

Council Meeting

Agenda

26 July 2023 at 6:30pm

**Council Chamber, Town Hall, Sturt Street,
Ballarat**





The City of Ballarat acknowledges the Traditional Custodians of the land we live and work on, the Wadawurrung and Dja Dja Wurrung People, and recognises their continuing connection to the land and waterways. We pay our respects to their Elders past, present and emerging and extend this to all Aboriginal and Torres Strait Islander People.

This meeting is being broadcast live on the internet and the recording of this meeting will be published on council's website www.ballarat.vic.gov.au in the days following the meeting.

Although every effort has been made to protect the privacy of the public, members of the public attending this meeting may be filmed. By remaining in the public gallery once the meeting commences, members of the public give their consent to being filmed, and for the recording of them to be made publicly available and used by council.

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PUBLIC SUBMISSIONS

- Public representations may be made on any items listed on the agenda in a Council Meeting apart from those listed in the confidential section.
- Presentations must be submitted in writing, not more than 500 words by 2:00pm on the day of the relevant meeting:
 - i. In the [form approved](#); or
 - ii. by email to Council's prescribed email address;.or
 - iii. in person during normal office hours at the Council Offices at 25 Armstrong Street South, Ballarat.
- If a person submitting a presentation is not present in the gallery, their presentation will be read out subject to the time limits.

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The next Meeting of the Ballarat City Council will be held on Wednesday 23 August 2023.

1. OPENING DECLARATION

Councillors: *"We, the Councillors of the City of Ballarat, declare that we will carry out our duties in the best interests of the community, and through collective leadership will maintain the highest standards of good governance."*

Mayor: *"I respectfully acknowledge the Wadawurrung and Dja Dja Wurrung People, the traditional custodians of the land, and I would like to welcome members of the public in the gallery."*

2. APOLOGIES FOR ABSENCE

3. DISCLOSURE OF INTEREST

4. MATTERS ARISING FROM THE MINUTES

5. CONFIRMATION OF MINUTES

6. PUBLIC QUESTION TIME

Note – all public representations will be heard before each item on the agenda.

QUESTION TIME

- Questions must be in English and must be 75 words or less and not include a preamble, other additional material, or multiple parts.
- Questions must be submitted via the [form](#) on Council's website, no later than 12:00pm on the day of the Council Meeting.
- **Please note:** no person may submit more than two questions at each meeting; questions may not be allowed if the time allotted for public question time has finished.
- If a person submitting a question is not present in the gallery during Public Question Time, their questions will be read out and a response provided at the meeting.

7. CHIEF EXECUTIVE OFFICER REPORT

7.1. CHIEF EXECUTIVE OFFICER REPORT

Division: Executive Unit
Director: Evan King
Author/Position: Evan King – Chief Executive Officer

PURPOSE

1. The CEO's Operational Report highlights issues and outcomes affecting the organisation's performance as it delivers services and implements the Council's strategies and policy decisions.

BACKGROUND

2. The Council of the City of Ballarat is responsible for setting the municipality's strategic direction. The CEO of the City of Ballarat is the sole employee of the Council and is responsible for establishing the organisational structure and resource allocation to achieve the objectives set by the Council. This operational report provides greater detail about organisational activities and issues involved with service delivery.

KEY MATTERS

Commonwealth Games Cancellation

3. The State Government announced on 18 July that it had decided not to proceed with hosting the Commonwealth Games in 2026 due to the costs being too high. The City of Ballarat held a media conference within two hours of the Premier's press conference and had 23 media representatives in attendance. The Mayor conveyed that while we were disappointed by the news, the City of Ballarat was committed to ensuring the State Government delivers what they had promised to the community.
4. The Victorian Government will deliver a comprehensive \$2 billion package to ensure regional Victoria still receives all the benefits that would have been facilitated by the Games. For Ballarat this will mean we will continue to advocate for:
 - 5,000 seat upgrade at Mars Stadium
 - Train station upgrade that includes DDA access at Ballarat Station
 - Upgrades at Ballarat Sports Events Centre
 - Creswick mountain biking
 - Base infrastructure work at Saleyards site
 - Permanent athletics track in the Major Events Precinct
 - Sharing in a new \$1 billion regional housing fund

Community Satisfaction Survey results

5. The City of Ballarat has released the results of the 2023 Community Satisfaction Survey. The survey was conducted by independent survey provider JWS Research in February and March this year and surveyed 800 people. The survey found 72 per cent

of participants rated the City of Ballarat's overall performance as average and above. However, the City of Ballarat's assessed performance on several measures decreased from 2022 in line with regional and state-wide downward trends. Top performing service areas included customer service, waste management and community consultation and engagement, while low performing service areas included sealed local roads after a particularly challenging year of high rainfall.

6. The City of Ballarat is taking significant steps to improve services and process by increasing investment in infrastructure, such as roads, footpaths and drainage, and increasing resources in the City of Ballarat Statutory and Strategic Planning teams to keep up with the demands of Ballarat's rapid growth. There is also consultation occurring regarding the development of a Customer Charter – a document outlining what residents can expect when interacting with the City of Ballarat – this consultation also provides the City of Ballarat with an opportunity to understand and better align with community expectations regarding the management of requests and reports.

Ballarat Net Zero Emissions Plan – 6-month check in session

7. More than six months after Ballarat City Council adopted the Ballarat Net Zero Emissions Plan on 26 October 2022, the City of Ballarat held a session to check-in with businesses and organisations to hear about emission reduction actions already taking place and plans for future actions. The Ballarat Net Zero Emissions Plan outlines an aspirational community-wide target of reaching net zero emissions by 2030 and the actions required in order to achieve this target.
8. The event, on Thursday 8 June, was an opportunity for Ballarat organisations to share their climate action achievements and ambitions. The session heard about actions including the newly launched Ballarat Energy Network by Committee for Ballarat, Smart Living Ballarat Program, as well as emissions reduction initiatives by different organisations including BREAZE, McCain and Laminex, among others. The session showed organisations and businesses are committed to reducing carbon emissions to net zero by 2030.
9. City of Ballarat actions include transitioning the City of Ballarat fleet to net zero emissions via the installation of electric vehicle (EV) charging stations and purchase of new EVs. Other City of Ballarat actions include but are not limited to:
 - Continued rollout of solar installation at City of Ballarat facilities
 - Developing a Sustainable Capital Works Guide for City of Ballarat assets
 - Advocacy of an Environmental Sustainable Design (ESD) planning policy - the City of Ballarat is working with other local government authorities to introduce a Planning Scheme Amendment to incorporate an ESD provision into the planning scheme
 - Developing a Kerbside Transition Plan and updating the Resource Recovery and Waste Management Strategy
 - Exploring opportunities to retain the value of waste materials locally including investigating circular economy solutions for City of Ballarat-managed waste streams.

Ballarat Learn to Swim school takes top AUSTSWIM honours

10. Ballarat Aquatic and Lifestyle Centre (BALC) is celebrating after receiving a prestigious award in late June. BALC was crowned winner of the 'Victorian Swim Centre of the Year – Large' as part of the AUSTSWIM Awards of Excellence 2023. The Awards of Excellence recognise outstanding accomplishments in the field and acknowledge

individuals, swim centres and organisations for their contribution to aquatic education and water safety through leadership, innovation, and community spirit.

11. The award was a testament to all the hard work that had been done to attract incredibly talented staff to teach life-saving swimming skills. An effective recruitment drive at the end of 2022 saw more than 30 new swim teachers join the BALC Swim School team, helping to deliver over 400 classes each week to over 1500 students. In addition, 37 schools from across the region participate in BALC's 'Learn to Swim' program each year – just shy of 4,000 individual students. BALC is now a finalist for the 2023 National AUSTSWIM Awards, announced next month at a Gold Coast ceremony.

Events

12. Coinciding with the school holidays, the **2023 Ballarat Winter Festival** kicked off on 24 June with a range of winter themed events, activities and entertainment to warm hearts, souls and bellies. Whether it is strapping on the skates to hit the ice at the beloved Pop-up Ice Rink in Armstrong Street, being dazzled by the lights in Sovereign Hill or seeing a spectacular fire jousting competition at Kryal Castle, there was something to thrill the whole family. It is hoped that this year's Festival will surpass last year's result of a \$1.5 million contribution to the Ballarat economy. The Ballarat Winter Festival features an impressive line-up of events with a strong marketing campaign set to attract both locals and tourists to take in the sights of Ballarat in Winter.
13. **Refugee Week** ran from 18 to 24 June and celebrated refugees' contribution to Ballarat, while also raising awareness of the ongoing issues affecting refugees worldwide. The week-long celebration began in Ballarat on the Sunday before the Refugee Flag was raised in Sturt Street's Queen Victoria Square to mark World Refugee Day on the Tuesday. Afghan refugee Jalal Ahmadzi delivered a powerful keynote speech describing his evacuation from Kabul in September 2021. The City of Ballarat last year adopted the Intercultural Plan 2022-2026 which outlines a commitment to welcoming refugees into the community, but also creating structures for full inclusion and participation.
14. The **King's Birthday long weekend in mid-June saw two major sporting tournaments** inject more than \$5 million into the Ballarat economy. Ballarat hosted both the McDonald's Ballarat Junior Basketball Tournament and the Victorian Country Soccer Championships with thousands of visitors descending upon the City. It was the 50th year the basketball tournament has been held over the June long weekend, in what has become Ballarat's biggest single sporting event in terms of mass participation and total number of attendees. The two sporting events highlighted Ballarat as a destination of choice and demonstrated the tangible benefit of our continued efforts to enhance Ballarat's sporting facilities through ongoing maintenance and upgrades.
15. The City of Ballarat was proud to collaborate with Wadawurrung Traditional Owners Aboriginal Corporation to host a joint **NAIDOC Week** celebration for the first time, which included a Welcome to Country from Wadawurrung Elder Aunty Marlene Gilson, smoking ceremony and flag raising event in Queen Victoria Square. Following the flag raising, a community event was held at the Art Gallery of Ballarat featuring a series of presentations from City of Ballarat, Wadawurrung Traditional Owners Aboriginal Corporation and Ballarat and District Aboriginal Co-operative on various First Nations-themed collaborations and the award-winning musician, Wiradjuri man Gary Watling. Gunditjmara and Wotjobaluk woman and Koorie Engagement Action Group (KEAG) member Nikki Foy emceed the event. Guests were also provided with an indigenous seedling to take home and plant to support biodiversity throughout the region, which was a lovely touch. A variety of events were conducted by many organisations across

the City of Ballarat throughout the week, focusing on this year's theme of 'For Our Elders' – recognising the significant role all First Nations' Elders have played in our municipality for generations and continue to play today.

OFFICER RECOMMENDATION

16. That Council:

16.1 Receive and note the CEO's Operational Report.

ATTACHMENTS

Nil

8. OFFICER REPORTS

8.1. ROAD RENAMING

Division: Corporate Services
Director: John Hausler
Author/Position: Michael Riseley, Acting Executive Manager Business Services

PURPOSE

1. The report proposes to name eleven (11) unnamed roads located within the Ballarat Airport precinct that provide access to the various occupancies. This proposal will provide accurate street addressing for the buildings located in the Ballarat Airport precinct.
2. This report also seeks Council endorsement to update the naming proposal for the recently endorsed Nyaninyuk Road to Nyaninyuk Lane.

BACKGROUND

3. In accordance with the *Geographic Place Names Act 1998* (Vic), any changes to roads including name changes must undergo a period of public notice and consultation.
4. Council is the naming authority for the majority of roads and features within the Municipality. Naming is conducted in accordance with the *Geographic Place Names Act 1998* (Vic).
5. Council received a request to name the unnamed roads located within the Ballarat Airport precinct from Ambulance Victoria. The nature of the activities operating in the precinct increases the likelihood of an emergency occurring and the need for a specific address location to be determined.

KEY MATTERS

6. Eleven (11) unnamed roads are all located within the Ballarat Airport precinct and provide access to the various occupancies. The current Council addressing for each occupancy utilises a unique building reference number, however this addressing format is insufficient and ambiguous given the number of occupancies that operate in the precinct on various roadways. By naming each of these roadways, the buildings located in the Ballarat Airport precinct will have individual street addresses assigned to them.
7. City of Ballarat is committed to reconciliation, working positively today and into the future with the Wadawurrung (Traditional Owners) and other Aboriginal and Torres Strait Islander community members to learn, acknowledge, and move forward together. In continuing this commitment, it is proposed that one of the unnamed roadways within the precinct be named Karndorr (pronounced Karn-door) and another be named Winmaling (pronounced Win-mar-ling).
8. The proposed road names were compiled following consultation with the Airport Manager, Ballarat Airport Stakeholder Reference Group, Wadawurrung Traditional

Owners Aboriginal Corporation, and feedback received during preliminary community engagement process conducted between 1 December 2022 and 13 January 2023.

9. Public notice was undertaken from 8 June to 7 July 2023 in accordance with the *Geographic Place Names Act 1998* (Vic) inviting comment on the following proposed road names:
 - a. Kittyhawk Close – a well-known single seat aircraft that were the only effective RAAF fighters throughout the fighting at Port Moresby and Milne Bay in 1942 when the Japanese advance towards Australia was stopped. Please note that consultation undertaken initially, had this name incorrectly spelt as ‘Kitty Hawk’ but was corrected during the consultation period.
 - b. Winmaling Circuit - (pronounced Win-mar-ling) – the Wadawurrung word for ‘wind’ as supported by Wadawurrung Traditional Owners Aboriginal Corporation.
 - c. Gladys Way - Gladys Joyce Mathews - born in Ballarat, enlisted into the Royal Australian Airforce in 1942 in Ballarat. Gladys was a part of the ‘1 Wireless and Gunners School Ballarat’ (Mathews has been ruled out as it would create a duplicate road name).
 - d. Avro Anson Approach- The Avro Anson is a significant aircraft in the history of the airport. During World War 2 over 6000 people trained at 1 Wireless Air Gunners School and the majority of them trained in one of the 72 Avro Anson’s used.
 - e. Terminal Place – an appropriate name for an access road to terminal buildings at an airport.
 - f. Karndorr Circuit - (pronounced Karn-door) – the Wadawurrung word for ‘track’ as supported by Wadawurrung Traditional Owners Aboriginal Corporation.
 - g. Fairbairn Street - Wing Commander Charles Osborne Fairbairn served as a fighter pilot in the Royal Flying Corps in World War 1 and afterwards in the Royal Air Force, where he was awarded the Air Force Cross. He served as the Commanding Officer of No 1 Wireless Air Gunners School and transferred to the Royal Australian Air Force Reserve of Officers in 1944. He was responsible for the training schools’ daily operations and the welfare of the trainees as well as fostering positive relations between the base and the Ballarat Community.
 - h. Cheetah Road – aircraft engine designed by Armstrong Siddeley in 1930 and had evolved from the 7-cylinder Lynx radial of 1920. Primarily used on pre-war British military aircraft, including the Arvo Anson monoplane bomber which in 1935 was Britain’s’ first twin engine aircraft with retractable undercarriage. Anson monoplane bomber which in 1935 was Britain’s’ first twin engine aircraft with retractable undercarriage.
 - i. Boomerang Road - The Commonwealth Aircraft Corporation (CAC) Boomerang is a fighter aircraft designed and manufactured in Australia between 1942 and 1945. It was the first combat aircraft designed and constructed in Australia.

- j. Timmins Lane - Thora Beatrice Timmins - born in Ballarat, enlisted into the Royal Australian Airforce in 1942 in Ballarat. Thora was a part of the '1 Wireless and Gunners School Ballarat'.
 - k. Petch Circuit – Flying Officer Francis Noel Miller Petch was born and educated in Ballarat, wanting to join the Air Force from a young age. He enlisted in the Royal Australia Air Force in 1942 and was posted to the No 1 Wireless Air Gunners School. Frank was discharged from the Royal Australia Air Force in 1945 with the rank of Flying Officer.
10. The Naming Proposal was advertised in local newspapers, social media, and on Council's MySay page, inviting submissions on the proposed names to be made between 8 June 2023 and 7 July 2023.
11. Council also contacted all affected parties (Airport tenants) to inform them of the proposal and invite submissions.
12. A summary of these responses can be seen in the table below.

Proposed Name	Number In Support	Number Opposed	% In Support
Kittyhawk Close	34	5	87%
Winmaling Circuit	34	5	87%
Gladys Way	26	13	67%
Avro Anson Approach	33	6	85%
Terminal Place	32	7	82%
Karndorr Circuit	32	7	82%
Fairbairn Street	33	6	85%
Cheetah Road	29	10	74%
Boomerang Road	34	5	87%
Timmins Lane	32	7	82%
Petch Circuit	32	7	82%

13. A summary of the responses that did not support the proposed names is below.

Proposed Name	Objection Reasons (summary)
Kittyhawk Close	Based on 'war'
Winmaling Circuit	Difficult to pronounce
Gladys Way	Not surname, unknown person
Avro Anson Approach	Difficult to pronounce
Terminal Place	Unoriginal
Karndorr Circuit	Difficult to pronounce
Fairbairn Street	Unknown person
Cheetah Road	Mistaken for the animal

Boomerang Road	Potential confusion
Timmins Lane	Unknown person
Petch Circuit	Unknown person

14. Additional comments received highlight the community's general appreciation for the inclusion of the indigenous and commemorative names however some responses did outline that there was a concern over the commemorative names being proposed.
15. The proposed names included 4 commemorative names, these being Fairbairn, Petch, Timmins and Gladys. Council must make efforts to gain consent from the family of the people being commemorated. Council officers were unable to locate any family of the people being commemorated and as such, included in the consultation a request to the community to come forward with any information that may assist in locating any living family members. Unfortunately, this process did not result in any new information being discovered. Whilst consent has not been obtained, Council has tried to obtain it.
16. Community feedback received through the consultation process has provided other naming suggestions. However, it is noted that this consultation specifically sought feedback on the 11 names being proposed.
17. This proposal will remove the potential for confusion for emergency services and other essential services.
18. If Council endorses these road names, the naming proposal will be formally lodged with Geographic Names Victoria, who will consider the proposal and if compliant Gazette the new names. Once Gazetted, Council will notify all occupiers and install signage.
19. At the 28 September 2022 Council Meeting, proposal to name an unnamed road in Glendaruel as "Nyaninyuk Road" was endorsed. Through discussions with Geographic Names Victoria, the proposed type of "road" for Nyaninyuk Road was identified as not being suitable as the road is not an open-ended road. It is proposed that the road type be changed to 'Lane'.
20. If Council endorses the road name of Nyaninyuk Lane, the updated naming proposal will be formally lodged with Geographic Names Victoria, who will consider the proposal and if compliant Gazette the new name. Once Gazetted, Council will notify all occupiers and install signage.
21. All road types relating to the Airport precinct have already been conferred as appropriate with Geographic Names Victoria.

OFFICER RECOMMENDATION

22. That Council:

- 22.1 Considers the responses received during the community consultation period and endorse the proposed names to be used within the Ballarat Airport Precinct.**
- 22.2 Endorse the proposal to name the unnamed road in Glendaruel as Nyaninyuk Lane.**
- 22.3 Delegate to the Chief Executive Officer the Authority to complete all relevant steps pursuant to the Geographic Place Naming Procedures to formalise these changes.**

ATTACHMENTS

- 1. Governance Review [8.1.1 - 2 pages]

OFFICIAL

ALIGNMENT WITH COUNCIL VISION, COUNCIL PLAN, STRATEGIES AND POLICIES

1. City of Ballarat Council Plan 2021-2025
2. Reconciliation Action Plan 2019-2021

COMMUNITY IMPACT

3. The Ballarat Airfield is a community precinct and the naming of roads within the precinct will have a positive community impact.

CLIMATE EMERGENCY AND ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS

4. It is considered that the report does not have any implications on climate emergency and environmental sustainability.

ECONOMIC SUSTAINABILITY IMPLICATIONS

5. It is considered that the report does not have any Economic Sustainability implications.

FINANCIAL IMPLICATIONS

6. Resourcing of the proposed changes are included within the 2023/24 budget.

LEGAL AND RISK CONSIDERATIONS

7. This proposal will provide accurate street addressing for the buildings located in the Ballarat Airport precinct which will provide improved response times to emergency situations.

HUMAN RIGHTS CONSIDERATIONS

8. It is considered that the report does not impact on any human rights identified in the *Charter of Human Rights and Responsibilities Act 2006*.

COMMUNITY CONSULTATION AND ENGAGEMENT

9. As required under the Naming rules for places in Victoria 2022, the proposed road names were compiled following consultation with the Airport Manager, Ballarat Airport Stakeholder Reference Group, Wadawurrung Traditional Owners Aboriginal Corporation, and feedback received during preliminary community engagement process conducted between 1 December 2022 and 13 January 2023.
10. Also, as required under the Naming rules for places in Victoria 2022, the naming proposal was advertised in local newspapers, social media and on Council's MySay page, inviting submissions on the proposed names to be made between 8 June 2023 and 7 July 2023.

OFFICIAL

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GENDER EQUALITY ACT 2020

11. There are no gender equality implications identified for the subject of this report.

CONFLICTS OF INTEREST THAT HAVE ARISEN IN PREPARATION OF THE REPORT

12. Council officers affirm that no general or material conflicts need to be declared in relation to the matter of this report.

PROCUREMENT COLLABORATION

(For Contracts Only)

OFFICIAL

8.2. INAGAWA 2023 SISTER CITY AGREEMENT

Division: Community Wellbeing
Director: Matthew Wilson
Author/Position: Frances Salenga – Coordinator Intercultural Services

PURPOSE

The purpose of this report is to:

1. Seek Council's approval to continue the sister city agreement between City of Ballarat and the Town of Inagawa, Japan to commemorate the 35th anniversary of the sister city affiliation.
2. Authorise The Mayor to sign the 2023 agreement in Japan on behalf of the City of Ballarat.

BACKGROUND

3. The City of Ballarat has supported an active Sister City relationship with Inagawa since August 1988. The purpose of the original agreement was to organise and facilitate educational and cultural exchanges, as well as to investigate economic development opportunities between the two municipalities. The historic link was based on the rich gold mining deposits found in Ballarat and the extensive silver ore deposits that were in Inagawa-cho.

KEY MATTERS

4. The Ballarat Inagawa Sister City Agreement is reviewed every 5 years. The Sister City relationship and programs were largely advocated by the Inagawa Town Hall, the Inagawa Board of Education and the Inagawa International Association.
5. In 2017 the agreement was more formally reviewed noting changes to expectations and available resource levels across both cities. That agreement was formally signed in 2018 and included the following items:
 - Able Art – Disability Art exchange on a 2-yearly basis in conjunction with Pinarc, Ballarat Special School and the Inagawa International Association;
 - Japanese Studies Speech Contest and Exchange held annually. The benefits to students can be measured, the program is well supported by local teachers;
 - English Studies Speech Contest and Exchange – held annually. This program is reciprocally linked with the Ballarat (Japanese Studies Speech Contest and Exchange);
 - Sister City Schools – this program allows the City of Ballarat to support Mt Clear College with their ongoing engagement with the Inagawa Board of Education in relation to international student attraction and retention.

6. The updated (attached) agreement, proposed for Council approval, includes the following four (4) strategic areas:
 - Promote international education by continuing exchange student programs from each City. These students will be encouraged to become goodwill ambassadors and promote the understanding of each other's culture and history.
 - Encourage an increased awareness of each other's culture through the mutual exchange of artwork.
 - Investigate opportunities for economic exchange and development of mutually beneficial economic activities.
 - Encourage tourism between our cities through further information exchange and development of ideas including a focus on mining history.
7. At the 22 February 2023 Council Meeting, the International Travel Report to Inagawa was approved by Council to support attendance by the Mayor and Chief Executive Officer or Delegate. It is envisaged that this will provide the Mayor with the opportunity to sign the new agreement in person as part of the delegation.

OFFICER RECOMMENDATION

8. That Council:

- 8.1 **Continue the Sister City Agreement between City of Ballarat and the Town of Inagawa, Japan that will commemorate the 35th anniversary of the sister city affiliation between the two sister cities, and**
- 8.2 **Authorise The Mayor to sign the 2023 Sister City Agreement when in Japan on behalf of the City of Ballarat.**

ATTACHMENTS

1. Governance Review [8.2.1 - 2 pages]
2. 35 th Agreement(Eng)_ [8.2.2 - 1 page]
3. 35 th Agreement(Jpn) [8.2.3 - 1 page]

OFFICIAL

ALIGNMENT WITH COUNCIL VISION, COUNCIL PLAN, STRATEGIES AND POLICIES

1. Aligns to Strategic Objective (2.8) Enhance Ballarat as a diverse, inclusive and compassionate community and relates to Strategic Action: Develop and implement priorities from a new Intercultural City Strategic Plan.
2. Aligns to Strategic Objective (6. 3) Advocate on behalf of our community and relates to Strategic Action: Develop and implement strong advocacy campaigns for community and Council priorities.

COMMUNITY IMPACT

3. The robust intercultural exchange between the various Inagawa, Japan interest groups, organisations, businesses, schools and individuals of Ballarat with the Inagawa municipality has promoted mutual cultural understanding, exchange of resources in the areas of education, arts, tourism, economics and Local Government knowledge.
4. Through the sustained long-standing relationship with Inagawa, Japan and strong community support for the continuation of these links, Council has been viewed to be actively contributing to the ongoing cultural development of the city.

CLIMATE EMERGENCY AND ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS

5. It is considered that there are no climate emergency implications within this report.
6. It is considered that there are no environmental sustainability implications within this report.

ECONOMIC SUSTAINABILITY IMPLICATIONS

7. Whilst there are no definitive economic sustainability implications from signing the agreement, the commitment provides opportunity for further economic and tourism exchange between Ballarat and Inagawa, Japan.

FINANCIAL IMPLICATIONS

8. The anticipated financial implications for the delegation to Inagawa, Japan proposed for later this year was endorsed by Council on 23 February 2023.

LEGAL AND RISK CONSIDERATIONS

9. Community expectations have been raised through the Intercultural Advisory Committee (IAC), and Council needs to demonstrate and maintain its commitment to the Sister-City Agreement with Inagawa, Japan.
10. A negative response to Inagawa, Japan could have an impact on the perceived value we place on the Sister City Agreement.

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HUMAN RIGHTS CONSIDERATIONS

11. It is considered that the report does not impact on any human rights identified in the *Charter of Human Rights and Responsibilities Act 2006*.

COMMUNITY CONSULTATION AND ENGAGEMENT

12. Ballarat's ongoing affiliation with Inagawa has been a regular topic of discussion at Council's Intercultural Advisory Committee meetings.

GENDER EQUALITY ACT 2020

13. There are no gender equality implications identified for the subject of this report.

CONFLICTS OF INTEREST THAT HAVE ARISEN IN PREPARATION OF THE REPORT

14. Council officers affirm that no general or material conflicts need to be declared in relation to the matter of this report.

PROCUREMENT COLLABORATION

(For Contracts Only)

OFFICIAL

The Agreement Formally Acknowledging the 35th Anniversary of the Sister City Affiliation between the City of Ballarat and the Town of Inagawa

The City of Ballarat, the State of Victoria, Australia and the Town of Inagawa Hyogo Prefecture, Japan have engaged in many cultural and educational activities in the spirit of friendship, freedom and peace for thirty-five years after initiating a Sister City Agreement on the 1 August, 1988.

The City of Ballarat and the Town of Inagawa have committed to strengthening the relationship between our respective cities and communities and will continue to promote cultural opportunities as they arise.

As a critical element of the 35th Anniversary Celebrations, the Town of Inagawa will receive a delegation from the City of Ballarat. This opportunity will be used to acknowledge the mutual friendship and respect which has been demonstrated through a range of projects and activities undertaken over the last thirty-five years and will further commit to working together to protect and enhance that relationship as we adjust and adapt to an ever-changing international climate.

We commit to strengthening our precious Sister City relationship in the following 4 strategic areas:

- 1. Promote international education by continuing exchange student programs from each City. These students will be encouraged to become goodwill ambassadors and promote the understanding of each other’s culture and history.
- 2. Encourage an increased awareness of each other’s culture through the mutual exchange of artwork.
- 3. Investigate opportunities for economic exchange and development of mutually beneficial economic activities.
- 4. Encourage tourism between our cities through further information exchange and development of ideas including a focus on mining history.

In this 35th year of our Sister City alliance we celebrate our many achievements and successes but are also mindful of the challenges of the future. The strength and goodwill of our unique relationship are the foundation stones for future growth and prosperity. We acknowledge not only the support of the Inagawa and Ballarat Town Halls, but the many and significant contributions of our respective communities.

In confirmation of the above, this agreement is signed on 3rd August 2023.

Cr Des Hudson
Mayor
City of Ballarat

Nobuji Okamoto
Mayor
Town of Inagawa

Evan King
Chief Exective Officer
City of Ballarat

Takao Nakajima
Chairperson
Council of Inagawa

猪名川町・バララット市
姉妹都市提携 35 周年記念協定書（案）

日本国兵庫県猪名川町とオーストラリア国ビクトリア州バララット市は、昭和 63 年 8 月 1 日、姉妹都市提携を締結以来 35 年間、自由と平和のもとに両市町民の相互理解と友好親善を促進するため、今日まで相互に教育、文化等を中心とする多彩な交流事業に取り組んできた。

バララット市と猪名川町は、姉妹都市友好関係を強化するために最大限の努力を尽くしてきた。今後とも交流を深めることに専心する。

35 周年記念事業の一つである記念式典を行うにあたりバララット市の代表団が猪名川町を訪問する。この式典は、これまでの 35 年間、取り組んできた様々な事業を通じて培った友情、尊敬を認識するものである。そして、刻々と変化する国際情勢に適応すると共に、この姉妹都市関係を強化する努力を惜しまないことに合意し、ここに宣言する。

我々は、貴重な姉妹都市友好関係をさらに発展させるために、戦略 4 分野について確認する。

- 1 教育交流においては、学生の派遣を継続実施し、国際理解教育を推進する。その者は、双方の文化、歴史の理解を促進する親善大使としての役目を担うこととする。
- 2 文化交流においては、芸術作品の相互交流を通じて互いの文化における認識をさらに促進する。
- 3 経済交流においては、経済交流の機会と相互の利益となる経済活動の発展を追求する。
- 4 観光交流においては、相互に共通する鉱山の歴史のみに留まらず、両市町の様々な観光資源に焦点をあて、さらなるアイデアの開発と情報交換を実施するとともに観光客誘致を促進する。

姉妹都市提携 35 周年にあたり、我々はこれまでの成果や成功を祝うだけでなく将来にわたり挑戦していくことを心に留める。我らのこの強固な友好関係は、将来への発展と繁栄の礎である。猪名川町、バララット市の両役場のみならず多くの地域の人々の著しい貢献により支えられていることを確認し感謝する。

以上のことを確認し、令和 5 年 8 月 3 日この協定書に署名する。

岡本 信司
猪名川町長

デス・ハドソン
バララット市長

中島 孝雄
猪名川町議会議長

エヴァン・キング
バララット市行政長官

8.3. ATTENDANCE AT THE UNESCO CREATIVE CITY ANNUAL GENERAL MEETING, ISTANBUL TÜRKİYÉ

Division: Economy, Experience and Commonwealth Games
Director: Martin Darcy
Author/Position: Tara Poole - Coordinator Creative Cities

PURPOSE

1. The purpose of this report is to seek consideration of City of Ballarat's representation at the XV UNESCO Creative City Annual General Meeting - Istanbul, Türkiye – 11-15 September 2023.
2. Officers will recommend that a Councillor along with a City of Ballarat Officer be sent to the Annual General Meeting (AGM) to represent the work of Ballarat as a UNESCO Creative City and report on the first four years of our UNESCO designation.

BACKGROUND

3. Ballarat is a UNESCO Creative City of Crafts and Folk Art. The City was awarded the designation in 2019 with identified expectations of participation in network meetings, hosting of events, application of creative programs and reporting.
4. This designation focuses our City's attention on the development of a resilient and sustainable creative sector, with a specific focus on crafts and folk art. With a focus upon ceramics, textiles, and placing First Nations people first on the retracing of lost skills.
5. The actions required to maintain our UNESCO designation have been captured within Creative City Strategy Implementation Plans, ensuring that City of Ballarat integrates activity and maximises resources.
6. The designation requests that Mayors, Councillors, or Senior Officials of each city attend the UNESCO Creative City Annual General Meeting.
7. Over 350 representatives from over 250 countries attend the UNESCO Creative Cities AGM.
8. The AGM is held once a year (except in case of force majeure) by one of the Creative Cities. All member cities of the Network are advised to take part in these meetings. Regular participation at the UCCN AGM is identified as being 'compulsory' when reporting (see attached document UNESCO Creative Cities Network Guidelines for the Membership Monitoring Report).
9. Ballarat has not attended the AGM since being awarded the designation in 2019. The AGMs were moved online or cancelled due to COVID. 2023 is the first AGM Ballarat is expected to attend.
10. UNESCO Creative Cities Network Annual Conferences offer a unique occasion to strengthen the ties between cities from around the world and serves as a platform to define the strategic objectives of an expanded and well-balanced Network.

KEY MATTERS

11. The 2023 meeting is being hosted in Istanbul, Türkiye between 11-15 September 2023.
12. The anticipated costs for the trip to Istanbul is \$10,500. This makes provision for a Councillor and a Council Officer to travel and includes flights, transfers and accommodation.
13. The basis for the request for Councillors' travel is in accordance with the Councillor Expenses Policy, and the Officers' travel in accordance with the Travel and Related Expenses Procedure.
14. A Travel Report is required to be provided following international travel (as per Councillor Expenses Policy).

OFFICER RECOMMENDATION

15. That Council:

- 15.1 Approve up to a maximum of Councillor and Council Officer to travel to Istanbul, Türkiye between 11-15 September 2023 to attend the XV UNESCO Creative Cities Annual General Meeting. A Council Travel Report will be submitted following the international travel.**

ATTACHMENTS

1. Governance Review [8.3.1 - 2 pages]
2. Requirements of UNESCO Creative City designation [8.3.2 - 2 pages]
3. How do the UNESCO Creative Cities work [8.3.3 - 5 pages]
4. Membership monitoring Reporting Guidelines 2021 [8.3.4 - 10 pages]

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ALIGNMENT WITH COUNCIL VISION, COUNCIL PLAN, STRATEGIES AND POLICIES

1. Aligns to Council Plan (2021-2025) Goal 5: A strong and innovative economy and city; Strategic Objective 7 – Ballarat as creative city - “enhance the reputation of Ballarat as a creative city”
2. Aligns to Creative City Strategy (2019 – 2030): Goal 2 – Ballarat is a city where artists and creatives can sustain professional careers and prosper. Action 13. Facilitate opportunities for creative practitioners to access technical expertise and equipment to continually inspire new skills and the development of their creative practice

COMMUNITY IMPACT

3. The impact of representation at the UNESCO Creative Cities AGM directly exposes our creative practitioners and industries to the world. Ballarat will be reporting on the achievements and outcomes of the local creative sector to date, introducing services, skills and outputs to the wider UNESCO Creative Cities network. Council will act as an advocate for practitioners and industry, working to secure opportunities for skill share, exhibition and residencies.
4. The City of Ballarat has forged a positive reputation for supporting our creative practitioners. Attendance at the UNESCO Creative Cities AGM will be a strong statement of our commitment to the sector.

CLIMATE EMERGENCY AND ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS

5. It is considered that there are no climate emergency implications within this report.
6. It is considered that there are no environmental sustainability implications within this report

ECONOMIC SUSTAINABILITY IMPLICATIONS

7. It is considered that attendance at the UNESCO Creative Cities AGM will have both direct and indirect impact upon the creative sector's economic sustainability. The UNESCO Creative City Network provides many economic opportunities.
8. To date we have received opportunities for our creative sector to:
 - a. Exhibit their work internationally
 - b. Be invited to apply for international residencies
 - c. Attend and present at international level conferences

FINANCIAL IMPLICATIONS

9. There are budgeted costs associated with this report. The cost of flights and accommodation to Istanbul, Türkiye (11-15 September 2023) is approximately \$10,500.

LEGAL AND RISK CONSIDERATIONS

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10. The UNESCO Creative City designation, secured in 2019, includes the express direction that cities attend the Annual General Meeting in person. Non-attendance is detailed in the reporting framework and cities run the risk of having their designation removed.
11. The Annual Conference is held once a year (except in case of force majeure) by one of the Creative Cities. All member cities of the Network are advised to take part in these meetings. Attendance is outlined in all materials as being mandatory. Mayors are specifically invited to attend with importance placed upon the cultural interchange and mayoral forums.

HUMAN RIGHTS CONSIDERATIONS

12. It is considered that the report does not impact on any human rights identified in the *Charter of Human Rights and Responsibilities Act 2006*.

COMMUNITY CONSULTATION AND ENGAGEMENT

13. Council has consulted directly with the Victorian Creative Cities Network (VCCN) of Bendigo, Geelong and Melbourne. Feedback from those who have attended in the past has been strongly in favour of cities sending a delegate.

GENDER EQUALITY ACT 2020

14. There are no gender equality implications identified for the subject of this report.

CONFLICTS OF INTEREST THAT HAVE ARISEN IN PREPARATION OF THE REPORT

15. Council officers affirm that no general or material conflicts need to be declared in relation to the matter of this report.

PROCUREMENT COLLABORATION

(For Contracts Only)

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About us › Reporting & monitoring

Reporting & monitoring

One of the main objectives of the UNESCO Creative Cities Network (UCCN) is to function as a laboratory of ideas and innovative experiences intended to capitalize on the full potential of culture and creativity for sustainable urban development.

To this end, every four years member cities are required to produce a **Membership Monitoring Report** intended to:

- Demonstrate their steadfast commitment towards the implementation of the UCCN Mission Statement both at the local and international level;
- Renew their engagement through the presentation of an action plan for the following four years;
- Obtain insights into the impact of the designations; and
- Encourage the development of research and case studies on the concepts and experiences of the creative cities.

The gathering and distribution of information will contribute to more effectively charting progress, showcasing the concrete achievements of the UCCN, highlighting effective policies, strategies and partnerships and supporting evidence-based formulation and implementation of new action plans while alerting to emerging issues regarding the role of culture and creativity in sustainable urban development.



The **Membership Monitoring Guidelines**, which offer guidance for the preparation of the reports, were adopted in the IX Annual Meeting held in Kanazawa (Japan) in 2015. [Click to consult the Membership Monitoring Guidelines \(revised in 2021\).](#)

KEY FACTORS TO CONSIDER DURING THE PREPARATION OF AN APPLICATION

In the preparation of an application to the UNESCO Creative Cities Network, it is highly advised that applicant cities carefully consider the following factors:

- **Participatory process:** the preparation and formulation of the application must be led by the municipality and should result from a participative process involving relevant stakeholders and partners of the public and private sectors as well as civil society.
- **Forward-looking approach:** the cultural heritage and current creative assets of the applicant city should be the pillars to build a consistent and progressive action plan, which contributes to the sustainable urban development of the city in line with the 2030 Agenda for Sustainable Development and its 17 Sustainable Development Goals.
- **Inclusive sustainable development:** UNESCO Creative Cities foster sustainable urban development building on culture and creativity as levers to achieve development goals. In this context, when formulating their activities and programmes of the action plan, applicant cities are required to demonstrate their engagement to the implementation of the 2030 Agenda for Sustainable Development notably at the city level, building on an inclusive and transversal approach encompassing the economic, social and environmental dimensions.
- **Long-term commitment:** cities should take note that the designation as a UNESCO Creative City implies a continuous and active commitment towards UNESCO's value and mandate, as well as the implementation of the UCCN's objectives as outlined in the Mission Statement. In particular, applicant cities must be committed to preparing and consistently implementing their action plans, regularly reporting on their achievements through the quadrennial Membership Monitoring Report, actively participating in the UCCN Annual Conferences, as well as supporting and contributing to activities undertaken by UNESCO and the UCCN Secretariat through direct participation and/or voluntary contributions, amongst others.
- **Sustainable action plan, capacities and resources:** the application should include a proposed strategy for the city, accompanied by a four-year action plan setting out specific projects and initiatives at the local and international level to be implemented following the possible designation. The action plan should also provide detailed indications of priorities, capacities and resources (both financial and human). The expected outcome and impact of the proposed initiatives and projects to be undertaken by the city (if designated) will be subject to an evaluation through the aforementioned monitoring and reporting process.
- **Exchanges and cooperation:** exchanges among member cities are critical for the development, reinforcement and credibility of the Network. It is therefore important for applicant cities to demonstrate both their commitment and capacities to develop collaborative activities and initiatives at the national, regional and international level with UNESCO and other UCCN member cities.



1. WHAT IS THE UNESCO CREATIVE CITIES NETWORK?

The UNESCO Creative Cities Network (UCCN) was created in 2004 to promote cooperation with and among cities that have identified creativity and innovation as key drivers for a more sustainable and inclusive urban development. With the designation of 66 new creative cities in October 2019, the Network assembles 246 members worldwide across seven creative fields: Crafts and Folk Arts, Design, Film, Gastronomy, Literature, Media Arts and Music.

As a UNESCO flagship cities programme, the UCCN provides its member cities the opportunity to work and learn from each other on using culture and creativity as a driver for sustainable development. Through sharing experiences, knowledge and best practices; building new and strengthening existing cooperation, the Network encourages and inspires member cities to construct and implement local policies and actions that aim towards sustainable development as regards to economic, social, cultural and environmental aspects.

2. HOW DOES THE UCCN WORK?

UCCN Secretariat

The Secretariat is administered by UNESCO that ensures the Network's management at the global level. It proposes and leads strategic and programmatic initiatives. It provides support to member cities through guidance, capacity building materials and opportunities for participation and collaboration, as well as promotes the Network's visibility through communication and advocacy, particularly at the international level. The Secretariat also implements the designation process and convenes the Network's Annual Conference (together with the Host City) and other meetings as appropriate.

Sub-Networks

The 7 sub-networks, corresponding to the 7 creative fields, provide a thematic focus for member cities to develop their cultural and creative assets and competitiveness, and facilitate knowledge exchange and experience with other member cities. The different creative fields should be considered as lever for a more holistic development vision, cross-cutting cultural and creative domains. The sub-networks monitor progress and identify key trends and opportunities within their respective field.

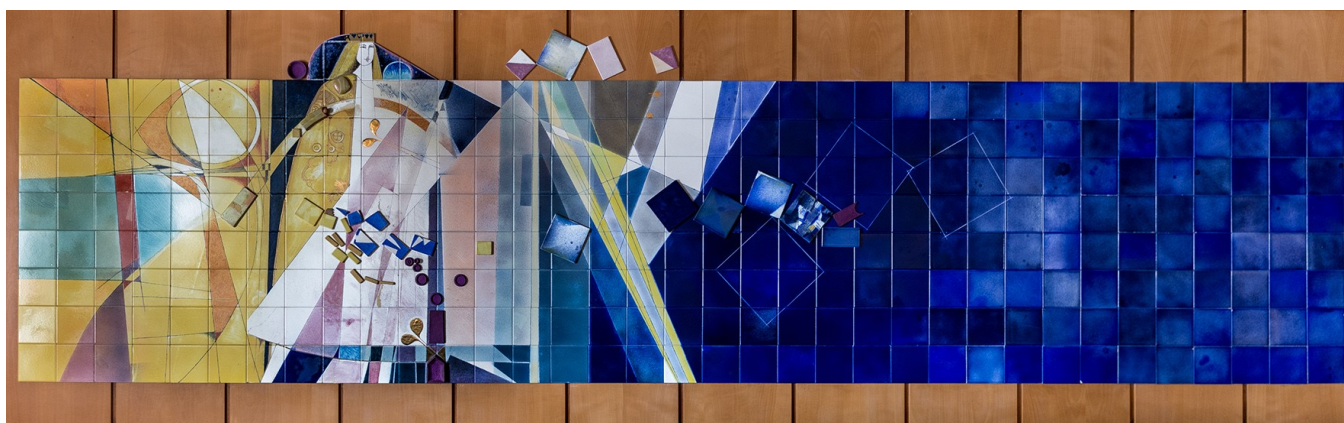
Coordination Committee

The Coordination Committee acts as a liaison between UNESCO and the 7 sub-networks. It is composed of representatives of each sub-network, namely the Coordinator and the Deputy Coordinator, designated by their fellow member cities for a two-year mandate. The Committee collaborates with the UCCN Secretariat on questions related to different functioning aspects of the Network.

3. HOW DOES THE NETWORK HELP MY CITY?

Becoming a UNESCO Creative City provides your city with strategic positioning and opportunities to stimulate local policies and action towards creativity, and strengthen regional and international outreach and impact. Being part of the UCCN represents a genuine added value, allowing your city to:

- ▶ Nurture and strengthen international cooperation between cities that have recognized creativity as a strategic factor of their sustainable development;
- ▶ Strengthen its national, regional and international profile and impact, by providing visibility for your innovative policies, strategies and activities towards creativity and sustainable cities;
- ▶ Increase its regional and international attractiveness to economic investors and stakeholders, skilled creative professionals or visitors, and facilitate the mobilization of financial resources from the public and private sectors;
- ▶ Network with fellow Creative Cities through joint events and common projects, to stimulate cross-fertilization, share knowledge and know-how, and build partnerships;
- ▶ Build momentum on creativity by putting the spotlight on your creative sector as a driving force, mobilizing all stakeholders including the public and private sectors, and nurturing dialogue between local authorities, professional organizations, academia and the creative community;
- ▶ Propel its local creative field and communities to nurture an encouraging policy and economic environment, and further connect creative professionals and local creative businesses to international networks and markets; and
- ▶ Connect to the international development agenda through UNESCO, obtaining opportunities of illustrating your cities experiences and good practices at the international level to reinforce your city's image and outreach.



4. HOW CAN MY CITY FULFILL ITS POTENTIAL AS A CREATIVE CITY?

As a UNESCO Creative City, you are now an active representative of the Network's mission and objectives to raise awareness of the power of culture and creativity in building sustainable cities. This commitment lies within the framework of the United Nations 2030 Agenda for Sustainable Development. Being part of the UCCN provides your city with a stronger voice at the international level, to take part in global discussions on creativity and sustainable cities, as well as promote the recognition of your innovative initiatives by other cities and the international community. Your city can leverage and fulfill the Network's mission in a number of ways:

- ▶ Develop, pool, and share knowledge and good practices, highlighting the contribution of culture and creativity in building more sustainable and inclusive cities; and increase their outreach through the UCCN website – download the [Event Form](#) to be sent to the UNESCO Secretariat;
- ▶ Take an active part at both the Network and sub-network level to monitor major trends in your respective creative field (Crafts and Folk Art, Design, Film, Gastronomy, Literature, Media Arts or Music), identify new challenges and opportunities and build a strategic approach, while working transversally with other creative fields' sub-networks to foster cooperation and synergies;
- ▶ Reflect and translate key objectives of the 2030 Agenda in local development strategies and policies, as well as encourage Research & Development in the fields of culture, creativity and innovation to contribute to the international sustainable development agenda;
- ▶ Engage in co-development cooperation with cities from the Global South, notably those from under-represented regions in the Network, to foster exchange, solidarity, experience and knowledge sharing;
- ▶ Promote your creative community by enhancing its capacities and possibilities, including involvement in international programmes, and mobility through artistic residencies sited in other Creative Cities; and
- ▶ Convene various actors, stakeholders and partners and mobilize resources of different natures in the framework of the Network at different levels.

5. WHAT IS THE 2030 AGENDA FOR SUSTAINABLE DEVELOPMENT?



The 2030 Agenda is a plan of action for people, planet and prosperity adopted in 2015 by the international community. It outlines a vision for a more sustainable future, as one that is equitable, inclusive, peaceful, and environmentally friendly. Its 17 Sustainable Development Goals (SDGs) and 169 targets provide guidance for strategic policy design and implementation at the local, national and international levels.

For the first time, culture and creativity have been recognized as powerful enablers for sustainable development. The role of culture is particularly highlighted in SDG 11 to “make cities and human settlements inclusive, safe, resilient and sustainable”, but also, transversally, in other SDGs on social inclusion, job creation, urban resilience or environmental protection.

Since the adoption of the 2030 Agenda, UNESCO's key priority is to facilitate Member States through its programme and activities in achieving the 17 SDG Goals and targets at various levels.

Cities have been widely recognized as key actors and contributors to the implementation of the international sustainable development agenda. For UNESCO, the UCCN and its member cities are key partners to operationalize the 2030 Agenda at the urban level. Creative Cities are emerging as hubs of experimentation that lead to innovative and successful models of sustainable development. Innovative urban solutions are essential source of new ideas and inspiration in dealing with global challenges of our time, be it economic, social and environmental. To learn more: [2030 Agenda for Sustainable Development](#)

6. WHAT IS MY CITY'S MAIN RESPONSIBILITY AS A UCCN MEMBER?

The designation as a UNESCO Creative City is certainly a recognition of your city's cultural assets and creative vibrancy as a driver of its sustainable development. It only represents the starting point of a long-term journey to move even further in fulfilling its potential. As any member-based organization comes with responsibilities, your city is expected to:

- ▶ Implement activities directly in line with the 2030 Agenda for Sustainable Development and the Network's Mission Statement, outlining the UCCN collective vision and common objectives;
- ▶ Report every four years on the implementation of its past quadrennial action plan via the Membership Monitoring Report (MMR) to take stock of the main achievements, challenges and opportunities as a member city. As a new member to the Network your first MMR should be submitted in 2023; To get familiar with this exercise, [click here](#).
- ▶ Participate in each UCCN Annual Conference, the most important gathering of the Network, bringing member cities together with the participation of mayors, focal points and other relevant stakeholders. The event will enable you to network with other cities around the world, share your experience and learn from others, and seed for future collaboration and co-development;
- ▶ Consider providing a financial support to the Network through the UCCN's voluntary Financial Contribution Mechanism in which member cities are invited to take part according to their respective situation and capacities;
- ▶ Participate actively in your subnetwork's activities, including its annual gatherings, and consider applying for the Coordination Committee to assist the UCCN Secretariat in liaising with the member cities and stimulating activities in each creative field;
- ▶ Communicate actively and regularly with the UCCN Secretariat to disseminate information and initiatives undertaken locally and internationally with a view to promoting knowledge and experience developed in the Network; and
- ▶ Participate in selecting the Host City of the UCCN Annual Conference organized by the UCCN Secretariat.

7. WHAT ARE THE MAIN EVENTS AND ACTIVITIES FOR THE MEMBER CITIES?

The Network regularly organizes and attends various events to further strengthen international cooperation and co-development between member cities. As emphasized above, members of the Network are strongly recommended to attend these important activities as well as proactively enrich the Network by organizing and participating in various city led events. Among which, the most important regular events organized in the framework of the Network are:

- ▶ **Annual Conference**, which is held once a year (except in case of force majeure) by one of the Creative Cities voted by the members. It offers a unique occasion to strengthen the ties between cities from around the world and serves as a platform to define the strategic objectives of an expanded and well-balanced Network. The next Annual Conference, under the theme *Creativity, Path to Equality*, will be held from 13 to 17 July 2020 in Santos, Brazil, during which a special integration session will be organized for the new members. Delegates from your city are highly recommended to attend this Conference to be able to better understand the Network and lay ground for the establishment of your city's future collaborations and activities.





► **The Mayors' Forum** is an annual event currently organized on the occasion of the Annual Conference. It is a prime platform for Mayors to showcase and share their cities' vision and local policies and actions with their counterparts, city delegates and other stakeholders. It is highly encouraged that mayors, deputy/vice mayors from the newly designated cities participate in this dedicated event to enrich their experience and deepen their understanding of the Network during the Annual Conference.

Further information on the above mentioned events will be provided to the member cities in due course.

- In addition to these events, the sub-networks and member cities also carry out various events and projects guided by the vision and objectives of the Network. Information about these events are shared by the Secretariat via email, news items, and call for applications/entries/papers published regularly on the [UCCN website](https://www.unesco.org/en/creative-cities-network).

Meanwhile, the UNESCO Secretariat regularly provides opportunities of participation to member cities in major international events and activities organized by UNESCO or other partners on diverse subjects related to cities and urban development.

CONTACT

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UNESCO Creative Cities Network

Guidelines for the Membership Monitoring Report

April 2021

The current document presents the process and guidelines for the preparation and submission of the Membership Monitoring Report (MMR) by member cities of the UNESCO Creative Cities Network (UCCN).

As part of member cities' commitment towards the UCCN, the reports are required to be submitted every four years following the year of designation, and are intended:

- to demonstrate the steadfast commitment of the members towards the implementation of the UCCN Mission Statement at both local and international level;
- to renew the engagement of the members through the presentation of an action plan for the following four years intended to enhance the implementation of the UCCN Mission Statement and contribute to the implementation of the 2030 Agenda for Sustainable Development, in particular Goal 11 '*Make cities and human settlements inclusive, safe, resilient and sustainable*';
- to document and foster the collection, analysis and exchange of information, knowledge and expertise with UNESCO, fellow member cities and the international community on the activities towards sustainable development established in the framework of the Network, so as to showcase the impact of the UNESCO Creative Cities in the implementation of the international development agenda;
- to illustrate and assess the importance and the impact of being a UNESCO Creative City at the local, national, and international levels;
- to encourage the development of research and case studies on the concepts and experiences of the Creative Cities, and the potential of culture and creativity for sustainable urban development, as well as, gathering new data and prospects on new challenges and opportunities in the urban context; and
- to contribute to international monitoring and reporting efforts for the implementation of the 2030 Agenda, complementing and providing support to main global mechanisms and tools such as the Voluntary National Reviews and the Voluntary Local Reviews.

As of March 2021, 128 Membership Monitoring Reports have been submitted to UNESCO, which are available on the Network's [website](#).

For 2021 cycle, Creative Cities designated between 2010 and 2013 shall submit their second reports, meanwhile those designated in 2017 shall submit their first reports.

1. BACKGROUND

In applying to become a member of the UNESCO Creative Cities Network, each city acknowledges its commitment to sharing best practices, developing partnerships, promoting creativity and the creative economy, strengthening engagement and participation in cultural life, and integrating culture and creativity in urban development plans. Moreover, in applying for membership, each city also acknowledges its commitment to participate in the areas of action set forth in the [UCCN Mission Statement](#).¹

In adhering to the Network's mission and objectives, member cities also agree to periodically submit a detailed report that contains information on the city's effective implementation of the objectives of the Network, and the impact of the activities related to its designation as a UNESCO Creative City. The process also recognizes the importance of actively communicating city's actions to UNESCO and its Member States, the fellow members cities of the Network, and other stakeholders and partners.

2. OBJECTIVES

The objective of the Membership Monitoring and Reporting Exercise is to collect, analyze and share information, monitor and evaluate the impact of being a Creative City at the local and international levels, verify the steadfast commitment of the member cities of the Network, and assess trends in strengthening the role of culture and creativity as drivers of the economic, social and environmental dimensions of sustainable urban development.

In order to streamline the process by which member cities report on their different activities, the present Guidelines will serve as a guide to UNESCO and its Creative Cities. The objectives of the Guidelines are thus two-fold:

- i. **For Member Cities:** The guidelines provide clear instructions on what is expected in terms of reporting once membership to the Network has been granted; and
- ii. **For UNESCO:** The guidelines streamline the process whereby the Secretariat acts as a clearing-house to collect the knowledge base produced by the member cities' reports with a view to: a) monitoring trends, and emerging challenges and opportunities; b) highlighting achievements and progress to better inform policy making of UNESCO Member States, and c) measuring the impact of the UNESCO designation.

The systematic collection, analysis, and dissemination of information will contribute to more effectively charting progress, showcasing concrete achievements of the UNESCO Creative Cities as well as alerting emerging issues regarding the impact of culture and creativity on sustainable urban development. Furthermore, the exercise provides information on effective policies, measures, strategies and partnerships, as well as supports evidence-based formulation and implementation of future action plans at the city level. The Membership Monitoring and Reporting Exercise further complements the information provided by member cities on a regular basis for

¹ UCCN Mission Statement can be referred at the following link: https://en.unesco.org/creative-cities/sites/default/files/uccn_mission_statement_rev_nov_2017.pdf

communication and diffusion purpose via the UCCN website. The diverse set of information are related to the development of local policies, inter-city partnerships or organization of events, amongst others that have a direct link with the implementation of the Network's Mission Statement.

3. PROCESS

Member cities are requested to submit their Membership Monitoring Reports to UNESCO every four years, starting from the year of designation. For the current cycle, member cities concerned should submit their reports by the deadline of **30 November 2021**. Reports should be submitted via creativecities@unesco.org in a format (.doc and/or .pdf) suitable for e-publication. Please refer to the annex for the complete list of the aforementioned cities.

Once the reports are received by the Secretariat, they are published on the UNESCO Creative Cities Network website. The Secretariat will also transfer the reports to the member cities by creative field at the beginning of the following year for its evaluation. The coordinators coordinate and facilitate the evaluation process within their respective cluster. Each cluster should collectively determine its preferred working method to enhance participation and optimize the process.

The assessment process for each report will then be undertaken within each cluster and a short-consolidated evaluation for each report using the Evaluation Form provided by the UCCN Secretariat should be submitted back to the Secretariat following this process. The results will be then transmitted to the concerned member cities.

4. MONITORING GUIDELINES

The following monitoring guidelines reflect the spirit and objectives of the UCCN Mission Statement and the Designation Procedure.

The MMRs should be written in English and/or French and be as clear, concise, and informative as possible with supporting data when appropriate. It is highly recommended not to exceed a maximum of 18 pages in length. The reports can include illustrations, graphics and tables, as well as annexes with pertinent statistical data, case studies, research or communication materials. However, all supporting materials should be relevant and concise, and their sources should be duly mentioned.

The reports are intended to illustrate and assess the impact of the multitude of festivals, events, exchange programmes, partnerships, exhibitions, studies, measures, policies and other initiatives, organized by the member cities at the local and international levels in the framework of the Network. In this regard, the report should include the following information:

I. EXECUTIVE SUMMARY

II. GENERAL INFORMATION

- 2.1. Name of the city
- 2.2 Country
- 2.3 Creative field
- 2.4 Date of designation
- 2.5 Date of submission of the current report
- 2.6 Entity responsible for the report
- 2.7 Previous reports submitted and dates
- 2.8 Focal points of contact, including:
 - the designated focal point in charge of the daily management of the designation; and
 - whenever the designated focal point does not work directly within the city government, include the contact details of the officer in charge within the city government who will serve as a liaison.
- 2.9 Communication officer within the Municipality, responsible for broadening the outreach of the city initiatives

III. CONTRIBUTION TO THE PROGRAMME'S GLOBAL MANAGEMENT

- 3.1 Number of UCCN Annual Conferences attended in the last four years (please note that a regular participation in the Conference is compulsory)
- 3.2 Hosting of a previous or future UCCN Annual Conference
- 3.3 Hosting of working or coordination meeting(s) addressed to one or more UCCN creative field representatives (notably sub-network meetings)
- 3.4 Hosting of international conference(s) or meeting(s) on specific issues salient to the Creative Cities with a large participation of members of the Network
- 3.5 Financial and/or in-kind support provided to UNESCO in order to strengthen the sustainability of the UCCN in different areas including management, communication and visibility (dates, types of contribution, factual or estimated amounts, main objectives, etc.)
- 3.6 Serving as cluster coordinator or deputy coordinator and period

- 3.7 Participation in the evaluation of previous applications (number of applications evaluated per Call for Application), and/or of previous Membership Monitoring Reports (number of reports evaluated per reporting exercise)

IV. MAJOR INITIATIVES IMPLEMENTED AT THE LOCAL AND CITY LEVEL TO ACHIEVE THE OBJECTIVES OF THE UCCN

Please summarize the main initiatives, partnerships, measures and policies implemented in the city's creative field and other related areas to achieve the objectives of the UCCN, as well as the implementation of the 2030 Agenda, during the last four years, paying special attention to the impact of the designation in:

- making culture and creativity an essential component of urban policies and actions for sustainable development, notably through participatory approach and partnerships involving the public and private sectors and civil society;
- strengthening the creative economy, notably through the creation, production, distribution and enjoyment of cultural goods and services;
- improving access to and participation in cultural life, notably for marginalized or vulnerable groups and individuals, and fostering youth engagement and gender equality;
- developing hubs of creativity and innovation and broadening opportunities for creators and professionals in the cultural sector;
- integrating culture and creativity into local development strategies, policies and plans; and
- bolstering awareness-raising on the UCCN, as well as enhancing the impact of culture and creativity in sustainable urban development and supporting research, analysis and dissemination in this particular field.

Please present only the major initiatives undertaken over the last four years aimed at implementing the UCCN's objectives. It is recommended to follow a result-based approach, as the reports should focus as much as possible on the outputs and impacts of the initiatives presented in the city's previous 4-year action plan.

Additional audio-visual support materials such as in the form of short videos, or images that showcase the diversity of the initiatives conducted, with a specific focus on innovation, development and education, are also welcome.

Member cities are also highly encouraged to provide in the Annex comparative data and statistics (progress over a four-year period) on a) the contribution of local cultural and creative industries (especially in the city's creative field) to the development of the city (contribution to GDP, employment, cultural participation, public expenditure on culture, etc.), and/or b) the impact of the designation at the local level, and/or c) urban creativity indexes or indicators. Research in these areas is particularly encouraged for sharing and peer-learning within the Network.

V. MAJOR INITIATIVES IMPLEMENTED THROUGH INTER-CITY AND INTERNATIONAL COOPERATION TO ACHIEVE THE OBJECTIVES OF THE UCCN

Please summarize the main initiatives, partnerships, projects, exchange programmes, measures and/or studies implemented in collaboration with one or more UNESCO Creative Cities to fulfil the Network's objectives, as well as in line with the 2030 Agenda for Sustainable Development, during the last four years.

Kindly present only the major initiatives undertaken during the reporting period aimed at implementing the UCCN's objectives presented above following a result-based approach. Indeed, the reports should focus as much as possible on the outputs and impacts of the inter-city and international cooperation initiatives across Creative Cities.

VI. PROPOSED ACTION PLAN FOR THE FORTHCOMING MID-TERM PERIOD OF FOUR YEARS

Kindly present a medium-term action plan for the forthcoming four years, which correspond to the following reporting cycle, describing the main initiatives that the city commits to achieving, within the framework of its designation, the Network's objectives as well as toward the implementation of the 2030 Agenda for Sustainable Development, meanwhile monitoring and documenting progress vis-à-vis the previous monitoring and reporting period.

From the same perspective, the proposed initiatives must correspond to UCCN's objectives and areas of action highlighted in its Mission Statement, and to the Sustainable Development Goals. The action plan and proposed initiatives should be realistic and consistent.

- 6.1 Presentation of a maximum of three main initiatives, programmes or projects aimed at achieving the objectives of the Network at the local level, while highlighting expected outcomes and impacts.

Kindly note, of the three main initiatives, two must correspond to the designated creative field and one initiative should be of a crosscutting nature and linked with at least one of the other creative fields covered by the Network. The presentation of the proposed initiatives should notably include the objectives, the stakeholders, the beneficiaries and the expected results and outcomes. Initiatives supported by the city and involving the public and private sectors, civil society, professional associations and cultural institutions are highly encouraged.

- 6.2 Presentation of a maximum of three initiatives, programmes or projects aimed at achieving the objectives of the Network on an international level, particularly those involving other member cities in the Network

The presentation of the proposed initiatives should notably include the objectives, the stakeholders, the beneficiaries and the expected results and outcomes. Initiatives supporting the promotion of the Network in regions and countries that are under-represented in the Network, as

well as actions involving cities in developing countries, are highly encouraged. A crosscutting initiative linking several of the creative fields covered by the Network can be presented.

6.3 Estimated annual budget for implementing the proposed action plan

Kindly present the estimated overall annual budget for implementing the proposed 4-year action plan, as well as the percentages that will be devoted to local and international initiatives. Provide detailed information on all of the resources that the city expects to contribute and mobilize, including both financial and in-kind resources (personnel, facilities, equipment, etc.). Please indicate any funding applications envisaged to national and/or international funding bodies, in order to complement the budget.

6.4 Plan for communication and awareness

Presentation of the communication and awareness plan for disseminating and promoting the objectives of the Network to a wider audience, as well as the impact of the proposed action plan.

VII. INITIATIVES UNDERTAKEN IN RESPONSE TO AND FOR THE RECOVERY FROM COVID-19 (OPTIONAL)

In light of the COVID-19 pandemic, cities may wish to elaborate upon the impact that the pandemic has had on the city's cultural and creative capital, especially in the designated creative field. Furthermore, cities are also encouraged to provide information on the impact of COVID-19 on the implementation of its 4-year action plan.

To mitigate the impact and support in the recovery from the pandemic is a shared objective for UNESCO and all its partners, notably the Creative Cities at the local level. In this regard, a maximum of five major initiatives/actions/policies implemented by cities, in particular, restoring the continuity of cultural and social life, as well as undertaking various measures to propel the recovery of the city from the pandemic, can be provided.

Information related to inter-city initiatives can also be reported upon, which further highlights the value of international collaboration in these trying times. The proposed initiatives should notably include the objectives, the stakeholders, the beneficiaries and the expected results, outcomes, and learning.

Relevant information related to change in policies or adapting new policies in support of the cultural and creative sector as well as inhabitants' daily life and wellbeing through culture and creativity may be provided.

Annex

Calendar for the submission of the Membership Monitoring Reports in 2021

Submission deadline: 30 November 2021

The following cities designated between 2010 to 2013 should submit their second report:

- Beijing (People's Republic of China) - Design
- Bogota (Colombia) - Music
- Brazzaville (Congo) - Music
- Chengdu (People's Republic of China) - Gastronomy
- Dublin (Ireland) - Literature
- Enghien-les-Bains (France) - Media Arts
- Fabriano (Italy) - Crafts and Folk Art
- Graz (Austria) - Design
- Hangzhou (People's Republic of China) - Crafts and Folk Art
- Icheon (Republic of Korea) - Crafts and Folk Art
- Jeonju (Republic of Korea) - Gastronomy
- Krakow (Poland) - Literature
- Norwich (United Kingdom of Great Britain and Northern Ireland) - Literature
- Östersund (Sweden) - Gastronomy
- Paducah (United States of America) - Crafts and Folk Art
- Reykjavik (Iceland) - Literature
- Saint-Etienne (France) - Design
- Sapporo (Japan) - Media Arts
- Seoul (Republic of Korea) - Design
- Shanghai (People's Republic of China) - Design
- Sydney (Australia) - Film
- Zahlé (Lebanon) - Gastronomy

The following cities designated in 2017 should submit their first report:

- Alba (Italy) - Gastronomy
- Almaty (Kazakhstan) - Music
- Amarante (Portugal) - Music
- Auckland (New Zealand) - Music
- Baguio city (Philippines) - Crafts and Folk Art
- Barcelos (Portugal) - Crafts and Folk Art
- Braga (Portugal) - Media Arts
- Brasilia (Brazil) - Design
- Bristol (United Kingdom of Great Britain and Northern Ireland) - Film
- Brno (Czechia) - Music
- Bucheon (Republic of Korea) - Literature
- Buenaventura (Colombia) - Gastronomy
- Cairo (Egypt) - Crafts and Folk Art
- Cape Town (South Africa) - Design
- Carrara (Italy) - Crafts and Folk Art
- Changsha (People's Republic of China) - Media Arts
- Chennai (India) - Music
- Chiang Mai City (Thailand) - Crafts and Folk Art
- Chordeleg (Ecuador) - Crafts and Folk Art
- Cochabamba {Bolivia (Plurinational State of)} - Gastronomy
- Daegu (Republic of Korea) - Music
- Dubai (United Arab Emirates) - Design
- Durban (South Africa) - Literature
- Frutillar (Chile) - Music
- Gabrovo (Bulgaria) - Crafts and Folk Art
- Geelong (Australia) - Design
- Guadalajara (Mexico) - Media Arts
- Hatay (Turkey) - Gastronomy
- Istanbul (Turkey) - Design
- João Pessoa (Brazil) - Crafts and Folk Art
- Kansas City (United States of America) - Music
- Kolding (Denmark) - Design

- Kortrijk (Belgium) - Design
- Kosice (Slovakia) - Media Arts
- Kütahya (Turkey) - Crafts and Folk Art
- Lillehammer (Norway) - Literature
- Limoges (France) - Crafts and Folk Art
- Łódź (Poland) - Film
- Macao SAR (People's Republic of China) - Gastronomy
- Madaba (Jordan) - Crafts and Folk Art
- Manchester (United Kingdom of Great Britain and Northern Ireland) - Literature
- Mexico-City (Mexico) - Design
- Milano (Italy) - Literature
- Morelia (Mexico) - Music
- Norrköping (Sweden) - Music
- Ouagadougou (Burkina Faso) - Crafts and Folk Art
- Panama City (Panama) - Gastronomy
- Paraty (Brazil) - Gastronomy
- Pesaro (Italy) - Music
- Porto-Novo (Benin) - Crafts and Folk Art
- Praia (Cabo Verde) - Music
- Qingdao (People's Republic of China) - Film
- Québec (Canada) - Literature
- San Antonio (United States of America) - Gastronomy
- Seattle (United States of America) - Literature
- Sheki (Azerbaijan) - Crafts and Folk Art
- Sokodé (Togo) - Crafts and Folk Art
- Terrassa (Spain) - Film
- Tétouan (Morocco) - Crafts and Folk Art
- Toronto (Canada) - Media Arts
- Tunis (Tunisia) - Crafts and Folk Art
- Utrecht (Netherlands) - Literature
- Wuhan (People's Republic of China) - Design
- Yamagata (Japan) - Film

8.4. TENDER 2021/22-721 BALLARAT AIRPORT RUNWAY EXTENSION VARIATION

Division: Economy, Experience and Commonwealth Games
Director: Martin Darcy
Author/Position: Phillip Barnett – Project Manager

PURPOSE

1. The following report advises Council of contract variations relating to in-ground latent conditions found during the site excavation, and the requirements for a temporary road, to deliver Contract No. 2021/22-721 Ballarat Airport Runway Construction.

BACKGROUND

2. Contract No. 2021/22-721 was awarded to Fulton Hogan Industries Pty Ltd (Fulton Hogan) for \$5,406,465.87 at the 24 August 2022 Council Meeting (R121/22).
3. The variations tabled by Fulton Hogan and reviewed by Council officers total \$1,631,507.77 and relate to the following three elements:
 - In-ground latent conditions, specifically rock and the suitability of the subgrade material under the runway which in its existing form was unable to provide the compaction rating required. Variations for these latent conditions have totaled \$875,112.64.
 - A temporary access road is required to be constructed to retain direct access to the airport. The variations for this access road totals \$404,248.44.
 - Other variations totaling \$352,146.69 include fencing, airport runway lighting, underground services and additional required drainage works.
4. The nett total of \$1,631,507.77 for these variations takes the contract value from the original awarded amount of \$5,406,465.87 to \$7,037,973.64. This variation is offset by the existing project contingency of \$2,300,000.
5. The allocated budget for the project is \$8,829,897. This includes a \$5,000,000 Council allocation and a federal government grant of \$3,829,897 through the Regional Airports Program.
6. In accordance with the Procurement Policy, it is a requirement to provide written advice to Council if variations to a contract exceed 20% of the original contract award. As the cumulative variations for Contract 2021/22-721 with Fulton Hogan have exceeded 20%, this report has been prepared.
7. As the allocated project budget has not been exceeded, the Procurement Policy outlines that works did not need to be put on hold, and as such this report is for information purposes only.

KEY MATTERS

8. Geotechnical site investigations were undertaken during the detailed design phase of the project and found a range of variable soil conditions present onsite across the proposed construction footprint for the runway extension.
9. These subgrade conditions were noted through the civil engineering process as a potential latent condition with the appropriate materials nominated should the required compaction and swell testing not be achieved as per the civil engineering specification for the project.
10. When site excavation commenced and the subgrade was tested, it was determined between Fulton Hogan, Council's Infrastructure team, and the project's civil engineer design team that additional materials and treatment would be required for the subgrade of the runway extension to bring it to a compaction and swell standard required.
11. The construction of a temporary access road to Ballarat Airport was noted as a requirement during the detailed design stage of the project. The design component of this road was dependent on the length of time that the temporary road would be required for, which was yet to be determined given the ongoing discussions with the State Government about the future extension of Liberator Drive which would serve as the permanent new access road for the Ballarat Airport.
12. Through consultation with the Ballarat Airport management team, Council's Infrastructure team, Fulton and Hogan, and the civil engineering design team for the project, a number of options were considered. The preferred design was for a temporary road design that met Council's engineering standards but was also a value for money outcome given the limited lifespan of the temporary road which would be removed once the runway extension becomes operational.
13. The remaining variation items have been tabled between Fulton Hogan, Council's Infrastructure team, and the project's civil engineering design team and are inclusive of the following:

Variation Item	Cost
Swale Drain Clear Out	\$5,200
Fencing Works	\$52,268.75
Additional Stormwater Works	\$60,767.19
Contaminated Material Removal	\$27,640.48
Additional Primer Seal	\$67,702
Underground Services Relocation	\$18,315
Runway Lighting Replacement	\$59,160
Taxiway Delta and Asphalt Levels	\$61,093.27
Total	\$352,146.69

14. A pre-tender cost plan estimate was prepared for the runway extension works which estimated a construction cost of \$6,265,000 for the works. The awarded contract amount with Fulton Hogan of \$5,406,465.87 was \$858,634.13 under this pre-tender estimate.

15. The accumulative total of \$1,631,507.77 for variations is offset against the allocated construction contingency for the project of \$2,300,000. This would bring the remaining construction contingency for the project to \$668,492.23
16. Discussions with the State Government on the extension of Liberator Drive to form the new access road to Ballarat Airport are ongoing. The cost of those works would be with the State Government given they form part of the Ballarat West Employment Zone Precinct.

OFFICER RECOMMENDATION

17. That Council:

- 17.1 Note this report as the written advice advising Council of the variance and note the updated value of Contract No. 2021/22-721 from the original price of \$5,406,465.87 to the varied price of \$7,037,973.64.**

ATTACHMENTS

1. Governance Review [8.4.1 - 2 pages]

OFFICIAL

ALIGNMENT WITH COUNCIL VISION, COUNCIL PLAN, STRATEGIES AND POLICIES

1. The Ballarat Airport Runway Upgrade project was highlighted in the Ballarat Airport Master Plan 2013-2033 and is considered by Council to be a critical component for the future viability of the airport.

COMMUNITY IMPACT

2. Ballarat Airport is an important strategic and economic asset for the region providing an aviation and commercial role for the community, Council, and industry.
3. Its value to the region is significant, generating \$10,000,000 in output per annum with commercial businesses on site also employing ninety fulltime employees.
4. The airport also provides an important cultural and heritage role to the community as it is used by the Ballarat Aviation Museum and a variety of local community groups.

CLIMATE EMERGENCY AND ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS

5. The Ballarat Airport Runway Upgrade project will provide the best infrastructure outcome, compliant to current aviation and infrastructure standards and be of minimal environmental impact with consideration to the implementation of renewable energy solutions where practical, use of non-toxic and sustainable materials and the use of recycled materials where applicable.

ECONOMIC SUSTAINABILITY IMPLICATIONS

6. The airport's existing facilities are suitable for current operations. However, there are significant commercial and aviation opportunities that the airport will realise via infrastructure improvements to support long-term growth. The state of the primary runway is identified as a major weakness limiting future growth in aviation and commercial activities.
7. Upgrading the runway will expand opportunities for airport operations and generate significant financial and economic benefits for the Council and Ballarat region, including increasing City of Ballarat revenue, generating employment, and increasing economic output.

FINANCIAL IMPLICATIONS

8. Council approved a budget of \$5,000,000 in June 2021. The other funding sources a Regional Airport Program (RAP) grant to the value of \$3,829,898.
9. A pre-tender cost plan estimate was prepared for the runway extension works which estimated a construction cost of \$6,265,000 for the works. The awarded contract amount with Fulton Hogan of \$5,406,465.87 was \$858,634.13 under this pre-tender estimates.
10. The accumulative total of \$1,631,507.77 for variations is offset against the allocated construction contingency for the project of \$2,300,000. This would bring the remaining construction contingency for the project to \$668,492.23.

OFFICIAL

OFFICIAL

LEGAL AND RISK CONSIDERATIONS

11. The establishment of a Project Risk Register recognised the potential for latent in-ground conditions to be present over the project site. As such, a construction contingency was allocated for the project within the existing budget.

HUMAN RIGHTS CONSIDERATIONS

12. It is considered that the report does not impact on any human rights identified in the *Charter of Human Rights and Responsibilities Act 2006*.

COMMUNITY CONSULTATION AND ENGAGEMENT

13. The extension of the runway is in keeping with the community consultation and subsequent recommendations of the Ballarat Airport Masterplan.
14. Regular updates are provided to the Ballarat Airport Advisory Committee.
15. User groups have been consulted throughout the design process and will continue to be consulted throughout the construction phase and will be provided with regular updates regarding project progress.

GENDER EQUALITY ACT 2020

16. There are no gender equality implications identified for the subject of this report.

PROCUREMENT COLLABORATION

17. This report has been prepared in accordance with the requirements of Council's Procurement Policy, as it is a requirement to report back to the financial delegate if variations to a contract exceed 20% of the original contract award.

CONFLICTS OF INTEREST THAT HAVE ARISEN IN PREPARATION OF THE REPORT

18. Council officers affirm that no general or material conflicts need to be declared in relation to the matter of this report.

OFFICIAL

8.5. YORK STREET POWER SUBSTATION

Division: Development and Growth
Director: Natalie Robertson
Author/Position: Natalie Robertson - Director Development and Growth

PURPOSE

1. At the 24 May 2023 Ordinary Meeting of Council, a petition was received by Council from members of the community regarding a proposed Powercor electrical substation at 203 York Street, Ballarat. The purpose of this report is to acknowledge the petition and provide an update on a briefing to Council by Powercor.

BACKGROUND

2. In March 2023 community members contacted Councillors to inform of a proposed electrical substation to be constructed by Powercor on the land known as 203 York Street, Ballarat.
3. At the 23 May 2023 Council Meeting, Council also received a petition containing 36 signatories requesting Council to *'note the concerns regarding a substation proposal at 203 York Street'*.
4. Council Resolution (R60/23) resolved to note the petition and refer to the Chief Executive Officer for a report to a future Council meeting.
5. A briefing to Councillors from Powercor occurred on 21 June 2023 which outlined Powercor's role and responsibilities regarding substation locations together with its community engagement process.

KEY MATTERS

Subject Site

6. The subject land is zoned Public Use Zone, Schedule 1 (PUZ1 - Service and utility). In this zone planning approval is not required to develop land for service/utility purposes so long as the development is carried out by or on behalf of the Public Land Manager (PLM).
7. On this basis, Powercor are the landowner and therefore the Public Land Manager and as such any service/utility development Powercor propose would not require planning approval.

8. Aerial Map of 203 York Street and surrounds:



9. Planning Zone Map of 203 York Street and surrounds:



10. Development of new zone substations are approved by the Australian Energy Regulator.

Powercor Community Engagement

11. Powercor has confirmed that it is investigating the subject site and has advised that it has door knocked 35 neighbouring properties. Powercor advises that it has undertaken

in person surveys and phone follow ups, together with calling cards and contact details left in all letterboxes where contact was not made.

12. Feedback from the community highlighted issues such as visual impact, flooding, house value, health concerns, operation noise, along with security and crime concerns. City of Ballarat is assured that Powercor consider this feedback in the planning of substation locations. Specifically for York Street, noise, water, and other technical studies are underway to inform any decision about the location.

What Powercor Considers in Selecting a Location

13. Powercor has advised that the following range of factors are to be considered when assessing a proposed site:
 - Access to their 66kV 'sub-transmission' network;
 - Overall cost;
 - Customer impacts;
 - Proximity to electricity load (in a location where it is needed); and
 - Timing.

Next steps for Powercor

14. At the time of drafting this report, City of Ballarat are informed that no decision has yet been made on the future location for a new zone substation.
15. Powercor expect to be able to announce the location and next steps later this year.
16. Powercor have committed to keeping City of Ballarat updated on progress and any ongoing engagement.

OFFICER RECOMMENDATION

17. **That Council:**

- 17.1 **Note the report; and**

- 17.2 **Recommend Officers continue to liaise with Powercor and advocate for continued community engagement on behalf of the York Street residents and surrounding community and to inform Councillors of progress.**

ATTACHMENTS

1. Governance Review [8.5.1 - 2 pages]

OFFICIAL

ALIGNMENT WITH COUNCIL VISION, COUNCIL PLAN, STRATEGIES AND POLICIES

1. This report supports Goal 6 of the Council Plan 'A council that provides leadership and advocates for its community'.

COMMUNITY IMPACT

2. As noted in the officer report, community have raised concerns regarding the proposed substation.
3. Whilst this matter sits outside planning considerations, City of Ballarat is committed to advocate for and on behalf of its community.

CLIMATE EMERGENCY AND ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS

4. This matter does not raise any direct climate emergency issues or environmentally sustainable implications.

ECONOMIC SUSTAINABILITY IMPLICATIONS

5. Continued provision by relevant providers of new zone electrical substations is an ongoing requirement for growing communities.

FINANCIAL IMPLICATIONS

6. There are no financial implications identified beyond that to Powercor as part of their usual practices in identifying locations for new zone electrical substations.

LEGAL AND RISK CONSIDERATIONS

7. There are no particular legal or risk implications identified.

HUMAN RIGHTS CONSIDERATIONS

8. It is considered that the report does not impact on any human rights identified in the *Charter of Human Rights and Responsibilities Act 2006*.

COMMUNITY CONSULTATION AND ENGAGEMENT

9. As mentioned in the officer report, Powercor together with relevant officers have committed to engage with the community on this matter.

GENDER EQUALITY ACT 2020

10. There are no gender equality implications identified for the subject of this report.

OFFICIAL

OFFICIAL

CONFLICTS OF INTEREST THAT HAVE ARISEN IN PREPARATION OF THE REPORT

11. Council officers affirm that no general or material conflicts need to be declared in relation to the matter of this report.

PROCUREMENT COLLABORATION

(For Contracts Only)

OFFICIAL

8.6. MICROSOFT CONTRACT RENEWAL

Division: Corporate Services
Director: John Hausler
Author/Position: Sonny Shah – Executive Manager, Information, Communication and Technology

PURPOSE

1. Officers are seeking Council's approval to enter into a new Microsoft Enterprise Agreement as a result of the market testing completed by Municipal Association of Victoria (MAV).
2. The new agreement will be for a period of 36 months effective from 1 August 2023. The estimated amount of the contract for 3 years will be \$2,600,279.35 (ex GST).

BACKGROUND

3. The City of Ballarat existing Microsoft Services agreement is due for renewal in August 2023. This is a continuation of Council's current Microsoft services. The individual agreements containing Microsoft products and services within an Enterprise Agreement are sold through a Large Account Reseller (LAR).
4. MAV continually tender for LAR's to manage Microsoft licensing on behalf of Councils across Victoria. The MAV tender panel has provided three vendors under MAV Procurement Panel [NPN2.17-3].
5. By taking advantage of the MAV panel offering Council is undertaking collaborative procurement, that is via the buying power of Councils in Victoria through an openly tendered panel. Council's Procurement Policy provides for engagement of services from approved suppliers that are on panels established through an open tender process. City of Ballarat officers believe that drawing on the outcomes of the market tested by MAV is the most economic approach to renew and utilise an Enterprise Agreement (EA) and Microsoft Products and Services Agreement (MPSA).

KEY MATTERS

6. The LAR's have an excellent understanding of the Microsoft Software products and provide the best advice and pricing via the preferred supplier's panel. The contract renewal amount for year one is included in the existing Information Communications Technology (ICT) budget for the 2023/24 year.
7. This renewal enables Council's productivity and capacity for digital services. It enables the organisation to be connected, secured and always available, and enables staff to continue to have the capability to deliver services to the community.
8. This agreement encompasses our rights to use Microsoft operating systems, applications, servers, network infrastructure, security, and storage.
9. The MAV will act exclusively on behalf of the City of Ballarat for the purpose of acquiring Microsoft products and services including:

- a. representing the City of Ballarat in negotiating and preparing the Microsoft contract and providing any notice or instruction required under the Microsoft contract;
- b. resolving any disputes with Microsoft and/or the Large Account Reseller; and
- c. representing the City of Ballarat if any dispute arose between the City of Ballarat, Microsoft and/or the Large Account Reseller.

OFFICER RECOMMENDATION

10. That Council:

10.1 Resolves to enter into Contract Number 2022/23-708 to deliver Microsoft software and associated services with Insight Enterprises Australia Pty Ltd with an estimated amount of \$2,600,279.35 (GST excl) for a period of thirty-six months, effective as of 1 August 2023; and

10.2 Authorises the Chief Executive Office to:

- a. finalise the terms of Contract Number 2022/23-708 with the Contractor, provided that those contract terms are consistent with this resolution; and
- b. execute Contract Number 2022/23-708 on behalf of Council.

ATTACHMENTS

- 1. Governance Review [8.6.1 - 2 pages]

OFFICIAL

ALIGNMENT WITH COUNCIL VISION, COUNCIL PLAN, STRATEGIES AND POLICIES

1. This project supports all Council Plan Objectives as it enables the organisation to continue to function in an efficient and effective manner.

COMMUNITY IMPACT

2. Award of this contract enables the organisation to continue to deliver services to the community.

CLIMATE EMERGENCY AND ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS

3. Award of this contract does not have any identifiable environmental implications.

ECONOMIC SUSTAINABILITY IMPLICATIONS

4. Award of this contract enables the organisation to operate efficiently and remain economically sustainable.

FINANCIAL IMPLICATIONS

5. The tendered price is in line with the planned budget for these services.

LEGAL AND RISK CONSIDERATIONS

6. It is considered there are no legal and risk implications identified for the subject of this report as the tender process and recommended outcome are in accordance with Council policy.

HUMAN RIGHTS CONSIDERATIONS

7. It is considered that the report does not impact on any human rights identified in the *Charter of Human Rights and Responsibilities Act 2006*.

COMMUNITY CONSULTATION AND ENGAGEMENT

8. Award of this contract does not have any identifiable consultation or engagement implications.

GENDER EQUALITY ACT 2020

9. There are no gender equality implications identified for the subject of this report.

OFFICIAL

OFFICIAL

CONFLICTS OF INTEREST THAT HAVE ARISEN IN PREPARATION OF THE REPORT

10. Council officers affirm that no general or material conflicts need to be declared in relation to the matter of this report.

PROCUREMENT COLLABORATION

11. This type of Procurement is an example of a collaborative procurement, as it is facilitated by the MAV for Councils within Victoria. Officers note there is a requirement for individual agreements for software licences, following the market testing completed by MAV.

OFFICIAL

8.7. CITY PARTNERSHIPS DELEGATED COMMITTEE MINUTES

Division: Community Wellbeing
Director: Matthew Wilson
Author/Position: Pete Appleton, Executive Manager Engaged Communities

PURPOSE

1. To report to Council the minutes from the City Partnerships Delegated Committee meeting held on 10 May 2023, 24 May 2023, and 12 July 2023 in accordance with the adopted Terms of Reference.

BACKGROUND

2. On 24 August 2022 Council formally adopted a revised Partnerships and Grants Policy with new arrangements for the City Partnerships Program, including an officer-based assessment process and the creation of a delegated City Partnerships Committee.
3. To ensure good governance and transparent decision making, minutes from the Delegated Committee are presented to Council and kept in accordance with the adopted Terms of Reference.

KEY MATTERS

4. At the meeting held on 24 May 2023, the City Partnerships Delegated Committee endorsed the following City Partnerships to be funded from the 2023-24 Budget and support the outlined single and multi- year financial commitments.

Ballarat Athletic Club Inc.	\$63,050 over 3 years from 2023-24. \$20,000 in 2023-24, \$21,000 in 2024-25 and \$22,050 in 2025-26.
Ballarat Carols by Candlelight	\$90,000 over 3 years from 2023-24. \$30,000 each year.
Committee for Ballarat	\$20,000 in 2023-24.
Rotary Club of Ballarat South	\$120,000 over 3 years from 2023-24 to 2025-26. \$40,000 each year.
Western United Football Club	\$140,000 over 2 years from 2023-24 to 2024-25. \$70,000 each year.
WestVic Academy of Sport	\$90,000 over 3 years from 2023-24 to 2025-26. \$30,000 each year.
Ballarat Basketball	\$300,000 over 3 years from 2023-24 to 2025-26. \$100,000 per year.
Ballarat Evolve Creative Industries	\$75,000 over 3 years from 2023-24 to 2025-26. \$25,000 per year.

Royal South Street Society	\$349,528 over 3 years from 2023-24 to 2025-26. \$164,074 in 2023-24, \$92,727 in 2024-25 and \$92,727 in 2025-26.
Sovereign Hill Museums Association	\$600,000 over 3 years from 2023-24 to 2025-26. \$250,000 in 2023-24, \$200,000 in 2024-25 and \$150,000 in 2025-26.

5. At the meeting held on 12 July 2023, City Partnerships Delegated Committee endorsed the following City Partnerships to be funded from the 2023-24 Budget.

Ballarat Agricultural and Pastoral Society	\$100,000.
Bridge Mall Business Association	\$70,000.

OFFICER RECOMMENDATION

6. That Council:

6.1 Note, in accordance with Section 66 of the *Local Government Act 2020* that the material contained in the City Partnerships Delegated Committee agenda has been designated confidential.

6.2 Receive the minutes from the City Partnerships Delegated Committee meetings held on 10 May 2023, 24 May 2023, and 12 July 2023.

ATTACHMENTS

1. Governance Review [8.7.1 - 2 pages]
2. 10 May 2023 City Partnerships Delegated Committee Meeting Minutes [8.7.2 - 5 pages]
3. 24 May 2023 City Partnerships Delegated Committee Meeting Minutes [8.7.3 - 7 pages]
4. 12 July 2023 City Partnerships Delegated Committee Meeting Minutes [8.7.4 - 6 pages]

OFFICIAL

ALIGNMENT WITH COUNCIL VISION, COUNCIL PLAN, STRATEGIES AND POLICIES

1. The guidelines and assessment process for the City Partnerships Program has direct alignment to the current Council Plan. The City Partnership guidelines specifically reference close alignment to the current Council Plan and request that all applicants demonstrate how they will assist Council implement one or more of the more adopted goals of the Council Plan.

COMMUNITY IMPACT

2. Community Impact remains an important assessment consideration across both the Community and Commercial streams of the City Partnerships Program.

CLIMATE EMERGENCY AND ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS

3. The guidelines and assessment process for the City Partnerships Program has direct alignment to the current Council Plan and relevant thematic Council strategies and plans.

ECONOMIC SUSTAINABILITY IMPLICATIONS

4. The intent of the City Partnerships Program is to stimulate further investment in the Ballarat economy through matched funds, investment from local participants and visitors to the city.

FINANCIAL IMPLICATIONS

5. The decisions made at the Delegated Committee meeting commits Council to the following:
 - \$749,074 in 2023-24.
 - \$608,727 in 2024-25.
 - \$489,777 in 2025-26.

LEGAL AND RISK CONSIDERATIONS

6. For multi-year applications, all organisations will be required to have an annual project milestone report formally signed off prior to receiving a second or third year payment.
7. The 2022 Partnership and Grants Policy stipulates the requirement to produce an annual partnership and grants report to Council at the conclusion of each financial year. The annual report will include findings and recommendations from audits and evaluations undertaken as part of a continuous improvement process.

HUMAN RIGHTS CONSIDERATIONS

OFFICIAL

OFFICIAL

8. It is considered that the report does not impact on any human rights identified in the *Charter of Human Rights and Responsibilities Act 2006*.

COMMUNITY CONSULTATION AND ENGAGEMENT

9. Council Officers receive regular feedback on partnerships and grants processes from several sources including applicants, community organisations, industry groups and Councillors and this information will be considered in any potential future changes to the City Partnerships program.

GENDER EQUALITY ACT 2020

10. In response to the *Gender Equality Act 2020*, it is expected that all applications for funding will demonstrate that they have considered how people of different genders may be impacted by their proposed program, activity or event. This includes demonstrating that they have made attempts, where relevant, to provide an equitable opportunity.

CONFLICTS OF INTEREST THAT HAVE ARISEN IN PREPARATION OF THE REPORT

11. Officers were asked to declare any conflicts of interest at the start of the assessment process plus at the start of each assessment meeting. Those with conflicts of interest did not assess those specific applications and they also left the room during those assessment discussions.
12. Councillors were asked to declare any conflicts of interest at the start of the Delegated Committee meeting. Those with conflicts of interest did not assess those specific applications and they also left the room during those assessment discussions.

PROCUREMENT COLLABORATION

(For Contracts Only)

OFFICIAL

OFFICIAL

City Partnerships Delegated Committee Meeting

Minutes

10 May 2023 at 7:00pm

Trench Room, Town Hall, Sturt Street, Ballarat



OFFICIAL

10 May 2023 City Partnerships Delegated Committee Meeting Minutes

**1. ACKNOWLEDGEMENT OF COUNTRY**

The City of Ballarat acknowledges the Traditional Custodians of the land we live and work on, the Wadawurrung and Dja Dja Wurrung People, and recognises their continuing connection to the land and waterways. We pay our respects to their Elders past, present and emerging and extend this to all Aboriginal and Torres Strait Islander People.

OFFICIAL

10 May 2023 City Partnerships Delegated Committee Meeting Minutes



2. APOLOGIES FOR ABSENCE

2.1 Present

Mayor Cr Des Hudson
Cr Samantha McIntosh
Cr Belinda Coates
Cr Mark Harris
Cr Peter Eddy
Cr Daniel Moloney
Cr Amy Johnson
Cr Ben Taylor
Cr Tracey Hargreaves

Mr Evan King- Chief Executive Officer
Ms Bridget Wetherall - Director Infrastructure and Environment
Mr Matthew Wilson - Director Community Wellbeing
Mr John Hausler - Director Corporate Services
Ms Natalie Robertson - Director Development and Growth
Mr Cameron Montgomery - Executive Manager Governance and Risk
Mr Pete Appleton – Executive Manager Engaged Communities
Mr Mark Patterson – Executive Manager Recreation Services
Mr Les Stokes – Executive Manager Waste and Environment
Mr Jason Clissold – Executive Manager Financial Services
Ms Sarah Pilgrim – Executive Manager Visitor Economy
Ms Kellie Moran – Acting Executive Manager Economic Growth
Mr Jeff Johnson – Executive Manager Arts and Events
Ms Sophie Atkinson – Community Grants and Engagement Officer

2.2 Apologies

Nil

3. DECLARATION OF CONFLICT OF INTERESTS

Cr Samantha McIntosh

- Ballarat Rotary South

Cr Amy Johnson

- Royal South Street Society

Cr Peter Eddy

- Commerce Ballarat

Evan King

- Ballarat Athletic Club Inc.

Kelli Moran

- Central Highlands Group Training / BGT

OFFICIAL

10 May 2023 City Partnerships Delegated Committee Meeting Minutes



Les Stokes

- Munash Organics
- Runway HQ Limited
- Ballarat Evolve Creative Industries

4. CONFIRMATION OF MINUTES

Nil

5. OPEN S.66 - MEETING CLOSED TO THE PUBLIC

RESOLUTION:

That the City Partnerships Delegated Committee resolve, pursuant to Section 66 of the *Local Government Act 2020*, that the meeting be closed to members of the public at 7:00pm.

Moved: Cr Tracey Hargreaves**Seconded: Cr Ben Taylor****CARRIED
(CPDC1/23)**

6. OFFICER PRESENTATION: CITY PARTNERSHIPS – PROGRAM AND ASSESSMENT PROCESS

Nil

7. CITY PARTNERSHIPS DELEGATED COMMITTEE REPORTS

OFFICIAL

10 May 2023 City Partnerships Delegated Committee Meeting Minutes

**7.1. CITY PARTNERSHIPS PROGRAM REPORT**

Division: Community Wellbeing
Director: Matthew Wilson
Author/Position: Pete Appleton – Executive Manager Engaged Communities

PURPOSE

1. For Councillors to consider Officer recommendations for the 2023/24 City Partnerships Program.

RESOLUTION:

That the City Partnership Delegated Committee defer the item until further notice.

Moved: Cr Daniel Moloney **CARRIED**
Seconded: Cr Amy Johnson **(CPDC2/23)**

8. CLOSE S.66 - MEETING OPEN TO THE PUBLIC**RESOLUTION:**

That the City Partnerships Delegated Committee move out of closed Council at 7.02pm and adopt the resolutions made therein.

Moved: Cr Samantha McIntosh **CARRIED**
Seconded: Cr Mark Harris **(CPDC3/23)**

9. GENERAL BUSINESS - MATTERS ARISING FROM THE AGENDA

Nil

10. CLOSE

The meeting closed at 7:02pm.

OFFICIAL

City Partnerships Delegated Committee Meeting

Minutes

24 May 2023 at 8:50pm

Trench Room, Town Hall, Sturt Street, Ballarat



OFFICIAL

24 May 2023 City Partnerships Delegated Committee Meeting Minutes

**1. ACKNOWLEDGEMENT OF COUNTRY**

The City of Ballarat acknowledges the Traditional Custodians of the land we live and work on, the Wadawurrung and Dja Dja Wurrung People, and recognises their continuing connection to the land and waterways. We pay our respects to their Elders past, present and emerging and extend this to all Aboriginal and Torres Strait Islander People.

OFFICIAL

24 May 2023 City Partnerships Delegated Committee Meeting Minutes



2. APOLOGIES FOR ABSENCE

2.1 Present

Mayor Cr Des Hudson
Cr Samantha McIntosh
Cr Belinda Coates
Cr Peter Eddy
Cr Daniel Moloney
Cr Amy Johnson
Cr Ben Taylor
Cr Tracey Hargreaves

Mr Evan King- Chief Executive Officer
Ms Bridget Wetherall - Director Infrastructure and Environment
Mr Matthew Wilson - Director Community Wellbeing
Mr John Hausler - Director Corporate Services
Ms Natalie Robertson - Director Development and Growth
Mr Cameron Montgomery - Executive Manager Governance and Risk
Mr Pete Appleton – Executive Manager Engaged Communities
Mr Mark Patterson – Executive Manager Recreation Services
Mr Les Stokes – Executive Manager Waste and Environment
Mr Jason Clissold – Executive Manager Financial Services
Ms Sarah Pilgrim – Executive Manager Visitor Economy
Ms Kellie Moran – Acting Executive Manager Economic Growth
Mr Jeff Johnson – Executive Manager Arts and Events
Ms Sophie Atkinson – Community Grants and Engagement Officer
Ms Lyndsay Leingang – Administration Officer Statutory Compliance

2.2 Apologies

Cr Mark Harris

RESOLUTION:

That the apology be accepted.

Moved: Cr Daniel Moloney
Seconded: Cr Belinda Coates

CARRIED
(CPDC4/23)

3. DECLARATION OF CONFLICT OF INTERESTS

Cr Samantha McIntosh

- Ballarat Rotary South

Cr Amy Johnson

- Royal South Street Society

Evan King

- Ballarat Athletic Club Inc.

OFFICIAL

24 May 2023 City Partnerships Delegated Committee Meeting Minutes



4. CONFIRMATION OF MINUTES

Nil

5. OPEN S.66 - MEETING CLOSED TO THE PUBLIC

RESOLUTION:

That the City Partnerships Delegated Committee resolve, pursuant to Section 66 of the *Local Government Act 2020*, that the meeting be closed to members of the public at 8.50pm.

**Moved: Cr Samantha McIntosh
Seconded: Cr Tracey Hargreaves**

**CARRIED
(CPDC5/23)**

6. OFFICER PRESENTATION: CITY PARTNERSHIPS – PROGRAM AND ASSESSMENT PROCESS

Nil

OFFICIAL

24 May 2023 City Partnerships Delegated Committee Meeting Minutes



7. CITY PARTNERSHIPS DELEGATED COMMITTEE REPORTS

7.1. CITY PARTNERSHIPS PROGRAM REPORT

Division: Community Wellbeing
Director: Matthew Wilson
Author/Position: Pete Appleton – Executive Manager Engaged Communities

PURPOSE

1. For Councillors to consider Officer recommendations for the 2023/24 City Partnerships Program.

RESOLUTION:

13. That the City Partnerships Delegated Committee acknowledge the revised program arrangements and assessment process undertaken for the 23/24 program.
14. That the City Partnerships Delegated Committee endorse the following City Partnerships to be funded from the 2023/24 Budget and support the outlined multi-year financial commitments.

14.1 Ballarat Athletic Club Inc. - \$63,050 over 3 years from 2023/2024. \$20,000 in 2023/2024, \$21,000 in 2024/2025 and \$22,050 in 2025/2026.

Evan King, Chief Executive Officer left the meeting at 8:52pm.

Moved: Cr Daniel Moloney
Seconded: Cr Peter Eddy

CARRIED
(CPDC6/23)

Evan King, Chief Executive Officer returned to the meeting at 8:53pm.

14.2 Ballarat Carols by Candlelight - \$90,000 over 3 years from 2023/24. \$30,000 each year.

Moved: Cr Peter Eddy
Seconded: Cr Samantha McIntosh

CARRIED
(CPDC7/23)

14.3 Committee for Ballarat - \$20,000 over 1 year from 2023/2024.

Moved: Cr Des Hudson
Seconded: Cr Ben Taylor

CARRIED
(CPDC8/23)

14.4 Rotary Club of Ballarat South - \$120,000 over 3 years from 2023/2024. \$40,000 each year.

OFFICIAL

24 May 2023 City Partnerships Delegated Committee Meeting Minutes



Cr Samantha McIntosh left the meeting at 9:04pm.

Moved: Cr Peter Eddy

CARRIED

Seconded: Cr Daniel Moloney

(CPDC9/23)

Cr Samantha McIntosh returned to the meeting at 9:06pm.

14.5 Western United Football Club - \$140,000 over two years from 2023/2024. \$70,000 each year.

Moved: Cr Des Hudson

CARRIED

Seconded: Cr Ben Taylor

(CPDC10/23)

14.6 WestVic Academy of Sport - \$90,000 over 3 years from 2023/2024. \$30,000 each year.

Moved: Cr Tracey Hargreaves

CARRIED

Seconded: Cr Des Hudson

(CPDC11/23)

14.7 Ballarat Basketball - \$300,000 over 3 years from 2023/2024. \$100,000 per year.

Moved: Cr Daniel Moloney

CARRIED

Seconded: Cr Des Hudson

(CPDC12/23)

14.8 Ballarat Evolve Creative Industries - \$75,000 over 3 years from 2023/2024. \$25,000 per year.

Moved: Cr Samantha McIntosh

CARRIED

Seconded: Cr Peter Eddy

(CPDC13/23)

14.9 Royal South Street Society - \$349,528 over 3 years from 2023/2024. \$164,074 in 2023/2024, \$92,727 in 2024/2025 and \$92,727 in 2025/2026.

Cr Amy Johnson left the meeting at 9:25pm.

Moved: Cr Peter Eddy

CARRIED

Seconded: Cr Daniel Moloney

(CPDC14/23)

Cr Amy Johnson returned to the meeting at 9:38pm.

14.10 Sovereign Hill Museums Association - \$600,000 over 3 years from 2023/2024. \$250,000 in 2023/2024, \$200,000 in 2024/2025 and \$150,000 in 2025/2026.

Moved: Cr Samantha McIntosh

CARRIED

OFFICIAL

24 May 2023 City Partnerships Delegated Committee Meeting Minutes



Seconded: Cr Amy Johnson

(CPDC15/23)

8. CLOSE S.66 - MEETING OPEN TO THE PUBLIC

RESOLUTION:

That the City Partnerships Delegated Committee move out of closed Council at 9.46pm and adopt the resolutions made therein.

Moved: Cr Samantha McIntosh

CARRIED

Seconded: Cr Amy Johnson

(CPDC16/23)

9. GENERAL BUSINESS - MATTERS ARISING FROM THE AGENDA

Nil

10. CLOSE

The meeting closed at 9:46pm.

OFFICIAL

City Partnerships Delegated Committee Meeting

Minutes

12 July 2023 at 7:00pm

Trench Room, Town Hall, Sturt Street, Ballarat



OFFICIAL

12 July 2023 City Partnerships Delegated Committee Meeting Minutes



1. ACKNOWLEDGEMENT OF COUNTRY



The City of Ballarat acknowledges the Traditional Custodians of the land we live and work on, the Wadawurrung and Dja Dja Wurrung People, and recognises their continuing connection to the land and waterways. We pay our respects to their Elders past, present and emerging and extend this to all Aboriginal and Torres Strait Islander People.

OFFICIAL

12 July 2023 City Partnerships Delegated Committee Meeting Minutes



2. APOLOGIES FOR ABSENCE

2.1 Present

Cr Des Hudson (Mayor)
Cr Daniel Moloney
Cr Ben Taylor
Cr Samantha McIntosh
Cr Amy Johnson
Cr Peter Eddy
Cr Tracey Hargreaves

Mr Evan King- Chief Executive Officer
Mr Matthew Wilson - Director Community Wellbeing
Mr John Hausler - Director Corporate Services
Ms Natalie Robertson - Director Development and Growth
Mr Martin Darcy – Director Economy, Experience and Commonwealth Games
Mr Cameron Montgomery - Executive Manager Governance and Risk
Mr Pete Appleton – Executive Manager Engaged Communities
Ms Kellie Moran – Acting Executive Manager Economic Growth
Ms Sophie Atkinson – Community Grants and Engagement Officer

2.2 Apologies

Cr Mark Harris
Cr Belinda Coates

RESOLUTION:

That the apologies be accepted.

Moved: Cr Peter Eddy
Seconded: Cr Ben Taylor

CARRIED
(CPDC17/23)

3. DECLARATION OF CONFLICT OF INTERESTS

Nil

4. CONFIRMATION OF MINUTES

That the minutes of the City Partnerships Delegated Committee Meeting held on 24 May 2023 as circulated be accepted.

RESOLUTION:

Moved: Cr Samantha McIntosh
Seconded: Cr Ben Taylor

CARRIED
(CPDC18/23)

OFFICIAL

12 July 2023 City Partnerships Delegated Committee Meeting Minutes



5. OPEN S.66 - MEETING CLOSED TO THE PUBLIC

RESOLUTION:

That the City Partnerships Delegated Committee resolve, pursuant to Section 66 of the *Local Government Act 2020*, that the meeting be closed to members of the public whilst the Committee is dealing with the following matters that may include matters that are Commercial in Confidence that may prejudice Council at 8.20pm.

Moved: Cr Ben Taylor

Seconded: Cr Daniel Moloney

**CARRIED
(CPDC19/23)**

OFFICIAL

12 July 2023 City Partnerships Delegated Committee Meeting Minutes

**6. CITY PARTNERSHIPS DELEGATED COMMITTEE REPORTS****6.1. CITY PARTNERSHIPS PROGRAM REPORT**

Division: Community Wellbeing
Director: Matthew Wilson
Author/Position: Matthew Wilson, Director Community Wellbeing

PURPOSE

1. To seek Council's further consideration of City Partnership Program submissions from the Bridge Mall Business Association Inc, and the Ballarat Agricultural and Pastoral Society in lieu of the significant capital investments in assets pertaining to these entities and the time-sensitive work required to progress preparation toward these investments.

RESOLUTION:**10. That the City Partnerships Delegated Committee:**

- 10.1 Endorses a one-year City Partnership agreement with the Ballarat Agricultural and Pastoral Society for the total amount of \$100,000 in the 2023/24 Budget, and**

Moved: Cr Ben Taylor**CARRIED****Seconded: Cr Peter Eddy****(CPDC20/23)**

- 10.2 Endorses a one-year City Partnership agreement with the Bridge Mall Business Association for the total amount of \$70,000 in the 2023/24 Budget.**

Moved: Cr Ben Taylor**CARRIED****Seconded: Cr Peter Eddy****(CPDC21/23)**

OFFICIAL

12 July 2023 City Partnerships Delegated Committee Meeting Minutes



7. CLOSE S.66 - MEETING OPEN TO THE PUBLIC

RESOLUTION:

That the City Partnerships Delegated Committee move out of Section 66 and adopt the resolutions made therein.

Moved: Cr Amy Johnson

Seconded: Cr Tracey Hargreaves

**CARRIED
(CPDC22/23)**

9. GENERAL BUSINESS - MATTERS ARISING FROM THE AGENDA

Nil

10. CLOSE

Meeting closed at 8.36pm

8.8. CONTRACTS APPROVAL DELEGATED COMMITTEE MINUTES

Division: Corporate Services
Director: John Hausler
Author/Position: Lorraine Sendall – Executive Assistant Director Corporate Services

PURPOSE

1. The purpose of this report is to provide Council with copies of minutes of Council's Contracts Approval Delegated Committee in accordance with the adopted Terms of Reference. This report provides a copy of the minutes of the meeting held on 10 May 2023 and 21 June 2023 and provides a summary of information in relation to these minutes.

BACKGROUND

2. To ensure good governance and transparent decision making, minutes of meetings of the Delegated Committees are presented to Council and kept in accordance with the adopted Terms of Reference and the Governance Rules. This report advises that minutes of the Contracts Approval Delegated Committee (the Committee) are attached to this report for the meetings held on 10 May 2023 and 21 June 2023.
3. The Committee has been established to more effectively facilitate Council's Capital Works Program. To that end, the Committee meets fortnightly, as required, in order to provide Council Officers with necessary decisions of Council to enable procurement processes to be completed.

KEY MATTERS

Contract	Award to	Value	Outcome	Local Content
2022/23-328	Kompan Playspace	\$956,433.00 (excluding GST)	Bakery Hill Redevelopment Playspace Design and Construct	No
2022/23-494	Pipecon Pty Ltd	\$706,552.19 (excluding GST)	Dowling Road Reconstruction (Blind Creek Road to 660m North)	Yes

OFFICER RECOMMENDATION

4. That Council:

4.1 Note, in accordance with Section 66 of the *Local Government Act 2020* that the material contained in the Contracts Approval Delegated Committee agendas have been designated confidential.

4.2 Receive the Contracts Approval Delegated Committee minutes of the meetings held on 10 May 2023 and 21 June 2023.

ATTACHMENTS

1. Confirmed Contracts - Minutes of meeting held Wednesday 10 May 2023 [8.8.1 - 5 pages]
2. Confirmed Contracts - Minutes of meeting held Wednesday 21 June 2023 [8.8.2 - 7 pages]

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***CONTRACTS APPROVAL
DELEGATED COMMITTEE***

MINUTES

10 May 2023

DocuSign Envelope ID: 1DB8D7A1-53AB-41E8-9A41-BCA9EE186FC8

**MINUTES OF THE MEETING OF THE SPECIAL CONTRACTS APPROVAL DELEGATED
COMMITTEE OF THE BALLARAT CITY COUNCIL, HELD BY A VIRTUAL MEETING
ON WEDNESDAY 10 MAY 2023 AT 1:02PM**

**Evan King
(Chief Executive Officer)**

MINUTES

ORDER OF BUSINESS:

PRESENT

Cr Ben Taylor (Chair)
Cr Peter Eddy
Cr Mark Harris (at 1.05pm)

IN ATTENDANCE

Mr Evan King (Chief Executive Officer)
Mr John Hausler (Director Corporate Services)
Ms Natalie Robertson (Director Development and Growth)
Mr Michael Riseley (Acting Executive Manager Business Services)
Ms Judi Bird (Procurement Co-ordinator)
Mr James Guy (Executive Manager City Design)
Mr Phil Barnett (Acting Manager Major Projects)
Ms Lorraine Sendall (Minutes)

ACKNOWLEDGEMENT TO COUNTRY

Acknowledgement to Country was read by the Chair.

DECLARATIONS OF INTEREST

No conflicts of interest were recorded.

CONFIRMATION OF MINUTES

RESOLUTION:

That the minutes of the Contracts Committee meeting held on 29 March 2023 as circulated, be confirmed.

Moved Cr Ben Taylor
Seconded Cr Peter Eddy

CARRIED

SECTION 66 MATTERS

RESOLUTION:

That the Committee resolves, pursuant to Section 66 of the Local Government Act 2020, that the meeting be closed to members of the public, whilst the Committee is dealing with the following matters, that may include matters that are Commercial in Confidence that may prejudice Council: -

Moved Cr Ben Taylor
Seconded Cr Peter Eddy

CARRIED

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Contracts Special Committee Minutes

10 May, 2023

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6.2 UPDATE ON TENDER STATUS (RO JOHN HAUSLER / MICHAEL RISELEY)	5

6.1 CONTRACT 2022/23 – 328
BAKERY HILL REDEVELOPMENT PLAYSPACE DESIGN AND CONSTRUCT
(RO – Natalie Robertson / Phillip Barnett)

Cr Harris entered the meeting

SUMMARY

1. This report seeks to approve the awarding of a contract for the provision of the Bakery Hill Redevelopment Playspace Design and Construct.
2. The scope of this contract involves the design and delivery of a significant public playspace located within the streetscape development work of the broader Bakery Hill Redevelopment works.

BACKGROUND

3. The proposed playspace works align to the Bakery Hill Urban Renewal Plan and was strongly supported through extensive community consultation.
4. Concept design work for the playspace was completed as part of the detailed design process for the Bakery Hill Redevelopment project with this forming the basis of the specification for the tender documentation.

KEY MATTERS

5. The project is funded through the Bakery Hill Redevelopment budget.
6. An Expression of Interest (2022/23-236E) process was conducted in 2022 to identify suitably experienced and qualified contractors to undertake a design and construct process for the delivering of the playspace works which forms part of the Bakery Hill Redevelopment project.
7. Three tenders were successful and progressed to the full tender process with two conforming tender submissions received.

RESOLUTION

5. **That the Contracts Approval Delegated Committee:-**
 - 5.1 **Resolve to enter into Contract 2022/23-328 with Kompan Playspace Pty Ltd for the total tendered price of \$956,433.00 (ex GST).**
 - 5.2 **Authorises the Chief Executive Officer to:**
 - a. **finalise the terms of Contract 2022/23-328 with Kompan Playspace Pty Ltd, provided that those contract terms are consistent with this resolution; and**
 - b. **execute Contract Numbers 2022/23-328 on behalf of Council.**

Moved Cr Mark Harris
Seconded Cr Peter Eddy

CARRIED

6.2 UPDATE ON TENDER STATUS
(RO – John Hausler / Michael Riseley)**SUMMARY**

1. This report is provided for the information of the Contracts Committee.

BACKGROUND

2. The report outlines the status of tenders – planning, advertising, evaluating or reports being prepared for final approval.
3. The report is provided once a month, to increase transparency regarding the status and progress of tenders.

KEY MATTERS

4. The updated report gives a snapshot of the tender status at a set date.
5. The report lists the estimated budget at the time of the Request for Tender. This value will not necessarily be the final amount submitted for approval.
6. The level of approval indicated on the report is based on the budget estimate and may change dependant on the final prices submitted.

RESOLUTION

7. **That the report be received.**

Moved Cr Peter Eddy
Seconded Cr Ben Taylor

CARRIED**SECTION 66 MATTERS****RESOLUTION:**

That the Committee resolves to come out of Section 66 and adopt the resolutions made therein.

Moved Cr Ben Taylor
Seconded Cr Peter Eddy

CARRIED**General Business**

No general business was discussed.

There being no further business, the Chairperson declared the meeting closed at 1:17pm

Confirmed this 21st day of June, 2023

Cr Ben Taylor
Cr Ben Taylor
Chairperson



***CONTRACTS APPROVAL
DELEGATED COMMITTEE***

MINUTES

21 June 2023

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**MINUTES OF THE MEETING OF THE SPECIAL CONTRACTS APPROVAL DELEGATED
COMMITTEE OF THE BALLARAT CITY COUNCIL, HELD BY A VIRTUAL MEETING
ON WEDNESDAY 21 JUNE 2023 AT 1:00PM**

**Evan King
(Chief Executive Officer)**

MINUTES

ORDER OF BUSINESS:

PRESENT

Cr Ben Taylor (Chair)
Cr Mark Harris

IN ATTENDANCE

Mr Evan King (Chief Executive Officer)
Mr John Hausler (Director Corporate Services)
Ms Bridget Wetherall (Director Infrastructure and Environment)
Mr Michael Riseley (Acting Executive Manager Business Services)
Mr Vaughn Notting (Executive Manager Infrastructure)
Mr Robin Hand (Contracts Administrator)
Ms Judi Bird (Procurement Co-ordinator)
Ms Lorraine Sendall (Minutes)

APOLOGIES

An apology was received from Cr Peter Eddy.

RESOLUTION:

That the apology from Cr Eddy be accepted.

Moved Cr Mark Harris
Seconded Cr Ben Taylor

CARRIED

ACKNOWLEDGEMENT TO COUNTRY

Acknowledgement to Country was read by the Chair.

DECLARATIONS OF INTEREST

No conflicts of interest were recorded.

CONFIRMATION OF MINUTES

RESOLUTION:

**That the minutes of the Contracts Committee meeting held on 10 May 2023 as circulated,
be confirmed.**

Moved Cr Ben Taylor
Seconded Cr Mark Harris

CARRIED

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Contracts Special Committee Minutes

21 June, 2023

SECTION 66 MATTERS

RESOLUTION:

That the Committee resolves, pursuant to Section 66 of the Local Government Act 2020, that the meeting be closed to members of the public, whilst the Committee is dealing with the following matters, that may include matters that are Commercial in Confidence that may prejudice Council: -

Moved Cr Mark Harris

Seconded Cr Ben Taylor

CARRIED

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6.3 UPDATE ON TENDER STATUS (RO JOHN HAUSLER / MICHAEL RISELEY)	7

DocuSign Envelope ID: 502DE923-CE95-4262-92ED-AC6B2D6B70EF

Contracts Special Committee Minutes

21 June, 2023

6.1 CONTRACT 2022/23 – 458 FERNERY LANDSCAPE PROJECT
(RO – Bridget Wetherall / Luke Ives)

RESOLUTION

That this contract be deferred till next Contracts Approval Delegated Meeting.

Moved Cr Mark Harris
Seconded Cr Ben Taylor

CARRIED

6.2 CONTRACT 2022/23 – 494 DOWLING ROAD RECONSTRUCTION
(RO – Bridget Wetherall / Matthew Clark)**SUMMARY**

1. This report seeks to approve the awarding of a contract for the provision of Dowling Road Reconstruction (Blind Creek Road to 660m).

BACKGROUND

2. This project will see the reconstruction of Dowling Road from Blind Creek Road for 660m towards McCartneys Road.
3. The project involves several components of work which were identified during the design stage including the following:
 - Earthworks;
 - Road pavement construction and sealing;
 - Asphalt road surfacing;
 - Drainage works;
 - Guard rail construction;
 - Gravel driveway reinstatement;
 - Raised pavement markers;
 - Line marking and ancillary works.

KEY MATTERS

4. Four tender responses were received with four (4) being evaluated in full.

RESOLUTION

5. That the Contracts Approval Delegated Committee:-
 - 5.1 Resolve to enter into Contract 2022/23-494 for the provision of Dowling Road Reconstruction (Blind Creek Road to 660m North) with Pipecon Pty Ltd for the total tendered price of \$706,552.19 (ex GST).
 - 5.2 Authorises the Chief Executive Officer to:
 - a. finalise the terms of Contract 2022/23-494 with Pipecon Pty Ltd, provided that those contract terms are consistent with this resolution; and
 - b. execute Contract Numbers 2022/23-494 on behalf of Council.

Moved Cr Mark Harris
Seconded Cr Ben Taylor

CARRIED

Contracts Special Committee Minutes

21 June, 2023

6.3 UPDATE ON TENDER STATUS
(RO – John Hausler / Michael Riseley)**SUMMARY**

1. This report is provided for the information of the Contracts Committee.

BACKGROUND

2. The report outlines the status of tenders – planning, advertising, evaluating or reports being prepared for final approval.
3. The report is provided once a month, to increase transparency regarding the status and progress of tenders.

KEY MATTERS

4. The updated report gives a snapshot of the tender status at a set date.
5. The report lists the estimated budget at the time of the Request for Tender. This value will not necessarily be the final amount submitted for approval.
6. The level of approval indicated on the report is based on the budget estimate and may change dependant on the final prices submitted.

RESOLUTION

7. **That the report be received.**

Moved Cr Mark Harris
Seconded Cr Ben Taylor

CARRIED**SECTION 66 MATTERS****RESOLUTION:**

That the Committee resolves to come out of Section 66 and adopt the resolutions made therein.

Moved Cr Ben Taylor
Seconded Cr Mark Harris

CARRIED**General Business****Scheduling of additional Contracts Approval Committee Meeting**

It was agreed to schedule an additional Contracts Approval Committee Meeting for 1pm Wednesday 28th June, 2023.

There being no further business, the Chairperson declared the meeting closed at 1.05pm

Confirmed this 28th day of June, 2023

Cr Ben Taylor

**Cr Ben Taylor
Chairperson**

8.9. S6 INSTRUMENT OF DELEGATION - MEMBERS OF STAFF

Division: Corporate Services
Director: John Hausler
Author/Position Sarah Anstis – Statutory Compliance Officer

PURPOSE

1. To review and update the S6 Instrument of Delegation, Members of Staff for Council's consideration.

BACKGROUND

2. It is proposed that the Instrument of Delegation be granted to the positions of members of Council staff rather than to the individual staff member. This means that the delegation will still apply to the position should there be a change in personnel or any staff acting in the role.
3. It is imperative that Council staff have the correct delegation for dealing with matters under the current Acts and Regulations.
4. The powers conferred on the Council under some legislative Instruments cannot be delegated through the Chief Executive Officer and must be delegated from Council.

KEY MATTERS

5. Changes to the Instrument of Delegation since the last approved iteration include:
 - Inclusion of the new position title Senior Planning Liaison Enforcement Officer (SPLEO)
 - Inclusion of the new position title Principal Planning Officer (PPO)
 - Inclusion of the new position Coordinator Strategic Planning (CSP)
 - Inclusion of the new position Principal Transport Planning (PTP)

OFFICER RECOMMENDATION

6. That Council exercise the powers conferred by the legislation referred to in the attached instrument of delegation at Attachment 6, and that:
 - 6.1. There be delegated to members of Council staff, holding, acting in or performing the duties of the officers or positions referred to in the attached Instrument of Delegation to members of Council staff, the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that instrument.
 - 6.2. The Instrument comes into force immediately upon resolution.
 - 6.3. On the coming into force of the instrument, all previous S6 delegations to members of Council staff are revoked.
 - 6.4. The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.

ATTACHMENTS

1. Governance Review [8.9.1 - 2 pages]
2. New position - Principal Transport Planner (PTP) [8.9.2 - 51 pages]
3. New position - Senior Planning Liaison Enforcement Officer (SPLEO) [8.9.3 - 27 pages]
4. New position - Coordinator Strategic Planning (CSP) [8.9.4 - 18 pages]
5. New position - Principal Planning Officer (PPO) [8.9.5 - 46 pages]
6. S6 Instrument of Delegation - Members of Staff [8.9.6 - 164 pages]

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ALIGNMENT WITH COUNCIL VISION, COUNCIL PLAN, STRATEGIES AND POLICIES

1. The Instrument of Delegation is a statutory requirement of Council.

COMMUNITY IMPACT

2. There are no community impacts identified for the subject of this report.

CLIMATE EMERGENCY AND ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS

3. There are no climate emergency and environmental sustainability implications identified for the subject of this report.

ECONOMIC SUSTAINABILITY IMPLICATIONS

4. There are no economic sustainability implications identified for the subject of this report.

FINANCIAL IMPLICATIONS

5. There are no financial implications identified for the subject of this report.

LEGAL AND RISK CONSIDERATIONS

6. The endorsement of the revised S6 Instrument of Delegation ensures that the core operations functions of the Council are not impeded.
7. Council's delegations are constantly maintained and periodically monitored to ensure that appropriated Council officers have the power to carry out their duties lawfully.

HUMAN RIGHTS CONSIDERATIONS

8. It is considered that the report does not impact on any human rights identified in the *Charter of Human Rights and Responsibilities Act 2006*.

COMMUNITY CONSULTATION AND ENGAGEMENT

9. There has been consultation with the relevant managers to ensure the correct delegations have included in the Instrument of Delegation.

GENDER EQUALITY ACT 2020

10. There are no gender equality implications identified for the subject of this report.

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CONFLICTS OF INTEREST THAT HAVE ARISEN IN PREPARATION OF THE REPORT

11. No Council Officers who have provided advice in relation to this report have a conflict of interest regarding the matter.

PROCUREMENT COLLABORATION

(For Contracts Only)

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Principal Transport Planner (PTP)

Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 4B	Power to prepare an amendment to the Victorian Planning Provisions	If authorised by the Minister	MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PTP</u>
Planning and Environment Act 1987	s 4G	Function of receiving prescribed documents and a copy of the Victorian Planning Provisions from the Minister		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PTP</u>
Planning and Environment Act 1987	s 4H	Duty to make amendment to Victoria Planning Provisions available in accordance with public availability requirements		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PTP</u>
Planning and Environment Act 1987	s 4I(2)	Duty to make and copy of the Victorian Planning Provisions and other documents available in accordance with public availability requirements		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PTP</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 8A(2)	Power to prepare amendment to the planning scheme where the Minister has given consent under s 8A		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PTP</u>
Planning and Environment Act 1987	s 8A(3)	Power to apply to Minister to prepare an amendment to the planning scheme		MSTP, CSTP, DDG, PSP, EMDF, <u>PTP</u> , PSTP, MSP, PP
Planning and Environment Act 1987	s 8A(5)	Function of receiving notice of the Minister's decision		MSTP, CSTP, <u>PTP</u> , DDG, PSP, EMDF, PSTP, MSP, PP
Planning and Environment Act 1987	s 8A(7)	Power to prepare the amendment specified in the application without the Minister's authorisation if no response received after 10 business days		MSTP, CSTP, DDG, <u>PTP</u> , PSP, EMDF, PSTP, MSP, PP
Planning and Environment Act 1987	s 8B(2)	Power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PTP</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 12(3)	Power to carry out studies and do things to ensure proper use of land and consult with other persons to ensure co-ordination of planning scheme with these persons		MSTP, <u>PTP</u> CSTP, DDG, PSP, EMDF, PSTP, MSP, PP
Planning and Environment Act 1987	s 12B(1)	Duty to review planning scheme		MSTP, CSTP, <u>PTP</u> , DDG, PSP, EMDF, PSTP, MSP, PP
Planning and Environment Act 1987	s 12B(2)	Duty to review planning scheme at direction of Minister		MSTP, CSTP, DDG, <u>PTP</u> , PSP, EMDF, PSTP, MSP, PP
Planning and Environment Act 1987	s.12B(5)	duty to report findings of review of planning scheme to Minister without delay		MSTP, CSTP, DDG, PSP, <u>PTP</u> , EMDF, PSTP, MSP, PP
Planning and Environment Act 1987	s 14	Duties of a Responsible Authority as set out in s 14(a) to (d)		MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, MSP, PP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 17(1)	Duty of giving copy amendment to the planning scheme		SP, MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, MSP, PP
Planning and Environment Act 1987	s 17(2)	Duty of giving copy s 173 agreement		SP, MSTP, CSTP, <u>PTP</u> , DDG, PSP, EMDF, PSTP, MSP, PP
Planning and Environment Act 1987	s 17(3)	Duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PTP</u>
Planning and Environment Act 1987	s 18	Duty to make amendment etc. available in accordance with public availability requirements	Until the proposed amendment is approved or lapsed	SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PTP</u>
Planning and Environment Act 1987	s 19	Power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to exercise any other power under s 19 to a planning scheme		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PTP</u>
Planning and Environment Act 1987	s 19	Function of receiving notice of preparation of an amendment to a planning scheme	Where Council is not the planning authority and the amendment	SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PTP</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
			affects land within Council's municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority.	
Planning and Environment Act 1987	s 20(1)	Power to apply to Minister for exemption from the requirements of s 19	Where Council is a planning authority	MSTP, CSTP, DDG, PSP, EMDF, PSTP, <u>PTP</u> , MSP, PP
Planning and Environment Act 1987	s 21(2)	Duty to make submissions available in accordance with public availability requirements	Until the end of 2 months after the amendment comes into operation or lapses	SP, MSTP, CSTP, DDG, <u>PTP</u> , PSP, EMDF, PSTP, MSP, PP
Planning and Environment Act 1987	s 21A(4)	Duty to publish notice		SP, <u>PTP</u> , MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP
Planning and Environment Act 1987	s 22(1)	Duty to consider all submissions received before the date specified in the notice	Except submissions which request a change to the items in s 22(5)(a) and (b)	SP, EMO, <u>PTP</u> , MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 23(1)(b)	Duty to refer submissions which request a change to the amendment to a panel		SP, MSTP, CSTP, <u>PTP</u> , DDG, PSP, EMDF, PSTP, MSP, PP,
Planning and Environment Act 1987	s 23(2)	Power to refer to a panel submissions which do not require a change to the amendment		<u>PTP</u> , SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP
Planning and Environment Act 1987	s 24	Function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D)		SP, <u>PTP</u> , MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP
Planning and Environment Act 1987	s 26(1)	Power to make report available for inspection in accordance with the requirements set out in s 197B of the Act		SP, MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, MSP, PP
Planning and Environment Act 1987	s 26(2)	Duty to keep report of panel available in accordance with public availability requirements	During the inspection period	SP, STP, MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP
Planning and Environment Act 1987	s 27(2)	Power to apply for exemption if panel's report not received		MSTP, CSTP, DDG, <u>PTP</u> , PSP, EMDF, PSTP, MSP, PP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 28(1)	Duty to notify the Minister if abandoning an amendment	Note: the power to make a decision to abandon an amendment cannot be delegated	<u>PTP</u> , MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP
Planning and Environment Act 1987	s 28(2)	Duty to publish notice of the decision on Internet site		MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, SSTP, SGP
Planning and Environment Act 1987	s 28(4)	Duty to make notice of the decision available on Council's Internet site for a period of at least 2 months		MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, SSTP, SGP
Planning and Environment Act 1987	s 30(4)(a)	Duty to say if amendment has lapsed		SP, STP, <u>PTP</u> , MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP
Planning and Environment Act 1987	s 30(4)(b)	Duty to provide information in writing upon request		SP, STP, MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP
Planning and Environment Act 1987	s 32(2)	Duty to give more notice if required		SP, <u>PTP</u> , MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 33(1)	Duty to give more notice of changes to an amendment		SP, MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, MSP, PP
Planning and Environment Act 1987	s 36(2)	Duty to give notice of approval of amendment		SP, MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, MSP, PP
Planning and Environment Act 1987	s 38(5)	Duty to give notice of revocation of an amendment		SP, MSTP, CSTP, <u>PTP</u> , DDG, PSP, EMDF, PSTP, MSP, PP
Planning and Environment Act 1987	s 39	Function of being a party to a proceeding commenced under s 39 and duty to comply with determination by VCAT		SP, MSTP, CSTP, DDG, <u>PTP</u> , PSP, EMDF, PSTP, MSP, PP
Planning and Environment Act 1987	s 40(1)	Function of lodging copy of approved amendment		SP, <u>PTP</u> , MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP
Planning and Environment Act 1987	s 41(1)	Duty to make a copy of an approved amendment available in accordance with		SP, MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, MSP, PP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
		the public availability requirements during inspection period		
Planning and Environment Act 1987	s 41(2)	Duty to make a copy of an approved amendment and any documents lodged with it available in person in accordance with the requirements set out in s 197B of the Act after the inspection period ends		MSTP, CSTP, <u>PTP</u> , DDG, PSP, EMDF, SSTP, SGP
Planning and Environment Act 1987	s 42(2)	Duty to make copy of planning scheme available in accordance with the public availability requirements		SP, STP, MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP
Planning and Environment Act 1987	s 46AZC(2)	Duty not to prepare an amendment to a declared area planning scheme that is inconsistent with a Statement of Planning Policy for the declared area that is expressed to be binding on the responsible public entity	Where Council is a responsible public entity	<u>PTP</u> , SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP
Planning and Environment Act 1987	s 46AZK	Duty not to act inconsistently with any provision of the Statement of Planning Policy that is expressed to be binding on the public entity when performing a function or duty or exercising a power in relation to the declared area	Where Council is a responsible public entity	SP, <u>PTP</u> , MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 46GZ(5)	Duty to forward any part of a land equalisation amount required for the acquisition of outer public purpose land by a development agency specified in the approved infrastructure contributions plan to that development agency	Where Council is the collecting agency under an approved infrastructure contributions plan This provision does not apply where Council is also the relevant development agency	MSG, <u>PTP</u> , SGPO, DCA, MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO
Planning and Environment Act 1987	s 46GZA(2)	Duty to keep the accounts and records in accordance with the Local Government Act 2020	Where Council is a development agency under an approved infrastructure contributions plan	MSG, SGPO, <u>PTP</u> , DCA, MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO
Planning and Environment Act 1987	s 46GZB(4)	Duty, in accordance with requirements of the VPA, to report on the use of the infrastructure contribution in the development agency's annual report and provide reports on the use of the infrastructure contribution to the VPA	If the VPA is the collecting agency under an approved infrastructure contributions plan Where Council is a development agency under an approved infrastructure contributions plan	MSG, SGPO, DCA, MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO, <u>PTP</u> .
Planning and Environment Act 1987	s 46GZE(2)	Duty to forward the land equalisation amount back to the collecting agency within 6 months after the expiry date if any part of a land equalisation amount paid or forwarded to a development agency for acquiring outer public purpose land has not	Where Council is the development agency under an approved infrastructure contributions plan	MSG, SGPO, <u>PTP</u> , DCA, MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO

OFFICIAL

Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
		been expended by the development agency to acquire that land at the date on which the approved infrastructure contributions plan expires	This duty does not apply where Council is also the collecting agency	
Planning and Environment Act 1987	s 46N(1)	Duty to include condition in permit regarding payment of development infrastructure levy		STP, MSG, SGPO, <u>PTP</u> , DCA, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGTSO, SGP
Planning and Environment Act 1987	s 46N(2)(c)	Function of determining time and manner for receipt of development contributions levy		MSG, SGPO, DCA, MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO
Planning and Environment Act 1987	s 46N(2)(d)	Power to enter into an agreement with the applicant regarding payment of development infrastructure levy		MSG, <u>PTP</u> , SGPO, DCA, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO
Planning and Environment Act 1987	s 46O(1)(a) & (2)(a)	Power to ensure that community infrastructure levy is paid, or agreement is in place, prior to issuing building permit		MSG, <u>PTP</u> , SGPO, DCA, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 46O(1)(d) & (2)(d)	Power to enter into agreement with the applicant regarding payment of community infrastructure levy		MSG, SGPO, <u>PTP</u> , DCA, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO
Planning and Environment Act 1987	s 46P(1)	Power to require payment of amount of levy under s 46N or s 46O to be satisfactorily secured		MSG, SGPO, DCA, <u>PTP</u> , MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO
Planning and Environment Act 1987	s 46P(2)	Power to accept provision of land, works, services or facilities in part or full payment of levy payable		MSG, SGPO, DCA, MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO
Planning and Environment Act 1987	s 46Q(1)	Duty to keep proper accounts of levies paid		MSG, <u>PTP</u> , SGPO, DCA, MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO
Planning and Environment Act 1987	s 46Q(1A)	Duty to forward to development agency part of levy imposed for carrying out works, services, or facilities on behalf of development agency or plan preparation costs incurred by a development agency		MSG, SGPO, <u>PTP</u> , DCA, MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 46Q(2)	Duty to apply levy only for a purpose relating to the provision of plan preparation costs or the works, services and facilities in respect of which the levy was paid etc		MSG, SGPO, DCA, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO, <u>PTP</u>
Planning and Environment Act 1987	s 46Q(3)	Power to refund any amount of levy paid if it is satisfied the development is not to proceed	Only applies when levy is paid to Council as a 'development agency'	MSG, SGPO, DCA, MSTP, <u>PTP</u> , DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO
Planning and Environment Act 1987	s 46Q(4)(c)	Duty to pay amount to current owners of land in the area if an amount of levy has been paid to a municipal council as a development agency for plan preparation costs incurred by the Council or for the provision by the Council of works, services or facilities in an area under s 46Q(4)(a)	Must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister	MSG, <u>PTP</u> , SGPO, DCA, MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO
Planning and Environment Act 1987	s 46Q(4)(d)	Duty to submit to the Minister an amendment to the approved development contributions plan	Must be done in accordance with Part 3	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PTP</u> ,
Planning and Environment Act 1987	s46Q(4)(e)	Duty to expend that amount on other works etc.	With the consent of, and in the manner approved by, the Minister	MSG, SGPO, DCA, MSTP, CSTP, DDG, PSP, EMDF, <u>PTP</u> , PSTP, PP, SGTSO

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 46QC	Power to recover any amount of levy payable under Part 3B		MSG, <u>PTP</u> , SGPO, DCA, MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO
Planning and Environment Act 1987	s 46Y	Duty to carry out works in conformity with the approved strategy plan		MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, PP
Planning and Environment Act 1987	s 47	Power to decide that an application for a planning permit does not comply with that Act		CO, POC, <u>PTP</u> , MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP
Planning and Environment Act 1987	s 49(1)	Duty to keep a register of all applications for permits and determinations relating to permits		SSO, STP, TSODF, <u>PTP</u> , MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP
Planning and Environment Act 1987	s 49(2)	Duty to make register available for inspection in accordance with the public availability requirements		SSO, STP, TSODF, MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 50(4)	Duty to amend application		SSO, <u>PTP</u> , STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP
Planning and Environment Act 1987	s 50(5)	Power to refuse to amend application		STP, MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP
Planning and Environment Act 1987	s 50(6)	Duty to make note of amendment to application in register		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, SCO, EMDF, PSTP, AOSC, CP, PP <u>PTP</u> ,
Planning and Environment Act 1987	s 50A(1)	Power to make amendment to application		SSO, SP, STP, <u>PTP</u> , TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP
Planning and Environment Act 1987	s 50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given		SSO, SP, STP, TSODF, <u>PTP</u> , MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 50A(4)	Duty to note amendment to application in register		SSO, <u>PTP</u> , STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP
Planning and Environment Act 1987	s 51	Duty to make copy of application available for inspection in accordance with the public availability requirements		SSO, STP, <u>PTP</u> , TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP
Planning and Environment Act 1987	s 52(1)(a)	Duty to give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, <u>PTP</u> , SSTP, CP, PP, PSO, SGP
Planning and Environment Act 1987	s 52(1)(b)	Duty to give notice of the application to other municipal council where appropriate		STP, <u>PTP</u> , MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, PTP
Planning and Environment Act 1987	s 52(1)(c)	Duty to give notice of the application to all persons required by the planning scheme		STP, MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 52(1)(ca)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if may result in breach of covenant		SSO, STP, TSODF, <u>PTP</u> , MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP,
Planning and Environment Act 1987	s 52(1)(cb)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if application is to remove or vary the covenant		SSO, STP, <u>PTP</u> , TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP
Planning and Environment Act 1987	s 52(1)(d)	Duty to give notice of the application to other persons who may be detrimentally effected		STP, MSTP, CSTP, <u>PTP</u> , DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP
Planning and Environment Act 1987	s.52(1AA)	Duty to give notice of an application to remove or vary a registered restrictive covenant		SSO, STP, TSODF, <u>PTP</u> , MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 52(3)	Power to give any further notice of an application where appropriate		SSO, STP, TSODF, <u>PTP</u> , MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP
Planning and Environment Act 1987	s 53(1)	Power to require the applicant to give notice under s 52(1) to persons specified by it		SSO, STP, TSODF, <u>PTP</u> , MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP
Planning and Environment Act 1987	s 53(1A)	Power to require the applicant to give the notice under s 52(1AA)		<u>PTP</u> , SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP
Planning and Environment Act 1987	s 54(1)	Power to require the applicant to provide more information		SSO, <u>PTP</u> , STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP
Planning and Environment Act 1987	s 54(1A)	Duty to give notice in writing of information required under s 54(1)		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PTP</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 54(1B)	Duty to specify the lapse date for an application		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PTP</u> .
Planning and Environment Act 1987	s 54A(3)	Power to decide to extend time or refuse to extend time to give required information		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PTP</u> .
Planning and Environment Act 1987	s 54A(4)	Duty to give written notice of decision to extend or refuse to extend time under s 54A(3)		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PTP</u> .
Planning and Environment Act 1987	s 55(1)	Duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, PO, <u>PTP</u> .
Planning and Environment Act 1987	s 57(2A)	Power to reject objections considered made primarily for commercial advantage for the objector		SSO, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PTP</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 57(3)	Function of receiving name and address of persons to whom notice of decision is to go		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PTP</u> ,
Planning and Environment Act 1987	s 57(5)	Duty to make a copy of all objections available in accordance with the public availability requirements		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PTP</u> ,
Planning and Environment Act 1987	s 57A(4)	Duty to amend application in accordance with applicant's request, subject to s 57A(5)		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PTP</u> ,
Planning and Environment Act 1987	s 57A(5)	Power to refuse to amend application		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PTP</u> ,
Planning and Environment Act 1987	s 57A(6)	Duty to note amendments to application in register		SSO, STP, <u>PTP</u> , TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP,

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 57B(1)	Duty to determine whether and to whom notice should be given		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PTP</u> .
Planning and Environment Act 1987	s 57B(2)	Duty to consider certain matters in determining whether notice should be given		SSO, STP, <u>PTP</u> , TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP
Planning and Environment Act 1987	s 57C(1)	Duty to give copy of amended application to referral authority		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PTP</u> .
Planning and Environment Act 1987	s 58	Duty to consider every application for a permit		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PTP</u> .
Planning and Environment Act 1987	s 58A	Power to request advice from the Planning Application Committee		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PTP</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 60	Duty to consider certain matters		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, <u>PTP</u> , SSTP, CP, PP, SGP,
Planning and Environment Act 1987	s 60(1A)	Duty to consider certain matters		STP, <u>PTP</u> , MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP
Planning and Environment Act 1987	s 60(1B)	Duty to consider number of objectors in considering whether use or development may have significant social effect		SSO, STP, <u>PTP</u> , TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP
Planning and Environment Act 1987	s 61(1)	Power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application	The permit must not be inconsistent with a cultural heritage management plan under the Aboriginal Heritage Act 2006	SSO, STP, TSODF, <u>PTP</u> , MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP
Planning and Environment Act 1987	s 61(2)	Duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit		SSO, STP, TSODF, MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 61(2A)	Power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit		STP, <u>PTP</u> , MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP
Planning and Environment Act 1987	s 61(4)	Duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant		SSO, STP, <u>PTP</u> , TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP
Planning and Environment Act 1987	s 62(1)	Duty to include certain conditions in deciding to grant a permit		SSO, STP, <u>PTP</u> , TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP
Planning and Environment Act 1987	s 62(2)	Power to include other conditions		SSO, STP, TSODF, <u>PTP</u> , MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP
Planning and Environment Act 1987	s 62(4)	Duty to ensure conditions are consistent with paragraphs (a),(b) and (c)		SSO, STP, TSODF, <u>PTP</u> , MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 62(5)(a)	Power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan		SSO, <u>PTP</u> , TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP
Planning and Environment Act 1987	s 62(5)(b)	Power to include a permit condition that specified works be provided on or to the land or paid for in accordance with s 173 agreement		SSO, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PTP</u> .
Planning and Environment Act 1987	s 62(5)(c)	Power to include a permit condition that specified works be provided or paid for by the applicant		SSO, TSODF, <u>PTP</u> , MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PTP
Planning and Environment Act 1987	s 62(6)(a)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with ss 46N(1), 46GV(7) or 62(5)		SSO, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PTP</u> .
Planning and Environment Act 1987	s 62(6)(b)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in s 62(1)(a)		SSO, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PTP</u> .

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 63	Duty to issue the permit where made a decision in favour of the application (if no one has objected)		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PTP</u> .
Planning and Environment Act 1987	s 64(1)	Duty to give notice of decision to grant a permit to applicant and objectors	This provision applies also to a decision to grant an amendment to a permit - see s 75	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PTP</u>
Planning and Environment Act 1987	s 64(3)	Duty not to issue a permit until after the specified period	This provision applies also to a decision to grant an amendment to a permit - see s 75	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, PPO, <u>PTP</u> .
Planning and Environment Act 1987	s 64(5)	Duty to give each objector a copy of an exempt decision	This provision applies also to a decision to grant an amendment to a permit - see s 75	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PTP</u> .
Planning and Environment Act 1987	s 64A	Duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit	This provision applies also to a decision to grant an amendment to a permit - see s 75A	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PTP</u> .

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 65(1)	Duty to give notice of refusal to grant permit to applicant and person who objected under s 57		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PTP</u> .
Planning and Environment Act 1987	s 66(1)	Duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PTP</u> .
Planning and Environment Act 1987	s 66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit	If the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit recommended by the recommending referral authority	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, <u>PTP</u> , SGP
Planning and Environment Act 1987	s 66(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	If the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the permit	STP, MSTP, CSTP, <u>PTP</u> , DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 66(6)	Duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under s 64 or 65	If the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included on the permit	<u>PTP</u> , STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP
Planning and Environment Act 1987	s 69(1)	Function of receiving application for extension of time of permit		SSO, <u>PTP</u> , STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP,
Planning and Environment Act 1987	s 69(1A)	Function of receiving application for extension of time to complete development		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PTP</u> ,
Planning and Environment Act 1987	s 69(2)	Power to extend time		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, PPO, PTP <u>PTP</u> ,
Planning and Environment Act 1987	s 70	Duty to make copy permit available for inspection in accordance with the public availability requirements		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF,

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
				PSTP, SSTP, CP, PP, PSO, SGP, <u>PTP</u> .
Planning and Environment Act 1987	s 71(1)	Power to correct certain mistakes		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PTP</u> .
Planning and Environment Act 1987	s 71(2)	Duty to note corrections in register		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PTP</u> .
Planning and Environment Act 1987	s 73	Power to decide to grant amendment subject to conditions		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PTP</u> .
Planning and Environment Act 1987	s 74	Duty to issue amended permit to applicant if no objectors		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PTP</u> .

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 76	Duty to give applicant and objectors notice of decision to refuse to grant amendment to permit		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PTP</u> .
Planning and Environment Act 1987	s 76A(1)	Duty to give relevant determining referral authorities copy of amended permit and copy of notice		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PTP</u> .
Planning and Environment Act 1987	s 76A(2)	Duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	If the recommending referral authority objected to the amendment of the permit or the responsible authority decided not to include a condition on the amended permit recommended by the recommending referral authority	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, <u>PTP</u> , SGP
Planning and Environment Act 1987	s 76A(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	If the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit	STP, MSTP, CSTP, <u>PTP</u> , DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
			condition be included on the amended permit	
Planning and Environment Act 1987	s 76A(6)	Duty to give a recommending referral authority a copy of any amended permit which Council decides to grant and a copy of any notice given under s 64 or 76	If the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit	STP, <u>PTP</u> , MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP
Planning and Environment Act 1987	s 76D	Duty to comply with direction of Minister to issue amended permit		SSO, STP, <u>PTP</u> , TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP,
Planning and Environment Act 1987	s 83	Function of being respondent to an appeal		SSO, STP, <u>PTP</u> , TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP
Planning and Environment Act 1987	s 83B	Duty to give or publish notice of application for review		SSO, STP, <u>PTP</u> , TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 84(1)	Power to decide on an application at any time after an appeal is lodged against failure to grant a permit		SSO, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PTP</u> .
Planning and Environment Act 1987	s 84(2)	Duty not to issue a permit or notice of decision or refusal after an application is made for review of a failure to grant a permit		SSO, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PTP</u> .
Planning and Environment Act 1987	s 84(3)	Duty to tell principal registrar if decide to grant a permit after an application is made for review of its failure to grant a permit		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PTP</u> .
Planning and Environment Act 1987	s 84(6)	Duty to issue permit on receipt of advice within 3 business days		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PTP</u> .
Planning and Environment Act 1987	s 86	Duty to issue a permit at order of Tribunal within 3 business days		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PTP</u> .

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 87(3)	Power to apply to VCAT for the cancellation or amendment of a permit		SSO, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PTP</u> .
Planning and Environment Act 1987	s 90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, <u>PTP</u> , CP, PP, SGP
Planning and Environment Act 1987	s 91(2)	Duty to comply with the directions of VCAT		SSO, STP, TSODF, <u>PTP</u> , MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP
Planning and Environment Act 1987	s 91(2A)	Duty to issue amended permit to owner if Tribunal so directs		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, <u>PTP</u> , PSTP, SSTP, CP, PP, SGP
Planning and Environment Act 1987	s 92	Duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s 90		SSO, <u>PTP</u> , STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 93(2)	Duty to give notice of VCAT order to stop development		SSO, STP, <u>PTP</u> , CCPSC, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, EMRS, CP, PP, SGP, PTP
Planning and Environment Act 1987	s 95(3)	Function of referring certain applications to the Minister		MSTP, CSTP, <u>PTP</u> , DDG, PSP, EMDF, PSTP, PP
Planning and Environment Act 1987	s 95(4)	Duty to comply with an order or direction		STP, MSTP, CSTP, <u>PTP</u> , DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP
Planning and Environment Act 1987	s 96(1)	Duty to obtain a permit from the Minister to use and develop its land		MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, P
Planning and Environment Act 1987	s 96(2)	Function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land		MSTP, CSTP, <u>PTP</u> , DDG, PSP, EMDF, PSTP, PP
Planning and Environment Act 1987	s 96A(2)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment		MSTP, CSTP, DDG, <u>PTP</u> , PSP, EMDF, PSTP, MSP, PP, CSP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 96C	Power to give notice, to decide not to give notice, to publish notice and to exercise any other power under s 96C		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PTP</u> ,
Planning and Environment Act 1987	s 96G(1)	Power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under s 23 of the Planning and Environment (Planning Schemes) Act 1996		MSTP, CSTP, DDG, PSP, <u>PTP</u> , EMDF, PSTP, PP,
Planning and Environment Act 1987	s 96H(3)	Power to give notice in compliance with Minister's direction		MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, PP
Planning and Environment Act 1987	s 96J	Duty to issue permit as directed by the Minister		MSTP, CSTP, DDG, PSP, EMDF, PSTP, <u>PTP</u> , PP
Planning and Environment Act 1987	s 96K	Duty to comply with direction of the Minister to give notice of refusal		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PTP</u> ,

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 96Z	Duty to keep levy certificates given to it under ss 47 or 96A for no less than 5 years from receipt of the certificate		CO, POC, MSTP, CSTP, DDG, PSP, EMDF, PSTP, <u>PTP</u> , PP
Planning and Environment Act 1987	s 97D(1)	Duty to comply with directions of Minister to supply any document or assistance relating to application		MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, PP
Planning and Environment Act 1987	s 97G(3)	Function of receiving from Minister copy of notice of refusal to grant permit or copy of any permit granted by the Minister		MSTP, CSTP, <u>PTP</u> , DDG, PSP, EMDF, PSTP, PP
Planning and Environment Act 1987	s 97G(6)	Duty to make a copy of permits issued under s 97F available in accordance with the public availability requirements		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PTP</u> ,
Planning and Environment Act 1987	s 97L	Duty to include Ministerial decisions in a register kept under s 49		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PTP</u> ,
Planning and Environment Act 1987	s 97MH	Duty to provide information or assistance to the Planning Application Committee		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PTP</u> ,

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 97MI	Duty to contribute to the costs of the Planning Application Committee or subcommittee		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PTP</u> ,
Planning and Environment Act 1987	s 97O	Duty to consider application and issue or refuse to issue certificate of compliance		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PTP</u> ,
Planning and Environment Act 1987	s 97P(3)	Duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, <u>PTP</u> , PP, SGP
Planning and Environment Act 1987	s 97Q(2)	Function of being heard by VCAT at hearing of request for amendment or cancellation of certificate		STP, <u>PTP</u> , MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP
Planning and Environment Act 1987	s 97Q(4)	Duty to comply with directions of VCAT		STP, MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP
Planning and Environment Act 1987	s 97R	Duty to keep register of all applications for certificate of compliance and related decisions		STP, MSTP, CSTP, <u>PTP</u> , DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, PPTP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 98(1)&(2)	Function of receiving claim for compensation in certain circumstances		MSTP, CSTP, DDG, PSP, <u>PTP</u> , EMDF, PSTP, PP
Planning and Environment Act 1987	s 98(4)	Duty to inform any person of the name of the person from whom compensation can be claimed		MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, PP
Planning and Environment Act 1987	s 101	Function of receiving claim for expenses in conjunction with claim		MSTP, CSTP, <u>PTP</u> , DDG, PSP, EMDF, PSTP, PP
Planning and Environment Act 1987	s 103	Power to reject a claim for compensation in certain circumstances		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PTP</u> ,
Planning and Environment Act 1987	s.107(1)	Function of receiving claim for compensation		MSTP, CSTP, DDG, PSP, <u>PTP</u> , EMDF, PSTP, PP, PTP
Planning and Environment Act 1987	s 107(3)	Power to agree to extend time for making claim		MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, PP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 113(2)	Power to request a declaration for land to be proposed to be reserved for public purposes		SSO, STP, <u>PTP</u> , MSTP, PSP, EMDF
Planning and Environment Act 1987	s 114(1)	Power to apply to the VCAT for an enforcement order		CCPSC, MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, EMRS, PP
Planning and Environment Act 1987	s 117(1)(a)	Function of making a submission to the VCAT where objections are received		CCPSC, MSTP, CSTP, <u>PTP</u> , DDG, PSP, EMDF, PSTP, EMRS, PP
Planning and Environment Act 1987	s 120(1)	Power to apply for an interim enforcement order where s 114 application has been made		CCPSC, MSTP, CSTP, DDG, PSP, EMDF, PSTP, EMRS, PP, <u>PTP</u>
Planning and Environment Act 1987	s 123(1)	Power to carry out work required by enforcement order and recover costs		CCPSC, MSTP, CSTP, DDG, PSP, EMDF, PSTP, EMRS, PP, <u>PTP</u>
Planning and Environment Act 1987	s 123(2)	Power to sell buildings, materials, etc salvaged in carrying out work under s 123(1)	Except Crown Land	MSTP, DCS, CSTP, DDG, PSP, EMDF, <u>PTP</u> , PSTP, PP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 129	Function of recovering penalties		MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, <u>PTP</u> , PP
Planning and Environment Act 1987	s 130(5)	Power to allow person served with an infringement notice further time		CCPSC, MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, <u>PTP</u> , EMRS, PP
Planning and Environment Act 1987	s 149A(1)	Power to refer a matter to the VCAT for determination		MSTP, CSTP, DDG, PSP, EMDF, <u>PTP</u> , PSTP, PP
Planning and Environment Act 1987	s 149A(1A)	Power to apply to VCAT for the determination of a matter relating to the interpretation of a s.173 agreement		CCPSC, MSTP, CSTP, DDG, PSP, EMDF, PSTP, EMRS, PP, <u>PTP</u>
Planning and Environment Act 1987	s 156	Duty to pay fees and allowances (including a payment to the Crown under s 156(2A)), and payment or reimbursement for reasonable costs and expenses incurred by the panel in carrying out its functions unless the Minister directs otherwise under s 156(2B) power to ask for contribution under s 156(3) and power to abandon amendment or part of it under s 156(4)	Where Council is the relevant planning authority	MSTP, CSTP, DDG, PSP, EMDF, PSTP, <u>PTP</u> , PP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 171(2)(f)	Power to carry out studies and commission reports		MSTP, CSTP, DDG, <u>PTP</u> , PSP, EMDF, PSTP, PP, <u>PTP</u> .
Planning and Environment Act 1987	s 171(2)(g)	Power to grant and reserve easements		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, CP, PP, <u>PTP</u> .
Planning and Environment Act 1987	s 173(1)	Power to enter into agreement covering matters set out in s 174		MSTP, DCS, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, PP
Planning and Environment Act 1987		Power to decide whether something is to the satisfaction of Council, where an agreement made under s 173 of the Planning and Environment Act 1987 requires something to be to the satisfaction of Council or Responsible Authority		MSTP, DCS, CSTP, <u>PTP</u> , DDG, PSP, EMDF, PSTP, <u>PTP</u> , PP
Planning and Environment Act 1987		Power to give consent on behalf of Council, where an agreement made under s 173 of the Planning and Environment Act 1987 requires that something may not be done without the consent of Council or Responsible Authority		MSTP, DCS, CSTP, DDG, PSP, <u>PTP</u> , EMDF, PSTP, MSP, PP, CSP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 177(2)	Power to end a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9		MSTP, CSTP, DDG, PSP, EMDF, PSTP, <u>PTP</u> , PP
Planning and Environment Act 1987	s 178	power to amend a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9		MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, <u>PTP</u> , PP
Planning and Environment Act 1987	s 178A(1)	Function of receiving application to amend or end an agreement		SP, STP, MSTP, CSTP, <u>PTP</u> , DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP
Planning and Environment Act 1987	s 178A(3)	Function of notifying the owner as to whether it agrees in principle to the proposal under s 178A(1)		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PTP</u>
Planning and Environment Act 1987	s 178A(4)	Function of notifying the applicant and the owner as to whether it agrees in principle to the proposal		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PTP</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 178A(5)	Power to propose to amend or end an agreement		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PTP</u> .
Planning and Environment Act 1987	s 178B(1)	Duty to consider certain matters when considering proposal to amend an agreement		SP, STP, <u>PTP</u> , MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP
Planning and Environment Act 1987	s 178B(2)	Duty to consider certain matters when considering proposal to end an agreement		SP, STP, MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP
Planning and Environment Act 1987	s 178C(2)	Duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end		SP, STP, MSTP, CSTP, <u>PTP</u> , DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP
Planning and Environment Act 1987	s 178C(4)	Function of determining how to give notice under s 178C(2)		MSTP, CSTP, DDG, PSP, <u>PTP</u> , EMDF, PSTP, PP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 178E(1)	Duty not to make decision until after 14 days after notice has been given		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PTP</u> .
Planning and Environment Act 1987	s.178E(2)(a)	Power to amend or end the agreement in accordance with the proposal	If no objections are made under s 178D Must consider matters in s 178B	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PTP</u> .
Planning and Environment Act 1987	s 178E(2)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	If no objections are made under s 178D Must consider matters in s 178B	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PTP</u> .
Planning and Environment Act 1987	s 178E(2)(c)	Power to refuse to amend or end the agreement	If no objections are made under s 178D Must consider matters in s 178B	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PTP</u> .
Planning and Environment Act 1987	s 178E(3)(a)	Power to amend or end the agreement in accordance with the proposal	After considering objections, submissions and matters in s 178B	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PTP</u> .

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 178E(3)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	After considering objections, submissions and matters in s 178B	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PTP</u> .
Planning and Environment Act 1987	s.178E(3)(c)	power to amend or end the agreement in a manner that is substantively different from the proposal	After considering objections, submissions and matters in s.178B	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PTP</u> .
Planning and Environment Act 1987	s 178E(3)(d)	Power to refuse to amend or end the agreement	After considering objections, submissions and matters in s 178B	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PTP</u> .
Planning and Environment Act 1987	s 178F(1)	Duty to give notice of its decision under s 178E(3)(a) or (b)		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, <u>PTP</u> , CP, PP, SGP
Planning and Environment Act 1987	s 178F(2)	Duty to give notice of its decision under s 178E(2)(c) or (3)(d)		SP, STP, MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 178F(4)	Duty not to proceed to amend or end an agreement under s 178E until at least 21 days after notice has been given or until an application for review to the Tribunal has been determined or withdrawn		SP, STP, MSTP, CSTP, <u>PTP</u> , DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP
Planning and Environment Act 1987	s 178G	Duty to sign amended agreement and give copy to each other party to the agreement		MSTP, CSTP, DDG, PSP, <u>PTP</u> , EMDF, PSTP, MSP, PP
Planning and Environment Act 1987	s 178H	Power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PTP</u> .
Planning and Environment Act 1987	s 178I(3)	Duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land		SP, STP, MSTP, EMPSFM, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP <u>PTP</u> .
Planning and Environment Act 1987	s 179(2)	Duty to make copy of each agreement available in accordance with the public availability requirements		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PTP</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 181	Duty to apply to the Registrar of Titles to record the agreement and to deliver a memorial to Registrar-General		MSTP, CSTEP, DDG, PSP, <u>PTP</u> , EMDF, PSTP, PP
Planning and Environment Act 1987	s 181(1A)(a)	Power to apply to the Registrar of Titles to record the agreement		MSTP, <u>PTP</u> , CSTEP, DDG, PSP, EMDF, PSTP, PP
Planning and Environment Act 1987	s 181(1A)(b)	Duty to apply to the Registrar of Titles, without delay, to record the agreement		MSTP, CSTEP, <u>PTP</u> , DDG, PSP, EMDF, PSTP, PP
Planning and Environment Act 1987	s 182	Power to enforce an agreement		MSTP, CSTEP, DDG, PSP, EMDF, PSTP, EMRS, PP, <u>PTP</u> .
Planning and Environment Act 1987	s 183	Duty to tell Registrar of Titles of ending/amendment of agreement		MSTP, CSTEP, <u>PTP</u> , DDG, PSP, EMDF, PSTP, PP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 184F(1)	Power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision		SP, STP, MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP
Planning and Environment Act 1987	s 184F(2)	Duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement		SP, STP, MSTP, CSTP, <u>PTP</u> , DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SG
Planning and Environment Act 1987	s 184F(3)	Duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement		SP, STP, MSTP, CSTP, <u>PTP</u> , DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP
Planning and Environment Act 1987	s 184F(5)	Function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision		SP, STP, MSTP, CSTP, <u>PTP</u> , DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP
Planning and Environment Act 1987	s 184G(2)	Duty to comply with a direction of the Tribunal		SP, STP, MSTP, CSTP, <u>PTP</u> , DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 184G(3)	Duty to give notice as directed by the Tribunal		SP, STP, MSTP, CSTP, <u>PTP</u> , DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP
Planning and Environment Act 1987	s 198(1)	Function to receive application for planning certificate		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PTP</u>
Planning and Environment Act 1987	s 199(1)	Duty to give planning certificate to applicant		STP, MSTP, CSTP, DDG, <u>PTP</u> , PSP, EMDF, PSTP, SSTP, CP, PP, SGP
Planning and Environment Act 1987	s 201(1)	Function of receiving application for declaration of underlying zoning		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, <u>PTP</u> , PP, SGP, PO
Planning and Environment Act 1987	s 201(3)	Duty to make declaration		MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, PP
Planning and Environment Act 1987		Power to decide, in relation to any planning scheme or permit, that a specified thing has or has not been done to the satisfaction of Council		SP, STP, <u>PTP</u> , MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987		Power, in relation to any planning scheme or permit, to consent or refuse to consent to any matter which requires the consent or approval of Council		MSTP, CSTP, <u>PTP</u> , DDG, PSP, EMDF, PSTP, MSP, PP
Planning and Environment Act 1987		Power to approve any plan or any amendment to a plan or other document in accordance with a provision of a planning scheme or condition in a permit		MSTP, CSTP, DDG, <u>PTP</u> , PSP, EMDF, PSTP, PP
Planning and Environment Act 1987		Power to give written authorisation in accordance with a provision of a planning scheme		MSTP, CSTP, DDG, <u>PTP</u> , PSTP, PP,
Planning and Environment Regulations 2015	r.6	function of receiving notice, under section 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.	MSTP, <u>PTP</u> , DDG, PSP, EMDF, MSP
Planning and Environment Regulations 2015	r.21	power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written		SP, STP, <u>PTP</u> , MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
		confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under section 54 of the Act		
Planning and Environment Regulations 2015	r.25(a)	Duty to make copy of matter considered under section 60(1A)(g) in accordance with the public availability requirements	Where Council is the responsible authority	SP, STP, MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP
Planning and Environment Regulations 2015	r.25(b)	Function of receiving a copy of any document considered under section 60(1A)(g) by the responsible authority and duty to make the document available in accordance with the public availability requirements	Where Council is not the responsible authority but the relevant land is within Council's municipal district	SP, STP, MSTP, <u>PTP</u> , CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP
Planning and Environment Regulations 2015	r.42	function of receiving notice under section 96C(1)(c) of the Act from a planning authority of its preparation of a combined application for an amendment to a planning scheme and notice of a permit application	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.	MSTP, DDG, PSP, <u>PTP</u> , EMDF, MSP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment (Fees) Regulations 2016	r 20	Power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme		<u>PTP</u> , MSTP, DDG, PSP, EMDF
Planning and Environment (Fees) Regulations 2016	r 21	Duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r 19 or 20		MSTP, <u>PTP</u> , DDG, PSP, EMDF, MSP

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New Position – Senior Planning Liaison Enforcement Officer (SPLEO)

Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 4H	Duty to make amendment to Victoria Planning Provisions available in accordance with public availability requirements		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>SPLEO</u>
Planning and Environment Act 1987	s 4I(2)	Duty to make and copy of the Victorian Planning Provisions and other documents available in accordance with public availability requirements		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>SPLEO</u>
Planning and Environment Act 1987	s 26(2)	Duty to keep report of panel available in accordance with public availability requirements	During the inspection period	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>SPLEO</u>
Planning and Environment Act 1987	s 28(2)	Duty to publish notice of the decision on Internet site		MSTP, CSTP, DDG, PSP, EMDF, SSTP, SGP, <u>SPLEO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 28(4)	Duty to make notice of the decision available on Council's Internet site for a period of at least 2 months		MSTP, CSTP, DDG, PSP, EMDF, SSTP, SGP, <u>SPLEO</u>
Planning and Environment Act 1987	s 30(4)(a)	Duty to say if amendment has lapsed		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>SPLEO</u>
Planning and Environment Act 1987	s 30(4)(b)	Duty to provide information in writing upon request		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, CSP, <u>SPLEO</u>
Planning and Environment Act 1987	s 41(2)	Duty to make a copy of an approved amendment and any documents lodged with it available in person in accordance with the requirements set out in s 197B of the Act after the inspection period ends		MSTP, CSTP, DDG, PSP, EMDF, SSTP, SGP, <u>SPLEO</u>
Planning and Environment Act 1987	s 42(2)	Duty to make copy of planning scheme available in accordance with the public availability requirements		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>SPLEO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 46N(1)	Duty to include condition in permit regarding payment of development infrastructure levy		STP, MSG, SGPO, DCA, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGTSO, SGP, SPLEO
Planning and Environment Act 1987	s 49(1)	Duty to keep a register of all applications for permits and determinations relating to permits		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO
Planning and Environment Act 1987	s 49(2)	Duty to make register available for inspection in accordance with the public availability requirements		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO
Planning and Environment Act 1987	s 50(4)	Duty to amend application		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO
Planning and Environment Act 1987	s 50(5)	Power to refuse to amend application		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 50A(1)	Power to make amendment to application		SSO, SP, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given		SSO, SP, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 50A(4)	Duty to note amendment to application in register		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 51	Duty to make copy of application available for inspection in accordance with the public availability requirements		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 52(1)(a)	Duty to give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 52(1)(b)	Duty to give notice of the application to other municipal council where appropriate		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO
Planning and Environment Act 1987	s 52(1)(c)	Duty to give notice of the application to all persons required by the planning scheme		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO
Planning and Environment Act 1987	s 52(1)(ca)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if may result in breach of covenant		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO
Planning and Environment Act 1987	s 52(1)(cb)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if application is to remove or vary the covenant		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO
Planning and Environment Act 1987	s 52(1)(d)	Duty to give notice of the application to other persons who may be detrimentally effected		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s.52(1AA)	Duty to give notice of an application to remove or vary a registered restrictive covenant		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO
Planning and Environment Act 1987	s 52(3)	Power to give any further notice of an application where appropriate		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO
Planning and Environment Act 1987	s 53(1)	Power to require the applicant to give notice under s 52(1) to persons specified by it		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO
Planning and Environment Act 1987	s 53(1A)	Power to require the applicant to give the notice under s 52(1AA)		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO
Planning and Environment Act 1987	s 54(1)	Power to require the applicant to provide more information		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 54(1A)	Duty to give notice in writing of information required under s 54(1)		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>SPLEO</u>
Planning and Environment Act 1987	s 54(1B)	Duty to specify the lapse date for an application		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>SPLEO</u>
Planning and Environment Act 1987	s 54A(3)	Power to decide to extend time or refuse to extend time to give required information		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>SPLEO</u>
Planning and Environment Act 1987	s 54A(4)	Duty to give written notice of decision to extend or refuse to extend time under s 54A(3)		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>SPLEO</u>
Planning and Environment Act 1987	s 55(1)	Duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>SPLEO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 57(3)	Function of receiving name and address of persons to whom notice of decision is to go		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>SPLEO</u>
Planning and Environment Act 1987	s 57(5)	Duty to make a copy of all objections available in accordance with the public availability requirements		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>SPLEO</u>
Planning and Environment Act 1987	s 57A(4)	Duty to amend application in accordance with applicant's request, subject to s 57A(5)		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>SPLEO</u>
Planning and Environment Act 1987	s 57A(5)	Power to refuse to amend application		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>SPLEO</u>
Planning and Environment Act 1987	s 57A(6)	Duty to note amendments to application in register		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>SPLEO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 57B(1)	Duty to determine whether and to whom notice should be given		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>SPLEO</u>
Planning and Environment Act 1987	s 57B(2)	Duty to consider certain matters in determining whether notice should be given		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>SPLEO</u>
Planning and Environment Act 1987	s 57C(1)	Duty to give copy of amended application to referral authority		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>SPLEO</u>
Planning and Environment Act 1987	s 58	Duty to consider every application for a permit		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>SPLEO</u>
Planning and Environment Act 1987	s 60	Duty to consider certain matters		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>SPLEO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 60(1A)	Duty to consider certain matters		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 60(1B)	Duty to consider number of objectors in considering whether use or development may have significant social effect		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 61(1)	Power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application	The permit must not be inconsistent with a cultural heritage management plan under the Aboriginal Heritage Act 2006	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 61(2)	Duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 61(2A)	Power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 61(4)	Duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>SPLEO</u>
Planning and Environment Act 1987	s 62(1)	Duty to include certain conditions in deciding to grant a permit		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>SPLEO</u>
Planning and Environment Act 1987	s 62(2)	Power to include other conditions		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>SPLEO</u>
Planning and Environment Act 1987	s 62(4)	Duty to ensure conditions are consistent with paragraphs (a),(b) and (c)		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>SPLEO</u>
Planning and Environment Act 1987	s 63	Duty to issue the permit where made a decision in favour of the application (if no one has objected)		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>SPLEO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 64(1)	Duty to give notice of decision to grant a permit to applicant and objectors	This provision applies also to a decision to grant an amendment to a permit - see s 75	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO
Planning and Environment Act 1987	s 64(3)	Duty not to issue a permit until after the specified period	This provision applies also to a decision to grant an amendment to a permit - see s 75	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO
Planning and Environment Act 1987	s 64(5)	Duty to give each objector a copy of an exempt decision	This provision applies also to a decision to grant an amendment to a permit - see s 75	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO
Planning and Environment Act 1987	s 64A	Duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit	This provision applies also to a decision to grant an amendment to a permit - see s 75A	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO
Planning and Environment Act 1987	s 65(1)	Duty to give notice of refusal to grant permit to applicant and person who objected under s 57		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 66(1)	Duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO
Planning and Environment Act 1987	s 66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit	If the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit recommended by the recommending referral authority	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO
Planning and Environment Act 1987	s 66(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	If the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the permit	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO
Planning and Environment Act 1987	s 66(6)	Duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under s 64 or 65	If the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included on the permit	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 69(1)	Function of receiving application for extension of time of permit		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO
Planning and Environment Act 1987	s 69(1A)	Function of receiving application for extension of time to complete development		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO
Planning and Environment Act 1987	s 69(2)	Power to extend time		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO
Planning and Environment Act 1987	s 70	Duty to make copy permit available for inspection in accordance with the public availability requirements		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO
Planning and Environment Act 1987	s 71(1)	Power to correct certain mistakes		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 71(2)	Duty to note corrections in register		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO
Planning and Environment Act 1987	s 73	Power to decide to grant amendment subject to conditions		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO
Planning and Environment Act 1987	s 74	Duty to issue amended permit to applicant if no objectors		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO
Planning and Environment Act 1987	s 76	Duty to give applicant and objectors notice of decision to refuse to grant amendment to permit		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO
Planning and Environment Act 1987	s 76A(1)	Duty to give relevant determining referral authorities copy of amended permit and copy of notice		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 76A(2)	Duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	If the recommending referral authority objected to the amendment of the permit or the responsible authority decided not to include a condition on the amended permit recommended by the recommending referral authority	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO
Planning and Environment Act 1987	s 76A(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	If the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO
Planning and Environment Act 1987	s 76A(6)	Duty to give a recommending referral authority a copy of any amended permit which Council decides to grant and a copy of any notice given under s 64 or 76	If the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 76D	Duty to comply with direction of Minister to issue amended permit		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>SPLEO</u>
Planning and Environment Act 1987	s 83	Function of being respondent to an appeal		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>SPLEO</u>
Planning and Environment Act 1987	s 83B	Duty to give or publish notice of application for review		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>SPLEO</u>
Planning and Environment Act 1987	s 84(3)	Duty to tell principal registrar if decide to grant a permit after an application is made for review of its failure to grant a permit		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>SPLEO</u>
Planning and Environment Act 1987	s 84(6)	Duty to issue permit on receipt of advice within 3 business days		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>SPLEO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 86	Duty to issue a permit at order of Tribunal within 3 business days		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 91(2)	Duty to comply with the directions of VCAT		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 91(2A)	Duty to issue amended permit to owner if Tribunal so directs		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 92	Duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s 90		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 93(2)	Duty to give notice of VCAT order to stop development		SSO, STP, CCPSC, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, EMRS, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 95(4)	Duty to comply with an order or direction		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 97G(6)	Duty to make a copy of permits issued under s 97F available in accordance with the public availability requirements		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 97L	Duty to include Ministerial decisions in a register kept under s 49		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 97P(3)	Duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 97Q(2)	Function of being heard by VCAT at hearing of request for amendment or cancellation of certificate		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 97Q(4)	Duty to comply with directions of VCAT		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 97R	Duty to keep register of all applications for certificate of compliance and related decisions		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 178A(1)	Function of receiving application to amend or end an agreement		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 178A(3)	Function of notifying the owner as to whether it agrees in principle to the proposal under s 178A(1)		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 178A(4)	Function of notifying the applicant and the owner as to whether it agrees in principle to the proposal		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 178A(5)	Power to propose to amend or end an agreement		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 178B(1)	Duty to consider certain matters when considering proposal to amend an agreement		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 178B(2)	Duty to consider certain matters when considering proposal to end an agreement		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 178C(2)	Duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 178E(1)	Duty not to make decision until after 14 days after notice has been given		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s.178E(2)(a)	Power to amend or end the agreement in accordance with the proposal	If no objections are made under s 178D Must consider matters in s 178B	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 178E(2)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	If no objections are made under s 178D Must consider matters in s 178B	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 178E(2)(c)	Power to refuse to amend or end the agreement	If no objections are made under s 178D Must consider matters in s 178B	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 178E(3)(a)	Power to amend or end the agreement in accordance with the proposal	After considering objections, submissions and matters in s 178B	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 178E(3)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	After considering objections, submissions and matters in s 178B	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s.178E(3)(c)	power to amend or end the agreement in a manner that is substantively different from the proposal	After considering objections, submissions and matters in s.178B	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 178E(3)(d)	Power to refuse to amend or end the agreement	After considering objections, submissions and matters in s 178B	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 178F(1)	Duty to give notice of its decision under s 178E(3)(a) or (b)		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 178F(2)	Duty to give notice of its decision under s 178E(2)(c) or (3)(d)		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 178F(4)	Duty not to proceed to amend or end an agreement under s 178E until at least 21 days after notice has been given or until an application for review to the Tribunal has been determined or withdrawn		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 178H	Power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 178I(3)	Duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land		SP, STP, MSTP, EMPSFM, CSTP, DDG, PSP, EMDF, SPLEO , PSTP, SSTP, MSP, CP, PP, SGP
Planning and Environment Act 1987	s 184F(1)	Power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 184F(2)	Duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 184F(3)	Duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 184F(5)	Function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 184G(2)	Duty to comply with a direction of the Tribunal		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 184G(3)	Duty to give notice as directed by the Tribunal		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 198(1)	Function to receive application for planning certificate		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987	s 199(1)	Duty to give planning certificate to applicant		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 201(1)	Function of receiving application for declaration of underlying zoning		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO
Planning and Environment Act 1987		Power to decide, in relation to any planning scheme or permit, that a specified thing has or has not been done to the satisfaction of Council		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO
Planning and Environment Regulations 2015	r.21	power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under section 54 of the Act		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO
Planning and Environment Regulations 2015	r.25(a)	Duty to make copy of matter considered under section 60(1A)(g) in accordance with the public availability requirements	Where Council is the responsible authority	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO
Planning and Environment Regulations 2015	r.25(b)	Function of receiving a copy of any document considered under section 60(1A)(g) by the responsible authority and duty to make the document available in	Where Council is not the responsible authority but the relevant land is within Council's municipal district	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
		accordance with the public availability requirements		

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New position Coordinator Strategic Planning (CSP)

Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 4B	Power to prepare an amendment to the Victorian Planning Provisions	If authorised by the Minister	MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s 4G	Function of receiving prescribed documents and a copy of the Victorian Planning Provisions from the Minister		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s 4H	Duty to make amendment to Victoria Planning Provisions available in accordance with public availability requirements		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>
Planning and Environment Act 1987	s 4I(2)	Duty to make and copy of the Victorian Planning Provisions and other documents available in accordance with public availability requirements		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>
Planning and Environment Act 1987	s 8A(2)	Power to prepare amendment to the planning scheme where the Minister has given consent under s 8A		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 8A(3)	Power to apply to Minister to prepare an amendment to the planning scheme		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s 8A(5)	Function of receiving notice of the Minister's decision		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s 8A(7)	Power to prepare the amendment specified in the application without the Minister's authorisation if no response received after 10 business days		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s 8B(2)	Power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s 12(3)	Power to carry out studies and do things to ensure proper use of land and consult with other persons to ensure co-ordination of planning scheme with these persons		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 12B(1)	Duty to review planning scheme		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s 12B(2)	Duty to review planning scheme at direction of Minister		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s.12B(5)	duty to report findings of review of planning scheme to Minister without delay		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s 14	Duties of a Responsible Authority as set out in s 14(a) to (d)		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s 17(1)	Duty of giving copy amendment to the planning scheme		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s 17(2)	Duty of giving copy s 173 agreement		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 17(3)	Duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s 18	Duty to make amendment etc. available in accordance with public availability requirements	Until the proposed amendment is approved or lapsed	SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s 19	Power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to exercise any other power under s 19 to a planning scheme		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s 19	Function of receiving notice of preparation of an amendment to a planning scheme	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority.	SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s 20(1)	Power to apply to Minister for exemption from the requirements of s 19	Where Council is a planning authority	MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 21(2)	Duty to make submissions available in accordance with public availability requirements	Until the end of 2 months after the amendment comes into operation or lapses	SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s 21A(4)	Duty to publish notice		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s 22(1)	Duty to consider all submissions received before the date specified in the notice	Except submissions which request a change to the items in s 22(5)(a) and (b)	SP, EMO, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP <u>CSP</u>
Planning and Environment Act 1987	s 22(2)	Power to consider a late submission Duty to consider a late submission, if directed by the Minister		DDG, EMDF, MSP, <u>CSP</u>
Planning and Environment Act 1987	s 23(1)(b)	Duty to refer submissions which request a change to the amendment to a panel		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s 23(2)	Power to refer to a panel submissions which do not require a change to the amendment		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 24	Function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D)		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s 26(1)	Power to make report available for inspection in accordance with the requirements set out in s 197B of the Act		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s 26(2)	Duty to keep report of panel available in accordance with public availability requirements	During the inspection period	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>
Planning and Environment Act 1987	s 27(2)	Power to apply for exemption if panel's report not received		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s 28(1)	Duty to notify the Minister if abandoning an amendment	Note: the power to make a decision to abandon an amendment cannot be delegated	MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s 30(4)(a)	Duty to say if amendment has lapsed		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 30(4)(b)	Duty to provide information in writing upon request		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>
Planning and Environment Act 1987	s 32(2)	Duty to give more notice if required		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s 33(1)	Duty to give more notice of changes to an amendment		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s 36(2)	Duty to give notice of approval of amendment		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s 38(5)	Duty to give notice of revocation of an amendment		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s 39	Function of being a party to a proceeding commenced under s 39 and duty to comply with determination by VCAT		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 40(1)	Function of lodging copy of approved amendment		SP, MSTP, CSTP, DDG, PSP, EMDF, <u>CSP</u> PSTP, MSP, PP
Planning and Environment Act 1987	s 41(1)	Duty to make a copy of an approved amendment available in accordance with the public availability requirements during inspection period		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s 42(2)	Duty to make copy of planning scheme available in accordance with the public availability requirements		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>
Planning and Environment Act 1987	s 46AZC(2)	Duty not to prepare an amendment to a declared area planning scheme that is inconsistent with a Statement of Planning Policy for the declared area that is expressed to be binding on the responsible public entity	Where Council is a responsible public entity	SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s 46AZK	Duty not to act inconsistently with any provision of the Statement of Planning Policy that is expressed to be binding on the public entity when performing a function	Where Council is a responsible public entity	SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
		or duty or exercising a power in relation to the declared area		
Planning and Environment Act 1987	s 46V(4)	Duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available in accordance with s 197B of the Act and on payment of the prescribe fee, after the inspection period		DDG, EMDF, MSP, <u>CSP</u>
Planning and Environment Act 1987	s 46V(5)	Duty to keep a copy of the approved strategy plan incorporating all amendments to it		DDG, EMDF, MSP, <u>CSP</u>
Planning and Environment Act 1987	s 46V(6)	Duty to make a copy of the approved strategy plan incorporating all amendments to it available in accordance with the public available requirements		DDG, EMDF, MSP, <u>CSP</u>
Planning and Environment Act 1987	s 50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given		SSO, SP, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 96A(2)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, CSP <u>CSP</u>
Planning and Environment Act 1987		Power to give consent on behalf of Council, where an agreement made under s 173 of the Planning and Environment Act 1987 requires that something may not be done without the consent of Council or Responsible Authority		MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s 178A(1)	Function of receiving application to amend or end an agreement		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>
Planning and Environment Act 1987	s 178A(3)	Function of notifying the owner as to whether it agrees in principle to the proposal under s 178A(1)		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>
Planning and Environment Act 1987	s 178A(4)	Function of notifying the applicant and the owner as to whether it agrees in principle to the proposal		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 178A(5)	Power to propose to amend or end an agreement		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>
Planning and Environment Act 1987	s 178B(1)	Duty to consider certain matters when considering proposal to amend an agreement		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>
Planning and Environment Act 1987	s 178B(2)	Duty to consider certain matters when considering proposal to end an agreement		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>
Planning and Environment Act 1987	s 178C(2)	Duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>
Planning and Environment Act 1987	s 178E(1)	Duty not to make decision until after 14 days after notice has been given		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s.178E(2)(a)	Power to amend or end the agreement in accordance with the proposal	If no objections are made under s 178D Must consider matters in s 178B	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>
Planning and Environment Act 1987	s 178E(2)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	If no objections are made under s 178D Must consider matters in s 178B	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>
Planning and Environment Act 1987	s 178E(2)(c)	Power to refuse to amend or end the agreement	If no objections are made under s 178D Must consider matters in s 178B	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>
Planning and Environment Act 1987	s 178E(3)(a)	Power to amend or end the agreement in accordance with the proposal	After considering objections, submissions and matters in s 178B	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>
Planning and Environment Act 1987	s 178E(3)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	After considering objections, submissions and matters in s 178B	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP,

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
				SSTP, MSP, CP, PP, SGP, CSP <u>CSP</u>
Planning and Environment Act 1987	s.178E(3)(c)	power to amend or end the agreement in a manner that is substantively different from the proposal	After considering objections, submissions and matters in s.178B	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>
Planning and Environment Act 1987	s 178E(3)(d)	Power to refuse to amend or end the agreement	After considering objections, submissions and matters in s 178B	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>
Planning and Environment Act 1987	s 178F(1)	Duty to give notice of its decision under s 178E(3)(a) or (b)		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>
Planning and Environment Act 1987	s 178F(2)	Duty to give notice of its decision under s 178E(2)(c) or (3)(d)		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 178F(4)	Duty not to proceed to amend or end an agreement under s 178E until at least 21 days after notice has been given or until an application for review to the Tribunal has been determined or withdrawn		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>
Planning and Environment Act 1987	s 178G	Duty to sign amended agreement and give copy to each other party to the agreement		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>CSP</u>
Planning and Environment Act 1987	s 178H	Power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>
Planning and Environment Act 1987	s 178I(3)	Duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land		SP, STP, MSTP, EMPSFM, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>
Planning and Environment Act 1987	s 184F(1)	Power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 184F(2)	Duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>
Planning and Environment Act 1987	s 184F(3)	Duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>
Planning and Environment Act 1987	s 184F(5)	Function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>
Planning and Environment Act 1987	s 184G(2)	Duty to comply with a direction of the Tribunal		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>
Planning and Environment Act 1987	s 184G(3)	Duty to give notice as directed by the Tribunal		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 185B(1)	Duty to comply with a request from the Minister to provide the name, address, email address or telephone number of any person to whom the Minister is required to give notice		DDG, EMDF, MSP, CSP
Planning and Environment Act 1987		Power to decide, in relation to any planning scheme or permit, that a specified thing has or has not been done to the satisfaction of Council		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, CSP
Planning and Environment Act 1987		Power, in relation to any planning scheme or permit, to consent or refuse to consent to any matter which requires the consent or approval of Council		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, CSP
Planning and Environment Act 1987	s 201UAB(1)	Function of providing the Victoria Planning Authority with information relating to any land within municipal district		DDG, MSP, CSP
Planning and Environment Act 1987	s 201UAB(2)	Duty to provide the Victoria Planning Authority with information requested under s 201UAB(1) as soon as possible		DDG, MSP, CSP

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Regulations 2015	r.6	function of receiving notice, under section 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.	MSTP, DDG, PSP, EMDF, MSP, <u>CSP</u>
Planning and Environment Regulations 2015	r.21	power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under section 54 of the Act		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>
Planning and Environment Regulations 2015	r.25(a)	Duty to make copy of matter considered under section 60(1A)(g) in accordance with the public availability requirements	Where Council is the responsible authority	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>
Planning and Environment Regulations 2015	r.25(b)	Function of receiving a copy of any document considered under section 60(1A)(g) by the responsible authority and duty to make the document available in	Where Council is not the responsible authority but the relevant land is within Council's municipal district	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>CSP</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
		accordance with the public availability requirements		
Planning and Environment Regulations 2015	r.42	function of receiving notice under section 96C(1)(c) of the Act from a planning authority of its preparation of a combined application for an amendment to a planning scheme and notice of a permit application	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.	MSTP, DDG, PSP, EMDF, MSP, <u>CSP</u>
Planning and Environment (Fees) Regulations 2016	r 19	Power to waive or rebate a fee relating to an amendment of a planning scheme		DDG, MSP, <u>CSP</u>
Planning and Environment (Fees) Regulations 2016	r 21	Duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r 19 or 20		MSTP, DDG, PSP, EMDF, MSP, <u>CSP</u>

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New Position Principal Planning Officer (PPO)

Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 4B	Power to prepare an amendment to the Victorian Planning Provisions	If authorised by the Minister	MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 4G	Function of receiving prescribed documents and a copy of the Victorian Planning Provisions from the Minister		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 4H	Duty to make amendment to Victoria Planning Provisions available in accordance with public availability requirements		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 4I(2)	Duty to make and copy of the Victorian Planning Provisions and other documents available in accordance with public availability requirements		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 8A(2)	Power to prepare amendment to the planning scheme where the Minister has given consent under s 8A		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 8A(3)	Power to apply to Minister to prepare an amendment to the planning scheme		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 8A(5)	Function of receiving notice of the Minister's decision		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 8A(7)	Power to prepare the amendment specified in the application without the Minister's authorisation if no response received after 10 business days		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 8B(2)	Power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 12(3)	Power to carry out studies and do things to ensure proper use of land and consult with other persons to ensure co-ordination of planning scheme with these persons		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 12B(1)	Duty to review planning scheme		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 12B(2)	Duty to review planning scheme at direction of Minister		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s.12B(5)	duty to report findings of review of planning scheme to Minister without delay		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 14	Duties of a Responsible Authority as set out in s 14(a) to (d)		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 17(1)	Duty of giving copy amendment to the planning scheme		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 17(2)	Duty of giving copy s 173 agreement		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 17(3)	Duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 18	Duty to make amendment etc. available in accordance with public availability requirements	Until the proposed amendment is approved or lapsed	SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 19	Power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to exercise any other power under s 19 to a planning scheme		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 19	Function of receiving notice of preparation of an amendment to a planning scheme	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority.	SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 20(1)	Power to apply to Minister for exemption from the requirements of s 19	Where Council is a planning authority	MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 21(2)	Duty to make submissions available in accordance with public availability requirements	Until the end of 2 months after the amendment comes into operation or lapses	SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 21A(4)	Duty to publish notice		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 22(1)	Duty to consider all submissions received before the date specified in the notice	Except submissions which request a change to the items in s 22(5)(a) and (b)	SP, EMO, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 23(1)(b)	Duty to refer submissions which request a change to the amendment to a panel		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 23(2)	Power to refer to a panel submissions which do not require a change to the amendment		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 24	Function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D)		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 26(1)	Power to make report available for inspection in accordance with the requirements set out in s 197B of the Act		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 26(2)	Duty to keep report of panel available in accordance with public availability requirements	During the inspection period	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, <u>PPO</u>
Planning and Environment Act 1987	s 27(2)	Power to apply for exemption if panel's report not received		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 28(1)	Duty to notify the Minister if abandoning an amendment	Note: the power to make a decision to abandon an amendment cannot be delegated	MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 30(4)(a)	Duty to say if amendment has lapsed		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 30(4)(b)	Duty to provide information in writing upon request		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 32(2)	Duty to give more notice if required		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 33(1)	Duty to give more notice of changes to an amendment		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 36(2)	Duty to give notice of approval of amendment		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 38(5)	Duty to give notice of revocation of an amendment		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 39	Function of being a party to a proceeding commenced under s 39 and duty to comply with determination by VCAT		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 40(1)	Function of lodging copy of approved amendment		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 41(1)	Duty to make a copy of an approved amendment available in accordance with the public availability requirements during inspection period		SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 42(2)	Duty to make copy of planning scheme available in accordance with the public availability requirements		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 46AZC(2)	Duty not to prepare an amendment to a declared area planning scheme that is inconsistent with a Statement of Planning Policy for the declared area that is expressed to be binding on the responsible public entity	Where Council is a responsible public entity	SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 46AZK	Duty not to act inconsistently with any provision of the Statement of Planning Policy that is expressed to be binding on the public entity when performing a	Where Council is a responsible public entity	SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
		function or duty or exercising a power in relation to the declared area		
Planning and Environment Act 1987	s 46GZ(5)	Duty to forward any part of a land equalisation amount required for the acquisition of outer public purpose land by a development agency specified in the approved infrastructure contributions plan to that development agency	Where Council is the collecting agency under an approved infrastructure contributions plan This provision does not apply where Council is also the relevant development agency	MSG, SGPO, DCA, MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 46GZA(2)	Duty to keep the accounts and records in accordance with the Local Government Act 2020	Where Council is a development agency under an approved infrastructure contributions plan	MSG, SGPO, DCA, MSTP, DCS, CSTP, DDG, PSP, EMDF, <u>PPO</u> , PSTP, PP, SGTSO
Planning and Environment Act 1987	s 46GZB(4)	Duty, in accordance with requirements of the VPA, to report on the use of the infrastructure contribution in the development agency's annual report and provide reports on the use of the infrastructure contribution to the VPA	If the VPA is the collecting agency under an approved infrastructure contributions plan Where Council is a development agency under an approved infrastructure contributions plan	MSG, SGPO, DCA, MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 46GZE(2)	Duty to forward the land equalisation amount back to the collecting agency within 6 months after the expiry date if any part of a land equalisation amount paid or forwarded to a development agency for acquiring outer public purpose land has not been expended by the development agency to acquire that land at the date on which the approved infrastructure contributions plan expires	Where Council is the development agency under an approved infrastructure contributions plan This duty does not apply where Council is also the collecting agency	MSG, SGPO, DCA, MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO, <u>PPO</u>
Planning and Environment Act 1987	s 46N(1)	Duty to include condition in permit regarding payment of development infrastructure levy		STP, MSG, SGPO, DCA, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGTSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 46N(2)(c)	Function of determining time and manner for receipt of development contributions levy		MSG, SGPO, DCA, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO, <u>PPO</u>
Planning and Environment Act 1987	s 46N(2)(d)	Power to enter into an agreement with the applicant regarding payment of development infrastructure levy		MSG, SGPO, DCA, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 46O(1)(a) & (2)(a)	Power to ensure that community infrastructure levy is paid, or agreement is in place, prior to issuing building permit		MSG, SGPO, DCA, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO, <u>PPO</u>
Planning and Environment Act 1987	s 46O(1)(d) & (2)(d)	Power to enter into agreement with the applicant regarding payment of community infrastructure levy		MSG, SGPO, DCA, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO, <u>PPO</u>
Planning and Environment Act 1987	s 46P(1)	Power to require payment of amount of levy under s 46N or s 46O to be satisfactorily secured		MSG, SGPO, DCA, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO, <u>PPO</u>
Planning and Environment Act 1987	s 46P(2)	Power to accept provision of land, works, services or facilities in part or full payment of levy payable		MSG, SGPO, DCA, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO, <u>PPO</u>
Planning and Environment Act 1987	s 46Q(1)	Duty to keep proper accounts of levies paid		MSG, SGPO, DCA, MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO, <u>PPO</u>
Planning and Environment Act 1987	s 46Q(1A)	Duty to forward to development agency part of levy imposed for carrying out works, services, or facilities on behalf of development agency or plan preparation costs incurred by a development agency		MSG, SGPO, DCA, MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 46Q(2)	Duty to apply levy only for a purpose relating to the provision of plan preparation costs or the works, services and facilities in respect of which the levy was paid etc		MSG, SGPO, DCA, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO, <u>PPO</u>
Planning and Environment Act 1987	s 46Q(3)	Power to refund any amount of levy paid if it is satisfied the development is not to proceed	Only applies when levy is paid to Council as a 'development agency'	MSG, SGPO, DCA, MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO, <u>PPO</u>
Planning and Environment Act 1987	s 46Q(4)(c)	Duty to pay amount to current owners of land in the area if an amount of levy has been paid to a municipal council as a development agency for plan preparation costs incurred by the Council or for the provision by the Council of works, services or facilities in an area under s 46Q(4)(a)	Must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister	MSG, SGPO, DCA, MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO, <u>PPO</u>
Planning and Environment Act 1987	s 46Q(4)(d)	Duty to submit to the Minister an amendment to the approved development contributions plan	Must be done in accordance with Part 3	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s46Q(4)(e)	Duty to expend that amount on other works etc.	With the consent of, and in the manner approved by, the Minister	MSG, SGPO, DCA, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 46QC	Power to recover any amount of levy payable under Part 3B		MSG, SGPO, DCA, MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO, <u>PPO</u>
Planning and Environment Act 1987	s 46Y	Duty to carry out works in conformity with the approved strategy plan		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 47	Power to decide that an application for a planning permit does not comply with that Act		CO, POC, MSTP, CSTP, DDG, <u>PPO</u> PSP, EMDF, PSTP, PP
Planning and Environment Act 1987	s 49(1)	Duty to keep a register of all applications for permits and determinations relating to permits		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 49(2)	Duty to make register available for inspection in accordance with the public availability requirements		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 50(4)	Duty to amend application		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 50(5)	Power to refuse to amend application		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 50(6)	Duty to make note of amendment to application in register		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, SCO, EMDF, PSTP, AOSC, CP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 50A(1)	Power to make amendment to application		SSO, SP, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given		SSO, SP, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, PPO, <u>PPO</u>
Planning and Environment Act 1987	s 50A(4)	Duty to note amendment to application in register		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 51	Duty to make copy of application available for inspection in accordance with the public availability requirements		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 52(1)(a)	Duty to give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 52(1)(b)	Duty to give notice of the application to other municipal council where appropriate		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 52(1)(c)	Duty to give notice of the application to all persons required by the planning scheme		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 52(1)(ca)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if may result in breach of covenant		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 52(1)(cb)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if application is to remove or vary the covenant		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 52(1)(d)	Duty to give notice of the application to other persons who may be detrimentally effected		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s.52(1AA)	Duty to give notice of an application to remove or vary a registered restrictive covenant		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 52(3)	Power to give any further notice of an application where appropriate		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 53(1)	Power to require the applicant to give notice under s 52(1) to persons specified by it		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 53(1A)	Power to require the applicant to give the notice under s 52(1AA)		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 54(1)	Power to require the applicant to provide more information		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 54(1A)	Duty to give notice in writing of information required under s 54(1)		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 54(1B)	Duty to specify the lapse date for an application		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 54A(3)	Power to decide to extend time or refuse to extend time to give required information		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 54A(4)	Duty to give written notice of decision to extend or refuse to extend time under s 54A(3)		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 55(1)	Duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 57(2A)	Power to reject objections considered made primarily for commercial advantage for the objector		SSO, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 57(3)	Function of receiving name and address of persons to whom notice of decision is to go		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 57(5)	Duty to make a copy of all objections available in accordance with the public availability requirements		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 57A(4)	Duty to amend application in accordance with applicant's request, subject to s 57A(5)		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 57A(5)	Power to refuse to amend application		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 57A(6)	Duty to note amendments to application in register		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 57B(1)	Duty to determine whether and to whom notice should be given		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 57B(2)	Duty to consider certain matters in determining whether notice should be given		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 57C(1)	Duty to give copy of amended application to referral authority		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 58	Duty to consider every application for a permit		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 58A	Power to request advice from the Planning Application Committee		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 60	Duty to consider certain matters		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 60(1A)	Duty to consider certain matters		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 60(1B)	Duty to consider number of objectors in considering whether use or development may have significant social effect		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 61(1)	Power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application	The permit must not be inconsistent with a cultural heritage management plan under the Aboriginal Heritage Act 2006	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 61(2)	Duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 61(2A)	Power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 61(4)	Duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 62(1)	Duty to include certain conditions in deciding to grant a permit		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 62(2)	Power to include other conditions		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 62(4)	Duty to ensure conditions are consistent with paragraphs (a),(b) and (c)		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 62(5)(a)	Power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan		SSO, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 62(5)(b)	Power to include a permit condition that specified works be provided on or to the land or paid for in accordance with s 173 agreement		SSO, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 62(5)(c)	Power to include a permit condition that specified works be provided or paid for by the applicant		SSO, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 62(6)(a)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with ss 46N(1), 46GV(7) or 62(5)		SSO, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 62(6)(b)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in s 62(1)(a)		SSO, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 63	Duty to issue the permit where made a decision in favour of the application (if no one has objected)		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 64(1)	Duty to give notice of decision to grant a permit to applicant and objectors	This provision applies also to a decision to grant an amendment to a permit - see s 75	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 64(3)	Duty not to issue a permit until after the specified period	This provision applies also to a decision to grant an amendment to a permit - see s 75	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 64(5)	Duty to give each objector a copy of an exempt decision	This provision applies also to a decision to grant an amendment to a permit - see s 75	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, PPO
Planning and Environment Act 1987	s 64A	Duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit	This provision applies also to a decision to grant an amendment to a permit - see s 75A	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, PPO
Planning and Environment Act 1987	s 65(1)	Duty to give notice of refusal to grant permit to applicant and person who objected under s 57		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, PPO
Planning and Environment Act 1987	s 66(1)	Duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, PPO
Planning and Environment Act 1987	s 66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit	If the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, PPO

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
			recommended by the recommending referral authority	
Planning and Environment Act 1987	s 66(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	If the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the permit	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 66(6)	Duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under s 64 or 65	If the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included on the permit	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 69(1)	Function of receiving application for extension of time of permit		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 69(1A)	Function of receiving application for extension of time to complete development		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 69(2)	Power to extend time		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 70	Duty to make copy permit available for inspection in accordance with the public availability requirements		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 71(1)	Power to correct certain mistakes		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 71(2)	Duty to note corrections in register		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 73	Power to decide to grant amendment subject to conditions		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 74	Duty to issue amended permit to applicant if no objectors		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 76	Duty to give applicant and objectors notice of decision to refuse to grant amendment to permit		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 76A(1)	Duty to give relevant determining referral authorities copy of amended permit and copy of notice		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 76A(2)	Duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	If the recommending referral authority objected to the amendment of the permit or the responsible authority decided not to include a condition on the amended permit recommended by the recommending referral authority	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 76A(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	If the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 76A(6)	Duty to give a recommending referral authority a copy of any amended permit which Council decides to grant and a copy of any notice given under s 64 or 76	If the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 76D	Duty to comply with direction of Minister to issue amended permit		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 83	Function of being respondent to an appeal		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 83B	Duty to give or publish notice of application for review		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 84(1)	Power to decide on an application at any time after an appeal is lodged against failure to grant a permit		SSO, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 84(2)	Duty not to issue a permit or notice of decision or refusal after an application is made for review of a failure to grant a permit		SSO, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 84(3)	Duty to tell principal registrar if decide to grant a permit after an application is made for review of its failure to grant a permit		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 84(6)	Duty to issue permit on receipt of advice within 3 business days		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 86	Duty to issue a permit at order of Tribunal within 3 business days		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 87(3)	Power to apply to VCAT for the cancellation or amendment of a permit		SSO, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 91(2)	Duty to comply with the directions of VCAT		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 91(2A)	Duty to issue amended permit to owner if Tribunal so directs		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 92	Duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s 90		SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 93(2)	Duty to give notice of VCAT order to stop development		SSO, STP, CCPSC, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, EMRS, CP, PP, SGP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 95(3)	Function of referring certain applications to the Minister		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 95(4)	Duty to comply with an order or direction		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 96(1)	Duty to obtain a permit from the Minister to use and develop its land		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 96(2)	Function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 96A(2)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, CSP, <u>PPO</u>
Planning and Environment Act 1987	s 96C	Power to give notice, to decide not to give notice, to publish notice and to exercise any other power under s 96C		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 96G(1)	Power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under s 23 of the Planning and Environment (Planning Schemes) Act 1996		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 96H(3)	Power to give notice in compliance with Minister's direction		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 96J	Duty to issue permit as directed by the Minister		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 96K	Duty to comply with direction of the Minister to give notice of refusal		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 96Z	Duty to keep levy certificates given to it under ss 47 or 96A for no less than 5 years from receipt of the certificate		CO, POC, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 97D(1)	Duty to comply with directions of Minister to supply any document or assistance relating to application		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 97G(3)	Function of receiving from Minister copy of notice of refusal to grant permit or copy of any permit granted by the Minister		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 97G(6)	Duty to make a copy of permits issued under s 97F available in accordance with the public availability requirements		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 97L	Duty to include Ministerial decisions in a register kept under s 49		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 97MH	Duty to provide information or assistance to the Planning Application Committee		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 97MI	Duty to contribute to the costs of the Planning Application Committee or subcommittee		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 97O	Duty to consider application and issue or refuse to issue certificate of compliance		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 97P(3)	Duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 97Q(2)	Function of being heard by VCAT at hearing of request for amendment or cancellation of certificate		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 97Q(4)	Duty to comply with directions of VCAT		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 97R	Duty to keep register of all applications for certificate of compliance and related decisions		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 98(1)&(2)	Function of receiving claim for compensation in certain circumstances		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 98(4)	Duty to inform any person of the name of the person from whom compensation can be claimed		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, <u>PPO</u>
Planning and Environment Act 1987	s 101	Function of receiving claim for expenses in conjunction with claim		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, <u>PPO</u>
Planning and Environment Act 1987	s 103	Power to reject a claim for compensation in certain circumstances		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s.107(1)	Function of receiving claim for compensation		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 107(3)	Power to agree to extend time for making claim		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 114(1)	Power to apply to the VCAT for an enforcement order		CCPSC, MSTP, CSTP, DDG, PSP, EMDF, PSTP, EMRS, PP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 117(1)(a)	Function of making a submission to the VCAT where objections are received		CCPSC, MSTP, CSTP, DDG, PSP, EMDF, PSTP, EMRS, PP, <u>PPO</u>
Planning and Environment Act 1987	s 120(1)	Power to apply for an interim enforcement order where s 114 application has been made		CCPSC, MSTP, CSTP, DDG, PSP, EMDF, PSTP, EMRS, PP, <u>PPO</u>
Planning and Environment Act 1987	s 123(1)	Power to carry out work required by enforcement order and recover costs		CCPSC, MSTP, CSTP, DDG, PSP, EMDF, PSTP, EMRS, PP, <u>PPO</u>
Planning and Environment Act 1987	s 123(2)	Power to sell buildings, materials, etc salvaged in carrying out work under s 123(1)	Except Crown Land	MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 129	Function of recovering penalties		MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 130(5)	Power to allow person served with an infringement notice further time		CCPSC, MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, EMRS, PP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 149A(1)	Power to refer a matter to the VCAT for determination		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 149A(1A)	Power to apply to VCAT for the determination of a matter relating to the interpretation of a s.173 agreement		CCPSC, MSTP, CSTP, DDG, PSP, EMDF, PSTP, EMRS, PP, <u>PPO</u>
Planning and Environment Act 1987	s 156	Duty to pay fees and allowances (including a payment to the Crown under s 156(2A)), and payment or reimbursement for reasonable costs and expenses incurred by the panel in carrying out its functions unless the Minister directs otherwise under s 156(2B) power to ask for contribution under s 156(3) and power to abandon amendment or part of it under s 156(4)	Where Council is the relevant planning authority	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 171(2)(f)	Power to carry out studies and commission reports		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 171(2)(g)	Power to grant and reserve easements		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, CP, PP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 173(1)	Power to enter into agreement covering matters set out in s 174		MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987		Power to decide whether something is to the satisfaction of Council, where an agreement made under s 173 of the Planning and Environment Act 1987 requires something to be to the satisfaction of Council or Responsible Authority		MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987		Power to give consent on behalf of Council, where an agreement made under s 173 of the Planning and Environment Act 1987 requires that something may not be done without the consent of Council or Responsible Authority		MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 177(2)	Power to end a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 178	power to amend a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9		MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 178A(1)	Function of receiving application to amend or end an agreement		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 178A(3)	Function of notifying the owner as to whether it agrees in principle to the proposal under s 178A(1)		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 178A(4)	Function of notifying the applicant and the owner as to whether it agrees in principle to the proposal		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 178A(5)	Power to propose to amend or end an agreement		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 178B(1)	Duty to consider certain matters when considering proposal to amend an agreement		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 178B(2)	Duty to consider certain matters when considering proposal to end an agreement		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 178C(2)	Duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 178C(4)	Function of determining how to give notice under s 178C(2)		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 178E(1)	Duty not to make decision until after 14 days after notice has been given		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s.178E(2)(a)	Power to amend or end the agreement in accordance with the proposal	If no objections are made under s 178D	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
			Must consider matters in s 178B	
Planning and Environment Act 1987	s 178E(2)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	If no objections are made under s 178D Must consider matters in s 178B	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 178E(2)(c)	Power to refuse to amend or end the agreement	If no objections are made under s 178D Must consider matters in s 178B	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 178E(3)(a)	Power to amend or end the agreement in accordance with the proposal	After considering objections, submissions and matters in s 178B	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 178E(3)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	After considering objections, submissions and matters in s 178B	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s.178E(3)(c)	power to amend or end the agreement in a manner that is substantively different from the proposal	After considering objections, submissions and matters in s.178B	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 178E(3)(d)	Power to refuse to amend or end the agreement	After considering objections, submissions and matters in s 178B	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 178F(1)	Duty to give notice of its decision under s 178E(3)(a) or (b)		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 178F(2)	Duty to give notice of its decision under s 178E(2)(c) or (3)(d)		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 178F(4)	Duty not to proceed to amend or end an agreement under s 178E until at least 21 days after notice has been given or until an application for review to the Tribunal has been determined or withdrawn		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 178G	Duty to sign amended agreement and give copy to each other party to the agreement		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 178H	Power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 178I(3)	Duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land		SP, STP, MSTP, EMPSFM, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 179(2)	Duty to make copy of each agreement available in accordance with the public availability requirements		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 181	Duty to apply to the Registrar of Titles to record the agreement and to deliver a memorial to Registrar-General		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 181(1A)(a)	Power to apply to the Registrar of Titles to record the agreement		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 181(1A)(b)	Duty to apply to the Registrar of Titles, without delay, to record the agreement		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 182	Power to enforce an agreement		MSTP, CSTP, DDG, PSP, EMDF, PSTP, EMRS, PP, <u>PPO</u>
Planning and Environment Act 1987	s 183	Duty to tell Registrar of Titles of ending/amendment of agreement		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987	s 184F(1)	Power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 184F(2)	Duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 184F(3)	Duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 184F(5)	Function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 184G(2)	Duty to comply with a direction of the Tribunal		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 184G(3)	Duty to give notice as directed by the Tribunal		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 198(1)	Function to receive application for planning certificate		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 199(1)	Duty to give planning certificate to applicant		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987	s 201(1)	Function of receiving application for declaration of underlying zoning		STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Act 1987	s 201(3)	Duty to make declaration		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987		Power to decide, in relation to any planning scheme or permit, that a specified thing has or has not been done to the satisfaction of Council		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Act 1987		Power, in relation to any planning scheme or permit, to consent or refuse to consent to any matter which requires the consent or approval of Council		MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, <u>PPO</u>
Planning and Environment Act 1987		Power to approve any plan or any amendment to a plan or other document in accordance with a provision of a planning scheme or condition in a permit		MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, <u>PPO</u>
Planning and Environment Act 1987		Power to give written authorisation in accordance with a provision of a planning scheme		MSTP, CSTP, DDG, PSP, PSTP, PP, <u>PPO</u>

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Delegation Source	Section	Powers and Functions Delegated	Conditions and Limitations	Delegate or Sub-Delegate
Planning and Environment Regulations 2015	r.21	power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under section 54 of the Act		SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Regulations 2015	r.25(a)	Duty to make copy of matter considered under section 60(1A)(g) in accordance with the public availability requirements	Where Council is the responsible authority	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>
Planning and Environment Regulations 2015	r.25(b)	Function of receiving a copy of any document considered under section 60(1A)(g) by the responsible authority and duty to make the document available in accordance with the public availability requirements	Where Council is not the responsible authority but the relevant land is within Council's municipal district	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, <u>PPO</u>

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BALLARAT CITY COUNCIL

INSTRUMENT OF DELEGATION

S6 INSTRUMENT OF DELEGATION - MEMBERS OF STAFF

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Preamble

Instrument of Delegation

In exercise of the powers conferred by the legislation referred to in the attached Schedule, the Council:

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;
2. record that references in the Schedule are as follows:

Abbreviation	Position
AOBS	Administration Officer Building Services
AOEH	Administration Officer Environmental Health
AOLLT	Administration Officer Local Laws and Traffic
AORS	Administration Officer Regulatory Services
AOSC	Administration Officer Statutory Compliance
CAEO	Compliance and Events Officer
CO	Compliance Officer
CAM	Coordinator Asset Management
CBS	Coordinator Building Services
CCPSC	Coordinator Compliance Parking and School Crossings
CEH	Coordinator Environmental Health
CGNR	Coordinator Gardens and Natural Resources

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Abbreviation	Position
CID	Coordinator Infrastructure Delivery
CPG	Coordinator Parks and Gardens
CRC	Coordinator Risk and Compliance
CRM	Coordinator Road Maintenance
CSTP	Coordinator Statutory Planning
CSP	Coordinator Strategic Planning
CTT	Coordinator Traffic and Transport
CUFOS	Coordinator Urban Forest and Open Spaces
CP	Counter Planner
DCA	Development Contributions Accountant
DCS	Director Corporate Services
DDG	Director Development and Growth
DIE	Director Infrastructure and Environment
EHO	Environmental Health Officer
EMDF	Executive Manager Development Facilitation
EMEG	Executive Manager Economic Growth
EMGR	Executive Manager Governance and Risk

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Abbreviation	Position
EMI	Executive Manager Infrastructure
EMO	Executive Manager Operations
EMPSFM	Executive Manager Property Services and Facilities Management
EMRS	Executive Manager Regulatory Services
HSO	Health Services Officer
MSTP	Manager Statutory Planning
MSP	Manager Strategic Planning
MSG	Manager Sustainable Growth
MBS	Municipal Building Surveyor
Not Applicable	Not Applicable
Not Delegated	Not Delegated
PSO	Planning Support Officer
PP	Principal Planner
PPO	Principal Planning Officer
PSTP	Principal Statutory Planner
PSP	Principal Strategic Planner
PTP	Principal Transport Planner

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Abbreviation	Position
POC	Project Officer Compliance
RMCS	Road Maintenance Contract Supervisor
RMS	Road Maintenance Scheduler
SASO	Senior Asset Surveillance Officer
SPLEO	Senior Planning Liaison Enforcement Officer
SSTP	Senior Statutory Planner
SSO	Senior Subdivision Officer
SCO	Statutory Compliance Officer
STP	Statutory Planner
SP	Strategic Planner
SASU	Supervisor Asset Surveillance
SPD	Supervisor Pathways and Drainage
SRS	Supervisor Road Safety
SUSR	Supervisor Sealed Roads
SUR	Supervisor Unsealed Roads
SGP	Sustainable Growth Planner
SGPO	Sustainable Growth Project Officer

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Abbreviation	Position
SGTSO	Sustainable Growth Technical Support Officer
TLCP	Team Leader Compliance and Parking
TLEG	Team Leader Economic Growth
TLEH	Team Leader Environmental Health
TLRSATS	Team Leader Regulatory Services Administration/Technical Support
TOBS	Technical Officer Building Services
TOEH	Technical Officer Environmental Health
TSODF	Technical Support Officer Development Facilitation
TTE	Traffic and Transport Engineer

3. declares that:

3.1 this Instrument of Delegation is authorised by [#insert "a resolution" or "resolutions"#] of Council passed on [#date#] [#add "and [date]", if appropriate#]; and

3.2 the delegation:

3.2.1 remains in force until varied or revoked;

3.2.2 is subject to any conditions and limitations set out in sub-paragraph 3.3, and the Schedule; and

3.2.3 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and

3.3 the delegate must not determine the issue, take the action or do the act or thing:

3.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;

3.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a

(a) policy; or

(b) strategy

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adopted by Council;

3.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation; or

3.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff or delegated committee.

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Delegation Sources

- Cemeteries and Crematoria Act 2003
- Domestic Animals Act 1994
- Food Act 1984
- Heritage Act 2017
- Local Government Act 1989
- Planning and Environment Act 1987
- Residential Tenancies Act 1997
- Road Management Act 2004
- Cemeteries and Crematoria Regulations 2015
- Planning and Environment Regulations 2015
- Planning and Environment (Fees) Regulations 2016
- Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020
- Road Management (General) Regulations 2016
- Road Management (Works and Infrastructure) Regulations 2015

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S6 Instrument of Delegation - Members of Staff

Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 8(1)(a)(ii)	Power to manage one or more public cemeteries	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	Where Council is a Class B cemetery trust
s 12(1)	Function to properly and efficiently manage and maintain each public cemetery for which responsible and carry out any other function conferred under this Act	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	Where Council is a Class B cemetery trust
s 12(2)	Duty to have regard to the matters set out in paragraphs (a) - (c) in exercising its functions	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	Where Council is a Class B cemetery trust
s 13	Duty to do anything necessary or convenient to enable it to carry out its functions	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 14	Power to manage multiple public cemeteries as if they are one cemetery.	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 15(4)	Duty to keep records of delegations	DCS, EMGR, SCO, AOSC, CRC	
s 17(1)	Power to employ any persons necessary	EMPSFM, DIE	
s 17(2)	Power to engage any professional, technical or other assistance considered necessary	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 17(3)	Power to determine the terms and conditions of employment or engagement	EMPSFM, DIE	Subject to any guidelines or directions of the Secretary
s 18(3)	Duty to comply with a direction from the Secretary	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 19	Power to carry out or permit the carrying out of works	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 20(1)	Duty to set aside areas for the interment of human remains	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 20(2)	Power to set aside areas for the purposes of managing a public cemetery	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 20(3)	Power to set aside areas for those things in paragraphs (a) - (e)	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 24(2)	Power to apply to the Secretary for approval to alter the existing distribution of land	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 36	Power to grant licences to enter and use part of the land or building in a public cemetery in accordance with s 36	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	Subject to the approval of the Minister

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 37	Power to grant leases over land in a public cemetery in accordance with s 37	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	Subject to the Minister approving the purpose
s 40	Duty to notify Secretary of fees and charges fixed under s 39	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 47	Power to pay a contribution toward the cost of the construction and maintenance of any private street adjoining or abutting a cemetery	DCS	Provided the street was constructed pursuant to the Local Government Act 1989
s 52	Duty to submit a report to the Secretary in relation to any public cemetery for which the cemetery trust is responsible for each financial year in respect of which it manages that cemetery	EMPSFM, DIE	
s 57(1)	Duty to submit a report to the Secretary every financial year in respect of powers and functions under the Act	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	Report must contain the particulars listed in s 57(2)

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 59	Duty to keep records for each public cemetery	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 60(1)	Duty to make information in records available to the public for historical or research purposes	EMPSFM, DIE	
s 60(2)	Power to charge fees for providing information	DCS	
s 64(4)	Duty to comply with a direction from the Secretary under s 64(3)	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 64B(d)	Power to permit interments at a reopened cemetery	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 66(1)	Power to apply to the Minister for approval to convert the cemetery, or part of it, to a historic cemetery park	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	The application must include the requirements listed in s 66(2)(a)-(d)

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 69	Duty to take reasonable steps to notify of conversion to historic cemetery park	EMPSFM, DIE	
s 70(1)	Duty to prepare plan of existing places of interment and make a record of any inscriptions on memorials which are to be removed	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 70(2)	Duty to make plans of existing place of interment available to the public	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 71(1)	Power to remove any memorials or other structures in an area to which an approval to convert applies	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 71(2)	Power to dispose of any memorial or other structure removed	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 72(2)	Duty to comply with request received under s 72	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 73(1)	Power to grant a right of interment	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 73(2)	Power to impose conditions on the right of interment	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 74(3)	Duty to offer a perpetual right of interment	EMPSFM, DIE	
s 75	Power to grant the rights of interment set out in s 75(a) and (b)	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 76(3)	Duty to allocate a piece of interment if an unallocated right is granted	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 77(4)	Power to authorise and impose terms and conditions on the removal of cremated human remains or body parts from the place of interment on application	EMPSFM, DIE	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 80(1)	Function of receiving notification and payment of transfer of right of interment	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 80(2)	Function of recording transfer of right of interment	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 82(2)	Duty to pay refund on the surrender of an unexercised right of interment	DCS	
s 83(2)	Duty to pay refund on the surrender of an unexercised right of interment	DCS	
s 83(3)	Power to remove any memorial and grant another right of interment for a surrendered right of interment	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 84(1)	Function of receiving notice of surrendering an entitlement to a right of interment	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 84F(2)(d)	Function of receiving notice of decision to vary or force the surrender of a right of interment under s 84C(2), (3) or (5)	EMPSFM, DIE	
s 84H(4)	Power to exercise the rights of a holder of a right of interment	EMPSFM, DIE	
s 84I(4)	Power to exercise the rights of a holder of a right of internment	EMPSFM, DIE	
s 84I(5)	Duty to pay refund to the previous holder or holders of the right of interment	EMPSFM, DIE	
s 84I(6)(a)	Power to remove any memorial on the place of interment	EMPSFM, DIE	
s 84I(6)(b)	Power to grant right of interment under s 73	EMPSFM, DIE	
s.85(1)	Duty to notify holder of 25 year right of interment of expiration at least 12 months before expiry	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	The notice must be in writing and contain the requirements listed in s 85(2)
s 85(2)(b)	Duty to notify holder of 25 year right of interment of expiration of right at least 12 months before expiry	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	Does not apply where right of internment relates to remains of a deceased veteran.

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
85(2)(c)	Power to leave interred cremated remains undistributed in perpetuity and convert right of interment to perpetual right of interment or; remove interred remains and re-inter at another location within cemetery grounds and remove any memorial at that place and re-establish at new or equivalent location.	EMPSFM, DIE	May only be exercised where right of interment relates to cremated human remains of a deceased identified veteran, if right of interment is not extended or converted to a perpetual right of interment
s 86	Power to remove and dispose of cremated human remains and remove any memorial if no action taken by right holder within time specified	EMPSFM, DIE	
s 86(2)	Power to leave interred cremated human remains undisturbed or convert the right of interment to a perpetual right of interment	EMPSFM, DIE	
s 86(3)(a)	Power to leave interred cremated human remains undisturbed in perpetuity and convert the right of interment to a perpetual right of interment	EMPSFM, DIE	
s 86(3)(b)	Power to remove interred cremated human remains and take further action in accordance with s 86(3)(b)	EMPSFM, DIE	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s.86(4)	power to take action under s.86(4) relating to removing and re-interring cremated human remains	EMPSFM, DIE	
s.86(5)	duty to provide notification before taking action under s.86(4)	EMPSFM, DIE	
s 86A	Duty to maintain place of interment and any memorial at place of interment, if action taken under s 86(3)	EMPSFM, DIE	
s 87(3)	Duty, if requested, to extend the right for a further 25 years or convert the right to a perpetual right of interment	EMPSFM, DIE	
s 88	Function to receive applications to carry out a lift and re-position procedure at a place of interment	EMPSFM, DIE	
s 91(1)	Power to cancel a right of interment in accordance with s 91	EMPSFM, DIE	
s 91(3)	Duty to publish notice of intention to cancel right of interment	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 92	Power to pay refund or grant a right of interment in respect of another place of interment to the previous holder of the cancelled right of interment	CPG, EMO, EMPSFM, DCS, DIE, CUFOS, CGNR	
s 98(1)	Function of receiving application to establish or alter a memorial or a place of interment	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 99	Power to approve or refuse an application made under s 98, or to cancel an approval	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 99(4)	Duty to make a decision on an application under s 98 within 45 days after receipt of the application or within 45 days of receiving further information where requested	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 100(1)	Power to require a person to remove memorials or places of interment	EMPSFM, DIE	
s 100(2)	Power to remove and dispose a memorial or place of interment or remedy a person's failure to comply with s 100(1)	EMPSFM, DIE	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 100(3)	Power to recover costs of taking action under s 100(2)	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 101	Function of receiving applications to establish or alter a building for ceremonies in the cemetery	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 102(1)	Power to approve or refuse an application under section 101, if satisfied of the matters in (b) and (c)	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 102(2) & (3)	Power to set terms and conditions in respect of, or to cancel, an approval granted under s 102(1)	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 103(1)	Power to require a person to remove a building for ceremonies	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 103(2)	Power to remove and dispose of a building for ceremonies or remedy the failure to comply with s 103(1)	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 103(3)	Power to recover costs of taking action under s 103(2)	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 106(1)	Power to require the holder of the right of interment of the requirement to make the memorial or place of interment safe and proper or carry out specified repairs	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 106(2)	Power to require the holder of the right of interment to provide for an examination	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 106(3)	Power to open and examine the place of interment if s 106(2) not complied with	EMPSFM, DIE	
s 106(4)	Power to repair or - with the approval of the Secretary - take down, remove and dispose any memorial or place of interment if notice under s 106(1) is not complied with	EMPSFM, DIE	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 107(1)	Power to require person responsible to make the building for ceremonies safe and proper or carry out specified repairs	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 107(2)	Power to repair or take down, remove and dispose any building for ceremonies if notice under s 107(1) is not complied with	EMPSFM, DIE	
s 108	Power to recover costs and expenses	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 109(1)(a)	Power to open, examine and repair a place of interment	EMPSFM, DIE	Where the holder of right of interment or responsible person cannot be found
s 109(1)(b)	Power to repair a memorial or, with the Secretary's consent, take down, remove and dispose of a memorial	EMPSFM, DIE	Where the holder of right of interment or responsible person cannot be found
s 109(2)	Power to repair the building for ceremonies or, with the consent of the Secretary, take down, remove and dispose of a building for ceremonies	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	Where the holder of right of interment or responsible person cannot be found

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 110(1)	Power to maintain, repair or restore a memorial or place of interment from other funds if unable to find right of interment holder. with consent of the Secretary	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 110(1A)	Power to maintain, repair or restore the place of interment if unable to find any of the other holders after diligent inquiries and with the consent of the Secretary	EMPSFM, DIE	
s 110(2)	Power to maintain, repair or restore any building for ceremonies from other funds if unable to find responsible person and with consent of the Secretary	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 110A	Power to use cemetery trust funds or other funds for the purposes of establishing, maintaining, repairing or restoring any memorial or place of interment of any deceased identified veteran	DCS	
s 111	Power to enter into agreement with a holder of the right of interment to maintain a memorial or place of interment	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 112	Power to sell and supply memorials	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 116(4)	Duty to notify the Secretary of an interment authorisation granted	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 116(5)	Power to require an applicant to produce evidence of the right of interment holder's consent to application	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 118	Power to grant an interment authorisation if satisfied that the requirements of Division 2 of Part 8 have been met	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 119	Power to set terms and conditions for interment authorisations	EMPSFM, DIE	
s 131	Function of receiving an application for cremation authorisation	EMPSFM, DIE	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 133(1)	Duty not to grant a cremation authorisation unless satisfied that requirements of s 133 have been complied with	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	Subject to s 133(2)
s 145	Duty to comply with an order made by the Magistrates' Court or a coroner	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
s 146	Power to dispose of bodily remains by a method other than interment or cremation	EMPSFM, DIE	Subject to the approval of the Secretary
s 147	Power to apply to the Secretary for approval to dispose of bodily remains by a method other than interment or cremation	EMPSFM, DIE	
s 149	Duty to cease using method of disposal if approval revoked by the Secretary	EMPSFM, DIE	
s 150 & 152(1)	Power to authorise the interment or cremation of body parts if the requirements of Division 1 of Part 11 are met	EMPSFM, DIE	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 151	Function of receiving applications to inter or cremate body parts	EMPSFM, DIE	
s 152(2)	Power to impose terms and conditions on authorisation granted under s 150	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
sch 1 cl 8(3)	Power to permit members to participate in a particular meeting by telephone, closed-circuit television or any other means of communication	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
sch 1 cl 8(8)	Power to regulate own proceedings	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	Subject to cl 8

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Domestic Animals Act 1994			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 41A(1)	Power to declare a dog to be a menacing dog	CCPSC, DIE, EMRS	Council may delegate this power to a Council authorised officer

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 19(2)(a)	Power to direct by written order that the food premises be put into a clean and sanitary condition	TLEH, EHO, CEH, DDG	If s 19(1) applies
s 19(2)(b)	Power to direct by written order that specified steps be taken to ensure that food prepared, sold or handled is safe and suitable	TLEH, EHO, CEH, DDG	If s 19(1) applies
s 19(3)	Power to direct by written order that the food premises not be kept or used for the sale, or handling for sale, of any food, or for the preparation of any food, or for any other specified purpose, or for the use of any specified equipment or a specified process	TLEH, EHO, CEH, DDG	If s 19(1) applies Only in relation to temporary food premises or mobile food premises

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Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 19(4)(a)	Power to direct that an order made under s 19(3)(a) or (b), (i) be affixed to a conspicuous part of the premises, and (ii) inform the public by notice in a published newspaper or otherwise	DDG	If s 19(1) applies
s 19(6)(a)	Duty to revoke any order under section 19 if satisfied that an order has been complied with	TLEH, EHO, CEH	If s 19(1) applies
s 19(6)(b)	Duty to give written notice of revocation under section 19(6)(a) if satisfied that an order has been complied with	TLEH, EHO, CEH	If s 19(1) applies
s 19AA(2)	Power to direct, by written order, that a person must take any of the actions described in (a)-(c).	TLEH, EHO, CEH, DDG	Where Council is the registration authority
s 19AA(4)(c)	Power to direct, in an order made under s 19AA(2) or a subsequent written order, that a person must ensure that any food or class of food is not removed from the premises	TLEH, EHO, CEH	Note: the power to direct the matters under s 19AA(4)(a) and (b) not capable of delegation and so such directions must be made by a Council resolution
s 19AA(7)	Duty to revoke order issued under s 19AA and give written notice of revocation, if satisfied that that order has been complied with	TLEH, EHO, CEH	Where Council is the registration authority

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Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 19CB(4)(b)	Power to request copy of records	TLEH, EHO, CEH, DDG	Where Council is the registration authority
s 19E(1)(d)	Power to request a copy of the food safety program	TLEH, EHO, CEH, DDG	Where Council is the registration authority
s 19EA(3)	Function of receiving copy of revised food safety program	TLEH, EHO, CEH, EMRS	Where Council is the registration authority
s 19GB	Power to request proprietor to provide written details of the name, qualification or experience of the current food safety supervisor	TLEH, EHO, CEH, DDG	Where Council is the registration authority
s19IA(1)	Power to form opinion that the food safety requirements or program are non-compliant.	TLEH, EHO, CEH, EMRS	Where Council is the registration authority
s 19IA(2)	Duty to give written notice to the proprietor of the premises	TLEH, EHO, CEH, EMRS	Where Council is the registration authority Note: Not required if Council has taken other appropriate action in relation to deficiencies (see s 19IA(3))

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Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 19M(4)(a) & (5)	Power to conduct a food safety audit and take actions where deficiencies are identified	Not Delegated	Where Council is the registration authority
s 19N(2)	Function of receiving notice from the auditor	TLEH, EHO, CEH, EMRS	Where Council is the registration authority
s 19NA(1)	Power to request food safety audit reports	TLEH, EHO, AOBS, AOEH, AOLLT, CAEO, TOBS, CEH, TLRATS, HSO, AORS	Where Council is the registration authority
s 19U(3)	Power to waive and vary the costs of a food safety audit if there are special circumstances	Not Delegated	
s 19UA	Power to charge fees for conducting a food safety assessment or inspection	CEH, DDG, EMRS	Except for an assessment required by a declaration under s 19C or an inspection under ss 38B(1)(c) or 39.
s 19W	Power to direct a proprietor of a food premises to comply with any requirement under Part IIIB	TLEH, EHO, CEH, DDG	Where Council is the registration authority

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Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 19W(3)(a)	Power to direct a proprietor of a food premises to have staff at the premises undertake training or instruction	TLEH, CEH	Where Council is the registration authority
s 19W(3)(b)	Power to direct a proprietor of a food premises to have details of any staff training incorporated into the minimum records required to be kept or food safety program of the premises	TLEH, CEH	Where Council is the registration authority
	Power to register or renew the registration of a food premises	TLEH, EHO, CEH, DDG	Where Council is the registration authority Refusal to grant or renew the registration of a food premises must be ratified by Council or the CEO (see s 58A(2))
s 36A	Power to accept an application for registration or notification using online portal	TLEH, EHO, CEH, EMRS	Where Council is the registration authority
s 36B	Duty to pay the charge for use of online portal	TLEH, EHO, CEH, EMRS	Where Council is the registration authority
s 38AA(5)	Power to (a) request further information; or (b) advise the proprietor that the premises must be registered if the premises are not exempt	TLEH, EHO, AOBs, AOEH, AOLLT, CAEO,	Where Council is the registration authority

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Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		TOBS, CEH, TLRSATS, HSO, AORS	
s 38AB(4)	Power to fix a fee for the receipt of a notification under s 38AA in accordance with a declaration under s 38AB(1)	EHO, CEH	Where Council is the registration authority
s 38A(4)	Power to request a copy of a completed food safety program template	TLEH, EHO, AOBS, AOEH, AOLLT, CAEO, TOBS, CEH, TLRSATS, HSO, AORS	Where Council is the registration authority
s 38B(1)(a)	Duty to assess the application and determine which class of food premises under s 19C the food premises belongs	TLEH, EHO, CEH, DDG	Where Council is the registration authority
s 38B(1)(b)	Duty to ensure proprietor has complied with requirements of s 38A	TLEH, EHO, CEH, DDG	Where Council is the registration authority
s 38B(2)	Duty to be satisfied of the matters in s 38B(2)(a)-(b)	TLEH, EHO, CEH, DDG	Where Council is the registration authority

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Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 38D(1)	Duty to ensure compliance with the applicable provisions of s 38C and inspect the premises if required by s 39	TLEH, EHO, CEH, DDG	Where Council is the registration authority
s 38D(2)	Duty to be satisfied of the matters in s 38D(2)(a)-(d)	TLEH, EHO, CEH, DDG	Where Council is the registration authority
s 38D(3)	Power to request copies of any audit reports	TLEH, EHO, AOBs, AOEH, AOLLT, CAEO, TOBS, CEH, TLRsATS, HSO, AORS	Where Council is the registration authority
s 38E(2)	Power to register the food premises on a conditional basis	TLEH, EHO, CEH, DDG	Where Council is the registration authority not exceeding the prescribed time limit defined under s 38E(5)
s 38E(4)	Duty to register the food premises when conditions are satisfied	TLEH, EHO, CEH, DDG	Where Council is the registration authority

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Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 38F(3)(b)	Power to require proprietor to comply with requirements of this Act	TLEH, EHO, CEH, DDG	Where Council is the registration authority
s 38G(1)	Power to require notification of change of the food safety program type used for the food premises	TLEH, EHO, CEH, EMRS	Where Council is the registration authority
s 38G(2)	Function of receiving notice from proprietor if there is a change of the food safety program type used for the food premises	TLEH, EHO, CEH, EMRS	Where Council is the registration authority
s 38G(4)	Power to require the proprietor of the food premises to comply with any requirement of the Act	TLEH, EHO, CEH, EMRS	Where Council is the registration authority
s 39(2)	Duty to carry out an inspection of the premises during the period of registration before the registration of the food premises is renewed	TLEH, EHO, CEH, EMRS	
s 39A	Power to register, or renew the registration of a food premises despite minor defects	TLEH, EHO, CEH, DDG	Where Council is the registration authority Only if satisfied of matters in s 39A(2)(a)-(c)

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Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 39A (6)	Duty to comply with a direction of the Secretary	TLEH, EHO, CEH, EMRS	
s 40(1)	Duty to give the person in whose name the premises is to be registered a certificate of registration	TLEH, EHO, CEH, EMRS	Where Council is the registration authority
s 40(2)	Power to incorporate the certificate of registration in one document with any certificate of registration under Part 6 of the Public Health and Wellbeing Act 2008	TLEH, EHO, CEH, DDG	
s 40C(2)	Power to grant or renew the registration of food premises for a period of less than 1 year	TLEH, CEH, DDG	Where Council is the registration authority
s 40D(1)	Power to suspend or revoke the registration of food premises	TLEH, CEH, DDG	Where Council is the registration authority
s 40E	Duty to comply with direction of the Secretary	TLEH, EHO, CEH, EMRS	
s 40F	Power to cancel registration of food premises	TLEH, EHO, CEH, EMRS	Where Council is the registration authority

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Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 43	Duty to maintain records of registration	TLEH, EHO, CEH, EMRS	Where Council is the registration authority
s 43F(6)	Duty to be satisfied that registration requirements under Division 3 have been met prior to registering or renewing registration of a component of a food business	TLEH, EHO, CEH	Where Council is the registration authority
s 43F(7)	Power to register the components of the food business that meet requirements in Division 3 and power to refuse to register the components that do not meet the requirements	TLEH, EHO, CEH, DDG	Where Council is the registration authority
s 45AC	Power to bring proceedings	TLEH, EHO, CEH, EMRS	
s 46(5)	Power to institute proceedings against another person where the offence was due to an act or default by that other person and where the first person charged could successfully defend a prosecution, without proceedings first being instituted against the person first charged	TLEH, EHO, CEH, DDG	Where Council is the registration authority

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Heritage Act 2017			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 116	Power to sub-delegate Executive Director's functions, duties or powers	DDG, DIE	Must first obtain Executive Director's written consent Council can only sub-delegate if the Instrument of Delegation from the Executive Director authorises sub-delegation

Local Government Act 1989			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 185L(4)	Power to declare and levy a cladding rectification charge	Not Delegated	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 4B	Power to prepare an amendment to the Victorian Planning Provisions	MSTP, CSTP, DDG, PSP, EMDF, PSTP,	If authorised by the Minister

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		MSP, PP, PPO, CSP, PTP	
s 4G	Function of receiving prescribed documents and a copy of the Victorian Planning Provisions from the Minister	MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	
s 4H	Duty to make amendment to Victoria Planning Provisions available in accordance with public availability requirements	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	
s 4I(2)	Duty to make and copy of the Victorian Planning Provisions and other documents available in accordance with public availability requirements	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 8A(2)	Power to prepare amendment to the planning scheme where the Minister has given consent under s 8A	MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	
s 8A(3)	Power to apply to Minister to prepare an amendment to the planning scheme	MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	
s 8A(5)	Function of receiving notice of the Minister's decision	MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	
s 8A(7)	Power to prepare the amendment specified in the application without the Minister's authorisation if no response received after 10 business days	MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 8B(2)	Power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district	MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	
s 12(3)	Power to carry out studies and do things to ensure proper use of land and consult with other persons to ensure co-ordination of planning scheme with these persons	MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	
s 12B(1)	Duty to review planning scheme	MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	
s 12B(2)	Duty to review planning scheme at direction of Minister	MSTP, CSTP, DDG, PSP, EMDF, PSTP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		MSP, PP, PPO, CSP, PTP	
s.12B(5)	duty to report findings of review of planning scheme to Minister without delay	MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	
s 14	Duties of a Responsible Authority as set out in s 14(a) to (d)	MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	
s 17(1)	Duty of giving copy amendment to the planning scheme	SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	
s 17(2)	Duty of giving copy s 173 agreement	SP, MSTP, CSTP, DDG,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	
s 17(3)	Duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days	SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	
s 18	Duty to make amendment etc. available in accordance with public availability requirements	SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	Until the proposed amendment is approved or lapsed
s 19	Power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to exercise any other power under s 19 to a planning scheme	SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 19	Function of receiving notice of preparation of an amendment to a planning scheme	SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority.
s 20(1)	Power to apply to Minister for exemption from the requirements of s 19	MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	Where Council is a planning authority
s 21(2)	Duty to make submissions available in accordance with public availability requirements	SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	Until the end of 2 months after the amendment comes into operation or lapses
s 21A(4)	Duty to publish notice	SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 22(1)	Duty to consider all submissions received before the date specified in the notice	SP, EMO, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	Except submissions which request a change to the items in s 22(5)(a) and (b)
s 22(2)	Power to consider a late submission Duty to consider a late submission, if directed by the Minister	DDG, EMDF, MSP, CSP	
s 23(1)(b)	Duty to refer submissions which request a change to the amendment to a panel	SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	
s 23(2)	Power to refer to a panel submissions which do not require a change to the amendment	SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 24	Function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D)	SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	
s 26(1)	Power to make report available for inspection in accordance with the requirements set out in s 197B of the Act	SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	
s 26(2)	Duty to keep report of panel available in accordance with public availability requirements	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	During the inspection period
s 27(2)	Power to apply for exemption if panel's report not received	MSTP, CSTP, DDG, PSP, EMDF, PSTP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		MSP, PP, PPO, CSP, PTP	
s 28(1)	Duty to notify the Minister if abandoning an amendment	MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	Note: the power to make a decision to abandon an amendment cannot be delegated
s 28(2)	Duty to publish notice of the decision on Internet site	MSTP, CSTP, DDG, PSP, EMDF, SSTP, SGP, SPLEO, PTP	
s 28(4)	Duty to make notice of the decision available on Council's Internet site for a period of at least 2 months	MSTP, CSTP, DDG, PSP, EMDF, SSTP, SGP, SPLEO, PTP	
s 30(4)(a)	Duty to say if amendment has lapsed	SP, STP, MSTP, CSTP, DDG,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	
s 30(4)(b)	Duty to provide information in writing upon request	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	
s 32(2)	Duty to give more notice if required	SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	
s 33(1)	Duty to give more notice of changes to an amendment	SP, MSTP, CSTP, DDG, PSP, EMDF,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PSTP, MSP, PP, PPO, CSP, PTP	
s 36(2)	Duty to give notice of approval of amendment	SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	
s 38(5)	Duty to give notice of revocation of an amendment	SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	
s 39	Function of being a party to a proceeding commenced under s 39 and duty to comply with determination by VCAT	SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	
s 40(1)	Function of lodging copy of approved amendment	SP, MSTP, CSTP, DDG,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	
s 41(1)	Duty to make a copy of an approved amendment available in accordance with the public availability requirements during inspection period	SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	
s 41(2)	Duty to make a copy of an approved amendment and any documents lodged with it available in person in accordance with the requirements set out in s 197B of the Act after the inspection period ends	MSTP, CSTP, DDG, PSP, EMDF, SSTP, SGP, SPLEO, PTP	
s 42(2)	Duty to make copy of planning scheme available in accordance with the public availability requirements	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46AAA	Duty to prepare an amendment to a planning scheme that relates to Yarra River land that is not inconsistent with anything in a Yarra Strategic Plan which is expressed to be binding on the responsible public entity	Not Applicable	Where Council is a responsible public entity and is a planning authority Note: this provision is not yet in force, and will commence on the day on which the initial Yarra Strategic Plan comes into operation. It will affect a limited number of councils
s 46AW	Function of being consulted by the Minister	DDG, EMDF	Where Council is a responsible public entity
s 46AX	Function of receiving a draft Statement of Planning Policy and written direction in relation to the endorsement of the draft Statement of Planning Policy Power to endorse the draft Statement of Planning Policy	DDG, EMDF	Where Council is a responsible public entity
s 46AZC(2)	Duty not to prepare an amendment to a declared area planning scheme that is inconsistent with a Statement of Planning Policy for the declared area that is expressed to be binding on the responsible public entity	SP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	Where Council is a responsible public entity
s 46AZK	Duty not to act inconsistently with any provision of the Statement of Planning Policy that is expressed to be binding	SP, MSTP, CSTP, DDG, PSP, EMDF,	Where Council is a responsible public entity

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	on the public entity when performing a function or duty or exercising a power in relation to the declared area	PSTP, MSP, PP, PPO, CSP, PTP	
s 46GI(2)(b)(i)	Power to agree to a lower rate of standard levy for a class of development of a particular type of land than the rate specified in a Minister's direction	MSG, SGPO, DCA, DCS, DDG, EMDF, SGTSO	Where Council is the planning authority, the municipal Council of the municipal district in which the land is located and/or the development agency
s 46GJ(1)	Function of receiving written directions from the Minister in relation to the preparation and content of infrastructure contributions plans	DDG, EMDF	
s 46GK	Duty to comply with a Minister's direction that applies to Council as the planning authority	DDG, EMDF	
s 46GN(1)	Duty to arrange for estimates of values of inner public purpose land	MSG, SGPO, DCA, DDG, EMDF, SGTSO	
s 46GO(1)	Duty to give notice to owners of certain inner public purpose land	DDG, EMDF	
s 46GP	Function of receiving a notice under s 46GO	DDG, EMDF	Where Council is the collecting agency

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GQ	Function of receiving a submission from an affected owner who objects to the estimated value per hectare (or other appropriate unit of measurement) of the inner public purpose land	MSG, SGPO, DCA, DDG, EMDF, SGTSO	
s 46GR(1)	Duty to consider every submission that is made by the closing date for submissions included in the notice under s 46GO	MSG, SGPO, DCA, DDG, EMDF, SGTSO	
s 46GR(2)	Power to consider a late submission Duty to consider a late submission if directed to do so by the Minister	DDG, EMDF	
s 46GS(1)	Power to accept or reject the estimate of the value of the inner public purpose land in a submission made under s 46GQ	DDG, EMDF	
s 46GS(2)	Duty, if Council rejects the estimate of the value of the inner public purpose land in the submission, to refer the matter to the valuer-general, and notify the affected owner of the rejection and that the matter has been referred to the valuer-general	DDG, EMDF	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GT(2)	Duty to pay half of the fee fixed by the valuer-general for arranging and attending the conference	DDG, EMDF	
s 46GT(4)	Function of receiving, from the valuer-general, written confirmation of the agreement between the planning authority's valuer and the affected owner's valuer as to the estimated value of the inner public purpose land	MSG, SGPO, DCA, DDG, EMDF, SGTSO	
s 46GT(6)	Function of receiving, from the valuer-general, written notice of a determination under s 46GT(5)	MSG, SGPO, DCA, DDG, EMDF, SGTSO	
s 46GU	Duty not to adopt an amendment under s.29 to an infrastructure contributions plan that specifies a land credit amount or a land equalisation amount that relates to a parcel of land in the ICP plan area of the plan unless the criteria in s 46GU(1)(a) and (b) are met	MSG, SGPO, DCA, DDG, EMDF, SGTSO	
s 46GV(3)	Function of receiving the monetary component and any land equalisation amount of the infrastructure contribution Power to specify the manner in which the payment is to be made	DCS, DDG, EMDF	Where Council is the collecting agency

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GV(3)(b)	Power to enter into an agreement with the applicant	DDG, EMDF	Where Council is the collecting agency
s 46GV(4)(a)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	DDG, EMDF	Where Council is the development agency
s 46GV(4)(b)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	DDG, EMDF	Where Council is the collecting agency
s 46GV(7)	Duty to impose the requirements set out in s 46GV(3) and (4) as conditions on the permit applied for by the applicant to develop the land in the ICP plan area	DDG, EMDF	
s 46GV(9)	Power to require the payment of a monetary component or the provision of the land component of an infrastructure contribution to be secured to Council's satisfaction	DDG, EMDF	Where Council is the collecting agency
s 46GX(1)	Power to accept works, services or facilities in part or full satisfaction of the monetary component of an infrastructure contribution payable	MSG, SGPO, DCA, DDG, EMDF, SGTSO	Where Council is the collecting agency

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GX(2)	Duty, before accepting the provision of works, services or facilities by an applicant under s 46GX(1), to obtain the agreement of the development agency or agencies specified in the approved infrastructure contributions plan	DDG, EMDF	Where Council is the collecting agency
s 46GY(1)	Duty to keep proper and separate accounts and records	MSG, SGPO, DCA, DCS, DDG, EMDF, SGTSO	Where Council is the collecting agency
s 46GY(2)	Duty to keep the accounts and records in accordance with the Local Government Act 2020	MSG, SGPO, DCA, DCS, DDG, EMDF, SGTSO	Where Council is the collecting agency
s 46GZ(2)(a)	Duty to forward any part of the monetary component that is imposed for plan preparation costs to the planning authority that incurred those costs	MSG, SGPO, DCA, DCS, DDG, EMDF, SGTSO	Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is that planning authority
s 46GZ(2)(a)	Function of receiving the monetary component	MSG, SGPO, DCA, DCS, DDG, EMDF, SGTSO	Where the Council is the planning authority

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			This duty does not apply where Council is also the collecting agency
s 46GZ(2)(b)	Duty to forward any part of the monetary component that is imposed for the provision of works, services or facilities to the development agency that is specified in the plan, as responsible for those works, services or facilities	MSG, SGPO, DCA, DDG, EMDF, SGTSO	Where Council is the collecting agency under an approved infrastructure contributions plan This provision does not apply where Council is also the relevant development agency
s 46GZ(2)(b)	Function of receiving the monetary component	MSG, SGPO, DCA, DCS, DDG, EMDF, SGTSO	Where Council is the development agency under an approved infrastructure contributions plan This provision does not apply where Council is also the collecting agency
s 46GZ(4)	Duty to use any land equalisation amounts to pay land credit amounts under s 46GZ(7), except any part of those amounts that are to be forwarded to a development agency under s 46GZ(5)	MSG, SGPO, DCA, DCS, DDG, EMDF, SGTSO	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZ(5)	Duty to forward any part of a land equalisation amount required for the acquisition of outer public purpose land by a development agency specified in the approved infrastructure contributions plan to that development agency	MSG, SGPO, DCA, MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP,	Where Council is the collecting agency under an approved infrastructure contributions plan

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PP, SGTSO, PPO, PTP	This provision does not apply where Council is also the relevant development agency
s 46GZ(5)	Function of receiving any part of a land equalisation amount required for the acquisition of outer public purpose land	MSG, SGPO, DCA, DCS, DDG, EMDF, SGTSO	Where Council is the development agency specified in the approved infrastructure contributions plan This provision does not apply where Council is also the collecting agency
s 46GZ(7)	Duty to pay to each person who must provide an infrastructure contribution under the approved infrastructure contributions plan any land credit amount to which the person is entitled under s 46GW	MSG, SGPO, DCA, DCS, DDG, EMDF, SGTSO	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZ(9)	Duty to transfer the estate in fee simple in the land to the development agency specified in the approved infrastructure contributions plan as responsible for the use and development of that land	MSG, SGPO, DCA, DDG, EMDF, SGTSO	If any inner public purpose land is vested in Council under the Subdivision Act 1988 or acquired by Council before the time it is required to be provided to Council under s 46GV(4) Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is also the development agency

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GZ(9)	Function of receiving the fee simple in the land	MSG, SGPO, DCA, DCS, DDG, EMDF, SGTSO	Where Council is the development agency under an approved infrastructure contributions plan This duty does not apply where Council is also the collecting agency
s 46GZA(1)	Duty to keep proper and separate accounts and records	MSG, SGPO, DCA, DCS, DDG, EMDF, SGTSO	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZA(2)	Duty to keep the accounts and records in accordance with the Local Government Act 2020	MSG, SGPO, DCA, MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO, PPO, PTP	Where Council is a development agency under an approved infrastructure contributions plan
s 46GZB(3)	Duty to follow the steps set out in s 46GZB(3)(a) – (c)	MSG, SGPO, DCA, DCS, DDG, EMDF, SGTSO	Where Council is a development agency under an approved infrastructure contributions plan

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GZB(4)	Duty, in accordance with requirements of the VPA, to report on the use of the infrastructure contribution in the development agency's annual report and provide reports on the use of the infrastructure contribution to the VPA	MSG, SGPO, DCA, MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO, PPO, PTP	If the VPA is the collecting agency under an approved infrastructure contributions plan Where Council is a development agency under an approved infrastructure contributions plan
s 46GZD(2)	Duty, within 6 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZD(2)(a) and (b)	MSG, SGPO, DCA, DDG, EMDF, SGTSO	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZD(3)	Duty to follow the steps set out in s 46GZD(3)(a) and (b)	MSG, SGPO, DCA, DCS, DDG, EMDF, SGTSO	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZD(5)	Duty to make payments under s 46GZD(3) in accordance with ss 46GZD(5)(a) and 46GZD(5)(b)	MSG, SGPO, DCA, DDG, EMDF, SGTSO	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZE(2)	Duty to forward the land equalisation amount back to the collecting agency within 6 months after the expiry date if any part of a land equalisation amount paid or forwarded to a	MSG, SGPO, DCA, MSTP, DCS, CSTP,	Where Council is the development agency under an approved infrastructure contributions plan

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	development agency for acquiring outer public purpose land has not been expended by the development agency to acquire that land at the date on which the approved infrastructure contributions plan expires	DDG, PSP, EMDF, PSTP, PP, SGTSO, PPO, PTP	This duty does not apply where Council is also the collecting agency
s 46GZE(2)	Function of receiving the unexpended land equalisation amount	MSG, SGPO, DCA, DCS, DDG, EMDF, SGTSO	Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is also the development agency
s 46GZE(3)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZE(3)(a) and (b)	MSG, SGPO, DCA, DCS, DDG, EMDF, SGTSO	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(2)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to use the public purpose land for a public purpose approved by the Minister or sell the public purpose land	MSG, SGPO, DCA, DCS, DDG, EMDF, SGTSO	Where Council is the development agency under an approved infrastructure contributions plan
s.46GZF(3)	Duty, if land is sold under s.46GZF(2)(b), to follow the steps in s.46GZF(3)(a) and (b)	MSG, SGPO, DCA, DCS, DDG, EMDF, SGTSO	Where Council is the development agency under an approved infrastructure contributions plan

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GZF(3)	Function of receiving proceeds of sale	MSG, SGPO, DCA, DCS, DDG, EMDF, SGTSO	Where Council is the collection agency under an approved infrastructure contributions plan This provision does not apply where Council is also the development agency
s 46GZF(4)	Duty to divide the proceeds of the public purpose land among the current owners of each parcel of land in the ICP plan area and pay each current owner a portion of the proceeds in accordance with s 46GZF(5)	MSG, SGPO, DCA, DCS, DDG, EMDF, SGTSO	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(6)	Duty to make the payments under s 46GZF(4) in accordance with s 46GZF(6)(a) and (b)	MSG, SGPO, DCA, DCS, DDG, EMDF, SGTSO	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZH	Power to recover the monetary component, or any land equalisation amount of the land component, payable under Part 3AB as a debt in any court of competent jurisdiction	MSG, SGPO, DCA, DCS, DDG, EMDF, SGTSO	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZI	Duty to prepare and give a report to the Minister at the times required by the Minister	MSG, SGPO, DCA, DDG, EMDF, SGTSO	Where Council is a collecting agency or development agency

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GZK	Power to deal with public purpose land which has vested in, been acquired by, or transferred to, Council	MSG, SGPO, DCA, DCS, DDG, EMDF, SGTSO	Where Council is a collecting agency or development agency
s 46LB(3)	Duty to publish, on Council's Internet site, the payable dwelling amount for a financial year on or before 1 July of each financial year for which the amount is adjusted under s 46LB (2)	MSG, SGPO, DCA, DCS, DDG, EMDF, SGTSO	
s 46N(1)	Duty to include condition in permit regarding payment of development infrastructure levy	STP, MSG, SGPO, DCA, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGTSO, SGP, SPLEO, PPO, PTP	
s 46N(2)(c)	Function of determining time and manner for receipt of development contributions levy	MSG, SGPO, DCA, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		SGTSO, PPO, PTP	
s 46N(2)(d)	Power to enter into an agreement with the applicant regarding payment of development infrastructure levy	MSG, SGPO, DCA, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO, PPO, PTP	
s 46O(1)(a) & (2)(a)	Power to ensure that community infrastructure levy is paid, or agreement is in place, prior to issuing building permit	MSG, SGPO, DCA, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO, PPO, PTP	
s 46O(1)(d) & (2)(d)	Power to enter into agreement with the applicant regarding payment of community infrastructure levy	MSG, SGPO, DCA, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		SGTSO, PPO, PTP	
s 46P(1)	Power to require payment of amount of levy under s 46N or s 46O to be satisfactorily secured	MSG, SGPO, DCA, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO, PPO, PTP	
s 46P(2)	Power to accept provision of land, works, services or facilities in part or full payment of levy payable	MSG, SGPO, DCA, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO, PPO, PTP	
s 46Q(1)	Duty to keep proper accounts of levies paid	MSG, SGPO, DCA, MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PP, SGTSO, PPO, PTP	
s 46Q(1A)	Duty to forward to development agency part of levy imposed for carrying out works, services, or facilities on behalf of development agency or plan preparation costs incurred by a development agency	MSG, SGPO, DCA, MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO, PPO, PTP	
s 46Q(2)	Duty to apply levy only for a purpose relating to the provision of plan preparation costs or the works, services and facilities in respect of which the levy was paid etc	MSG, SGPO, DCA, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO, PPO, PTP	
s 46Q(3)	Power to refund any amount of levy paid if it is satisfied the development is not to proceed	MSG, SGPO, DCA, MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP,	Only applies when levy is paid to Council as a 'development agency'

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PP, SGTSO, PPO, PTP	
s 46Q(4)(c)	Duty to pay amount to current owners of land in the area if an amount of levy has been paid to a municipal council as a development agency for plan preparation costs incurred by the Council or for the provision by the Council of works, services or facilities in an area under s 46Q(4)(a)	MSG, SGPO, DCA, MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO, PPO, PTP	Must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister
s 46Q(4)(d)	Duty to submit to the Minister an amendment to the approved development contributions plan	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	Must be done in accordance with Part 3
s46Q(4)(e)	Duty to expend that amount on other works etc.	MSG, SGPO, DCA, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO, PPO, PTP	With the consent of, and in the manner approved by, the Minister

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46QC	Power to recover any amount of levy payable under Part 3B	MSG, SGPO, DCA, MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, SGTSO, PPO, PTP	
s 46QD	Duty to prepare report and give a report to the Minister	MSG, DCA, DDG, EMDF	Where Council is a collecting agency or development agency
s 46V(3)	Duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available in accordance with the public availability requirements, during the inspection period	Not Applicable	
s 46V(4)	Duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available in accordance with s 197B of the Act and on payment of the prescribe fee, after the inspection period	DDG, EMDF, MSP, CSP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46V(5)	Duty to keep a copy of the approved strategy plan incorporating all amendments to it	DDG, EMDF, MSP, CSP	
s 46V(6)	Duty to make a copy of the approved strategy plan incorporating all amendments to it available in accordance with the public available requirements	DDG, EMDF, MSP, CSP	
s 46Y	Duty to carry out works in conformity with the approved strategy plan	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 47	Power to decide that an application for a planning permit does not comply with that Act	CO, POC, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 49(1)	Duty to keep a register of all applications for permits and determinations relating to permits	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PP, PSO, SGP, SPLEO, PPO, PTP	
s 49(2)	Duty to make register available for inspection in accordance with the public availability requirements	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	
s 50(4)	Duty to amend application	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	
s 50(5)	Power to refuse to amend application	STP, MSTP, CSTP, DDG,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	
s 50(6)	Duty to make note of amendment to application in register	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, SCO, EMDF, PSTP, AOSC, CP, PP, PPO, PTP	
s 50A(1)	Power to make amendment to application	SSO, SP, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given	SSO, SP, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	
s 50A(4)	Duty to note amendment to application in register	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	
s 51	Duty to make copy of application available for inspection in accordance with the public availability requirements	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		SPLEO, PPO, PTP	
s 52(1)(a)	Duty to give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	
s 52(1)(b)	Duty to give notice of the application to other municipal council where appropriate	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	
s 52(1)(c)	Duty to give notice of the application to all persons required by the planning scheme	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		SPLEO, PPO, PTP	
s 52(1)(ca)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if may result in breach of covenant	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	
s 52(1)(cb)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if application is to remove or vary the covenant	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	
s 52(1)(d)	Duty to give notice of the application to other persons who may be detrimentally effected	STP, MSTP, CSTP, DDG, PSP, EMDF,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	
s.52(1AA)	Duty to give notice of an application to remove or vary a registered restrictive covenant	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	
s 52(3)	Power to give any further notice of an application where appropriate	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 53(1)	Power to require the applicant to give notice under s 52(1) to persons specified by it	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	
s 53(1A)	Power to require the applicant to give the notice under s 52(1AA)	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	
s 54(1)	Power to require the applicant to provide more information	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		SPLEO, PPO, PTP	
s 54(1A)	Duty to give notice in writing of information required under s 54(1)	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	
s 54(1B)	Duty to specify the lapse date for an application	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	
s 54A(3)	Power to decide to extend time or refuse to extend time to give required information	SSO, STP, TSODF, MSTP, CSTP, DDG,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	
s 54A(4)	Duty to give written notice of decision to extend or refuse to extend time under s 54A(3)	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	
s 55(1)	Duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 57(2A)	Power to reject objections considered made primarily for commercial advantage for the objector	SSO, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 57(3)	Function of receiving name and address of persons to whom notice of decision is to go	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	
s 57(5)	Duty to make a copy of all objections available in accordance with the public availability requirements	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 57A(4)	Duty to amend application in accordance with applicant's request, subject to s 57A(5)	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	
s 57A(5)	Power to refuse to amend application	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	
s 57A(6)	Duty to note amendments to application in register	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		SPLEO, PPO, PTP	
s 57B(1)	Duty to determine whether and to whom notice should be given	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	
s 57B(2)	Duty to consider certain matters in determining whether notice should be given	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	
s 57C(1)	Duty to give copy of amended application to referral authority	SSO, STP, TSODF, MSTP, CSTP, DDG,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	
s 58	Duty to consider every application for a permit	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	
s 58A	Power to request advice from the Planning Application Committee	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 60	Duty to consider certain matters	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PP, SGP, SPLEO, PPO, PTP	
s 60(1A)	Duty to consider certain matters	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	
s 60(1B)	Duty to consider number of objectors in considering whether use or development may have significant social effect	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	
s 61(1)	Power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application	SSO, STP, TSODF, MSTP, CSTP, DDG,	The permit must not be inconsistent with a cultural heritage management plan under the Aboriginal Heritage Act 2006

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	
s 61(2)	Duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	
s 61(2A)	Power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 61(3)(a)	Duty not to decide to grant a permit to use coastal Crown land without Minister's consent	Not Delegated	
s 61(3)(b)	Duty to refuse to grant the permit without the Minister's consent	Not Delegated	
s 61(4)	Duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	
s 62(1)	Duty to include certain conditions in deciding to grant a permit	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 62(2)	Power to include other conditions	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	
s 62(4)	Duty to ensure conditions are consistent with paragraphs (a),(b) and (c)	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	
s 62(5)(a)	Power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan	SSO, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 62(5)(b)	Power to include a permit condition that specified works be provided on or to the land or paid for in accordance with s 173 agreement	SSO, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 62(5)(c)	Power to include a permit condition that specified works be provided or paid for by the applicant	SSO, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 62(6)(a)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with ss 46N(1), 46GV(7) or 62(5)	SSO, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 62(6)(b)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in s 62(1)(a)	SSO, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 63	Duty to issue the permit where made a decision in favour of the application (if no one has objected)	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	
s 64(1)	Duty to give notice of decision to grant a permit to applicant and objectors	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64(3)	Duty not to issue a permit until after the specified period	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	This provision applies also to a decision to grant an amendment to a permit - see s 75

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 64(5)	Duty to give each objector a copy of an exempt decision	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64A	Duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	This provision applies also to a decision to grant an amendment to a permit - see s 75A
s 65(1)	Duty to give notice of refusal to grant permit to applicant and person who objected under s 57	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		SPLEO, PPO, PTP	
s 66(1)	Duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	
s 66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	If the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit recommended by the recommending referral authority
s 66(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP,	If the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the permit

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PP, PSO, SGP, SPLEO, PPO, PTP	
s 66(6)	Duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under s 64 or 65	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	If the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included on the permit
s 69(1)	Function of receiving application for extension of time of permit	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	
s 69(1A)	Function of receiving application for extension of time to complete development	SSO, STP, TSODF, MSTP, CSTP, DDG,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	
s 69(2)	Power to extend time	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	
s 70	Duty to make copy permit available for inspection in accordance with the public availability requirements	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 71(1)	Power to correct certain mistakes	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	
s 71(2)	Duty to note corrections in register	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	
s 73	Power to decide to grant amendment subject to conditions	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		SPLEO, PPO, PTP	
s 74	Duty to issue amended permit to applicant if no objectors	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	
s 76	Duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	
s 76A(1)	Duty to give relevant determining referral authorities copy of amended permit and copy of notice	SSO, STP, TSODF, MSTP, CSTP, DDG,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	
s 76A(2)	Duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	If the recommending referral authority objected to the amendment of the permit or the responsible authority decided not to include a condition on the amended permit recommended by the recommending referral authority
s 76A(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	If the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 76A(6)	Duty to give a recommending referral authority a copy of any amended permit which Council decides to grant and a copy of any notice given under s 64 or 76	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	If the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit
s 76D	Duty to comply with direction of Minister to issue amended permit	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP	
s 83	Function of being respondent to an appeal	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		SPLEO, PPO, PTP	
s 83B	Duty to give or publish notice of application for review	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	
s 84(1)	Power to decide on an application at any time after an appeal is lodged against failure to grant a permit	SSO, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 84(2)	Duty not to issue a permit or notice of decision or refusal after an application is made for review of a failure to grant a permit	SSO, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 84(3)	Duty to tell principal registrar if decide to grant a permit after an application is made for review of its failure to grant a permit	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	
s 84(6)	Duty to issue permit on receipt of advice within 3 business days	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	
s 84AB	Power to agree to confining a review by the Tribunal	SSO, MSG, SGPO, TSODF, DCA, DCS, DDG, EMDF, SGTSO	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 86	Duty to issue a permit at order of Tribunal within 3 business days	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	
s 87(3)	Power to apply to VCAT for the cancellation or amendment of a permit	SSO, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 91(2)	Duty to comply with the directions of VCAT	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	
s 91(2A)	Duty to issue amended permit to owner if Tribunal so directs	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	
s 92	Duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s 90	SSO, STP, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		SPLEO, PPO, PTP	
s 93(2)	Duty to give notice of VCAT order to stop development	SSO, STP, CCPSC, TSODF, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, EMRS, CP, PP, SGP, SPLEO, PPO, PTP	
s 95(3)	Function of referring certain applications to the Minister	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 95(4)	Duty to comply with an order or direction	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		SPLEO, PPO, PTP	
s 96(1)	Duty to obtain a permit from the Minister to use and develop its land	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 96(2)	Function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 96A(2)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment	MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	
s 96C	Power to give notice, to decide not to give notice, to publish notice and to exercise any other power under s 96C	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 96F	Duty to consider the panel's report under s 96E	Not Delegated	
s 96G(1)	Power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under s 23 of the Planning and Environment (Planning Schemes) Act 1996	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 96H(3)	Power to give notice in compliance with Minister's direction	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 96J	Duty to issue permit as directed by the Minister	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 96K	Duty to comply with direction of the Minister to give notice of refusal	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 96Z	Duty to keep levy certificates given to it under ss 47 or 96A for no less than 5 years from receipt of the certificate	CO, POC, MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 97C	Power to request Minister to decide the application	DDG, EMDF	
s 97D(1)	Duty to comply with directions of Minister to supply any document or assistance relating to application	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 97G(3)	Function of receiving from Minister copy of notice of refusal to grant permit or copy of any permit granted by the Minister	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 97G(6)	Duty to make a copy of permits issued under s 97F available in accordance with the public availability requirements	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		SPLEO, PPO, PTP	
s 97L	Duty to include Ministerial decisions in a register kept under s 49	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	
s 97MH	Duty to provide information or assistance to the Planning Application Committee	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 97MI	Duty to contribute to the costs of the Planning Application Committee or subcommittee	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 97O	Duty to consider application and issue or refuse to issue certificate of compliance	MSTP, CSTP, DDG, PSP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		EMDF, PSTP, PP, PPO, PTP	
s 97P(3)	Duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, PP, SGP, SPLEO, PPO, PTP	
s 97Q(2)	Function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	
s 97Q(4)	Duty to comply with directions of VCAT	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		SPLEO, PPO, PTP	
s 97R	Duty to keep register of all applications for certificate of compliance and related decisions	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	
s 98(1)&(2)	Function of receiving claim for compensation in certain circumstances	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 98(4)	Duty to inform any person of the name of the person from whom compensation can be claimed	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 101	Function of receiving claim for expenses in conjunction with claim	MSTP, CSTP, DDG, PSP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		EMDF, PSTP, PP, PPO, PTP	
s 103	Power to reject a claim for compensation in certain circumstances	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s.107(1)	Function of receiving claim for compensation	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 107(3)	Power to agree to extend time for making claim	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 113(2)	Power to request a declaration for land to be proposed to be reserved for public purposes	SSO, STP, MSTP, PSP, EMDF, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 114(1)	Power to apply to the VCAT for an enforcement order	CCPSC, MSTP, CSTP, DDG, PSP, EMDF, PSTP, EMRS, PP, PPO, PTP	
s 117(1)(a)	Function of making a submission to the VCAT where objections are received	CCPSC, MSTP, CSTP, DDG, PSP, EMDF, PSTP, EMRS, PP, PPO, PTP	
s 120(1)	Power to apply for an interim enforcement order where s 114 application has been made	CCPSC, MSTP, CSTP, DDG, PSP, EMDF, PSTP, EMRS, PP, PPO, PTP	
s 123(1)	Power to carry out work required by enforcement order and recover costs	CCPSC, MSTP, CSTP, DDG, PSP, EMDF, PSTP, EMRS, PP, PPO, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 123(2)	Power to sell buildings, materials, etc salvaged in carrying out work under s 123(1)	MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	Except Crown Land
s 129	Function of recovering penalties	MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 130(5)	Power to allow person served with an infringement notice further time	CCPSC, MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, EMRS, PP, PPO, PTP	
s 149A(1)	Power to refer a matter to the VCAT for determination	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 149A(1A)	Power to apply to VCAT for the determination of a matter relating to the interpretation of a s.173 agreement	CCPSC, MSTP, CSTP, DDG, PSP, EMDF, PSTP, EMRS, PP, PPO, PTP	
s 156	Duty to pay fees and allowances (including a payment to the Crown under s 156(2A)), and payment or reimbursement for reasonable costs and expenses incurred by the panel in carrying out its functions unless the Minister directs otherwise under s 156(2B) power to ask for contribution under s 156(3) and power to abandon amendment or part of it under s 156(4)	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	Where Council is the relevant planning authority
s 171(2)(f)	Power to carry out studies and commission reports	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 171(2)(g)	Power to grant and reserve easements	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, CP, PP, PPO, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 172C	Power to compulsorily acquire any outer public purpose land that is specified in the approved infrastructure contributions plan	DCS, DDG, EMDF	Where Council is a development agency specified in an approved infrastructure contributions plan
s 172D(1)	Power to compulsorily acquire any inner public purpose land that is specified in the plan before the time that the land is required to be provided to Council under s 46GV(4)	DCS, DDG, EMDF	Where Council is a collecting agency specified in an approved infrastructure contributions plan
s 172D(2)	Power to compulsorily acquire any inner public purpose land, the use and development of which is to be the responsibility of Council under the plan, before the time that the land is required to be provided under s 46GV(4)	DCS, DDG, EMDF	Where Council is the development agency specified in an approved infrastructure contributions plan
s 173(1)	Power to enter into agreement covering matters set out in s 174	MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 173(1A)	Power to enter into an agreement with an owner of land for the development or provision of land in relation to affordable housing	DCS, DDG, TLEG	Where Council is the relevant responsible authority

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	Power to decide whether something is to the satisfaction of Council, where an agreement made under s 173 of the Planning and Environment Act 1987 requires something to be to the satisfaction of Council or Responsible Authority	MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
	Power to give consent on behalf of Council, where an agreement made under s 173 of the Planning and Environment Act 1987 requires that something may not be done without the consent of Council or Responsible Authority	MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	
s 177(2)	Power to end a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 178	power to amend a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	MSTP, DCS, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 178A(1)	Function of receiving application to amend or end an agreement	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	
s 178A(3)	Function of notifying the owner as to whether it agrees in principle to the proposal under s 178A(1)	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	
s 178A(4)	Function of notifying the applicant and the owner as to whether it agrees in principle to the proposal	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 178A(5)	Power to propose to amend or end an agreement	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	
s 178B(1)	Duty to consider certain matters when considering proposal to amend an agreement	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	
s 178B(2)	Duty to consider certain matters when considering proposal to end an agreement	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 178C(2)	Duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	
s 178C(4)	Function of determining how to give notice under s 178C(2)	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 178E(1)	Duty not to make decision until after 14 days after notice has been given	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	
s.178E(2)(a)	Power to amend or end the agreement in accordance with the proposal	SP, STP, MSTP, CSTP, DDG, PSP, EMDF,	If no objections are made under s 178D

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	Must consider matters in s 178B
s 178E(2)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	If no objections are made under s 178D Must consider matters in s 178B
s 178E(2)(c)	Power to refuse to amend or end the agreement	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	If no objections are made under s 178D Must consider matters in s 178B
s 178E(3)(a)	Power to amend or end the agreement in accordance with the proposal	SP, STP, MSTP, CSTP, DDG, PSP, EMDF,	After considering objections, submissions and matters in s 178B

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	
s 178E(3)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	After considering objections, submissions and matters in s 178B
s.178E(3)(c)	power to amend or end the agreement in a manner that is substantively different from the proposal	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	After considering objections, submissions and matters in s.178B
s 178E(3)(d)	Power to refuse to amend or end the agreement	SP, STP, MSTP, CSTP, DDG, PSP, EMDF,	After considering objections, submissions and matters in s 178B

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	
s 178F(1)	Duty to give notice of its decision under s 178E(3)(a) or (b)	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	
s 178F(2)	Duty to give notice of its decision under s 178E(2)(c) or (3)(d)	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	
s 178F(4)	Duty not to proceed to amend or end an agreement under s 178E until at least 21 days after notice has been given or until	SP, STP, MSTP, CSTP, DDG, PSP, EMDF,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	an application for review to the Tribunal has been determined or withdrawn	PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	
s 178G	Duty to sign amended agreement and give copy to each other party to the agreement	MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	
s 178H	Power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	
s 178I(3)	Duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land	SP, STP, MSTP, EMPSFM, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PP, SGP, SPLEO, PPO, CSP, PTP	
s 179(2)	Duty to make copy of each agreement available in accordance with the public availability requirements	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 181	Duty to apply to the Registrar of Titles to record the agreement and to deliver a memorial to Registrar-General	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 181(1A)(a)	Power to apply to the Registrar of Titles to record the agreement	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 181(1A)(b)	Duty to apply to the Registrar of Titles, without delay, to record the agreement	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 182	Power to enforce an agreement	MSTP, CSTP, DDG, PSP, EMDF, PSTP, EMRS, PP, PPO, PTP	
s 183	Duty to tell Registrar of Titles of ending/amendment of agreement	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
s 184F(1)	Power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	
s 184F(2)	Duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		SGP, SPLEO, PPO, CSP, PTP	
s 184F(3)	Duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	
s 184F(5)	Function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	
s 184G(2)	Duty to comply with a direction of the Tribunal	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		SGP, SPLEO, PPO, CSP, PTP	
s 184G(3)	Duty to give notice as directed by the Tribunal	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	
s 185B(1)	Duty to comply with a request from the Minister to provide the name, address, email address or telephone number of any person to whom the Minister is required to give notice	DDG, EMDF, MSP, CSP	
s 198(1)	Function to receive application for planning certificate	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 199(1)	Duty to give planning certificate to applicant	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	
s 201(1)	Function of receiving application for declaration of underlying zoning	STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP	
s 201(3)	Duty to make declaration	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	Power to decide, in relation to any planning scheme or permit, that a specified thing has or has not been done to the satisfaction of Council	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	
	Power, in relation to any planning scheme or permit, to consent or refuse to consent to any matter which requires the consent or approval of Council	MSTP, CSTP, DDG, PSP, EMDF, PSTP, MSP, PP, PPO, CSP, PTP	
	Power to approve any plan or any amendment to a plan or other document in accordance with a provision of a planning scheme or condition in a permit	MSTP, CSTP, DDG, PSP, EMDF, PSTP, PP, PPO, PTP	
	Power to give written authorisation in accordance with a provision of a planning scheme	MSTP, CSTP, DDG, PSP, PSTP, PP, PPO, PTP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 201UAB(1)	Function of providing the Victoria Planning Authority with information relating to any land within municipal district	DDG, MSP, CSP	
s 201UAB(2)	Duty to provide the Victoria Planning Authority with information requested under s 201UAB(1) as soon as possible	DDG, MSP, CSP	

Residential Tenancies Act 1997			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 518F	Power to issue notice to caravan park regarding emergency management plan if determined that the plan does not comply with the requirements	TLEH, TOEH, EHO, CEH, EMPSFM, EMRS	
s 522(1)	Power to give a compliance notice to a person	TLEH, TOEH, EHO, MBS, CEH, CBS, EMRS	

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Residential Tenancies Act 1997			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 525(2)	Power to authorise an officer to exercise powers in s 526 (either generally or in a particular case)	DIE	
s 525(4)	Duty to issue identity card to authorised officers	EMGR, SCO, AOSC, CRC	
s 526(5)	Duty to keep record of entry by authorised officer under s 526	TLEH, TOEH, EHO, MBS, CEH, EMPSFM, CBS, EMRS	
s 526A(3)	Function of receiving report of inspection	TLEH, TOEH, EHO, AOEH, CEH, TLRATS, HSO, AORS	
s 527	Power to authorise a person to institute proceedings (either generally or in a particular case)	TLEH, TOEH, EHO, MBS, CEH, EMPSFM, DDG, CBS, EMRS	

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 11(1)	Power to declare a road by publishing a notice in the Government Gazette	EMO, DDG, DIE, EMDF, EMI	Obtain consent in circumstances specified in s 11(2)
s 11(8)	Power to name a road or change the name of a road by publishing notice in Government Gazette	EMO, DDG, DIE, EMDF, EMI	
s 11(9)(b)	Duty to advise Registrar	EMO, DDG, DIE, EMDF, EMI	
s 11(10)	Duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	EMO, DDG, DIE, EMDF, EMI	Subject to s 11(10A)
s 11(10A)	Duty to inform Secretary to Department of Environment, Land, Water and Planning or nominated person	EMO, DDG, DIE, EMDF, EMI	Where Council is the coordinating road authority
s 12(2)	Power to discontinue road or part of a road	EMO, DDG, DIE, EMDF, EMI	Where Council is the coordinating road authority
s 12(4)	Duty to publish, and provide copy, notice of proposed discontinuance	EMO, DDG, DIE, EMDF, EMI	Power of coordinating road authority where it is the discontinuing body Unless s 12(11) applies

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 12(5)	Duty to consider written submissions received within 28 days of notice	EMO, DDG, DIE, EMDF, EMI	Duty of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(6)	Function of hearing a person in support of their written submission	EMO, DDG, DIE, EMDF, EMI	Function of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(7)	Duty to fix day, time and place of meeting under s 12(6) and to give notice	EMO, DDG, DIE, EMDF, EMI	Duty of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(10)	Duty to notify of decision made	EMO, DDG, DIE, EMDF, EMI	Duty of coordinating road authority where it is the discontinuing body Does not apply where an exemption is specified by the regulations or given by the Minister
s 13(1)	Power to fix a boundary of a road by publishing notice in Government Gazette	EMO, DDG, DIE, EMDF, EMI	Power of coordinating road authority and obtain consent under s 13(3) and s 13(4) as appropriate

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 14(4)	Function of receiving notice from the Head, Transport for Victoria	EMO, DDG, DIE, EMDF, EMI, CTT, TTE	
s 14(7)	Power to appeal against decision of the Head, Transport for Victoria	EMO, DDG, DIE, CAM, EMDF, EMI, CTT, TTE	
s 15(1)	Power to enter into arrangement with another road authority, utility or a provider of public transport to transfer a road management function of the road authority to the other road authority, utility or provider of public transport	EMO, DDG, DIE, CAM, EMDF, EMI	
s 15(1A)	Power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	DDG, DIE, CAM, EMDF, EMI	
s 15(2)	Duty to include details of arrangement in public roads register	DDG, DIE, CAM, EMDF, EMI	
s 16(7)	Power to enter into an arrangement under s 15	DDG, DIE, CAM, EMDF, EMI	

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 16(8)	Duty to enter details of determination in public roads register	DDG, DIE, CAM, EMDF, EMI	
s 17(2)	Duty to register public road in public roads register	DDG, DIE, CAM, EMDF, EMI	Where Council is the coordinating road authority
s 17(3)	Power to decide that a road is reasonably required for general public use	DDG, DIE, CAM, EMDF, EMI	Where Council is the coordinating road authority
s 17(3)	Duty to register a road reasonably required for general public use in public roads register	DDG, DIE, CAM, EMDF, EMI	Where Council is the coordinating road authority
s 17(4)	Power to decide that a road is no longer reasonably required for general public use	DDG, DIE, CAM, EMDF, EMI	Where Council is the coordinating road authority
s 17(4)	Duty to remove road no longer reasonably required for general public use from public roads register	DDG, DIE, CAM, EMDF, EMI	Where Council is the coordinating road authority
s 18(1)	Power to designate ancillary area	DDG, DIE, CAM, EMDF, EMI	Where Council is the coordinating road authority, and obtain consent in circumstances specified in s 18(2)

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 18(3)	Duty to record designation in public roads register	DDG, DIE, CAM, EMDF, EMI	Where Council is the coordinating road authority
s 19(1)	Duty to keep register of public roads in respect of which it is the coordinating road authority	DDG, DIE, CAM, EMDF, EMI	
s 19(4)	Duty to specify details of discontinuance in public roads register	DDG, DIE, CAM, EMDF, EMI	
s 19(5)	Duty to ensure public roads register is available for public inspection	DDG, DIE, CAM, EMDF, EMI	
s 21	Function of replying to request for information or advice	DDG, DIE, CAM, EMDF, EMI	Obtain consent in circumstances specified in s 11(2)
s 22(2)	Function of commenting on proposed direction	DDG, DIE, CAM, EMDF, EMI	
s 22(4)	Duty to publish a copy or summary of any direction made under s 22 by the Minister in its annual report.	EMO, DIE	

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 22(5)	Duty to give effect to a direction under s 22	EMO, DIE	
s 40(1)	Duty to inspect, maintain and repair a public road.	SPD, SRS, RMS, EMO, DDG, DIE, RMCS, SUR, SUSR, EMDF, EMI, CRM	
s 40(5)	Power to inspect, maintain and repair a road which is not a public road	SPD, SRS, RMS, EMO, DDG, DIE, RMCS, SUR, SUSR, EMDF, EMI, CRM	
s 41(1)	Power to determine the standard of construction, inspection, maintenance and repair	SPD, SRS, RMS, EMO, DDG, DIE, CAM, RMCS, SUR, SUSR, EMDF, EMI, SASU, CRM	
s 42(1)	Power to declare a public road as a controlled access road	DDG, DIE, CAM, EMDF, EMI	Power of coordinating road authority and sch 2 also applies

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 42(2)	Power to amend or revoke declaration by notice published in Government Gazette	DDG, DIE, CAM, EMDF, EMI	Power of coordinating road authority and sch 2 also applies
s 42A(3)	Duty to consult with Head, Transport for Victoria and Minister for Local Government before road is specified	EMO, DDG, DIE, CAM, EMDF, EMI	Where Council is the coordinating road authority If road is a municipal road or part thereof
s 42A(4)	Power to approve Minister's decision to specify a road as a specified freight road	EMO, DDG, DIE, EMDF, EMI, CTT, TTE	Where Council is the coordinating road authority If road is a municipal road or part thereof and where road is to be specified a freight road
s 48EA	Duty to notify the owner or occupier of land and provider of public transport on which rail infrastructure or rolling stock is located (and any relevant provider of public transport)	EMO, DDG, DIE, EMDF, EMI	Where Council is the responsible road authority, infrastructure manager or works manager
s 48M(3)	Function of consulting with the relevant authority for purposes of developing guidelines under s 48M	EMO, DDG, DIE, EMDF, EMI	
s 49	Power to develop and publish a road management plan	EMO, DDG, DIE, CAM, EMGR, EMDF, EMI, CRC	

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 51	Power to determine standards by incorporating the standards in a road management plan	EMO, DDG, DIE, CAM, EMGR, EMDF, EMI, CRC	
s 53(2)	Power to cause notice to be published in Government Gazette of amendment etc of document in road management plan	EMO, DDG, DIE, CAM, EMGR, EMDF, EMI, CRC	
s 54(2)	Duty to give notice of proposal to make a road management plan	EMO, DDG, DIE, CAM, EMGR, EMDF, EMI, CRC	
s 54(5)	Duty to conduct a review of road management plan at prescribed intervals	EMO, DDG, DIE, CAM, EMGR, EMDF, EMI, CRC	
s 54(6)	Power to amend road management plan	EMO, DDG, DIE, CAM, EMGR, EMDF, EMI, CRC	

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 54(7)	Duty to incorporate the amendments into the road management plan	EMO, DDG, DIE, CAM, EMGR, EMDF, EMI, CRC	
s 55(1)	Duty to cause notice of road management plan to be published in Government Gazette and newspaper	EMO, DDG, DIE, CAM, EMGR, EMDF, EMI, CRC	
s 63(1)	Power to consent to conduct of works on road	SPD, SRS, RMS, EMO, CAM, RMCS, SUR, SUSR, EMI, SASU, CRM	Where Council is the coordinating road authority
s 63(2)(e)	Power to conduct or to authorise the conduct of works in, on, under or over a road in an emergency	SPD, SRS, RMS, CEH, CAM, RMCS, SUR, SUSR, EMI, SASU, CRM	Where Council is the infrastructure manager
s 64(1)	Duty to comply with cl 13 of sch 7	DDG, DIE, CAM, EMDF, EMI	Where Council is the infrastructure manager or works manager

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 66(1)	Power to consent to structure etc	DDG, DIE, CAM, EMDF, EMI	Where Council is the coordinating road authority
s 67(2)	Function of receiving the name & address of the person responsible for distributing the sign or bill	DDG, DIE, CAM, EMDF, EMI	Where Council is the coordinating road authority
s 67(3)	Power to request information	DDG, DIE, CAM, EMDF, EMI	Where Council is the coordinating road authority
s 68(2)	Power to request information	DDG, DIE, CAM, EMDF, EMI	Where Council is the coordinating road authority
s 71(3)	Power to appoint an authorised officer	SPD, SRS, RMS, EMO, DDG, DIE, CAM, RMCS, SUR, SUSR, TLCP, EMDF, EMI, SASU, CID, CRM, CTT	

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 72	Duty to issue an identity card to each authorised officer	DCS, EMGR, SCO, AOSC, CRC	
s 85	Function of receiving report from authorised officer	DDG, DIE, EMDF, EMI	
s 86	Duty to keep register re s 85 matters	DDG, DIE, EMDF, EMI	
s 87(1)	Function of receiving complaints	SPD, SRS, RMS, EMO, DDG, DIE, RMCS, SUR, SUSR, EMDF, EMI, CRM	
s 87(2)	Duty to investigate complaint and provide report	SPD, SRS, RMS, EMO, DCS, DDG, DIE, RMCS, SUR, SUSR, EMDF, EMI, CRM	

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 96	Power to authorise a person for the purpose of instituting legal proceedings	DIE, EMI	
s 112(2)	Power to recover damages in court	EMO, DDG, DIE, EMDF, EMI	
s 116	Power to cause or carry out inspection	SPD, SRS, RMS, EMO, DDG, DIE, RMCS, SUR, SUSR, EMDF, EMI, CRM	
s 119(2)	Function of consulting with the Head, Transport for Victoria	EMO, DDG, DIE, EMDF, EMI	
s 120(1)	Power to exercise road management functions on an arterial road (with the consent of the Head, Transport for Victoria)	EMO, DDG, DIE, CAM, EMDF, EMI, SASU	
s 120(2)	Duty to seek consent of the Head, Transport for Victoria to exercise road management functions before exercising power in s 120(1)	SPD, SRS, RMS, EMO, DDG, DIE, CAM, RMCS,	

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		SUR, SUSR, EMDF, EMI, SASU, CRM	
s 121(1)	Power to enter into an agreement in respect of works	EMO, DDG, DIE, CAM, EMDF, EMI	
s 122(1)	Power to charge and recover fees	EMO, DDG, DIE, CAM, EMDF, EMI	
s 123(1)	Power to charge for any service	SPD, SRS, RMS, EMO, DCS, DDG, DIE, RMCS, SUR, SUSR, EMDF, EMI, CRM	
sch 2 cl 2(1)	Power to make a decision in respect of controlled access roads	DDG, DIE, CAM, EMDF, EMI	
sch 2 cl 3(1)	Duty to make policy about controlled access roads	Not Delegated	

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
sch 2 cl 3(2)	Power to amend, revoke or substitute policy about controlled access roads	Not Delegated	
sch 2 cl 4	Function of receiving details of proposal from the Head, Transport for Victoria	DDG, DIE, CAM, EMDF, EMI	
sch 2 cl 5	Duty to publish notice of declaration	DDG, DIE, CAM, EMDF, EMI	
sch 7 cl 7(1)	Duty to give notice to relevant coordinating road authority of proposed installation of non-road infrastructure or related works on a road reserve	DDG, DIE, CAM, EMDF, EMI	Where Council is the infrastructure manager or works manager
sch 7 cl 8(1)	Duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road	DDG, DIE, CAM, EMDF, EMI	Where Council is the infrastructure manager or works manager
sch 7 cl 9(1)	Duty to comply with request for information from a coordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road	SPD, SRS, RMS, EMO, DDG, DIE, CAM, RMCS,	Where Council is the infrastructure manager or works manager responsible for non-road infrastructure

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	infrastructure and technical advice or assistance in conduct of works	SUR, SUSR, EMDF, EMI, CRM	
sch 7 cl 9(2)	Duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance	DDG, DIE, CAM, EMDF, EMI	Where Council is the infrastructure manager or works manager
sch 7 cl 10(2)	Where Sch 7 cl 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected	DDG, DIE, CAM, EMDF, EMI	Where Council is the infrastructure manager or works manager
sch 7 cl 12(2)	Power to direct infrastructure manager or works manager to conduct reinstatement works	DDG, DIE, CAM, EMDF, EMI, SASU	Where Council is the coordinating road authority
sch 7 cl 12(3)	Power to take measures to ensure reinstatement works are completed	DDG, DIE, CAM, EMDF, EMI, SASU	Where Council is the coordinating road authority
sch 7 cl 12(4)	Duty to ensure that works are conducted by an appropriately qualified person	SPD, SRS, RMS, EMO, DDG, DIE, CAM, RMCS,	Where Council is the coordinating road authority

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		SUR, SUSR, EMDF, EMI, SASU, CRM	
sch 7 cl 12(5)	Power to recover costs	DDG, DIE, CAM, EMDF, EMI, SASU	Where Council is the coordinating road authority
sch 7 cl 13(1)	Duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to sch 7 cl 13(2)	DDG, DIE, CAM, EMDF, EMI	Where Council is the works manager
sch 7 cl 13(2)	Power to vary notice period	DDG, DIE, CAM, EMDF, EMI	Where Council is the coordinating road authority
sch 7 cl 13(3)	Duty to ensure works manager has complied with obligation to give notice under sch 7 cl 13(1)	DDG, DIE, CAM, EMDF, EMI	Where Council is the infrastructure manager
sch 7 cl 16(1)	Power to consent to proposed works	DDG, DIE, CAM, EMDF, EMI	Where Council is the coordinating road authority

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
sch 7 cl 16(4)	Duty to consult	EMO, DDG, DIE, CAM, EMDF, EMI	Where Council is the coordinating road authority, responsible authority or infrastructure manager
sch 7 cl 16(5)	Power to consent to proposed works	EMO, DDG, DIE, CAM, EMDF, EMI	Where Council is the coordinating road authority
sch 7 cl 16(6)	Power to set reasonable conditions on consent	EMO, DDG, DIE, CAM, EMDF, EMI	Where Council is the coordinating road authority
sch 7 cl 16(8)	Power to include consents and conditions	EMO, DDG, DIE, CAM, EMDF, EMI	Where Council is the coordinating road authority
sch 7 cl 17(2)	Power to refuse to give consent and duty to give reasons for refusal	DDG, DIE, CAM, EMDF, EMI	Where Council is the coordinating road authority
sch 7 cl 18(1)	Power to enter into an agreement	DDG, DIE, CAM, EMDF, EMI	Where Council is the coordinating road authority

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
sch7 cl 19(1)	Power to give notice requiring rectification of works	DDG, DIE, CAM, EMDF, EMI, SASU	Where Council is the coordinating road authority
sch 7 cl 19(2) & (3)	Power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred	DDG, DIE, CAM, EMDF, EMI, SASU	Where Council is the coordinating road authority
sch 7 cl 20(1)	Power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	DDG, DIE, CAM, EMDF, EMI, SASU	Where Council is the coordinating road authority
sch 7A cl 2	Power to cause street lights to be installed on roads	DDG, DIE, EMDF, EMI	Power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road
sch 7 cl 3(1)(d)	Duty to pay installation and operation costs of street lighting - where road is not an arterial road	DDG, DIE, EMDF, EMI	Where Council is the responsible road authority

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
sch 7A cl 3(1)(e)	Duty to pay installation and operation costs of street lighting - where road is a service road on an arterial road and adjacent areas	DDG, DIE, EMDF, EMI	Where Council is the responsible road authority
sch 7A cl (3)(1)(f)	Duty to pay installation and percentage of operation costs of street lighting - for arterial roads in accordance with cls 3(2) and 4	DDG, DIE, EMDF, EMI	Duty of Council as responsible road authority that installed the light (re: installation costs) and where Council is relevant municipal council (re: operating costs)

Cemeteries and Crematoria Regulations 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 24	Duty to ensure that cemetery complies with depth of burial requirements	EMPSFM, DIE	
r 25	Duty to ensure that the cemetery complies with the requirements for interment in concrete-lined graves	EMPSFM, DIE	
r 27	Power to inspect any coffin, container or other receptacle if satisfied of the matters in paragraphs (a) and (b)	EMPSFM, DIE	

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Cemeteries and Crematoria Regulations 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 28(1)	Power to remove any fittings on any coffin, container or other receptacle if the fittings may impede the cremation process or damage the cremator	EMPSFM, DIE	
r 28(2)	Duty to ensure any fittings removed of are disposed in an appropriate manner	EMPSFM, DIE	
r 29	Power to dispose of any metal substance or non-human substance recovered from a cremator	EMPSFM, DIE	
r 30(2)	Power to release cremated human remains to certain persons	EMPSFM, DIE	Subject to any order of a court
r 31(1)	Duty to make cremated human remains available for collection within 2 working days after the cremation	EMPSFM, DIE	
r 31(2)	Duty to hold cremated human remains for at least 12 months from the date of cremation	EMPSFM, DIE	
r 31(3)	Power to dispose of cremated human remains if no person gives a direction within 12 months of the date of cremation	EMPSFM, DIE	

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Cemeteries and Crematoria Regulations 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 31(4)	Duty to take reasonable steps notify relevant people of intention to dispose of remains at expiry of 12 month period	EMPSFM, DIE	
r 32	Duty to ensure a mausoleum is constructed in accordance with paragraphs (a)-(d)	EMPSFM, DIE	
r 33(1)	Duty to ensure that remains are interred in a coffin, container or receptacle in accordance with paragraphs (a)-(c)	EMPSFM, DIE	
r 33(2)	Duty to ensure that remains are interred in accordance with paragraphs (a)-(b)	EMPSFM, DIE	
r 34	Duty to ensure that a crypt space in a mausolea is sealed in accordance with paragraphs (a)-(b)	EMPSFM, DIE	
r 36	Duty to provide statement that alternative vendors or supplier of monuments exist	EMPSFM, DIE	
r 40	Power to approve a person to play sport within a public cemetery	EMPSFM, DIE	

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Cemeteries and Crematoria Regulations 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 41(1)	Power to approve fishing and bathing within a public cemetery	EMPSFM, DIE	
r 42(1)	Power to approve hunting within a public cemetery	EMPSFM, DIE	
r 43	Power to approve camping within a public cemetery	EMPSFM, DIE	
r 45(1)	Power to approve the removal of plants within a public cemetery	CPG, EMPSFM, DIE, CUFOS, CGNR	
r 46	Power to approve certain activities under the Regulations if satisfied of regulation (1)(a)-(c)	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
r 47(3)	Power to approve the use of fire in a public cemetery	EMPSFM, DIE	
r 48(2)	Power to approve a person to drive, ride or use a vehicle on any surface other than a road, track or parking area	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	

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Cemeteries and Crematoria Regulations 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	Note: Schedule 2 contains Model Rules – only applicable if the cemetery trust has not made its own cemetery trust rules	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	
sch 2 cl 4	Power to approve the carrying out of an activity referred to in rules 8, 16, 17 and 18 of sch 2	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	See note above regarding model rules
sch 2 cl 5(1)	Duty to display the hours during which pedestrian access is available to the cemetery	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	See note above regarding model rules
sch 2 cl 5(2)	Duty to notify the Secretary of, (a) the hours during which pedestrian access is available to the cemetery; and (b) any changes to those hours	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	See note above regarding model rules
sch 2 cl 6(1)	Power to give directions regarding the manner in which a funeral is to be conducted	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	See note above regarding model rules

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Cemeteries and Crematoria Regulations 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
sch 2 cl 7(1)	Power to give directions regarding the dressing of places of interment and memorials	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	See note above regarding model rules
sch 2 cl 8	Power to approve certain mementos on a memorial	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	See note above regarding model rules
sch 2 cl 11(1)	Power to remove objects from a memorial or place of interment	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	See note above regarding model rules
sch 2 cl 11(2)	Duty to ensure objects removed under sub rule (1) are disposed of in an appropriate manner	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	See note above regarding model rules
sch 2 cl 12	Power to inspect any work being carried out on memorials, places of interment and buildings for ceremonies	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	See note above regarding model rules

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Cemeteries and Crematoria Regulations 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
sch 2 cl 14	Power to approve an animal to enter into or remain in a cemetery	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	See note above regarding model rules
sch 2 cl 16(1)	Power to approve construction and building within a cemetery	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	See note above regarding model rules
sch 2 cl 17(1)	Power to approve action to disturb or demolish property of the cemetery trust	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	See note above regarding model rules
sch 2 cl 18(1)	Power to approve digging or planting within a cemetery	CPG, EMO, EMPSFM, DIE, CUFOS, CGNR	See note above regarding model rules

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Planning and Environment Regulations 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r.6	function of receiving notice, under section 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme	MSTP, DDG, PSP, EMDF, MSP, CSP, PTP	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.
r.21	power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under section 54 of the Act	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	
r.25(a)	Duty to make copy of matter considered under section 60(1A)(g) in accordance with the public availability requirements	SP, STP, MSTP, CSTP, DDG, PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	Where Council is the responsible authority
r.25(b)	Function of receiving a copy of any document considered under section 60(1A)(g) by the responsible authority and duty	SP, STP, MSTP, CSTP, DDG,	Where Council is not the responsible authority but the relevant land is within Council's municipal district

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Planning and Environment Regulations 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	to make the document available in accordance with the public availability requirements	PSP, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP	
r.42	function of receiving notice under section 96C(1)(c) of the Act from a planning authority of its preparation of a combined application for an amendment to a planning scheme and notice of a permit application	MSTP, DDG, PSP, EMDF, MSP, CSP, PTP	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.

Planning and Environment (Fees) Regulations 2016			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 19	Power to waive or rebate a fee relating to an amendment of a planning scheme	DDG, MSP, CSP	
r 20	Power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme	MSTP, DDG, PSP, EMDF, PTP	

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Planning and Environment (Fees) Regulations 2016			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 21	Duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r 19 or 20	MSTP, DDG, PSP, EMDF, MSP, CSP, PTP	

Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 7	Function of entering into a written agreement with a caravan park owner	TLEH, TOEH, EHO, CEH, EMPSFM	
r 10	Function of receiving application for registration	TLEH, TOEH, EHO, AOBS, AOEH, AOLLT, TOBS, CEH, TLRSATS, EMRS, HSO, AORS	

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Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 11	Function of receiving application for renewal of registration	EMPSFM, DIE	
r 12(1)	Duty to grant the registration if satisfied that the caravan park complies with these regulations	TLEH, TOEH, EHO, CEH	
r 12(1)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	TLEH, EHO, CEH	
r 12(2)	Duty to renew the registration if satisfied that the caravan park complies with these regulations	TLEH, TOEH, EHO, CEH	
r 12(2)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	EMPSFM, DIE	
r 12(3)	Duty to have regard to matters in determining an application for registration or an application for renewal of registration	EMPSFM, DIE	
r 12(4) & (5)	Duty to issue certificate of registration	TLEH, TOEH, EHO, CEH	
r 14(1)	Function of receiving notice of transfer of ownership	TLEH, TOEH, EHO, AOBS,	

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Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		AOEH, AOLLT, TOBS, CEH, TLRSATS, EMRS, HSO, AORS	
r 14(3)	Power to determine where notice of transfer is displayed	TLEH, TOEH, EHO, CEH	
r 15(1)	Duty to transfer registration to new caravan park owner	TLEH, TOEH, EHO, CEH	
r 15(2)	Duty to issue a certificate of transfer of registration	TLEH, TOEH, EHO, CEH	
r 16(1)	Power to determine the fee to accompany applications for registration or applications for renewal of registration	TLEH, EHO, CEH, EMPSFM	
r 17	Duty to keep register of caravan parks	TLEH, CEH	
r 18(4)	Power to determine where the emergency contact person's details are displayed	TLEH, TOEH, EHO, CEH	

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Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 18(6)	Power to determine where certain information is displayed	TLEH, TOEH, EHO, CEH	
r 22(1)	Duty to notify a caravan park owner of the relevant emergency services agencies for the caravan park, on the request of the caravan park owner	TLEH, TOEH, EHO, CEH	
r 22(2)	Duty to consult with relevant emergency services agencies	TLEH, TOEH, EHO, CEH	
r 23	Power to determine places in which caravan park owner must display a copy of emergency procedures	TLEH, TOEH, EHO, CEH	
r 24	Power to determine places in which caravan park owner must display copy of public emergency warnings	TLEH, TOEH, EHO, CEH	
r 25(3)	Duty to consult with relevant floodplain management authority	TLEH, TOEH, EHO, CEH	
r 26	Duty to have regard to any report of the relevant fire authority	TLEH, TOEH, EHO, CEH	

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Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 28(c)	Power to approve system for the collection, removal and disposal of sewage and waste water from a movable dwelling	TLEH, TOEH, EHO, CEH	
r 40	Function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe	TLEH, TOEH, EHO, AOBS, AOEH, AOLLT, TOBS, MBS, CEH, EMPSFM, CBS, TLRATS, EMRS, HSO, AORS	
r 40(b)	Power to require notice of proposal to install unregistrable movable dwelling or rigid annexe	MBS, EMPSFM, DDG, DIE, CBS, EMRS	
r 41(4)	Function of receiving installation certificate	MBS, EMPSFM, DDG, DIE, CBS, EMRS	

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Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 43	Power to approve use of a non-habitable structure as a dwelling or part of a dwelling	MBS, EMPSFM, DDG, DIE, CBS, EMRS	
sch 3 cl 4(3)	Power to approve the removal of wheels and axles from unregistrable movable dwelling	DDG, DIE, EMRS	

Road Management (General) Regulations 2016			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 8(1)	Duty to conduct reviews of road management plan	EMO, DDG, DIE, CAM, EMGR, EMDF, EMI, CRC	
r 9(2)	Duty to produce written report of review of road management plan and make report available	EMO, DDG, DIE, CAM, EMGR, EMDF, EMI, CRC	

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Road Management (General) Regulations 2016			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 9(3)	Duty to give notice where road management review is completed and no amendments will be made (or no amendments for which notice is required)	EMO, DDG, DIE, CAM, EMGR, EMDF, EMI, CRC	Where Council is the coordinating road authority
r.10	Duty to give notice of amendment which relates to standard of construction, inspection, maintenance or repair under s 41 of the Act	EMO, DDG, DIE, CAM, EMGR, EMDF, EMI, CRC	
r 13(1)	Duty to publish notice of amendments to road management plan	EMO, DDG, DIE, CAM, EMGR, EMDF, EMI, CRC	where Council is the coordinating road authority
r 13(3)	Duty to record on road management plan the substance and date of effect of amendment	EMO, DDG, DIE, CAM, EMGR, EMDF, EMI, CRC	
r 16(3)	Power to issue permit	EMO, DDG, DIE, CAM, EMDF, EMI	Where Council is the coordinating road authority
r 18(1)	Power to give written consent re damage to road	EMO, DDG, DIE, CAM, EMDF, EMI	Where Council is the coordinating road authority

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Road Management (General) Regulations 2016			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 23(2)	Power to make submission to Tribunal	EMO, DDG, DIE, CAM, EMDF, EMI	Where Council is the coordinating road authority
r 23(4)	Power to charge a fee for application under s 66(1) Road Management Act	EMO, DDG, DIE, CAM, EMDF, EMI	Where Council is the coordinating road authority
r 25(1)	Power to remove objects, refuse, rubbish or other material deposited or left on road	EMO, DDG, DIE, CAM, EMDF, EMI, SASU	Where Council is the responsible road authority
r 25(2)	Power to sell or dispose of things removed from road or part of road (after first complying with regulation 25(3))	EMO, DDG, DIE, CAM, EMDF, EMI	Where Council is the responsible road authority
r 25(5)	Power to recover in the Magistrates' Court, expenses from person responsible	EMO, DDG, DIE, CAM, EMDF, EMI	

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Road Management (Works and Infrastructure) Regulations 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 15	Power to exempt a person from requirement under cl 13(1) of sch 7 of the Act to give notice as to the completion of those works	EMO, DDG, DIE, EMDF, EMI	Where Council is the coordinating road authority and where consent given under s 63(1) of the Act
r 22(2)	Power to waive whole or part of fee in certain circumstances	EMO, DDG, DIE, EMDF, EMI	Where Council is the coordinating road authority

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8.10. OUTSTANDING QUESTION TIME ITEMS

Division: Corporate Services
Director: John Hausler
Author/Position: Lyndsay Leingang - Administration Officer Statutory Compliance

PURPOSE

1. This report provides Council with an update of responses to questions taken on notice and outstanding unanswered questions from public question time.

BACKGROUND

2. The City of Ballarat Governance Rules, section 3.7.1 calls for a standard agenda item at each Council Meeting that reflects unanswered questions from question time

KEY MATTERS

3. Nil

OFFICER RECOMMENDATION

4. That Council:

4.1 Endorse the Outstanding Question Time Report.

ATTACHMENTS

1. Outstanding Question Time Items [**8.10.1** - 1 page]
2. QT64/23 - Jennifer Robson [**8.10.2** - 2 pages]
3. QT72/23 - Tony Schaefer [**8.10.3** - 2 pages]

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Outstanding Question Time Items					
Meeting	Status	Requested	Question	Officer Responsible	Response
28/06/2023 QT64/23	Closed	Jennifer Robson	I implore all Councillors to seriously consider the following question...is it not our moral and ethical duty to prioritize residents safety and well-being by requesting an EES? By-passing an EES risks overlooking critical information and hazards. Public safety cannot be compromised, and health impacts must not be taken lightly. Short-term gains should never overshadow long-term consequences. A thorough and independent Environmental Impact Statement is vital before proceeding with TSF4.	Natalie Robertson, Director Development and Growth	Natalie Robertson - Director Development and Growth provided a written response to Miss Robson
28/06/2023 QT64/23	Closed	Jennifer Robson	This tailings dam project, TSF4 has a limited lifespan of around 10 years, it has very short-term benefits for a few people and whichever offshore company steps in. I urge the council to prioritize the fundamental rights of our community: the right to live in a safe and healthy environment. Let us not sacrifice our future well-being for short-term gains. Can council afford to ignore the potential consequences and forego the protection an EES can provide?	Natalie Robertson, Director Development and Growth	Natalie Robertson - Director Development and Growth provided a written response to Miss Robson
28/06/2023 QT72/23	Closed	Tony Schaefer	I am concerned about the lethargic response by council to the need to recycle plastic. What is the current status of the proposed MRF, (materials recovery facility)? It should be front and centre of priority as our plastic use doubles every year, and the environmental damage to be inherited by our children will be colossal. As far as im aware there has been proposals, international trips, junkets and much talk, but no real results. How can we delay on such a vital matter as the future health of the biosphere? I would presume that most rate-payers support all efforts to be done in this area, and would even be prepared to pay a levy to see it come to fruition sooner than later. Ballarat is well placed to be a hub for smaller regions like Golden Plains, Hepburn etc. This issue needs priority and there are vast amounts of research, etc about it. What has council been doing about this?? Plastic is the most damaging material to the environment and we have not even developed effective recycling systems?. It really is disgraceful and this generation is culpable of mass environmental destruction on a grand scale, that will be inherited by the next generation. The council has an obligation to make its priority the effective management of the no-biodegradable waste produced by its ratepayers. We (and future) generations rely on YOU to do this - we can't, you are elected to.	Director Wetherall, Director Infrastructure and Environment	Bridget Wetherall, Director Infrastructure and Environment provided a written response.
28/6/2023 QT77/23	Open	Merle Hathaway	I'm just wondering why in pursuing a masterplan for the Buninyong Botanic Gardens that would destroy many of its or much of its social heritage, environmental features. Why is the Council ignoring the Victorian Heritage Register and the wishes of many of the local groups that have a lot of expertise between us? Such as the Friends of Buninyong Gardens, Ballarat Heritage Watch, Buninyong Historical Society Community Association.	Natalie Robertson, Director Development and Growth	Written response to be provided.

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PO Box 655
Ballarat Vic 3353
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Telephone: 03 5320 5500
Facsimile: 03 5333 4061



Date: 5 July 2023

Our Ref: NR:kr

Your Ref: QT64/23

Enquiries: (61) 03 5320 5500

Direct Email: info@ballarat.vic.gov.au

Jennifer Robson

Email: [REDACTED]

Dear Jennifer,

RE: OUTSTANDING QUESTION TIME ITEM – QT64/23

I refer to your questions asked at the 28 June 2023 Council Meeting.

Question 1

I implore all Councillors to seriously consider the following question...is it not our moral and ethical duty to prioritize residents safety and well-being by requesting an EES?

Bypassing an EES risks overlooking critical information and hazards. Public safety cannot be compromised, and health impacts must not be taken lightly.

Short-term gains should never overshadow long-term consequences. A thorough and independent Environmental Impact Statement is vital before proceeding with TSF4.

Answer 1

City of Ballarat is not the body to seek an EES as previously mentioned and have discussed this matter with ERR who have advised that the proposed Tailings Facility does not breach the thresholds to require an Environmental Effects Statement.

Given, this matter is to be considered this evening and without pre-empting an outcome, the officer report seeks to address the human health impacts of the proposed TSF. The recommendation includes a condition requiring the submission of a revised Human Health Risk Assessment (HHRA) comprising updated methodology and quantitative data. The updated HHRA would be required prior to the commencement of any works on site and would be independently peer reviewed. Should this peer review require particular amendments and additional mitigation measures prior to the commencement of the development to further safeguard the human health, this would be required, and again prior to the commencement of works and above the requirements of our planning consideration Tonight.

Question 2

This tailings dam project, TSF4 has a limited lifespan of around 10 years, it has very short-term benefits for a few people and whichever offshore company steps in.

I urge the council to prioritize the fundamental rights of our community: the right to live in a safe and healthy environment. Let us not sacrifice our future well-being for short-term gains.

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Can council afford to ignore the potential consequences and forego the protection an EES can provide?

Answer 2

As stated, advice from ERR (the mining regulator) is that no EES is required. An HHRA has been submitted in support of the application and this has been informally discussed with EPA. Outstanding matters associated with the HHRA are sought to be resolved via recommended permit conditions requiring an updated HHRA prior to the commencement of any building and works.

Yours sincerely



Natalie Robertson
Director Development and Growth

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Telephone: 03 5320 5500
Facsimile: 03 5333 4061



Tony Schaefer

Email: [REDACTED]

Date: 4 July 2023

Our Ref: BW:sd:bk

Your Ref: QT72/23

Enquiries: 03 5320 5500

Direct Email: info@ballarat.vic.gov.au

Dear Tony

RE: PUBLIC QUESTION ASKED AT COUNCIL MEETING HELD 28 JUNE 2023

I refer to your question asked at the Council meeting held on Wednesday 26 June 2023 as follows:

"I am concerned about the lethargic response by council to the need to recycle plastic. What is the current status of the proposed MRF?. It should be front and centre of priority as our plastic use doubles every year, and the environmental damage to be inherited by our children will be colossal. As far as im aware there has been proposals, international trips, junkets and much talk, but no real results. How can we delay on such a vital matter as the future health of the biosphere?. I would presume that most rate-payers support all efforts to be done in this area, and would even be prepared to pay a levy to see it come to fruition sooner than later. Ballarat is well placed to be a hub for smaller regions like Golden Plains, Hepburn etc. This issue needs priority and there are vast amounts of research, etc about it. What has council been doing about this?? Plastic is the most damaging material to the environment and we have not even developed effective recycling systems?. It really is disgraceful and this generation is culpable of mass environmental destruction on a grand scale, that will be inherited by the next generation. The council has an obligation to make its priority the effective management of the no-biodegradable waste produced by its ratepayers. We (and future) generations rely on YOU to do this - we can't, you are elected to."

The City of Ballarat continues to pursue its ambition to be a leader in the circular economy, with plans for an improved, value-added approach to recycling. We are pursuing a regional waste management solution that is both financially and environmentally sustainable.

It is well recognised that western Victoria has a Materials Recovery Facility (MRF) processing capacity shortfall, and the City of Ballarat has an active project that is focused on facilitating the establishment of regional waste and recycling processing businesses, such as a MRF.

The City of Ballarat is investigating the feasibility of establishing a Circular Economy Precinct at the Ballarat West Employment Zone (BWEZ). In the Circular Economy Precinct, waste management activities and businesses (potentially including a MRF) would be collocated with reuse, recycling and manufacturing businesses.

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2.

The next step in the determining the feasibility of the Circular Economy Precinct is to test, in open market processes, the current level of interest from waste and recycling businesses to:

- provide local circular economy focused processing solutions for our region's materials and
- locate in a Circular Economy Precinct at BWEZ.

In April this year, the City of Ballarat called for Expressions of Interest (EOI) from businesses seeking to provide circular economy solutions for waste and recycling material streams (organics, commingled recyclables, landfill and transfer station streams) from the region. After receiving an encouraging response to the EOI, we have commenced the development of the next Request for Proposal (RFP) stage of the procurement process. The RFP phase will seek detailed submissions from businesses and is expected to open before the end of the year.

Development Victoria is also currently conducting a separate Expression of Interest process for approximately 14 hectares of land in Stage 3B of BWEZ. Development Victoria is encouraging businesses experienced in Circular Economy practices to bid for fully serviced, high-quality industrial and commercial land.

If you would like to discuss this matter further, please feel free to call Siobhan Dent, Coordinator Circular Economy, on 03 5320 5500.

Yours sincerely



Bridget Wetherall
Director Infrastructure and Environment

CC: Mayor and Councillors
Governance
Fiona Stevenson, Acting Executive Manager Waste and Environment
Siobhan Dent, Coordinator Circular Economy

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9. NOTICE OF MOTION

9.1. SEEK ACTION ON THE IMPLEMENTATION OF THE VICTORIAN FOOD SYSTEMS CONSENSUS STATEMENT

1. A Notice of Motion was lodged by Cr Belinda Coates on 20 July 2023.
2. In accordance with rule 3.8.2 of the Governance Rules, the Notice of Motion was received and assessed by the Chief Executive Officer then approved to proceed to the 26 July 2023 Council Meeting Agenda.
3. Formal notice was provided to Councillors on 20 July 2023 which was then recorded in the Notice of Motion Register by the Governance team.
4. Cr Belinda Coates proposes the following motion:
5. **That Council:**
 - 5.1. **Supports the motion to the Municipal Association of Victoria 13 October 2023 State Council requesting the State Government to establish an action plan for implementing the 10 policy priorities in the “Towards a Healthy, Regenerative and Equitable Food System in Victoria”.**
 - 5.2. **The motion to be submitted is:**

That the Municipal Association of Victoria call on the Victorian Government to establish an action plan for achieving the following 10 policy priorities in the “Towards a Healthy, Regenerative and Equitable Food System in Victoria”:

 1. **Right to Food Law in Victoria.**
 2. **Food Systems Governance**
 3. **Food Systems Monitoring**
 4. **Agroecological Food Production**
 5. **Local Food Infrastructure**
 6. **Public Sector Food Procurement and Retail**
 7. **School Food Systems**
 8. **Community Food Systems Strategies**
 9. **Community Food Systems Planning**
 10. **Food Relief Models**

ATTACHMENTS

1. D-23-63978 Notice of Motion Cr Coates - 20 July 2023 [9.1.1 - 4 pages]



COUNCILLORS NOTICE OF MOTION FORM

(In accordance with Chapter 3, Rules 3.8.1 and 3.8.2)

TO: Chief Executive Officer – City of Ballarat

FROM: Cr Belinda Coates

DATE: 20 July 2023

I hereby give notice that at the Ordinary Meeting of Council on 26 July 2023 I will propose a notice of motion.

The motion moves to seek action on the implementation of the Victorian Food Systems Consensus Statement, commissioned by VicHealth and in carriage with Sustain: The Australian Food Network.

That the Council seeks a commitment from the State Government to develop an action plan for implementation of the Consensus Statement.

That Council:

1. Supports the motion to the Municipal Association of Victoria 13 October 2023 State Council requesting the State Government to establish an action plan for implementing the 10 policy priorities in the "Towards a Healthy, Regenerative and Equitable Food System in Victoria".
2. The motion to be submitted is:

That the Municipal Association of Victoria call on the Victorian Government to establish an action plan for achieving the following 10 policy priorities in the "Towards a Healthy, Regenerative and Equitable Food System in Victoria":

1. Right to Food Law in Victoria.
2. Food Systems Governance
3. Food Systems Monitoring
4. Agroecological Food Production
5. Local Food Infrastructure
6. Public Sector Food Procurement and Retail
7. School Food Systems
8. Community Food Systems Strategies
9. Community Food Systems Planning
10. Food Relief Models

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Rationale for the Motion

A commitment to these actions and leverage points will lead to a better food system for the LGA and Victoria more broadly. A food system that is healthy, regenerative and equitable for the decades to come. One that guarantees a right to food for all and fosters a resilient, thriving community. Amid the sky-rocketing cost of living crisis and speculation on vital agricultural land in Victoria, it is imperative that the State Government commit to strategies that enable access to food for all, protect our food production industries and regenerate the land.

Signed:



(Signature of Councillor)

Dated: 20/07/23

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Extracts from Governance Rules

3.8.1 Councillors may propose Notices of Motion

Councillors may propose an issue to be listed on the agenda by lodging a Notice of Motion in accordance with the rules outlined in this Chapter.

3.8.2 Notices of Motion

- a) Prior to a Council meeting, Councillors wanting to include a matter on the agenda, must complete a notice of motion form.
- b) A notice of motion form must be signed by the Councillor; and be lodged with the Chief Executive Officer (whether personally, email or otherwise) by 4pm the Thursday before the Council meeting agenda is due to be published. So as to allow sufficient time for him or her to give each other Councillor notice of such notice of motion; and to allow sufficient time for the notice of motion to be put in the agenda for the next Council meeting. If a notice of motion form is received after that time, it must, unless withdrawn, be included in the agenda for the following Council meeting
- c) The Chief Executive Officer must reject any notice of motion which:
 - i) is too vague;
 - ii) is identical or substantially similar to a notice of motion or a rescission motion that has been considered by the Council and lost in the preceding six (6) months;
 - iii) is defamatory;
 - iv) may be prejudicial to any person or Council;
 - v) is objectionable in language or nature;
 - vi) is outside the powers of Council;
 - vii) is a notice of motion submitted during the Caretaker Period; or
 - viii) is a matter subject to a Council decision making process which has commenced but is not yet complete.
- d) If the Chief Executive Officer rejects a notice of motion under sub-rule 3.8.2 c), he or she will inform the Councillor who lodged the notice of motion of that rejection and the reasons for it. The Councillor will be provided with 24 hours to lodge a revised notice of motion provided that the meeting at which the notice of motion is to be considered is more than 24 hours from the time of rejection.
- e) The Chief Executive Officer may reject and refer any notice of motion to the Council's operational service request process if it relates to a matter that he or she determines is more appropriately addressed that way.
- f) Subject to sub- rules 3.8.2 g) and h) a notice of motion must call for a Council report if the notice of motion:
 - i) substantially affects the level of Council services;
 - ii) commits the Council to expenditure in excess of \$20,000 and that has not been included in the adopted budget;
 - iii) establishes or amends a Council policy; or
 - iv) commits the Council to any contractual arrangement,as determined by the Chief Executive Officer.
- g) Where a notice of motion is likely to commit Council to significant expenditure not included in the adopted budget then the notice of motion must call for a report for Council's consideration and public submission process if applicable.

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- h) The Chief Executive Officer may direct a notice of motion to be confidential in accordance with Section 66(2)(a) of the Act, in which case the notice of motion will be confidential unless the Council resolves otherwise.
- i) The full text of any notice of motion accepted by the Chief Executive Officer must be included in the material accompanying the agenda.
- j) The Chief Executive Officer must arrange for a formal report to be prepared and presented to the Council for the purposes of sub-rule f). Where practicable the report should be presented to the next Council meeting.
- k) The Chief Executive Officer must cause all notices of motion to be numbered, dated and entered in the notice of motion register in the order in which they were received.
- l) Except by leave of Council, each notice of motion must be considered in the order in which they were received by the Chief Executive Officer.
- m) If a Councillor who has given a notice of motion is absent from the Council meeting or fails to move the motion when called upon by the Chairperson, any other Councillor may move the motion.
- n) If a Councillor proposing the motion wishes to amend the notice of motion, he or she may do so by seeking leave of the Council to amend the notice of motion prior to it being seconded.
- o) The Chairperson, having lodged a notice of motion in accordance with this sub-rule, must vacate the Chair of the Council meeting to move the notice of motion; and the Deputy Mayor or, in the absence of the Deputy Mayor, temporary Chairperson appointed by the Council, will take the Chair for the duration of consideration of the item.
- p) If a notice of motion is not moved at the Council Meeting at which it is listed, it lapses.

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Notice Received	Date: 20 July 2023
Notice <u>accepted</u> / rejected by CEO (please circle)	Date: 20 July 2023 Signature: <i>Evan King</i>
Notice given to Councillors	Date: 20 July 2023 Signature: <i>Evan King</i>
Date of Meeting	Date: 26 July 2023
Notice Number	2023/01

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10. REPORTS FROM COMMITTEES/COUNCILLORS

11. URGENT BUSINESS

12. SECTION 66 (IN CAMERA)

8.6 MICROSOFT CONTRACT RENEWAL

Division: Corporate Services
Director: John Hausler
Author/Position: Sonny Shah – Executive Manager Information, Communication and Technology

(confidential information)

8.8 CONTRACTS APPROVAL DELEGATED COMMITTEE

Division: Corporate Services
Director: John Hausler
Author/Position: Lorraine Sendall - Executive Assistant, Director Corporate Services

(confidential information)

12.1 CONTRACT NEGOTIATIONS

Division: Economy, Experience and Commonwealth Games
Director: Martin Darcy
Author/Position: Jeff Johnson – Executive Manager Arts and Events

(confidential information)

13. CLOSE