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Mansfield Shire Council Meeting

Tuesday 25 November 2025 5:00 pm
Mansfield Council Office

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 Steve Rabie (Mayor)
Cr James Tehan (Deputy Mayor)
Cr Tim Berenyi
Cr Bonnie Clark
Cr Mandy Treasure

Officers

Kirsten Alexander, Chief Executive Officer
Melissa Crane, General Manager Investment & Planning
Janique Snyder, Executive Manager Community Health & Wellbeing
Justin Hotton, Executive Manager Capital Works & Operations
Maya Balvonova, Executive Manager Development Services

Order of Business

1. Opening of the meeting

The Chair 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, their 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 Model Councillor Code of Conduct.

5. Acknowledgement of Country

The Council affirms its recognition of the Taungurung people being traditional custodians 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. Determination of Mayoral Term

8. Election of Mayor

9. Election of Deputy Mayor

10. Confirmation of minutes

The minutes of the previous meeting are placed before Council to confirm the accuracy and completeness of the record.

11. 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.

12. Notices of Motion

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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.

13. 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.

14. Officer reports

14.1 Council considers a report from the Chief Executive Officer on the current operations, activities and projects undertaken with each department over the past month

14.2-14.4 Officer reports are presented to the Council, where required.

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 any Councillor/s attending the meeting virtually and ask them to confirm verbally that they can see all Councillors and hear the proceedings.

Councillor/s attending virtually will respond to their name with: "I can hear the proceedings and see all Councillors and Council officers".

The Chair will ask the Councillor/s 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 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

The Deputy Mayor will recite 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

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 Tehan
- Councillor Treasure
- Councillor Clark
- Councillor Berenyi

7. Confirmation of minutes

Recommendation

THAT the Minutes of the Mansfield Shire Council meeting held on 21 October 2025 be confirmed as an accurate record.

8. Representations

9. Notices of motion

Nil

10. Mayor's report

Mayor Steve Rabie will present the monthly Mayor's report to the Council as follows:

Spring is an exciting time to be in Mansfield Shire. The community comes to life and we kick off our jam-packed calendar of events that run right up until Christmas.

We wrapped up the Senior's Week celebrations which culminated in the well-attended and warmly received dinner and music event at the Golf Club. We also enjoyed a number of events to celebrate Children's Week. It was pleasing to see so many of our community members participating in and enjoying the many events on offer.

Councillors attended the free BBQ at the Botanic Park where they were joined by the school community to celebrate active travel to school. This event shone a spotlight on the recent upgrades to the Active Footpath initiative, which is designed to support safer, more accessible school journeys for children. Council is proud to join with the Mansfield RESPOND project to roll out this initiative.

Once again, the High Country Festival was a huge success. Visitor numbers were high, and this was really evident by the number of people attending the opening night events. The main street came alive with a wonderful family friendly atmosphere, and it was great to see so many people joining in the festivities including the ever-popular Torchlight Parade. The fireworks were the best I've seen.

I want to congratulate everyone who contributed to the Festival program. It ensured there was something for everybody to enjoy in Mansfield over the long weekend.

I would like to thank the Mansfield RSL for hosting a moving Remembrance Day celebration at the Mansfield Memorial Gates. It is such an important day for our community, to lay a wreath at the gates in tribute to those who have served and those who have fallen in service of our country is a great personal honour. The weather was poor but that did little to dampen the community's reverence for such a special day.

I was delighted to be able to bring a piece of history back with me to Mansfield Shire when I made the trip down to Melbourne on 14 November. There, I visited the Royal Botanic Gardens where I was presented with a sapling from the famous Separation Tree. Saplings are being distributed to communities across the state so the legacy of the famed tree that symbolises Victoria's independence after splitting away from New South Wales in 1835 will live on. One member of our field services team will be lucky enough to play a small part in this state's rich history when they plant Mansfield Shire's sapling Separation Tree in the Mansfield Botanic Park.

I am a big believer in trees. Some of the oldest inhabitants of our shire are the old gums that stand scattered on roadsides and in our fields and forests. There are many I have enjoyed watching grow over the decades I have lived in this best little shire of ours. I hope the sapling I brought back from Melbourne goes from strength to strength, growing with our shire, representing its unique charm and the undimmed spirit of our small community and the great state of Victoria.

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It was also my privilege to be invited to Jamieson Primary School to meet with the school children who wished to provide council with a proposal for the Mansfield Pump Track. A day spent at one of the shire's outlying schools, whether it be Jamieson or Merrijig, is a day well spent. The students are incredibly fortunate to be able to attend such a uniquely historic institution. Judging from their proposal, the school is serving them well - they are a bright bunch of children, and it was a pleasure to meet them all.

Social media has been ramped up following the release of the proposed amendments to the Planning and Environment Act which significantly change the state's planning system. Councillors have been delivering important messaging to ensure our community are aware that the top-down reforms risk removing your right to have a say on developments in your neighbourhood as the state-wide rules will override the local policies that are in place to protect our Shire's unique country character.

Council will always take efforts to galvanise community support in order to protect our right to shape our own future. Thank you to everyone, residents and visitors, who joined Mansfield Shire Council in taking a stand against an unwelcome and unwelcome piece of legislation by signing Council's petition to the Victorian Legislative Council.

Finally, I continue to advocate for improved safety upon Mansfield Shire roads. It is a matter I take incredibly seriously. As long as the state government continues to neglect damaged and dangerous state-managed roads, I will continue to remind government officials such as the Executive Director Loddon Mallee and Hume Department of Transport and Planning and the Minister for Roads of their duty to the people of the state.

They have delayed and obfuscated in response to our request for a speed reduction approaching the Mansfield-Whitfield Rd/Dead Horse Lane Roundabout and they offer little up in response to correspondence. But I will not be ignored. Especially in the run up to Christmas. I will continue to hold them to account until Mansfield Shire's roads are fixed and its community is safe.

*Cr Steve Rabie
Mayor*

Recommendation

THAT COUNCIL receive the Mayor's report for the period 22 October 2025 to 18 November 2025.

11. Reports from council appointed representatives

Councillors appointed by Council to internal and 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 Steve Rabie Cr James Tehan Cr Mandy Treasure
Goulburn Murray Climate Alliance (GMCA)	<ul style="list-style-type: none"> Cr Tim Berenyi
Hume Regional Local Government Network (HRLGN)	<ul style="list-style-type: none"> Mayor Cr Steve Rabie
Mansfield Shire Council Audit and Risk Committee	<ul style="list-style-type: none"> Mayor Cr Steve Rabie Cr Mandy Treasure
Mansfield Shire CEO Employment Matters Committee	<ul style="list-style-type: none"> Mayor Cr Steve Rabie Cr James Tehan Cr Bonnie Clark
Municipal Association of Victoria (MAV)	<ul style="list-style-type: none"> Mayor Cr Steve Rabie Substitute - Cr James Tehan
North East Local Government Waste and Recovery Forum	<ul style="list-style-type: none"> Cr Tim Berenyi
Rural Councils Victoria (RCV)	<ul style="list-style-type: none"> Cr James Tehan
Station Precinct Museum Community Asset Committee	<ul style="list-style-type: none"> Mayor Cr Steve Rabie
Taungurung-Local Government Forum	<ul style="list-style-type: none"> Mayor Cr Steve Rabie

Recommendation

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

12. Acting Chairperson

Pursuant to the *Local Government Act 2020* and the *Mansfield Shire Council Governance Rules*, the Chief Executive Officer shall act as Chairperson until the election of the Mayor is concluded.

13. Outgoing Mayor Speech

The opportunity is provided for the outgoing Mayor to address Council.

14. Determination of Mayoral Term

File Number	E502	Responsible Officer	Chief Executive Officer, Kirsten Alexander
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Purpose

The purpose of this report is to determine the term of office for the Mayor of Mansfield Shire Council.

Executive Summary

In accordance with section 25 of the *Local Government Act 2020* (the Act), Council must elect a Councillor to be the Mayor.

Before a Mayor is elected, the Council must determine the term of the Mayor. Historically, Council has elected a Mayor for a term of one year, however the term of office may be for one or two years.

Under the Act, the next election of the Mayor must be held on a day to be determined by the Council that is as close to the end of the term as is reasonably practicable. Should Council continue to hold its scheduled November meeting on the fourth Tuesday of the month, the next Mayoral election would be held by 24 November 2026 or 23 November 2027, depending on the length of the term of office.

Key Issues

The determination of the Mayoral term must precede the election of the Mayor.

Recommendation

THAT COUNCIL:

- ▶ Determines the length of the Mayoral term to be a period of ____ year(s).
- ▶ Determines the next Mayoral election be held at the November _____ scheduled meeting of Council.

Support Attachments

Nil

Considerations and Implications of Recommendation

Sustainability Implications

Not Applicable

Community Engagement

Not Applicable

Collaboration

Not Applicable

Financial Impact

Not Applicable

Legal and Risk Implications

Not Applicable

Regional, State and National Plans and Policies

Local Government Act 2020.

Innovation and Continuous Improvement

Not Applicable

Alignment to Council Plan

Theme 3: An Effective and Efficient Council

Strategic Objective 3.3 Maintain strong governance, transparency and accountability

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.

15. Election of Mayor

File Number	E502	Responsible Officer	Chief Executive Officer, Kirsten Alexander
Purpose			

This report provides advice on the process for the election of the Mayor of Mansfield Shire.

Executive Summary

The *Local Government Act 2020* (the Act) requires Council to elect a Councillor to be Mayor, at a meeting open to the public, by an absolute majority of all Councillors elected to the Council. The Act also requires the Chief Executive Officer to Chair the election of the Mayor.

The role of the Mayor and the specific powers of the Mayor are set out in the Act and require the Mayor to:

- chair Council meetings; and
- be the principal spokesperson for the Council; and
- lead engagement with the municipal community on the development of the Council Plan; and
- report to the municipal community, at least once each year, on the implementation of the Council Plan; and
- promote behaviour among Councillors that is consistent with the Model Councillor Code of Conduct; and
- assist Councillors to understand their role; and
- take a leadership role in ensuring the regular review of the performance of the Chief Executive Officer; and
- provide advice to the Chief Executive Officer when the Chief Executive Officer is setting the agenda for Council meetings; and
- perform civic and ceremonial duties on behalf of the Council.

In accordance with Council's Governance Rules, the Chief Executive Officer must facilitate the election of the Mayor in accordance with the provisions of the Act. The election of Mayor must be carried out by a show of hands or such other visual or audible means as the Chief Executive Officer determines.

Nominations are to be in writing in a form prescribed by the Chief Executive Officer and seconded by another Councillor. The nominee is to be provided with an opportunity to accept or decline the nomination.

Once nominations for the office of Mayor have been received, provisions will govern the election of the Mayor as per Chapter 2 Part B of the *Mansfield Shire Council Governance Rules*.

Key Issues

Council is required to elect a Mayor at a meeting open to the public. The successful Councillor will be Mayor of Mansfield Shire until the conclusion of the term of office, as previously determined by Council.

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After the Mayor is elected, the Mayor will assume the Chair for the remainder of the meeting, including the election of the Deputy Mayor.

Recommendation
THAT, pursuant to the provisions of sections 25 and 26 of the <i>Local Government Act 2020</i> , COUNCIL appoints Cr _____ as Mayor of Mansfield Shire for a term of ____ year/s, no later than the scheduled meeting of 25 November 2025.
Support Attachments
Nil

Considerations and Implications of Recommendation

Sustainability Implications

Not Applicable

Community Engagement

Not Applicable

Collaboration

Not Applicable

Financial Impact

In accordance with section 39 of the Act, a Mayor is entitled to receive from the Council an allowance as a Mayor.

On 7 March 2022, in accordance with section 23A of the *Victorian Independent Remuneration Tribunal and Improving Parliamentary Standards Act 2019* (Vic), the Tribunal made the Allowance payable to Mayors, Deputy Mayors and Councillors (Victoria) Determination No. 01/2022. The Determination applies to all Mayors, Deputy Mayors and Councillors (Council members) in all 79 Victorian Councils.

The Tribunal is required to make an annual adjustment to the values of allowances. On 30 June 2025, the Tribunal made the Allowance payable to Mayors, Deputy Mayors and Councillors (Victoria) Annual Adjustment Determination 2025. This Determination adjusts the values of allowances with effect from 1 July 2025.

The Determination sets a base allowance for each Council member. The value of the base allowance payable to a Council member varies depending on the role (Mayor, Deputy Mayor or Councillor) and the Council allowance category assigned to the Council as specified in the Determination. Mansfield Shire Council is a Category 1 council.

**Table 1: Value of the base allowance for Mayors, by Council allowance category,
1 July 2025 until 17 December 2025**

Council allowance category	Value of allowance (\$ per annum)
Category 1	89,323
Category 2	115,347
Category 3	142,661
Category 4 – Melbourne City Council	285,324

**Table 2: Value of the base allowance for Mayors, by Council allowance category,
from 18 December 2025**

Council allowance category	Value of allowance (\$ per annum)
Category 1	91,613
Category 2	118,303
Category 3	146,319
Category 4 – Melbourne City Council	292,639

Legal and Risk Implications

Not Applicable

Regional, State and National Plans and Policies

Local Government Act 2020.

Innovation and Continuous Improvement

Not Applicable

Alignment to Council Plan

Theme 3: An Effective and Efficient Council

Strategic Objective 3.3 Maintain strong governance, transparency and accountability

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.

16. Election of Deputy Mayor

16.1. Election of Deputy Mayor

File Number	E502	Responsible Officer	Mayor
Purpose			

This report provides advice on the process for the election of the Deputy Mayor of Mansfield Shire.

Executive Summary

The *Local Government Act 2020* (the Act) states Council may establish an office of Deputy Mayor. Council's *Governance Rules* outline the process for the election of a Deputy Mayor.

Under the Act, the Deputy Mayor must perform the role of the Mayor and may exercise any of the powers of the Mayor if—

- ▶ the Mayor is unable for any reason to attend a Council meeting or part of a Council meeting; or
- ▶ the Mayor is incapable of performing the duties of the office of Mayor for any reason, including illness; or
- ▶ the office of Mayor is vacant.

The Deputy Mayor does not hold any other additional powers or functions.

In accordance with Council's *Governance Rules*, the election of the Deputy Mayor must be by a show of hands or such other visual or audible means as the Chief Executive Officer determines at a meeting open to the public.

The process for the election of a Deputy Mayor is the same as the process for the election of Mayor, i.e., in accordance with Council's *Governance Rules*.

The successful Councillor will hold the position of Deputy Mayor until the term of office for the Mayor concludes, as previously determined by Council.

Key Issues

The Act and Council's *Governance Rules* provide for the position of Deputy Mayor and govern the process for the election. Should Council proceed to elect a Deputy Mayor, the successful Councillor would hold the position of Deputy Mayor until the Mayoral term of office concludes, as previously determined by Council.

Recommendation

THAT, pursuant to the provisions of sections 27 of the *Local Government Act 2020*, COUNCIL appoints Cr _____ as Deputy Mayor of Mansfield Shire for a term of 1 year, no later than the scheduled meeting of 25 November 2025.

Support Attachments

Nil

Considerations and Implications of Recommendation

Sustainability Implications

Not Applicable

Community Engagement

Not Applicable

Collaboration

Not Applicable

Financial Impact

In accordance with section 39 of the Act, a Deputy Mayor is entitled to receive from the Council an allowance as a Deputy Mayor.

On 7 March 2022, in accordance with section 23A of the *Victorian Independent Remuneration Tribunal and Improving Parliamentary Standards Act 2019* (Vic), the Tribunal made the Allowance payable to Mayors, Deputy Mayors and Councillors (Victoria) Determination No. 01/2022. The Determination applies to all Mayors, Deputy Mayors and Councillors (Council members) in all 79 Victorian Councils.

The Tribunal is required to make an annual adjustment to the values of allowances. On 30 June 2025, the Tribunal made the Allowance payable to Mayors, Deputy Mayors and Councillors (Victoria) Annual Adjustment Determination 2025. This Determination adjusts the values of allowances with effect from 1 July 2025.

The Determination sets a base allowance for each Council member. The value of the base allowance payable to a Council member varies depending on the role (Mayor, Deputy Mayor or Councillor) and the Council allowance category assigned to the Council as specified in the Determination. Mansfield Shire Council is a Category 1.

Table 3: Value of the base allowance for Deputy Mayors, by Council allowance category, 1 July 2025 until 17 December 2025

Council allowance category	Value of allowance (\$ per annum)
Category 1	44,661
Category 2	57,673
Category 3	71,329
Category 4 – Melbourne City Council	142,662

Table 4: Value of the base allowance for Deputy Mayors, by Council allowance category, from 18 December 2025

Council allowance category	Value of allowance (\$ per annum)
Category 1	45,807
Category 2	59,152
Category 3	73,159
Category 4 – Melbourne City Council	146,320

Legal and Risk Implications

Not Applicable

Regional, State and National Plans and Policies

Local Government Act 2020.

Innovation and Continuous Improvement

Not Applicable

Alignment to Council Plan

Theme 3: An Effective and Efficient Council

Strategic Objective 3.3 Maintain strong governance, transparency and accountability

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.

17. 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.

18. Officer reports

18.1. Chief Executive Officer's report

File Number: E103

Responsible Officer: Chief Executive Officer, Kirsten Alexander

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
- ▶ Governance
- ▶ Capital Works
- ▶ Statutory & Strategic Planning
- ▶ Building Services
- ▶ Regulatory Services
- ▶ Waste Services
- ▶ Revenue Services
- ▶ Field Services
- ▶ Community Health and Wellbeing
- ▶ Visitor Services (Tourism, Events, Youth, Economic Development, VIC and Library)
- ▶ Communications

- ▶ Digital Transformation Project

Recommendation
THAT COUNCIL receive and note the Chief Executive Officer’s report for the period 1 October 2025 to 31 October 2025.
Support Attachments
1. CEO Monthly Report – October 2025 [18.1.1.1 – 39 pages]

18.2. Investment and Planning

18.2.1. Planning Permit Application: P040-23 - 180 Star of the Glen Road Bonnie Doon

File Number	P040-23	Responsible Officer	Senior Statutory Planner, Claire Wilkinson
Purpose			

This report seeks Council determination of planning permit application P040-23, for the *use and development of land for Group Accommodation (six cabins) and development of land for an agricultural shed* at 180 Star of the Glen Road, Bonnie Doon. This application is being referred to Council for determination as there are more than five (5) outstanding objections, exceeding Officer delegation.

Executive Summary	
Application Details	
APPLICANT	Leanne Maxwell- Regional Planning Services (for Abhijeet Garde-Yog Ishwari Pty Ltd)
PROPOSAL	Use and development of land for Group Accommodation (six cabins) and development of land for an agricultural shed
APPLICATION LODGED	17 March 2023 Application amended 24 September 2025 under section 57A of the <i>Planning and Environment Act 1987</i>
NOTICE AND SUBMISSIONS	Eleven (11) objections were received
Property Details	
PROPERTY ADDRESS	180 STAR OF THE GLEN ROAD BONNIE DOON 3723
LAND DESCRIPTION	Lot 8 PS316101J
RESTRICTIVE COVENANTS	There are no restrictions registered on Title
LAND AREA	17.25 Ha
EXISTING USE	Rural allotment with a single dwelling and outbuildings
Planning Provisions	
ZONE	Clause 35.03 Rural Living Zone – Schedule 1
OVERLAYS	Clause 42.01 Environment Significance Overlay – Schedule 1 Clause 44.06 Bushfire Management Overlay (Part)
MUNICIPAL PLANNING STRATEGY	Clause 02.03-2 – Environmental and Landscape Values Clause 02.03-3 – Environmental Risks and Amenity (Bushfire) Clause 02.03-4 – Natural Resource Management (Water and Declared Special Water Supply Catchments) Clause 02.03-5 – Built environment and heritage

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PLANNING POLICY FRAMEWORK	Clause 11.01-1L-02 – Other local areas- Bonnie Doon Clause 12.03-1S – River and riparian corridors, waterways, lakes, wetlands and billabongs Clause 12.05-2L - Significant Landscapes, Ridgelines and Alpine Approaches Clause 13.02-1S – Bushfire Planning Clause 13.02-1L – Bushfire Management Clause 14.02-1S – Catchment planning and management Clause 14.02-1L – Catchment Planning and Management Clause 14.02-2S – Water Quality Clause 15.01-2S – Building Design Clause 15.01-6S – Design for rural areas
PARTICULAR PROVISIONS	Clause 52.06– Car Parking Clause 53.02 – Bushfire Planning
<i>Permit Triggers</i>	
RURAL LIVING ZONE	A permit is required for the use of land for group accommodation A permit is required for buildings and works associated with a section 2 use (accommodation) A permit is required to construct building within 100 metres from a waterway, wetlands or designated floodplain
ENVIRONMENTAL SIGNIFICANCE OVERLAY- (ESO1)	A permit is required to construct a building or construct or carry out works (on a lot less than 40 hectares where new wastewater is generated)
BUSHFIRE MANAGEMENT OVERLAY	A permit is required to construct a building or construct or carry out works associated with the use of land for accommodation
<i>Other</i>	
CULTURAL SENSITIVITY	The south-east portion of the land is covered by an area of Cultural Heritage Sensitivity. A Cultural Heritage Management Plan is not required as no works are proposed in the area.

Subject Land

The subject land is irregularly shaped and runs in a north-south section between Star of the Glen Road and Glen Creek. Access is via an existing crossover on the western boundary (Star of the Glen Road). The property is located 11kms to the north of the Bonnie Doon township. The allotment is 17.57 hectares in area, is in the Rural Living Zone and the Bushfire Management Overlay (northern part of site) and Environmental Significance (Schedule 1) apply to the land. The subject site is also partially identified as having areas of Cultural Heritage Sensitivity.



Figure 1: Aerial imagery of the subject land. Source: Mansfield Pozi.



Figure 2: View of subject site and existing dwelling showing local topography

There is an existing three-bedroom dwelling and outbuildings on the land which are setback approximately 160 metres from the front boundary. The site is characterised by steep topography and localised undulations with established landscaping and cleared paddocks with

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some remnant native vegetation. The property is within the Special Water Supply Catchment and there are a number of drainage lines across the property. The eastern portion of the site drains to Glen Creek and the western section of the site drains to an un-named tributary that runs alongside Star of the Glen Road. The subject site has existing connections to reticulated electricity, and an established on-site septic system and tanks for domestic water supply.

The subject site and its surrounding lots are in the Rural Living Zone with the adjoining allotment to the north in the Farming Zone and the section of Glen Creek along the eastern boundary in the Public Conservation and Resource Zone. There is an existing character of dwellings on rural properties around the subject site on nearby other rural lifestyle properties. There is an area of state forest to the north of the subject site.

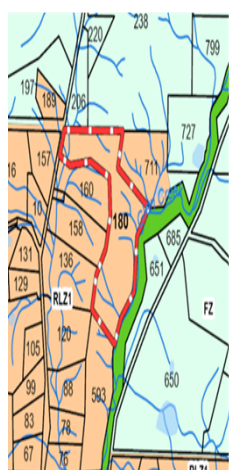


Figure 3: Zoning

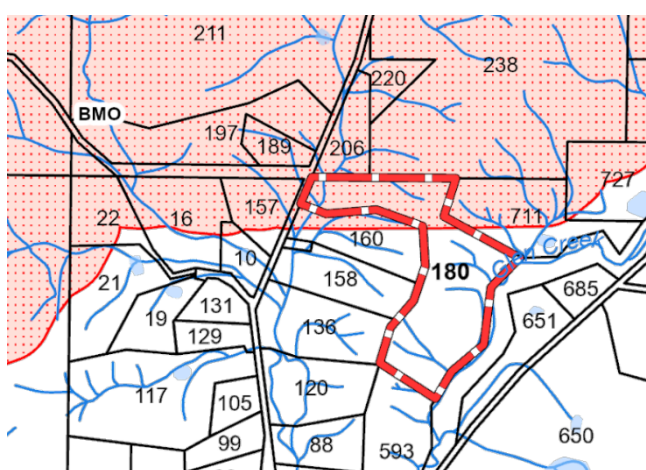


Figure 4: Bushfire Management Overlay

Site History

Planning permits approved for the subject land include the following:

- ▶ P085-24 Planning Permit for Development of land for a domestic outbuilding. Issued 30 September 2024 (the shed has not been constructed).

Proposal

The key features of the proposal are:

- ▶ A total of six (6) short term accommodation cabins (3.5m by 8m)
- ▶ A 20m by 10m machinery shed with attached kitchen
- ▶ Use of the existing vehicle crossover and the existing unsealed vehicle accessway off Glen Creek Road.

The existing access is proposed to be extended to provide for connection to the group accommodation area on the site. The proposed layout of the cabins and other buildings is shown on the submitted plans.

The applicant has provided a Land Capability Assessment, a Bushfire Emergency Management Plan and a Bushfire Management Statement to support the proposal. The scope of the proposal has undergone some revisions necessitated by the parameters of the Bushfire Management Overlay as well as the Environmental Significance Overlay. The scope of works is proposed outside any areas on the subject site that are identified as being of Aboriginal Cultural Heritage Sensitivity.

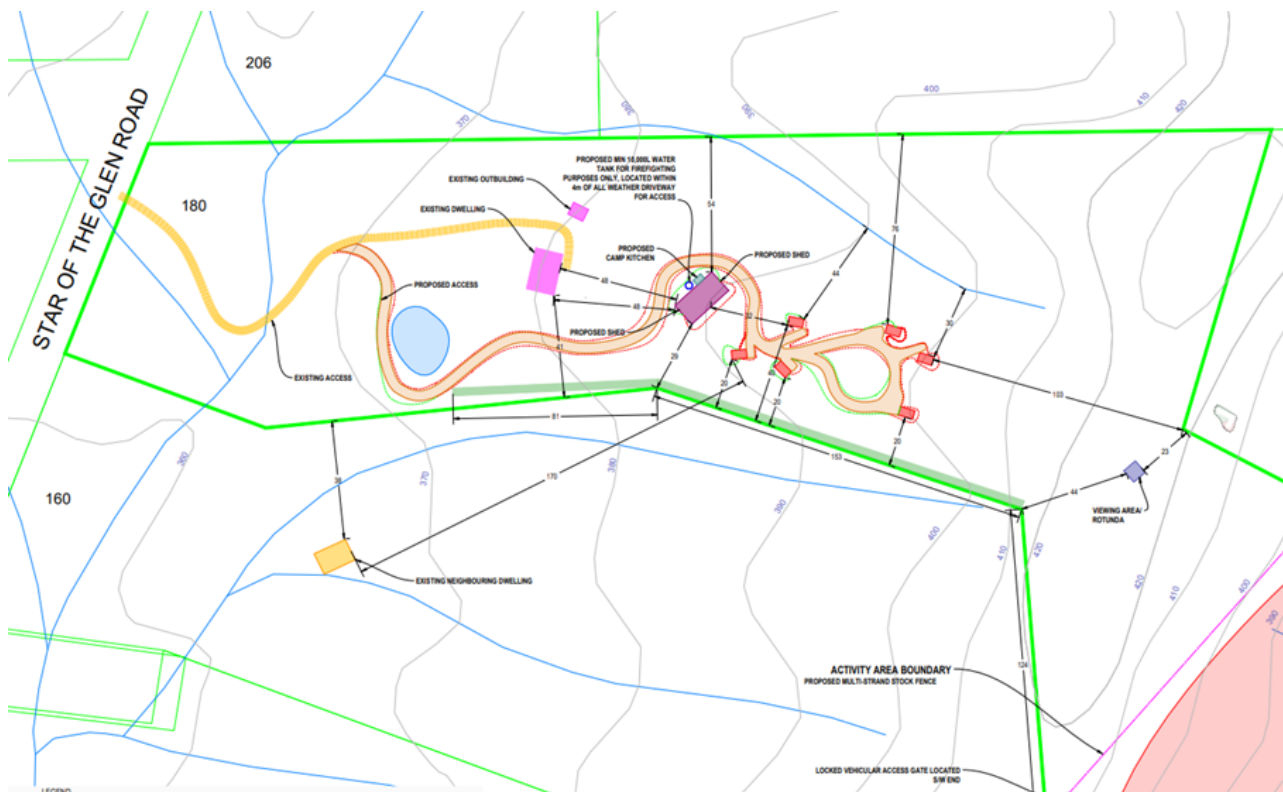


Figure 5: Site Plan

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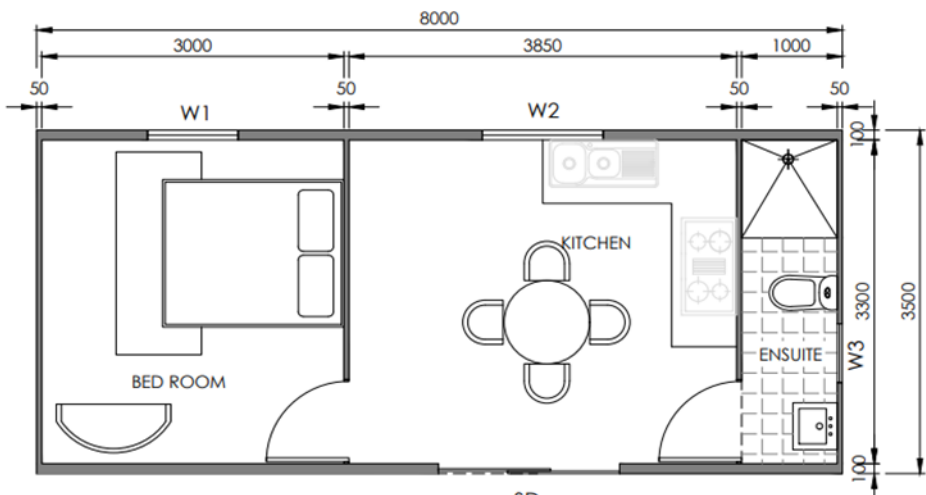


Figure 6: Cabin plans

Referral Authorities

DEPARTMENT OF ENERGY, ENVIRONMENT AND CLIMATE ACTION (DEECA)	Conditional consent
COUNTRY FIRE AUTHORITY (CFA)	Conditional consent
GOULBURN MURRAY WATER (GMW)	Conditional consent
COUNCIL’S ENGINEERING TEAM	Conditional consent
COUNCIL’S ENVIRONMENTAL HEALTH TEAM	Conditional consent

Public Notice

Advertising was carried out, by way of:

- ▶ Letters to adjoining and nearby owners and occupiers; and
- ▶ Sign on site

Pursuant to Section 52 of the *Planning and Environment Act 1987*, notice of the application was given to 29 adjoining and nearby property owners and occupiers. The notice period was 7 to 28 August 2024.

Eleven (11) objections were received. A consultative meeting was held 22 November 2024 where Council Officers hosted a mediation between the applicant and objectors. As a result of this meeting, the permit applicant amended some elements of the proposal to address concerns, the amended application is what is being presented to Council for determination.

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As an outcome of the Consultative Meeting amended plans were submitted to Council which removed the previously proposed Amenities Block (shared bathroom facilities), relocated the cabins to a lower elevation which also reduced the requirement for a vehicle accessway to the top of the hill, and included a landscaping buffer along the south property boundary to reduce views to the site from adjoining and nearby properties. The proposed Viewing Area/Rotunda has been retained but will now only be accessed on foot, the reduction in the vehicle access has removed the potentially visually imposing driveway. The design of the cabins was also amended to reflect the construction requirements of CFA and the Bushfire Management Overlay.

A summary of the objections include:

- ▶ Traffic, dust and request to seal Star of the Glen Road
- ▶ Setting a precedent
- ▶ Noise and visual intrusions
- ▶ Bushfire risk
- ▶ Aboriginal Cultural Heritage Sensitivity
- ▶ Power supply
- ▶ Water supply
- ▶ Additional rubbish

A detailed assessment of the objections is included below.

Key Issues

Consideration of Objections

Objection	Officer Comment
<i>Traffic, dust and sealing of Star of the Glen Road</i>	The scope of the proposed use is not considered of a scale and intensity that would result in traffic generation of a volume that would be reasonable to require the owner of the property to seal the road, nor to provide a Traffic Impact Assessment. While there is no doubt that this is a legitimate concern of objectors, this is not a basis in which to refuse the application. Should a permit issue conditions will require that the applicant provide dust reduction signage on Star of the Glen Road. During the Consultative Meeting it was suggested to the permit applicant and objectors that they make formal requests for a reduction of the speed limit along Star of the Glen Road.
<i>The application will set a precedence for this type of development</i>	The Planning Scheme requires that each application is assessed on its merits. The generous size of the subject allotment and location is within an area that anticipates rural living on large lots. The proposed group accommodation cabins are located in an area that is close to the existing domestic footprint which is set over 160 metres into the site. This is considered a reasonable layout in relation to the context of the 17ha site.

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Objection	Officer Comment
The amenity impacts from noise and visual intrusions	<p>The applicant has provided plans to include vegetation screening along the southern boundary around where the new cabins are proposed. The subject site is a generous size with localised undulations in an area with other residences and outbuildings have been developed and are visible within the Rural Living Area.</p> <p>It is expected that development in this area would be visible. It is noted that the proposed cabins are proposed to be located more than 150 metres from the nearest dwelling and whilst visible there is very limited opportunity for any visual intrusion or overlooking.</p> <p>Additionally, whilst noise may carry through the valley the landowners would be onsite to ensure appropriate behaviour and to restrict any unreasonable noise.</p>
Bushfire response is not suitable or commensurate to the risk of the area	<p>The applicant submitted multiple revisions of a Bushfire Management Statement and a revised design response to satisfactorily address the requirements of Bushfire Planning.</p> <p>Country Fire Authority provided conditional consent to both the Bushfire Management Plan and the Bushfire Emergency Plan.</p> <p>The revisions to the proposal since initial advertising are considered to have now addressed the requirements for the Bushfire Management Overlay.</p>
Aboriginal Cultural Heritage Sensitivity and the requirements for a Cultural Heritage Management Plan in relation to the proposed use and development	<p>The proposed development will not extend into or be situated near the area identified as being of cultural sensitivity. With no ground disturbance or works on lands within a cultural heritage area, there is no trigger for a Cultural Heritage Management Plan.</p> <p>This Planning Permit application has been referred to the Taungurung Land and Waters Council (TLaWC). The TLaWC have provided conditional consent to the scope of works.</p>
Power provision for the intensity of the proposed use	<p>The subject site has access to the reticulated power supply for the area. It is reasonable to expect that an additional 6 cabins to be used for short-term accommodation will be able to be accommodated with the existing supply.</p>
Water supply for the proposed use	<p>The subject site is located in an area that does not have any reticulated water supply.</p> <p>The collection of rainwater for water supply is a standard alternative water supply across the Shire. The size of the allotment is considered of an adequate site to allow for water storage tanks and the additional roof span of the</p>

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Objection	Officer Comment
	machinery shed and cabins will enable the capture of additional water.
Additional rubbish from guests and how this will be managed	It is anticipated that Council's waste and recycling services team can work with the owner and operator of the site to ensure that the requirements of waste management are delivered and managed in a way that is comparable to the other tourism providers in the Shire. It is considered that the proposed use can operate without material detriment to surrounding landowners in relation to waste.
Suitability of the road for the proposed development	The existing road access to the subject site is established. It is not anticipated that the proposed six tourism cabins would generate an unreasonable level of additional road traffic of detriment to the existing road.

Officer Assessment

An officer assessment of the application against the Mansfield Planning Scheme is attached. The proposal is for six group accommodation cabins and an outbuilding located within one of Mansfield's key tourist areas. The layout and design revisions that the applicant has undertaken throughout the Planning Permit process have resulted in a modest proposal that is suited to the bushfire risk and special water supply catchment in which it is proposed and has addressed some of the concerns raised through objections. It is considered that the layout as proposed would not have significant impacts to the existing rural character of the area. Overall, the proposal is consistent with the Mansfield Planning Scheme.

Recommendation

THAT COUNCIL resolves to issue a Notice of Decision to Grant a Permit for Planning Permit Application P040-23 for the Use and Development of land for Group Accommodation (six cabins) and development of land for an agricultural shed at Lot 8 on PS316101J, commonly known as 180 Star of the Glen Road, Bonnie Doon, in accordance with the endorsed plans and subject to the following conditions:

Amended Plans

1. Prior to the commencement of development, plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. The plans must be generally in accordance with the plans submitted with the application and modified to show:
 - a. Landscaping in accordance with Condition 5
 - b. Onsite Waste Management System in accordance with Condition 9
 - c. Car Parking in accordance with Condition 16.

Endorsed Plans

2. The use and development must be in accordance with the endorsed plans forming part of this permit and must not be altered without the prior written consent of the Responsible Authority.
3. Prior to the commencement of the use authorised by this permit, all works required as per the endorsed plans (including but not limited to the built form, stormwater

drainage, accessways and landscaping) must be completed to the satisfaction of the Responsible Authority.

External Materials

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

Landscaping and Planting

5. Prior to the commencement of works, a detailed landscape plan to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority.

When approved, the plan will be endorsed and will then form part of the permit.

The plan must be drawn to scale with dimensions and must show:

- a. Details of surface finishes of pathways and driveways.
- b. A planting schedule of all proposed trees, shrubs, and ground covers, including botanical names, common names, pot sizes, sizes at maturity, and quantities of each plant.
- c. Landscaping and planting within all open areas of the subject land
- d. Suitable landscaping and plantings along the southern boundary within the subject land to screen the Group Accommodation Cabins.

All species selected must be to the satisfaction of the responsible authority. The landscaping shown on the endorsed plans must be maintained to the satisfaction of the responsible authority, including that any dead, diseased or damaged plants are to be replaced.

Operating and Amenity

6. Outdoor lighting must be designed, baffled, and located to prevent any adverse effect on adjoining land to the satisfaction of the Responsible Authority.
7. The use and development must be managed so that the amenity of the area is not detrimentally affected by noise level emanating from the premises. Noise levels must not exceed those required to be met under the *Environmental Protection Act*.
8. The amenity of the area must not be detrimentally affected by the use or development through the:
 - a. transport of materials, goods and commodities to or from the land
 - b. appearance of any buildings, works or materials
 - c. emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, wastewater, waste products, grit or oil
 - d. presence of vermin
 To the satisfaction of the Responsible Authority.

Environmental Health

9. Prior to the commencement of development a detailed construction plan of the OWMS is to be lodged. The plan must show the location of all aspects of the Onsite Wastewater Management System (infrastructure and dispersal lines etc) in relation to all existing and proposed infrastructure.

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10. Prior to commencement of the proposed development, approval for the installation of an Onsite Wastewater Management System must be obtained from Council's Environmental Health Department.
11. The approved Onsite Wastewater Management System must be installed to the satisfaction of Council prior to occupancy of the new development and thereafter the wastewater system must be maintained to the satisfaction of Council.
12. The existing septic tank system is to be decommissioned. The existing Septic Tank will need to be desludged, perforated and backfilled with inert materials.
13. The onsite wastewater disposal system must be developed in accordance with the Land Capability Assessment (Report No. 22279) prepared by A.C Geotechnical Pty Ltd, to the satisfaction of the Responsible Authority.

Engineering

14. Prior to the commencement of works hereby permitted, two roadside dust reduction signs must be installed on Star of the Glen Road. The signs, including the structure and content, must be installed, and located to the satisfaction of the Responsible Authority.
15. Before the use of the land commences a car parking plan shall be prepared and submitted for approval to the Responsible Authority, clearly showing the layout, the proposed method of surfacing, and delineation of spaces. The plan must also delineate turning circles for vehicles using the site and illustrate that vehicles can enter and exit the site in a forward manner. This plan, when approved, shall be endorsed as forming part of the Permit and the parking area shall be constructed, maintained, drained and delineated to the satisfaction of the Responsible Authority.
16. Areas shown on the endorsed plans as set aside for carparking constructed in accordance with AS 2890.1-1993 & AS/NZS 2890.6 – 2009
 - a. Properly formed to such levels be used in accordance with the plans
 - b. Surfaced with class A crushed rock or equivalent compacted pavement material and preferably sealed
 - c. Drained
17. Before the use and/or development hereby permitted starts, the existing crossover must be upgraded in accordance with IDM Standard Drawing, which is available upon receipt of an application for Works Within Road Reserve Permit.
18. Access to the property shall be via the existing driveway and crossing - no other access shall be allowed without prior written approval from Council.
19. Prior to commencement of any building and civil works, application must be made to Council to obtain a Legal Point of Stormwater Discharge.
20. Interrupted overland flow from this development must not impact on the adjacent lots.
21. Any damage to Council assets such as roads and stormwater infrastructure, must be repaired at the cost of the developer to the satisfaction of the Responsible Authority

Bushfire

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

Country Fire Authority

23. Before the development starts, the Bushfire Management Plan prepared by Hamish MacCallum of Phenix Wildfire Management, Version 5, dated 20/05/2025 must be endorsed by the Responsible Authority. Once endorsed the plan must not be altered unless agreed to in writing by CFA and the Responsible Authority.
24. Before the development is occupied or the use commences, the bushfire emergency plan (BEP) prepared by Hamish MacCallum, of Phoenix Wildfire Management, Version 1, dated 12/03/2024 must be endorsed by the Responsible Authority.
25. The group accommodation buildings approved by this permit must not be occupied beyond 9.00 am on any Fire Danger Rating Day of Catastrophic in the North East Fire District.

Department of Energy, Environment and Climate Action

26. No access is permitted to the subject land via the Crown land.
27. Adjoining Crown land must not be used for truck turning areas, entry points, parking areas or temporary stock sites during the construction of buildings or works.
28. No polluted and/or sediment laden run-off is to be discharged directly or indirectly into drains or watercourses on Crown land. Overland flows must be maintained at the same rate post development as on the undeveloped land.

Goulburn Murray Water

29. All construction and ongoing activities must be in accordance with EPA Publication 1834.1 Civil Construction, Building and Demolition Guide (September 2023). There must be no transport of sediment or other materials off-site either during or following construction.
30. Stormwater run-off from buildings and other impervious surfaces must be dissipated as normal unconcentrated overland flow or directed to dams or storage tanks.
31. No buildings or tents are to be constructed within 30 metres of any waterways or on any drainage lines.
32. The wastewater disposal area must meet minimum setback distances of 50m from all waterways, 30m from any dams, 20m from any bores and 20m from any drainage lines.
33. All wastewater from the dwelling must be treated to a standard of at least 20mg/L BOD and 30mg/L suspended solids using a package treatment plant or equivalent. The system must have a certificate of conformity issued by the issued by the

relevant body (or equivalent approval) and be installed, operated and maintained in accordance with the relevant Australian Standard(s) and EPA Guideline for Onsite Wastewater Management, May 2024, as updated or replaced.

34. The wastewater management system must be appropriately designed to manage the potential volume of wastewater generated under full occupancy including an appropriately sized wastewater disposal area based on a full water balance specific to the proposal and subject land, to the satisfaction of Council's Environmental Health Department.
35. The wastewater disposal area must be kept free of stock, buildings, driveways, car parking, paths and service trenching and must be planted with appropriate vegetation to maximise its performance. Stormwater must be diverted away. A reserve wastewater disposal field of equivalent size to the primary disposal field must be provided for use in the event that the primary field requires resting or has failed.
36. The existing septic tank system must be decommissioned once the new system is installed and operational. All wastewater from the dwelling must be disposed of via connection to the new septic tank system to the satisfaction of council's Environmental Health Department.

Permit Expiry

37. This permit will expire if one of the following circumstances applies:
 - a. The buildings and works have not commenced within three (3) years of the date of this permit.
 - b. The buildings and works are not completed and the use commenced within five (5) years of the date of this permit.

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

Permit Notes

1. CFA acknowledge the certification certificate provided by the manufacturer of the cabins that is to be installed as short-term accommodation as being able to meet BAL40 construction standard. CFA requests that a copy of any permit and a copy of any notice given under section 64 or 65 of the Act be sent to CFA pursuant to section 66 of the Act.
2. Application must be made to Goulburn Murray Water prior to construction of any dams on the subject land. A licence must be obtained where surface or groundwater supplies are taken and used for commercial irrigation purposes or if a dam is to be constructed on a waterway as defined under the Water Act 1989. Applications can be made by contacting Goulburn Murray Water on 1800 013 357 or by following the link the <http://www.g-mwater.com.au/customer-services/forms>
3. The subject property is located within an area of Cultural Heritage Sensitivity. Should the activity associated with proposed development require a Cultural Heritage Management Plan (CHMP), planning

permits, licences and work authorities cannot be issued unless a CHMP has been approved for the activity.

Support Attachments

1. Assessment Against Planning Scheme [18.2.1.1 - 16 pages]
2. Plans [18.2.1.2 - 14 pages]
3. Land Capability Assessment Report [18.2.1.3 - 42 pages]
4. Bushfire Management Report [18.2.1.4 - 57 pages]

Considerations and Implications of Recommendation

Sustainability Implications

The application has been assessed against the provisions of the Mansfield Planning Scheme, which includes consideration of building resource management, with the requirement to make the development as sustainable as possible within the current legislation.

Community Engagement

This application was advertised in accordance with the Council Community Engagement Policy and the *Planning and Environment Act 1987*. The application was advertised to the owners and occupiers of nearby properties, and a sign was placed onsite. During the public notice period eleven (11) Objections were received.

A Consultative Meeting was hosted by Council where the Permit Applicant and all Submitters were invited to attend. As an outcome of the meeting the application was amended to address some of the concerns raised, including a landscaping buffer and relocation of the cabins.

Collaboration

Not applicable

Financial Impact

This application is being assessed by Council's existing Statutory Planning resources. Application fees of \$2,497.75 have been received which include cost recovery for public notice.

Legal and Risk Implications

This planning permit application is being undertaken in accordance with the requirements of the *Planning & Environment Act 1987*.

Regional, State and National Plans and Policies

The application has been assessed in accordance with the Mansfield Planning Scheme.

Innovation and Continuous Improvement

Not Applicable

Alignment to Council Plan

Theme 2: Vibrant Liveability

Strategic Objective 2.2 Plan and deliver sustainable, future-ready infrastructure and land use

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.

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18.2.2. Planning Permit Application: P052-25 - 57 Stock Route Mansfield

File Number	P052-25	Responsible Officer	Senior Coordinator Planning, Nicole Embling
Purpose			

The purpose of this report is to seek Council's determination of planning permit application P052-25, lodged for *use and development of land for a Residential Village and Childcare Centre, two lot subdivision, and removal of native vegetation (one tree)*, at 57 Stock Route Mansfield. This application is being referred to Council for determination at the number of outstanding objections (7), and the estimated cost of development (\$80 million) exceeds Officer delegation.

Executive Summary

Application Details	
APPLICANT	Elka Services Pty Ltd
PROPOSAL	Use and development of land for a Residential Village and Childcare Centre, two lot subdivision, and removal of native vegetation (one tree)
APPLICATION LODGED	23 May 2025
NOTICE AND SUBMISSIONS	Letters to owners and occupiers of neighbouring properties; Signs on site; Notice in the <i>Mansfield Courier</i> ; There are seven (7) outstanding Objections
Property Details	
PROPERTY ADDRESS	57 Stock Route, Mansfield and part of 104 Dead Horse Lane, Mansfield
LAND DESCRIPTION	Lot A PS905370 Lot 1 PS922275
RESTRICTIVE COVENANTS	Nil
LAND AREA	8.28 hectares (approximately)
EXISTING USE	Vacant land
Planning Provisions	
ZONE	Clause 32.08 General Residential Zone (57 Stock Route Clause 32.09 Neighbourhood Residential Zone (104 Dead Horse Lane)
OVERLAYS	Nil
Permit Triggers	
Clause 32.08-2	- A permit is required to use land for a Residential Village and Childcare Centre

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Clause 32.08-3	- <i>A permit is required for subdivision</i>
Clause 32.08-10	- <i>A permit is required to construct a building or construct or carry out works for a Section 2 Use</i>
Clause 32.09-2	- <i>A permit is required to use land for a Residential Village</i>
Clause 32.09-10	- <i>Construct a building or construct or carry out works for a Section 2 Use</i>
Clause 52.17-1	- <i>Remove native vegetation (one tree)</i>

Subject land

The subject land contains the whole of Lot A on PS905370, known as 57 Stock Route, and a portion in the south-east corner of Lot 1 on PS922275, known as 104 Dead Horse Lane, with a total land size of 8.308 hectares. The land is irregular in shape and has road frontage to Stock Route along the entire west boundary. The land currently contains a shed, previously used for farm storage purposes, planted native and exotic trees and remnant paddock native trees.

The land at 57 Stock Route is in the General Residential Zone and 104 Dead Horse Lane is in the Neighbourhood Residential Zone. The adjoining and surrounding land include additional General Residential Zone and Industrial 1 Zone to the east, Public Park and Recreation Zone to the south (Mullum Wetlands and Station Precinct) and Low Density Residential Zone to the west (Stockmans Drive), the zoning is shown in Figure 2 below.



Figure 1: Aerial imagery of the subject land and surrounds



57 Stock Route Mansfield

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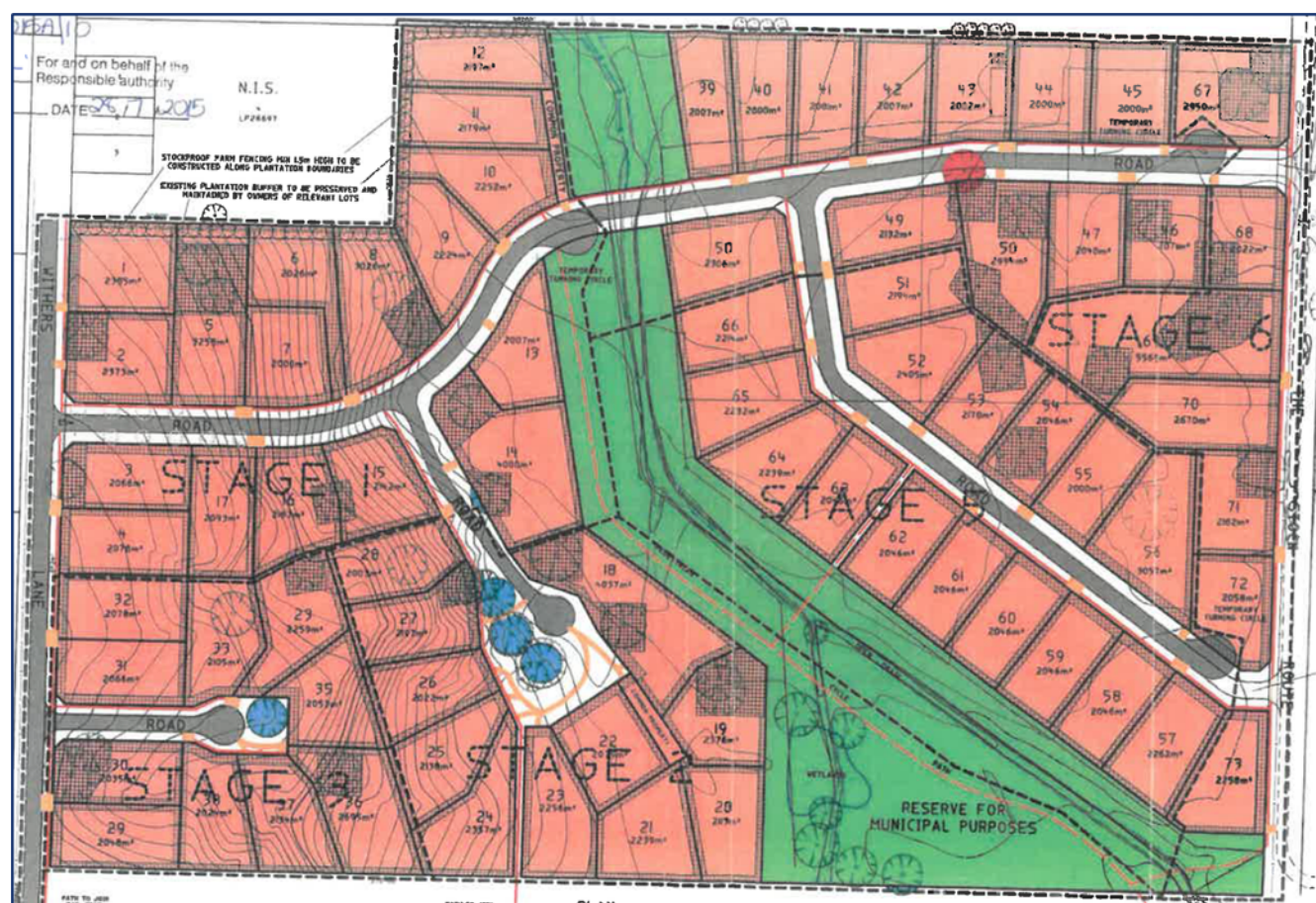


Figure 3: P071447V/15 - Endorsed Plan

Upon the completion of stages 1, 2 and 3, the remainder of the subdivision did not proceed and instead a Planning Scheme Amendment was processed to change the zoning of the undeveloped land from Low Density Residential Zone to General Residential Zone. However, as the tree removal had been approved and offsets purchased as part of that permit, Council officers have no recourse under the *Planning and Environment Act 1987* to require further retention of those trees, other than with the agreement of the permit holder.

Planning Permit P135/22 was issued on 27 June 2023 for *multi-lot (76) staged subdivision of land and use and development of land for a Childcare Centre*. The permit issued and associated endorsed plans, shown below in Figure 4, did not include the retention of any of the native trees.

An extension of time was issued for P135/22 on 5 April 2025 which extended the expiry date for certification of the plan of subdivision for stage 1 and the commencement of the Childcare Centre to 27 June 2027.

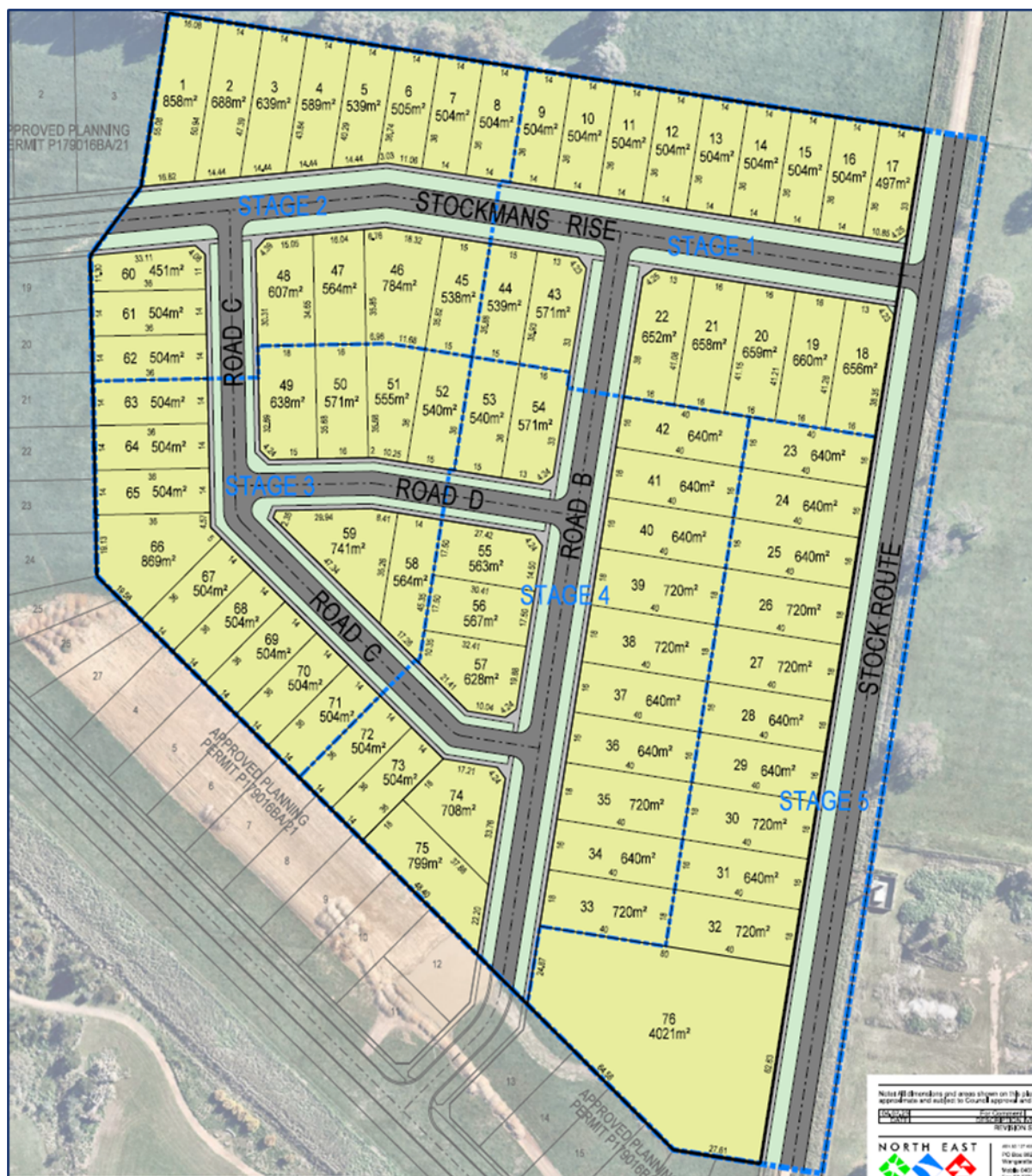


Figure 4: P135/22 - Endorsed Plans

104 Dead Horse Lane Mansfield

Planning Scheme Amendment C54mans was gazetted on 2 June 2023, which rezoned part of 104 Dead Horse Lane Mansfield from Farming Zone to Neighbourhood Residential Zone, as shown below in Figure 5.

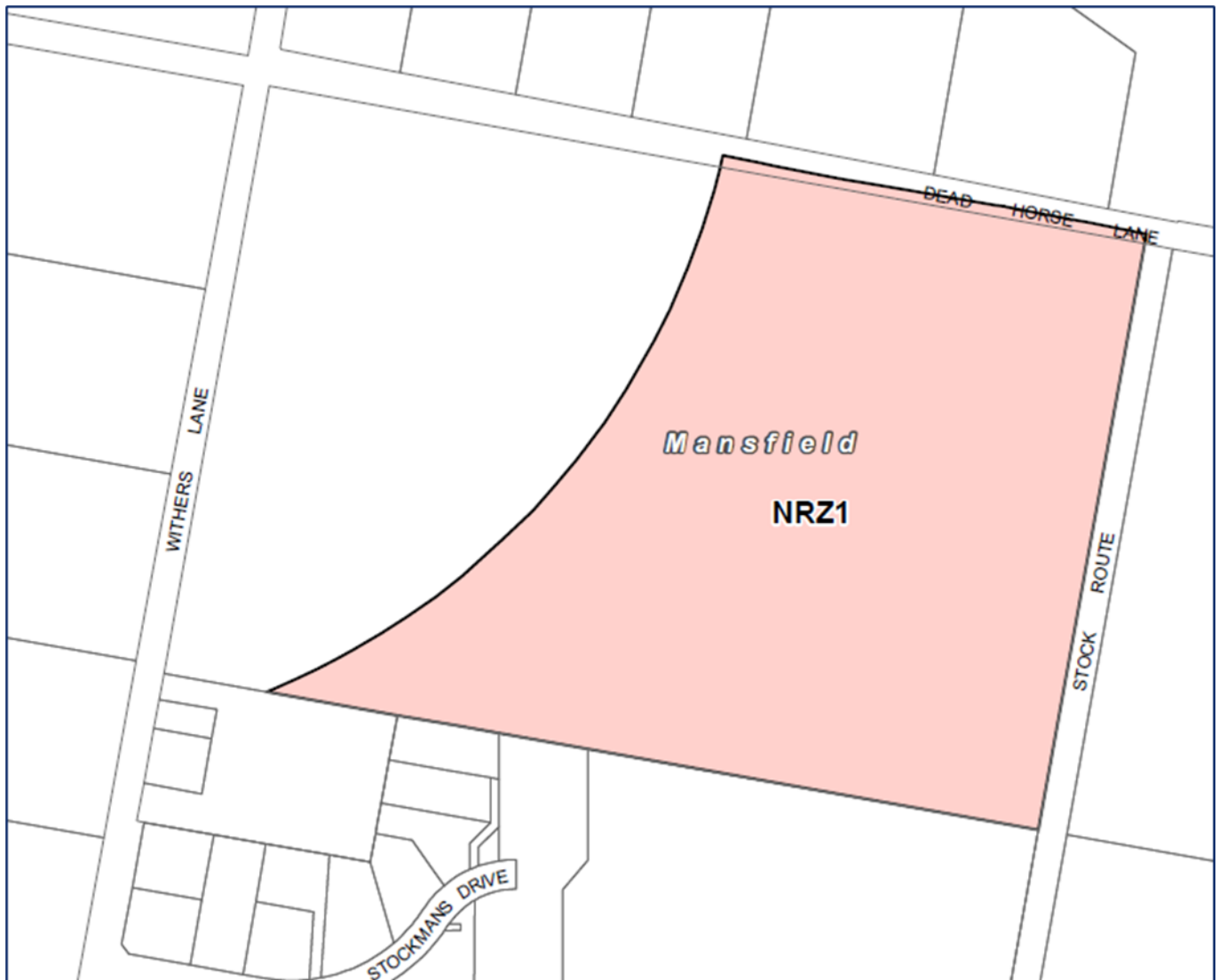


Figure 5: Map of rezoning

Adjoining land

The adjoining land to the west and south-west of the subject land has a current planning permit P179016B/21, which was issued 21 March 2022 for a *twenty-seven (27) lot staged subdivision*, as shown below in Figure 6.

Permits P135/22 and P179016B/21 include similar permit conditions which require the closure of Stock Route south of the developments to require traffic entering and exiting to travel north towards Dead Horse Lane. Access to be restricted to emergency vehicles only through Mullum Wetlands to Maroondah Highway.

An application to amend permit P179016B/21 was submitted to Council on 22 October 2025 and includes the removal of the connecting roads to the subject land as shown red on the plan below, as they would no longer be required for the Residential Village layout.

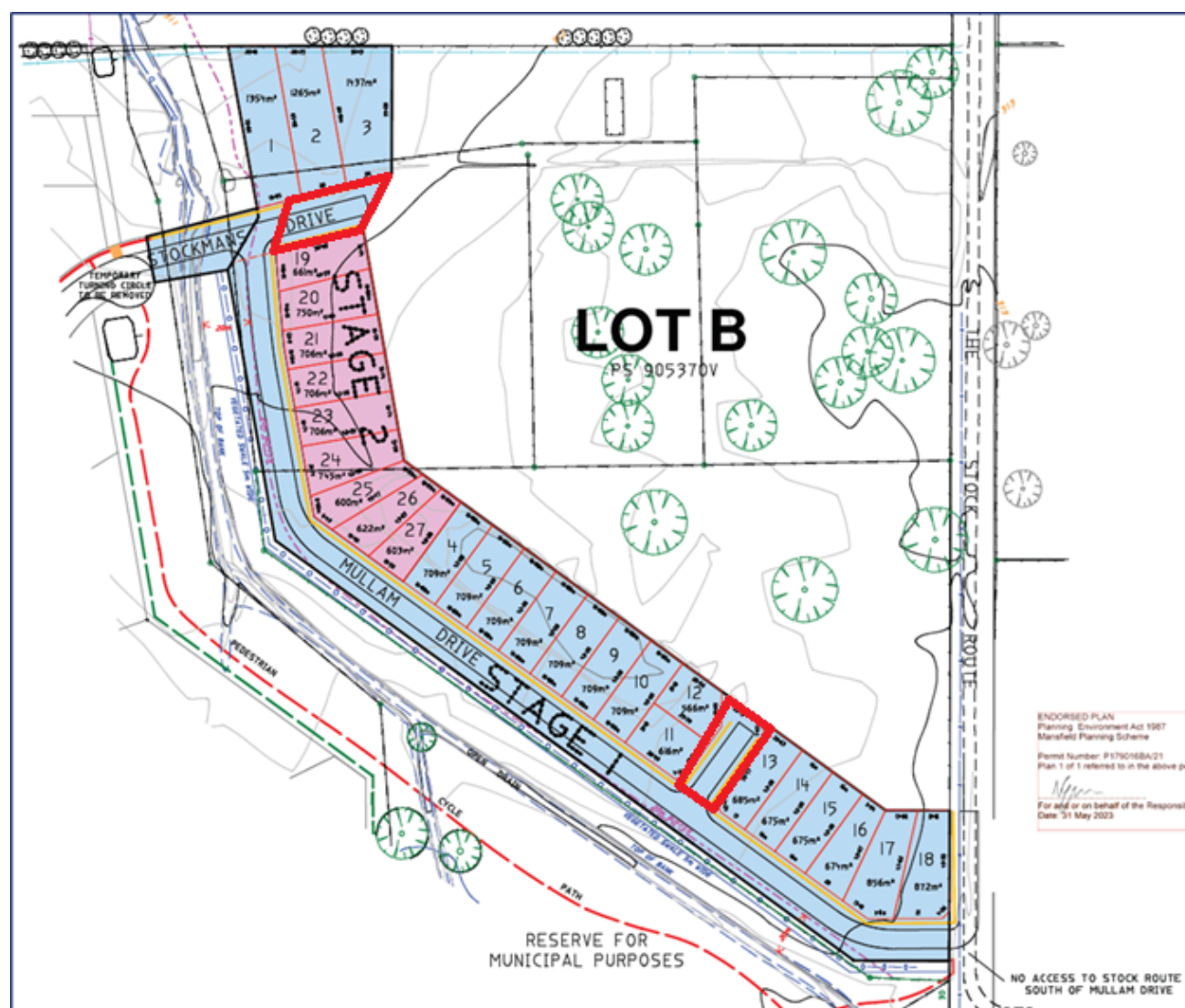


Figure 6: P179016BA/21 Endorsed Plan, marked up to show where roads are proposed to be removed

Proposal

Residential Village

A Residential Village is defined by the Mansfield Planning Scheme as:

Land, in one ownership, containing a number of dwellings, used to provide permanent accommodation and which includes communal, recreation, or medical facilities for residents of the village.

The proposal includes a residential village with 185 dwellings, each on a site with an average size of 260 square metres, which would be accessed via the internal road network connecting to Stock Route. Each site provides sufficient space for a single or double car garage with additional car parking in each driveway, two or three bedroom dwelling and a private rear yard, as shown below on the sample of the site plan in Figure 8.

The village is proposed to be based on a *land lease model*, where residents would own their home and lease the land. The required site fees cover costs for the maintenance of the street landscaping and Community Centre. Additionally, it is noted in the application documents that stamp duty would not be applicable, which can result in more affordable housing.

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The layout of the village is designed around the proposed Community Centre, with shared pedestrian and vehicle accessways and a pedestrian link through to the adjoining proposed development to the west, providing connections to Mullum Wetlands. Permeable fencing is proposed along the Stock Route boundary, and the entire development is proposed to be gated for security purposes.

The application does not specifically apply dwelling layouts and designs for each site. A mix of dwelling types will be able to be achieved with two dwelling sizes optional, these being 12.5m width and 15m width. There are four floor plans including a mix of two and three bedroom designs, and the wider sites will have the option to have a double garage. Dwelling diversity will also be improved by the variety of facades proposed.

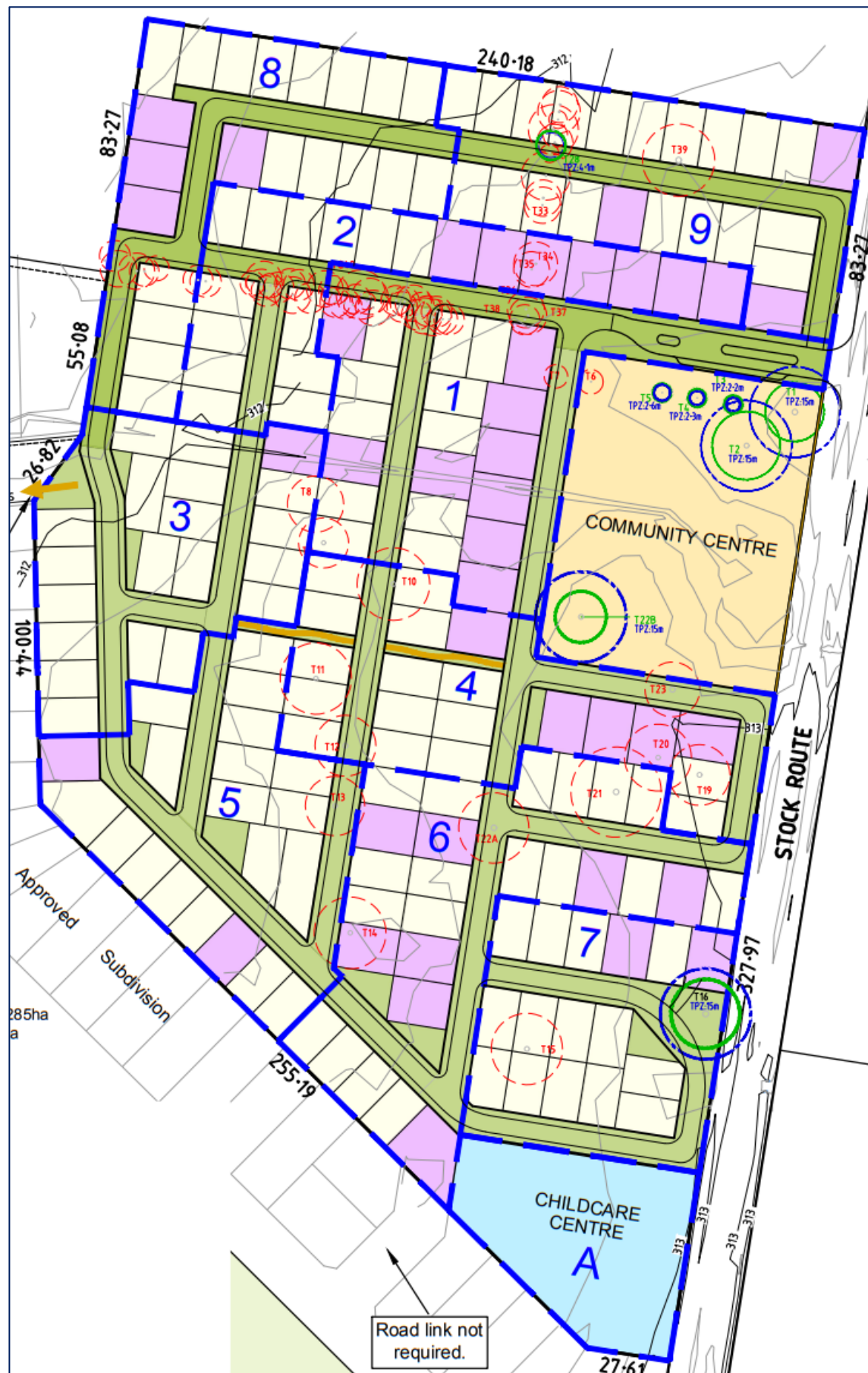


Figure 7: Residential Village Master Plan



Figure 8: Sample of individual dwelling sites

A Community Centre is planned to be included abutting the entrance from the Stock Route and will provide the following services for residents of the village:

- Lawn Bowls Green
- Bocce Court
- Outdoor BBQ's and a Fireplace
- Indoor 12m x 6m Swimming Pool
- Indoor Spa
- Sauna
- Gym
- Craft, Library, Cinema, and Games Rooms
- Kitchen/Bar, Dining and Lounge area
- Mailboxes
- Landscaped gardens

The Town Planning Report provided with the application submits that the location of the Community Centre was specifically chosen to enable the retention of 3 large, high quality native remnant trees.

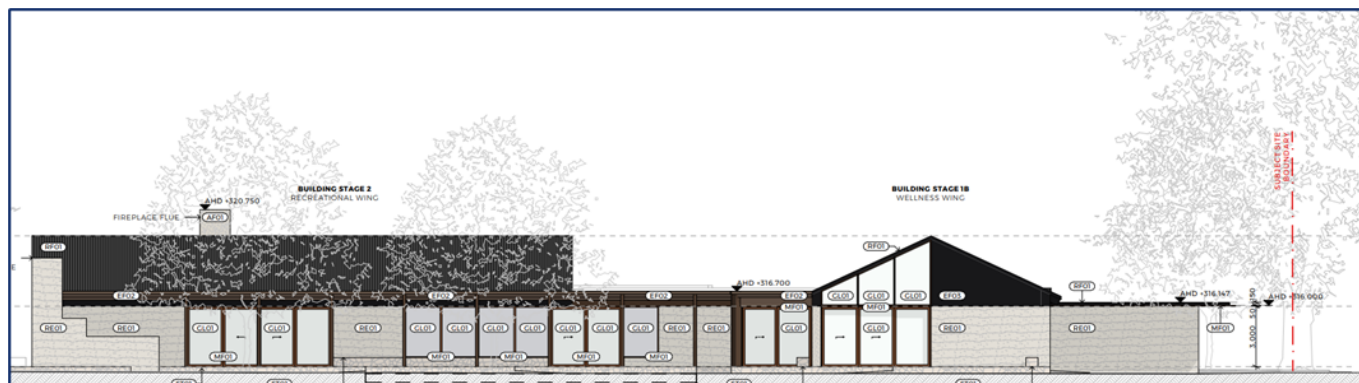


Figure 9: Community Centre, viewed from the internal access road

Childcare Centre

The proposed Childcare Centre is consistent with the previously approved permit P135/22 and is on a site of approximately 4,021 square metres in the south-east corner of the subject land. The Childcare Centre will have direct vehicle access to Stock Route and will not be within the 'gated residential village'.

Two Lot Subdivision

The application includes a two-lot subdivision to separate the childcare from the residential village.

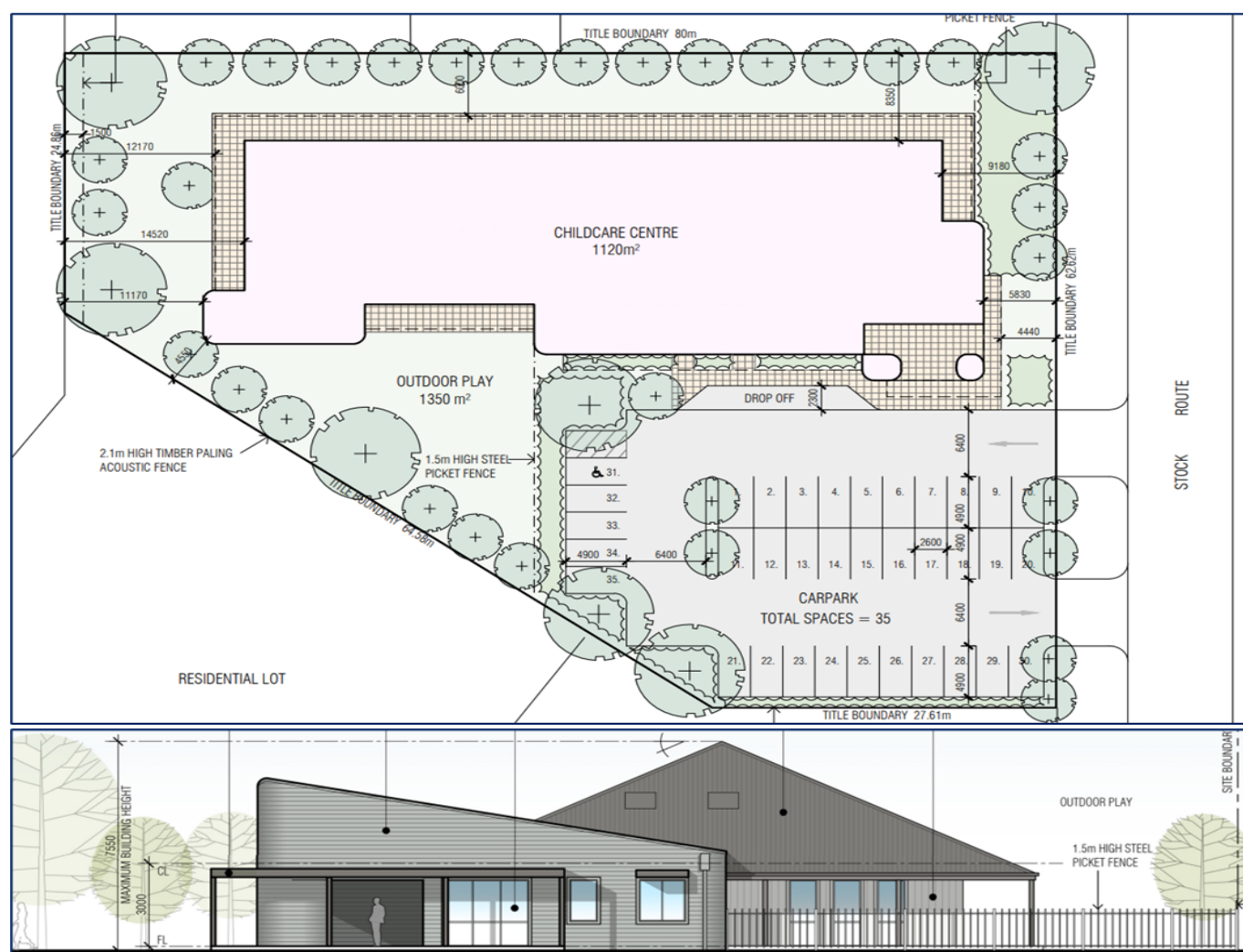


Figure 10: Childcare Centre

Native Vegetation Removal

The application is seeking approval for the removal of one tree on the 104 Dead Horse Lane lot, which is a remnant native paddock tree and is included in Stage 9 of the Residential Village. The other trees proposed to be removed on the subject land are either exempt from requiring a planning permit or have already been approved through a previous permit and have had the Third-Party Offsets paid.

The current plans show five (5) native and three exotic trees being retained within the development, and four native trees being impacted, but not removed, in the road reserve or on the adjacent property on the east side of Stock Route. Four of the native trees being retained have already been approved for removal and had third party offsets paid, as part of permit P071447V/15, and the fifth tree was planted.

Tree No. 39 is on 104 Dead Horse Lane and is the only tree proposed for removal which requires a permit and has been deemed suitable for removable by Permit Applicant's Arborist who provided the *Tree Health & Condition Assessment Report*, which includes:

Tree appears in decline, sparse canopy cover, structurally sound in the main trunk although moderate volume epicormic shoots and large deadwood and with poor vigour, poor twig growth. Upper half of canopy showing more dieback than lower half.

Council Officers have reviewed the Arborist Report and inspected the tree and determined that it is of poor quality and would not likely be safe to retain within the proposed development.



Figure 11: Photo of Tree 39 to be removed

The application has included that the trees required to be removed will be removed per stage, as needed and the wood recovered from any trees removed will be repurposed and used locally, which is reflected in a Permit Note in the Officer Recommendation. Officers requested the retention of additional trees through a request for a revised design, which resulted in the retention of two additional trees which are of a high quality and recommended for retention by the Permit Applicant’s Arborist Report. A further four trees were suggested for retention by Officers however, the Permit Applicant responded that the development would not be viable with the retention of more trees as too many dwellings would be removed from the plans. Overall, through consultation the proposal has resulted in the retention of five trees.

Key Issues

Referral Authorities

Authority	Type of Referral	Response
AusNet Electricity Services	Section 52 – for comment	Conditional consent
Country Fire Authority	Section 52 – for comment	Conditional consent

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Department of Energy, Environment & Climate Action (DEECA)	Section 52 – for comment	Support – no conditions
Department of Transport and Planning (DTP)	Section 55 – determining	Conditional consent
Goulburn Broken Catchment Management Authority	Section 52 – for comment	Conditional consent
Goulburn Murray Water	Section 55 – determining	Conditional consent
Goulburn Valley Water	Section 52 – for comment	Conditional consent
Council's Engineering Team	For comment	Conditional consent
Council's Parks & Gardens Team	For comment	Conditional consent
Council's Waste Team	For comment	Support – no conditions
Council's Environment Team	For comment	Conditional consent

The conditions requested by all referral authorities are included in the Officer Recommendation below.

Submissions

A total of seven (7) submissions were received, including one from the adjoining property owner (and developer) to the south and one from a Mansfield resident who does not own or occupy land near the site.

In summary the concerns raised through the objections include:

- Road infrastructure and traffic impacts (raised in 4 objections)
- Local Character and scale of development (raised in 3 objections)
- Stormwater and flooding impacts (raised in 2 objections)
- Native vegetation removal (raised in 2 objections)
- Childcare Centre – inappropriate location and will cause traffic issues (raised in 2 objections)
- Bushfire risk (raised in 1 objection)
- Movement integration and lack of pedestrian infrastructure (raised in 1 objection)
- Inconsistencies in application documents (raised in 1 objection)

It is important to note that the submitted plans for the Childcare Centre are identical to those which are already approved and have a planning permit.

In lieu of a Consultative Meeting with the Objectors, Council and the Permit Applicant offered one-on-one meetings with each objector to better understand their concerns and to determine if any modifications to the plans could satisfy the objections. On Wednesday 22 October, Council Officers and the Permit Applicant, including the Developer and their Town Planning Consultant, met with three (3) of the Objectors. There were no specific actions resulting from the meetings.

In response to the objections received, the Permit Applicant has provided individual responses which have been sent to each Objector. The Submitters have confirmed that their objections, or at least part of their objections, remain unresolved. A detailed assessment of the concerns raised by the objectors is below.

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Objection/Concern	Applicant Response	Officer Comments
Road infrastructure and traffic impacts	<p><i>A comprehensive Traffic Impact Assessment (TIA) had been undertaken, which considers current and projected traffic volumes, intersection safety, and the impact of the proposed development.</i></p> <p><i>The TIA concludes that the surrounding roads and intersections are operating well, and that 'the proposed development will have a negligible impact on the operation' of these intersections.</i></p> <p><i>The proposal includes a full road upgrade for the site frontage to Stock Route, with a bitumen road seal up to Dead Horse Lane.</i></p> <p><i>While the TIA primarily focuses on the subject site, we acknowledge the importance of cumulative impacts. Council and DTP are best placed to determine whether broader intersection upgrades are required and how these should be apportioned across developments, and we expect appropriate permit condition to address these matters.</i></p> <p><i>In the absence of a Development Contributions Plan Overlay, Council do not have a mechanism to apply cost sharing requirements.</i></p>	<p>The application is supported by a Traffic Impact Assessment Report (TIAR) which has considered the potential traffic impact on the surrounding road network. The development will require the closure of Stock Route south of the development, requiring residents to travel north to Dead Horse Lane. It is anticipated with future development that connections will be made to the east to Kitchen Street providing better access to the Mansfield Township.</p> <p>The proposal will require the upgrade of Stock Route, to become a sealed road. Additionally, a referred to the Department of Transport has resulted in permit conditions requiring the upgrade of the Dead Horse Lane and Midland Highway intersection, similar to the previous permit issued on the land and other development permits issued in the area.</p>
Local character and scale of development	<p><i>The proposal reflects the growing demand for diverse housing options in Mansfield...</i></p> <p><i>Respecting character does not mean preventing change, and significant changes will continue to occur as a result of social and economic conditions, changing housing preferences and explicit housing policies.</i></p>	<p>The proposed Residential Village has a density that is higher than the average around the Mansfield Township however, provides a similar offering to the existing Retirement Village at Beolite (Kidston Parage), where small dwellings are self-managed with shared community facilities and minimal</p>

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Objection/Concern	Applicant Response	Officer Comments
	<i>The proposed dwelling floor plans are designed on experience with other lifestyle villages in regional areas and seek to accommodate the predominant needs of the over 50s demographic seeking to reside in a lifestyle village. They offer diversity in the wider market, by offering an affordable option for those seeking to downsize, reside in a secure community setting and have little garden maintenance.</i>	<p>maintenance requirements for the occupants.</p> <p>The overall design and layout of the proposal provides footpath connections through the Village, enabling direct access for residents to the Community Centre where there are large open spaces for recreation. The design of each dwelling and site includes only a very minimal front and rear yard, reducing maintenance requirements. The location of the subject land is well screened from the Maroondah Highway Township Approach by the Mullum Wetlands and is set in a lower-lying area that will not be obtrusive in the landscape.</p>
<i>Stormwater and flooding impacts</i>	<i>The Stormwater Management Strategy has been prepared to address the site's location within the Ford Creek floodplain and ensure that stormwater impacts are appropriately considered. There are a number of options for managing flooding/stormwater and detailed engineering design will be undertaken post planning approval to ensure that the development does not result in any increase in flood risk to existing properties or public assets, including the Rail Trail.</i>	<p>An initial Stormwater Management Plan has been provided by the applicant which resolves that stormwater can be retained and treated onsite if required. However, in consultation with Council and adjoining landowners the permit applicant is working towards a model whereby stormwater will be able to be treated and then disposed into the nearby drainage line which runs parallel to the subject land to the west. The details of stormwater management will be determined through detailed engineering designs following the issue of a planning permit.</p>

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Objection/Concern	Applicant Response	Officer Comments
		To enable direct disposal of stormwater into the nearby drainage line there will be works required on the adjoining land to the north at 104 Dead Horse Lane, where an existing farm dam has a large wall, causing some flooding issues. The proposal is to have the dam wall lowered, increasing the flow of water past the dam and into Ford Creek.
<i>Childcare Centre location and traffic impacts</i>	<i>The childcare centre has been retained from the previous Council approved plans and will be developed and ran by a suitable operator. Its retention within this proposal, adjacent to both the lifestyle village and the existing more family-orientated Stockman's Rise development helps to foster intergenerational connections.</i>	The Childcare Centre was approved through Planning Permit P135-22, which is still current. The expected traffic impacts have been considered through a Traffic Impact Assessment Report and will result in the upgrading of Stock Route and a small turning lane into the Childcare Centre. The recommended permit conditions reflect the current approval.
<i>Bushfire risk</i>	<i>We acknowledge that Bushfire Planning (Clause 13.02) applies to this application, given the land is within a Bushfire Prone Area. There are no application requirements under this policy and it is clear that the land does not have an extreme bushfire risk given that the surrounds comprise of urban areas or cleared farming land.</i>	The subject land is within the Bushfire Prone Area and accordingly the application has been reviewed by CFA. As a result of the assessment of the application in relation to bushfire risk the Officer Recommendation includes a condition requiring a Bushfire Emergency Management Plan, which would be applicable to the Childcare Centre and Residential Village. The requirement is consistent with the previous (and current) planning permit P135-22 for the Childcare Centre.

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Objection/Concern	Applicant Response	Officer Comments
		An Officer Assessment of the application has determined that the bushfire risk to the site is low given the proximity to the Mansfield Township and neighbouring residential development. Whilst the Mullum Wetlands includes established vegetation, there is significant water storage which reduces the risk of bushfire.
<i>Movement integration and lack of pedestrian infrastructure</i>	<p><i>A residential village is a gated community and therefore public road access through the development is not a viable option. The roads and service infrastructure are privately owned and maintained, therefore not vested in Council.</i></p> <p><i>A (pedestrian) link is provided to the west in the location of the existing easement of way, and this enables accessibility to the waterway reserve and perimeter road of your approved subdivision. Pedestrian access to the town centre is currently available via the rail trail. Land on the eastern side of Stock Route is zoned for residential purposes, and it is anticipated that future road links would be provided in this location, linking with Kelson Street, then Logan Street/Moorey Street/Walker Street, to provide additional links to the town centre.</i></p>	<p>The proposal includes vehicle access from Stock Route, with connecting footpaths through the development to the west to the proposed subdivision development on the adjoining land, which is provided through an Easement. The footpath network will connect with the existing paths through Mullum Wetlands and along the drainage line east of Stockmans Drive.</p> <p>The proposal will not restrict access between Stock Route and Stockmans Drive as this is subject to a separate planning permit on the adjoining land P79016B/21. Additionally, as there is existing residentially-zoned land between the subject site and Kitchen Street to the east, it is anticipated that there will be a through connection in the future, which would provide direct access from the subject site to Mansfield Township for vehicle traffic.</p>
<i>Inconsistencies in application documents</i>	<i>Discrepancies in the layout across some documents is acknowledged that this was due to a change in</i>	The submitted Master Plan shows the complete proposed development for the

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Objection/Concern	Applicant Response	Officer Comments
	<p><i>Council position regarding on-site stormwater detention.</i></p> <p><i>Electricity is available to the land and detailed electrical design is a post permit matter.</i></p> <p><i>There is no reduction in car parking required for the proposal. All dwelling layouts can cater for a second car space within the driveway and as such meet or exceed the parking requirements.</i></p> <p><i>As a private development, the accessways are not required to meet road design standard. The access pavement has been designed to cater for service and emergency vehicles and turning diagrams have been prepared to demonstrate that a Council garbage truck can safely manoeuvre within the site.</i></p> <p><i>The access ways are shared zones with a speed limit of 10km/h and this is governed with signage and the site agreement, which is signed by all residents and enforceable under the Residential Tenancies Act.</i></p>	<p>subdivision, Childcare Centre, Residential Village and vegetation removal (and retention). It is acknowledged that other supporting documents and reports are not consistent, particularly in relation to the number of dwellings proposed. This is due to a previous amendment to the application. Should the application be approved, amended reports and plans would be required to be submitted and approved by Council, in line with the conditions in the Officer Recommendation, prior to any works commencing.</p>
<p><i>Lack of open space and landscaping</i></p>	<p><i>A large communal area of over two acres is proposed as the heart of the village and this equates to almost 10% of the site area, which exceeds the expected open space contribution...</i></p> <p><i>A Landscape Master Plan was submitted with the application, and this shows tree planting along access ways, within front gardens, along pedestrian links and around the community centre. Together with retention of existing trees, the proposed landscape treatment will create an attractive setting and provide habitat opportunities.</i></p>	<p>As the proposal is for a Residential Village there is no subdivision requirements for each dwelling, meaning Council is not able to seek a Public Open Space Contribution. The land will be retained for the Residential Village in one ownership and the ongoing maintenance of the open spaces proposed will be the responsibility of the Management (landowner). A traditional public open space area is required for new development where there</p>

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Objection/Concern	Applicant Response	Officer Comments
		<p>would be an expected increased demand for recreational spaces. The proposal includes a large Community Centre with open spaces to provide recreation for its residents. Additionally, future residents would have direct pedestrian access to the Mullum Wetlands and Station Precinct, providing ample recreation and open space areas.</p> <p>It is considered that the proposal provides sufficient recreation and open space facilities.</p>
<p><i>Tree Removal</i></p>	<p><i>The proposal's impact on trees has been carefully considered, with a strong emphasis on retaining high quality trees wherever possible. Throughout the application process, adjustments have been made to protect additional trees and timber from felled trees will be made available to Mansfield Shire for repurposing in public spaces.</i></p>	<p>The existing remnant trees on 57 Stock Route have had previous approval for their removal, as discussed earlier in this report. The proposal has made significant effort to retain some of those trees through the design and layout, protecting the higher quality of the trees, those which have the longest expected lifespan. The single tree on the northern portion of the land at 104 Dead Horse Lane is of a lower quality and is structurally failing unfortunately, this tree was not considered worth saving through the development and instead the permit applicant has designed to retain some of the planted native vegetation which does not require approval for removal.</p> <p>Through discussions with the permit applicant, the developer has agreed that any</p>

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Objection/Concern	Applicant Response	Officer Comments
		wood from trees removed will be repurposed and used locally.
<i>Demand on Local Services</i>	<i>The proposed use directly addresses the increasing demand for diverse housing options and seeks to balance these needs with those of the existing community. The land lease model has been successfully implemented in many other regional communities and recent research demonstrates that purpose-built lifestyle and retirement communities provide significant benefits for older Australians.</i>	Mansfield Shire has a State Government set housing target of an additional 3,900 homes by 2051. This target is expected to increase our local demand on services such as schools, hospitals, industry, etc. The proposed development contributes to meeting the housing target for Mansfield and is considered to be suitably located in an area with access to reticulated water, sewer and electricity.

Officer Assessment

A detailed Assessment Against the Planning Scheme is attached.

The proposal is generally consistent with the relevant provisions of the Mansfield Planning Scheme, as discussed in this report. The application is therefore recommended for approval however, as there are outstanding objections, a planning permit is not able to be issued without first issuing a Notice of Decision to Grant a Permit providing Objectors an opportunity to appeal to VCAT.

Recommendation

THAT COUNCIL issue a **Notice of Decision to Grant a Permit** for Planning Permit Application P052-25 to allow *use and development of land for a Residential Village and Childcare Centre, two lot subdivision, and removal of native vegetation (one tree)*, at 57 Stock Route Mansfield, in accordance with endorsed plans and subject to the following conditions:

Endorsed Plans

1. The development, subdivision and use of land must be in accordance with the endorsed plans forming part of this permit and must not be altered without the prior written consent of the Responsible Authority.
2. Prior to the commencement of works, amended plans must be submitted to and approved by the Responsible Authority. The plans must be drawn to scale with dimensions. The plans must be generally in accordance with those submitted with the application and include:
 - a. Landscaping within Stock Route road reserve adjoining the subject land and along internal roadways.

- b. Landscaping and features proposed within the open areas and along shared paths.
 - c. 1.2-metre-wide sealed paths along a minimum one side of each internal roadway.
 - d. Sealed Shared path along west side of Stock Route.
 - e. Tree Protection Zones for all native trees being retained.
- When approved, the plans will be endorsed and will form part of the permit.

Childcare Centre

3. Prior to the commencement of works, a Waste Management Plan for the Childcare Centre must be submitted to and approved by the Responsible Authority. When approved the WMP will be endorsed and will then form part of the permit.
The Waste Management Plan must provide for the following matters:
 - a. Details on the number, volume and location of waste receptacles.
 - b. How appropriate management of the waste and recycling will be ensured.
 - c. Detail of the bin storage area showing path of access, hard waste areas etc.
 - d. Detail of the frequency of waste collections.
 - e. Swept paths demonstrating access and egress for the largest expected waste collection vehicle to the waste storage area. If waste is to be collected within car parks, collection vehicles must enter and exit forward facing.
 - f. Include a notation that any drainage at bin wash areas will be to a sewerage outlet only (not stormwater).

All waste collection must be undertaken in accordance with the endorsed Waste Management Plan to the satisfaction of the Responsible Authority. No alterations to the Waste Management Plan may occur without the prior written consent of the Responsible Authority.
4. Prior to the commencement of works, a construction management plan to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. The construction management plan must describe how the site will be managed prior to and during the construction period and set out requirements for managing:
 - a. Erosion and sediment.
 - b. Stormwater.
 - c. Litter, and other construction wastes.
 - d. Chemical contamination.

When approved, the plan will be endorsed and will then form part of this permit.
5. Prior to the commencement of the use authorised by this permit, all works required as per the endorsed plans (including but not limited to the built form, stormwater drainage, accessways and landscaping) must be completed to the satisfaction of the Responsible Authority.
6. Except with the prior written consent of the Responsible Authority, the Childcare Centre must only operate between:
6:00am – 6:30pm Monday to Friday.
7. Waste collection must only be undertaken between:

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- a. 7am – 6pm Monday to Friday; and
 - b. 7am – 1pm Saturdays.
8. The development must be designed and constructed to minimise noise impacts on surrounding residential uses, by implementing the following:
 - a. Locate mechanical services away from adjoining and surrounding dwellings.
 - b. Locate services on the roof or building sides furthest from dwellings.
 - c. An acoustic fence be constructed along the north, west and south boundaries of the Childcare Centre.
9. All plant and equipment (including, but not limited to air conditioner condensers, exhaust fans and other mechanical services) must be baffled so as to comply with EPA Publication 1826 Noise Limit and Assessment Protocol for the Control of Noise from Commercial, Industrial and Trade Premises and Entertainment Venues, and must be screened from public view.
10. The use must at all times comply with EPA Publication 1826 Noise Limit and Assessment Protocol for the Control of Noise from Commercial, Industrial and Trade Premises and Entertainment Venues (or as amended).
11. Prior to the commencement of the use authorised by this permit, the area set-aside for vehicle access and movement through the site, as shown on the endorsed plans, must be:
 - a. constructed;
 - b. properly formed to such levels that they can be used in accordance with the plans;
 - c. surfaced with an all-weather coat;
 - d. drained;
 - e. line marked to indicate each car space and all access lanes; and
 - f. clearly marked to show the direction of traffic along access lanes and driveways, to the satisfaction of the Responsible Authority. Car spaces, access lanes and driveways must be kept available for these purposes at all times.
12. The loading and unloading of goods, including waste collection must be carried out entirely within the boundaries of the subject land.
13. Outdoor lighting must be designed, baffled and located to prevent any adverse effect on adjoining land to the satisfaction of the Responsible Authority.
14. Maintenance of all buildings surrounds and accessways within the site must be carried out so that the site is neat, tidy and clean at all times to the satisfaction of the Responsible Authority.
15. The landscaping shown on the endorsed plans must be maintained in good condition to the satisfaction of the Responsible Authority, and any dead, dying, diseased or damaged plants are to be replaced with like for like replacements of the same or greater size.
16. The stormwater management system must be maintained in good working order at all times to the satisfaction of the Responsible Authority.

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

Residential Village

18. Access to each dwelling must be provided via an all-weather road with dimensions adequate to accommodate emergency vehicles.
19. Each dwelling approved by this permit must be connected to a reticulated electricity supply or have an alternative energy source.
20. Each dwelling approved by this permit must be connected to a reticulated potable water supply or have an alternative potable water supply with adequate storage for domestic use as well as for firefighting purposes.
21. Each dwelling must be connected to reticulated sewerage, if available.
22. The extent and depth of any proposed filling must be denoted on the design plan. Where depths of fill on allotments exceed 300 mm, those areas are to be clearly differentiated from areas where the depths of fill are less than 300 mm. Where the depth of fill exceeds 300mm, the fill is to be compacted in accordance with the requirements of Table 204.131 Compaction Requirements Scale C of VicRoads Technical Specification 204 and shaped to match existing site levels. Geotechnical test results are to be submitted to Council's Engineering Department for confirmation that the required compaction has been achieved.
Where fill is imported onto the site, written records are to be provided to Council's Engineering Department to confirm the source of the fill and to provide evidence that the soil is not contaminated.
23. All new powerlines within the development must be underground.
24. Prior to the commencement of works, a Waste Management Plan for the Residential Village dwellings and Community Centre must be submitted to and approved by the Responsible Authority. When approved the WMP will be endorsed and will then form part of the permit.
The Waste Management Plan must provide for the following matters:
 - a. Details on the number, volume and location of waste receptacles.
 - b. How appropriate management of the waste and recycling will be ensured.
 - c. Detail of the bin storage area showing path of access, hard waste areas etc.
 - d. Detail of the frequency of waste collections.
 - e. Swept paths demonstrating access and egress for the largest expected waste collection vehicle to the waste storage area. If waste is to be collected within car parks, collection vehicles must enter and exit forward facing.
 - f. Include a notation that any drainage at bin wash areas will be to a sewerage outlet only (not stormwater).

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All waste collection must be undertaken in accordance with the endorsed Waste Management Plan to the satisfaction of the Responsible Authority. No alterations to the Waste Management Plan may occur without the prior written consent of the Responsible Authority.

25. The development must proceed in the order of stages shown on the endorsed plans unless otherwise agreed in writing by the Responsible Authority.
26. External boundary fencing of the Residential Village facing a Council managed Road or public space must be of a predominantly open style, to the satisfaction of the Responsible Authority.
All fencing must be muted and natural tones.

External Cladding

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

Amenity

28. The use and development must be managed so that the amenity of the area is not detrimentally affected, through the:
 - a. transport of materials, goods or commodities to or from the land
 - b. appearance of any building, works or materials
 - c. emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil
 - d. presence of vermin
 to the satisfaction of the responsible authority.

Existing Vegetation

29. Vegetation, including exotic and native trees must not be removed unless and until required to do so. Any vegetation that can be retained on the land must not be removed.

Landscaping and Planting

30. Prior to the commencement of works, a detailed landscape plan to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plan will be endorsed and will then form part of the permit. The plan must be drawn to scale with dimensions and must show:
 - a. Details of surface finishes of pathways and driveways.
 - b. A planting schedule of all proposed trees, shrubs and ground covers, including botanical names, common names, pot sizes, sizes at maturity, and quantities of each plant.
 - c. Landscaping and planting within all open areas of the site.
 - d. Suitable landscaping and plantings along the Stock Route (eastern) boundary.

All species selected must be to the satisfaction of the responsible authority. The landscaping shown on the endorsed plans must be maintained to the

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satisfaction of the responsible authority, including that any dead, diseased or damaged plants are to be replaced.

31. Prior to the commencement of use of the Childcare Centre and each stage of the Residential Village all Council managed roadsides must be seeded and fertilised and grass must be established.
32. Prior to the commencement of use of the Childcare Centre and each stage of the Residential Village the landscaping shown on the endorsed landscaping plan must be established and maintained.

Native Vegetation

33. Before works start, the permit holder must advise all persons undertaking the vegetation removal or works on site of all relevant permit conditions and associated statutory requirements or approvals.
34. To offset the removal of 0.07 hectares of native vegetation, as identified in Native Vegetation Removal Report 382_20250521_YHB, the permit holder must secure a native vegetation offset, in accordance with the Guidelines for the removal, destruction or lopping of native vegetation (DELWP 2017) as specified below:

A general offset of 0.015 general habitat units:

- a) located within the Goulburn Broken Catchment Management Authority boundary or Mansfield Shire municipal district.
- b) with a minimum strategic biodiversity score of at least 0.336.

35. Before any native vegetation is removed, evidence that the required offset has been secured must be provided to the satisfaction of the responsible authority. This evidence is one or both of the following:
 - a. credit extract(s) allocated to the permit from the Native Vegetation Credit Register and/or
 - b. an established first party offset site including a security agreement signed by both parties, and a management plan detailing the 10 year management actions and ongoing management of the site.A copy of the offset evidence must be endorsed by the responsible authority and will form part of this permit.

36. All services must avoid root zones of existing retained trees and proposed landscaping. Where services cannot be placed to avoid the root zone, boring and/or hand digging must be undertaken to minimise root damage to the satisfaction of the Responsible Authority.

37. Temporary barriers must be erected around the drip line of existing trees and maintained during construction to the satisfaction of the Responsible Authority.

Bushfire Emergency Management

38. Prior to the commencement of works, Bushfire Emergency Management Plans (BEMP) must be submitted to and approved by the Responsible Authority for the Residential Village and Childcare Centre. Once approved, the BEMP's will be endorsed and will then form part of the permit.
The BEMP's must be developed in accordance with AS 3745-2010 Planning for emergencies at facilities and specifically describe the emergency

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management arrangements that will be implemented to reduce the risk of bushfire and should address the following matters:

- a. Describe property and business details.
- b. Identify the purpose of the BEMP stating that the plan outlines procedures for:
 - i. Closure of premises on any day with a Fire Danger Rating of Code Red (Childcare Centre only).
 - ii. Evacuation (evacuation from the site to a designated safer off-site location).
 - iii. Shelter-in-place (remaining on-site in a designated building).
- c. Review of the BEMP
- d. Outline that the plan must be reviewed and updated annually prior to the commencement of the declared Fire Danger Period
- e. Include a Version Control Table
- f. Detail the staff responsibilities for implementing the emergency procedures in the event of a bushfire and the triggers for acting.
- g. Emergency contact details
- h. Bushfire monitoring procedures
 - i. Details the use of radio, internet and social networks that will assist in monitoring potential threats during the bushfire danger period.
 - ii. Describe and show (include a map) the area to be monitored for potential bushfire activity.

Engineering

39. Prior to the commencement of any works, the permit holder must provide to the Responsible Authority the name of the project coordinator appointed to oversee the works and notification of commencement date of the works.
40. Temporary court bowls or road dead ends shall be fully fenced, appropriately signed, shaped, drained, and be of all-weather construction (minimum pavement thickness 100mm, class 4 FCR), with a minimum turning radius of 10m. Prior to installation of a temporary court bowl, formal agreement with the neighbouring property must be achieved if applicable. Maintenance of the temporary court bowl will remain the responsibility of the developer.
41. All Council managed road, road related areas and open spaces shall be provided with public lighting in accordance with the minimum requirement for Category P lighting guidelines and light technical parameters in AS/NZS 1158.3.1 and as approved by the Responsible Authority. All public lighting must incorporate the use of energy efficient globes.
42. All intersections with Council managed roads must be signed and line marked to be compliant with VicRoads Traffic Engineering Manual Volume 2.
43. All design work must be conducted by a suitably qualified CPEng, RPEng or National Engineering Registered (NER) engineer, to the satisfaction of the Responsible Authority.
44. Prior to the completion of each stage of the Residential Village 1.2-metre-wide concrete footpaths must be provided on a minimum of one side of all internal roads, per stage, to the satisfaction of Responsible Authority.

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45. Traffic calming treatments must be installed in accordance with Austroads on Council managed roads.
46. Prior to the commencement of works computations to enhance stormwater discharge quality from the development must be supplied to council and all works must be conducted according to the approved designs. The Drainage Plan and computations must include the following the satisfaction of the Responsible Authority:
 - a. Catchments.
 - b. All stormwater drainage discharge from the site connected to the approved point of discharge.
 - c. Measures to enhance stormwater discharge quality from the development including output from MUSIC or similar with design calculation summaries of the treatment elements.
 - d. All levels in AHD (Australian Height Datum).
 - e. Measures to enhance stormwater discharge quality from the development including output from MUSIC or similar with design calculation summaries of the treatment elements.
 - f. Measures to control sediment and erosion during and post construction.
47. Interrupted overland flow from this development must not impact on the adjacent lots.
48. Any damage to Council assets such as roads, footpaths, street trees, and stormwater infrastructure, must be repaired at the cost of the developer to the satisfaction of the Responsible Authority.
49. Prior to the commencement of works, a Stormwater Management Plan to the satisfaction of the Responsible Authority must be submitted to and approved by the responsible authority. The stormwater system must be designed to meet the objectives of Clause 53.18 of the Mansfield Planning Scheme and be designed to:
 - a. Restrict flows to pre-developed levels.
 - b. Meet the current best practice performance objectives for stormwater quality as contained in the Urban Stormwater - Best Practice Environmental Management Guidelines (Victorian Stormwater Committee, 1999).
 - c. Contribute to cooling, improving local habitat and providing attractive and enjoyable spaces.

When approved, the plan will be endorsed and will then form part of this permit.
50. All construction and ongoing activities must be in accordance with sediment control principles outlined in 'Construction Techniques for Sediment Pollution Control' (EPA, 1991).
51. Signs must be installed along the internal roadways of the Residential Village to restrict on-street parking to one side of each street.

Engineering - Stock Route

52. Prior to the completion of Stage 1 of the Residential Village and/or the Childcare Centre (whichever is developed first), the permit holder must construct the Stock Route where the road abuts the subject land, to a minimum standard of

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Access Street – per IDM standard, including:

- a. Sealed 2-way carriageway with minimum 7.3m lane width;
- b. If deemed necessary by a Traffic Impact Assessment Report and Councils Engineering Department, a Basic Left Turn and Basic Right Turn Lane into the Residential Village and the Childcare Centre;
- c. On-street car parking on the western side of the Stock Route; and
- d. Provision of a sealed shared footpath on the western side of the Stock Route.

53. Prior to the completion of Stage 1 of the Residential Village and/or the Childcare Centre (whichever is developed first), the permit holder must construct the Stock Route between the northern boundary of the subject land and Dead Horse Lane, including sealed two-way carriageway width to a Rural Road Standard, with drainage improvements to the satisfaction of the Responsible Authority.
54. The Stock Route, south of the subject land, is to be closed to through traffic from Maroondah Highway. The closure will be completed by the relevant authorities, at the request of the permit holder.
Prior to the commencement of works appropriate signage is to be placed at the intersection of Stock Route and the new internal road to identify the road closure, or no-through traffic, to the satisfaction of the Responsible Authority.

AusNet Electricity Services

55. Enter into an agreement with AusNet Electricity Services Pty Ltd for the extension, upgrading or rearrangement of the electricity supply to lots on the plan of subdivision. A payment to cover the cost of such work will be required.
56. Provide electricity easements internal and external to the subdivision in favour of AusNet Electricity Services Pty Ltd to service the lots on the plan of subdivision and/or abutting lands as required by AusNet Electricity Services Pty Ltd. The provision of reserves for electricity substations may also be required.

Goulburn Broken Catchment Management Authority

57. Prior to the issuing of the Statement of Compliance and Certification Certificate, a flood impact assessment must be prepared and provided to the Goulburn Broken CMA for its review and endorsement. The flood impact assessment must demonstrate:
 - a. All proposed lots associated with the staged residential village and child care centre have been filled above the applicable 1 in 100 AEP flood level;
 - b. All proposed roads flood to depths of less than 0.3 metres during a 1 in 100 AEP flood event; and
 - c. There are no adverse flood level or flood velocity impacts on neighbouring properties during a range of flood events, up to and including the 1 in 100 AEP flood event.
58. The finished floor level of the proposed childcare centre must be constructed at least 300 millimetres above the applicable 1 in 100 AEP flood level of 313.05 metres AHD, i.e. 313.35 metres AHD, or higher level deemed necessary by the responsible authority.

59. Any removal of, or impact to, native vegetation must be undertaken in accordance with the Guidelines for the Removal, Destruction or Lopping of Native Vegetation (DELWP, 2017), and any advice obtained from the Department of Energy, Environment and Climate Action (DEECA).

Goulburn Murray Water

60. All construction and ongoing activities must be in accordance with EPA Publication 1834.1 Civil Construction, Building and Demolition Guide (September 2023).
61. No buildings are to be constructed within 30 metres of any waterways or on any drainage lines.
62. All wastewater from the proposed development must be disposed of via connection to the reticulated sewerage system in accordance with the requirements of the relevant urban water authority.
63. Stormwater must be discharged to a legal point as nominated by the Responsible Authority. All infrastructure and works to manage stormwater must be in accordance with the requirements of the Responsible Authority.

Goulburn Valley Water

64. Payment of new customer contribution charges for water supply to the development, such amount being determined by the Corporation at the time of payment.
65. Provision of a reticulated water supply and associated construction works to each allotment within the development, at the developer's expense, in accordance with standards of construction adopted by and to the satisfaction of the Goulburn Valley Region Water Corporation. Potential water network augmentation works are required, which could include but are not limited to water main upgrade/extension, construction of a water booster pumping station, storage or tanks and trunk mains etc. This will be confirmed during liaison with the Developer's engineering Consultant.
66. To maintain water supply reliability in line with GVW standards, the development is not able to be supplied from a single supply water main when the number of dwellings within the development is greater than 40. Water network augmentation works may be required to facilitate the second connection point. This will be confirmed during liaison with the Developer's engineering Consultant.
67. Provision of one water tapping per Lot at the developer's expense, in accordance with standards of construction adopted by and to the satisfaction of the Goulburn Valley Region Water Corporation.
68. Provision of separate water supply meters to each Lot within the development, located at the property boundary and to the satisfaction of Goulburn Valley Region Water Corporation.
69. Provision of reserves/easements for water supply purposes over proposed water mains located within private property. The reserve will be required to be fenced to the satisfaction of Goulburn Valley Water at the developers expense.

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70. Payment of new customer contributions charges for sewerage services to the development, such amount being determined by the Corporation at the time of payment.
71. Provision of reticulated sewerage and associated construction works to each allotment within the development, at the developer's expense, in accordance with standards of construction adopted by and to the satisfaction of the Goulburn Valley Region Water Corporation. The works may include, but not be limited to the construction of a sewerage pumping station, rising mains and gravity mains etc. This will be confirmed during liaison with the Developer's engineering Consultant.
72. Connection of all sanitary fixtures within the development to reticulated sewerage, at the developer's expense, in accordance with standards of construction adopted by and to the satisfaction of the Goulburn Valley Region Water Corporation.
All works required are to be carried out in accordance with AS 3500.2 - 'Sanitary plumbing and drainage', and to the satisfaction of the Corporation's Property Services department.
73. Provision of easements in favour of the Goulburn Valley Region Water Corporation over all existing and proposed gravity sewer mains located within private property.
74. Pursuant to Section 36 of the Subdivision Act 1988, if the Corporation considers that, for the economical and efficient subdivision and servicing of the land covered by the Application for Permit, it requires the owner of the land to acquire an easement over other land in the vicinity. That is, any land through which a sewerage extension servicing the development is to be located, easements shall be created in favour of the Corporation.
75. Discharge of Trade Waste from the development will be subject to a Trade Waste Discharge Consent.
Application to determine the specific requirements for your development may be required.
Please contact the Business Customer Service Team on 5832 4800 or via email mail@gvwater.vic.gov.au to discuss your business' needs.
76. The operator under this permit shall be obliged to enter into an Agreement with Goulburn Valley Region Water Corporation relating to the design and construction of any sewerage or water works required. The form of such Agreement shall be to the satisfaction of Goulburn Valley Water. A copy of the format of the Agreement will be provided on request.
77. The plan of subdivision lodged for certification is to be referred to the Goulburn Valley Region Water Corporation pursuant to Section 8(1) of the Subdivision Act 1988.

Head, Transport for Victoria (Department of Transport and Planning)

78. Before the plan of subdivision is submitted to the Responsible Authority for certification under the Subdivision Act 1988, amended plans must be submitted to and approved by the Head, Transport for Victoria. When approved by the Head, Transport for Victoria, the plans must be endorsed by the Responsible

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Authority and will then form part of the permit. A cover letter must be submitted illustrating the proposed revision. TP03 must be generally in accordance with the plans, and modified with a red revision cloud, and a new revision date, showing:

- a. A road closure of Stock Route to the south of the subject site which would prevent development traffic from accessing Maroondah Highway at the Maroondah Highway/Stock Route intersection.

79. Prior to the certification of the plan of subdivision, a Functional Layout Plan for the intersection of Dead Horse Lane and Midland Highway must be submitted to and approved by the Head, Transport for Victoria. When approved by the Head, Transport for Victoria, the plans must be endorsed by the Responsible Authority and will then form part of the permit. The plans must show:

- a. Basic left-turn treatment (BAL).
- b. Short Channelised Right (CHR(s)).

80. Prior to the issue of a Statement of Compliance, the following roadworks at the intersection of Dead Horse Lane and Midland Highway must be completed to the satisfaction of and at no cost to the Head, Transport for Victoria:

- a. Basic left-turn treatment (BAL).
- b. Short Channelised Right (CHR(s)).
- c. Any other works required.

Permit Expiry

81. This permit will expire if one of the following circumstances applies:
 - a. The buildings and works have not commenced within three (3) years of the date of this permit.
 - b. The buildings and works for the Childcare Centre are not completed and the use commenced within five (5) years of the date of this permit.
 - c. The buildings and works for the Residential Village are not completed and the use commenced for Stage 1 within five (5) years of the date of this permit.
 - d. The buildings and works for the Residential Village for each subsequent stage are not completed and the use commenced within two years of the previous stage having been completed.
 - e. The plan of subdivision is not certified within two (2) years of the date of this permit.
 - f. The subdivision is not completed within five (5) years of the date of certification.

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

Permit Notes

- 1) Tree Protection Zones are calculated as the tree trunk diameter measured at 1.4m above natural ground level multiplied by 12, as outlined in the Australian Standard for Protection of Trees on Development Sites AS 4907-2009.
- 2) Any wood recovered from the removal of vegetation onsite is to be repurposed and used within Mansfield Shire.
- 3) Goulburn Valley Water

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- a. Goulburn Valley Water Customer Charter sets a level of service which our customers should experience. Please be advised that while the Residential Village requires a water service at the boundary, it is the Developers responsibility to ensure that the customer receives appropriate pressure internally to individual dwellings. The Corporation Customer Charter can be found on the Goulburn Valley Water website, for levels of service and flow rates.
 - b. All structures must be constructed clear of any easement in favour of the Corporation, and one metre laterally clear of the Corporation's assets. In addition, structure foundations must be appropriate to not impose loads onto Corporation assets and comply with Corporation requirements.
- 4) Goulburn Murray Water
For works on waterways, it is recommended that applicant contact the Goulburn Broken Catchment Management Authority as a licence may be required to undertake these works.
- 5) AusNet Electricity Services
 - a. It is recommended that, at an early date the applicant commences negotiations with AusNet Services for a supply of electricity in order that supply arrangements can be worked out in detail, so prescribed information can be issued without delay (the release to the municipality enabling a Statement of Compliance with the conditions to be issued).
 - b. Arrangements for the supply will be subject to obtaining the agreement of other Authorities and any landowners affected by routes of the electric power lines required to supply the lots and for any tree clearing.
 - c. Prospective purchasers of lots on this plan should contact this office to determine the availability of a supply of electricity. Financial contributions may be required.
- 6) Goulburn Broken Catchment Management Authority
Please note that the 1 in 100 AEP flood is not the maximum possible flood. There is always a possibility that a flood larger in height and extent, than the 1 in 100 AEP flood, may occur in the future.
- 7) Head, Transport for Victoria
Separate consent for works within the road reserve and the specifications of these works is required under the Road Management Act 2004. For the purposes of this application the works will include:
 - a. Provision of a Basic left-turn treatment (BAL).
 - b. Provision of a Short Channelised Right (CHR(s)).
 - c. All roadworks outlined in the approved Functional Layout Plan (FLP).
 - d. Any other works required by the approved FLP and Road Safety Audit.
- 8) Country Fire Authority
Compliance with Regulation and CFA Fire Safety Guideline
The residential village development component of the proposed two Lot subdivision (which is subject to the Residential Tenancies Act 1997) is designed and constructed in compliance with the Prescriptive Provisions for Residential Parks of CFA's "Caravan Park Fire Safety Guidelines 2024".

Support Attachments

1. Assessment against Planning Scheme [18.2.2.1 - 15 pages]
2. P052-25 - Covering Letter [18.2.2.2 - 2 pages]
3. P052-25 - Master Plan [18.2.2.3 - 1 page]
4. P052-25 - Proposed Plan of Subdivision [18.2.2.4 - 1 page]
5. P052-25 - Childcare Centre Plans [18.2.2.5 - 4 pages]
6. P052-25 - Tree Health and Condition Assessment Report [18.2.2.6 - 26 pages]
7. P052-25 - Biodiversity Assessment Report [18.2.2.7 - 21 pages]
8. P052-52 - Transport Impact Assessment Report [18.2.2.8 - 87 pages]
9. P052-25 - Architectural Plans [18.2.2.9 - 32 pages]
10. P052-25 - Functional Layout Concept Plan [18.2.2.10 - 5 pages]
11. P052-25 - Landscape Masterplan [18.2.2.11 - 17 pages]
12. P052-25 - Stormwater Management Plan [18.2.2.12 - 24 pages]
13. P052-25 - Waste Management Plan [18.2.2.13 - 16 pages]

Considerations and Implications of Recommendation

Sustainability Implications

The application has been assessed against the provisions of the Mansfield Planning Scheme, which includes consideration of building resource management, with the requirement to make the development as sustainable as possible within the current legislation.

Community Engagement

This application was advertised in accordance with the Council Community Engagement Policy and the *Planning and Environment Act 1987*. The application was advertised to owners and occupiers of nearby properties, a sign was placed on site and a notice placed in the Mansfield Courier. During the public notice period 7 objections were received.

Individual consultative meetings were available and held between the objectors, permit applicants and Council officers. Following the meetings the Permit Applicant provided individualised responses to each of the Submitters, no changes were made to the proposal.

Collaboration

Not Applicable

Financial Impact

This application is being assessed by Council's existing Statutory Planning resources. Application fees of \$64,315.70 have been received to date, with additional fees of \$1,058.80 paid for cost recovery in relation to Public Notice (advertising).

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 2: Vibrant Liveability

Strategic Objective 2.2 Plan and deliver sustainable, future-ready infrastructure and land use

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.

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18.2.3. Withers Lane - Mansfield WMF MOU

File Number	E7278	Responsible Officer	General Manager Investment & Planning, Melissa Crane
Purpose			

To seek Council endorsement of the proposed Memorandum of Understanding (MOU) between Mansfield Shire Council and Goulburn Valley Water (GVW) for the Wastewater Management Facility at Withers Lane, Mansfield.

Executive Summary

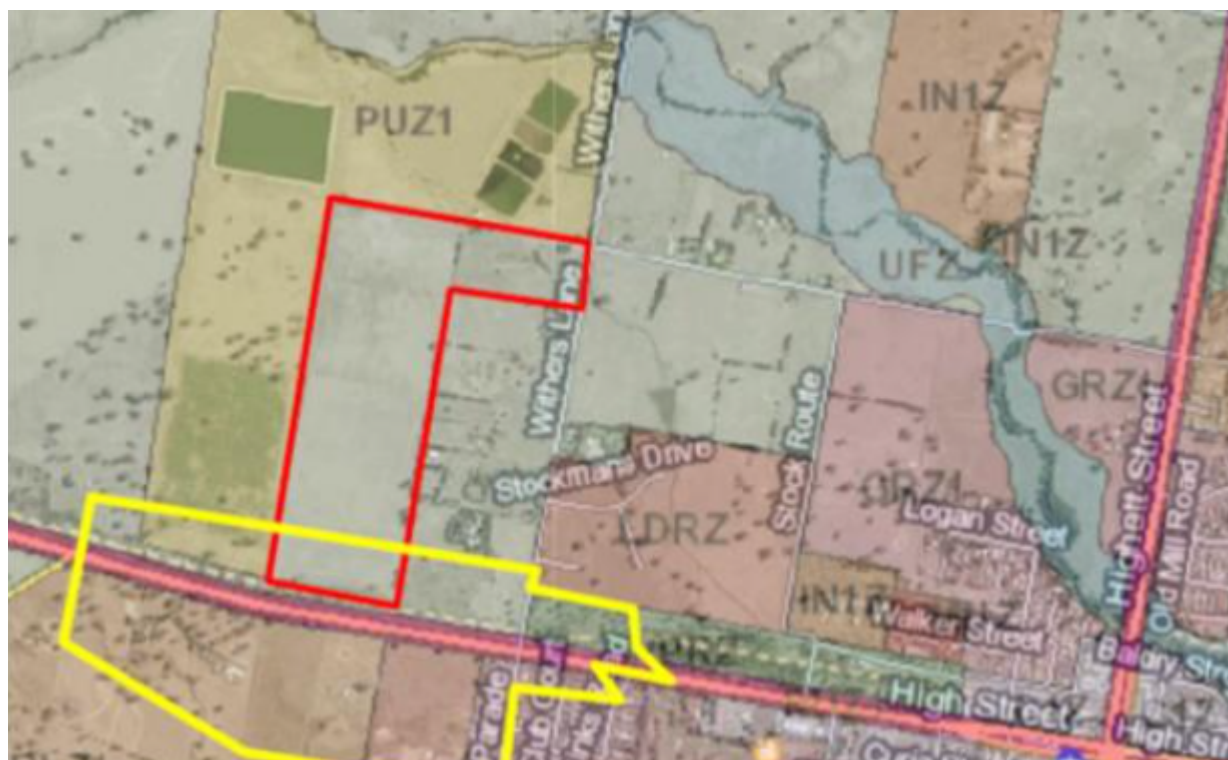
Goulburn Valley Water have their Wastewater Treatment Facility for Mansfield located at 117 Withers Lane, Mansfield. The site contains a range of ponds across the site that are used for wastewater treatment.

The zoning of the property exempts Goulburn Valley Water from requiring a planning permit for a range of buildings and works on their property. In order to protect the visual impact of any buildings and works from the Maroondah Highway, as part of the Alpine Approaches. Goulburn Valley Water have agreed to not undertake works in the area that would impact the Alpine Approaches, and in order to formalise that agreement, officers are recommending Council enter into a MOU that will retain an internal zone for protection of the relevant areas. A copy of the draft MOU is attached.

Key Issues

In April 2021, Council supported a rezoning request from Goulburn Valley Water, to rezone their land on Withers Lane, Mansfield from Farming Zone to Public Use Zone. This rezoning was considered appropriate as it would accurately reflect the use of the land for services and utility installations associated with wastewater management.

The site was also partly within the Township Approach and is proposed to have a Design and Development Overlay over part of this property. However, the rezoning means that any future use and development of that land undertaken by Goulburn Valley Water would not require a planning permit, even if there is a DDO on the site. The below picture outlines in red the area that was rezoned, and yellow indicates the area impacted by the Township Approaches Planning Controls and Guidelines Study.



In order to minimise the risks associated with potential development along the township approach, Goulburn Valley Water agreed to enter into a Memorandum of Understanding with Council in relation to this area of land. While the MOU doesn't create a legal obligation for GVW, it is recognition of their intent to respect the outcomes Council is advocating for in this area. The MOU is proposing the following restrictions:

- ▶ Permanent structures (shedding & buildings) are not built in the area identified in the Mansfield Shire Township Approaches Planning Controls and Guidelines Study
- ▶ Suitable visual buffers (trees etc) are planted to minimise the impact of the winter storage dam on the GVW land.

Recommendation

Support Attachments

1. DRAFT Mansfield Shire Council Withers Lane Mansfield WMF MOU 25 Augus [18.2.3.1 - 5 pages]

Considerations and Implications of Recommendation

Sustainability Implications

Not Applicable

Community Engagement

Not Applicable

Collaboration

This has been a collaboration with Goulburn Valley Water.

Financial Impact

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All work to create Memorandum of Understanding has been undertaken between Goulburn Valley Water and Council Officers using existing staff resources.

Legal and Risk Implications

The MOU will assist in mitigating the risk of inappropriate development that will impact on the Alpine Approach into Mansfield, by having GVW commit to protecting this area.

Regional, State and National Plans and Policies

Is in accordance with the *Planning and Environment Act 1987*.

Innovation and Continuous Improvement

Not Applicable

Alignment to Council Plan

Theme 2: Vibrant Liveability

Strategic Objective 2.1 Look after the land, the environment and our country character

Theme 3: An Effective and Efficient Council

Strategic Objective 3.3 Maintain strong governance, transparency and accountability

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.

18.3. Development & Customer Service

18.3.1. Plan of Consolidation - 166–176 Maroondah Highway, Mansfield

File Number	E12323	Responsible Officer	Strategic Property Program Manager, Renee Archibald
Purpose			

To seek Council endorsement to consolidate ten individual land parcels into a single parcel for the proposed Mansfield Emergency Services Precinct (MESP), located at 166–176 Maroondah Highway, Mansfield. This consolidation aims to streamline land management, support future development opportunities, and formalise the precinct's strategic role in delivering integrated emergency services.

Executive Summary and Background

The MESP is a strategically significant site identified to support integrated emergency services and community resilience initiatives. The precinct is planned to accommodate multiple emergency service agencies and community organisations, with a focus on co-location, collaboration, and shared infrastructure.

A key feature of the precinct is the proposed Resilience Centre, which will serve as a recovery and training hub for emergency services and community groups. The Centre will include training rooms, shared administration areas, meeting spaces, and flexible rooms suitable for community functions and events. Its design has been developed in consultation with the Technical Advisory Group and the Mansfield Emergency Precinct Committee, a long-standing community-led body advocating for the precinct's development.

The broader MESP site is intended to accommodate:

- ▶ State Emergency Service (SES) – remaining on site in a redeveloped facility;
- ▶ Mansfield Community Radio – to relocate to the Resilience Centre upon its completion;
- ▶ Ambulance Victoria (AV) – expected to relocate within 2–3 years;
- ▶ Country Fire Authority (CFA) – expected to relocate at a future date.

The timing of relocations and facility upgrades for CFA, AV, and SES is subject to confirmation from the respective agencies and contingent on funding availability. A grant application has been submitted to the federal government's Regional Precincts and Partnerships Program (RPPP) for Stage 1 of the precinct, which includes the Resilience Centre and new facilities for SES and AV. Funding outcomes are anticipated by December 2025.

To support the coordinated development of the precinct, a Plan of Consolidation is proposed to combine ten individual land parcels into a single parcel. This will streamline land management, simplify future development approvals, and formalise the precinct's strategic role in delivering integrated emergency services infrastructure.

The Land

Commonly referred to as the Saleyards Site, the land is zoned Commercial 1 Zone (C1Z) and

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spans approximately 1.35 hectares. It currently comprises ten individual land parcels, all under a single rate assessment number (A15312) and is owned by Mansfield Shire Council.

The relevant parcels are:

- ▶ Parcel SPI1\PS749844 – 3,955.95 m²
- ▶ Parcel SPI1\LP3865 – 1,248.89 m²
- ▶ Parcel SPI2\LP3865 – 989.66 m²
- ▶ Parcel SPI3\LP3865 – 1,006.54 m²
- ▶ Parcel SPI4\LP3865 – 961.44 m²
- ▶ Parcel SPI5\LP3865 – 1,009 m²
- ▶ Parcel SPI6\LP3865 – 1,043.62 m²
- ▶ Parcel SPI7\LP3865 – 993.75 m²
- ▶ Parcel SPI8\LP3865 – 989.52 m²
- ▶ Parcel SPI9\LP3865 – 1,015.93 m²

Currently, the SES buildings are located on Lots 4 and 5 with an existing land lease arrangement in place.



Figure 1: Mansfield State Emergency Service Building location

Precinct Design Update

The design of the Mansfield Resilience Centre, together with the broader shared precinct model, is focused on fostering collaboration and integration across emergency services and community partners. The Centre will provide enhanced support for initiatives that strengthen community resilience and will play a vital role in enabling and recognising the contributions of volunteers.

To ensure the design reflects the operational needs of all stakeholders, extensive consultation has been undertaken with representatives from emergency services and Mansfield Community

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Radio. This process has led to proposed changes to site access, as well as the location and orientation of the CFA, SES, and Resilience Centre buildings, as shown in Figure 2. Updated building footprints are being prepared by the relevant agencies. Further engagement with the Department of Transport and Planning is scheduled to finalise arrangements for site access, entry and egress.

As the Mansfield Emergency Services Precinct (MESP) continues to evolve, with the planned co-location of emergency services, and Mansfield Community Radio, Council will establish tailored tenancy agreements for each occupant. These agreements will reflect the operational requirements and intended use of each service, aligned with the updated building envelopes and the shared precinct framework.

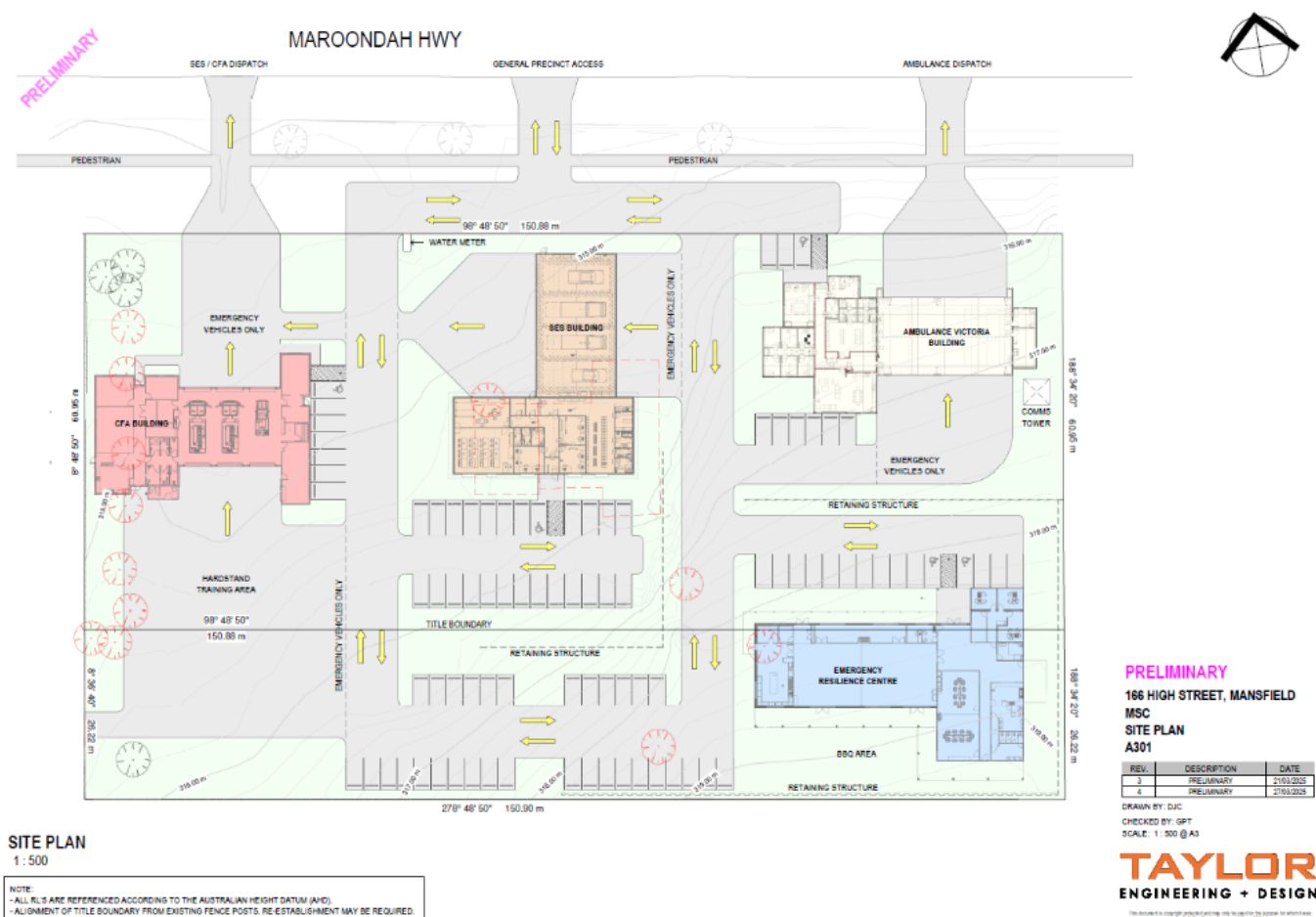


Figure 2: Mansfield Emergency Services Precinct Preliminary Site Plan

Technical Considerations

A Plan of Consolidation, as defined under the Subdivision Act 1988 and the Mansfield Planning Scheme, involves the legal amalgamation of multiple adjoining land parcels into a single title. Only one new parcel is created through this process, and the consolidated plan is formally registered with Land Use Victoria.

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The titles for the individual parcels at 166–176 Maroondah Highway are very old and recorded on separate title plans. It is therefore recommended by Council officers that the consolidation be undertaken by survey, rather than via a non-survey method.

This approach will ensure that any gaps, overlaps, inconsistencies, or historical inaccuracies between the title plans are resolved. While a survey-based consolidation involves greater time, effort, and cost—due to the need for a licensed surveyor to undertake a physical site assessment and prepare a new plan—it provides a higher level of accuracy and confidence. This method is particularly beneficial for older titles on separate plans and supports future development certainty, legal clarity, and effective infrastructure and asset management across the consolidated site.

A survey-based consolidation involves a licensed surveyor conducting a physical survey of the land and preparing a new consolidated plan. This method offers several key advantages:

- ▶ Physical boundary verification: Confirms and marks the actual boundaries on site.
- ▶ Title reestablishment: Ensures accuracy where titles are outdated or unclear.
- ▶ Greater precision: Ideal for sites with complex layouts or planned future development.

Undertaking the consolidation by survey will support development certainty, streamline statutory and planning processes, clarify legal boundaries, and assist with infrastructure planning and asset management across the unified site.

Recommendation
THAT COUNCIL endorses the preparation a Plan of Consolidation for the site at 166–176 Maroondah Highway, Mansfield, to facilitate the creation of a single land parcel supporting the Mansfield Emergency Services Precinct, subject to the completion of all necessary statutory processes, including community consultation.
Support Attachments
Nil

Considerations and Implications of Recommendation

Sustainability Implications

The MESP is a strategically significant site that Council has identified for the development of integrated emergency services and community resilience facilities.

The Resilience Centre will enhance support for programs and initiatives aimed at building community resilience and will play a key role in supporting the vital work of volunteers.

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

- ▶ Replace outmoded emergency services infrastructure that operates beyond its designed capacity.
- ▶ Support and foster collaboration and interoperability between agencies.
- ▶ Deliver efficient and effective public infrastructure.

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- ▶ Help address Mansfield Shire's increasing demand for emergency services generated by population growth, climate variability, and the growing popularity of adventure tourism.
- ▶ Reduce the cost of infrastructure required for individual emergency services through the communal use of common infrastructure such as site service utilities, backup generators, meeting rooms, training areas and parking.
- ▶ Will promote and encourage volunteerism through its prominent location on the entrance to the Mansfield township.

Consolidation of the land into a single parcel simplifies statutory planning processes and enables cohesive site development, supporting shared facilities and fostering operational integration among co-located agencies.

Community Engagement

Council officers have worked closely with the Technical Advisory Group and the Mansfield Emergency Precinct Committee during development of the plans for the Resilience Centre and the broader site plans. This community committee has, for over 4 years, worked with Council towards the development of an emergency services precinct in Mansfield.

Members of the Committee are part of the MESP Project Control Group, and through the PCG have participated throughout the entire project. They have also contributed to the engagement of the broader community, encouraging community submissions to Council's Engage platform in support of the rPPP funding application, with strong community support received.

Council will need to undertake a community engagement process over the proposed Plan of Consolidation, consistent with the Local Government Act 2020 and Council's Community Engagement Policy. The purpose of these legislative requirements is to ensure transparency, maintain public accountability, and provide the community with an opportunity to comment.

Collaboration

The shared precinct approach is intended to maximize collaboration and integration, fostering closer partnerships between emergency services agencies and their community partners. The Plan will facilitate long-term leasing and occupancy arrangements on the site, including tenancy agreements with Ambulance Victoria, SES, and Mansfield Community Radio, aligned with the consolidated land use and shared precinct framework.

Financial Impact

The proposed Plan of Consolidation is not currently accounted for in Council's adopted 2025-26 Budget and will result in an unbudgeted expenditure estimated between \$8,000 and \$10,000. This estimate includes costs associated with engaging a licensed surveyor, legal fees, Land Use Victoria fees and statutory application charges required to facilitate the consolidation of the land parcels.

While this represents a short-term financial impact, the proposal is expected to deliver long-term operational efficiencies. Consolidating the parcels will streamline ongoing maintenance, asset management, and operational responsibilities across a single, unified site. It will also reduce administrative and planning complexities, improving the efficiency of future site development and infrastructure investment.

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Improved servicing efficiency will be achieved for infrastructure services, such as water, electricity, and sewer, as they can be planned holistically for the entire site with sub-meters installed for each organisation. This will track individual consumption and allow Council to invoice each organisation for their use, avoiding duplication across individual lots and enabling a more cost-effective and streamlined development process.

Legal and Risk Implications

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

The Plan of Consolidation will provide enhanced development certainty and control; ensuring the site remains intact for its intended purpose and preserving the integrity of the emergency services precinct.

Simplified land ownership and governance will be achieved through managing a single consolidated parcel; reducing administrative complexity, particularly in relation to future leasing and licensing arrangements.

Undertaking the consolidation by survey will help to streamline statutory and planning processes and clarify legal boundaries.

Regional, State and National Plans and Policies

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

Innovation and Continuous Improvement

The co-location and integration of emergency services is regarded by the Victorian and Commonwealth Government as best practice in the delivery of emergency services infrastructure

Alignment to Council Plan

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

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

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

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.

18.4. Community Health and Wellbeing

18.4.1. Child Safety and Wellbeing Policy

File Number	E1533	Responsible Officer	Executive Manager Community Health & Wellbeing, Janique Snyder
Purpose			

To seek Council endorsement of the revised Child Safety and Wellbeing Policy (currently known as the Child Safe Policy).

Executive Summary

The Child Safety and Wellbeing Policy, first implemented in 2018, outlines Council's commitment to the safety and wellbeing of children and the promotion and protection of children's rights and takes into account Council's legislative requirements to comply with Victorian Child Safe Standards and the Child Wellbeing and Safety Act 2005. It sets clear expectations of Council personnel as to what is required to keep children safe and outlines their responsibilities when they suspect abuse of a child.

A review of the Policy has been completed, and a revised and updated Policy has been developed.

Key Issues

Key changes to the policy include:

- ▶ Title updated from Child Safe Policy to 'Child Safety and Wellbeing Policy' putting a broader focus on wellbeing in addition to harm prevention.
- ▶ Role-specific responsibilities have been comprehensively defined and embedded in the policy improving accountability and clarity in child safety and wellbeing processes.
- ▶ Inclusion of the following:
 - ▶ Mandatory Reporting as required under the *Crimes Act 1958* and *Children, Youth and Families Act 2005*
 - ▶ Records management requirements
 - ▶ Gender Impact Assessment
 - ▶ Councillors to hold a current Working with Children Check (WWCC)

Following consideration by Council the community will be notified of the revised policy through Council's Mansfield Matters column, and it will be published on Council's website.

Child Safety Reportable Conduct Reporting Procedure

Council's Child Safety Reportable Conduct Procedure has been reviewed concurrently with the Policy and updated to ensure compliance with the Victorian Reportable Conduct Scheme, established by the *Child Wellbeing and Safety Act 2005*. A copy of the Procedure will also be made available on Council's website.

Recommendation

THAT COUNCIL endorses the Child Safety and Wellbeing Policy 2025.

Support Attachments

1. DRAFT Child Safety and Wellbeing Policy 2025 [18.4.1.1 - 13 pages]

Considerations and Implications of Recommendation**Sustainability Implications**

Not Applicable

Community Engagement

The updated Policy will be published on Council's website following consideration by Council, and the community will be notified through the Mansfield Matters column in the Courier.

Collaboration

Not Applicable

Financial Impact

The review of the Policy has been undertaken internally within existing staff resources.

Legal and Risk Implications

The update Policy ensures alignment with current legislative and regulatory requirements. Without a policy framework there is an increased risk that child safety incidents may not be appropriately prevented, identified or managed. This could lead to harm to children and young people engaged in Council programs, services or facilities. The revised policy strengthens Council's commitment to creating and maintaining safe environments for children, thereby reducing potential risks to children's wellbeing.

Regional, State and National Plans and Policies

This Policy supports Council's compliance with the *Child Wellbeing and Safety Act 2005* and the Child Safe Standards which set out the minimum requirements for organisations to ensure the safety and wellbeing of children and young people. It also supports the Model Councillors' Code of Conduct which requires Councillors to uphold behaviours and interactions with children consistent with Council's policies and procedures in all interactions with children and young people.

Innovation and Continuous Improvement

Not Applicable

Alignment to Council Plan

Theme 1: A Healthy and Connected Community

Strategic Objective 1.1 Strengthen community connection, inclusion and participation

Strategic Objective 1.3 Promote health and wellbeing across all life stages

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.

18.5. Executive Services Directorate

18.5.1. Councillor Appointed Representation on Committees

File Number	E502	Responsible Officer	Manager People, Communications & Governance, Tanya Tabone
Purpose			

To seek Council's determination of Councillor representation on internal Committees of Council and outline external committees that require the appointment of Councillor representatives.

Executive Summary

In accordance with the *Local Government Act 2020* (the Act), Council may establish Delegated Committees or Joint Delegated Committees by resolution under section 64 of the Act. Mansfield Shire Council has one Delegated Committee with Councillor representation being the Station Precinct Museum Community Asset Committee.

In accordance with section 53 of the Act, it is a legislative requirement that Council establish an Audit and Risk Committee that consists of a majority of members who are not Councillors. Mansfield Shire Audit and Risk Committee comprises two Councillors and three independent members.

Although not a statutory requirement, Council has established Committees to provide a conduit for public input and expertise into the decision-making process. These Committees do not have any delegated decision-making powers from Council. They exist to provide advice and more structured public input into decisions made by Council. Updates from these Committee meetings are provided at the next available Council meeting for noting.

Council's internal committees comprise:

- ▶ Mansfield Shire Audit and Risk Committee
- ▶ Chief Executive Officer (CEO) Employment Matters Committee
- ▶ Station Precinct Museum Community Asset Committee
- ▶ Australia Day Awards Committee

In addition to the above internal committees, Council participates in a broader network of councils, peak bodies and regional partnerships that focus on specific industry issues. Participation in external committees can provide benefit and support to both Council and its community. Such committees are attended by a mixture of senior Council officers and Councillor representatives. Formal agreements or charters are often in place to define their roles and responsibilities.

The following external committees require the appointment of a Councillor representative:

- ▶ Goulburn Murray Climate Alliance (GMCA)
- ▶ Hume Regional Local Government Network (HRLGN)
- ▶ Municipal Association of Victoria (MAV)
- ▶ Rural Councils Victoria (RCV)
- ▶ North East Local Government Waste and Recovery Forum

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► Taungurung-Local Government Forum

Key Issues

Committee	Purpose	Councillor representation
Mansfield Shire Audit and Risk Committee	<p>The Audit and Risk Committee is a statutory committee required by section 53 of the Act. The purpose of this Committee is to:</p> <ul style="list-style-type: none"> (a) Monitor the compliance of Council policies and procedures with: (b) the overarching governance principles pursuant to section 9 of the Act; and <ul style="list-style-type: none"> a. the associated regulations and any Ministerial directions; b. Monitor Council financial and performance reporting; (c) Monitor and provide advice on risk management and fraud prevention systems and controls; and (d) Oversee internal and external audit functions. 	Two Councillors
Chief Executive Officer (CEO) Employment Matters Committee	<p>This committee oversees matters relating to CEO employment and remuneration in accordance with section 45(2) of the Act, including:</p> <ul style="list-style-type: none"> • Recruitment and Appointment of CEO • Contractual Arrangements • Remuneration and Expenses • CEO Performance Objectives and Review <p>The Committee must include the Mayor and at least two Councillors. A quorum of three Councillors is required for a meeting. The Committee is chaired by the Mayor.</p>	Mayor Two Councillors
Station Precinct Museum Community Asset Committee	<p>This Community Asset Committee manages and coordinates the use of the Mansfield Station Precinct Museum Complex, encompassing the Railway Carriages, Railway Station Buildings and Platform area, Heritage Museum and Gadhaba Gathering Place. The Committee is chaired by the Mayor.</p>	Mayor
Australia Day Awards Committee	<p>This Committee assesses nominations and decides on the recommended award recipients for the Mansfield Citizen Awards.</p>	Mayor Two Councillors
Goulburn Murray Climate Alliance (GMCA)	<p>The GMCA, previously known as the Goulburn Broken Greenhouse Alliance, is a membership based alliance of 13 local governments, the Goulburn Broken Catchment Management Authority, North East Catchment Management Authority and DELWP (now DEECA) (Hume).</p>	One Councillor
Hume Regional Local Government Network (HRLGN)	<p>The HRLGN is made up of 12 member councils from across the Hume Region covering over 40,000 sq kms of rural and regional Victoria. Participants consist of Mayors and CEO's of the member councils being Alpine, Benalla, Indigo,</p>	Mayor

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Committee	Purpose	Councillor representation
	Mansfield, Mitchell, Moira, Murrindindi, Shepparton, Strathbogie, Towong, Wangaratta, and Wodonga. This Network requires representation from the Mayor.	
Municipal Association of Victoria (MAV)	The MAV is a membership association and the legislated peak body for local government in Victoria offering diverse business services to member councils including specialist policy and advocacy, governance and legislative advice, sector development, insurance, and procurement services. The MAV requires representation from the Mayor with the Deputy Mayor appointed as substitute.	Mayor Deputy Mayor appointed as substitute
Rural Councils Victoria (RCV)	Rural Councils Victoria (RCV) is a representative body of the Victorian LGAs deemed to be Rural. RCV supports and promotes sustainable, liveable, and prosperous rural communities that are fundamental to the ongoing success of Victoria.	One Councillor
North East Local Government Waste and Recovery Forum	The NELGWRF is a collaboration between the seven local councils and Alpine Resorts Victoria who make up the municipal districts constituting the previous North East WRRG Region in section (4)1 of the <i>Environment Protection Act 1970</i> . The Forum aims to enhance local governments' and Alpine Resorts' ability to deliver sustainable waste and resource recovery across the North East Region, collaborating with industry, government, and communities to improve planning and management. Each member council and alpine resort nominates one staff member or one staff member and one elected member to represent the NELGWRF.	One Councillor
Taungurung-Local Government Forum	The Taungurung-Local Government Forum is to 'foster and govern a constructive and meaningful operational partnership between TLaWC and Local Governments on Taungurung Country'. The Forum requires representation from the Mayor.	Mayor

Recommendation

THAT COUNCIL appoints:

1. Cr _____ and Cr _____ to the **Mansfield Shire Audit and Risk Committee**:
2. Mayor Cr _____ and Crs _____ and _____ to **Chief Executive Officer Employment Matters Committee**:
3. Mayor Cr _____ to the **Station Precinct Museum Community Asset Committee**.
4. Mayor Cr _____ and Crs _____ and _____ to the **Australia Day Awards Committee**.
5. Cr _____ to the **Goulburn Murray Climate Alliance**.
6. Mayor Cr _____ to the **Hume Regional Local Government Network**.

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7. Mayor Cr _____ to the **Municipal Association of Victoria** and Deputy Mayor Cr _____ as Council's substitute representative.
8. Cr _____ as Council's **Rural Councils Victoria** representative.
9. Cr _____ to the **Goulburn Murray Climate Alliance**.
10. Cr _____ to the **Taungurung Local Government Forum**.

Support Attachments

Nil

Considerations and Implications of Recommendation**Sustainability Implications**

Not Applicable

Community Engagement

Not Applicable

Collaboration

Not Applicable

Financial Impact

There is an annual membership cost for the Municipal Association of Victoria, Rural Councils Victoria, Goulburn Murray Climate Alliance and the Hume Regional Local Government Network. These annual membership fees are included in the 2025-26 Budget.

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: An Effective and Efficient Council

Strategic Objective 3.3 Maintain strong governance, transparency and accountability

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.

18.5.2. Schedule of Meetings: Dec 2025 - Nov 2026

File Number	E343	Responsible Officer	Manager People, Communications & Governance, Tanya Tabone
Purpose			

This report seeks Council endorsement of the meeting schedule of Mansfield Shire Council meetings for the next 12 months (December 2025 – November 2026).

Executive Summary

In accordance with Council's Governance Rules (the 'Rules'), Council is required to establish the time and date of its Council meetings and provide reasonable notice to the public. The fundamental purpose of Council meetings is to facilitate the good governance of the municipal district through the transaction of business relating to legislation, legal, procedural and policy requirements.

In accordance with the notice requirements in the Rules, Council is also able to conduct additional Council meetings to deal with extraordinary items as required.

Key Issues

Meetings are usually held on the third Tuesday of the month, except for the following adjustments to the monthly meeting schedule:

- ▶ December will be held on the third Wednesday,
- ▶ January there is no meeting,
- ▶ June meeting to be held on the fourth Tuesday to accommodate the Australian Local Government Association's National General Assembly, and
- ▶ November meeting to be held on the fourth Tuesday due to the Melbourne Cup public holiday.

The following meeting schedule for Mansfield Shire Council is proposed from December 2025 until November 2026:

Meeting Date	Meeting Time	Meeting Location
17 December 2025	5.00 pm	Hybrid – Council Chamber, Online (ZOOM) / Livestream (YouTube)
No meeting January 2026		
17 February 2026	5.00 pm	Hybrid – Council Chamber, Online (ZOOM) / Livestream (YouTube)
17 March 2026	5.00 pm	Hybrid – Council Chamber, Online (ZOOM) / Livestream (YouTube)
21 April 2026	5.00 pm	Hybrid – Council Chamber, Online (ZOOM) / Livestream (YouTube)
19 May 2026	5.00 pm	Hybrid – Council Chamber, Online (ZOOM) / Livestream (YouTube)

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Meeting Date	Meeting Time	Meeting Location
30 June 2026	5.00 pm	Hybrid – Council Chamber, Online (ZOOM) / Livestream (YouTube)
21 July 2026	5.00 pm	Hybrid – Council Chamber, Online (ZOOM) / Livestream (YouTube)
18 August 2026	5.00 pm	Hybrid – Council Chamber, Online (ZOOM) / Livestream (YouTube)
15 September 2026	5.00 pm	Hybrid – Council Chamber, Online (ZOOM) / Livestream (YouTube)
20 October 2026	5.00 pm	Hybrid – Council Chamber, Online (ZOOM) / Livestream (YouTube)
24 November 2026	5.00 pm	Hybrid – Council Chamber, Online (ZOOM) / Livestream (YouTube)
Recommendation		
THAT COUNCIL adopt the proposed meeting schedule for Mansfield Shire Council from December 2025 – November 2026.		
Support Attachments		
Nil		

Considerations and Implications of Recommendation

Sustainability Implications

Not Applicable

Community Engagement

Council meeting dates are advertised to the community in accordance with the Governance Rules.

Collaboration

Not Applicable

Financial Impact

Not Applicable

Legal and Risk Implications

As elected representatives in local government, Councillors are required to attend Council meetings. It is in these meetings that elected members participate in discussion and debate on a wide variety of issues to make decisions representing the overall public interest of the municipality.

In accordance with section 60 of the *Local Government Act 2020* (the Act), Council's Governance Rules set the conduct required for Councillors during Council meetings, including attendance.

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Under section 66 of the Act, Council meetings must remain open to the public unless the Council considers it necessary to close the meeting to the public because of a specified circumstance such as:

- ▶ the meeting is to consider confidential information; or
- ▶ security reasons; or
- ▶ it is necessary to do so to enable the meeting to proceed in an orderly manner.

Further, in accordance with the notice requirements in the Rules, Council is able to conduct additional Council meetings to deal with extraordinary items as required.

Regional, State and National Plans and Policies

Local Government Act 2020.

Innovation and Continuous Improvement

Not Applicable

Alignment to Council Plan

Theme 3: An Effective and Efficient Council

Strategic Objective 3.3 Maintain strong governance, transparency and accountability

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.

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18.5.3. Quarterly Finance Report

File Number	E11863	Responsible Officer	Financial Controller, Michael McCormack
Purpose			

This report provides information on Council’s financial performance against the 2025-26 Updated Budget for the period 1 July 2025 to 30 September 2025.

Executive Summary

The financial statements and performance indicators (refer attachments) have been prepared for the period ended 30 September 2025.

Based on the information provided by responsible officers and managers, Council’s overall financial performance is in line with budget.

Each quarterly report will include financial projections for the rest of the financial year. The quarterly report 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.

As Council will also be considering carry forward amounts for operating and capital expenditure at the 25 November Council meeting, these amounts have not been included in this report or the attached financial statements and will be updated in the next quarterly report.

Key Issues

Income Statement (Attachment 1)

The Income Statement measures how well Council has performed from an operating nature. It reports revenues and expenditure from the activities and functions undertaken, with the net effect being a surplus or deficit. Capital expenditure is excluded from this statement, as it is reflected in the Balance Sheet.

Attachment 1 shows that Council generated \$21.524 million in revenue and incurred \$6.325 million in expenses to 30 September 2025. This has resulted in an operating surplus of \$15.198 million for the three months ending 30 September 2025, which will reduce during the remainder of this financial year. Furthermore, as of 30 September 2025 Council has recognised the liability for unspent grant funding received of a total \$4.758 million in accordance with accounting standards AASB 15 and AASB 1058.

Income

Rates and charges accounts for 85.06% of the total year to date income for 2025-26. Rates and charges are recognised when raised, not when the income is received. An amount of \$18.308 million has been recognised as income for the three months ending 30 September 2025.

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User charges account for 1.09% of the total year to date income to 30 September 2025 which equates to \$0.235 million. The majority of this relates to transfer station fees (\$48k) and subdivisions and compliance fees (\$129k).

Recurrent Operating Grants received for the year to date total \$1.201 million to 30 September 2025, including \$0.376 million from the Victorian Local Government Grants Commission (VLGCC) for general purpose grants and \$0.160 million for the local roads' grants. Under the Recurrent Operating Grants received as of 30 September 2025 Council has accrued a liability of \$0.666 million in accordance with accounting standards AASB 15 and AASB 1058.

Recurrent Operating Grants	2025-26 Budget ('000s)	2025-26 YTD Actuals ('000s)	2025-26 Total Forecasts ('000s)	Unspent Grant Funding (Y/N)
Fire Services Levy - Income	0	0	55	N
Financial Accounting Management - Income	3,064	376	3,064	N
Municipal Emergency Resourcing Program (MERP) - Income	60	17	60	Y
Local Roads Operations - Income	1,287	160	1,287	N
School Crossing Supervision - Income	42	40	42	N
Tobacco & E-Cigarette Activity - Income	16	8	16	N
Financial Counsellor Income	22	0	22	N
Integrated Family Services Income	274	122	274	Y
Mansfield FreeZa Youth Events Income	35	27	35	N
Integrated Family Services Flexible Packages Income	0	68	0	Y
Engage! Funded Project - Income	74	51	74	Y
Victorian Seniors Festival Income	13	0	13	Y
Social Inclusion Action Group - Income	453	104	453	Y
Maternal & Child Health Income	107	42	107	Y
Supported Playgroups - Income	107	19	69	Y
Maternal & Child Health - Enhanced Income	258	57	258	Y
Dads Group Grant- Income	33	15	33	N
Mansfield Library Income (GST Free)	137	91	137	Y
Parks & Gardens Maintenance	0	4	0	N
Total Operational Grants - Recurrent	5,981	1,201	5,998	

Non-recurrent Operating Grants received year to date total \$0.180 million to 30 September 2025. This includes grant income carried forward from the prior year, as indicated in the table below, which will be spent during the year on the relevant projects and services.

Under the Non-Recurrent Operating Grants received as of 30 September 2025 Council has accrued a liability of \$0.836 million in accordance with accounting standards AASB 15 and AASB 1058.

Non-Recurrent Operating Grants	2025-26 Budget ('000s)	2025-26 YTD Actuals ('000s)	2025-26 Total Forecasts ('000s)	Unspent Grant Funding (Y/N)
Fire Services Levy - Income	55	0	50	N

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LNERCC - Shared Technology & Collaboration - Income	741	19	741	N
Agile Regulations for Innovation and Streamlined Efficiency (ARISE) - Income	207	8	207	Y
Resilience Benchmarking Project - Income	9	0	9	Y
Emergency Incident Support - Income	18	31	18	N
Integrated Water Management - Income	152	0	152	Y
Goughs Bay Water-Sensitive Town Plan Feasibility Study - Income	0	2	0	Y
Ovens Murray Regional Partnership Integrated Transport Strategy Project - Income	0	0	0	Y
Improvement and promotion of recycling services- Income	0	22	22	N
Environmental Projects- Income	28	1	28	Y
Upper Catchment Tributaries Flood Study- Income	56	0	56	Y
Risk & Resilience Program (Mansfield Flood Study Program) - Income	0	0	51	Y
Mansfield Infrastructure Planning (Streamlining for Growth Program) - Income	0	0	84	Y
Tobacco & E-Cigarette Activity - Income	0	13	13	N
Integrated Family Services Income	0	0	5	Y
Youth Development Income	0	0	2	Y
Integrated Family Services Flexible Packages Income	13	0	13	Y
Primary Prevention of Family Violence - Income	2	0	2	N
L2P Funded Programme - Income	43	17	43	Y
Engage! Funded Project - Income	0	0	5	Y
Vic Health Local Government Partnership - Income	74	6	74	Y
Central Registration & Enrolment Scheme (CRES) - Income	0	1	7	Y
Jumpstart - Income	0	0	2	Y
Tracks & Trail Upgrade Strategy- Income	4	14	14	N
February Storm Event 2024 - Income	250	45	250	Y
Australia Day Community Event - Income	10	0	10	N
Gravel Cycling Project- Income	0	2	2	N
Total Non-Recurrent Operating Grants	1,662	180	1,859	

Recurrent Capital Grants received year to date total \$0 to 30 September 2025 as Council is yet to receive the Roads to Recovery income for the year.

Recurrent Capital Grants	2025-26 Budget ('000s)	2025-26 YTD Actuals ('000s)	2025-26 Total Forecasts ('000s)	Unspent Grant Funding (Y/N)
Roads to Recovery - Income	1,041	0	1,041	Y
Total CAPITAL - Recurrent	1,041	0	1,041	

Non-Recurrent Capital Grants received year to date total \$0.719 million to 30 September 2025. This includes grant income carried forward from the prior year, as indicated in the table below, which will be expended during the year on the relevant projects.

Council has been successful in obtaining grants that were not budgeted for, including the Play Our Way Grant of \$1,280,772 for upgrade of changerooms at the Mansfield Recreation Reserve. This pre-paid grant income was received during June 2025 and was carried forward.

Council has also been successful in securing the following new Non-recurrent Capital grants being the

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1. Cricket Victoria - College Park Improvements - \$25,000
2. Mansfield Learner Accessible Pool Scheme - \$1,000,000

Under the Non-Recurrent Capital Grants received as of 30 September 2025 Council has accrued a grant liability of \$3.256 million in accordance with accounting standards AASB 15 and AASB 1058.

Non-Recurrent Capital Grants	2025-26 Budget ('000s)	2025-26 YTD Actuals ('000s)	2025-26 Total Forecasts ('000s)	Unspent Grant Funding (Y/N)
Safe Local Roads & Streets Program (SLRSP) - Income	959	21	959	Y
IMPACT Route - Income	2,582	607	2,582	N
Footpath Malcolm St - Income	0	2	2	N
Mansfield - Whitfield Rd/Dead Horse Lane Roundabout - Income	1,827	0	1,827	N
Flexible Local Transport Solution Program- Income	0	0	24	Y
Motorcycle Safety Improvement - Income	85	12	85	Y
Piries Goughs Bay Rd- Stage 1- Income	0	0	45	Y
College Park Reserve Improvements - Income	0	0	25	Y
Howqua Inlet Boat Ramp Income	0	39	39	N
Station Precinct Dog Park (DEECA funding) - Income	0	0	131	Y
Mansfield Learner Accessible Pool Scheme (LAPS) - Income	0	0	500	Y
Station Precinct - Income	6,449	38	6,449	Y
Play Our Way Grant - Female Inclusive Rooms (FIR) Project - INCOME	0	0	897	Y
Lords Reserve Pavilion Upgrade 2024-25 - Income	969	0	933	Y
Other Plant (funded) - Income	0	0	43	Y
Total Non-Recurrent Grants	12,872	719	14,543	

Grant Liability Report (Attachment 2)

As of 30 September 2025, Council has recognised the liability of \$4.758 million as unspent grant funding received in accordance with accounting standards AASB 15 and AASB 1058.

Expenses

Employee Costs of \$3.029 million have been incurred to 30 September 2025 and are currently \$0.135 million below YTD updated budget which is due to various vacancies throughout the quarter.

Materials and Contracts costs of \$1.788 million have been incurred to 30 September 2025 and is currently \$0.571 million below the YTD updated budget.

Balance Sheet (Attachment 3)

The Balance Sheet is one of the main financial statements and reports Council's assets, liabilities and equity at a given date, in this case 30 September 2025. Comparative figures have been provided as of 30 June 2025.

During the current financial year, Council's current assets have increased by \$11.8 million due to rates been struck in July increasing receivables by \$14.9 million. Cash and Investments have been used as council has reduced the Grant Liability by \$4.758 million from 1 July 2025 to 30 September 2025, and in doing so, fulfilling the grant obligations based on the terms of the grant agreements.

Total liabilities have decreased by \$1.8 million since 30 June 2025 due to creditors decreasing by \$1.8 million to a total of \$0.236 million. As of 30 September 2025, Council recognised the liability for unspent grant funding received of \$4.758 million in accordance with accounting standards AASB 15 and AASB 1058.

Capital Works Report (Attachment 4)

The Capital Works Finance Report measures how well council has performed from a capital nature. It reports revenues and expenditure from the capital projects, with the net effect being a surplus or (deficit). Generally net results are in deficit as grant agreements require council to contribute in terms of cash and in-kind contributions. Attachment 4 provides greater detail of the Income and the expenditure of the capital works program which has been summarised in the below table.

As of 30 September 2025, under the Non-Recurrent Capital Grants received, Council has accrued a grant liability of \$3.256 million, in accordance with accounting standards AASB 15 and AASB 1058.

Materials & Contracts actual expenditure is below YTD budget due to changes in timing of projects towards completion. The net effect of variances within the Capital Finance report confirms a net negative position of \$1.303 million YTD to 30 September 2025.

Capital Finance Report	2025-26 Budget ('000s)	2025-26 YTD Updated Budgets ('000s)	2025-26 YTD Actuals ('000s)	YTD Variance Updated Budget ('000s)	2025-26 Total Forecasts ('000s)
Capital					
Income					
Cash Operating Contributions	99	25	64	39	117
Materials & Contracts	0	0	2	2	2
Capital Grants - Non-Recurrent	12,872	4,232	719	-3,513	14,543
Capital Grants - Recurrent	1,041	260	0	-260	1,041

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Sale of Assets	235	6	64	57	321
Total Income	14,247	4,523	848	-3,675	16,023
Expenditure					
Employee Costs	1,496	354	333	20	2,494
Materials & Contracts	20,742	4,860	2,508	2,352	20,682
Total Expenditure	22,237	5,214	2,842	2,373	23,176

Surplus/(deficit) for the year

-7,990	-691	-1,994	-1,303	-7,153
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Financial Performance Indicators (Attachment 5)

Working Capital Ratio YTD

The Working Capital Ratio (WCR) compares current assets to current liabilities and is an indicator of Council's capacity to meet its immediate debts when they fall due. A WCR of more than 1:1 (or 100%) is considered healthy.

The current WCR = 2.78 or (278%) as of 30 September 2025, as compared with 1.32 or (132%) as at the end of 2024-25 financial year. This ratio steadily decreases throughout the year as rates debtors progressively pay rates instalments.

The high working capital ratio includes rates income for the whole financial year. This revenue is booked in July and reported as a current asset (included in Receivables at \$16.586 million).

CEO Statement

Based on the analysis and review of the budget, actual year to date result and other known financial factors as of 30 September 2025, it is considered that a revised budget for the purposes of s95 of the Local Government Act 2020 is not required.

Recommendation

THAT COUNCIL receives and notes the Quarterly Finance Report for the period 1 July 2025 – 30 September 2025.

Support Attachments

1. Attachment 1 - Comprehensive Income Statement - 30 September 2025 [**18.5.3.1** - 1 page]
2. Attachment 2 - Grant Liability Report - 30 September 2025 [**18.5.3.2** - 2 pages]
3. Attachment 3 - Balance Sheet - 30 September 2025 [**18.5.3.3** - 1 page]
4. Attachment 4 - Capital Works Report - 30 September 2025 [**18.5.3.4** - 3 pages]
5. Attachment 5 - Financial Performance Indicators - 30 September 2025 [**18.5.3.5** - 1 page]

Considerations and Implications of Recommendation

Sustainability Implications

Not Applicable.

Community Engagement

The 2025-26 Budget engagement process facilitated opportunities for community input to and feedback on Council's budget.

Collaboration

Not Applicable

Policy / Relevant Law

Section 97 – Quarterly Budget Report of the Local Government Act 2020 states:

1. As soon as practicable after the end of each quarter of the financial year, the Chief Executive Officer must ensure that a quarterly budget report is presented to the Council at a Council meeting which is open to the public.
2. A quarterly budget report must include -
 - a. a comparison of the actual and budgeted results to date; and
 - b. an explanation of any material variations; and
 - c. any other matters prescribed by the regulations.
3. In addition, the second quarterly report of a financial year must include a statement by the Chief Executive Officer as to whether a revised budget is, or may be, required.

Risk Assessment

Council is required to establish and maintain a budgeting and reporting framework that is consistent with the principles of sound management and this report assists Council in meeting that requirement.

Financial Impact

The financial reports attached provide the opportunity for regular monitoring of Council's financial position to ensure compliance with budgets.

Legal and Risk Implications

Financial Risk: Regular financial reporting is part of Council's financial strategy to ensure budgets are complied with and the short to medium term financial sustainability of Council is maintained.

Regional, State and National Plans and Policies

Not Applicable

Innovation and Continuous Improvement

The content of the Quarterly report has been reviewed to ensure meaningful data is provided.

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

Strategic Objective 8: A consultative Council that represents and empowers its community.

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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.

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18.5.4. Carry Forwards 2024-25

File Number	E9456	Responsible Officer	Financial Controller, Michael McCormack
Purpose			

This report seeks a decision of Council in relation to the recommended carry forward projects from 2024-25.

Executive Summary

In accordance with Council's Carry Forward Projects Policy, Council may choose to carry forward unspent funds from one financial year to the next, to enable completion of a committed project.

Instances and circumstances that may give rise to a valid carry forward are outlined in the policy as follows:

- Capital and Operating Projects that have commenced prior to the end of the financial year they were originally budgeted within; and/or
- Projects for which Council has received funding and is committed (in writing) to completing; and/or
- Projects where there is a legal or contractual commitment in place which needs managing through to completion.

Approved carry forward project amounts will be included in the Updated 2025-26 Budget and will be reported against as part of the quarterly budget reporting to Council throughout the year.

The increase in non-recurrent grant funding over the past four years has resulted in higher-than-usual carry forward amounts in each of the last two financial years. However, the proposed carry forward for this year represents a significant reduction compared to the previous year.

It is recommended that Council approve carry forward projects totalling \$437,834 in operating and \$395,280 in capital. These carry forward amounts are in addition to the carry forward project expenditures already adopted in the 2025-26 Budget.

Key Issues

The following items have been identified as requiring carry forward funds to 2025-26 in accordance with Council's Carry Forward Projects Policy.

OPERATING

- The total amount of operating carry forward is \$437,834.
- The operating carry forward amount funded by prior year(s) grant income is \$437,834.

Project Title	2025-26 Carry Forward for Approval (\$)	Rationale
Emergency Incident Support	12,242	Grant funded
Engage! Funded Project	4,729	Grant funded
Goughs Bay Water-Sensitive Town Plan Feasibility Study	25,044	Grant funded
Integrated Family Services Flexible Packages	14,292	Grant funded

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Mansfield Infrastructure Planning (Streamlining for Growth Program)	83,700	Grant funded
Maternal & Child Health - Universal	52,815	Grant funded
Maternal & Child Health - Enhanced Income	78,240	Grant funded
Ovens Murray Regional Partnership Integrated Transport Strategy Project	19,404	Grant funded
Risk & Resilience Program (Mansfield Flood Study Program)	50,919	Grant funded
Social Inclusion Action Group	52,186	Grant funded
Supported Playgroups	5,694	Grant funded
Tracks & Trail Upgrade Strategy	10,000	Grant funded
Upper Catchment Tributaries Flood Study	15,699	Grant funded
Vic Health Local Government Partnership	6,061	Grant funded
Victorian Seniors Festival	4,807	Grant funded
Youth Development	2,000	Grant funded
TOTAL	437,834	

CAPITAL

- The total amount of capital carry forward is \$395,280.
- The capital carry forward amount funded by Council (Contracted) resulting from an underspend in 2024-25 is \$220,859.
- The capital carry forward amount funded by prepaid grant income (Grant Funded) from 2024-25 is \$174,421. This income will be recognised in 2025-26 against the related expenditure.

Project Title	2025-26 Carry Forward for Approval (\$)	Rationale
Bridges Renewal	55,695	Contracted
Flexible Local Transport Solution Program	23,799	Grant Funded
Footpath Maintongoon Road (Design)	35,164	Contracted
Footpath Malcolm Street	1,750	Grant Funded
IMPACT Route	130,000	Contracted
Motorcycle Safety Improvement	50,000	Grant Funded
Ausnet Energy Resilience Community Fund	43,455	Grant Funded
Piries Goughs Bay Road Gravel Shared Path	45,176	Grant Funded
Safe Local Roads & Streets Program	10,250	Grant Funded
TOTAL	395,280	

Additionally, it is important to note that \$384,232 in prepaid grant income was received at the end of 2024-25 for a capital project not accounted for in the 2025-26 Budget. This funding will be used to construct female-inclusive facilities at the Mansfield Recreation Reserve as part of the Play Our Way grant.

Recommendation
<p>THAT COUNCIL:</p> <ul style="list-style-type: none"> Approves carry forward funds from 2024-25 to the 2025-26 Budget for the completion of the projects listed in this report, totalling \$437,834 in operating and \$395,280 in capital. Notes that additional pre-paid grant income totaling \$384,232 was also received at the end of 2024-25 and will be used to construct female-inclusive facilities at the Mansfield Recreation Reserve as part of the Play Our Way grant.
Support Attachments
Nil

Considerations and Implications of Recommendation

Sustainability Implications

Not Applicable

Community Engagement

Not Applicable

Collaboration

Not Applicable

Financial Impact

Total expenditure (capital and operating) in the 2025-26 Updated Budget will increase by an additional \$833,114 due to carry forward adjustments. Total income will also rise, reflecting the recognition of \$612,255 in capital carry forward funded by prepaid grant income.

An additional \$384,232 in prepaid grant income was received at the end of 2024-25 and will be allocated to the construction of female-inclusive facilities at the Mansfield Recreation Reserve.

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 7 Financial sustainability and value for money

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.

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18.5.5. Bonnie Doon Netball Court Grant Update

File Number	E14207	Responsible Officer	{position}, {author-name}
Purpose			

The purpose of this report is to do the following:

- ▶ Confirm Council’s grant submission to the State Government’s *Local Sports Infrastructure Fund* for funding to upgrade the netball courts at the Bonnie Doon Recreation Reserve.
- ▶ Seek Council endorsement of the proposed co-contribution required by the funding body.

Executive Summary

Council officers are preparing an application to the State Government’s *Local Sports Infrastructure Fund (LSIF) – Community Facilities stream* to fund an upgrade to the netball courts at the Bonnie Doon Recreation Reserve.

This project is included in Council’s Priority Projects for advocacy and in the Capital Works 10-Year Plan. The estimated cash contribution required for this grant application is not budgeted in the 2025-26 financial year, and Officers are seeking Council’s endorsement of the allocation of funds in the 2026-27 Capital Works program, within the parameters of Council’s adopted 10 Year Financial Plan, to support this application.

Key Issues

The upgrades to the Bonnie Doon Netball Court are well overdue and have been identified as a high priority by the community. Despite regular maintenance, the current courts have reached the end of their serviceable life and require a major upgrade to make them safe for use by both local clubs and broader community.

The proposed Bonnie Doon Netball Dual Court Objective (DCO) Project Scope includes:

- ▶ Complete excavation, sub-base, and surface construction
- ▶ Advanced drainage installation
- ▶ Two competition-standard netball courts
- ▶ New lighting suitable for evening training and twilight games
- ▶ New perimeter fencing with accessible entry points
- ▶ An accessible path linking the clubhouse and courts
- ▶ Line markings for one dedicated full-size netball court and one multi-sport court suitable for netball, tennis, pickleball, volleyball, and badminton
- ▶ Additional supporting infrastructure including team and official shelters, sport nets, and padded goal posts

The design has been shaped through consultation with the Bonnie Doon Football Netball Club, the Bonnie Doon Recreation Reserve Reference Group, Netball Victoria, and the Ovens & King Football Netball League to ensure it meets the needs of all users and complies with current guidelines.

Community feedback confirms strong local support for this project, with wide benefits for sport,

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health, and social connection in Bonnie Doon.

The Funding ratio for this grant is set at 3:1, with a maximum grant amount of \$500,000 able to be sought. Council is not proposing to seek the full available amount, as the potential cash and in-kind contribution available from Council and the community partners is \$170,000. This supports a project value of \$617,000 and a grant amount of \$447,000.

Based on the consultation detailed above, it is noted that the current project scope includes two courts, lighting and additional earthworks and retaining wall to allow for the court expansion. Council officers have received project cost estimates for this scope from the design consultant for inclusion in the application.

There is no allocation in the 2025-26 Budget for a financial co-contribution towards the Bonnie Doon Recreation Reserve Netball courts upgrade, however it is anticipated that should Council be successful in its application that the construction works would not take place until FY2026-27. Design works for the courts have already been completed to enable grant funding to be sought for construction of the courts.

The Bonnie Doon Football Netball Club have committed to a \$50,000 cash contribution to the project and a \$20,000 in-kind contribution.

Due to this project being identified as a high community and Council priority and to enable an application to be made in the current funding opportunity, is proposed that a financial co-contribution amount be allocated in the 2026-27 Capital Works program of \$100,000. This can be accommodated within the overall parameters of Council's adopted 10 Year Financial Plan.

Council's 10 Year Financial Plan and Capital Works Plan currently includes allocations to the Bonnie Doon Community Centre and to the Recreation Reserve. To meet the contribution requirements for this grant application, Council's endorsement of an allocation of \$100,000 is recommended to the Bonnie Doon Netball Dual Court Objective (DCO) Project in FY2026-27, to be delivered within the parameters set in Council's adopted 10 Year Financial Plan.

Recommendation

THAT COUNCIL:

- ▶ Endorse the submission of a grant application for up to \$500,000 to the State Government's *Local Sports Infrastructure Fund* for the Bonnie Doon Netball Dual Court Objective (DCO) Project.
- ▶ Notes and endorses a Council financial co-contribution of \$100,000 for the project, with a budget allocation to be included in Council's 2026-27 Capital Works program.
- ▶ Notes that the proposed financial co-contribution will remain within the parameters of Council's adopted 10 Year Financial Plan.

Support Attachments

Nil

Considerations and Implications of Recommendation

Sustainability Implications

Not Applicable

Community Engagement

Community Engagement will be undertaken in accordance with Council's Community Engagement Policy. The community and stakeholder consultation undertaken to date has demonstrated strong community support for the project.

Collaboration

This grant is being submitted in collaboration with the Bonnie Doon Football Netball Club and the Bonnie Doon Recreation Reserve Reference Group.

Financial Impact

The Funding ratio for this grant is set by the funding body at 3:1, up to a maximum grant application of \$500,000. It is proposed that \$100,000 is allocated by Council in the 2026-27 Financial Year for this project, should the funding application be successful. The proposed contribution from the Bonnie Doon Football Netball Club includes a financial contribution of \$50,000 and an in-kind contribution of \$20,000.

The following is a summary of the funds required to undertake this project:

Item	Amount
Estimated Cost of Project	
<i>Costs to be made up by:</i>	
Local Sports Infrastructure Fund Application	\$447,000
Proposed 2026-27 Capital Works Budget Allocation	\$100,000
Contribution from Bonnie Doon Football Netball Club (financial and in-kind)	\$70,000
<i>Total Funding Available for project (should application be successful)</i>	<i>\$617,000</i>

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 1: A Healthy and Connected Community

Strategic Objective 1.1 Strengthen community connection, inclusion and participation

Strategic Objective 1.1 Enable active lifestyles through inclusive, accessible and utilised public spaces

Strategic Objective 1.3 Promote health and wellbeing across all life stages

Theme 2: Vibrant Liveability

Strategic Objective 2.2 Plan and deliver sustainable, future-ready infrastructure and land use

Strategic Objective 2.3 Enhance recreation, sport and community facilities

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.

19. Council Meeting Resolution Actions Status Register

This report presents to Council the Mansfield Shire Council Meeting Resolution Actions Status Register

Recommendation	
THAT COUNCIL receive and note the Mansfield Shire Council Meeting Resolution Actions Status Register as at 13 November 2025.	
Support Attachments	
1.	Mansfield Shire Council Action Register as at 13 November 2025 [19.1.1 - 8 pages]
2.	CONFIDENTIAL Mansfield Shire Council Action Register as at 13 November 2025 [19.1.2 - 3 pages]

20. Advisory and Special Committee reports

Nil

21. Authorisation of sealing of documents

Nil

22. 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 <i>Local Government Act 2020</i> to consider Confidential Reports in accordance with section 66(2) of the <i>Local Government Act 2020</i> for reasons set out in section 23 below.

23. Confidential Reports

23.1. Tender Award: Bulk Fuel Contract

Confidential

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

23.2. Tender Award: Greenvale Lane Footbridge

Confidential

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

23.3. Tender Award: Lords Oval Pavillion

Confidential

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

23.4. Tender Award for Project CODI - Health and Wastewater

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.

23.5. Funding Agreement Walsh's Road

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.

24. Reopen meeting to members of the public

Recommendation
THAT COUNCIL reopen the meeting to members of the public.

25. Close of meeting