

Mansfield Shire Council Action Register

Meeting Date	Document	Item No.	Item	Status	Action Required	Assignee/s	Action Taken
06/02/2024	Additional Council Confidential Meeting Agenda 12 December 2023	7.1	Purchase of Land	In progress	Confidential	Manager Planning & Environment	Confidential
12/12/2023	Council Confidential Meeting Agenda 12 December 2023	18.1	Citizen Awards 2024	Completed	Confidential	EA Mayor & CEO	29/01/2024 EA Mayor & CEO: Awards presented at Australia Day event.
12/12/2023	Council Confidential Meeting Agenda 12 December 2023	18.2	Potential Sale of Land	In progress	Confidential	Manager Planning & Environment	Confidential
12/12/2023	Council Confidential Meeting Agenda 12 December 2023	18.3	Project CODI Information Management Pricing Update	Completed	Confidential	Project Manager Rural Councils Transformation Program	Confidential
12/12/2023	Council Meeting Agenda 12 December 2023	13.2.1	P100/23 - 32 Chenery Street Mansfield	Completed	As per Council resolution	Coordinator Statutory Planning	29/01/2024 Coordinator Statutory Planning: Notice of Decision to Grant a Permit issued 15 December 2023
12/12/2023	Council Meeting Agenda 12 December 2023	13.2.2	Statutory Planning Services Review - Annual Update	Completed	THAT COUNCIL receive and note the Statutory Planning Services Review progress update.	Coordinator Statutory Planning	29/01/2024 Coordinator Statutory Planning: No action required

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12/12/2023	Council Meeting Agenda 12 December 2023	13 2.3	Mansfield Little Athletics Association Licence Agreement	Completed	<p>THAT COUNCIL:</p> <ol style="list-style-type: none"> 1. Approve the proposed license agreement for use of the Lords Ground Reserve with the Mansfield Little Athletics Association, for a period of 5 years with two (2) further terms of 1 year, with a commencement date from 1 October 2023. 2. Sets the annual licence fee for Mansfield Little Athletics Association at \$316.66 (excluding GST), with an annual CPI increase to be applied to the fees. 3. Provides public notification of the intention to enter a licence agreement with the above-mentioned party. 4. Authorises the Chief Executive Officer to execute the license agreement on completion of the public notification process. 	Manager Planning & Environment	<p>12/02/2024 Manager Planning & Environment:</p> <p>A public notice regarding the intention to enter into a license agreement has been advertised. Mansfield Little Athletics Association has endorsed the License Agreement and the agreement has now been executed.</p>
12/12/2023	Council Meeting Agenda 12 December 2023	13 2.4	Delatite Cricket Club License	Completed	<p>THAT COUNCIL:</p> <ol style="list-style-type: none"> 1. Endorses the proposal to enter into a license agreement for Lords Ground Reserve and Mansfield Recreational Reserve with the Delatite Cricket Club, for a period of 1 year with one (1) further term of 1 year, with a commencement date from 1 October 2023. 2. Receives an annual license fee of \$921.86 (ex GST) with an annual CPI increase to be applied to the fees. 3. Provides public notification of the intention to enter a license agreement with the above-mentioned party. 4. Endorses the Chief Executive Officer executing the license agreements on completion of the public notification process. 	Manager Planning & Environment	<p>06/02/2024 Manager Planning & Environment</p> <p>A public notice regarding the intention to enter into a license agreement has been advertised. The negotiations with Delatite Cricket Club have concluded, and the license agreement has been signed and successfully executed by both parties</p>
12/12/2023	Council Meeting Agenda 12 December 2023	13 2.5	Amendment C55mans Redgum Drive, Mansfield	Completed	<p>THAT COUNCIL:</p> <ol style="list-style-type: none"> 1. Having been authorised by the Minister for Planning to prepare Amendment C55mans to the Mansfield Planning Scheme under Section 8A(4) of the <i>Planning and Environment Act 1987</i> ('the Act'); 2. Having prepared and exhibited Amendment C55mans to the Mansfield Planning Scheme under Section 19 of the Act; 3. Having considered all submissions to Amendment C55mans under Section 22 of the Act; 4. Mansfield Shire Council resolves to: <ol style="list-style-type: none"> a. Adopt Amendment C55mans to the Mansfield Planning Scheme, in accordance with Section 29 of the Act, without changes. 	Strategic Planning Officer	<p>29/01/2024 Strategic Planning Officer:</p> <p>Amendment adopted and sent to Minister for planning for consideration. Awaiting gazettal of amendment.</p>

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12/12/2023	Council Meeting Agenda 12 December 2023	13 3.1	Outlying Community Infrastructure Fund	Completed	<p>THAT COUNCIL:</p> <ol style="list-style-type: none"> 1. Receives the assessment panel recommendations for the Outlying Communities Infrastructure Fund 2023-24. 2. Endorse the Outlying Communities Infrastructure Fund officer recommendations to: <ol style="list-style-type: none"> a. Fund Ancona Hall Committee Incorporated for \$15,000 to Rejuvenating Ancona Hall for community project and approve the in-kind donation of an unused water tank including delivery onsite to reduce full funding costs. b. Fund Matlock Cemetery Trust for 10,342.88 to the Matlock Cemetery Public facilities improvement project. c. Fund Howqua Inlet Community - auspiced by Jamieson Community Group & Associated Bodies Inc for \$10,000 to the Howqua Inlet Community Trail project. d. Fund Goughs Bay Area Progress Association for \$17,286 to Goughs Bay Playground project. e. Fund Peppin Hub Incorporated for \$2,710.40 to Peppin Hub Community Centre signage project. f. Fund Woods Point Progress Association for \$8,660.00 to Woods Point Goldfield's Museum Building Restoration project. g. Fund Mansfield Motorcycle Club for \$10,964 for works including a water tank and pump to be used by all members of McCormack Park. 	Senior Coordinator Community & Economic Development	<p>14/02/2024 Senior Coordinator Community & Economic Development: All seven successful applicants have been provided with their letter and funding agreement. Three groups have been provided the funding with the other four to be processed once the signed agreements have been received. All projects are to be completed within 12 months commencing from the date the agreement was signed. A morning tea was held for all successful applicants.</p>
12/12/2023	Council Meeting Agenda 12 December 2023	13 3.2	Conflict of Interest Policy	Completed	THAT COUNCIL endorses the new Conflict of Interest Policy.	Interim Coordinator Governance & Risk	<p>29/01/2024 Interim Coordinator Governance & Risk: Complete and policy made available on Council's website.</p>
12/12/2023	Council Meeting Agenda 12 December 2023	13 3.3	Annual Report	Completed	<p>THAT COUNCIL:</p> <ol style="list-style-type: none"> 1. In accordance with section 100 of the Local Government Act 2020, Council receives and notes the Annual Report 2022-23 as presented; and 2. Delegates to the Chief Executive Officer the authority to correct any errors including typographical in the operations report that do not materially alter the underlying message of the report. 	General Manager Business & Economic Development	<p>29/01/2024 GM Business & Economic Development: Complete and Annual Report made available on Council's website.</p>
28/11/2023	Council Confidential Meeting Agenda 28	18.1	Tender Award - Gooleys Bridge	Completed	<p>THAT COUNCIL:</p> <ol style="list-style-type: none"> 1. Award a lump sum contract for the Gooleys Bridge Barrier Replacement to Waratah Construction Pty Ltd in the amount of \$294,320.00 (ex. GST). 	Manager Operations & Capital Works	<p>01/02/2024 Manager Operations & Capital Works: Contract awarded. Works scheduled to be completed in March.</p>

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	November 2023		Barrier Installation		<ol style="list-style-type: none"> 2. Approve an additional provisional sum of \$41,741.00 (ex. GST) for the traffic management required to undertake the works. 3. Approve a 10% construction contingency amount of \$33,606.10 (ex. GST). 4. Authorises the Chief Executive Officer to execute the contract. 5. Make this resolution public by including it within the public minutes of the Council meeting. 		
28/11/2023	Council Confidential Meeting Agenda 28 November 2023	18.2	Potential Land Acquisition	In progress	Confidential	Manager Planning & Environment	Confidential
28/11/2023	Council Meeting Agenda 28 November 2023	18.2.2	Mansfield Police Stables Lease Agreement Proposal	Completed	<p>THAT COUNCIL:</p> <ol style="list-style-type: none"> 1. Approve the proposed lease of the Mansfield Police Stables, located at 5 Curia Street, Mansfield, Lot 2 on Plan of Subdivision 339723, to Mansfield & District Potters Incorporated for a period of 5 Years with one (1) further term of 5 years for the permitted community use associated with the Mansfield & District Potters Incorporated. 2. Sets the annual lease payment at \$1 per annum, plus outgoings. 3. Provides public notification of the intention to enter a peppercorn lease agreement on the above-mentioned land. 4. Authorises the Chief Executive Officer to execute the lease agreement on completion of the public notification process. 	Manager Planning & Environment	<p>05/02/2024 Manager Planning & Environment</p> <p>Public notification has been advertised for a period of 14 days and the lease agreement has been successfully executed.</p>
28/11/2023	Council Meeting Agenda 28 November 2023	18.2.3	Station Precinct Fertilizer Shed Lease	Completed	<p>THAT COUNCIL:</p> <ol style="list-style-type: none"> 1. Approves the proposed 10-year lease of the Fertiliser Shed at Station Precinct, 173-175 High Street, Mansfield to the Mansfield Historical Society Incorporated for a period of 10 Years with one (1) further term of 10 years commencing 1 December 2023 for the permitted community use associated with the Mansfield Historical Society. 2. Sets the annual lease payment at \$1 per annum, plus outgoings. 3. Provides public notification of the intention to enter a 	Manager Planning & Environment	<p>05/02/2024 Manager Planning & Environment</p> <p>Public notification has been advertised for a period of 14 days and the lease agreement has been successfully executed.</p>

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					peppercorn lease agreement on the above-mentioned land. 4. Authorises the Chief Executive Officer executing the lease agreement on completion of the public notification process.		
19/09/2023	Council Confidential Meeting Agenda 19 September 2023	18.3	Potential Land Acquisition	In progress	Confidential	Manager Planning & Environment	Confidential
19/09/2023	Council Meeting Agenda 19 September 2023	13.2.1	EB Mawsons Land Lease Agreement	Completed	<p>THAT COUNCIL:</p> <ol style="list-style-type: none"> Approves the proposed lease of part of Crown Allotments 83A1, 83A, 82AB1, and 82AB2, located at Monkey Gully Road, Mansfield, Victoria 3722 for a period of 5 years, without the inclusion of any subsequent extension term, to E.B. Mawson & Sons Pty Ltd. Sets the annual lease payment at \$8,560 per annum (ex GST) payable on a quarterly basis, with an annual CPI increase. Provides public notification of the intention to lease the above-mentioned land. Authorises the Chief Executive Officer to execute the lease agreement on completion of the public notification process. 	Manager Planning & Environment	<p>05/02/2024 Manager Planning & Environment</p> <p>Public notification has been advertised for a period of 14 days and the lease agreement has been successfully executed.</p>
19/09/2023	Council Meeting Agenda 19 September 2023	13.2.2	Mansfield Croquet Club and Delatite Cricket Club	Completed	<p>THAT COUNCIL:</p> <ol style="list-style-type: none"> Endorses the proposal to enter into a license agreement for use of the Lords Ground Reserve with the Mansfield Croquet Club, for a period of 5 years with two (2) further terms of 5 years, with a commencement date from 1 September 2023. Endorses the proposal to enter into a license agreement for the Lords Ground Reserve and the Mansfield Recreational Reserve with the Delatite Cricket Club, for a period of 5 years with one (1) further term of 5 years, with a commencement date from 1 October 2023. Receives an annual license fee from Mansfield Croquet Club of \$152 (ex GST) and an annual license fee of \$2,771 (ex GST) from the Delatite Cricket Club, with an annual CPI increase to be applied to the fees. Provides public notification of the intention to enter a license agreement with the above-mentioned parties. 	Manager Planning & Environment	<p>05/02/2024 Manager Planning & Environment</p> <p>The negotiations with Delatite Cricket Club have concluded, and the license agreement has been signed and successfully executed by both parties.</p>

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					5. Endorses the Chief Executive Officer executing the license agreements on completion of the public notification process.		