

OFFICIAL



Mansfield Shire

## MINUTES

### Council Meeting

Tuesday 18 March 2025

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Our aspiration for our Shire and its community

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

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## 1. Opening of the meeting

Councillor Steve Rabie opened the meeting at 5:00 pm.

## 2. Present

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

In Attendance:

Chief Executive Officer:

General Manager Investment & Planning:

Executive Manager People, Communications & Governance:

Executive Manager Community Health & Wellbeing:

Executive Manager Capital Works & Operations:

Governance & Risk Officer:

Coordinator Asset Management:

Manager Development Services:

Community Networks & Wellbeing Officer:

Financial Controller:

Manager Major Projects:

Kirsten Alexander

Melissa Crane

Janique Snyder

Nola Cleeland

Ari Croxford-Demasi

Chelsea Young

Sujita Sharma

Maya Balvanova

Alex Ninnnes

Michael McCormack

Tony Morse

## 3. Apologies

Nil

## 4. Statement of commitment

Councillor Steve Rabie read Council's Statement and called on each Councillor to confirm their commitment:

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

## 5. Acknowledgement of Country

Councillor James Tehan recited Council's Acknowledgement of Country:

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

## 6. Disclosure of conflicts of interest

Kirsten Alexander declared a conflict of interest in respect of item 13.3.3 'CEO Employment Matters Committee - Terms of Reference'

## 7. Confirmation of minutes

**Councillor Bonnie Clark/Councillor Mandy Treasure:**

THAT the Minutes of the Mansfield Shire Council meeting held on 12 February 2025 be confirmed as an accurate record.

**CARRIED**

## 8. Representations

Nil

## 9. Notices of motion

Nil

## 10. Mayor's report

**Councillor Bonnie Clark/Councillor Tim Berenyi:**

THAT COUNCIL receive the Mayor's report for the period 13 February 2025 to 12 March 2025.

**CARRIED**

## 11. Reports from council appointed representatives

**Councillor Tim Berenyi/Councillor Bonnie Clark:**

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

**CARRIED**

## 12. Public question time

Nil

## 13. Officer reports

### 13.1. Chief Executive Officer's report

**Councillor Bonnie Clark/Councillor Tim Berenyi:**

THAT COUNCIL receive and note the Chief Executive Officer's report for the period 1 February 2025 to 28 February 2025.

**CARRIED**

### 13.2. Investment and Planning

#### 13.2.1. Asset Management Policy

**Councillor James Tehan/Councillor Mandy Treasure:**

THAT COUNCIL endorses the Asset Management Policy 2025.

**CARRIED**

#### 13.2.2. Special Rates and Charges Policy

**Councillor James Tehan/Councillor Mandy Treasure:**

THAT COUNCIL endorses the Special Rates and Charges Policy 2025.

**CARRIED**

### **13.2.4. Fee Waiver Request - Junction Support Services**

**Councillor James Tehan/Councillor Mandy Treasure:**

THAT COUNCIL approves a fee waiver for the hire of consulting rooms at the Mansfield Family & Children's Centre, allowing up to 50 hours annually, for three years, for Junction Support Services.

**CARRIED**

### **13.2.5. Advocacy Position on Clause 53.24 Future Homes - Request from Banyule City Council**

**Councillor Tim Berenyi/Councillor Bonnie Clark:**

THAT COUNCIL authorises the Mayor to write to the Minister for Planning, The Hon. Sonya Kilkenney to request urgent removal of Clause 53.24 Future Homes provisions from Victorian planning schemes, until such time that a consultation process is undertaken with our community by the State Government about the appropriateness of Clause 53.24 Future Homes in Victorian planning schemes.

**CARRIED**

## **13.3. People, Communications and Governance**

### **13.3.1. Instruments of Delegation and Appointment & Authorisation**

**Councillor Bonnie Clark/Councillor Tim Berenyi:**

THAT COUNCIL:

1. Revoke the existing:
  - a. Schedule 5 - Instrument of Delegation from Council to Chief Executive Officer previously endorsed by Council on 27 June 2023,
  - b. Schedule 6 - Instrument of Delegation from Council to Members of Council Staff previously endorsed by Council on 17 September 2024,
  - c. Schedule 11A - Instrument of Appointment and Authorisation (Planning and Environment Act 1987) previously endorsed by Council on 20 August 2024, and
  - d. S18 Instrument of Sub-Delegation Under the Environment Protection Act 2017 previously endorsed by Council on 21 May 2024.
2. Endorse the following dated 18 March 2025:
  - a. Schedule 5 - Instrument of Delegation from Council to Chief Executive Officer,
  - b. Schedule 6 - Instrument of Delegation from Council to Members of Council Staff,
  - c. Schedule 11A - Instrument of Appointment and Authorisation (Planning and Environment Act 1987), and
  - d. Schedule 18 Instrument of Sub-Delegation Under the Environment Protection Act 2017.
3. Approves Mayor Cr Steve Rabie to sign the endorsed instruments as listed in point 2 and Deputy Mayor Cr James Tehan to witness the signing.

**CARRIED**

### **13.3.2. Gifts, Benefits and Hospitality Policy**

**Councillor Bonnie Clark/Councillor Tim Berenyi**

THAT COUNCIL endorses the Gift, Benefits and Hospitality Policy 2025.

**CARRIED**

CEO, Kirsten Alexander, left the meeting at 5:37pm

### **13.3.3. CEO Employment Matters Committee - Terms of Reference**

**Councillor James Tehan/Councillor Mandy Treasure:**

THAT COUNCIL endorses the CEO Employment Matters Committee Terms of Reference 2025 subject to the following changes:

- Quorum updated as follows: A quorum of a Chair and at least 2 committee members is required for a meeting.
- Deletion of the following sentence: The engagement of independent advice, if requested by the Committee, will be undertaken by an officer appointed by the CEO.

**CARRIED**

CEO, Kirsten Alexander, returned to the meeting at 5:47pm

### **13.3.4. Local Government Performance Reporting Framework (LGPRF) 2024-25 Mid-Year Report**

**Councillor Tim Berenyi/Councillor Bonnie Clark:**

THAT COUNCIL note the mid-year report on the Local Government Performance Reporting Framework indicators for the period 1 July 2024 to 31 December 2024.

**CARRIED**

## **13.3. Community Health and Wellbeing**

### **13.4.1. Outlying Communities Infrastructure Fund**

**Councillor Bonnie Clark/Councillor Tim Berenyi:**

THAT COUNCIL:

1. Notes the further information provided and the project proposals from the Delatite Valley Association, Howqua Inlet & Macs Cove Community Group and Jamieson Community Group, as outlined in this report.
2. Endorses the award of funding from the Outlying Communities Infrastructure Fund to the Delatite Valley Association Inc for a maximum amount of \$10,000 to complete a site survey and concept plan for the Merrijig Public Park.
3. Endorses the award of funding from the Outlying Communities Infrastructure Fund to the Howqua and Macs Cove Community Group for \$17,100 for the Macs Cove community noticeboard and playground shade sail.
4. Endorses the award of funding from the Outlying Communities Infrastructure Fund to the Jamieson Community Group for \$6,000 for the post and rail fence at Jamieson.

**CARRIED**

### **13.4.2. Sport & Recreation Reference Group and Aquatic Facilities Working Group Membership**

**Councillor James Tehan/Councillor Mandy Treasure:**

THAT COUNCIL:

1. Endorses the members of the Sport and Recreation Reference Group as follows:
  - a. David Foster
  - b. Haley Tudor-Harrop
  - c. Bob Carpenter
  - d. Bryn Jones
  - e. Bo Christopher
  - f. Rachelle Kinsmore
  - g. Michael Bretherton
  - h. David Roff
  - i. Justin Berry
  - j. Zoe Kettlewell
  - k. Suzanne Van Wyk
2. Endorses the members of the Aquatic Facilities Working Group as follows:
  - a. Guy Evans
  - b. Kate McCoombe
  - c. Lucinda Hutchins
  - d. Tony Ruddick
  - e. Brigitte Brocklesby
  - f. Barbara Jones
  - g. Allison Walker
  - h. Jon Hutchins
  - i. Louise Hopwood
  - j. Colleen Reynolds
  - k. Jane Morrissey
  - l. Megan Dunn
  - m. Lucinda McTrusty
3. Notes that the group membership will be reviewed annually.

**CARRIED**

### **13.4.3. Council Plan Actions 2024-25: Half Year Report**

**Councillor Tim Berenyi/Councillor Bonnie Clark:**

THAT COUNCIL receives the Council Plan 2021-2025 half year report 2024-25 provided for information.

**CARRIED**

## **13.5. Executive Services Directorate**

### **13.5.1. Naming of Roads, Features or Localities Policy**

**Councillor Tim Berenyi/Councillor Bonnie Clark:**

THAT COUNCIL endorses the Naming of Roads, Features or Localities Policy 2025 and notes the updated Naming of Roads, Features or Localities Procedure.

**CARRIED**

## 14. Council Meeting Resolution Actions Status Register

**Councillor James Tehan/Councillor Mandy Treasure:**

THAT COUNCIL receive and note the Mansfield Shire Council Meeting Resolution Actions Status Register as at 6 March 2025.

**CARRIED**

## 15. Advisory and Special Committee reports

Nil

## 16. Authorisation of sealing of documents

Nil

## 17. Closure of meeting to members of the public

**Councillor James Tehan/Councillor Mandy Treasure:**

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 defined in section 18 below.

**CARRIED**

The Council Meeting Agenda - 18 March 2025 was closed to the public at 6:08 pm.

## 18. Confidential Reports

### 18.1. IMPACT Route Variation Request: Highton Lane Seal Upgrade

**Councillor James Tehan/Councillor Mandy Treasure:**

THAT COUNCIL:

1. Approves a contract variation to the Highton Lane Upgrade Contract with Alpine Civil in the amount of \$447,731.63 (ex. GST) for the upgrade and resurfacing of the existing sealed pavement on Highton Lane.
2. Approves a contract variation to the Highton Lane Upgrade Contract with Alpine Civil in the amount of \$95,341.09 (ex. GST) for upgrade of the contracted asphalt works on Highton Lane from 30mm to 40mm asphalt thickness.
3. Makes this resolution public by including it in the minutes of the meeting.

**CARRIED**

## 19. Reopen meeting to members of the public

**Councillor Bonnie Clark/Councillor Mandy Treasure:**

THAT COUNCIL reopen the meeting to the public and resume transmission and this resolution be made public.

**CARRIED**

Council re-opened the meeting at 6:20 pm.

## 20. Close of meeting

The Council Meeting Agenda - 18 March 2025 was closed at 6:22 pm.

CONFIRMED this **fifteenth** day of **April 2025**



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**Mayor**