



MANSFIELD SHIRE

High Country, Lakes and Rivers

COUNCIL MEETING

17 July 2018

**Notice and Agenda of meeting
to be held in the Council Chamber,
33 Highett Street, Mansfield**

Commencing at 5.00pm

**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:

Mansfield Ward:	Cr Paul Volkering (Mayor)
Jamieson Ward:	Cr Harry Westendorp (Deputy Mayor)
Mansfield Ward:	Cr Peter Olver
Tolmie Ward:	Cr Marg Attley
Bonnie Doon Ward:	Cr Paul Sladdin

Officers:

*Chief Executive Officer:
Acting Development Services Manager:
Community Services Manager:
Finance Manager:
Human Resources Manager:
Infrastructure Manager:*

*Alex Green
Dawn Bray
Melanie Hotton
Mandy Kynnersley
Sharon Scott
Neil Ogilvie*



MANSFIELD SHIRE COUNCIL

Order of Business

1. OPENING OF THE MEETING

The Mayor, who chairs the meeting, will formally open the meeting and welcome all present.

2. STATEMENT OF COMMITMENT

The Council affirms its commitment to carry out its duties in the best interests of the community and that its conduct shall maintain the standards of the Code of Good Governance by the following statement:

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

3. ACKNOWLEDGEMENT OF COUNTRY

The Council affirms its recognition of the Indigenous people being custodians of this area by the following statement:

Mansfield Shire Council recognises that indigenous people have been custodians of this area for generations. We acknowledge the living culture and unique role of Taungurung people in our region.

4. APOLOGIES

Where a Councillor is not present, his/her absence is noted in the Minutes of the meeting.

5. CONFIRMATION OF MINUTES

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

6. DISCLOSURE OF CONFLICT OF INTERESTS

In accordance with the *Local Government Act 1989*, a Councillor must declare any Conflict of Interest or Personal Interests pursuant to Sections 77A, 77B, 78, 79 and 79B of the Act in any items on this Agenda. (Note that Section 79(2)(a)(i) of the Act requires Councillors to disclose the nature of a Conflict of Interest or a Personal Interest immediately before the relevant consideration or discussion). Section 79B also requires that the Councillor declaring a Personal Interest must seek consent from Council to be exempt from voting on the item.

Council officers or contractors who have provided advice in relation to any items listed on this Agenda must declare a Conflict of Interest or Personal Interest regarding the specific item.

7. REPRESENTATIONS

Council receives or presents acknowledgements to the general public. Council may also receive petitions from residents & 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.

8. NOTICES OF MOTION

A Motion is a request (Notice of Motion) that may be made by a Councillor for an issue not listed on the Agenda to be discussed at a Council meeting and for a decision to be made.

9. MAYOR'S REPORT

The Mayor provides a report on his/her activities.

Mansfield Shire Council encourages its residents & ratepayers to participate in the local government of Mansfield. Accordingly, these notes have been developed to help residents and ratepayers better understand Council meetings. All meetings are conducted in accordance with Council's Local Legislation on Governance.



10. OFFICER REPORTS

10.1 Departmental Reports

Monthly Departmental reports will be presented to the Council as follows:

- Development Services
- Finance
- Executive Services
- Corporate and Organisational Development
- Governance and Strategy
- Infrastructure

10.2 Development Services

All planning and development applications and strategic planning items will be considered by the Council. Reports also considered will be Building, Environment, Environmental Health and Local Laws. A Council position is adopted on the matters considered.

10.3 Community Services

Detailed reports prepared by the Community Services Department, including Tourism reports and are considered by Councillors. A Council position is adopted on the matters considered.

10.4 Executive Services including Governance & Strategy, Finance and Corporate & Organisational Development

Detailed reports prepared by officers from Executive Services, Governance and Strategy Department, Finance Department and Corporate & Organisational Development Department will be considered by the Council. A Council position is adopted on the matters considered.

10.5 Infrastructure

Detailed reports prepared by officers from Engineering & Works Department are considered by the Council. A Council position is adopted on the matters considered.

11. ASSEMBLIES OF COUNCILLORS

In accordance with section 80A of the *Local Government Act 1989*, Council must keep a written record of all assemblies of Councillors. An Assembly of Councillors is defined as a planned or scheduled meeting, comprising at least three Councillors and one member of Council staff, that consider matters that are intended or likely to be. All such meetings are recorded.

12. ADVISORY AND SPECIAL COMMITTEE REPORTS

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

13. 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.

14. PUBLIC QUESTION TIME

This is an opportunity (usually 30 minutes), for members of the Gallery to raise questions with Councillors. Question Time generally takes place at around 6.30pm.

15. 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 1989* 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 leave the Council Chamber while the matter is being discussed.

16. CLOSE OF MEETING

The Mayor will formally close the meeting and thank all present for attending.

Mansfield Shire Council encourages its residents & ratepayers to participate in the local government of Mansfield. Accordingly, these notes have been developed to help residents and ratepayers better understand Council meetings. All meetings are conducted in accordance with Council's Community Local Law (Meeting Procedures).



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MANSFIELD SHIRE

MANSFIELD SHIRE COUNCIL

Ordinary Meeting of Council

AGENDA

17 JULY 2018
MANSFIELD SHIRE OFFICE
33 Highett Street, Mansfield
5.00PM

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AGENDA

17 JULY 2018
MANSFIELD SHIRE OFFICE
33 Highett Street, Mansfield
5.00PM

1. OPENING OF THE MEETING

2. STATEMENT OF COMMITMENT

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

3. ACKNOWLEDGEMENT OF COUNTRY

“Mansfield Shire Council recognises that indigenous people have been custodians of this area for generations. We acknowledge the living culture and unique role of Taungurung people in our region.”

4. APOLOGIES

5. CONFIRMATION OF MINUTES

Recommendation:

That the Minutes of the Mansfield Shire Council meeting, held on 26 June 2018, be confirmed as an accurate record.

Recommendation:

That the Minutes of the Special meeting of Mansfield Shire Council, held on 26 June 2018, be confirmed as an accurate record.

6. DISCLOSURE OF CONFLICT OF INTERESTS



7. REPRESENTATIONS

7.1 Petition

Council has received a petition from Ms J Nicholson (Leventhal) and Mr E Leventhal on behalf of 44 petitioners. A full copy of the petition is not provided due to privacy reasons, however a copy of the covering letter and de-identified petition is attached.

Recommendation:

That Council receive the petition in relation to a speed limit reduction on Kidston Parade and Stoneleigh Road Mansfield.

7.2 Representation from the Mansfield Cultural Heritage and Arts Centre

Council has received a written representation from Will Twycross on behalf of the Mansfield Cultural Heritage and Arts Centre regarding the use of the Visitor Information Centre and the Station Precinct Master Plan brief

Recommendation:

That council receive the representation from the Mansfield Cultural Heritage and Arts Centre.



Refer

Attachment 7.1

**Petition – Kidston Parade and Stoneleigh
Road Mansfield
(5 Pages)**



Refer Attachment 7.2

**Representation – Mansfield Cultural
Heritage and Arts Centre
(8 Pages)**



8. NOTICES OF MOTION

9. MAYOR'S REPORT

The Mayor, Councillor Paul Volkering, will present the monthly Mayor's report to the Council as follows:

Due in part to the fact that last month's Council meeting was only three weeks ago, this month's report is smaller than usual.

It seems as though this month's Mayoral report is hot on the heels of last months', possibly due to the fact that last month's Council meeting was a week later than normal. However, it hasn't stemmed the tide of great things happening in our community.

With school holidays in full swing there has hardly been a day when crowds of visitors weren't noticeable in our main business areas and streets throughout the town. Hopefully with the snowfalls we've had to date, we're in for another "bumper" season. Judging by the number of buses and cars passing through town on their way to Mt Stirling/Mt Buller, there are loads of positive signs for a good season. On different days over the last couple of weeks, especially when the sun is out, our Mountains have looked spectacular.

I was thrilled to be able to attend a recent Council staff meeting where a number of long serving Council staff were recognised for their service to the community. I was particularly pleased to be able to be a part of this ceremony and to help recognise the wonderful work Council staff do. Sometimes it is easy to forget that Council staff can be called upon at very short notice to answer emergency calls and to assist people in our community.

Similarly, I was thrilled to be able to participate in the judging of the Three Faces Art prize and to ultimately see the painting of Michelle Padbury gracing the entry area of the Council Offices.

I also attended the Opening of the Mansfield Kindergarten new front entry, fence and Solar Installation. Thanks must go to the energetic Kinder Committee under the leadership of Andrew Setchell. The new front entry is a real change to what was there previously and highlights a fantastic vision that the current committee have for the kinder. The kinder community were also thrilled to receive the news of funding provision in our 2018/19 budget. A great outcome all round.

The generous support of Mansfield businesses, donors and sponsors within the Shire to enable the work at the kinder, is also a wonderful gesture and didn't go unnoticed.



9. MAYOR'S REPORT CONT.

Together with Councillor Westendorp, we recently attended a visit to VCAT, (The Victorian Civil and Administrative Appeals Tribunal.) The program was aimed at informing Councillors of the work of VCAT, as well as enabling a tour of the facility, outlining the way in which appellants present and are heard. Interestingly, only 4% of the work that goes on at VCAT, is to do with Planning Applications.

I congratulate the Mansfield Branch of the RSL for their recent WW1 Centenary Celebrations conducted last week on July 4th. The ceremony marked the end of the Centenary celebration and was a great way to both honour and celebrate this milestone in our history. Use of the word "celebration" is somewhat incongruous with the solemnity surrounding WW1, but nonetheless it was important to recognise this time and the importance of the event.

I attended the Mansfield Lantern Festival in early June, which was conducted in Erril Street and organised by Ali Walker, of Walker Events. This event is timely in our local activity calendar, falling at a time when there isn't a lot on and just before the Snow season really kicks in! If the crowd that attended this year's event is anything to go by, then this event is only going to grow and grow.

It was great to see so many young families enjoying the cold night and taking part in the Lantern Parade and generally getting into the swing of things and having fun. Well done to the event organisers and all associated with this event.

I also conducted a very pleasant Citizenship ceremony for a local Bonnie Doon family. The two locals were over the moon about becoming fully fledged Aussie Citizens. Thanks also to Council staff, especially Lisa Fricke for helping make this event so special for our newest Citizens.

Recommendation:

That the Mayor's report be received.



10. OFFICER REPORTS

10.1 DEPARTMENTAL REPORTS

File Number: E103
Responsible Officer: Chief Executive Officer, Alex Green

Introduction

Departmental reporting 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 will present the monthly Departmental reports to the Council, as follows:

- Development Services
- Executive Services
- Corporate and Organisational Development
- Governance and Strategy
- Infrastructure

<u>Recommendation:</u>

That the monthly Department reports be received.



Refer

Attachment 10.1

Departmental Reports

(16 Pages)



10.2 DEVELOPMENT SERVICES

10.2.1 Mansfield Shire Domestic Wastewater Management Plan Internal Audit

File Number: E3200

Responsible Officer: Acting Development Services Manager, Dawn Bray

Disclosure of Conflicts of Interest

The author of this report and officers providing advice in relation to this report do not have a direct or indirect interest in this matter, as provided in accordance with the *Local Government Act 1989*.

Introduction

The Mansfield Shire Domestic Wastewater Management Plan (DWMP) was adopted in 2014 and included an Action Plan outlining the various initiatives to be undertaken by Council, Goulburn Murray Water (GMW) and Goulburn Valley Water (GVW) over the next five years.

The Ministerial Guidelines for Planning Permit Applications in Open, Potable Water Supply Catchment Areas 2012 (Ministerial Guidelines), under which the DWMP was made, outlines further obligations around the implementation of the Plan. In 2015 a Memorandum of Understanding (MOU) was signed by Council, GMW and GVW and identified additional parameters and priorities for the implementation of the Action Plan, providing for a third layer of obligations.

In 2017 an independent audit of the progress of the actions required by these three documents was undertaken by Council at the request of GMW and GVW by the Governance Unit.

The audit found that a total of 26 actions had been completed, nine actions were on track, eight actions required review as they had been superseded by other initiatives and 29 actions were behind schedule.

In late 2017 GMW and GVW expressed concern about the lack of progress on the outstanding actions. In response, dedicated resources were brought into the Development Services team to complete this work and to reassure the water corporations that work was progressing on implementing the DWMP.

In March 2018 AFS & Associates Pty Ltd, Council's Independent Internal Auditor, undertook an audit of the progress of actions identified as incomplete in the 2017 audit.

The purpose of this report is to outline the findings of their independent audit and request that Council note its contents.



10.2.1 Mansfield Shire Domestic Wastewater Management Plan Internal Audit Cont.

Background

The DWMP was prepared during 2013 – 14 and was funded by a grant from the then Office of Water as a means of developing a ‘model’ DWMP to meet the requirements of the newly adopted Ministerial Guidelines. The Plan was prepared in partnership with GMW, GVW, the EPA and the Office of Water.

Upon its adoption, \$65,000 of funding was dedicated to its implementation, as required by the Ministerial Guidelines, which requires councils to demonstrate that funds are set aside for the DWMP’s implementation.

The Action Plan detailed a significant amount of work to be undertaken between 2014 – 19. The focus for the actions of Year 1 of the Plan included:

- Combining onsite system databases to support improved enforcement of legislative requirements
- Completion of detailed risk mapping for high risk areas
- Introduction of new Land Capability Assessment (LCA) templates for high, medium and low risk areas to streamline approvals processes
- Undertake proactive onsite inspections of ageing systems and those that are subject to Section 173 Agreements, following up with land owners as to whether or not any maintenance work was required on their system to ensure it functioned correctly
- Preparation of an amendment to the Mansfield Planning Scheme to incorporate key aspects of the DWMP into the Local Planning Policy Framework and to revise the Environmental Significance Overlays to ensure they accurately reflected the risk of unsewered development and how to manage this risk.

The Executive Summary of the 2017 Internal Audit undertaken by the Governance Unit can be found at **Attachment 1**. Table 1 summarises the status of actions at the time of the audit:

Relevant document	Completed	Action requires review or is superseded by MOU	On track	Behind schedule
DWMP Action Plan	21	8	6	25
MOU	1		3	2
Ministerial Guidelines	4			2

Table 1: Extract from Executive Summary of the 2017 Independent Audit on the DWMP



10.2.1 Mansfield Shire Domestic Wastewater Management Plan Internal Audit Cont.

Areas where good progress had been made in terms of implementing actions were:

- consistent and streamlined planning referrals
- provision of LCA templates for public use
- education around the DWMP and wastewater issues for Council Planners, Engineers and Councillors
- development of planning scheme amendment documentation for a local planning policy on managing wastewater and amended overlay controls
- coordination of strategic, statutory and wastewater management functions at Council, GMW and GVW.

The areas where the majority of actions were behind schedule were related to:

- improved database integration and creation to support monitoring and compliance programs
- improved use of mapping systems to capture risk data, LCA ratings and the location of existing on site systems (to support proactive monitoring and enforcement)
- public education, including training for local LCA consultants and on site system installers/technicians
- identification of infrastructure required to service growth communities and mitigate wastewater risks.

The 2017 audit concluded with the following statement:

“The real risk to Council is that if the proactive inspection/enforcement tasks are not seen through to the end, the water corporations could justifiably reinstate the 1:40ha dwelling density, as this has been the core issue around wastewater management for the past 7 years. The reintroduction of this requirement would significantly curb future growth.

Overall, however, it is clear that the relationship between Council, GMW and GVW is significantly improved.

There have been significant benefits in the development and roll out of the standard LCA templates for Council, LCA experts and landowners alike. The Environmental Health Unit has prepared community information sheets which, once widely distributed, will raise awareness around the importance of onsite system maintenance.”

In late 2017, a further independent internal audit of the progress of actions was commissioned to provide the water corporations with evidence that there had been a renewed focus by Council on completing the work required by the three documents.



10.2.1 Mansfield Shire Domestic Wastewater Management Plan Internal Audit Cont.

Statutory Requirements

The *Local Government Act 1989* requires councils to have a Audit and Risk Advisory Committee to provide oversight on Council operations. The commissioning of independent audits is part of the program of work undertaken on behalf of the Committee.

The Ministerial Guidelines outline requirements for the preparation and implementation of a DWMP, including the requirement for independent audits to be undertaken with the agreement of the water corporations.

Council Plan

The implementation of the DWMP and the independent audit of progress on the implementation of actions are aligned to the following Strategic Directions and Strategic Objectives of the 2017-21 Council Plan:

- **Enhanced Liveability:** Strategic Objective 4.4 – Progressively implement the Domestic Wastewater Management Plan in partnership with water corporations.
- **Responsible Leadership:** Strategic Objective 5.3 – Complete three independent internal audits per annum, with the findings and management responses reported to both Council and the Audit and Risk Advisory Committee.

Financial

A dedicated budget of \$15,000 was provided by Council in 2017-18 for the implementation of the DWMP, which was used to hire a consultant to undertake proactive inspections of onsite systems.

The resource allocation to the DWMP has increased to \$56,200 to reflect Council's commitment to implementing the Plan. It should be noted that proactive inspections will be brought in house to minimise costs.

Social

There are no significant social implications arising from the findings of the independent audit.

Environmental

There are no significant environmental implications arising from the findings of the independent audit, aside from the fact that our progressive implementation of actions will lead to incremental improvements in water quality and public health outcomes.

Economic

The need to demonstrate to the water corporations that Council is committed to implementing the actions required by the DWMP, Ministerial Guidelines and MOU is essential to ensuring that unsewered townships and properties less than 40 hectares in size can continue to develop.



10.2.1 Mansfield Shire Domestic Wastewater Management Plan Internal Audit Cont.

Risk Management

The independent audits undertaken around the implementation of the DWMP and associated documents are an important risk mitigation tool and form part of our broader risk management strategy.

The Audit and Risk Advisory Committee considered the AFS & Associates Pty Ltd audit (the AFS Audit) at its 21 May 2018 meeting.

Community Engagement

Several discussions and meetings have been held with GMW and GVW in recent months regarding the focus on completing outstanding actions. A copy of the AFS audit document has been provided to the water corporations.

Officer’s Comments

Findings of the AFS & Associates Pty Ltd Independent Audit March 2018

The AFS audit reviewed the 29 outstanding actions identified by the 2017 internal audit. The full report can be found at **Attachment 2**.

Table 2 below summarises their findings:

Relevant document	DWMP Action Plan	Ministerial Guidelines	MOU	Total
Completed	15	0	2	17
In progress	10	2	0	12
Total	25	2	2	29

Table 2: Extract from Internal Audit Report 2018-01 Domestic Wastewater Management Plan, AFS & Associates Pty Ltd March 2018

The areas where actions had been completed between October 2017 – March 2018 included:

- Creation of a combined database of existing onsite systems, including conditions that required proactive monitoring
- Creation of a database of all properties affected by a Section 173 Agreement under the *Planning and Environment Act 1987* regarding the maintenance of onsite systems
- Purchase and use of an ipad to allow the location of pre 1990 onsite systems to be identified, recorded and mapped
- Streamlined processes for local installers and technicians to submit maintenance reports and inspections, along with Council sending installers/technicians reminders to submit the finalised maintenance reports



10.2.1 Mansfield Shire Domestic Wastewater Management Plan Internal Audit Cont.

- Availability of information for landowners on maintaining their onsite systems on Council's website, along with other mapping and information related to the DWMP
- Appointment of an inter-agency working group to identify infrastructure issues for growth and high risk townships.

Actions that were in progress at the time of the AFS audit but have since been completed include:

- Installation of the Open Office software system to track inspections, provide compliance reports and improve capabilities to send letters to owners reminding them that maintenance and/or inspections of their system were required
- Additional risk mapping at sub catchment level for six areas
- Informing landowners of the outcome of the proactive inspections and whether or not maintenance is required
- Identification of infrastructure requirements for high risk townships (including stormwater) and the formulation of long term capital works programs to provide this infrastructure
- Ministerial approval of Amendment C36 to incorporate a new local planning policy on wastewater management and introduce new Environmental Significance Overlays in medium and high risk areas, deleting the Overlay on low risk areas (thereby reducing planning permit requirements in low risk areas).

A new strategy has been inserted in the reviewed Council Plan, adopted by Council on 26 June 2018, under Enhanced Liveability to highlight our commitment to implementing the DWMP.

Work is continuing on the DWMP's actions and discussions have commenced with the water corporations around the review of the DWMP in 2019.

Recommendation:

That Council note the findings of the Independent Internal Audit on the implementation of outstanding actions from the Domestic Wastewater Management Plan, undertaken by AFS & Associates Pty Ltd Independent in March 2018.



Refer

Attachment 10.2.1

**Mansfield Shire Domestic Wastewater
Management Plan Internal Audit Executive
Summary**

(5 Pages)



10.3 COMMUNITY SERVICES

No reports for this meeting

10.4 EXECUTIVE SERVICES

10.4.1 Councillor Attendance at the Australian Local Government Association National General Assembly of Local Government

File Number: E88
Responsible Officer: Chief Executive Officer, Alex Green

Disclosure of Conflicts of Interest

The author of this report and officers providing advice in relation to this report do not have a direct or indirect interest in this matter, as provided in accordance with the *Local Government Act 1989*.

Introduction

The Australian Local Government Association (**ALGA**) National General Assembly (**NGA**) of Local Government is held each year as a way of bringing the local government sector from across Australia together by providing a platform for thought-provoking discussion and provides the opportunity for councils to contribute to the development of national local government policy.

Council's Mayor, Cr Paul Volkering, Deputy Mayor, Cr Harry Westendorp and Chief Executive Officer, Alex Green, attended the ALGA NGA held in Canberra from 17 to 20 June 2018 as Mansfield Shire Council representatives.

Background

Under the theme Australia's Future: make it local, delegates at this year's NGA reflected on the wide scope and importance of Local Government and its ability to influence and affect fundamental change and improvement at the community level. Through the NGA, delegates were able to learn from the ideas and experiences of other councils and gain valuable ideas for their own councils.

Community and business leaders taking part in the NGA included:

- The Hon. Malcolm Turnbull MP, Prime Minister of Australia
- The Hon. Bill Shorten MP, Leader of the Opposition
- The Hon. Dr. John McVeigh, Federal Member for Groom and Minister for Regional Development, Territories and Local Government
- Stephen Jones, MP, Federal Member for Whitlam and Shadow Minister for Regional Services, Territories and Local Government and Regional Communications
- Virginia Haussegger, AM, Gender Diversity advocate and communications specialist.



10.4.1 Councillor Attendance at the Australian Local Government Association National General Assembly of Local Government cont.

- David Speers, Political Editor at Sky News
- Berard Salt, Former Partner at KPMG
- Saul Eslake, Economist
- Katherine O'Regan, Former Chief of Staff and Advisor to Federal and State Ministers.

This report is prepared in accordance with the Councillor Expenses and Resources Guidelines Item 3.3.2 Reporting Framework, Proposal to Travel, which requires that the attending Councillor prepare a post travel report to Council.

Statutory Requirements

There are no statutory requirements in relation to the attendance by Council delegates at the annual NGAs however the primary objective of Councillor attendance is in accordance with s3E (1) (a) of *the Local Government Act 1989* to advocate and promote proposals which are in the best interest of the local community.

Council Plan

Attendance at the NGA by Council's Mayor and Deputy Mayor is in line with Council's 'Good Governance' theme that "*Council has productive partnerships with key organisations and decision makers*".

Financial

Costs associated with Council's attendance at the NGA total \$6,350 inclusive and will be met from an existing Council Budget allocation.

Social

Key presentations provided insight into not just the wide scope and importance of Local Government, but its ability to influence and affect fundamental change and improvement at a community level.

Environmental

There are no environmental implications associated with the attendance by Council delegates at the NGA.

Economic

As the federal government's focus on economic development grows, local government not only plays a significant role in the local and regional economy but increasingly in the national economy.

The NGA program this year featured a number of pre-eminent speakers who explored the challenges of successful collaboration as a catalyst for regional scale prosperous metropolitan, regional and rural community growth.



10.4.1 Councillor Attendance at the Australian Local Government Association National General Assembly of Local Government cont.

Risk Management

There are no risk management implications associated with the attendance by Council delegates at the NGA.

Community Engagement

Panel sessions at the NGA will allow for interaction with presenters and other thought leaders that will provide maximum opportunity to gain insights which can be taken back to Council and the community.

Officer's Comments

The NGA provides an important forum for engagement by Councillors and officers at a National level. It is also a key opportunity for the local government sector to advocate to Federal Ministers as a sector.

Recommendation:

That Council note the report.



10.4 EXECUTIVE SERVICES CONT.

10.4.2 Customer Service Policy and Procedures 2018

File Number: E1533/E512

Responsible Officer: Records and Customer Service Supervisor, Jane Carter

Disclosure of Conflicts of Interest

The author of this report and officers providing advice in relation to this report do not have a direct or indirect interest in this matter, as provided in accordance with the *Local Government Act 1989*.

Introduction

The purpose of this Policy is to further build and enhance relationships and partnerships with Council's community and customers, and to enable a system for continuous improvement to levels of customer service. It also recognises Council's preparedness for ongoing accountability and continuous improvement to achieve this goal.

The Mansfield Shire Council Customer service Charter sets out Council's service standards.

Background

At Mansfield Shire Council we are committed to working in partnership with our community to deliver excellent service through dedication, innovation and continuous improvement. We strive to provide friendly, prompt and professional customer service every time customers contact us.

Our aim at all times is to provide a quality service, and great emphasis is placed on efficient Customer Service, provided in an effective, respectful and professional manner.

The principles in this Policy apply to all Council services, and outline the response that can be expected by our community and visitors to our Shire.

Statutory Requirements

Council is required to comply with the *Local Government Act 1989*, Part 1A Objectives, Function of Council, Part 4 Conduct Principles, and the Australian New Zealand Standards for Quality management – Customer satisfaction – Guidelines for codes of conduct for organisations AS/NZS ISO 10001:2012.

Council Plan

Establishment of this Policy relates to Council's 2017-21 Council Plan specifically Strategic Objective 5.1 We achieve the highest standards of good governance.

Financial

Endorsement of this Policy has no impact on Council's budget.



10.4.2 Customer Service Policy and Procedures 2018 cont.

Social

This Policy provides open, transparent governance. It will facilitate how Council will respond to customer requests for service within the limits of council resources, priorities and risk management requirements. The main aims are to approach all of our customers with respect, honesty and in a courteous and confidential manner, actively listening and responding appropriately to the varying needs of our community.

Environmental

There are no associated environmental impacts in relation to the endorsement of this Policy.

Economic

There are no associated economic impacts in relation to the endorsement of this Policy.

Risk Management

The Customer Service Policy and Procedures and Customer Service Charter enable Council to comply with regulatory obligations and other standard requirements.

Council will welcome feedback and treat it as an opportunity to enhance service. Performance will be monitored on a regular basis generating opportunities for improvement.

Community Engagement

Due to the nature of this Policy, community consultation is not required.

Officer's Comments

Council places great emphasis on quality service and efficient Customer Service in an effective, respectful and professional manner. It also, recognises Council's preparedness for ongoing accountability and continuous improvement to achieve this goal.

Accordingly, Council is committed to full compliance with its obligations under the Local Government Act (1989), Part 1A Objectives, Function of Council, Part 4 Conduct Principles and the Australian New Zealand Standards for Quality management – Customer satisfaction – Guidelines for codes of conduct for organisations AS/NZS ISO 10001:2012.

Recommendation:

That Council endorse the Mansfield Shire Customer Service Policy and Procedures



Refer Attachment 10.4.2

Customer Service Policy and Procedures

Attachments:

Draft Customer Service Policy 2018
Draft Customer Service Charter 2018
(8 Pages)



10.4 EXECUTIVE SERVICES CONT.

10.4.3 Expense Reimbursement Policy 2018

File Number: E1533

Responsible Officer: Finance Manager, Mandy Kynnersley

Disclosure of Conflicts of Interest

The author of this report and officers providing advice in relation to this report do not have a direct or indirect interest in this matter, as provided in accordance with the *Local Government Act 1989*.

Introduction

The Expense Reimbursement Policy 2018 has been revised and requires adoption by Council.

Background

The Expense Reimbursement Policy and the associated procedures aim to ensure reimbursement for expenditure incurred by staff and Councillors is reasonable and for bona fide Council purposes.

The policy was last reviewed in June 2017.

The policy has been revised by Officers and is recommended to Councillors for adoption.

Statutory Requirements

The policy complies with the requirements of the *Goods and Services Tax Act* and Australian Taxation legislation.

Council Plan

Strategic Objective 5.5: We have a strong framework in place to proactively mitigate risk.

Financial

There are no budgetary impacts in relation to this matter.

Social

There are no significant social impacts in relation to this matter.

Environmental

There are no significant environmental impacts in relation to this matter.

Economic

There are no significant economic impacts in relation to this matter.

Risk Management

The policy aims to minimise the risk of fraud and the unauthorised expenditure of public funds.



10.4.3 Expense Reimbursement Policy 2018 cont.

Community Engagement

There has been no community engagement conducted in relation to this matter.

Officer's Comments

The Expense Reimbursement Policy and Procedures (the Policy) has been reviewed by officers and the key amendments are summarised below:

- Councillors included specifically in the wording of the Policy (previous references were only to staff).
- Accommodation and meal reimbursement rates in Appendix A updated based on the 2018-19 rates as per *Tax Determination 2018/11*.
- Clarification allowing the use of Council vehicles for interstate travel to NSW, ACT and SA.
- Clarification around exemptions to the accommodation rate where suitable accommodation is not available within the specified limits of the Policy.

The revised Policy has a scheduled Council review date for 31 July 2020, however the Policy allows for the annual revision of the reimbursement rates to match the Tax Determinations issued by the Australian Taxation Office from time to time.

Recommendation:

That Council endorse the Expense Reimbursement Policy 2018.



Refer

Attachment 10.4.3

**Draft Expense Reimbursement Policy and
Procedures**

(7 Pages)



10.4 EXECUTIVE SERVICES CONT.

10.4.4 Naming of a Feature: Glad Phillips Bridge

File Number: E 429
Responsible Officer: Revenue Co-ordinator, Bess Gillard

Disclosure of Conflicts of Interest

The author of this report and officers providing advice in relation to this report do not have a direct or indirect interest in this matter, as provided in accordance with the *Local Government Act 1989*.

Introduction

The report proposes to name the walking bridge across Lake Eildon at Bonnie Doon the Glad Phillips Bridge.

Background

In February 2018 Council received a request from resident Gregory Smith to name the walk bridge across Lake Eildon at Bonnie Doon in memory of long time Bonnie Doon resident and community campaigner, the late Glad Phillips.

One of Glad's major community projects was the Rail Trail from Mansfield to Bonnie Doon and beyond. In particular Glad work passionately to secure funding for the installation of hand rails on the Bonnie Doon walk bridge, providing safe walking and riding access to Bonnie Doon for the communities on the eastern side of the lake.

Gregory's request to Council includes that a plaque be installed on the bridge acknowledging the name.

The naming proposal has been considered by Officers in accordance with Councils Naming of Roads, Features or Localities Policy.

Statutory Requirements

Section 5 (1) to Schedule 10 of the *Local Government Act 1989* states that a Council may

- (a) approve, assign or change the name of a road (or feature); and
- (b) erect signs on a road;

Section 5 (2) requires Council to comply with the Naming rules for places in Victoria – Statutory requirements for naming roads, features and localities – 2016 (the Naming Rules).

The Office of Geographic Names (OGN) provides state-wide advice to Victorian naming authorities and the public about appropriate and compliant naming practices. The Registrar of Geographic Names oversees the gazettal and registration of place names in Victoria. Road names & features must be approved by OGN and once gazetted are placed on the public VICNAMES database.



10.4.4 Naming of a Feature: Glad Phillips Bridge cont.

Council Plan

Enhanced Liveability:

4.4 We have a strong policy and decision making framework in place to protect and enhance the unique character of our Shire for future generations.

Financial

There will be a small financial impact. The estimated cost of a plaque and unveiling ceremony is \$1000.

Social

Naming this significant feature in memory of a valued community member enables our residents to feel a sense of belonging. This recognition brings community together acknowledging and valuing the contribution and involvement of our volunteers.

Environmental

There is no environmental impact associated with this proposal.

Economic

There is no economic impact associated with this proposal.

Risk Management

There are no significant risks arising from this proposal.

Community Engagement

Community consultation has been conducted in accordance with the statutory requirements under the section 7 of the Naming Rules for Places in Victoria.

A proposal for Glad Phillips Bridge was issued by Council Officers for public consultation. A public notice was placed in the Mansfield Courier (16 May 2018) and on the Council Website (11 May 2018) requesting submissions and objections.

The consultation period was open for a period of 30 days.

No objections were received.

Eight comments were received in support of the proposed name.

One submission received proposed two alternative names, each of which was assessed by Officers in accordance with Council Policy and the Naming Rules.

Officer's Comments

The naming process undertaken in accordance with Council Policy, the statutory requirements under the Local Government Act 1989 and the Naming Rules, is performed by the Revenue Coordinator under delegation by the CEO.

A map showing the location of the feature to be named is at Attachment 1.



10.4.4 Naming of a Feature: Glad Phillips Bridge cont.

A summary of the assessment of the proposed names is shown in the table below:

Community proposal	Officer assessment
Glad Phillips Bridge	Acceptable. Compliant with Naming Rules. Consent received from immediate family.
Glad Phillips Rail Trail Bridge	Rejected under <i>Principle (J): Language</i> Feature names should not exceed 3 words.
Glad Phillips Railway Bridge	Rejected under <i>Principle (J): Language</i> Feature names should not exceed 3 words.

The recommended name, Glad Phillips Bridge, is compliant with the Naming Rules and has a historic link to the area. The community consultation process has received no negative feedback.

Recommendation:

That Council;

- 1. resolve to name the walk bridge across Lake Eildon at Bonnie Doon as the Glad Phillips Bridge,**
- 2. authorise Officers to lodge the name Glad Phillips Bridge with the Office of Geographic Names to be approved by the Registrar, gazetted and added to VICNAMES,**
- 3. authorise Officers to issue a public notice to announce the new feature name,**
- 4. authorise Officers to install relevant signage at an appropriate location,**
- 5. conduct an official naming ceremony and invite the family of Glad Phillips to attend.**



Refer Attachment 10.4.4

**Naming of a Feature Glad Phillips Bridge
(1 Page)**



10.4 EXECUTIVE SERVICES CONT.

10.4.5 Child Safe Standards and Reportable Conduct Scheme

File Number: E 5230
Responsible Officer: Corporate and Organisational Development Manager,
Sharon Scott

Disclosure of Conflicts of Interest

The author of this report and officers providing advice in relation to this report do not have a direct or indirect interest in this matter, as provided in accordance with the *Local Government Act 1989*.

Introduction

This report sets out Council's responsibility to apply the Child Safe Standards and Reportable Conduct Scheme as described in the Child Safety and Wellbeing Act (2005) and the Children Youth and Families Act (2005).

Background

On 11 January, 2013 the Australian Government established the Royal Commission into Institutional Responses to Child Sexual Abuse. The Royal Commission made a series of recommendations for many industries, sectors and organisations. Of particular importance, is the introduction of a set of national standards for organisations engaged in child-related work. Victoria's legislated Child Safe Standards are;

Standard 1: Strategies to embed an organisational culture of child safety, including through effective leadership arrangements

Standard 2: A child safe policy or statement of commitment to child safety

Standard 3: A code of conduct that established clear expectations for appropriate behavior with children

Standard 4: Screening, supervision, training and other human resources practices that reduce the risk of child abuse by new and existing personal

Standard 5: Processes for responding to and reporting suspected child abuse

Standard 6: Strategies to identify and reduce or remove risks of child abuse

Standard 7: Strategies to promote the participation and empowerment of children.

Under legislation enshrined within the Child Safety and Wellbeing Act (2005) and the Children Youth and Families Act (2005) it is the responsibility of organisations and individual community members to reduce the risks of child abuse, and to respond appropriately to allegations of child abuse. It is also the responsibility under law for organisations that work with or interact with children (under 18 year olds) to provide safe environments for these children, as defined within the Act.



10.4.5 Child Safe Standards and Reportable Conduct Scheme Cont.

In order to better comply, the following immediate actions are underway:

Implementation of a Child Safe Policy

Implementation of a Child Safe Code of Conduct that establishes clear expectations for appropriate behavior with children

A review of human resource practices to create and embed screening, supervision and training that reduce the risk of child abuse by new and existing personnel

Implementation of new and documentation of existing strategies for identifying and reducing or removing risks of child abuse

Implementation of a Reportable Conduct Scheme Policy and codify mandatory and voluntary processes for reporting and responding to suspected child abuse

Implementation of strategies to promote the participation and empowerment of children and their families

Statutory Requirements

Child Safe Standards:

Organisations affected by the Child Safe Standards are classed as either category 1 or 2. Councils are a category 1 organisation. Category 1 are organisations that receive government funding or are covered by regulation or contractual requirements. Category 1 organisations were required to apply the Child Safe Standards by 1 January 2016. The Standards apply to organisations as a whole (including Councillors), not only the areas that work with children.

Victorian Reportable Conduct Scheme:

The Victorian Reportable Conduct Scheme has been established by the Child Wellbeing and Safety Act 2005. The Reportable Conduct Scheme imposes new obligations on heads of organisations that are within the scheme to have in place systems to prevent child abuse and, if child abuse is alleged, to ensure allegations can be brought to the attention of appropriate persons for investigation and response and to ensure that the Commission is notified and given updates on the organisation's response to an allegation. Mansfield Shire Council is within phase 3 and is required to commence complying with the scheme by 1 January 2019.

Council Plan

Strategic Objective 5.2 Our Organisation is driven by a positive culture;

Develop and implement a policy to meet our obligations under the Child Safe Standards, enhancing our culture around child safety practices across the organisation

Financial

Not applicable



10.4.5 Child Safe Standards and Reportable Conduct Scheme Cont.

Social

Standard 6: Strategies to identify and reduce or remove risks of child abuse.

Taking a preventative approach means identifying the potential risks in the organisation and acting in a preventative manner to reduce the likelihood of the risk becoming realised.

All of Council's facilities and programs were reviewed and a number of changes implemented to reduce the likelihood of any risks being realised.

Environmental

Not applicable.

Economic

Not applicable.

Risk Management

Mansfield Shire Council is not currently compliant with the Child Safe Standards or the Reportable Conduct Scheme.

Community Engagement

Given that implementation of the Child Safe Standards was required by 1 January 2016, Council officers have been informing the community of the immediate actions.

Creating a child-safe culture is more than just having a set of policies and procedures in place. It is about creating a culture where all staff, volunteers and Councillors take responsibility for promoting and ensuring child safety.

As we work to embed an organisational-wide commitment to the protection of children and foster a culture of proactively dealing with reporting concerns related to child safety, further engagement which encourages the participation and empowerment of children will be undertaken.

Officer's Comments

Not applicable

Recommendation:

That Council endorses the:

- 1. Child Safe Policy**
- 2. Child Safe Code of Conduct**
- 3. Reportable Conduct Scheme Policy and Reporting Procedure**



Refer Attachment 10.4.5

**Draft Child Safe Standards and Reportable
Conduct Scheme Policies and Procedures**

(8 Pages)



10.5 INFRASTRUCTURE

10.5.1 Proposed Closure of Reardon Lane to Through Traffic

File Number: E5053

Responsible Officer: Acting Infrastructure Manager, Paul Valente

Disclosure of Conflicts of Interest

The author of this report and officers providing advice in relation to this report do not have a direct or indirect interest in this matter, as provided in accordance with the *Local Government Act 1989*.

Introduction

This report recommends that Reardon Lane be closed to through traffic which would include the installation of physical barriers on at the intersection of Reardon Lane and Greenvale Lane, thereby removing the 'Through Road' status of Reardon Lane and reclassifying it as a 'No Through Road'.

Background

Reardon Lane in its entirety has been included to Council's Road Register since 2004. The road is listed as 845m long and it connects Rowe Street to Greenvale Lane. The road has a 205m sealed section from Rowe Street onward with the additional 620m being unsealed.

The 405 metre section of the road abutting to Greenvale Lane can be considered unformed or loosely-formed, this section only being upgraded to an easily trafficable standard since 2000. The upgrading of this section of the road has allowed for through traffic to now utilise the road, providing a limited shortcut between Rowe Street and Greenvale Lane.

Following consultation and consideration in 2015, Council reduced the speed limit on the sealed section of Reardon Lane to 50km/h, including installation of 'Slow – Dust' signage. However, this limit applies only to the sealed section of the road with the unsealed section of the road operating under the state-wide classification of 'Drive to Conditions'.

The Infrastructure Department annually receive in excess of a dozen complaints from residents of this road generally relating to the condition, generated dust, flooding and speeding vehicles. A solution was suggested whereby a short section of the road would be closed to vehicles, thereby removing through traffic from the road but still allowing use by vehicles requiring access to this area.

At the time this was not a viable option due to a construction business operating in Reardon Lane that would not have been able to alter their logistical arrangements. However, correspondence received by Council on 11 December 2017 has indicated that the previous logistical constraints have now been lifted and consideration can again be given to the installation of physical barriers to the road (see attachment 1).

At its meeting of 20 February 2018, Council resolved to give notice of the proposal to close Reardon Lane to through traffic. The Notice was advertised in the Mansfield Courier as well as on Council's Social Media platforms.



10.5.1 Proposed Closure of Reardon Lane to Through Traffic cont.

Pursuant to Section 223 of the *Local Government Act (1989)*, the public notice invited interested persons to make a submission in relation to the Notice and request to make a verbal representation or to have someone make a verbal representation on their behalf in support of their submission.

In total 13 submissions were received for which eight support the closure of Reardon Lane to through traffic.

Statutory Requirements

Section 10, part 1 (a) of the *Road Safety (Traffic Management) Regulations (2009)* grants Council power to place a major traffic control device, for whatever reason they choose, only with the authority of VicRoads.

Following the Council resolution of 20 February 2018, Council made a request to VicRoads for their review of the proposal and received a report that supported the intent to close the road, it being suggested that this be performed at the intersection of Reardon and Greenvale Lanes. The recommendation provided to Council reflects this suggestion.

Council Plan

Giving Notice of proposal to close Reardon's Lane to through traffic is consistent with the following objectives of the 2017-21 Council Plan:

Strategic Objective 1.1 - Our community has a say in matters of interest to them

Financial

Impact to the budget is considered to be negligible. Maintenance to the road as a whole is expected to decrease, although this will have no significant impact to the departmental expenditure. The cost of installing concrete bollards is envisaged to be less than \$5,000 and it can be sourced from the Operational Budget for this financial year.

Social

If closed, the road will cease to be used as a shortcut between Greenvale Lane and Rowe Street. The primary sealed route is available through the State and Local Road Networks resulting in negligible impact to travel time or distance.

The additional travel time between the Rowe/Mt. Buller Road intersection to the Reardon/Greenvale Lane intersection was measured to be less than one minute when driven by Council Officers.

Closure of the road to through traffic will reduce traffic on the road, reducing degradation of the unsealed pavement and reducing dust complaints.

The safety impacts of closing this road will be minor. Reduced traffic on the unsealed sections of the Road Network, however minor, are generally considered to reduce risk to Council and the road user.



10.5.1 Proposed Closure of Reardon Lane to Through Traffic cont.

It should be noted by Council that long/heavy vehicles utilising the Service Station on Mount Buller Road that approach from the east regularly use Reardon Lane as a point of entry due to difficulties in manoeuvring through the onsite facilities and exiting at the Rowe Street intersection.

Environmental

It is anticipated that the removal of through traffic will significantly reduce dust generation. Reduced wear to the unsealed network will decrease the demand for maintenance.

Economic

The economic impacts to Council and surrounding businesses are considered to be negligible.

Risk Management

Risks with regard to public safety, organisational reputation and community impact are considered to be negligible however the perceived safety of non-motorised commuters such as pedestrians and horse riders would be enhanced.

Community Engagement

Landowners abutting Reardon Lane have been formally notified in writing of Council's intention to close the road to through traffic and were given an opportunity to lodge submissions. A public notice inviting submissions was also published in locally circulating newspapers and on social media.

The opportunity for submissions concluded with thirteen submissions received, eight of which support the closure of Reardon Lane to through traffic, four of which oppose the closure of Reardon Lane to through traffic and one further that suggests upgrading the road to a sealed surface.

Submitters were provided opportunity to present to Council in support of their submission at the June 2018 Council Meeting.

Officer's Comments

The main concern leading the closure of the road is the adverse safety and amenity due to dust generated by the vehicles and the speed in which they travel. Although the speed limit is 50km/h, continual enforcement is required to ensure vehicles obey the limit due to the nature of the road. A considerable amount of dust may still be generated by a reasonable volume of commuting vehicles even if the speed limit is strictly adhered to. Other methods to suppress dust including sealing of Reardon Lane would be costly and would provide only limited benefit to the wider community.



10.5.1 Proposed Closure of Reardon Lane to Through Traffic cont.

Since 2015, Council has been considering alterations to the traffic arrangements for Reardon Lane and significant work has been undertaken to consult with the community around this. These discussions and investigations have proven to be difficult in the past with the major obstruction being the need for a business operating on Reardon Lane to access eastward to Greenvale Lane. With this obstruction now removed the closing of the **road to through traffic can be considered without significant impact to the stakeholders in the immediate vicinity.**

The overall majority of submissions received support the closure of Reardon Lane to through traffic.

The road closure would employ concrete bollards (and associated signage) or similar to prevent through traffic but will also function to allow pedestrian, bicycle and horse traffic to continue to utilise the road. Please refer to the proposed location for the barriers in Attachment 1. It should be noted that proposed barriers can be removed and the road reopened to through traffic at any time.

Recommendation:

That Council, under Section 10, part 1 (a) of the Road Safety (Traffic Management) Regulations (2009) and with the consent of VicRoads, authorise the installation of a semi-permanent vehicle barrier to prevent through traffic in Reardon Lane.



Refer Attachment 10.5.1

**Proposed Closure of Reardon Lane to
Through Traffic**

(1 Page)



11. ASSEMBLIES OF COUNCILLORS

File Number: E405
Responsible Officer: Alex Green, Chief Executive Officer

Introduction

Under section 76AA of the *Local Government Act 1989* an assembly of councillors (however titled) is defined as a planned or scheduled meeting, comprising at least three councillors and one member of Council staff, that considers matters that are intended or likely to be:

- a. The subject of a decision of the Council; or
- b. Subject to the exercise of a function; duty or power of a Council that has been delegated to a person or committee [s.76AA].

An assembly of Councillors does not include a meeting of the Council, a special committee of the Council, or any club, association, peak body, political party of other organisation.

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

The following is a list for the past month of assemblies held and the issues discussed.

DATE	TYPE OF ASSEMBLY	ISSUES DISCUSSED
12 June 2018	<p>Councillors' Briefing Session</p> <p><i>Councillors:</i></p> <ul style="list-style-type: none"> • Cr Paul Volkering • Cr Marg Attley • Cr Harry Westendorp • Cr Peter Olver • Cr Paul Sladdin <p><i>Apologies:</i></p> <p><i>Officers:</i></p> <ul style="list-style-type: none"> • Chief Executive Officer, Alex Green • Acting Development Services Manager, Dawn Bray • Community Services Manager, Melanie Hotton • Finance Manager, Mandy Kynnersley • Community Development Team Leader, Kirsten Lingard 	<p><i>Conflicts of Interest:</i> NIL</p> <p><i>Issues Discussed:</i></p> <ul style="list-style-type: none"> • 2018-2019 Budget • Pick My Projects Program • Mansfield Cultural Heritage Arts Committee VIC interest • Bouldering Wall • Resheet gravel road at Paradise Point • High Street shop development • Sport and Recreation Strategy – further consultation • Water Dam on Mt. Buller • Grandview Drive VCAT appeal • Collopy Street Brewery • Tree removal along development in Rowe Street • Stone Extraction Tabletop Road



11. ASSEMBLIES OF COUNCILLORS CONT.

DATE	TYPE OF ASSEMBLY	ISSUES DISCUSSED
26 June 2018	<p>Councillors’ Briefing Session</p> <p>Councillors:</p> <ul style="list-style-type: none"> • Cr Paul Volkering • Cr Marg Attley • Cr Harry Westendorp • Cr Paul Sladdin <p>Apologies:</p> <ul style="list-style-type: none"> • Cr Peter Olver <p>Officers:</p> <ul style="list-style-type: none"> • Chief Executive Officer, Alex Green • Acting Development Services Manager, Dawn Bray • Community Services Manager, Melanie Hotton • Finance Manager, Mandy Kynnersley • Community Development Team Leader, Kirsten Lingard 	<p>Conflicts of Interest: NIL</p> <p>Issues Discussed:</p> <ul style="list-style-type: none"> • Child Safety Standards • Taungurung • Waste Charge • Pick My Projects • Local Government Legislation • Bonnie Doon Bridge Naming • Renumbering Ultimo Street • Star of the Glen • Budget • Housing Strategy • Local Law Re: drones • 140 High Street development • Strategic Resource Plan • Delegations
3 July 2018	<p>Councillors’ Briefing Session</p> <p>Councillors:</p> <ul style="list-style-type: none"> • Cr Paul Volkering • Cr Marg Attley • Cr Harry Westendorp • Cr Peter Olver • Cr Paul Sladdin <p>Apologies:</p> <p>Officers:</p> <ul style="list-style-type: none"> • Chief Executive Officer, Alex Green • Acting Development Services Manager, Dawn Bray • Community Services Manager, Melanie Hotton • Senior Statutory Planner, Kathy Richardson 	<p>Conflicts of Interest: NIL</p> <p>Issues Discussed:</p> <ul style="list-style-type: none"> • Victorian Planning Authority grant applications • Highton Lane Development Plan • Star Glen Lodge • New Street Special Charge • Buttercup Road VCAT Appeal • Developers Forum • Working with Children Card • Grandview Drive Planning Application • Withers Lane sealing to Stockmans Rise • Community Energy Forum Update • Waste Charge • Child Safety Toolkit • Positive feedback for Skate Park • Maintongoon Community Group • Federal Government Regional Study Hubs

This Report is for information only



12. ADVISORY AND SPECIAL COMMITTEE REPORTS

12.1 Mansfield Shire Parks and Precincts Advisory Committee: Minutes of Meeting

The Minutes of the Mansfield Shire Parks and Precincts Advisory Committee meeting held on 6 June 2018 are attached for the Council's information.

Recommendation:

That the Council receive the Minutes of the Mansfield Parks and Precincts Advisory Committee meeting as provided.

13. AUTHORISATION OF SEALING OF DOCUMENTS

The following documentation has been signed and sealed by Council:

- Notice of Landlord's intention not to offer a renewal of lease - Kitchen Street Mansfield

Recommendation:

That Council note the above.

SUSPENSION OF STANDING ORDERS

Recommendation:

That Council suspend standing orders to facilitate public question time.

14. PUBLIC QUESTION TIME

RESUMPTION OF STANDING ORDERS

Recommendation:

That Council resume standing orders.

15. CLOSE OF MEETING