for similar small rural Council’s (58). This score has a 95% confidence rating which is truly outstanding.

Top Performing Areas

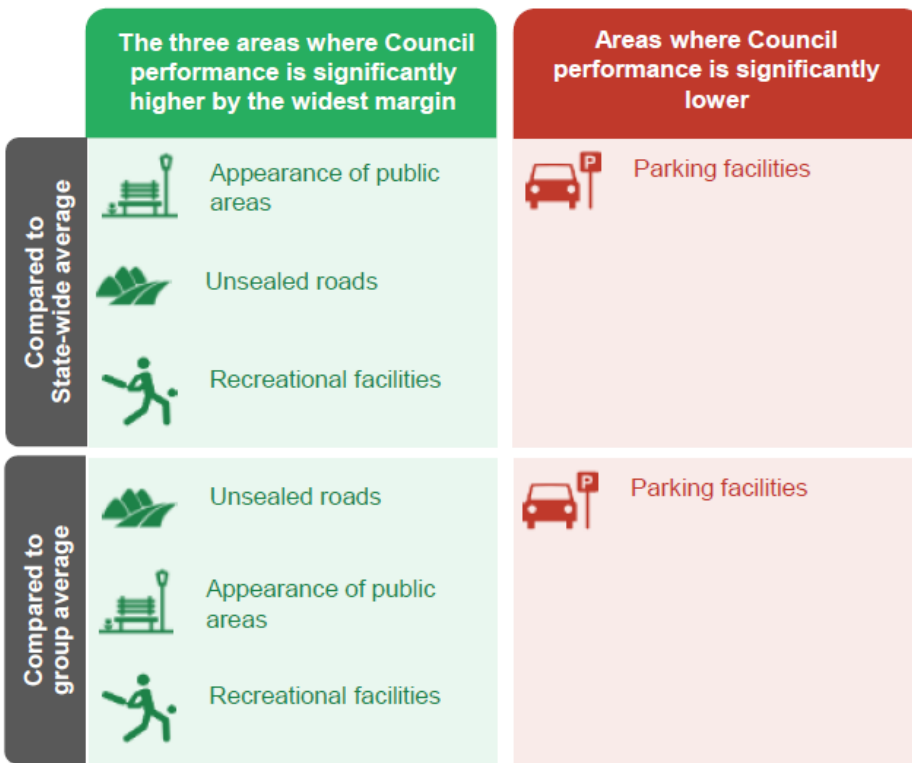
Council’s top performing service area since 2012 continues to be appearance of public areas. This has improved again this year by 2 points for the second straight year with an index score of 84. Moreover, 14% of residents volunteered in the verbatim comments that Council’s park and gardens as one of the best things about Mansfield Shire.

Recreational facilities are the next highest rated service area up four points to 76. Both service areas are rated significantly higher than the averages state-wide and for other rural Councils.

Lower Performing Areas

Council scores lowest, relative to its performance in other areas, for population growth, and planning and building permits (both with an index score of 50). However, it is noted that although 12% say town planning and permits are the area in most need of improvement, there has been significant improvement in perception of performance increasing 5 index points from 45 in 2021 to 50 in 2022.

Council performance compared to State-wide and like councils group



Key Influencers

This year (2022) the key influencer on perception of our overall performance is “**decisions made in the interest of the community**” closely followed by **information to the community, lobbying and consultation and engagement**.

Unsealed roads have dropped off the top list, a good reflection of Council’s increased funding and focus of this area over the past two years.

Focus going forward

The survey results indicate that **community decisions** should remain a focus as changes will have a strong influence on overall perception as reported above. A focus on **lobbying and community consultation** remains important and waste management as it is a key positive influence on overall rating and should remain a focus even though it is currently performing “well”. Improvements to the perception of Council’s performance in waste management will have a moderate influence on overall perception.

Conclusion

The 2022 Community Satisfaction Survey results indicate that the perception of Council performance is in line with or significantly higher than 2021 results on almost all service areas, including significant increases in Council’s overall performance rating and perceptions of council direction.

The perception of Council’s overall performance is higher than the state-wide average of all councils and higher than the average of the similar small rural councils group.

Recommendation
THAT COUNCIL receive and note the 2022 Local Government Community Satisfaction Survey.
Support Attachments
1. J 01070 CSS 2022 Mansfield Shire Council Report [13.3.2.1 - 145 pages]

Considerations and Implications of Recommendation

Sustainability Implications

Not Applicable

Community Engagement

400 Mansfield residents were surveyed during the period 4 February to 21 March 2021.

The 2022 Local Government Community Satisfaction Survey will be placed on Council’s website. Local Government Victoria also places the results on individual council pages on Know Your Council website.

Collaboration

This has been a collaboration with the Department of Jobs, Precincts and Regions on behalf of Victorian councils.

Financial Impact

Council paid \$20,490.00 for the 2022 Community Satisfaction Survey.

Legal and Risk Implications

Not Applicable.

Regional, State and National Plans and Policies

Not Applicable

Innovation and Continuous Improvement

Mansfield Shire Council is performing well above other councils across the Victorian sector despite being a small rural Council.

Alignment to Council Plan

Theme 3: A Trusted, Effective and Efficient Council

Strategic Objective 6: Council possesses in-house and outsourced capability to meet community expectations

Strategy 6.1 Use and gain knowledge of our community to make good decisions

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.

13.3.3. Council Plan 2021-2025 Performance Report

File Number	E9501	Responsible Officer	Coordinator Governance & Risk, Moira Moss
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Purpose

The purpose of this report is to update the Council on the progress Council has made against the Council Plan 2021-2025 to 31 March 2022.

Executive Summary

Following an extensive community and deliberative engagement process The Mansfield Shire Council Plan 2021-2025 was adopted in October 2021 in line with the requirements of *the Local Government Act 2020*, with the plan taking effect from 1 July 2021.

The Plan 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.

- The development of the draft Plan commenced in early 2021. Ideas and priorities were discussed and gathered through various platforms including a Councillor survey, Councillor workshops and sessions with senior staff across Council.
- Council met the *Local Government Act 2020* requirement to develop or review the Council Plan in accordance with its deliberative engagement practices, through community engagement, by using the Engage Mansfield site.
- Council’s Public Health and Wellbeing Plan (PHWP) is included as part of the Plan for the first time.

The positive results of the Community Satisfaction Survey 2021-2022 highlight the success of the community engagement in this process, and the satisfaction with the actions of the plan.

Key Issues

The Council Plan is split into three key supporting themes:

- Theme 1: Connected and Healthy Community
- Theme 2: Vibrant Liveability
- Theme 3: A Trusted, 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

These provide the means to report on Council’s progress against the Council Plan.

Highlights

Council has made significant progress against the Council Plan 2021-2025 initiatives to 31 March 2022. High level highlights are summarised below:

Theme 1: Connected and Healthy Community

- Completion of MARAM training by Family Services staff to assist prevention of family violence
- Support of the Respond Program in partnership with Mansfield District Hospital and Central Hume Primary Care Partnership
- Visitors Services Review and Economic Development Services reviews completed
- Aged Care Services Review completed and implementation of the recommendation to that the Mansfield District Hospital is the preferred provider was successful. Transition of clients is underway and is due for completion by 30 June 2022
- Key Community Events held including Australia Day, Targa and High Country Festival
- Support of Festivals and Community groups including the Year-round Aquatic Centre for Mansfield group (YAFM)

Theme 2: Vibrant Liveability

- Development of the Mansfield Open Space Strategy.
- Significant work on the Mansfield Shire Planning Scheme amendments in line with community needs as the area experiences significant growth.
- Development of the Resource Recovery Centre Master Plan.
- Development of the Mansfield Shire Climate Action Plan and solar power installation.
- Development of a 10-year Asset Plan.
- Heavy Vehicle Alternative Route Stage 1 construction commenced and due to be substantially completed by EOFY 2021-22.
- Work progressed on Lake Eildon Master Plan projects including securing funding to complete the detailed design for Skyline Road.
- Significant work progressed on the implementation of the Station Precinct Master Plan, including progressing the Mansfield Heritage Museum design, Gadhaba Gathering Place, and Planning Scheme Amendment in collaboration with precinct stakeholders.

Theme 3: A Trusted, Effective and Efficient Council

- Collaboration with Murrindindi, Strathbogie and Benalla Councils to advocate and secure funding for a two-year digital transformation program.
- Progression of each of the key advocacy projects: Lake Eildon Masterplan, Mansfield Station Precinct, Mansfield Emergency Services Precinct, Lakins Road Industrial Precinct, a Year-around Aquatic Facility, Lords Reserve Community Hub and development of the Resource Recovery Centre either through community consultation, applying for grant funding or progressing the projects
- Implementation of a new Customer Charter

Refer to the attachment for detailed information on the actions taken to progress the Council Plan 2021-25 to 31 March 2022.

Recommendation

THAT COUNCIL receive and note the Council Plan 2021-2025 Performance report as at the end of March 2022.

Support Attachments

1. Mansfield Shire Council Plan on a Page [13.3.3.1 - 1 page]
2. Council Plan Performance Report to 31 March 2022 [13.3.3.2 - 15 pages]

Considerations and Implications of Recommendation

Sustainability Implications

The Council Plan articulates Council's vision for the next four years as *21st Century regional liveability for a healthy and connected community*.

Community Engagement

Community Engagement has been undertaken in accordance with the Council Community Engagement Policy in the development of the Plan.

Collaboration

Not Applicable

Financial Impact

The resources required for the delivery of initiatives in the Council Plan are accounted for in the Budget.

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 for its term.

Innovation and Continuous Improvement

Regular reporting and monitoring of performance allows for informed decisions and improved performance.

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 1.2 Connect, develop and support children and young people.

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

Theme 1: Connected and Healthy Community

Strategic Objective 2: Activities that promote connection and fitness of our people and visitors

Strategy 2.1 Support our arts community and facilitate the delivery of festivals and events.

Strategy 2.2 Create an environment where community and clubs can recreate, socialise and contribute to the health and wellbeing of the community

Strategy 2.3 Enhance the social and economic value of tourism to Mansfield.

Theme 2: Vibrant Liveability

Strategic Objective 3 Future focused: Intelligent land use and infrastructure

Strategy 3.1 Protect natural vistas and farmlets

Strategy 3.2 Enhance township character

Strategy 3.3 Improve roads, drainage and footpaths

Strategy 3.4 Plan for and encourage appropriate housing

Theme 2: Vibrant Liveability

Strategic Objective 4 Clean and green: Waste and energy sustainability

Strategy 4.1 Minimise and re-use waste

Strategy 4.2 Adopt and promote energy options that are affordable, self-sustaining & carbon positive

Theme 2: Vibrant Liveability

Strategic Objective 5 Prosperous: Industries, businesses and workforces of the future

Strategy 5.1 Create conditions that enable local businesses

Strategy 5.2 Enable land use and base infrastructure that stimulates commercial activity

Theme 3: A Trusted, Effective and Efficient Council

Strategic Objective 6: Council possesses in-house and outsourced capability to meet community expectations

Strategy 6.1 Use and gain knowledge of our community to make good decisions

Strategy 6.2 Building organisational capacity through its people

Theme 3: A Trusted, Effective and Efficient Council

Strategic Objective 7 Financial sustainability and value for money

Strategy 7.1 Increase Council's financial resilience by utilising opportunities to derive own source of funding income and optimising costs of delivering services

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"

Strategy 8.2 Develop capacity and capability to advocate powerfully for the most important interests of the Mansfield community

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.

13.3.4. Adopted Revised Revenue & Rating Plan 2021-25

File Number	E9456	Responsible Officer	Manager of Business & Performance, Anthony Smith
Purpose			

The Revised Revenue and Rating Plan 2021-25 is presented for Council adoption.

The Revised Revenue and Rating Plan 2021-25 was made available for public exhibition for a period of 28 days during which no submissions were received.

Executive Summary

The *Local Government Act 2020* requires each Council to prepare a Revenue and Rating Plan for a period of at least 4 years by 30 June after a general election.

The Revenue and Rating Plan establishes the revenue raising framework within which the Council proposes to operate.

The purpose of the Revenue and Rating Plan is to determine the most appropriate and affordable revenue and rating approach for Council to generate income to deliver on the Council Plan, services, and the capital works program.

Key Issues

The Revenue and Rating Plan 2021-25 was adopted by Council at the Ordinary Council Meeting held Tuesday, 22 June 2021.

The Revenue and Rating Plan contains the necessary statutory information in accordance with the *Local Government Act 2020*.

The Revenue and Rating Plan outlines the Council's primary revenue streams including:

- ▶ Rates and charges
- ▶ General rates
- ▶ Rating differentials
- ▶ Valuation basis
- ▶ Municipal charge
- ▶ Service charges
- ▶ Special charge schemes
- ▶ Financial hardship
- ▶ Other Revenue
- ▶ User fees and charges
- ▶ Statutory fees
- ▶ Grants
- ▶ Contributions
- ▶ Investment income

The Valuer General Victoria is responsible for valuing all properties as of 1 January each year. The Capital Improved Values are used to allocate Council rates.

The Stage 4 valuations for 2022 have been returned to Council and have been utilised in determining the rating components of the Revenue and Rating Plan. The Stage 4 valuations for 2022 have returned valuation shifts that are more significant in some property categories than others. Unaddressed, this has the effect of shifting the rate burden toward those property categories with higher valuation increases. To mitigate this, and to ensure an equitable rate burden distribution, Council is proposing to modify the differentials applied to each property category.

Council provides an incentive to develop vacant land by applying a higher differential rate. Council is also proposing to further increase the vacant land differential.

The Revised Revenue and Rating Plan 2021-25 proposes the following rating differentials for 2022-23:

<i>Differential Category</i>	<i>Property Revaluation Increase Capital Improved Value (as of 1 January 2022)</i>	<i>Differential as a percentage (%) of the Residential Rate</i>		
		<i>2021/22</i>	<i>2022/23 Proposed</i>	<i>Change</i>
Residential	45.0%	100.00%	100.00%	0.00%
Commercial	18.8%	143.00%	175.00%	32.00%
Vacant properties	68.9%	130.00%	170.00%	40.00%
Rural residential	35.8%	86.00%	92.00%	6.00%
Farmland	27.3%	59.00%	67.00%	8.00%

The final certified valuations were returned to Council in May 2022 and the resultant changes to the differentials are now incorporated into the final version of the Revenue and Rating Plan.

Recommendation

THAT COUNCIL:

- Notes no public submissions were received in relation to the Revised Revenue and Rating Plan 2021-25.
- Adopts the Revised Revenue and Rating Plan 2021-25.

Support Attachments

- Revised Revenue and Rating Plan 2021-25 [13.3.4.1 - 30 pages]

Considerations and Implications of Recommendation

Sustainability Implications

Economic: The disparate impact of the annual property valuations on each differential rating category has been mitigated through the revision of the differential percentages. This has the effect of ensuring the revaluation cycle does not unfairly redistribute the rate burden between ratepayers categorised as Commercial, Farmland, Residential, Rural Residential and Vacant.

Community Engagement

The Revised Revenue and Rating Plan 2021-25 was placed on public exhibition for a period of 28 days, inviting community feedback and submissions.

Council also provided the Revised Revenue and Rating Plan 2021-25 through its Engage Mansfield portal on Council's website.

No public submissions were received by the close of business Thursday, 26 May 2022.

Collaboration

Not Applicable

Financial Impact

The Revenue and Rating Plan does not set revenue targets for Council. The Plan outlines the strategic framework and decisions that inform how Council will determine and collect its revenue.

Legal and Risk Implications

Not Applicable

Regional, State and National Plans and Policies

Not Applicable

Innovation and Continuous Improvement

Not Applicable

Alignment to Council Plan

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.

13.3.5. Adopted Budget 2022-23

File Number	E9456	Responsible Officer	Manager of Business & Performance, Anthony Smith
Purpose			

For Council to consider adopting the Budget 2022-23 including the schedule of fees and charges.

Executive Summary

Development of the annual budget is an essential planning process to provide for the operational and financial sustainability of Mansfield Shire Council and the services it provides to the community. Sound financial management and well-planned infrastructure investment is necessary to support the long-term growth of the Shire, deliver on Council Plan initiatives, and respond to emerging challenges and opportunities.

The budget document covers the financial year commencing 1 July 2022 to 30 June 2023 and includes financial projections for the following three years. It is prepared in accordance with the *Local Government Act 2020* (the Act), *Local Government (Planning and Reporting) Regulations 2020* (the Regulations), Better Practice Guides and the Australian Accounting Standards.

Key Issues

In accordance with Section 94 of the *Local Government Act 2020*, the Council endorsed the Proposed 2022-23 Budget for community consultation.

Council gave public notice of the Proposed 2022-23 Budget and invited submissions between Thursday, 28 April 2022 to Thursday, 26 May 2022.

As a result of the advertising process, a total of six (6) written submissions were received by Council. Of the submissions received, two (2) presented to the Special Committee of Council. Council received three (3) written submissions from Mansfield Primary School students in February 2022.

As a result of the submissions and the final certified valuations returned to Council, amendments have been made to the Proposed Budget 2022-23.

The rate increase is 1.75 per cent, in line with the rate cap set by the Minister for Local Government under the Fair Go Rates System.

Budget

The budget provides for a total operating expenditure of \$23.7 million and a capital works program of \$10.9 million including carried forward works of \$3.4 million from 2021/22 for priority projects.

Key indicators within the 2022/23 Budget include:

- ▶ Operating Surplus \$2.99 million
- ▶ Underlying operating surplus \$0.36 million

- ▶ Cash inflow from operations \$8.37 million
- ▶ Asset renewal \$5.65 million compared to depreciation of \$4.33 million, new assets \$2.37 million and asset upgrades \$2.91 million

In addition to the planned delivery of services, the 2022/23 Budget proposes to fund several new initiatives. The new initiatives are as follows:

- ▶ Continuing with the Outlying Communities Infrastructure Fund Grant \$50k.
- ▶ Community Connection Officer \$41k.
- ▶ Implementation of the Onsite Wastewater Management Plan \$54k.
- ▶ Waste and Resource Recovery Master Plan Implementation \$9k.
- ▶ Environment Program (Tree Planting and Education program) \$10k.
- ▶ Flood Mapping Mansfield Township \$25k (Offset by a grant of \$90k).
- ▶ Road Maintenance and Parks & Gardens \$142k.

In total, Council will invest \$242k in new service initiatives across service areas.

Capital Projects

Council's Capital Works program provides for maintaining (renewal) of existing infrastructure and for the upgrade or provision of new assets to meet community expectations.

Included in the 2022/23 Budget is \$10.92 million (including \$3.42 million in estimated carry overs from 2021/22) for the delivery of the Capital Improvement Program.

Some of the key infrastructure projects proposed as part of the 2022/23 Capital Works Program include:

- ▶ Stormwater Drainage Works Apollo and High Streets Mansfield Stage 1 & 2 (\$0.87 million).
- ▶ Malcolm Street Footpath (\$0.21 million).
- ▶ Construction of a new Public Car Park High Street Mansfield (\$0.60 million).
- ▶ Heavy Vehicle Alternative Route Stage 2 (carry forward from 2021/22) (\$2.08 million).
- ▶ Station Precinct Master Plan Heritage Display Building (carry forward from 2021/22) (\$1.28 million).

Waste Service Charges

The cost to Council of waste disposal is increasing significantly year on year, particularly the EPA levies associated with that waste, which have increased more than 60 per cent in one year. These costs have had a big impact on how Council recovers the costs of waste services and have necessitated a review of the waste charges.

Council's Waste Management Reserve was created during the 2019/20 budget process to report the net surplus/deficit between waste charges collected from ratepayers and actual waste costs incurred by Council during the financial year. Council's Waste Management Reserve has a forecast deficit of \$0.50 million as at 30 June 2022. It is necessary for the reserve deficit be recovered via an increase in the fees and charges associated with waste. Council has benchmarked its waste charges against neighbouring shires in determining an appropriate increase.

Loan Funding

The Proposed Budget includes new borrowings of \$0.60 million which will be used to fund the construction of the new High St carpark, included in the 2022/23 Capital Works Program.

Cash Management

Overall, total cash and investments of \$8.46 million are forecast as at 30 June 2023.

Submissions

As a result of the submissions, and changes in circumstances and estimates, amendments have been made to the Budget 2022-23 including schedule of fees and charges (the Budget) presented with this report and recommended to Council for adoption. The key changes are summarised below:

Item	Change (\$)	Operating / Capital	Rationale and Approach		
General Rates and Municipal Charge	\$0.013 million (income)	Operating	<p>\$0.013 million increase in income as a result of the finalisation of supplementary assessments processed in 2021-22 and Stage 4 of the Property Revaluation.</p> <p>The net effect on cash and the operating result is an increase of \$0.013m.</p> <p>Property valuations have changed slightly between the stage 3 preliminary values presented to Councillors by the Valuer General Victoria, and the final stage 4 valuations certified by the Valuer General Victoria.</p> <p>The increase in the total rate pool, and the change in the final certified valuations results in a change to the cents/CIV rate applicable to each differential category:</p>		
			Differential Rates	Proposed 2022-23	Final 2022-23
			Residential	0.179975	0.179753
			Commercial	0.314956	0.314568
			Vacant	0.305958	0.305580
			Rural Residential	0.165577	0.165373
			Farmland	0.120583	0.120435

Item	Change (\$)	Operating / Capital	Rationale and Approach
Submission 1 from Startup Shakeup	NIL		<p>Budget submission for \$10,000 is to be invested into programs by Startup Shakeup.</p> <p>Council is not supportive of a contribution to StartUp ShakeUp.</p>
Submission 2 from Tony Tehan	\$2,500	Operating	<p>Budget submission was to:</p> <ol style="list-style-type: none"> 1. investigate the establishment of a dedicated weather station in Lakin's Road in conjunction with the Bureau of Meteorology. 2. Celebrate the 20th anniversary of de-amalgamation. 3. A larger sign in Station St indicating Local Traffic Only and a similar sign on the side road east of Station St. 4. Continue their policy of preserving agricultural land. 5. Examine the economic benefit of Targa and whether they should continue the sizeable subsidy towards the event. 6. Review the amount of merchandise that proliferates on the main street footpaths causing danger to people in mobility carts. <p>Council will allocate \$2,500 towards the 20th anniversary of the de-amalgamation from the Delatite Shire Council.</p> <p>In relation to the other matters raised, Council will undertake further work on specific items and review current policy at the next policy review date.</p>
Submissions 3, 4 and 5 from Mansfield Primary School Students	NIL		<p>Budget submissions for the provision of a water/splash park in Mansfield.</p> <p>Council will forward the three submissions to the Mansfield All Year-Round Aquatic Facility (YAFM) Community Group undertaking a needs study on aquatic facilities. Council would strongly encourage the submitters to also contact YAFM direct and talk about their ideas for our community.</p>

Item	Change (\$)	Operating / Capital	Rationale and Approach
Submission 6 from Anonymous	NIL		<p>The budget submitter objected to the substantial increased charges proposed to individual rate payers for waste management. The submitter proposed other options to reduce waste management costs:</p> <ol style="list-style-type: none"> 1. Initiatives where close neighbours with similar commitments to waste reduction agree to share a bin. 2. Colour coded bin lids identifying households that have elected to have their bin emptied less regularly with a proportionate discount of costs. 3. Promotion of these and other innovative initiatives. 4. Additional initiatives and education campaigns to promote waste reduction. <p>The Mansfield Shire Council policy is to provide waste management services in the Shire on a cost recovery basis. Over the past several years, the cost of waste management has been greater than the waste management charges levied. The need to recoup the cost of this undercharging, together with significant increases in State Government landfill disposal charges, were the drivers behind the substantial increase in Council's 2022/23 waste management charges.</p> <p>The setting of the waste management levy will once again be reviewed as part of the following years' Council's annual budget process.</p>

Rates and Charges

As a result of the final certified property valuations returned to Council, amendments have been made to the proposed budget 2022-23 to reflect the change in the valuations, rate in the dollar and the municipal charge. The key changes are as indicated in the following tables.

<i>Total Valuations</i>	<i>Preliminary 06/04/2022</i>	<i>Final 31.5.2022</i>	<i># Change</i>	<i>% Change</i>
Residential	\$ 2,169,077,000	\$ 2,168,706,000	- 371,000	0.0%
Commercial	\$ 282,119,100	\$ 282,093,100	- 26,000	0.0%
Vacant properties	\$ 165,507,000	\$ 173,109,000	7,602,000	4.6%

Rural residential	\$ 2,095,692,000	\$ 2,098,250,000	2,558,000	0.1%
Farmland	\$ 1,380,192,000	\$ 1,380,492,000	300,000	0.0%
TOTAL	\$ 6,092,587,100	\$ 6,102,650,100	\$ 10,063,000	0.2%

<i>Rate in the dollar</i>	<i>2022-23 Proposed</i>	<i>2022-23 Final Budget</i>	<i># Change</i>	<i>% Change</i>
Residential properties	0.00179975	0.00179753	-\$ 0.0000022	-0.1%
Commercial properties	0.00314956	0.00314568	-\$ 0.0000039	-0.1%
Vacant properties	0.00305958	0.00305580	-\$ 0.0000038	-0.1%
Rural residential	0.00165577	0.00165373	-\$ 0.0000020	-0.1%
Farmland	0.00120583	0.00120435	-\$ 0.0000015	-0.1%

<i>Municipal Charge</i>	<i>Proposed Budget 2022/23</i>	<i>Final Budget 2022/23</i>	<i># Change</i>	<i>% Change</i>
<i>Municipal Charge - Per assessment</i>	\$ 321.20	\$ 330.00	\$ 8	2.73%
<i>Municipal Charge - Total</i>	\$ 2,606,308	\$ 2,605,350	(\$ 958)	(0.04%)

Financial Performance Indicators

The following table highlights a change in the final budget in relation to Council’s financial performance against financial indicators for Unrestricted Cash and Asset Renewal from the Proposed Budget, 26 April 2022.

The lower the unrestricted cash ratio is the lower Council’s capacity to manage unexpected financial impacts.

The change is as a result of identifying mistakes in the transfer of information between internal systems and the proposed model budget. The ratio now indicates that a significant review of the volume of capital works program going forward (next year's budget 2023-24 onwards) should be undertaken and the capital works program adjusted to a sustainable level of around \$4-\$5m each year.

This is supported by the Asset renewal ratio that indicates that Council is renewing its assets at an accelerated rate (more than 100%). This is understandable given the funding and catch-up environment over the past two years and now requires a reset.

Indicator	Measure	Actual	Forecast	Budget	Projections		
		2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
Liquidity							
Unrestricted cash - Proposed Budget	Unrestricted cash / current liabilities	17%	19%	194%	285%	380%	477%
Unrestricted cash - Final Budget	Unrestricted cash / current liabilities	17%	154%	93%	42%	4%	5%
Obligations							
Asset renewal - Proposed Budget	Asset renewal and upgrade expense / Asset depreciation	91%	199%	130%	150%	149%	134%
Asset renewal - Final Budget	Asset renewal and upgrade expense / Asset depreciation	116%	299%	197%	159%	161%	137%

Recommendation

THAT COUNCIL:

1. Having considered all submissions received on the Proposed Budget 2022-23, adopts the Budget 2022/23 (as attached with changes as a result of submissions and final valuations) including the Schedule of Fees and Charges for the financial year ending 30 June 2023.
2. Formally declares and sets the following rates and charges for the 2022-23 rating year:

A. General Rates

- i) Pursuant to the provisions of Section 161 of the Local Government Act 1989 the following differential rates be declared for the 2022-23 financial year:
 - A general rate of 0.179753 cents in the dollar of Capital Improved Value for all rateable residential properties.
 - A general rate of 0.314568 cents in the dollar of Capital Improved Value for all rateable commercial properties.
 - A general rate of 0.305580 cents in the dollar of Capital Improved Value for all rateable vacant land.
 - A general rate of 0.165373 cents in the dollar of Capital Improved Value for all rateable rural residential properties.
 - A general rate of 0.120435 cents in the dollar of Capital Improved Value for all rateable farmland properties.
- ii) It be recorded that Council believes each differential rate will contribute to the equitable and efficient carrying out of Council functions. Details of the objectives of each differential rate, the types of classes of land which are subject to each differential rate and the uses of each differential rate are set out in the Revised Revenue and Rating Plan 2021-25 and shown at item 4.1.1 of the Budget 2022-23 as attached.
- iii) In accordance with the *Cultural and Recreational Lands Act 1963* the cultural and recreational charge, in lieu of rates in respect of the 2022-23 financial year, be applied to all land to which the Act applies.

B. Municipal Charge

- i) Pursuant to the provisions of Section 159 of the *Local Government Act 1989* a municipal charge be declared in respect of the 2022-23 financial year.
- ii) The municipal charge be declared for the purpose of covering some of the administrative costs to Council.
- iii) The municipal charge in the sum of \$330.00 for each rateable land (or part) in respect of which a municipal charge may be levied is declared in respect of the 2022-23 financial year.
- iv) It be confirmed that the municipal charge is declared in respect of all rateable land within the municipal district of which a municipal charge may be levied.

C. Annual Service Charge

- i) Pursuant to the provisions of Section 162 of the *Local Government Act 1989* an annual service charge relating to waste management be declared for the 2022-23 financial year for each rateable property as follows:
 - Kerbside rubbish collection 80 litre bin \$174.75
 - Kerbside rubbish collection 120 litre bin \$259.75
 - Kerbside rubbish collection 240 litre bin \$504.89

- Kerbside recycling collection 240 litre bin \$154.84
- Kerbside recycling collection 240 litre additional bin \$154.84
- Community Waste \$81.31.

ii) Pursuant to the provisions of Section 221 of the *Local Government Act 1989* an annual service charge relating to waste management be declared for the 2022-23 financial year for each non-rateable property where the service is provided as follows:

- Kerbside rubbish collection 80 litre bin \$174.75
- Kerbside rubbish collection 120 litre bin \$259.75
- Kerbside rubbish collection 240 litre bin \$504.89
- Kerbside recycling collection 240 litre bin \$154.84
- Kerbside recycling collection 240 litre additional bin \$154.84.

3. Rate Payments

Rates are due and payable in four (4) instalments, due by:

- First Instalment: 30 September
- Second instalment: 30 November
- Third instalment: 28 February
- Fourth instalment: 31 May

4. Writes to all submitters thanking them for their participation in the budget development process and advising them in writing of the reasons for Council's decision.

Support Attachments

1. Budget 2022-23 Final [13.3.5.1 - 85 pages]

Considerations and Implications of Recommendation

Sustainability Implications

Sustainability Implications

Economic The economy is continuing to experience a level of uncertainty as a result of the COVID-19 pandemic.

Mansfield Shire has experienced extraordinary growth (3.4%) over the last 12 months and is expected to continue at a rate of 2.2% per annum, this puts Mansfield only behind the City of Wodonga as experiencing the fastest population growth in North East Victoria.

Over the next 15 years Mansfield Shire's permanent population is forecast to grow by 5,000 residents. This together with our non-resident population, which currently equates to 48% of our rate base, presents some emerging opportunities and challenges.

Community Engagement

Council endorsed the Proposed Budget 2022/23 at the 28 April 2022 meeting and placed it on public exhibition for a period of 28 days, inviting community feedback and submissions.

The exhibition of the Proposed Budget 2022/23 was through its Engage Mansfield portal on Council's website.

Public submissions were received until close of business Thursday, 26 May 2022. Public submissions received were heard by a Special Committee of Council on Tuesday, 7 June 2022.

A total of six submissions were received by Council.

Collaboration

Not Applicable

Financial Impact

The Budget 2022/23 contains the financial resources required to deliver the Council Plan.

Legal and Risk Implications

There are no known legal and risk implications associated with this report.

Regional, State and National Plans and Policies

Not Applicable

Innovation and Continuous Improvement

Not Applicable

Alignment to Council Plan

Theme 3: A Trusted, Effective and Efficient Council

Strategic Objective 7 Financial sustainability and value for money

Strategy 7.1 Increase Council's financial resilience by utilising opportunities to derive own source of funding income and optimising costs of delivering services

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. Executive Services Directorate

13.4.1. Appointment of Mansfield Shire Council Interim Chief Executive Officer

File Number	E10020	Responsible Officer	Kaylene Conrick, Chief Executive Officer
Purpose			

This report concerns the appointment of an Acting Chief Executive Officer (Interim CEO) while Council undertakes the recruitment process for a new Chief Executive Officer.

Executive Summary

Council's current CEO Kaylene Conrick has resigned and will conclude her role with Council on 8 July 2022.

Council has engaged recruitment consultancy Davidson to undertake the search for a new CEO. This process is currently underway and is expected to conclude with the onboarding of a new CEO by late August 2022.

An Acting CEO is required for the period 11 July until the permanent position is filled.

Mr Bill Millard, former CEO at Moyne Shire Council is available to fill the Interim CEO role. Mr Millard is currently consulting and available for short term contracts. Mr Millard's Curriculum Vitae (CV) has been provided to Councillors under separate cover.

Council's CEO Employment Matters Committee has been consulted on the matter and are recommending that Council appoint Mr Millard.

Key Issues

Council must appoint an Interim CEO. It is expected that an Interim CEO will be required for about 8 weeks. An employment contract will cover the conditions under which Mr Millard will be engaged.

Mr Millard has recently concluded his role as CEO at Moyne Shire Council and although semi retired, is available for short term assignments.

Included in Mr Millard's resume is his extensive experience as a local government professional holding several second level positions at Warrnambool and Hobsons Bay councils since 2008 including Director of Infrastructure and Planning and Director of Strategic Development as well as his experience as a CEO.

Recommendation
THAT COUNCIL: <ol style="list-style-type: none">1. Appoint Mr Bill Millard to the position of Acting (Interim) Chief Executive Officer for the period 11 July 2022 until the permanent position is filled;2. Authorise Mayor Cr Tehan to finalise the terms of the Acting Chief Executive Officer's appointment on behalf of Council.
Support Attachments
Nil

Considerations and Implications of Recommendation

Sustainability Implications

Not Applicable

Community Engagement

Council's Community Engagement Policy provides guidance on when Council consults with the community.

Mayor Cr Tehan has consulted with members of Council CEO Employment and Remuneration Committee on the proposed Interim CEO appointment.

The appointment of an Interim CEO is operational in nature and the community has no ability to influence this decision.

Collaboration

Not Applicable

Financial Impact

Remuneration for the Interim role is proposed to be at the same contract salary level as the current CEO. Accommodation will be an additional cost to Council.

Legal and Risk Implications

Section 44 of the Local Government Act states a Council must appoint a natural person to be its Chief Executive Officer in accordance with its Chief Executive Officer Employment and Remuneration Policy.

Regional, State and National Plans and Policies

Not Applicable

Innovation and Continuous Improvement

Not Applicable

Alignment to Council Plan

Not Applicable

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
12 May 2022	<p>Non-Resident Ratepayers Meeting, Melbourne</p> <p>Councillors:</p> <ul style="list-style-type: none"> • Cr Mark Holcombe • Cr Paul Sladdin • Cr James Tehan <p>Apologies:</p> <ul style="list-style-type: none"> • CEO Kaylene Conrick • Cr Rohan Webb • Cr Steve Rabie <p>Officers:</p> <ul style="list-style-type: none"> • Acting CEO, Dena Vlekkert • GM Infrastructure and Planning, Kirsten Alexander • Acting GM Community and Corporate Services, Anthony Smith • Manager Business and Performance, Tony Cooper 	<p><i>Conflicts of Interest:</i> NIL</p> <p><i>Issues Discussed:</i></p> <ul style="list-style-type: none"> • 2022-2023 Budget
17 May 2022	<p>Online Media Workshop</p> <p>Councillors:</p> <ul style="list-style-type: none"> • Cr Mark Holcombe • Cr James Tehan • Cr Rohan Webb • Cr Steve Rabie <p>Apologies:</p> <ul style="list-style-type: none"> • Cr Paul Sladdin • CEO Kaylene Conrick • Communications Advisor, Tanya Tabone <p>External Attendees:</p> <ul style="list-style-type: none"> • Consultant, Luke Waters, Saltwater Media <p>Officers:</p> <ul style="list-style-type: none"> • Acting CEO, Dena Vlekkert • GM Infrastructure & Planning, Kirsten Alexander • Communications Coordinator, Lisa Fricke 	<p><i>Conflicts of Interest:</i> NIL</p> <p><i>Issues Discussed:</i></p> <ul style="list-style-type: none"> • Media Training
24 May 2022	<p>CEO Employment Matters Committee Meeting</p> <p>Councillors:</p> <ul style="list-style-type: none"> • Cr Mark Holcombe 	<p><i>Conflicts of Interest:</i> NIL</p>

	<ul style="list-style-type: none"> • Cr James Tehan • Cr Steve Rabie <p>External Attendees:</p> <ul style="list-style-type: none"> • Consultant, Sharon Scott • Consultant, Davidsons <p>Officers:</p> <ul style="list-style-type: none"> • Julie Dolling 	<p><i>Issues Discussed:</i></p> <ul style="list-style-type: none"> • CEO Recruitment
24 May 2022	<p>Media Workshop</p> <p>Councillors:</p> <ul style="list-style-type: none"> • Cr Mark Holcombe • Cr James Tehan • Cr Rohan Webb • Cr Steve Rabie <p>Apologies:</p> <ul style="list-style-type: none"> • Cr Paul Sladdin • CEO Kaylene Conrick <p>External Attendees:</p> <ul style="list-style-type: none"> • Consultant, Luke Waters, Saltwater Media <p>Officers:</p> <ul style="list-style-type: none"> • Acting CEO, Dena Vlekkert • GM Infrastructure & Planning, Kirsten Alexander • Communications Advisor, Tanya Tabone • Communications Coordinator, Lisa Fricke 	<p><i>Conflicts of Interest:</i> NIL</p> <p><i>Issues Discussed:</i></p> <ul style="list-style-type: none"> • Media Training
7 June 2022	<p>Councillors' Briefing Session</p> <p>Councillors:</p> <ul style="list-style-type: none"> • Cr Mark Holcombe • Cr James Tehan • Cr Rohan Webb • Cr Steve Rabie • Cr Paul Sladdin <p>Officers:</p> <ul style="list-style-type: none"> • CEO, Kaylene Conrick • GM Community & Corporate Services, Dena Vlekkert • GM Infrastructure & Planning, Kirsten Alexander • Manager Business & Performance, Tony Cooper • Manager Community Health & Wellbeing, Nola Bales • Manager Planning & Environment, Melissa Crane • Manager Operations & Capital Works, Kristian Burchat 	<p><i>Conflicts of Interest:</i> NIL</p> <p><i>Issues Discussed:</i></p> <ul style="list-style-type: none"> • HVAR Update • Youth Service Review Progress • Development in Mansfield • Lakins Road Industrial Precinct Master Plan Project • Budget Valuations & Budget Submission Verbal Overview • Update on Future Strategic Planning Program
7 June 2022	<p>Special Committee of Council Meeting</p> <p>Councillors:</p>	<p><i>Conflicts of Interest:</i> NIL</p>

	<ul style="list-style-type: none">• Cr Mark Holcombe• Cr James Tehan• Cr Rohan Webb• Cr Steve Rabie• Cr Paul Sladdin <p>Officers:</p> <ul style="list-style-type: none">• CEO, Kaylene Conrick• GM Community & Corporate Services, Dena Vlekkert• GM Infrastructure & Planning, Kirsten Alexander• Manager Business & Performance, Tony Cooper• Coordinator Governance & Risk, Moira Moss	<p><i>Issues Discussed:</i></p> <ul style="list-style-type: none">• <i>Submissions to the Proposed Budget 2022-23</i>• <i>Submissions to the Revised Revenue & Rating Plan 2021-25</i>
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Recommendation

THAT COUNCIL receive and note the Assembly of Councillors report for the period 12 May to 7 June 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 17 May 2022.

Since the last meeting most actions have been completed. Since 1 July 2021, there are now only eight items on the Register, two are complete, and six are incomplete as at 16 June 2022.

Recommendation
THAT COUNCIL receive and note the Council Resolutions Register as at 16 June 2022.
Support Attachments
1. Council Resolution Action Register for Meeting 28 June 2022 (1) [15.1.1 - 7 pages]

16. Advisory and Special Committee reports

16.1. Audit & Risk Committee Meeting Agenda & Minutes

The Agenda & Minutes of the Mansfield Shire Audit and Risk Committee, held 16 May 2022, are attached for the Councils information.

Recommendation
THAT COUNCIL receive the Agenda & Minutes of the Mansfield Shire Audit and Risk Committee meeting held 16 May 2022.
Support Attachments
1. AGENDA Audit & Risk Committee Meeting - 16 May 2022 [16.1.1 - 52 pages]
2. MINUTES Audit and Risk Committee Meeting 16 May 2022 [16.1.2 - 7 pages]

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. Tender Award - Reseal Preparation Program Stage 2

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.

19.2. Award of Tender - Service and Transportation of Skip Bins - Mansfield Resource Recovery Centre

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.

19.3. Lakins Road Industrial Precinct Master Plan Project

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.

20. Reopen meeting to members of the public

Recommendation

THAT COUNCIL reopen the meeting to members of the public.

21. Close of meeting