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## Freedom of information: Part II Information Statement

The *Freedom of Information Act 1982* (the Act) provides the community with a right to access information in documentary form, unless categorised as exempt, in the possession of the Government of Victoria and other bodies constituted under the law of Victoria.

Section 7 of the Act requires all agencies to publish a set of statements describing their powers and functions, the documents and information they keep, and the way people can access them.

Documents listed in this Part II Statement are available for inspection and/or purchase either on the City of Ballarat website or by contacting customer service:

City of Ballarat  
The Phoenix Building  
25 Armstrong St Sth  
Ballarat VIC 3350

Phone: 5320 5500  
Email: [info@ballarat.vic.gov.au](mailto:info@ballarat.vic.gov.au)  
Website: [www.ballarat.vic.gov.au](http://www.ballarat.vic.gov.au)

Requests to access documents not available through the relevant department can be made under the *Freedom of Information Act 1982*. Application charges will apply, and further charges may be applicable for searching and supply of documents.

Freedom of Information requests can be made by contacting:

Freedom of Information Officer  
City of Ballarat  
PO Box 655  
Ballarat VIC 3353

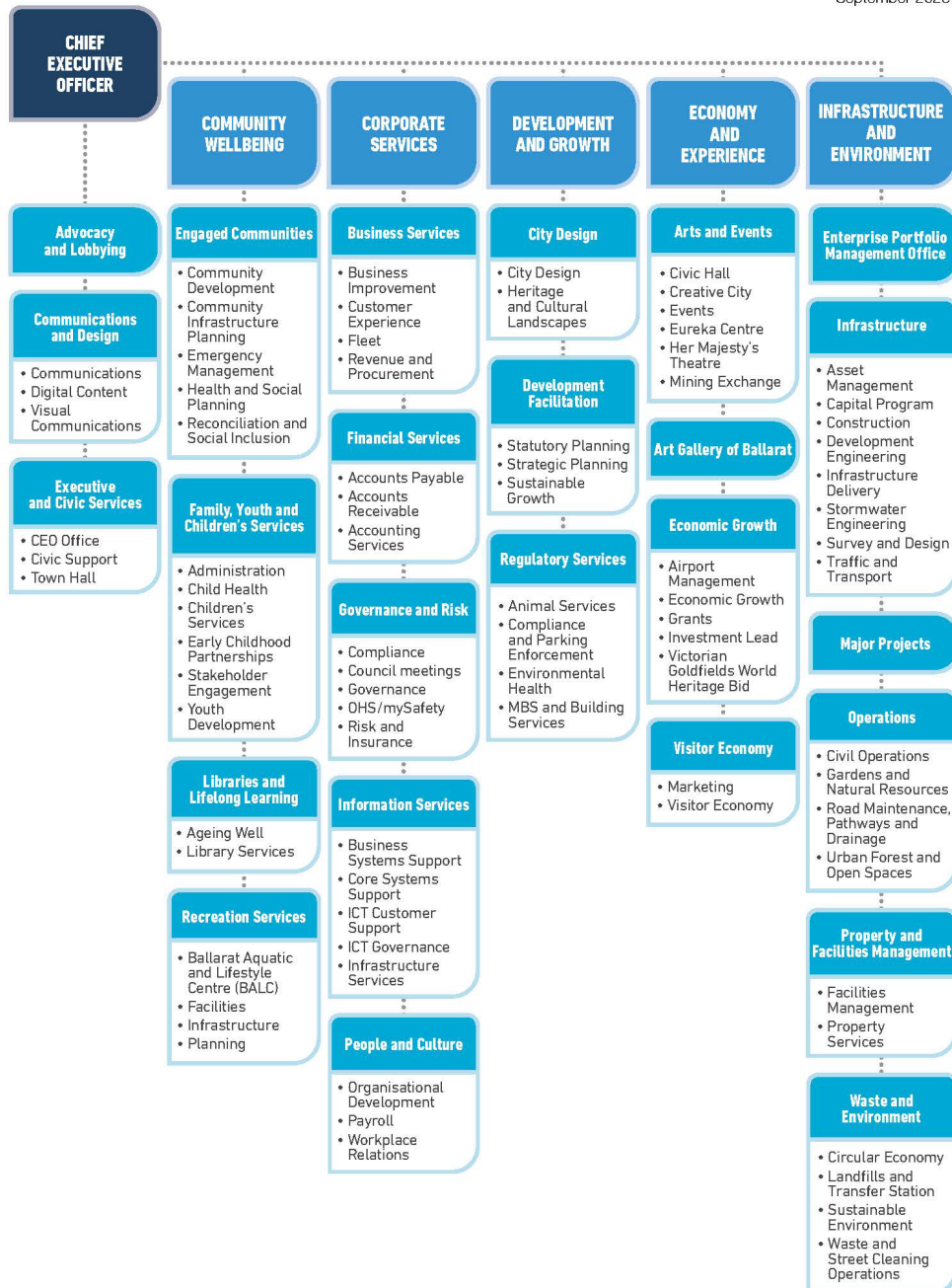
Phone: (03) 5320 5500  
Email: [foi@ballarat.vic.gov.au](mailto:foi@ballarat.vic.gov.au)

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**Statement 1: Organisation and functions**City of Ballarat Organisational Structure (as at January 2024)**ORGANISATIONAL STRUCTURE**

September 2023



## **Principal Officer and Address**

The principal officer is Mr Evan King, Chief Executive Officer.

Postal Address: PO Box 655, Ballarat Vic 3353  
Customer Service: The Phoenix Building, 25 Armstrong Street. Sth, Ballarat Vic 3350  
Phone: 03 5320 5500  
Email: [info@ballarat.vic.gov.au](mailto:info@ballarat.vic.gov.au)  
Website: [www.ballarat.vic.gov.au](http://www.ballarat.vic.gov.au)

## **Establishment**

City of Ballarat (note single “a” spelling) is created from the former City of Ballaarat, Shire of Ballarat and Borough of Sebastopol, and parts of Shires of Bungaree, Buninyong, Grenville and Ripon.

## **Council**

Council’s elected officials consist of 9 Councillors, including a Mayor and a Deputy Mayor. The Mayor is elected by their colleagues on an annual basis. City of Ballarat is currently divided into 3 wards – North Ward, South Ward and Central Ward.



## **Administration**

The administration at City of Ballarat is made up of a Chief Executive Officer, 5 Directors, and more than 1000 staff.

It is the role of City of Ballarat’s Administration to advise Councillors, implement decisions made at Council meetings, and deliver services. The Administration is accountable to Council through the Chief Executive Officer.

The role of a Council as prescribed by the *Local Government Act 2020* is to provide good governance in its municipal district for the benefit and wellbeing of the municipal community.

Council performs its functions through the enforcement and administration of a large number of Victorian Acts and Regulations and Council Local Laws. The following list indicates many of the Acts, Regulations and Local Laws that apply to Council:

Aboriginal Heritage Act 2006	Planning and Environment (Fees) Regulations 2016
Building Act 1993	Planning and Environment Act 1987
Building Regulations 2018	Planning and Environment Regulations 2015
Catchment and Land Protection Act 1994	Privacy and Data Protection Act 2014
Cemeteries and Crematoria Act 2003	Public Health and Wellbeing Act 2008
Cemeteries and Crematoria Regulations 2015	Public Health and Wellbeing Regulations 2019
Child Wellbeing and Safety Act 2005	Public Interest Disclosures Act 2012
Children Youth and Families Act 2005	Public Records Act 1973
Climate Change Act 2017	Residential Tenancies Regulations 2021
Conservation, Forests and Land Act 1987	Residential Tenancies Act 1997
Country Fire Authority Act 1958	Road Management (General) Regulations 2016
Country Fire Authority Regulations 2014	Road Management (Works and Infrastructure) Regulations 2015
Cultural and Recreational Lands Act 1963	Road Management Act 2004
Development Victoria Act 2003	Road Safety (General) Regulations 2019
Disability Act 2006	Road Safety (Traffic Management) Regulations 2019
Domestic Animals Act 1994	Road Safety (Vehicles) Regulations 2021
Domestic Building Contracts Act 1995	Road Safety Act 1986
Education and Care Services National Law Act 2010	Road Safety Road Rules 2017
Education and Training Reform Act 2006	Fines Reform Act 2014
Electoral Act 2002	Fire Services Property Levy Act 2012
Emergency Management Act 1986	Service Victoria Act 2018
Emergency Management Act 2013	Food Act 1984
Environment Protection Act 2017	Freedom of Information Act 1982
Family Violence Protection Act 2008	Gambling Regulation Act 2003
Fences Act 1968	Graffiti Prevention Act 2007
Flora and Fauna Guarantee Act 1988	Health Records Act 2001
Local Government (Planning and Reporting) Regulations 2020	Heavy Vehicle National Law
Local Government Act 1989	Heavy Vehicle National Law Application Act 2013
Local Government Act 2020	Heritage Act 2017
Major Transport Projects Facilitation Act 2009	Housing Act 1983
Marine and Coastal Act 2018	Impounding of Livestock Act 1994
Occupational Health and Safety Regulations 2017	Independent Broad-based Anti-corruption Commission Act 2011
Infringements Act 2006	Subdivision (Registrar's Requirements) Regulations 2021
Infringements Regulations 2016	Subdivision Act 1988
Land Acquisition and Compensation Act 1986	Summary Offences Act 1966
Land Acquisition and Compensation Regulations 2021	Taxation Administration Act 1997

Land Act 1958	Transfer of Land Act 1958
Liquor Control Reform Act 1998	Transport (Safety Schemes Compliance and Enforcement) Act 2014
Livestock Disease Control Act 1994	Transport Integration Act 2010
Local Government (Electoral) Regulations 2020	Valuation of Land Act 1960
Local Government (General) Regulations 2015	Victorian Local Government Grants Commission Act 1976
Rooming House Operators Act 2016	Victoria State Emergency Service Act 2005
Sex Work A Decriminalisation Act 2022	Victorian Data Sharing Act 2017
Sport and Recreation Act 1972	Victorian Energy Efficiency Target (Project-Based Activities) Regulations 2017
Subdivision (Fees) Regulations 2016	Victorian Environmental Assessment Council Act 2001
Subdivision (Procedures) Regulations 2021	Gender Equality Act 2020

### Decision-making powers

Council exercises its decision-making powers at Council meetings. All Council meetings are held in the Council Chamber and are open to the public. Some matters are however heard in Camera under section 66 of the Local Government Act 2020, and these are not open to the public.

Further details of specific decision-making powers held by Council and delegated to City of Ballarat Officers in relation to the above legislation can be found in City of Ballarat's Instruments of Delegation, which are available on City of Ballarat's website.

### External policy consultation

Council has adopted a Community Engagement Policy and a Community Engagement Framework which both aim to establish the role of community engagement activities in Council's decision-making processes including, but not limited to, strategic projects, policy, plan and strategy development, service delivery programs, major projects, and capital works.

City of Ballarat uses a range of consultation and engagement approaches including:

- Surveys and questionnaires;
- Community information sessions;
- Workshops;
- Online forums; and
- Advisory committees.

The Community Engagement Policy and Community Engagement Framework is available on the City of Ballarat website.

### Statement 2: Categories of documents

City of Ballarat maintains a variety of documents, ranging from general correspondence with members of the public to Council adopted policies and resolutions.

The categories of documents in City of Ballarat's possession include:

**Documents** such as:

- Plans and Reports adopted by Council;
- Policies;
- Project and service plans;
- Grant application, tenders and tender evaluation material;
- Service agreements, contracts, leases and licences;
- City of Ballarat leases, permits and notices of building and occupancy; and
- Relevant technical reports and / or research that informs decision making.

**Procedural information** such as:

- Practice notes and operating procedures;
- Application processes for approvals, permits, grants and access to City of Ballarat services;
- Decision making processes;
- Guidelines and manuals;
- Community engagement processes; and
- Complaints handling processes.

**Council records** including, but not limited to, the details below will be made available, where possible, on City of Ballarat's website:

- Council and Delegated Committee meeting agendas and minutes;
- Reporting from Committees in accordance with the Governance Rules;
- Details of Delegated Committees, Community Asset Committees, Advisory Committees and Stakeholder Reference Groups;
- Registers of gifts, benefits and hospitality offered to Councillors or City of Ballarat staff;
- Registers of interstate or international travel undertaken by Councillors or City of Ballarat staff;
- Submissions made by Council to State or Federal processes;
- Details of any Memorandums of Understanding entered into by Council that are not subject to confidentiality clauses;
- Registers of donations and grants made by City of Ballarat;
- 
- Register of Delegations;
- Register of S11A Authorised Officers approved by Council;
- Register of Election campaign donations;
- Summary of Personal Interest Returns; and
- Any other Registers or Records required by legislation or determined to be in the public interest.

City of Ballarat will make available the following records for inspection. Examples include but are not limited to:

- Summary of Personal Interest Returns;
- Summary of submissions received under Section 223 of the Local Government Act 1989 until its repeal; and
- Register of leases entered into by City of Ballarat as lessor and lessee.

The information made available is subject to the provisions of:

- the *Privacy and Data Protection Act 2014*;
- the *Freedom of Information Act 1982*;
- the *Health Records Act 2001*;



- City of Ballarat's Privacy Policy; and
- City of Ballarat's Public Transparency Policy.

Files within these categories are held and maintained in accordance with best practice records management principles. This includes regular archiving and disposal of records undertaken in accordance with approved schedules.

The City of Ballarat website can also be searched using the search engine for a wide range of information about the City of Ballarat.

City of Ballarat also maintains a website where a range of open data is published. This website can be accessed at <https://data.ballarat.vic.gov.au/pages/home/>

### **Statement 3: Freedom of information arrangements**

Requests to access documents should be directed first to the City of Ballarat department primarily responsible for maintaining the information you require.

Requests to access documents not available through the relevant department can be made under the *Freedom of Information Act 1982* (Act).

Requests under the Act must be made in writing stating as clearly and precisely as possible what information is required, and addressed to:

Freedom of Information Officer  
City of Ballarat  
PO Box 655  
Ballarat VIC 3353  
Telephone (03) 5320 5500  
Email: [foi@ballarat.vic.gov.au](mailto:foi@ballarat.vic.gov.au)

All Freedom of Information requests must be accompanied by an application fee or evidence of qualifying for a fee waiver due to [Financial Hardship](#). The application fee amount changes each financial year, please refer to City of Ballarat's website for the current fee. If payment is by cheque or money order it should be made out to City of Ballarat.

Applicants will be notified of the decision and their review rights within 30 days of City of Ballarat receiving a valid request. However, this time may be extended by up to 15 days if needed to consult with third parties whose information may be contained in the requested documents. Council may also extend this time by up to 30 days with the applicant's agreement.

For further information and advice on making a request or the Freedom of Information process, please refer to the Freedom of Information page on City of Ballarat's website at <https://www.ballarat.vic.gov.au/freedom-information>.

### **Statement 4: Publications**

City of Ballarat compiles registers of information which are particularly relevant to our responsibilities as a local government and a public sector organisation.

These registers are available for public inspection at the City of Ballarat office – The Phoenix Building, 25 Armstrong Street Sth, Ballarat. See below for a table of these registers and documents.

Please contact City of Ballarat to arrange inspection times.

There are also other documents, such as manuals, guidelines and procedures, which officers use to make decisions or recommendations in enforcing Acts of Parliament.

City of Ballarat issues officers with guidelines which they use to enforce these Acts. This type of document may be inspected or purchased.

## REGISTERS AND DOCUMENTS AVAILABLE FOR INSPECTION

Record	Type	Compliance	Section	Governing document	Access	Charge
<b>City of Ballarat Policies</b>						
Travel	Register	A document containing details of overseas or interstate travel (other than interstate travel by land for less than 3 days) undertaken in an official capacity by any Councillor or member of Council staff in the previous 12 months, including— (i) the name of the Councillor or member of Council staff; and (ii) the dates on which the travel began and ended; and (iii) the destination of the travel; and (iv) the purpose of the travel; and (v) the total cost to the Council of the travel, including accommodation costs;	s.3.3.2.	<i>City of Ballarat's Public Transparency Policy</i>	Public	None
Council Agendas & Minutes	Agendas & Minutes	The agendas for, and minutes of, Council meetings held, other than those agendas and minutes relating to a part of a meeting which was closed to members of the public under section 66 of the Act and are confidential information within the meaning of section 66(2) of the Act;	s. 3.3.2.	<i>City of Ballarat's Public Transparency Policy</i>	Public	None
Delegated Committee Minutes	Minutes	The minutes of meetings of delegated committees other than those minutes relating to a part of a meeting which was closed to members of the public under section 66 of the Act and are confidential information within the meaning of section 66(2) of the Act;	s3.1.4	<i>City of Ballarat's Committee Policy</i>	Public	None
Leases	Register	A document containing details of all leases involving land which were entered into by the Council as lessor, including the lessee and the terms and the value of the lease;	s3.3.2.	<i>City of Ballarat's Public Transparency Policy</i>	Public	None
Donations & Grants	Register	A list of donations and grants made by the Council in the previous 12 months, including the names of persons who, or bodies which, have received a donation or grant and the amount of each donation or grant.	s.3.3.2.	<i>City of Ballarat Public Transparency Policy</i>	Public	None
<b>Local Government Acts 1989 and 2020</b>						
Campaign Donation Returns	Register	The Chief Executive Officer must ensure that a copy of an election campaign donation return is available for inspection at the office of the Council during normal office hours for a period of 4 years from the date that it is given under section 306.	s.308 (3)	<i>Local Government Act 2020</i>	Public	None



Personal Interests	Summary	(1) The Chief Executive Officer must prepare a summary of the personal interests information disclosed in the last personal interests return lodged with the Chief Executive Officer. (3) The Chief Executive Officer must— (a) publish the summary of personal interests on the Council's Internet site; and (b) ensure that the summary of personal interests is available for inspection at the Council office	s.135	<i>Local Government Act 2020</i>	Public	None
Local Law	Document	The Council must ensure that a copy of the proposed local law is available for inspection— (a) at the Council's office; and (b) on the Council's Internet site.	s. 73 (5)	<i>Local Government Act 2020</i>	Public	10c per A4 page
Local Law	Document	The Council must ensure that a copy of a local law made under section 74 is available for inspection— (a) at the Council's office; and (b) on the Council's Internet site	s. 75	<i>Local Government Act 2020</i>	Public	10c per A4 page
Register of Delegations	Register	A Council must keep a public register of delegations made under this section.	s. 11(8)	<i>Local Government Act 2020</i>	Public	None
Differential Rates	Document	A Council which declares a differential rate must ensure that copies of the following information are available on its Internet website and for public inspection at the Council office – (a) the definition of the types or classes of land which are subject to the rate; (b) the objectives of the differential rate; (c) the rate and amount of rates payable in relation to each type or class of land and what proportion of the total rates and charges this represents; (d) any other information which the Council considers it necessary to make available	s.161(3)	<i>Local Government Act 1989</i>	Public	None
Authorised Officers	Register	A register maintained under section 224(1A) of the Act of authorised officers appointed. Under that section;	s.224(1A)	<i>Local Government Act 1989</i>	Public	None
<b>Building Act 1993</b>						
Register of Building Permits	Register	(1) A council must keep a register of all building permits given to it under this Division. (2) A council must make the register available for inspection by any person during normal office hours.	s.31	<i>Building Act 1993</i>	Public	None
Register of occupancy permits and temporary approvals	Register	(1) A council must keep a register of all occupancy permits and temporary approvals and amendments given to it under this Division. (2) A council must make the register available for inspection during normal office hours by any person.	s.74	<i>Building Act 1993</i>	Public	None

Register of Orders	Register	(1) The relevant council must keep a register of all emergency orders, building notices or building orders given to the council under this Part. (2) The council must make the register available for inspection by any person during normal office hours.	s.126	<i>Building Act 1993</i>	Public	None
<b>Building Regulations 2018</b>						
Building Permits	Document	On the request of an owner or mortgagee of the building or land, or a person authorised in writing by an owner or mortgagee of a building or land, the relevant council must provide the person making the request with a copy of any documents submitted with an application for a building permit in relation to the building or land.	r.50	<i>Building Regulations 2018</i>	Owner or mortgagee	None
<b>Catchment and Land Protection Act 1994</b>						
Roadside weed and pest animal management plan	Document	(1) The municipal council must publish a consolidated version of its approved roadside weed and pest animal management plan on its website as soon as practicable after a variation to the plan is approved under section 22K or 22L. (2) The municipal council must ensure that copies of the consolidated version of its approved roadside weed and pest animal management plan are available for inspection during normal office hours at the municipal council's office.	s.22M	<i>Catchment and Land Protection Act 1994</i>	Public	None
<b>Country Fire Authority Act 1958</b>						
Neighbourhood Safer Places Plan	Document	A municipal council must— (a) publish its Municipal Council Neighbourhood Safer Places Plan on its Internet site; and (b) make the Municipal Council Neighbourhood Safer Places Plan and any documents incorporated in the Plan available at its municipal offices for public inspection during normal office hours free of charge.	s.50F(4)	<i>Country Fire Authority Act 1958</i>	Public	None
<b>Domestic Animals Act 1994</b>						
Dog & Cat Register	Register	The Council must keep a register of all registered dogs and cats at the Council office. (2) The registration of any dog or cat may be inspected by any person— (a) during office hours; and (b) upon payment of the fee fixed by the Council for the inspection of that registration.	s.18	<i>Domestic Animals Act 1994</i>	Public	None
<b>Environment Protection Act 2017</b>						
Compliance Codes	Document	(1) The Authority must publish a compliance code made under section 100 on the Internet site of the Authority. (2) The Authority must make available for inspection without charge at the office of the Authority during normal business hours— (a) any compliance code made under section 100; and (b) any document containing any matter that is applied, adopted or incorporated in a compliance code.	s.102	<i>Environment Protection Act 2017</i>	Public	None
<b>Food Act 1984</b>						

Food Safety Audits	Document	(4) The council must ensure that the method of determining the reasonable costs of an audit payable under subsection (2) and the criteria fixed under subsection (3) are available for inspection by the public.	s.19U(4)	<i>Food Act 1984</i>	Public	None
Food Safety Audits	Document	(5) The council must ensure that the method of determining a fee under subsection (3)(a) and the considerations that apply under subsection (4) are available for inspection by the public	s.19UA(5)	<i>Food Act 1984</i>	Public	None
Records of Registration	Document	(3) If a person requests information held in the records in relation to a particular food premises, the registration authority must make that information available to the person free of charge.	s.43(3)	<i>Food Act 1984</i>	Public	None
Freedom of Information Act 1982						
Freedom of Information Part II Statement	Document	The principal officer of an agency shall cause to be published in the prescribed form as soon as practicable after the commencement of this Part a statement (which may take the form of an index) specifying the documents to which this section applies which have been created since the date of commencement of Part 1 of this Act and are in the possession of the agency.	s.11(2)(a)	<i>Freedom of Information Act 1982</i>	Public	None
Public Health and Wellbeing Health Act 2008						
Public Health & Wellbeing Plan	Document	A copy of the current municipal public health and wellbeing plan must be available for inspection by members of the public at the places at which the current Council Plan must be available under section 90(1) of the Local Government Act 2020.	s.26(7)	<i>Public Health &amp; Wellbeing Act 2008</i>	Public	None
Planning & Environment Act 1987						
Planning Scheme Amendments	Register	The planning authority that prepared an amendment and any person who is given a copy of an amendment under section 17(1)(a) or (c) must make the amendment, the explanatory report, any document applied, adopted or incorporated in the amendment and any accompanying agreement available as per the public availability requirements.	Part 3, Division 1, s.18	<i>Planning &amp; Environment Act 1987</i>	Public	None
Planning Scheme Amendment Submissions	Register	The planning authority must make a copy of every submission available in accordance with the public availability requirements until the end of 2 months after the amendment comes into operation or lapses	s.21(2)	<i>Planning &amp; Environment Act 1987</i>	Public	None
Planning Scheme Amendments	Document	(1) At any time after the planning authority receives the panel's report, the planning authority may make the report available in person in accordance with the requirements set out in section 197B. (2) During the inspection period, the planning authority must make the panel's report available in accordance with the public availability requirements.	s.26(1) and (2)	<i>Planning &amp; Environment Act 1987</i>	Public	None
Planning Scheme Amendments	Document	(1) During the inspection period, each relevant person must make a copy of an approved amendment to the Victoria Planning Provisions, and any documents lodged with it, available in accordance with the public availability requirements. (2) After the inspection period ends, each relevant person must make a copy of the approved amendment and any documents lodged with it available— (a) in person in accordance with the requirements set	s.4H	<i>Planning &amp; Environment Act 1987</i>	Public	None

		out in section 197B; and (b) on payment of the prescribed fee.				
Planning Scheme Amendments and schemes (approved)	Register	(1) Each relevant person must keep a copy of the Victoria Planning Provisions incorporating all amendments to them and all documents lodged with those amendments. (2) Each relevant person must make a copy of the Victoria Planning Provisions incorporating all amendments to them, and all documents lodged with those amendments, available in accordance with the public availability requirements.	s.41	<i>Planning &amp; Environment Act 1987</i>	Public	None
Planning Scheme Amendments and schemes (approved)	Register	Council must keep a copy of the planning scheme incorporating all amendments to it and of all documents lodged with those amendments under section 40 available and copies must be made available in accordance with the public availability requirements.	s.42	<i>Planning &amp; Environment Act 1987</i>	Public	None
Planning Permit Applications	Register	Council required to keep a register of all applications for permits and all decisions and determinations relating to permits, and must make the register available in accordance with the public availability requirements.	Part 4, Division 1. s.49(1) & (2)	<i>Planning &amp; Environment Act 1987</i>	Public	None
Planning Permit Applications	Register	(1) The responsible authority must make a copy of every application, and the prescribed information supplied in respect of it, available in accordance with the public availability requirements. (2) The responsible authority must make the application and prescribed information available under subsection (1) until— (a) the last day on which an application for review may be made under section 77, 79, 80 or 82 in relation to the application or the permit; or (b) if an application for review is made to the Tribunal before the day referred to in paragraph (a), the application is determined by the Tribunal or withdrawn	s.51 s.57(5)	<i>Planning &amp; Environment Act 1987</i>	Public	None
Planning Permit Applications	Document	The responsible authority must make a copy of every objection available in accordance with the public availability requirements	s.57(5)	<i>Planning &amp; Environment Act 1987</i>	Public	None
Planning Permit Applications	Document	The Minister and the first responsible authority must make a copy of every permit issued under section 97F available in accordance with the public availability requirements.	s.97G(6)	<i>Planning &amp; Environment Act 1987</i>	Public	None
Planning Permit Applications	Document	The responsible authority must keep a copy of each agreement indicating any amendment made to it available in accordance with the public availability requirements.	s.179(2)	<i>Planning &amp; Environment Act 1987</i>	Public	None
<b>Planning &amp; Environment Regulations 2015</b>						
Planning Permit Applications	Document	If a responsible authority considers any document under section 60(1A)(g) of the Act, before deciding on the application— (a) it must make a copy of the document available in accordance with the public availability requirements; and (b) if the land to which the planning scheme applies is within the municipal district of a municipal council that is not the responsible authority, it must give a copy of the document to the municipal council for the purpose of making the document available in	r.25(a) and r.25(b)	<i>Planning &amp; Environment Regulations 2015</i>	Public	None

		accordance with the public availability requirements.				
Public Interest Disclosure Act 2012						
Public Interest Disclosure	Procedures Document	(4) An entity required to establish procedures under section 58 must ensure those procedures are readily available to the public and— (b) in any other case—to each member, officer and employee of the entity.	s.59(4)	<i>Public Interest Disclosures Act 2012</i>	Public	None
Road Management Act 2004						
Register of Public Roads	Register	(5) A road authority must ensure that the register of public roads is available for inspection by members of the public— (a) free of charge; (b) during normal business hours; (c) at the place or places determined by the road authority.	s.19(5)	<i>Road Management Act 2004</i>	Public	None
Road Management (General) Regulations 2016						
Road Management Plan Review	Document	Duty to produce written report of review of road management plan and make report available for copying or inspection at Councils office or on its website.	r.9(2)	<i>Road Management (General) Regulations 2016</i>	Public	None
Subdivision (Procedures) Regulations 2011						
Subdivision Permits	Register	(1) A Council must maintain a register of applications made to it under the Act. (4) The Council must make the register available during office hours for any person to inspect free of charge.	r.33	<i>Subdivision (Procedures) Regulations 2011</i>	Public	None
Water Act 1989						
Management Plan	Document	Duty to keep copy of approved management plan available for inspection during office hours, free of charge.	s.32H	<i>Water Act 1989</i>	Public	None

## Statement 5: Literature available by subscription or on free mailing list

The City of Ballarat produces a range of documents for publication that provide information to residents about City of Ballarat services, projects and events. Most are available to view and to download at [www.ballarat.vic.gov.au](http://www.ballarat.vic.gov.au) These include, but are not limited to:

- City of Ballarat ourBallarat magazine – produced four times per year
- City of Ballarat weekly news update email
- City of Ballarat Facebook page
- City of Ballarat X (Twitter) page
- City of Ballarat Instagram
- City of Ballarat Youtube
- Ballarat Content Hub
- Made of: Ballarat publication
- Visit Ballarat email
- Visit Ballarat Facebook page
- Visit Ballarat Instagram
- Visit Ballarat YouTube
- Visit Ballarat TikTok
- Visit Ballarat Pinterest

- We Are Ballarat Instagram
- We Are Ballarat Facebook
- Closed Visitor Economy Facebook group
- Visitor Economy industry email

## **Statement 6: Committees established by Council**

Council has set up various committees and groups to provide advice on a wide range of issues and to manage various functions of Council: -

### **Delegated Committees**

Community Impact Grant Allocations Delegated Committee  
Tourism Events Grant Allocations Delegated Committee  
Contracts Approval Delegated Committee  
Her Majesty's Theatre Board Delegated Committee  
Planning Delegated Committee  
City Partnerships Delegated Committee

### **Community Asset Committees**

Ascot Hall Community Asset Committee  
Brown Hill Hall Community Asset Committee  
Buninyong Hall Community Asset Committee  
Burrumbeet Soldiers Memorial Hall Community Asset Committee  
Cardigan Village Community Asset Committee  
Invermay Recreation Reserve Community Asset Committee  
Miners Rest Hall Community Asset Committee  
Scotsburn Community Hall Community Asset Committee  
Sebastopol Hall Community Asset Committee  
Warrenheip Hall Community Asset Committee

### **Advisory Committees**

Ballarat Friends of Ainara Advisory Committee  
Ballarat Heritage Advisory Committee  
Ballarat Regional Soccer Facility Advisory Committee  
Disability Advisory Committee  
Intercultural Advisory Committee  
Koorie Engagement Action Group Advisory Committee  
LGBTIQA+ Advisory Committee

### **Stakeholder Reference Groups**

Arch of Victory/Avenue of Honour Stakeholder Reference Group  
Ballarat Airport Stakeholder Reference Group  
Ballarat Major Events Precinct Stakeholder Reference Group  
Lake Learmonth Stakeholder Reference Group  
Lake Wendouree and Gardens Stakeholder Reference Group



**Audit and Risk Committee**

Audit and Risk Committee Charter

**Statement 7: Public libraries**

City of Ballarat provides library services in partnership with five other municipalities, through the Central Highlands Regional Library Corporation. All details are found below:

**Ballarat Library (temporarily relocated)**

Ballarat Town Hall, 25 Armstrong Street, Ballarat  
Ph: 03 5338 6850 Fax: 03 5331 1890

**Opening hours:**

<b>Monday</b>	9:00am – 5:00pm
<b>Tuesday</b>	9:00am – 5:00pm
<b>Wednesday</b>	9:00am – 5:00pm
<b>Thursday</b>	9:00am – 5:00pm
<b>Friday</b>	9:00am – 5:00pm
<b>Saturday</b>	10:00am – 4:00pm
<b>Sunday</b>	1:00pm – 4:00pm

**Sebastopol Library**

181 Albert Street, Sebastopol  
Ph: 03 5335 7985 Fax: 03 5335 7985

**Opening hours:**

<b>Monday</b>	9:30am – 5:00pm
<b>Tuesday</b>	9:30am – 5:00pm
<b>Wednesday</b>	9:30am – 5:00pm
<b>Thursday</b>	9:30am – 8:00pm
<b>Friday</b>	9:30am – 5:00pm
<b>Saturday</b>	9:30am – 12:00pm
<b>Sunday</b>	Closed

**Wendouree Library**

Stockland Shopping Centre, Gillies Street, Wendouree  
Ph: 03 5339 3505 Fax: 03 5338 2035

**Opening hours:**

<b>Monday</b>	9:30am – 5:00pm
<b>Tuesday</b>	9:30am – 5:00pm
<b>Wednesday</b>	9:30am – 5:00pm
<b>Thursday</b>	9:30am – 5:00pm
<b>Friday</b>	9:30am – 5:00pm
<b>Saturday</b>	9:30am – 12:00pm
<b>Sunday</b>	Closed

## **City of Ballarat – Outreach Service**

- Tuesday, Lucas Community Hub, 10am-12pm
- Thursday, Buninyong Community House, 2pm-5pm
- Friday, Salvation Army at Delacombe, 10am-12pm

## **Home Library Service**

A limited service will continue. Not taking new clients at this stage.