

Council Meeting

Agenda

11 December 2024 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 26 February 2025.

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. PETITIONS

7.1. CHISHOLM STREET RESERVE

Division: Corporate Services
Director: John Hausler
Author/Position: Rosie Wright – Coordinator Risk, Governance and Compliance

PURPOSE

1. To receive a written petition containing 82 signatories regarding access to Chisholm Street Reserve during the planned works in 2025.

BACKGROUND

2. The petition reads as follows:

“We, the undersigned, urge the city council to reconsider the proposed 12-month closure of the Chisholm Street Reserve from January 2025. This green haven not only serves as a crucial outlet for our canine companions to exercise and socialize but also fosters a vibrant community spirit among residents. The park's proposed closure would not only deprive dogs and families of their safe, dedicated space but also disrupt the daily social interactions and exercise routines of countless residents. For many, the reserve is more than just a recreational area; it is a sanctuary that enhances mental well-being, encourages healthy living, and strengthens the fabric of our community. We respectfully request that the council recognize the significant benefits of the Chisholm Street Reserve and make efforts to keep the sections that are not actively being worked on over the construction and revegetation period, open for the betterment of all its users i.e. not fence the entire park off to the public.”

KEY MATTERS

3. In accordance with Governance Rule 3.7.4 (c), the Chief Executive Officer must arrange for petitions to be submitted to the next practicable meeting following their receipt.

OFFICER RECOMMENDATION

4. That Council:
 - 4.1 Note the petition be received; and
 - 4.2 That the petition be referred to the Chief Executive Officer for consideration and response.

ATTACHMENTS

Nil

8. CHIEF EXECUTIVE OFFICER REPORT

8.1. 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

3. **City of Ballarat Council for 2024-2028 term**
 On Tuesday 12 November 2024, the Victorian Electoral Commission (VEC) finalised the Local Government Election vote count and declared the nine Councillors who form the City of Ballarat Council for the 2024-2028 term:

- | | |
|-----------------------|-------------------|
| a. Alfredton Ward: | Damon Saunders |
| b. Brown Hill Ward: | Ted Lapkin |
| c. Buninyong Ward: | Ben Taylor |
| d. Central Ward: | Samantha McIntosh |
| e. Delacombe Ward: | Tracey Hargreaves |
| f. Golden Point Ward: | Tess Morgan |
| g. North Ward: | Jim Rinaldi |
| h. Sebastopol Ward: | Des Hudson |
| i. Wendouree Ward: | Jay Morrison |

The new Councillor group were officially sworn in at the Oath/Affirmation of Office Ceremony on Monday 18 November followed by a meeting to elect the Mayor and Deputy Mayor. The City of Ballarat Council unanimously elected Cr Tracey Hargreaves as Mayor and Cr Ben Taylor as Deputy Mayor for 2024/25. After the vote, the new Mayor was presented to the Town Hall Chambers in the official Mayoral robes and chains, accompanied by the Sovereign Hill Red Coats. Following the meeting, the traditional ringing of the heritage Alfred Bells at Town Hall took place.

4. **Consultation underway on Council Plan 2025-2029**
 The new Council will set about developing the Council Plan as a high priority. The new Council Plan will detail the vision, goals and strategies to guide service delivery, activities and decision making over the next four-year period. Initial public consultation via a survey has now closed. The next phase of consultation involves a community

panel made up of up to 45 people and is designed to represent a broad cross-section of the Ballarat community. The panel will work with the Council group to help guide the Council Plan in a holistic manner. It will meet three times in February 2025. The 45 people will be compiled from 10,000 randomly selected addresses within the municipality. Residents who are contacted will have the opportunity to fill out an expression of interest document to be considered to join the community panel. A draft version of the *Council Plan 2025-29* is expected to be released for final public review in April 2025, with the final version to be adopted by Council at a later date.

5. Industrial Land Strategy consultation update

Community consultation commenced in 2024 to review and provide feedback on how Ballarat's industrial and commercial areas are developed as the City grows. Members of the community provided their feedback about various aspects of the proposed strategy. Key themes from the consultation included the suitability of certain sites that were initially identified, adequate and appropriate sewerage and water services and individual requests to rezone sites identified in the initial draft strategy.

This feedback has been considered and reviewed to address these key themes in the next version of the draft Industrial Land Strategy. Strategic work will now be undertaken to develop content to include in the next iteration of the strategy. The second stage of the consultation will open next year to obtain additional submissions from businesses, community members and other stakeholders, to help shape the strategy. The full consultation report on the first round of engagement can be read on the MySay website.

6. Early Years Partnership team recognised at statewide awards

The City of Ballarat's Early Years Partnerships team, in collaboration with the Grampians Public Health Unit and Uniting Ballarat, has won a prestigious State Government award. The local working group won the 'Creating Collaborative Community Partnerships' award for a program designed to increase collaboration between practitioners working with children and families in Ballarat.

The series of monthly, two-hour professional development and networking sessions were co-designed by the City of Ballarat's Best Start Facilitator that is funded by the State Government, Ballarat 4 Kids and the Children's Resource Program at Uniting Ballarat. The program was formed following a sector workshop in 2023 where participants identified the need for more networking opportunities to develop stronger relationships and understanding of the service system, including referral pathways.

7. Road safety measures in place to tackle koala risk

The City of Ballarat is urging motorists to be vigilant when it comes to local wildlife, particularly as koala breeding season is now in full swing. During breeding season, which is generally between September and February, koalas are more active, especially between dusk and dawn, seeking food, shelter or a new mate, and often spend more time on the ground where they are vulnerable to being struck by motorists as they attempt to move across roads.

Koalas are known to live in the Canadian Corridor from Warrenheip to Buninyong, with Woowookarung Regional Park and Union Jack Reserve being key habitats. The City of Ballarat and Moorabool Shire Council are investigating adding special roadside signage to the east of Ballarat to highlight koala movement. The seasonal signage could be removed in February at the end of the breeding season and reinstalled again in September, urging drivers to be cautious of the heightened movements. The new signage is designed to raise awareness of the seasonally increased risks for motorists during the breeding season as koalas search for a mate. While the current koala

population in Ballarat and Moorabool is unclear, data is being collated by the CSIRO's National Koala Monitoring Program to estimate the koala population in the region.

8. Heritage Gaps Review Program reaches consultation milestone

The City of Ballarat's Heritage Gaps Review Program has reached a milestone step as it embarks on a year-long consultation process, with the community being called upon to help identify important places in Ballarat's history that should be protected. Consultation has now opened and will run throughout 2025, asking locals to share information about the most valued heritage places in their area and across the municipality.

The Heritage Gaps Review Program is ambitious and made up of several individual projects, including a staged assessment of the existing Heritage Overlay and new heritage places and precincts, until at least 2030. By sharing what you know and love about the city's heritage assets, community members can help shape the direction of the program. Community participation will also support the City of Ballarat to review existing local heritage policy to ensure that it provides frameworks to protect the cultural heritage of Ballarat's municipality for future generations.

The consultation page is now live on the MySay website and the community is encouraged to visit this page until December 2025 to provide their feedback, identify the city's heritage gaps and share stories. Hard copies of the online materials for the consultation are available at the City of Ballarat Customer Service Centre, any of the City's libraries and the Visitor Information Centre.

9. Events

People with a business idea, who are ready to gain some practical advice and support before launching their idea are encouraged to apply for **Runway's Incubator Program**. The City of Ballarat partnered with Runway HQ to support their incubator program through an Open Day held on 22 November 2024. The Incubator Program provides advice, assistance and learnings from those who have already had start-up experience. It's an important way that the City of Ballarat can support entrepreneurs and people with a business idea to turn their dreams into a reality. Its impact since 2018 has been delivery of 15 cohorts to 91 entrepreneurs directly and over 50 indirectly. Of those who graduated from our program, just over 60% are still active today, which is above the industry average. Applications for the next round of the Incubator Program close on 29 January 2025.

OFFICER RECOMMENDATION

10. That Council:

10.1 Receive and note the CEO's Operational Report.

ATTACHMENTS

Nil

9. OFFICER REPORTS

9.1. BALLARAT WEST GROWTH AREA PRECINCT STRUCTURE PLAN AND DEVELOPMENT CONTRIBUTIONS PLAN REVIEW STAKEHOLDER REFERENCE GROUP - TERMS OF REFERENCE

Division: Development and Growth
Director: Natalie Robertson
Author/Position: Chris Duckett – Manager Sustainable Growth

PURPOSE

1. The purpose of the report is to seek adoption of the Terms of Reference for the Ballarat West Precinct Structure Plan and Development Contributions Plan Stakeholder Reference Group.

BACKGROUND

2. Ballarat West is the municipality's key growth area. The Precinct Structure Plan (PSP) and Development Contribution Plan (DCP) were incorporated into the Ballarat planning scheme in 2012 and 2014 respectively, to guide the area's long-term development.
3. Since development commenced in the Ballarat West PSP area, around 40% of land has been subdivided and titled, 13% of the land is under construction, and 47% is yet to commence development.
4. It is anticipated that the remaining land in the PSP will contribute to Ballarat's housing supply for a further 10-15 years and, when fully developed, will provide for over 15,000 dwellings. Ballarat West PSP does not include the Lucas Estate, which is located within a separate PSP known as Alfredton West.
5. A review of the PSP and DCP is being undertaken to ensure that development of land in Ballarat West will continue to deliver acceptable planning outcomes and an equitable and timely rollout of infrastructure, while maintaining the vision and integrity of the PSP.
6. In both the PSP and the DCP, it is stated that the documents should be reviewed at least every 5 years. To date, neither document has had a full review.
7. A report on the PSP and DCP review was prepared for the Council meeting of 11 September 2024. Relevant to the Stakeholder Reference Group is the proposal to amend the Development Infrastructure Levy payable by developers from \$341,627 to \$422,774 per hectare.
8. Council adopted both documents and resolved to seek authorisation from the Minister for Planning to exhibit a planning scheme amendment (R150/24). Authorisation from the Minister has been sought and a decision is pending.
9. At the 11 September meeting and as part of resolution R150/24, Council also resolved to authorise the establishment of the Stakeholder Reference Group, and requested that a Terms of Reference be presented to a future Council meeting for consideration.

10. The purpose of establishing the Stakeholder Reference Group is to enable further discussion on the PSP and DCP review with stakeholders, including providing a greater understanding of how the DCP levies have been calculated so that all parties are better informed prior to proceeding to a public hearing at Planning Panels Victoria next year.
11. The Terms of Reference have been prepared and are attached to this agenda.

OFFICER RECOMMENDATION

12. That Council:

12.1 Adopt the Terms of Reference for the Ballarat West Precinct Structure Plan and Development Contributions Plan Stakeholder Reference Group.

ATTACHMENTS

1. Governance Review **[9.1.1 - 2 pages]**
2. Ballarat West PSP and DCP Review Stakeholder Referenc (1) **[9.1.2 - 5 pages]**

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ALIGNMENT WITH COUNCIL VISION, COUNCIL PLAN, STRATEGIES AND POLICIES

1. This report aligns with the relevant Council strategies and policies including Goal 3 of the Council Plan – A city that fosters sustainable growth.
2. This report has been prepared with specific reference to the review of the Ballarat Planning Scheme, the Ballarat Precinct Structure Plan (PSP) and Development Contributions Plan (DCP).

COMMUNITY IMPACT

3. There will be positive community impacts as a result of the PSP and DCP review. The review will ensure that the PSP infrastructure is fit for purpose for the existing and future community both in terms of its scope and cost of the facilities.
4. The review will have some economic impacts on the community due to the increase in development levies. There is a possibility that some developers may decide to pass the additional cost onto future homeowners.

CLIMATE EMERGENCY AND ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS

5. The revised PSP includes an updated drainage strategy that responds to the climate emergency and will manage environmental sustainability implications.

ECONOMIC SUSTAINABILITY IMPLICATIONS

6. Reviewing the Ballarat West PSP is essential to continue to facilitate urban growth in an economically sustainable manner. The review will provide certainty for the land development process including planning, building and construction activity.

FINANCIAL IMPLICATIONS

7. The project does have financial implications due to the increased cost in infrastructure. This will increase the cost of DCP levies and result in a larger funding gap in the DCP.
8. This means that funds from other funding sources will be required into the future.

LEGAL AND RISK CONSIDERATIONS

9. The Ballarat Planning Scheme and the *Planning and Environment Act 1987* were considered in this report.

HUMAN RIGHTS CONSIDERATIONS

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

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COMMUNITY CONSULTATION AND ENGAGEMENT

11. The project has undergone consultation as documented in the report and further community and stakeholder engagement will occur as part of the proposed Stakeholder Reference Group and the planning scheme amendment process.

GENDER EQUALITY ACT 2020

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

CONFLICTS OF INTEREST THAT HAVE ARISEN IN PREPARATION OF THE REPORT

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

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Ballarat West Precinct Structure Plan and Development Contributions Plan Review Stakeholder Reference Group

Terms of Reference



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1. Background

- 1.1. The City of Ballarat is undertaking a review of the Ballarat West Precinct Structure Plan (PSP) and Development Contributions Plan (DCP).
- 1.2. At its meeting on 11 September 2024, Council resolved (R150/24) amongst other matters to adopt the PSP (revised August 2024) and DCP (revised July 2024) and apply to the Minister for Planning to obtain authorisation to prepare Amendment C234ball to the Ballarat Planning Scheme.
- 1.3. Council also resolved to authorise the establishment of a Ballarat West Growth Area Precinct Structure Plan and Development Contributions Review Stakeholder Reference Group (SRG).
- 1.4. This Terms of Reference (ToR) establishes the SRG in accordance with Council's resolution.
- 1.5. The SRG has the functions and responsibilities as set out in this ToR. The ToR document sets out the structure and basis on which the Reference Group can function.

2. Purpose

The SRG is established for the purpose of:

- 2.1 Ensuring that the review of the PSP and DCP has adequately allowed for input from relevant stakeholders and to ensure that Council is informed of any additional material issues that have been raised.
- 2.2 The SRG will primarily consider the implications of the revised specifications and costings of PSP infrastructure (e.g. community/recreation, drainage and road projects) and the resulting increase in the levy payable.
- 2.3 The SRG has the functions and responsibilities set out in this ToR document.

3. Roles and Responsibility

The role of the SRG is to:

- 3.1 Review the adopted revised PSP and DCP to better inform all stakeholders regarding the methodologies used for the preparation of the documents and the next steps of the planning scheme amendment.
- 3.2 Provide expert advice and opinion on any further input on the proposed PSP and DCP to enable Council to respond accordingly to any submissions received following exhibition of the planning scheme amendment.
- 3.3 Respond to any actions arising from meetings in accordance with any agreed due date.
- 3.4 Reference Group members are expected to keep confidential all sensitive, commercial and personal information that the members may encounter while being a member of the Group, and not to act in any way that would bring the Council into disrepute.



4. Duties and Functions

- 4.1 The SRG is a consultative forum and hence consensus or other decision-making processes are not required.
- 4.2 Commencement of the planning scheme amendment process does not require approval of the SRG.

5. Membership

- 5.1 The SRG will comprise the following participants:
 - a. Executive Manager Development Facilitation, City of Ballarat.
 - b. Manager Sustainable Growth, City of Ballarat.
 - c. A maximum of 4 members from the development industry appointed by the Council, or as otherwise delegated. Development industry members will be selected following an Expression of Interest, on the basis of their involvement and knowledge of development in Ballarat West and appointed as individuals and/or representatives of a company.
 - d. Additional attendees from the CoB or other government agencies may be invited (such as to provide presentations or information to the Committee) as required by the Chairperson.
- 5.2 The Chief Executive Officer or as otherwise delegated, will appoint a Council Officer to provide administrative support and guidance to the SRG.
- 5.3 A Council Officer appointed under clause 5.2 is not considered a member of the SRG.
- 5.4 Additional representatives from the City of Ballarat may be invited as required by the Chairperson.
- 5.5 The Executive Manager Development Facilitation will be the designated Chairperson of the SRG.
- 5.6 If the Chairperson is absent from a meeting, the Chair will nominate a temporary Chairperson to chair the SRG meeting. If the Chairperson has been unable to nominate a temporary Chairperson, the SRG will appoint a temporary Chairperson for the meeting.
- 5.7 Additional attendees from the City of Ballarat or other government agencies may be invited (such as to provide presentations or information to the Committee) as required by the Chairperson.



6. Meetings

- 6.1. Unless Council resolves otherwise, SRG meetings will be conducted under the direction of the Chairperson.
- 6.2. The SRG will meet at minimum on a quarterly basis and at such times and places as are necessary to enable it to exercise and discharge its functions as described herein.
- 6.3. The Chairperson will chair all SRG meetings when present.
- 6.4. The Chairperson is the authorised spokesperson for the SRG.
- 6.5. The SRG is not authorised to speak or act on behalf of Council or the City of Ballarat.
- 6.6. The role of the Council officer appointed under clause 5.2 includes:
 - 6.6.1. acting as the contact point between Council and the SRG;
 - 6.6.2. assisting with meeting the SRG's reporting requirements.
- 6.7. A quorum of the SRG will be two City of Ballarat representatives and two development industry representatives.

7. Reporting

- 7.1 The SRG is responsible for taking proper minutes of all meetings.
- 7.2 The SRG will prepare and present a briefing to Council after each meeting.

8. Creation and Dissolution

- 8.1. These Terms of Reference:
 - 8.1.1. come into force immediately upon the resolution of Council adopting them being made; and
 - 8.1.2. remain in force until Council determines to vary or revoke them.
- 8.2. By these Terms of Reference, the Reference Group:
 - 8.2.1. is established; and
 - 8.2.2. has the responsibilities as set out in this Terms of Reference document.
- 8.3. The SRG will run for a period of 12 months and may be extended as required by Council.
- 8.4. The Terms of Reference will be reviewed as required.

Dated: XX/XX/2024

9.2. GROWTH AREAS QUARTERLY UPDATE

Division: Development and Growth
Director: Natalie Robertson
Author/Position: Fiona Koutsivos – Sustainable Growth Principal Planner

PURPOSE

1. The purpose of this report is to provide an update on the progress of rezoning the proposed growth areas to Urban Growth Zone (UGZ).
2. On 23 February 2022, Council resolved (R14/22) to:
 1. Apply to the Minister for Planning in accordance with section 8A(2) and (3) of the *Planning and Environment Act 1987* to obtain authorisation to prepare Amendment C221ball to the Ballarat Planning Scheme, by:
 - i. Rezoning the growth areas to the Urban Growth Zone in accordance with Attachments E, F and G; and
 - ii. Preparing a policy amendment which introduces a new 'Housing Framework Plan' to support the next phases of planning.
 2. If authorised by the Minister for Planning under section 8A (2) and (3) of the *Planning and Environment Act 1987*, exhibit Amendment C221ball to the Ballarat Planning Scheme in accordance with the notice requirements under section 19 of the *Planning and Environment Act 1987*.
 3. Commence preparation of a Precinct Structure Plan for the northern growth area following application of the Urban Growth Zone.
 4. Notes that the Ballarat Housing Strategy should ultimately be the mechanism to determine the extent of future growth and infill development across Ballarat.
 5. Authorise the Director Development and Growth to make minor changes to the planning scheme amendment documentation as required.
 6. Notes that the 'Growth Areas Framework Plan' will be prepared to establish the most appropriate sequencing of Precinct Structure Plan preparation for the western and north-western growth areas, aligned to sustainable development principles and the likely or planned construction of infrastructure and community facilities to support well planned and sustainable communities.
 7. Report back to Council, quarterly, on the progress of the rezoning to UGZ and the project plan including timeframes for the Growth Areas Framework Plan.
3. This report relates to point 7 of the resolution which seeks an update on the rezoning of the UGZ.

KEY MATTERS

Ballarat North Growth Area

4. In 2018, Council officers undertook the Ballarat Long Term Growth Options Investigation paper to determine the suitability of a number of areas to nominate as the next growth area, following Ballarat West. The paper recommended the Ballarat North Growth Area as the preferred next growth area.
5. Council resolved on 23 February 2022 (R14/22) to commence preparation of a Precinct Structure Plan for the Northern Growth Area.
6. In August 2022, the Minister for Planning appointed the Victorian Planning Authority (VPA) as Planning Authority to prepare a Precinct Structure Plan (PSP) and Development Contributions Plan (DCP) for the Northern Growth Area.
7. The core section was also rezoned to Urban Growth Zone (UGZ). The Minister decided only to rezone part of the land, the 'core area', that Council had approved for the Northern Growth Area to Urban Growth Zone.
8. The remaining extent of the growth area (expanded area) was subject to further investigation by the VPA before it could be rezoned. It has since been confirmed that the VPA's position is to not include the expanded area in the PSP.
9. Since 2022, Council officers have been working alongside the VPA undertaking a range of technical investigations to determine opportunities and constraints on the site to inform the PSP.
10. Council officers recently received an indicative draft PSP from the VPA and are currently reviewing this with the intention to provide initial comment. When the PSP has been further developed, a briefing will be provided to Council.
11. No immediate urban development will occur in the Ballarat Northern Growth Area until the PSP and DCP have been prepared and incorporated into the Ballarat Planning Scheme. It is expected that the PSP will be gazetted in 2026.

Infrastructure Growth Alignment Framework

12. On 31 August 2022, the former Minister for Planning requested that the VPA prepare a high-level strategic review of Ballarat's proposed greenfield land including the western and north-western growth areas as well as urban renewal areas. This report will be known as the Infrastructure Growth Alignment Framework (IGAF).
13. The VPA have advised the City of Ballarat of the following:
 - The IGAF was provided to the Minister for Planning in February.
 - At this stage, the initial release will be internal to Government and Council only but the VPA will endeavour to keep the public informed where required.
 - As the IGAF is a pilot project, the VPA are working with the Department of Transport and Planning to assess how this document can best be used/implemented to benefit Ballarat and potentially in other regional cities.
 - The IGAF may also be reviewed following the release of the Plan for Victoria.

Growth Areas Framework Plan

14. The Growth Areas Framework Plan addresses the future long-term greenfield growth of Ballarat.
15. The Growth Areas Framework Plan was adopted by Council at its Planning Delegated Committee on 14 August 2024.
16. The resolution (PDC21/24) was as follows.

That the Planning Delegated Committee:

- 65.1 Adopt the Growth Areas Framework Plan (revised August 2024).
 - 65.2 Authorise Council officers to engage with State Government authorities to progress implementation of the Growth Areas Framework Plan, including actions listed within the Implementation Plan.
 - 65.3 Immediately commence future Precinct Structure Plan work including early technical reports for the Western Growth Area, noting simultaneous preparation of multiple PSPs can be supported through demonstrated need and strategic policy.
 - 65.4 Authorise the establishment of a Housing and Growth Portfolio, with at least two Councillor representatives, to review matters related to Growth Areas, including Precinct Structure Planning together with housing analysis from both infill and greenfield and report six monthly to Council.
 - 65.5 Note that consideration of a policy amendment to implement the Growth Areas Framework Plan into the Ballarat Planning Scheme will be the subject of a separate report and recommendations to Council.
17. Council officers have sought authorisation from the Minister for Planning to prepare and exhibit a Planning Scheme Amendment together with the City of Ballarat Housing Strategy. Further consultation with government agencies and the general public will occur as part of this process.
 18. The Housing and Growth Portfolio, pursuant to part 65.4 of resolution PDC21/24, will be established.

OFFICER RECOMMENDATION

19. That Council:

19.1 Note the contents of this update report.

ATTACHMENTS

1. Governance Review [9.2.1 - 2 pages]

OFFICIAL

ALIGNMENT WITH COUNCIL VISION, COUNCIL PLAN, STRATEGIES AND POLICIES

1. This report aligns with the relevant Council strategies and policies. This report has been prepared with specific reference to the Ballarat Planning Scheme and Ballarat Strategy 2040.

COMMUNITY IMPACT

2. This report is an update on broader projects which will continue to require community and stakeholder engagement.

CLIMATE EMERGENCY AND ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS

3. Precinct Structure Plans (PSP) in Council's growth areas will seek to implement measures that will respond to the climate emergency and manage environmental sustainability implications

ECONOMIC SUSTAINABILITY IMPLICATIONS

4. Rezoning of Ballarat's new growth areas is considered to be of state significance to facilitate urban growth, which will bring forward economic activity associated with all facets of the land development process including planning, building and construction activity
5. The Council resolution R14/22 from the 23 February 2022 will also assist in the City's post-COVID19 economic recovery through providing housing stock and construction activity over the medium and long term.

FINANCIAL IMPLICATIONS

6. This report is a progress update and has no financial implications.
7. It is noted that Council's proposal to undertake a staged roll-out of the growth areas will stage Council's financial responsibilities associated with the construction of community and other infrastructure projects.

LEGAL AND RISK CONSIDERATIONS

8. The Ballarat Planning Scheme and the *Planning and Environment Act 1987* were considerations in this report.

HUMAN RIGHTS CONSIDERATIONS

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

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COMMUNITY CONSULTATION AND ENGAGEMENT

10. This report is an update on broader projects which will continue to require community and stakeholder engagement.

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.

OFFICIAL

9.3. AIRPORT ROAD DISCONTINUANCE AND PROPOSED RENAMING

Division: Infrastructure and Environment
Director: Bridget Wetherall
Author/Position: Nick Venville – Property Coordinator
Maddison Campbell – Naming Officer

PURPOSE

1. The purpose of this report is:
 - a. To provide Council with an update from the community consultation that was undertaken following R94/24 and continue the statutory process to formally discontinue a portion of Airport Road.
 - b. To provide Council with options for road naming following the formal discontinuance of a portion of Airport Road.

BACKGROUND

2. The Ballarat Airport Runway Project is jointly funded by the City of Ballarat and the Federal Government to extend Runway 18/36 from 1,245m to 1,800m in length.
3. The final works to achieve completion and certification to make Runway 18/36 operable requires the removal of a portion of Airport Road and the final surfacing works for the impacted section of the runway.
4. To progress the removal of a portion of Airport Road, Council approval is required to exercise the powers conferred by clause 3 of schedule 10 of the *Local Government Act 1989* to discontinue a portion of the road as shown below (shown in the black outline on the image; Figure 1).



Figure 1. The section of Airport Road that is proposed to be discontinued (outlined in black).

5. The removal of the portion of Airport Road depends on the completion of the new Liberator Drive airport entrance road and timing the works to minimise disruption for

airport users, while also meeting the Federal Government's milestone timeframes for the runway works.

6. The sequencing of works between the completion of Liberator Drive and the removal of Airport Road would be managed by the City of Ballarat in consultation with the State Government.
7. The removal of the indicated section of Airport Road will be funded through the existing Ballarat Airport Runway project budget. The discontinued portion of the road reserve will remain under the City of Ballarat's ownership for the purpose of runway operations.
8. Enabling the increased capacity of the runway is a key outcome identified in the Ballarat Airport Strategy and Master Plan, endorsed by Council in July 2024.

KEY MATTERS

9. Community consultation was undertaken through a public advert seeking submissions published in the Ballarat Times and on the City of Ballarat website on Friday 16 August 2024.
10. No submissions either supporting or against the proposal were received.
11. Airport Road, on either the west or east side, must be assigned a separate road name to comply with AS/NZS Rural Urban Addressing Clause 4.2.4 as Airport Road is now unconnected.
12. Council approval is needed to commence community consultation with property owners immediately surrounding the section of Airport Road to be renamed. This consultation period is required for a minimum of 30 days as stated in the Naming Rules for Places in Victoria (2022 edition).
13. The eastern side of Airport Road will no longer provide public access to the airport. To avoid confusion for the community and establish Liberator Drive as the only public accessway to the Airport, officers recommend renaming the eastern side of Airport Road to 'Aviation Close'.

OFFICER RECOMMENDATION

14. That Council:

- 14.1 **Note that no community feedback has been received and proceed with formally discontinuing the portion of Airport Road that is identified in Figure 1 of this report by publishing a notice in the Victoria Government Gazette.**
- 14.2 **Authorise commencement of 30 days of community consultation with the immediate Airport precinct community on the proposal to rename the eastern side of Airport Road with the suggested name of 'Aviation Close'.**

ATTACHMENTS

1. Governance Review [9.3.1 - 2 pages]

2. Public Notice [**9.3.2** - 1 page]

OFFICIAL

ALIGNMENT WITH COUNCIL VISION, COUNCIL PLAN, STRATEGIES AND POLICIES

1. This report aligns with the Ballarat Airport Master Plan 2013-2033.

COMMUNITY IMPACT

2. The proposed discontinuance of Airport Road is to be offset by the construction of an extension of Liberator Drive that will provide a new entry road to the airport.

CLIMATE EMERGENCY AND ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS

3. The discontinuance of Airport Road does not present any climate emergency or environmental sustainability implications.

ECONOMIC SUSTAINABILITY IMPLICATIONS

4. The discontinuance of Airport Road does not present any economic sustainability implications.

FINANCIAL IMPLICATIONS

5. The discontinuance of airport road and removal will be funded through the Ballarat Airport Runway Extension Project.

LEGAL AND RISK CONSIDERATIONS

6. There are no identified legal and risk consideration necessary when considering the discontinuance of Airport Road.

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. A community engagement process has been undertaken to satisfy the statutory requirements of section 223 of the *Local Government Act 1989*.

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.

OFFICIAL

NOTICE BOARD



MAYOR'S MESSAGE

The Spring edition of ourballarat will be hitting your letterbox shortly, and there are plenty of interesting stories to sink your teeth into.

This edition shines a light on some of our inspirational older community and highlights the upcoming month-long Senior's Festival, as well as a range of other not-to-be-missed activities across Spring.

Celebrating our older community – our residents, aged 60 years and older, have a lot to offer Ballarat, with wisdom and knowledge to share and often more time to contribute to our city in other ways, this group is so worthy of celebration.

Behind the scenes of PopCon – from seniors to teenagers, you can read about how a small group of Ballarat teenagers are organising Ballarat's only popular culture convention PopCon, which attracts more than 2,000 people each year. It really demonstrates the passion and capability of Ballarat's young people.

Making Ballarat more accessible – you can also read about how the members of the City of Ballarat Disability Advisory Committee, with an eye to the future, are reflecting on their success and challenges in making Ballarat a more inclusive and accessible place for all.

Commemorating shared history at Eureka – as we celebrate the 170th anniversary of the Eureka Stockade this year, which not only profoundly shaped Ballarat and our region, but arguably also shaped democracy as we know it, there will be a city-wide program of events to commemorate. Stay tuned for more updates.

You'll also find information about upcoming exhibitions, what's on in Ballarat, the Bridge Mall redevelopment update and some recent consultation results, all in the spring edition of ourballarat.

You can read ourballarat in hard copy via delivery to your letterbox, by picking up a copy at a City of Ballarat facility, or online at ballarat.vic.gov.au/ourballarat



Mayor
Cr Des Hudson

ROAD DISCONTINUANCE

Section 206, 207B and Schedule 10 Clause 3 Local Government Act 1989.

The City of Ballarat declares that by this notice it is considering a proposal to discontinue a portion of Airport Road located within the Ballarat Airport Precinct, as shown on the plan below (proposal).



Under the Proposal, the discontinued road will enable the completion of the Airport Runway Extension Project and will remain under the City of Ballarat's management for the purpose of runway operations. Alternative road access to the Ballarat Airport Precinct will be offset and provided by the Liberator Drive extension being undertaken by Development Victoria.

Any person has a right to make a submission to the City of Ballarat on the proposal in accordance with the Community Engagement Policy.

Written submissions to Council must be received by 5pm on Friday 13 September 2024 and should preferably be by email to info@ballarat.vic.gov.au, addressed to the Property Coordinator, City of Ballarat and clearly marked 'Submission – Proposed Road Discontinuance: Ballarat Airport Precinct'. Alternatively, submissions can be posted to the Property Department, City of Ballarat, PO Box 655, Ballarat VIC 3350.

Submissions form part of the public record of the meeting (including any personal information you provide) and may be appended to any future Council Agenda, which are then published on the City of Ballarat's website.

Should further information be requested please direct enquiries to the Property Coordinator on 0428 337 453.

NOTICE OF ROAD WORKS FOR SEBASTOPOL

Works to deliver the Victoria Albert Streetscape Project have begun. Works are now underway with speed and lane reductions in place along Albert Street. The works are expected to be completed by the end of the year.

Parking and pedestrian access to the Albert Street entrance of the Sebastopol Library will be impacted for a short period while pavement works are completed in late August and early September. Patrons are advised to use the rear entrance off Wilsons Lane.

COMMUNITY CONSULTATION

There are a number of consultations currently open for feedback from the community.

Visit mysay.ballarat.vic.gov.au or contact Customer Service on 5320 5500 to speak with a team member.

Consultation	Closes
Circular Economy Strategy	22/08/2024
Cardigan Village Reserve	25/08/2024
Warrenheip Gully Trail	27/08/2024

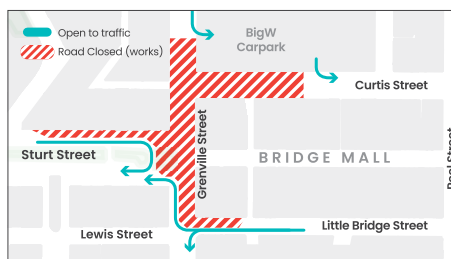


PET OF THE WEEK MURPHY

I'm a well-mannered and behaved five-year-old German Wire Haired Pointer, I'm happy and love spending time with other dogs.

I do get a bit of separation anxiety and would benefit from some more training, and or a companion to spend time with. Secure fencing is needed for me too.

To meet me contact the Ballarat Animal Shelter on 5334 2075 or email animalshelter@ballarat.vic.gov.au



Bridge Mall redevelopment roadworks

The City of Ballarat will be installing bluestone kerb in Grenville Street as part of works to create the new entrance into the Bridge Mall.

While the works are taking place, Grenville Street will be temporarily closed from Sturt Street to Curtis Street from September. The works are due to be completed in October. Traffic management and detours will be in place.

Local businesses are open. Please continue to support all Bridge Mall, Curtis Street and surrounding Sturt Street businesses including:

- Bed Bath N Table
- Investate
- The Stag
- Carpet Court
- Refuel Hub
- Everybody Knows Books
- Here She Glows
- Body Fit Training
- Cold Rock Ice Creamery
- The iPhone Guy
- MS Kitchens & Cabinetry

The Curtis Street bus interchange will be temporarily relocated. Further details are available at ptv.vic.gov.au



Scan the QR code for more information or visit ballarat.vic.gov.au/bridgemalldevelopment

Please remember to #shopthebridge **THE BRIDGE**

9.4. YARROWEE RIVER RESERVE ROAD DISCONTINUANCE

Division: Infrastructure and Environment
Director: Bridget Wetherall
Author/Position: Nick Venville – Property Coordinator

PURPOSE

1. The purpose of this report is to provide Council with an update from the community consultation that was undertaken following Council resolution R95/24 (26 June 2024) and continue the statutory process to discontinue the government road depicted below in yellow outline (portion of Gladstone Street, Golden Point; Figure 1).



Figure 1. The government road that is proposed to be discontinued (outlined in yellow).

BACKGROUND

2. The Vintage and Classic Car Club are self-funding the development of new clubroom facilities, supported by the City of Ballarat. They wish to utilise a small portion of the government road for their new building.
3. The government road is Crown land, maintained by City of Ballarat.
4. The Vintage and Classic Car Club are proposing that the government road be formally discontinued, and the Crown land be reserved for community use consistent with the adjoining Yarrowee River Reserve which is managed by City of Ballarat.
5. The formal closure of the road will activate the space and increase the leased footprint of the Vintage and Classic Car Club.
6. Internal referrals, including to City of Ballarat's Infrastructure team, support the partial road discontinuance. The Department of Energy, Environment and Climate Action have also been consulted and provided support.
7. The Vintage and Classic Car Club's proposed new facility would be constructed over the existing alignment of the road to be discontinued (refer Planning Permit Application No. PLP/2024/85). The below image shows the proposed development in greater detail.

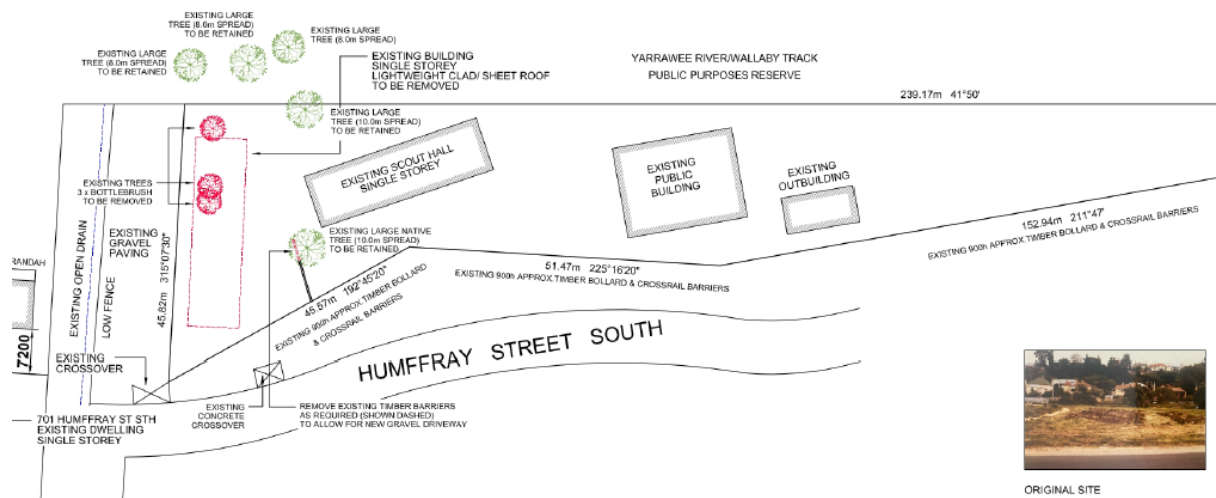


Figure 2. Existing site plan

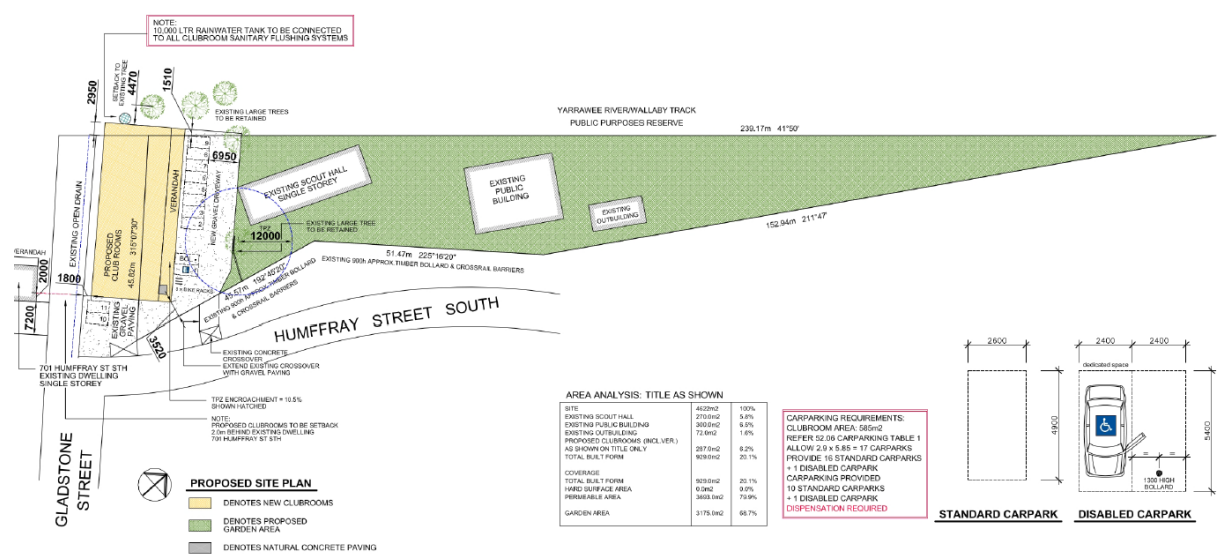


Figure 3. Proposed site plan

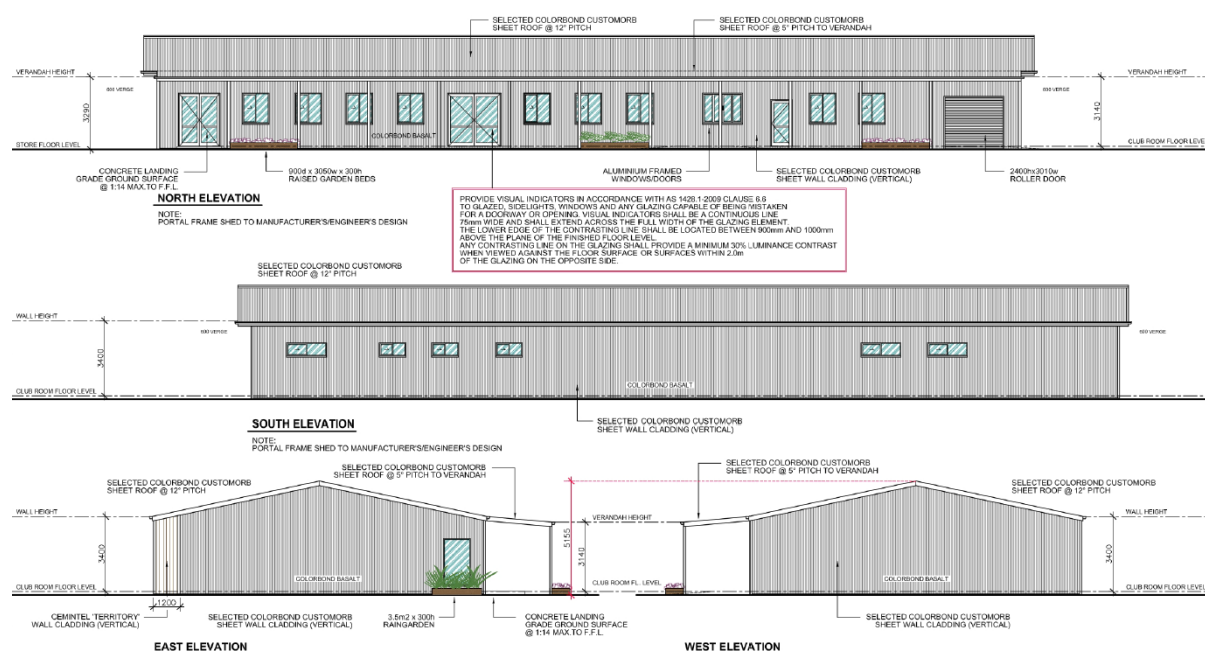


Figure 4. Elevations

8. The application was amended during the assessment process in response to concerns raised by Statutory Planning Officers. The above images reflect the amended application.
9. The proposed building was originally located further to the north-east. The siting of the building here required the removal of native trees and it was on this basis officers requested the building be relocated further to the south-west. The revised location of the building as shown in Figure 3 above also required the reconfiguration of on-site car parking.
10. Public notice of the amended proposal was issued in October 2024. In response to notice, Statutory Planning received five objections. The key issues raised by objectors are:
 - Impact on the outlook of adjacent residents;
 - Building typology – a ‘shed’ such as that proposed is not appropriate in this location;
 - Presentation of the proposed building when viewed from Humffray Street;
 - The removal of trees to accommodate the building (this issue has now been addressed via the relocation of the building);
 - The lack of landscaping provided around the building;
 - Insufficient number of car parking spaces provided on site; and
 - The proposed building obstructs access to the Yarrowee River.
11. As of the date of this report, the planning application had not yet been determined. The above matters will be taken into consideration when determining the application.

KEY MATTERS

12. Community consultation for the road discontinuance proposal was undertaken via a public advert seeking submissions published in the Ballarat Times and on the City of Ballarat website on 23 August 2024.

13. No submissions either supporting or against the road discontinuance proposal were received.

OFFICER RECOMMENDATION

14. That Council:

- 14.1 Note the community consultation has been completed with no submissions received, and proceed with the statutory process to formally discontinue the government road identified in Figure 1 of this report.**

ATTACHMENTS

1. Governance Review [9.4.1 - 2 pages]
2. Public Notice [9.4.2 - 1 page]

OFFICIAL

ALIGNMENT WITH COUNCIL VISION, COUNCIL PLAN, STRATEGIES AND POLICIES

1. The report supports the Council Plan 2021-2025 goal of providing leadership and advocacy for its community.

COMMUNITY IMPACT

2. Any road discontinuance would increase community activation of the space and permit more lettable area for community utilisation.

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. Officers will follow the statutory process in accordance with legislation to mitigate any legal risks.

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. Officers have followed community consultation procedures in accordance with section 223 of the *Local Government Act 1989*.

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.

OFFICIAL

NOTICE BOARD



MAYOR'S MESSAGE

Excitingly this week we've announced in partnership with Compost Revolution, Ballarat residents can now claim up to 40 per cent off the retail price of their compost bins, equipment, worm farms and more.

Composting is a great solution to food waste and enables people to turn their food scraps into rich soil and fertiliser for their gardens. In turn creating lush, healthy gardens for your backyard.

Did you know that food waste makes up more than 40 per cent of household waste which adds 9,500 tonnes of food scraps that end up in landfill each year?

Food in landfill breaks down in a way that can create greenhouse gases, including methane, which affect our air quality and health. When we waste food, we also waste the resources used to grow our food and all the energy used to process, package and transport food from markets to our homes.

So why not consider composting now?

All you must do is visit compostrevolution.com.au to check out the products, place your order, and the rebate from the City of Ballarat will be automatically included, and your purchase will be delivered to your door.

Composting is a great way to sustainably deal with your food waste, and a great habit to get into in the lead up to the new FOGO system. The FOGO and household waste collection changes will come into effect at a date to be determined.

For more information, and other sustainable waste and recycling initiatives visit the ballarat.vic.gov.au



Mayor
Cr Des Hudson

COMMUNITY CONSULTATION

There are a number of consultations currently open for feedback from the community.

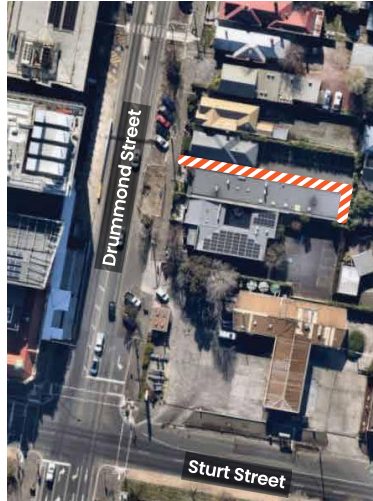
Visit mysay.ballarat.vic.gov.au or contact Customer Service on 5320 5500 to speak with a team member.

Consultation	Closes
Warrenheip Gully Trail	27/08/2024

ROAD DISCONTINUANCE

Section 206, 207B and Schedule 10 Clause 3 Local Government Act 1989.

The City of Ballarat declares that by this notice it is considering a proposal to discontinue and sell a portion of a Council owned laneway located adjacent to the Ballarat Eye Clinic, as shown in the hatched area on the plan below (Proposal).



Proposed discontinuance

Under the Proposal, the discontinued laneway would be offered for sale to the adjacent Ballarat Eye Clinic.

Any person has a right to make a submission to the City of Ballarat on the Proposal in accordance with the Community Engagement Policy.

Written submissions to Council must be received by 5pm on Tuesday 17 September 2024 and should preferably be by email to info@ballarat.vic.gov.au, addressed to the Property Coordinator, City of Ballarat and clearly marked 'Submission – Proposed Laneway Discontinuance and Sale: Ballarat Eye Clinic'.

Alternatively, submissions can be posted to the Property Department, City of Ballarat, PO Box 655, Ballarat VIC 3350.

Submissions form part of the public record of the meeting (including any personal information you provide) and may be appended to any future Council Agenda, which are then published on the City of Ballarat's website.

Should further information be requested please direct enquiries to the Property Coordinator on 0428 337 453.

ROAD DISCONTINUANCE

Section 206, 207B and Schedule 10 Clause 3 Local Government Act 1989.

The City of Ballarat declares that by this notice it is considering a proposal to discontinue a portion of an unused government road located adjacent to the Yarrowee River Reserve, as shown in the hatched area on the plan below (Proposal).



Proposed discontinuance

Under the Proposal, the discontinued land would be reserved for community recreation purposes and managed by the City of Ballarat. The additional land would provide for further community utilisation of the reserve.

Any person has a right to make a submission to the City of Ballarat on the Proposal in accordance with the Community Engagement Policy.

Written submissions to Council must be received by 5pm on Tuesday 17 September 2024 and should preferably be by email to info@ballarat.vic.gov.au, addressed to the Property Department, City of Ballarat and clearly marked 'Submission – Proposed Road Discontinuance: Yarrowee River Reserve'.

Alternatively, submissions can be posted to the Property Department, City of Ballarat, PO Box 655, Ballarat VIC 3350.

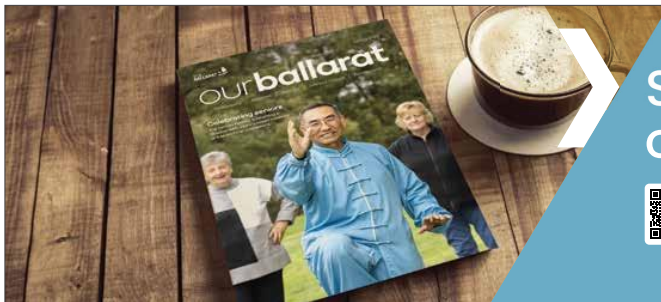
Submissions form part of the public record of the meeting (including any personal information you provide) and may be appended to any future Council Agenda, which are then published on the City of Ballarat's website.

Should further information be requested please direct enquiries to the Property Coordinator on 0428 337 453.

MORGAN STREET SEBASTOPOL

Reconstruction works on Morgan Street are progressing. Asphalt and line-marking were recently carried out, however significant machinery and trucks will continue to operate in the area for the next 3 to 4 weeks (pending weather) and the section of the road will remain closed during this time.

Works to follow include landscaping around the new retention basins, along with fencing, nature strip, footpath and drainage to be finished. Planting will also be carried out throughout September and October.



Spring ourballarat out now!



Scan the QR code to view the magazine online

ourballarat CITY OF BALLARAT

Customer Service: 25 Armstrong Street South, Ballarat

(03) 5320 5500

ballarat.vic.gov.au

9.5. HEALTH AND WELLBEING PLAN 2021-2031 – THIRD YEAR REVIEW

Division: Community Wellbeing
Director: Matthew Wilson
Author/Position: Caroline Amirtharajah – Health and Wellbeing Planner

PURPOSE

1. The purpose of this report is:
 - a. To update Council on the progress made against strategies in the third year of implementation of the Health and Wellbeing Plan 2021-2031.
 - b. To inform Council on the state of health priority areas in preparation for the update of the Health and Wellbeing Plan 2021-2031.
 - c. To inform Council on changes to the Health and Wellbeing Plan 2021-2031 following an internal review.

BACKGROUND

2. The development, implementation and annual review of the Health and Wellbeing Plan 2021-2031 (the Plan) is a legislative requirement of Victorian councils under the *Public Health and Wellbeing Act 2008* (the Act). In accordance with the Act, Council must prepare and adopt a Plan within 12 months of each general election of the Council.
3. The Act requires Councils to have regard to the State Public Health and Wellbeing Plan, which is reflected in the 6 health priority areas:
 - a. Tackling climate change and its impact on health
 - b. Preventing all forms of violence
 - c. Increasing healthy eating
 - d. Increasing active living
 - e. Improving mental wellbeing
 - f. Reducing harm from smoking, gambling, alcohol and other drugs
4. The Act requires Councils to specify within their Plan, and include annual review measures, to prevent family violence and respond to the needs of victims of family violence in the local community.
5. Councils are required under the *Climate Change Act 2017* to have regard for climate change and its impact on health when preparing Public Health and Wellbeing Plans.
6. The Plan includes 52 strategies divided amongst 9 liveability domains, ensuring input from across multiple areas of City of Ballarat.
7. Progress against outcomes is measured using a range of 34 medium-term indicators for the liveability domains, and 28 long-term indicators for the health priorities.

KEY MATTERS

8. The third annual review of the Health and Wellbeing Plan 2021-2031 was submitted to the Department of Health and Human Services by the required date of October 31.
9. Significant progress has been recorded against the 52 strategies particularly in the areas of 'Tackling climate change and its impact on health' and 'Improving mental wellbeing'. Further detail can be found in the attached review document.
10. The review highlighted significant projects which have been funded since the Health and Wellbeing Plan was developed, and should be included in the update of the Plan for next year, including:
 - a. Free from Violence funding and support for the Ballarat Saturation Model
 - b. Funding to develop Social Inclusion Action Groups
 - c. Funding to implement the Central Highlands Vaping Prevention project
 - d. Live4Life mental wellbeing program delivered through 10 secondary schools
11. The medium-term indicators were analysed to track progress or impact against the liveability domains, some key points to note include:
 - a. Liveability indicators including walkability, social infrastructure index and proximity to large areas of open space have decreased as the urban area expands and associated infrastructure is yet to be developed.
 - b. Housing indicators show multiple local housing issues including a declining proportion of social housing, a lack of diversity of dwelling types, high rates of rental stress for low-income households, and high rates of homelessness.
 - c. Participation in council-run programs and facilities including libraries, community hubs and the Ballarat Aquatic and Lifestyle Centre have all reached or surpassed numbers recorded prior to COVID-19 restrictions.
12. The long-term indicators were analysed to track the status of health priority areas, some notable developments include:
 - a. Family violence rates are 51% higher than the state average.
 - b. 31.9% of the community are either 'definitely' or 'sometimes' worried about food insecurity.
 - c. Significantly high rates of loneliness (29.2%) when compared to the state average, particularly for younger adults (aged 18-34) of all genders.
 - d. The average loss per adult per year on pokies in 2022-23 was \$708, which is significantly higher than the state average of \$575.
 - e. The highest rate of drug-related ambulance attendances is for females being affected by pharmaceutical or prescribed drugs. The rate for females is 82% higher than state levels and the rate for males is 44% higher.
13. Community engagement for the revised Health and Wellbeing Plan 2021-2031 is being collated as part of the Integrated Planning Framework and any changes from this process and the internal review will be incorporated into a draft expected to be provided to Council for adoption in May 2025, in accordance with legislative timeframes.

OFFICER RECOMMENDATION

14. That Council:

- 14.1 Note the Health and Wellbeing Plan 2021-2031 – Third Year Review implementation report as attached.

ATTACHMENTS

1. Governance Review **[9.5.1 - 2 pages]**
2. Health and Wellbeing Plan Review 2024 **[9.5.2 - 23 pages]**

OFFICIAL

ALIGNMENT WITH COUNCIL VISION, COUNCIL PLAN, STRATEGIES AND POLICIES

1. The Health and Wellbeing Plan 2021-2031 (the Plan) was developed in conjunction with the Council Plan 2021-2025 and Community Vision 2021-2031 with strategies particularly aligned to Council Plan Goal 2: A healthy, connected and inclusive community.
2. The subject of this report is a legislated requirement of the *Public Health and Wellbeing Act 2008*.

COMMUNITY IMPACT

3. The work undertaken to address the strategies of the Health and Wellbeing Plan 2021-2031 will have positive population level impacts on the community in areas of the health priorities, with targeted support for priority groups.

CLIMATE EMERGENCY AND ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS

4. 'Tackling climate change and its impact on health' is a key health priority area of the Plan. The report highlights the work undertaken to support this priority.

ECONOMIC SUSTAINABILITY IMPLICATIONS

5. There are no economic sustainability implications identified.

FINANCIAL IMPLICATIONS

6. Many actions within the Health and Wellbeing Plan 2021-2031 are delivered through the allocated resources of Council supplemented with external funding, including significant resourcing through the VicHealth Local Government Partnership.

LEGAL AND RISK CONSIDERATIONS

7. This report does not create legal or risk considerations.

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. The *Public Health and Wellbeing Act 2008* stipulates that community engagement is not required for annual reviews of the Health and Wellbeing Plan.
10. The Plan will be updated in 2025 and is included in the community consultation as part of the Integrated Planning Framework for the Council Plan, Community Vision review and associated plans.

OFFICIAL

OFFICIAL

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



CITY OF BALLARAT

Health and Wellbeing Plan 2021–2031

THIRD YEAR REVIEW AND EVALUATION – OCTOBER 2024

The third year review and evaluation of the City of Ballarat Health and Wellbeing Plan 2021–2031 (H&WP) outlines in the following sections:

- 1. Work completed against the 52 strategies, including connection to the six health priority areas**
- 2. An analysis of progress against medium-term indicators in Liveability Domains**
- 3. An update of the state of long-term indicators by Health Priorities**
- 4. A selection of evaluated projects**

The review highlights the extensive work undertaken by the organisation in conjunction with associated partners that impacts the health and wellbeing of the Ballarat community. The review also highlights how multiple units of the organisation are integral to create sustainable outcomes which beneficially impact the health and wellbeing of the community.

Major engagements and projects which influenced community health and wellbeing over the past year included endorsement of the:

- Housing Strategy 2041
- Social and Affordable Housing Action Plan
- Biodiversity Strategy – Healing Country Together 2024
- Recreation Infrastructure Plan 2024 – 2039
- Fair Access Policy
- Public Toilet Strategy

As part of the evaluation, recent data was collected for each indicator and compared to baseline data to determine any trends and to monitor whether the indicators were still relevant and appropriate. Some indicators are no longer being collected routinely in state-based surveys or need rewording to ensure data can be reliably collected in future years.

The review also highlighted multiple recently funded projects and some discontinued projects which need to be either featured or removed from the plan. Key projects which have commenced since the plan was prepared in 2021 include:

- gained funding through the Free from Violence grants and involvement in the Ballarat Saturation Model to prevent violence against women and children
- gained funding to develop Social Inclusion Action Groups
- preventing harms from vaping as a health priority area, and the work to be undertaken as part of the funded Central Highlands Vaping Prevention project
- Live4Life program to improve mental health currently running in 10 local secondary schools
- development of the Inclusion Framework 2022 – 2026 and associated plans which aligns closely to priority groups
- development of the Community Infrastructure Plan 2022 – 2037
- development of the Libraries and Learning Strategy 2022 - 2027
- restructure of the Ageing Well team and the projects and services provided

Section 1: Actions reported against strategies for each Liveability Domain

Health priorities



Climate change and its impact on health



Prevention of violence



Healthy eating



Active living





Mental wellbeing
















Smoking, gambling, alcohol and drugs

Strategies	Work completed or in progress in the past 12 months	Health priorities
Active transport		
1.1 Increasing opportunities for walking and bike riding	Support Y Ballarat to deliver the ReCranked in Schools program. Three schools accessing the Tag On program to support active travel to school. Wendouree Children's Centre conducted walking and cycling excursions with a focus on children learning to move safely and actively around their local area for Road Safety Week.	
1.2 Advocating improved public transport services and access	Engagement with 60 children from Yuille Park Community College to improve access to Wendouree West Recreation Reserve. Developing a Transport Guide for Older Adults and delivered a BusAble session for older Chinese residents to provide travel education and information.	
1.3 Connecting pedestrian and cycling routes to key destinations and public transport	Delivered 3km of off-road shared use path from Wendouree Station to Waringa Drive via Learmonth Road. Work ongoing to connect paths from Sturt St and along Grenville St.	
1.4 Enhancing safety, amenity and accessibility for pedestrians and cyclists, and at bus shelters	Lake Wendouree lighting project completed providing a safely lit environment around the Steve Moneghetti Track and the link with Victoria Park. Multiple works installing bus shelters including 2 urban bus shelters and 1 rural bus shelter for school services, plus 11 new school bus stops in the Lucas and Cardigan Village areas, 5 bus stop upgrades for accessibility, and developing concepts / designs for a further 18 bus stops.	
Community participation		
2.1 Building a proud and inclusive community	<p>Deliver on actions outlined in suite of plans under the Inclusion Framework, which includes the Intercultural Plan, LGBTIQ+ Inclusion Plan, Disability Access and Inclusion Plan, Ageing Well Strategy, Municipal Early Years Plan, Youth Strategy, Gender Equality Action Plan, (Reconciliation Action Plan in draft). Convene the Advisory Committees associated with these plans: LGBTIQ+ Advisory Committee, Intercultural Advisory Committee, Disability Advisory Committee, Koorie Engagement Action Group, Gender Equality Action Group and Youth Council.</p> <p>For the LGBTIQ+ communities and through the LGBTIQ+ Advisory Committee multiple events have been held, Frolic Festival, including Queer Stories in the Ballarat Heritage Festival, recognising Transgender Day of Visibility, IDAHOBIT day, Wear it Purple day, Bisexual Visibility day and Transgender Awareness Week, holding a World Aids day forum, promoting 50 events for Pride Month on the new Ballarat Pride website, and LGBTIQ+ specific events for Seniors Festival.</p>	
















Strategies	Work completed or in progress in the past 12 months	Health priorities
Community participation		
2.1 Building a proud and inclusive community	<p>Monthly movie program at the library has reported increased participation in 2023-24 by partnering with the Red Sunset Group (older Chinese residents) and the Ballarat Indian Association to show in language movies. With the multicultural sector celebrated Harmony Fest, 22 community events, Refugee Week, Intercultural Recognition Awards and 8 flag raising events. Designed and delivered an Intercultural Garden as a space to celebrate our multicultural communities. Resourced the Intercultural Ambassador Program. Supported the Ballarat Regional Multicultural Council with New Resident Bus Tours to the libraries, multicultural playgroup programs and events for Refugee Week. Weekly Little Languages program presented at the Djila-tjarri Community Hub.</p> <p>Collaborated in the delivery of key First Nations events including Survival Day Dawn Ceremony, Anniversary of the National Apology, National Sorry Day, Reconciliation Week, NAIDOC Week, and Aboriginal and Torres Strait Islander Children's Day. Hosting of 'The Taken' stolen generations exhibition at the Ballarat Library during Reconciliation Week. Wadawurrung education sessions at the library held in each school holiday program. Partnered with Ballarat and District Aboriginal Cooperative for Aboriginal and Torres Strait Islander Children's Day at Robert Clark Centre.</p> <p>Delivered the Seniors Awards celebrating the volunteer contribution of older residents. Council endorsed becoming a member of Every AGE Counts and promoted campaign resources through Every Age Matters roadshow in conjunction with Ballarat Community health and Ballarat & Grampians Community Legal Service. Delivered several intergenerational activities including the Tackling Ageism writing / creative competition, Ageism Awareness Day, All Ages Storytime and Ageless Playgroup Session.</p>	
2.2 Embedding primary prevention for mentally healthy communities	<p>Target evidence based risk and preventative factors for mental health:</p> <p>RISK FACTORS</p> <p>Adverse childhood experiences staff training and reporting through MARAM framework, positive parenting programs,</p> <p>Intimate partner violence education campaigns such as pilot program 'Expect Respect' delivered in 3 participating secondary schools</p> <p>Bullying leading the Live4Life program in schools, community consortia established to support bullying prevention initiatives in secondary schools</p> <p>Racism and discrimination contact based programs through the Empowering Communities grant program</p> <p>Loneliness social supports for older people, social connection programs for young people, Parent Place drop in for parents to make connections with services and supports</p> <p>Socioeconomic factors multiple units working to support employment, social housing and homelessness, development of a Social and Affordable Housing Action Plan</p> <p>Socio-structural factors addressing gender inequality through organisational policies (Fair Access Policy, Active Women and Girls Strategy, Gender Equality Action Plan) and planning (using Gender Impact Assessments), supporting community awareness (16 days of activism)</p>	







Strategies	Work completed or in progress in the past 12 months	Health priorities
Community participation		
2.2 Embedding primary prevention for mentally healthy communities	<p>PROTECTIVE FACTORS</p> <p>Health behaviours supporting improved healthy food offering in council settings, delivery of the INFANT program to new parents, delivered 338 hours of First Parent Group activities, active lifestyle facilities and programs, provision and maintenance of facilities, parks and trails for sport and recreation</p> <p>Social capital, social cohesion, social connectedness place-based programs such as Parent Place outreach, youth specific social programs including PopCon with over 2000 young people attending, Ageing Well implemented a new Social Activities program, Community Impact Grant Program providing \$293K for 58 community groups</p> <p>Sleep Delivered 93 hours of Sleep and Settling program for babies and toddlers.</p>	
2.3 Improving young people's resilience and connection	LiveLife program in 10 secondary schools impacting over 2200 students. Trained 31 Teen Mental Health First Aid instructors who delivered 61 Teen Mental Health First Aid training courses to 1246 Year 8 & 10 students from participating secondary schools. Delivered Youth team programs, awards and events. Delivered three youth leadership and volunteer programs including the Western Bulldogs Leadership program, resulting in the recruitment of 69 volunteers.	
2.4 Facilitating more solutions shaped by young people	Development of and engagement for Children's Brains Trust with primary school students. Primary school student engagement for Neighbourhood Parks. Youth consultative groups participated in discussions for the Housing Strategy, Diverse and Affordable Housing Working Group, Youth Biodiversity Forum, Biodiversity Strategy, Local Food Coalition Action Plan and Open Space Strategy.	
2.5 Improving everyday creativity opportunities for more residents	Support and promote creative opportunities through Creative City Strategy, Art Gallery and Events - including specific promotion of work opportunities, grants and awards through Creative City e-newsletter and website, as well as training and resources to support business development.	
2.6 Providing equitable and accessible community facilities, services and events	Development and launch of the online My Community Directory. My Accessibility Review of council creative programs – pilot program completed for activities at Civic Hall, libraries and Art Gallery, to increase accessibility for children and young people. Consultants engaged with children with a disability and their families to provide input into the development of the Community Infrastructure Guidelines. Installation of a publicly accessible assistance dog relief area in the CBD. Installation of a Changing Places facility and other accessibility upgrades at the Ballarat Library. Expansion of communication tools including social scripts, communication boards and accessibility information. Works nearing completion at Her Majesty's Theatre which will increase accessibility and safety of the venue. Installed an Accessibility Menu for the council website supporting over 50 languages. Updated local services within the Intercultural Services Directory and 'All of Us' calendar. Introduced a new Ageing Well Services monthly newsletter (email and hard copy) with 952 subscribers. Council endorsed a Public Toilet Strategy with a focus on equitable distribution, community safety, sustainable and universal design and accessibility.	
2.7 Embedding deliberative practice into Council engagement with the community, with a particular focus on priority groups	Supporting council teams with community engagement particularly through advisory groups and priority group networks. Preparing for deliberative engagement of the next Council Plan.	





Strategies	Work completed or in progress in the past 12 months	Health priorities
Community participation		
2.8 Building community capacity and opportunities for participation	Delivered Community Impact Grants program – 58 community groups received \$294K. Supporting Ballarat East Neighbourhood House to deliver community workshops to build capacity for preparing grant applications. Other grant streams include Strategic Partnership Grants with nearly \$500K awarded to 7 organisations and City Partnership Grants with nearly \$920K awarded to 13 organisations.	
2.9 Supporting the community to share and promote sustainable practices	Support climate change and sustainability group BREAZE with a partnership grant to deliver community education and support actions from the Net Zero Emissions Plan. Support for the Ballarat Energy Network to develop a community-owned energy network based on renewable energy. Extensive engagement for development of the Biodiversity Strategy. Deliver the Nature Stewards program to support community with environmental education and biodiversity awareness. 'Be a Super Sorter' activity for children promoted at Begonia Festival in conjunction with other sustainable initiatives.	
Community safety		
3.1 Addressing family violence through a primary prevention approach	Support staff in the organisation to prepare Gender Impact Assessments. Gender equity work within the organisation including gender training upon induction and bystander training for staff. Successfully applied for Free from Violence funding. Support Ballarat Saturation Model led by Respect Victoria.	
3.2 Partnering with stakeholders to develop programs which increase community inclusion and cultural safety	Partnering with Ballarat Regional Multicultural Council and Ballarat Community Health to apply for community inclusion programs for culturally diverse communities. Delivered 'prevention of violence against women and children' workshop to the Intercultural Ambassadors with support of Women's Health Grampians.	
3.3 Using evidence and engagement practices to inform the delivery of key safety projects	The Empowering Communities Grant program was externally evaluated to determine effectiveness of delivery and determine whether there was any strengthening in community stakeholder capacity to implement crime prevention initiatives. Development of an Alcohol Profile for Ballarat. Updated ongoing statistical report of local drug and alcohol use through analysis of the National Wastewater Drug Monitoring Program. Delivery of the City Safe Taxi Rank program.	
3.4 Partnering with stakeholders to undertake emergency management planning	Emergency Management planning and prevention work within the LGA and upskilling of staff for response and recovery. Provision of Emergency Relief Centre to support residents displaced by the fires within Pyrenees Shire. Supported delivery of Multicultural Dialogue with Ballarat Regional Multicultural Council focussing on Emergency Planning.	
3.5 Supporting businesses to provide an environmentally safe and compliant service for customers	Environmental health officers work with businesses to ensure compliance with legislation and safety for customers. The following types of businesses must all register for compliance under the act: residential accommodation, hotel, hostel, student dormitory, holiday camp, rooming house, aquatic facilities, hairdressing, beauty or beauty therapy parlour, colonic irrigation, tattooing and ear piercing. Officers also enforce the Tobacco Act which includes ensuring required venues remain smoke-free, and monitor inspect and educate tobacco retailers.	

Strategies	Work completed or in progress in the past 12 months	Health priorities
Employment		
4.1 Encouraging local economy investment	Support of local businesses, events and festivals via multiple teams: Economic Development, Marketing, Events and Creative City. Support of Commerce Ballarat and Committee for Ballarat. Support of tourism events through the Tourism Events Grant program where 13 organisations received \$153K.	
4.2 Supporting the development of employment pathways in the community and at the City of Ballarat	Actively supported 44 young people with placements and apprenticeships at the City of Ballarat in the past 12 months. Youth Services partnered with Highlands LLEN to support secondary school students in work experience and structured workplace learning placements across business units. Council partnered with Host International and Regional Opportunities Australia on the Ballarat Industry Mentoring Program which aimed to match business mentors with migrants looking for employment. Supported the BRMC to deliver the Community Employment Connectors Program which offers training and other supports to ensure migrants are 'job-ready'. Supported several careers and jobs expos including the Asuria Youth Jobs Fest.	
4.3 Supporting the development of community wealth-building through grant programs and procurement	Social procurement clauses included in procurement policy update. Ballarat Social Procurement Project supports contractors delivering major projects while also achieving social benefits, such as engaging local social enterprises, First Nations businesses or hiring staff from groups experiencing disadvantage. Supporting local organisations through community partnership grants, \$920K invested in 13 local partnerships.	
4.4 Actively seeking to increase the number of creative industry professionals	Actively promoting and creating opportunities as reported in the Creative City Report Card. Utilising the Creative City newsletter to promote employment and contract opportunities for local artists. Paid opportunities and pathways across multiple business units including youth facilitator workshops, UNESCO Creative City display, FReeZA acts and Be_Hear/Now 23 Music Festival.	
Strategies	Work completed or in progress in the past 12 months	Health priorities
Food		
5.1 Creating better food systems through Council policy	Completed the Deakin University Local Food Environment Policy Index which benchmarks' councils work in the food system against best practice.	
5.2 Protecting the community from harmful food and drink industries	Harmful Industries Declaration in action through the Community Impact Grant program. Working in partnership with Ballarat Community Health and cafe owners to increase the healthy options available at the BALC cafe.	
5.3 Enhancing the skills required to grow and prepare healthy foods	Supporting community gardens through grant funding. Funding delivery of Little Food Explorers program in long day care centres – in development. Developing Edible Gardens Trail through Local Food Coalition. Gardening and cooking programs offered for young people from the Sebastopol Library through 'Jump Start' funding.	
5.4 Protecting and promoting the local food system	Supporting the Local Food Coalition including development of an action plan and community based projects including the Edible Garden Trail and Little Food Explorers food education program in early years centres. Supporting farmers markets. Submission for the Inquiry into Protecting Victorian Food Supply.	
5.5 Improving access to healthy and safe food for vulnerable community members	Participating in the Food Access Network and supporting community members with food insecurity queries. Prepared submission for Inquiry into Food Security in Victoria. In partnership with Monash University undertook a project to investigate food affordability in Ballarat, comparing cost of a fortnightly shop of food for various household types.	

Strategies	Work completed or in progress in the past 12 months	Health priorities
Food		
5.6 Promoting the importance of a healthy diet	Implementing the Eat Well Feel Good program at BALC café. Implementing the INFANT program to first time parents. Oral health assessment completed at 4 key ages and stages MCH visits. Wendouree Children's Centre, Girrabanya Integrated Children's Centre and Rowan View Children's Centre are all accredited for the Smiles for Miles program.	
5.7 Encouraging sustainable practices to reduce food waste	Supporting residents with the roll out of the glass collection containers and introducing a soft plastics recycling trial. Preparing for introduction of residential kerbside Food Organics Garden Organics (FOGO) system. Offering up to 80% discount for residents on worm farms and composting products through the Compost Revolution online platform. Online tutorials also available to upskill residents on how to use a worm farm, compost bin or bokashi bin. Delivering a food waste reduction behaviour change program is included as an action in the draft Circular Economy Strategy 2024 - 2028.	
5.8 Ensuring food businesses offer safe and suitable food for sale	Environmental health officers support food businesses with advice on compliance. 711 of the 781 registered class 1 and 2 food premises were assessed including 87 new business inspections. 197 food safety samples were obtained which was slightly more than the required percentage.	
Health and social services		
6.1 Determining gaps in service delivery and advocating future health and social service needs and investment	Supporting health partners with network coordination, partnership programs, connections with specific community groups and promotion of educational opportunities through networks. Gathering data on health and social issues and sharing with local health organisations.	
6.2 Strengthen tobacco control at a local level	Vaping prevention webinars delivered to parents and schools. Successful grant application for vaping prevention project to be delivered in 2025. Developed child-focussed messaging for no smoking and vaping signage to be displayed at playgrounds.	
6.3 Preventing alcohol harm at the local level	Developed alcohol profile for the City of Ballarat. Delivering the City Safe Taxi Rank program. Convene the Ballarat Liquor Accord meetings. Undertake social impact assessments of liquor license planning permit applications.	
6.4 Utilising available planning and regulatory controls and promoting programs and information to support people at risk of harmful gambling	Support events for Gambling Harm Awareness week. Promote local data on gambling losses. Developed a Harmful Industries Declaration for the Community Impact Grants program. Investigating the evidence and recommendations required to make an amendment to the planning scheme to support minimising gambling harm. Participate in actions associated with the Gambling Harm Prevention Ballarat Taskforce.	
6.5 Providing information and support for the community, particularly priority groups, to access services and screening and understand preventative health measures	Promote breast cancer screening services. Support at risk groups with specific disease education through connection to health advocacy groups. Early years services provide information and education on sunscreen, oral health, nutrition and active living for young parents. Provision of information for Seniors through the Get Connected Expo attended by 300 people.	

Strategies	Work completed or in progress in the past 12 months	Health priorities
Health and social services		
6.6 Providing early years services, with focused support for vulnerable families	Provide Best Start and Supported Playgroups for vulnerable families. Supported Playgroups average 74 families enrolled per term across various locations. 1310 new babies seen by the MCH Service, 8082 children enrolled in the MCH program, over 12,000 appointments with an MCH nurse, 689 health and wellbeing referrals made from MCH visits. Families regularly referred with consent from Parent Place into support services. Provide a centralised kindergarten registration scheme for the municipality. Manage three early years services at Girrabanya, Rowan View and Wendouree, with participation in specific support services for vulnerable families and pre-school children who have experienced trauma through a Melbourne University led trial – the Safe Haven program.	
6.7 Providing support services for eligible older residents	Assisting residents aged 55 and over and their carers to access resources, supports and referrals via the Community Connectors service. The new service assisted with 1300 interactions over the past year. Successfully tendered for continuation of the Regional Assessment Service supporting older adults to access My Aged Care services.	
Strategies	Work completed or in progress in the past 12 months	Health priorities
Housing		
7.1 Encouraging housing diversity to ensure appropriate and affordable housing across all life stages	Adopted the Social and Affordable Housing Action Plan with key actions under the priority areas of land, policy and planning, community engagements, partnerships and advocacy. Providing diverse and affordable housing is a key objective of the Housing Strategy 2041, with a focus on accessibility, location close to infrastructure and increasing infill.	
7.2 Supporting stakeholders to improve the quality and diversity of affordable housing	Work with state government providers to deliver the Big Housing Build. Through the Social and Affordable Housing Action Plan, set targets for delivery of specific types of social and affordable housing.	
7.3 Supporting high quality housing which demonstrates best practice for sustainability, accessibility and healthy by design guidelines	Endorsed Housing Strategy 2041 which includes objectives to increase accessibility to services and encourages liveability through quality design and amenity. Sustainable Subdivisions Framework adopted. Environmentally Sustainable Design Guidelines adopted.	
7.4 Prioritising developments in urban areas to ensure greater access to services and transport	Housing Strategy 2041 encouraging a move towards 50% greenfield and 50% infill developments (currently 70/30) although concedes this will be unlikely to start until 2031. Strategies under the Inclusion Framework including the Disability Access and Inclusion Plan and Ageing Well Strategy plus requirement for community safety design will be included as background documents in updates to the Ballarat Planning Scheme in relation to new residential development proposals.	
7.5 Encouraging a compassionate approach to homelessness and supporting connection of those experiencing homelessness to appropriate support and services	Continue to support Uniting Street 2 Home unit with a cohesive response to homelessness enquiries through the homelessness protocol. 63 referrals to homelessness services in the past year compared to 14 in the previous year, which reflects both an increase in demand and an improved process. Ageing Well team raising awareness of the Housing for the Aged Action Group by hosting two sessions for older people at risk of homelessness.	

Strategies	Work completed or in progress in the past 12 months	Health priorities
Lifelong learning		
8.1 Providing community infrastructure to facilitate Council and community learning spaces and hubs	Redeveloped the Ballarat Library, opened the Djila-tjarri Community Hub, redeveloping Sebastopol Hub, expanding Lucas Hub, Cardigan Village Community Centre, and Learmonth Community Skills shed. Secured significant (over \$13 M) external investment for capital projects specifically related to community infrastructure. Plans developed and advocacy begun for Eastwood Hub, Wendouree Library and Learning Centre. Over 167,000 visits to City of Ballarat libraries and over 428,000 library loans.	
8.2 Planning for, delivering and facilitating early years learning and development	Two new services introduced: Djila-tjaari Kindergarten (Alfredton) and Safe Haven program (Wendouree). Expansion of the Lucas Community Hub will allow an expanded and improved kindergarten program at the facility. Sebastopol Community Hub will include a kindergarten and MCH spaces. Mount Clear Kindergarten accessibility improvements and Sebastopol South Kindergarten facility improvements nearing completion. Actively planning for future requirements of early years centres, advocacy for Brown Hill, Buninyong and Delacombe Kindergarten extensions, consultant appointed for Black Hill Kindergarten and Bonshaw Early Learning Centre. Planning for landscape and facility improvements at Wendouree Children's Centre.	
8.3 Providing programs to increase digital literacy, support continuous learning and develop cultural understanding	A range of digital literacy, learning and cultural programs offered through the library with 15,900 library program participants in 2023-2024. This includes weekly digital forms and services sessions, a monthly Tech Cafe, and multiple one on one tech Q&A sessions. Providing access to LinkedIn Learning, enabling library users to access online, self-paced courses. In conjunction with Ageing Well, programs provided for older adults on financial wellbeing, accessing affordable housing and planning for retirement. Focus on digital literacy and online safety for older adults including the Snap, Send, Solve app support sessions, My Digital Library, Understanding Tech terminology, Fun with Robotics and Virtual Reality. Other information literacy sessions included Scam Watch, reading URLs and a session on demystifying the referendum process.	
8.4 Supporting innovative programs which encourage skill development in young people	Through Youth Services, around 120 skill development programs offered to young people in areas of health and wellbeing, mental health resilience, leadership, life skills, music industry, youth-led facilitation, inclusion and event organisation.	
8.5 Encouraging participation and engagement in learning opportunities provided by local organisations	Support and promote learning programs and opportunities offered by local organisations including Neighbourhood Houses and BREAZE, through promotions, provision of venues and facilities, Community Impact Grants and Partnership Grants. Intercultural Cities team actively support multicultural communities with grant writing to facilitate delivery of events or projects.	
Open space and recreation		
9.1 Increasing inclusive sport and active recreation	Ballarat Aquatic and Lifestyle Centre has specifically engaged with priority groups to increase inclusivity at the centre and has regularly offered events such as Pride Swim and Gym Night. Developed and endorsed a Fair Access Policy to address known barriers experienced by women and girls in accessing community sports infrastructure and extending this to other intersectional impacts.	

Strategies	Work completed or in progress in the past 12 months	Health priorities
Open space and recreation		
9.2 Providing and promoting flexible, diverse and accessible recreation and leisure opportunities	Supporting a range of free recreation programs including Disc Golf, Parkrun, fitness parks and walking programs. Over 626,000 people attended the Ballarat Aquatic and Lifestyle Centre, and 36 schools enrolled in the Learn to Swim program. Programs for Seniors at BALC include cycle, gymnastics, fitness classes, and water-based exercise. Spotlight on Sebastopol program included numerous works on open space, bike paths, skate park, senior exercise equipment, basketball courts and lighting. Social Activities program for over 55's including Qigong, Tai Chi, Pilates, Dance and Seniors Exercise Park activations had 2725 participants over 11 months.	
9.3 Planning, providing and maintaining sporting facilities and grounds and playspaces	Developed and adopted a Recreation Infrastructure Plan 2024-2039, which includes a hierarchy of facilities and 15-year timeline of works. Lighting and oval works completed at Marty Busch Reserve, planning phase started for new pavillion, facilities and changerooms at Frank Bourke Oval. Victoria Park redevelopment now completed which includes new soccer pitches, cricket nets, lighting and upgraded pavillion. Planning for an expansion to the recycled water network supplying Lake Wendouree, Victoria Park and Wendouree West Recreation Reserve. Prince of Wales hockey pitch surface renewal will be completed Oct 2024. New play space installed as part of the Bridge Mall upgrade. Installation of the Sensory Friendly Stay and Play Zone at the Victoria Park Inclusive Play Space.	
9.4 Planning and developing new open space areas	Planted 1800 trees, plus 3200 smaller plants and ground covers. The Urban Forest Action Plan details the areas where the canopy cover is lowest and where tree planting will be directed. The total number of trees in the City of Ballarat asset management system is now 86,691.	
9.5 Increasing tree planting across the city, with a focus on low socio-economic areas and public areas in the CBD	Planted 1800 trees, plus 3200 smaller plants and ground covers. The Urban Forest Action Plan details the areas where the canopy cover is lowest and where tree planting will be directed. The total number of trees in the City of Ballarat asset management system is now 86,691.	

Section 2: An analysis of progress against medium-term indicators in Liveability Domains

Medium-term indicators are used to track the implementation, progress or impact of a selection of projects associated with strategies in each liveability domain. The full list of indicators and measures are included in **Appendix 1**, with a selection of outcomes noted below.

Liveability Domain	Measures
Active transport	<ul style="list-style-type: none"> Walkability for the whole municipality has decreased, which reflects the development of residential estates further away from the CBD. The average distance to the closest public transport stop increased, which reflects the change of bus routes. There has been an extensive advocacy campaign for improved bus services across the city. There were an additional 38km of newly constructed footpaths and cycle paths in the past year, delivered not only through the capital works program but also through developer contributions. 73% of women and 72% of men 'agreed' or 'strongly agreed' that Ballarat was easy to cycle and walk around in the Community Satisfaction Survey. This figure dropped to 69% for people aged over 65 and 68% for people aged 50-64.
Community Participation	<ul style="list-style-type: none"> The social infrastructure index has dropped to an average of 3.4 (out of 16). This means that on average people are only within the threshold distance (ranging between 800m and 3200m) of 3.4 of the 16 health, sport, education, culture and community facilities measured for the index. It is typical for the index to drop when a city is expanding growth areas away from the CBD. The 2 community hubs (Lucas and Djila-tjaariu) had 1579 hours of community bookings in the past year, mostly for Lucas, as Djila-tjaariu only opened in February 2024. This cannot be compared to 2021 as Lucas Hub was used as a COVID-19 testing site at that time. The indicator for community engagement was based on unique engagements through the MySay platform, which was 2764 in the past 12 months. There was a 43% increase in visits to the libraries in 2023-24 when compared to 2020-21, when visits were impacted by COVID-19 restrictions.
Community Safety	<ul style="list-style-type: none"> 66% of women, 69% of men and only 56% of people aged 18 to 34 'agreed' or 'strongly agreed' that Ballarat is a safe place to live on the Community Satisfaction Survey. For people over the age of 65, this proportion increased to 74%. 286 staff have completed online EEO and Gender training, and a further 50 have undertaken Bystander training sessions. There were 2665 community members attending library programs which came under the areas of 'stronger and more creative communities' and 'informed and connected citizens'.
Employment	<ul style="list-style-type: none"> There was a 17% increase of new businesses registered for GST, between March 2021 to March 2024. There has been a 10% increase in the size of the workforce in Ballarat in the three years between June 2020 and June 2023, which would have been impacted by COVID-19. Between November 2020 and April 2022, 27 new culturally diverse residents were supported to find local employment through pathway programs. In the past year the Highlands LLEN arranged for work placements for 44 students with the City of Ballarat. There are also 5 apprentices and 4 traineeships currently with the City of Ballarat. There are also many tertiary students who do extensive placements at the City of Ballarat to fulfill course requirements. Future reviews will hopefully capture this detail as well.
Food	<ul style="list-style-type: none"> Across the whole municipality, the average distance to the closest supermarket or greengrocer is 1540m which is slightly less than the average three years ago. However, the range extends from 325m in the CBD through to 3km in outer urban areas. The average distance to the closest fast-food outlet is 2090m, which is slightly longer than three years ago, with the range extending from 250m in the CBD through to 5km in the outer urban areas of the municipality. The number of community food programs are increasing with 64 programs including school food gardens, breakfast programs, community gardens and food relief programs. Following a program of customer surveying, marketing and staff training the number of sugary drinks sold at the Eureka pool kiosk dropped from 52% to 36%. In 2024, have surveyed BALC clients and working with café staff to increase the promotion of healthy food and drinks at the café.

Liveability Domain	Measures
Health and Social Services	<ul style="list-style-type: none"> The average distance to an off-licence liquor outlet in Ballarat is 962m which is slightly less than the average in 2018. The average distance to an off-licence liquor outlet in Ballarat is 962m which is slightly less than the average in 2018. Funding for the Library After Dark gambling harm prevention program, which provided programming at the Sebastopol Library on Thursday evenings, has now finished. However, the Sebastopol Library now opens until 8pm on Thursdays and the Ballarat Library is open until 7pm on Wednesdays. There are three council facilities which have extended the minimum no smoking or vaping zone, Girrabanya Centre, Eastwood Leisure Complex and the Regional Soccer Facility. 33 men graduated from the free 10-week health and wellbeing program, Sons of the West in 2024. Demand for the Daughter's of the West program has continued to grow, 67 women attended in 2023 with both a day and evening session on offer.
Housing	<ul style="list-style-type: none"> Unfortunately, the proportion of social housing in the municipality has dropped from 4.4% to 3.8%, and the total number of houses rented as social housing has dropped by 36 houses over the past 5 years. At the time of the last census (Aug 2021) 58% of low-income rental households were spending more than 30% of their income on rent, which places them in rental stress. As housing costs have increased over the past few years, this percentage is likely to have increased. Dwelling density increased slightly to an average of 2138 dwellings within 1600m, a higher dwelling density increases local retail, jobs, services, and infrastructure, and encourages walking and cycling. 77% of all dwellings have 3 or more bedrooms (an increase from 73% in 2016), which reflects a mismatch of dwelling types to the growing proportion of single person households. There were 63 referrals from the City of Ballarat to local homelessness services in the 2023-24 year. This is a large increase from the 14 referrals made in 2020-2021, which reflects a combination of temporary accommodation and other restrictions during COVID-19, improved workflow processes for City of Ballarat to respond to homelessness requests, plus a significant increase in homelessness and visibility of rough sleepers in the CBD.
Lifelong Learning	<ul style="list-style-type: none"> 21.7% of children starting school in Ballarat in 2021 were considered developmentally vulnerable in at least one of the 5 domains tested: physical, social, emotional, language and communication. This is an increase from 2018 when the percentage was 19.6% and is usually slightly higher than the average for Victoria, however the figure has remained around 20% since 2009. 17,865 people participated in library-based programs in 2023-24. Numbers have gradually increased each year since COVID-19 restrictions and were also impacted by the Ballarat Library renovations. 120 skill development programs were offered to young people in areas such as health and wellbeing, mental health resilience, leadership, life skills, music industry, youth-led facilitation, inclusion and event organisation
Open Space and Recreation	<ul style="list-style-type: none"> The average distance to the closest public open space larger than 1.5 hectares is 577m. This distance is considered relatively close for access to large multipurpose open space areas. 1815 trees were planted in 2023-24 as part of the Urban Forest Action Plan in addition to 3200 shrubs and low groundcovers. Nearly 680,000 visitors to the Ballarat Aquatic and Lifestyle Centre in 2023-24, which is a participation rate of 6.21. The rate has now surpassed that in 2019 after a large decrease in the post COVID-19 years.

Section 3: An update of the state of long-term indicators by Health Priorities

In the Health and Wellbeing Plan 2021-2031, long-term indicators are included to ensure the status of health priority areas are monitored across the local population. Many of the indicators are influenced by multiple factors and we would not expect to observe change across the whole population over a 4-year period or expect changes due to delivery of council programs and services.

Indicator results collected through surveys such as the Victorian Population Health Survey should not be compared to previous surveys but can be compared to the state average for that year to determine comparable status.

If the result for Ballarat is significantly different to the state average, it is included in the notes below.

Full results are included in **Appendix 2**.

Health Priority	Significant changes to note
Tackling climate change and its impact on health	<ul style="list-style-type: none"> Drop in corporate emissions and total CO2 emissions across the municipality due to a switch to renewable energy by multiple agencies
Preventing all forms of violence	<ul style="list-style-type: none"> Family violence rates are 51% higher than the state average and have been consistently 30-45% higher than state average over the past 5 years. The rate for assaults in high alcohol hours (Fridays and Saturdays 8pm – 6am) is particularly high for males and for people aged under 24, and is well above state levels. However, the total rate of assaults in high alcohol hours has nearly halved over the past 10 years.
Increasing healthy eating	<ul style="list-style-type: none"> The rate of obesity (30.4%) is significantly higher in Ballarat than the average across the state (23.0%). In addition, a further 29.3% of the population are overweight. There is a significant proportion of the community (31.9%) who are either definitely worried (12.6%) or sometimes worried (19.3%) about food insecurity. Across the state higher rates of worry about food insecurity are reported in younger people and women. There is a significantly higher proportion of the adult population in Ballarat (39.0% compared to state average of 32.3%) who avoided or delayed visiting a dental professional because of the cost. Across the state there are particularly higher rates observed in younger women.
Improving mental wellbeing	<ul style="list-style-type: none"> The proportion of adults in Ballarat experiencing loneliness is 29.2%, significantly higher than the state average of 23.3%. Across the state particularly high rates are observed in young men and women aged 18-24 (32.1%) and 25-34 (26.0%). Note loneliness is a lack of connection and desire for more satisfying relationships, and is considered quite different to social isolation, which refers to fewer social relationships and infrequent social contact. There was a significantly lower proportion of people who showed a tolerance for diversity with 57.1% responding that 'Multiculturalism definitely makes life in the area better' compared to 66.5% for the state average. Across the state lower tolerances are observed in rural areas, and men aged over 65. Across the state rates of psychological distress are particularly high in women aged 18-24 (41.6%) and 25-34 (26.8%). For men the highest rates are also for the 18-24 age group (24.1%). For Ballarat there was a significantly higher rate of adults (25.6%) who had sought help for a mental health problem in the past 12 months compared to the state average of 20.1%. There was a significantly higher rate of adults (29.9%) reporting only fair or poor self-reported health status compared to 20.9% statewide. For this measure, across the state, higher rates are observed in rural areas and men aged 55-74 and women aged 55-64.
Reducing harm from smoking, gambling, alcohol and other drugs	<ul style="list-style-type: none"> In Ballarat the average loss per person per year on EGMs (pokies) in 2022-23 was \$708, compared to \$575 across the state. The average loss increased to more than was recorded in 2017 following a brief drop during the COVID-19 restricted periods. Pharmaceutical drug-related ambulance attendances are significantly high in Ballarat, and particularly high for females with a rate of 346.5/100,000 compared to 189.4/100,000 for the state. The rate for illicit drug related ambulance attendances for females is 204.2/100,000. For males the illicit drug-related ambulance attendance rates (247.3/100,000) are higher than prescription drug-related rates (177.9/100,000). Rates are particularly high in younger age groups (20-24 years – the rate is 558.7/100,000), but generally high from ages 18 to 54. Rates have dropped across the state in the past few years following an awareness program for GPs to reduce the rate of opioid prescriptions.

Section 4: Selection of Evaluated Projects

The following projects which addressed strategies and health priorities in the H&WP had evaluations undertaken:

- **Parent Place Outreach pilot** the outreach model proved successful in raising the awareness of and access to services through Parent Place, and resulted in ongoing resourcing for the outreach service
- **Sons and Daughters of the West programs** evaluated through Victoria University, shows the positive health impact on participants, the increased connection to local services and programs, and greater awareness of health issues and screening programs
- **Active 2 School program** evaluation reported an increase in active travel to schools involved in the program
- **Sustainability in Schools program** evaluation showed increase in awareness of students about sustainability initiatives and how to advocate for change, increased connection between the school and local sustainability organisations, increased connection between the school and City of Ballarat staff, facilities and programs
- **Empowering Communities Grant Program** evaluated externally, gave insight into how effectively this program was implemented, impact on stakeholder relationships, and outcomes in relation to understanding community safety issues and designing crime prevention initiatives
- **Local Food Environment Policy Index** evaluated the food system work undertaken as part of the Food Strategy using a best practice framework from Deakin University and an external assessment panel
- **Eat Well Feel Good** evaluated by Ballarat Community Health who partnered on a healthy eating branding and promotional campaign undertaken at Selkirk Stadium and Eureka pool
- **Central Highlands Vaping Prevention project** currently developing evaluation plan in conjunction with partners and with guidance from LaTrobe University
- **Pride Swim and Gym nights** – evaluated event to improve inclusiveness of the Ballarat Aquatic and Lifestyle Centre for LGBTIQ+ communities

Appendix 1: Medium-term indicators

Sources:

ABR – Australian Business Register

ABS – Australian Bureau of Statistics - Census

AEDC – Australian Early Development Census

AUO – Australian Urban Observatory

CoB – Collected internally by City of Ballarat

CSS – Community Satisfaction Survey

NIEIR – National Institute of Economic and Industry Research – Modelled series

Liveability Domain	#	Indicator	Source	Baseline Year	Baseline Measure	Review Year	Review Measure	Notes
Active Transport	1	Walkability for Transport Index - LGA level	AUO	2018	-1.3	2021	-1.4	Calculation based on land use mix and services of daily living, street connectivity and dwelling density. Reduction reflects increase in growth areas from 2018 to 2021.
	2	Average distance to closest public transport stop - LGA level	AUO	2018	385.1m	2021	465.2m	Increased distance reflects a change of routes and reduction of bus services between 2018 and 2021.
	3	Additional metres of footpaths and cycle paths	CoB	2020-21	40340m	2022-23	38462m	Metres of newly constructed footpaths and cycle paths including CoB Capital Works projects, developer contributed and/or gifted to CoB in past financial year.
	4a	Number of users of cycle and walking paths	CoB					Indicator changed to 4b – information collected through the Community Satisfaction Survey.
	4b	Ease of cycling and walking	CSS	2023	70%	2024	73%	Women 73%, Men 72%, Age 50-64 68%, 65+ 69%
Community participation	5	Social Infrastructure Index	AUO	2018	3.7/16	2021	3.4/16	Average score across the LGA of proximity to social infrastructure based on recognised thresholds (from 1000-3200m) for 16 infrastructure facilities including health (6), education (4), community and sport (3) and cultural (3) facilities.
	6	Hours of bookings for community hub usage	CoB	2020-21	Community Hub access impacted by COVID-19	2023-24	1579.5 hours	Lucas Hub was closed for part of 2021 and used as a COVID-19 testing clinic. Djila-tjaariu Hub opened Feb 2024. Lucas Hub – 1240.5 hours, Djila-tjaariu Hub – 339 hours
	7a	Number of residents engaged on City of Ballarat projects	CoB	2020-21	2750			Difficult to collect consistently, use 7b. Large increase in engagements in past 12 months from 28 last year

	7b	Number of unique contributors to City of Ballarat engagements through the MySay platform	CoB			2023-24	2764	to 45 this FY. Also an increase in the number of CoB teams undertaking engagement from 11 in 2022-23 to 20 in 2023-24.
	8	Number of library visits	CoB	2020-21	136,678	2023-24	195,074	Includes all visits to Ballarat, Sebastopol and Wendouree libraries plus outreach visits to Buninyong, Delacombe, Eureka and Lucas over a 12 month period. Numbers increased post COVID-19 declines.
Community safety	9a	Perception of safety through place-based surveys	CoB					Not measured, will use indicator 9b which is measured through the Community Satisfaction Survey.
	9b	Community perception of Ballarat being a safe place to live	CSS	2021	73%	2024	67%	Answers combine those that 'agree' and 'strongly agree' - Women 66%, Men 69% Ages 18-34 56%, 65+ 74%
	10	Participation in gender equity and bystander training	CoB	2020-21	335	2023-24	286	Staff completed online modules on EEO and Gender plus 50 staff completed Bystander training.
	11a	Participation in library programs developed for the Aboriginal and Torres Strait Islander community	CoB					Use indicator 11b which aligns with library reporting
	11b	Participation in library programs that support expressions of culture, identity and community pride	CoB	2020-21	Library programs impacted by COVID-19	2023-24	2665	People attended programs under program types of 'stronger and more creative communities' and 'informed and connected citizens'
Employment	12a	Annual increase in number of businesses	ABR					Use indicator 12b
	12b	Number of GST registered businesses – all industries	ABR	March 2021	9709	March 2024	11366	Information available from the online id economy platform.
	13	Total workforce employed	NIEIR	June 2020	56283	June 2023	62005	
	14	Number of new residents placed in work through pathway programs	CoB			Nov 2020-April 2022	27 emp. outcomes < 3 months	Program not continued beyond 2022.
	15	Number of students and apprentices supported at City of Ballarat	CoB	2022	19	2023-24	44	Work experience students organised through Highlands LLEN. Currently 5 apprentices and 4 traineeships.
Food	16	Average distance to closest healthy food outlet (supermarket or greengrocer)	AUO	2018	1552m	2021	1540m	Most people will not readily walk more than 1km especially if carrying heavy items. Ranges from 325m in the CBD to 3km in outer urban areas.

	17	Average distance to closest fast-food outlet	AUO	2018	2075m	2021	2090m	Range extends from 250m in the CBD through to 9km in the outer urban areas (does not include rural areas).
	18	Number of community food programs	CoB	2020	59	2024	64	Includes schools' food gardens and breakfast programs, community gardens, food relief
	19	Percentage of sugary drinks sold at City of Ballarat-managed facilities	CoB	2021-22	52%	2023	36%	Eureka Pool - Using numbers of red drinks sold rather than volume
Health and Social Services						2024	68%	BALC café – FoodChecker results
	20	Average distance to closest off-licence alcohol outlet	AUO	2018	980m	2021	962m	Retailers who sell alcohol which can be purchased and taken away to be consumed elsewhere are known as off-licence.
	21	Participation in City of Ballarat-run social alternatives to gambling	CoB	2021-22	1657			Funding for the Library After Dark program has finished however Sebastopol Library now open until 8pm on Thursdays. Ballarat Library open until 7pm on Wednesdays.
	22	Number of City of Ballarat facilities with greater than minimum requirement smoke-free zones	CoB	2021	3	2024	3	The three council facilities which have a larger smoke-free zone include Girrabanya Centre, Eastwood Leisure Complex and the Regional Soccer Facility.
Housing	23	Participation in Sons and Daughters of the West programs	CoB	2021	SOTW – 35 DOTW - 30	2023-24	SOTW – 33 DOTW - 67	The demand for the 10 week health and wellbeing program Daughters of the West has continued to grow, expanding to 2 venues and daytime and evening sessions.
	24	Percentage of dwellings that are government owned or community housing	ABS	2016	4.4%	2021	3.8%	Total households renting social housing in 2021 was 1762 which is a drop of 36 houses from 5 years previously.
	25	Percentage of rental households in the bottom 40% of incomes who spend more than 30% of their income on housing	AUO	2018	61%	2021	57.6%	For low income households, spending more than 30% of income on housing places a household in rental stress.
	26a	Average dwelling density per hectare	AUO					AUO changed the wording of this indicator to 26b. A higher dwelling density increases local retail, jobs, services and infrastructure, and also encourages walking and cycling.
	26b	Average number of dwellings within 1600m	AUO	2018	2115	2021	2138	
	27	Percentage of 3+ bedroom dwellings	ABS	2016	73.2%	2021	76.7%	Reflects a mismatch of dwelling types to the growing proportion of single person households.
	28	City of Ballarat referrals to homelessness services	CoB	2020-21	14	2023-24	63	The reason for this large increase might be a combination of improved workflow processes as well as a significant increase in homelessness / visibility of rough sleepers in the CBD.

Lifelong Learning	29	Percentage of children vulnerable in one or more AEDC domains	AEDC	2018	19.6%	2021	21.7%	Percentage of Prep children considered developmentally vulnerable in at least one of 5 key domains including physical, social, emotional, language and communication. Hence a total of 283 of 1374 children for 2021 considered vulnerable.
	30	Participation in library-based programs	CoB	2020-21	4200	2023-24	17865	These programs were significantly impacted by COVID-19 restrictions in the 2020-21 and 2021-22 periods.
	31	Number of skill development programs offered to young people	CoB			2023	120	Youth Strategy endorsed 2022 – skill development programs in areas of health and wellbeing, mental health resilience, leadership, life skills, music industry, youth-led facilitation, inclusion, event organisation
Open Space and Recreation	32	Average distance to closest public open space larger than 1.5 hectares	AUO	2018	554m	2021	577m	Large open spaces appeal to broad sections of the community as they can be used for multiple purposes and often include more amenities. This distance is considered quite close for access.
	33	Annual number of trees planted	CoB	2021-22	1953	2023-24	1815	Trees planted as part of the Urban Forest Action Plan to increase canopy cover to 40%, with a focus on low SES areas. Also an additional 3200 shrubs and low groundcovers.
	34	Participation levels at BALC (Number of visits to aquatic facilities / municipal population)	CoB	2021	1.87	2024	6.21	Nearly 680,000 visits over the year. Rate has now surpassed that in 2019 prior to a large drop-off over the post COVID-19 years.

Appendix 2: Long-term indicators

Sources:

ABS – Australian Bureau of Statistics – Census

AoD – AoDstats by Turning Point

API – Australian Photovoltaic Institute

CoB – Collected internally by City of Ballarat

CSA – Crime Statistics Agency

SC – Snapshot Climate

VPHS – Victorian Population Health Survey

VIS – VicHealth Indicator Survey

VSHAWS – Victorian Student Health and Wellbeing Survey

VGCCC – Victorian Gambling and Casino Control Commission

Health Priority	#	Indicator	Source	Baseline Year	Baseline Measure	Review Year	Review Measure	Notes
Tackling climate change and its impact on health	35	Proportion of tree canopy cover	CoB	2018	17%	2023	17.3%	Measured across private property and public land within typical urban landscapes.
	36	Annual corporate emissions	CoB	2019-20	35697 t/year	2022	26359 t/year	Emissions reduced due to change to street lighting program and switch to renewable energy.
	37	Potable water consumption per person	CoB			2023	Existing homes 184 L/p/day Growth suburbs 159 L/p/day Smaller towns and villages 200 L/p/day	Original plan mentioned 2.3KL/capita which was the Council water use on sports fields, parks and gardens. However, the updated figure is residential water use with targets outlined in the State of the Environment Report 2024 and Ballarat Integrated Water Management Plan 2018
	38	Total CO ₂ emissions across LGA	SC	2018-19	1.576 Mt	2021-22	1.383 Mt	Drop in emissions mainly due to drop in commercial and industrial electrical emissions.
	39	Estimated installed capacity across LGA - solar	API	2019	47225 kW	2024	93873 kW	Installations 12814 (24.5% of dwellings) Estimated installed capacity: Residential 63355 kW – installations 12183 Commercial 20358 kW – installations 617 Power stations 10160 kW – installations 14
Preventing all forms of violence	40	Rate of Family Violence incidents (per 100,000)	CSA	2019-20 2020-21 2021-22 2022-23	1758 2088 1760 1892	2023-24	2143	Currently at the highest rate measured over the past 5 years, consistently at least 30-45% higher than state averages and currently 51% higher than state average.

	41	Rate of assaults perpetrated by females that occur in high alcohol hours (per 100,000)	AoD	2018-19 2019-20 2020-21	168.5 136.0 139.9	2021-22	116.4	High alcohol hours are Fridays or Saturdays 8pm – 6am. The rate for people in Ballarat aged 20-24 years is 336.9/100,000. The state rate for assaults is 85.5/100,000.
	42	Rate of assaults perpetrated by males that occur in high alcohol hours (per 100,000)	AoD	2018-19 2019-20 2020-21	174.7 129.1 147.9	2021-22	160.8	
	43	Proportion of adults who feel safe walking alone in their local area after dark	VIS	41.9%	2015			Not remeasured since 2015, will use the data from the Community Satisfaction Survey within the medium-term indicators section.
	44	Low gender equality score	VIS	2015	35%			Not measured since 2015 – will be replaced with other indicators
Increasing healthy eating	45	Proportion of adults who consume 3-4 services of vegetables daily	VPHS	2017	28.6%			Not measured since 2017, will monitor and add additional indicators
	46	Proportion of adults who consume sugar-sweetened drinks daily	VPHS			2023	37.9%	In 2023 survey question included 'daily or several times per week' – across the state heavily skewed towards younger men 18-34 (51-60%) and younger women 18-24 (38-46%)
	47	Proportion of adults who eat takeaway meals or snacks more than once per week	VPHS	2017	16.7%			Not measured 2020 or 2023
	48	Proportion of adults who are overweight or obese – females	VPHS			2023	30.4% (obese) 29.3% (overweight)	Obesity rate significant when compared to state average of 23%. Data disaggregated at state level only, strong skew towards rural areas having higher rates of overweight and obesity. Highest rates in males aged 45-74 (69-72%), and females aged 45-74 (55-60%).
	49	Proportion of adults who are overweight or obese – males	VPHS			2023		
	49a	Proportion of people who experienced food insecurity in the last year	VPHS			2023	7.6%	State average of 8%. Across the state the highest levels of food insecurity were reported by men (11.1%) and women (14%) aged 18-24.
	49b	Proportion of people who are worried about food insecurity in the past year	VPHS			2023	12.6% - yes, definitely 19.3% - sometimes	In Ballarat we have a significantly lower proportion of people who are not or not often worried about food insecurity (68.1%) compared to the state average of 74.7%. Across the state higher rates are reported in younger age groups and women.
	49c	Proportion of adult population who avoided or delayed visiting a dental professional because of the cost	VPHS			2023	39.0%	
Increasing active living	50	Proportion of adults who are sufficiently physically active	VPHS			2023	34.5% - at least 150min/week	45.9% - less than 150 minutes per week 18.5% - no moderate to vigorous physical activity

	51	Proportion of young people who do the recommended amount of physical activity every day	VSHAWS	2018	20.7% (CH)			CH – Central Highlands Not measured since 2018
	52	Number of people who walk or cycle to work	ABS	2016	1625	2021	1568	Measured through ABS Census
Improving mental wellbeing	53	Proportion of adults who belong to an organised community group	VPHS	2014	32% Sports 22% Religion 19% School 30% Professional 24% Other	2019	(All CH) 23% Sports 16% Religion 15% School 18% Professional 25% Other	Not repeated at LGA level CH – Central Highlands
	53a	Proportion of adults experiencing loneliness	VPHS			2023	29.2%	The rate in Ballarat is significantly higher than state average (23.3%) and the third highest in the state. Across the state the percentage of people experiencing loneliness is significantly higher for younger age groups (< 34 years), with 32.1% of people under 24 considered lonely. Note – loneliness (lack of connection and desire for more satisfying relationships) is considered quite different to social isolation (few social relationships and infrequent social contact).
	53b	Proportion of adults who experienced discrimination in the last 12 months	VPHS			2023	16.6%	State level is 15.8% with women aged 25-34 experiencing the highest levels across the state 22.1%.
	53c	Proportion of adults who experienced racism in the last 12 months	VPHS			2023	4.8%	State level is 6.9%
	53d	Percentage of people by tolerance of diversity – ‘Multiculturalism makes life in your area better’	VPHS			2023	57.1% - yes, definitely 27.8% sometimes	The rate in Ballarat is significantly lower than the state level for ‘yes, definitely’ (66.5%) and significantly higher than the state level for ‘sometimes’ (21.6%). Across the state lower tolerances skewed to rural areas and also men over the age of 65.
	54	Proportion of adults who report that their life is worthwhile (low or medium scores)	VPHS	2017	18.2%			Not repeated, use 54b
	54a	Proportion of people by level of life satisfaction – low or medium	VPHS			2023	23.8%	State average is 22.0%



	55	Proportion of adults who have high or very high levels of psychological distress	VPHS			2023	21.6%	Not significantly different to state average of 19.1%. Women have much higher rates of distress with up to 41.6% of women aged 18-24 having high to very high rates, and 26.8% of women aged 25-34 also at high or very high rates. Highest rates in men are also younger years with 24.1% of men aged 18-24 and 20.8% of men aged 25-34 reporting high to very high rates of psychological distress.
	55a	Proportion of adults who sought professional help for a mental health problem in the last 12 months.	VPHS			2023	25.6%	Rate for Ballarat significantly higher than the state average of 20.1%. Across the state higher rates in women particularly aged 18-44 (23.3-28.9%). For men highest rates were also aged 18-44 (18.6-20.3%).
	55b	Proportion of people by self-reported health status – fair or poor	VPHS			2023	29.9%	Rate for Ballarat significantly higher than the state average of 20.9%. Across the state significantly higher rates in rural areas compared to metropolitan for both men and women, significantly higher rates for men aged 55-74, and women aged 55-64.
	56	Proportion of adults who are definitely able to get help from neighbours if needed	VPHS	2014	48.7%			Not repeated
Reducing harm from smoking, gambling, alcohol and other drugs	57	Proportion of adults who are current smokers – female	VPHS	2017	16.3%			Currently only able to access aggregated data at LGA level, see indicators 58a-c.
	58	Proportion of adults who are current smokers – male	VPHS	2017	14.9%			
	58a	Proportion of people who smoke tobacco or vape	VPHS			2023	19.5%	State average 18.5%. Across the state the age group of men most likely to smoke or vape are aged 25-44, for women the age group is 18-34.
	58b	Proportion of people who smoked tobacco daily	VPHS			2023	11.1%	The Ballarat rate was not significantly higher than state average (10%). Across the state for both men and women the highest rates of daily smokers were aged 45-64. Larger proportions of men smoke daily at all ages up to 74 compared to women, whereas more women aged over 74 smoked daily compared to men. A significantly higher proportion of women smoke daily in rural areas compared to metro.
	58c	Proportion of people who vaped daily or weekly	VPHS			2023	5.4%	State average 4.5%. Males vaping more than females, and in metro areas at a higher rate than rural areas – note these figures are only for people aged 18 and over. Most people who vape are vaping daily. Highest rates in younger men (daily) - state:

								18-24 – 8.8% 25-34 – 10.4% 35-44 – 6.4% Higher rates in young women (daily) - state: 18-24 – 10.8% 25-34 – 7.5% 35-44 – 2.9%
59	Proportion of adults with increased lifetime risks of alcohol-related harm	VPHS	2017	45.9%				Change wording to 59a
59a	Proportion of adults with increased risk of harm from alcohol-related disease or injury	VPHS			2023	12.6%		Slightly lower than state average of 13.1%. Highest percentages of people at risk of harm are men aged 55-74 (23.3-26.9%). Women at much lower percentages but same age group at greatest risk (10.6-11.0% for ages 55-74). Rural regional also have higher percentages of people drinking at increased risk compared to metropolitan areas. 64.5% at reduced risk of harm, 21.1% did not consume alcohol in the past year.
60	Average loss per person per year on EGMs (pokies)	VGCCC	2017 2021 2022	\$683 \$385 \$587	2023	\$708		The average loss per person per year for Victoria was \$575 in 2022-23. Lower levels of losses in 2021-22 due to COVID-19 restrictions.
61	Rate of pharmaceutical drug-related ambulance attendances – females (per 100,000)	AoD	2018-19 2019-20 2020-21 2021-22	316.5 298.3 412.9 375.4	2022-23	346.5		State average of 189.4/100,00 for females, and 123.4/100,000 for males. In Ballarat highest rates for 20-24 years (558.7/100,000), 25-34 years (320.4/100,000), 35-44 years (426.2/100,000), 45-54 years (335.9/100,000). Access to pharmaceuticals restricted during 2020. Awareness program by DHHS for GPs to reduce rate of opioid prescription in 2019.
62	Rate of pharmaceutical drug-related ambulance attendances – males (per 100,000)	AoD	2018-19 2019-20 2020-21 2021-22	196.0 203.9 230.5 174.9	2022-23	177.9		

9.6. ANNUAL COMMUNITY ASSET COMMITTEE REVIEW 2023/24

Division: Community Wellbeing
Director: Matthew Wilson
Author/Position: Nicky Davidge – Coordinator Community Development

PURPOSE

1. The purpose of this report is to present the Annual Community Asset Committee Report for the 2023/24 financial year.

BACKGROUND

2. The following Community Asset Committees are currently established for the purpose of managing a community asset in the municipal district in accordance with section 65 of the *Local Government Act. 2020*:
 - a. Ascot Mutual Improvement Association Hall
 - b. Brown Hill Community Hall
 - c. Buninyong Hall
 - d. Burrumbeet Soldiers Memorial Hall
 - e. Cardigan Village Community Centre
 - f. Invermay Recreation Reserve
 - g. Miners Rest Mechanics Institute Community Hall
 - h. Scotsburn Community Hall
 - i. Sebastopol RSL Hall
 - j. Warrenheip Memorial Hall
3. An Annual Return form was created and distributed to the Community Asset Committees to complete ensuring relevant information was attained for this reporting requirement.

KEY MATTERS

4. Activities of the Community Asset Committees are reported as a summary of facility usage and maintenance over the last financial year.
5. The Annual Returns submitted by each Community Asset Committee vary in level of detail. Full copies of each Committee's Annual Return form are provided as confidential attachments to this report, as they contain personal and specific financial details.
6. When exercising the powers, functions, and duties delegated to the Community Asset Committees by the Chief Executive Officer as per section 47 (1) of the *Local Government Act 2020*, all Community Asset Committees have remained compliant with specified governance requirements including Council's Committees Policy and each Committee's Terms of Reference.
7. The below list shows the memberships that were altered during the 2023/24 period with membership changes being endorsed by Council.
 - a. Burrumbeet Soldiers Memorial Hall: member joined in February 2024.
 - b. Brown Hill Hall Community Asset Committee: member resigned in February 2024 and two members joined June 2024.

- c. Invermay Recreation Reserve Community Asset Committee: member joined in April 2024.
8. Key challenges of Community Asset Committees through the 2023/24 period include:
- Difficulty recruiting new volunteers to join Committees.
 - Maintenance contractors attending site whilst hirers are using the facility.
 - Increase in administrative requirements for volunteers.
9. Support provided by City of Ballarat across the 12 months include:
- National Volunteer Week certificates and pins sent to all committee members.
 - Increased relationships between Council and the Committees, with 28 meetings held with individual Community Asset Committees.
 - New maintenance report communication plan.
 - Development of the City of Ballarat's Community Halls webpage with up to date booking and facility information on Community Halls.
 - 4 newsletter updates distributed to all Committees.
 - Approved annual utility support payment commenced.
10. **Highlights 2023/24**

Asset Name	Key Achievements
Ascot Hall	<ul style="list-style-type: none"> Over 700 people have participated in activities across the last financial year (Ascot's population is 93).
Brown Hill Hall	<ul style="list-style-type: none"> Installation of internal storage for current permanent users of the facility. Currently 15 groups host programs and activities across the week ongoing.
Buninyong Town Hall	<ul style="list-style-type: none"> Provided booking allocations for a number of weddings, engagements and festival events as well as regular and casual bookings.
Burrumbeet Soldiers Memorial Hall	<ul style="list-style-type: none"> Successfully hosted four community events including Car Boot Stall, ANZAC Day breakfast, Christmas Community Dinner, Family Movie Night along with regular and casual bookings.
Cardigan Village Community Centre	<ul style="list-style-type: none"> Regular weekly craft group activity. Engagement with committee members
Invermay Recreation Reserve	<ul style="list-style-type: none"> Upgrade of tennis courts resurfacing and fencing Recruitment of one new committee member
Miners Rest Mechanics Institute Hall	<ul style="list-style-type: none"> Formed a partnership between Asset Committee and the neighbouring hotel to raise funds through the container exchange program, raising \$828.70. Currently host five activities across the week as well as monthly community morning teas.
Scotsburn Community Hall	<ul style="list-style-type: none"> Successful Community Impact Grant application to purchase an AED for users of the hall and community Replacement of fence and retaining wall works on old tennis court. Facilitated weddings, birthday and band bookings throughout the year

Sebastopol RSL Hall	<ul style="list-style-type: none"> Currently have 10 permanent user groups hosting weekly activities at the hall.
Warrenheip Hall	<ul style="list-style-type: none"> Monthly pot roast community dinners. Collaboration between Committees, community and City of Ballarat to plan the installation of a war memorial.

OFFICER RECOMMENDATION

11. That Council:

11.1 Receive and note that the Annual Community Asset Committee Report 2023/24 has been made in accordance with section 47 (6) of the *Local Government Act 2020*.

11.2 Acknowledge the contributions the Community Asset Committees have made through the activities and performance as outlined in this review.

ATTACHMENTS

- Governance Review [9.6.1 - 2 pages]
- Community Asset Committee Annual Report 2023 24 [9.6.2 - 27 pages]

OFFICIAL

ALIGNMENT WITH COUNCIL VISION, COUNCIL PLAN, STRATEGIES AND POLICIES

1. This report noting the annual activities and performance of Community Asset Committees is a statutory requirement of section 47(6) of the *Local Government Act 2020*.

COMMUNITY IMPACT

2. The report does not have any community impact implications.

CLIMATE EMERGENCY AND ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS

3. The report does not have any climate emergency or environmental sustainability implications.

ECONOMIC SUSTAINABILITY IMPLICATIONS

4. The report does not have any economic sustainability implications.

FINANCIAL IMPLICATIONS

5. The report does not have any financial implications.

LEGAL AND RISK CONSIDERATIONS

6. In accordance with section 47(6) of the *Local Government Act 2020* the Chief Executive Officer must submit an annual report to the Council in relation to the activities and performance of a Community Asset Committee in respect of which the members have been given a delegation under this section.
7. The report complies with the *Local Government Act 2020*.

HUMAN RIGHTS CONSIDERATIONS

8. 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 representatives from each of City of Ballarat's ten Community Asset Committees in the development of this report.

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

Annual Community Asset Committee Report 2023/24

Introduction

Community Asset Committees, in accordance with Section 65 of the *Local Government Act. 2020*, are established for the purpose of managing a community asset in the municipal district.

Council's Community Asset Committees manage a range of facilities on Council's behalf, including public halls.

Below is a list of the City of Ballarat's ten (10) Community Asset Committees:

- Ascot Hall Community Asset Committee
- Brown Hill Hall Community Asset Committee
- Buninyong Community Town Hall Asset Committee
- Burrumbeet Soldiers Memorial Hall Community Asset Committee
- Cardigan Village Centre Community Asset Committee
- Invermay Recreation Reserve Community Asset Committee
- Miners Rest Mechanics Institute Hall Community Asset Committee
- Scotsburn Community Hall Asset Committee
- Sebastopol RSL Hall Community Asset Committee
- Warrenheip Hall Community Asset Committee

Asset Committees Membership

Membership for the following Community Asset Committees has altered during the 2023/24 period with membership changes being endorsed by Council:

- Nick Renter was elected to join the **Burrumbeet Soldiers Memorial Hall Community Asset Committee**
- John Morris and David Eden were elected and Scott Antonio resigned from the **Brown Hill Hall Community Asset Committee**
- Rod McDonald was elected to join the Invermay **Recreation Reserve Community Asset Committee**

When exercising the powers, functions and duties delegated to them by the Chief Executive Officer as per Section 47 (1) of the *Local Government Act. 2020*, all Community Asset Committees have remained compliant with specified governance requirements including Council's Committees Policy and the Committees Terms of Reference.

Overview

Community Asset Committees have provided an Annual Return with details on the 2023/24 budget, highlights, activities, facility usage and maintenance. The following report provides a summary of the activities and performance of the Community Asset Committees for the past 12 months.

Asset Name	Key Achievements
Ascot Hall	>Over 700 people have participated in activities across the last financial year. (population of 93)
Brown Hill Hall	>Installation of internal storage for current permanent users of the facility. >Currently 15 groups host programs and activities across the week ongoing.
Buninyong Town Hall	>Provided booking allocations for a number of weddings, engagements and festival events as well as regular and casual bookings.
Burrumbeet Soldiers Memorial Hall	>Successfully hosted four community events including Car Boot Stall, ANZAC Day breakfast, Christmas Community Dinner, Family Movie Night along with regular and casual bookings.
Cardigan Village Community Centre	>Regular weekly craft group activity. >Engagement with committee members
Invermay Recreation Reserve	>Upgrade of Tennis courts resurfacing and fencing >Recruitment of one new committee member
Miners Rest Mechanics Institute Hall	>Formed a partnership between Asset Committee and the neighbouring hotel to raise funds through the container exchange program raising \$828.70. >Currently host five activities across the week as well as monthly community morning teas.
Scotsburn Community Hall	>Successful Community Impact Grant application to purchase an AED for users of the hall and community >Replacement of fence and retaining wall works on old tennis court. >Facilitated weddings, birthday and band bookings throughout the year.
Sebastopol RSL Hall	>Currently have 10 permanent user groups hosting weekly activities at the hall.
Warrenheip Hall	>Monthly pot roast community dinners. >Collaboration between Committees, community and Council to plan the installation of a war memorial.

Council Support

City of Ballarat provides liaison support through relevant Council departments to the 10 Community Asset Committees.

This includes:

- Direct liaison support
- Governance advice
- Volunteer management
- Education and training
- Advocacy

Key Challenges of Community Asset Committees

- Recruitment of new volunteers to join the committee
- Communication from contractors attending site whilst bookings are using the facility
- Increase in administrative requirements from volunteers.

Support provided across the 12 months

- Initiated a maintenance report communication process between relevant Council departments - increased the ability to triage requests and provide timely updates around progress or completion.
- Development of the City of Ballarat Community Hall's webpage with up to date booking and facility information [Community Halls | City of Ballarat](#)
- Introduction of a Bi-Monthly email newsletter- increase shared knowledge; four newsletters sent since inception in 2023/24
- Recognising volunteers- National Volunteer week certificates and pin for all committee members
- Increased relationships between Council and the Committees with 28 meetings held with individual Community Asset Committees
- Approved annual Utility Support Payment commenced

Commitment to Continuous Improvement

During the 2024/25 financial year, the City of Ballarat have commenced and plan to undertake the following actions to deliver continuous improvement:

- Continuation of increased relationship building and trust
- Increased awareness of governance training opportunities to support committee volunteers.
- Community Asset Committee Handbook update and implementation.
- Identify opportunities to promote volunteers to join the committees

Facility Overview

Ascot Hall



Photo c/o The Courier.

Overview

The Ascot Hall Mutual Improvement Association manages Ascot Hall. Features include a main hall with a stage and gas wall heating, supper room and kitchen. The hall is home to monthly community dances, community meetings and functions.

The kitchen includes a pie warmer, urn and microwave oven with crockery and seating to cater for 100 people.

Elected Members

Ascot Mutual Improvement Association Committee Members:

Peter Wrigley	Marg Thomas
Stuart Sobey	Norman Grills
Geoff Dean	Keith Mason
Ivan Thomas	Joanne Wrigley
Bruce Spittle	Julie Spittle
Ian Thomas	Fiona Blair

Key achievements/projects

Successfully hosted two community events attracting over 150 people with a population of 90.

Usage

- Monthly Dances: 35-60 people
- Quarterly CFA meetings: 20 people
- Mid-Year community event: 50 people
- Christmas Community Event: 110 people
- Four CFA Group Training Sessions

Completed Upgrades

None

Cash Reserves

The Committee has approximately \$15,282.07 in cash reserves.

Future Ambitions

- Kitchen upgrade

Brown Hill Hall



Overview

The Brown Hill Hall was officially opened on the 2 December 1966 by the then Mayor of Ballarat CR. L. Kennedy and remains a venue well utilised by the local community.

Regular users of the hall include Southeast Australian Taekwondo, JGKR Karate, El Dorado Line Dancing, Ballarat Rockers, Let's Dance, Aging Well Classes, Brown Hill Elderly Citizens, Senior Fitness Classes.

The venue features a large function hall with ceiling fans and reverse cycle heating. The two meeting rooms can be converted into one larger space through the opening of concertina doors or can remain separate and private through the drawing of blinds. The smaller meeting room, 1, is carpeted and has a servery attached to the kitchen. Meeting room 2 has a wooden floor and has two doors which open into the hall.

The kitchen includes a pie warmer, a microwave, urn, stove/oven, fridge, crockery, cutlery. Men's and women's toilet blocks are located inside the hall along with one disabled toilet. A full-length mirror is located in the women's block.

The hall is situated on the Brown Hill Reserve which also has a gazebo and children's playground making the hall ideal for family events. There is ample off-road parking as well as street parking.

To see all venue details visit the Brown Hill Public Hall [website](#)

Elected Members

Brown Hill Hall Community Asset Committee elected members:

Dianne Eden	Karen Norman
Merrilyn Harlock	Miles Hingston
Reg Eden	John Morris
Kevin Norman	David Eden

Key achievements/projects

- Additional built-in storage has provided user groups the ability to store frequently used items and enabled a sense of place within the hall.
- Catering for over 50 various casual users group bookings and 18 various regular user group bookings.
- Recruitment of two new committee members

Usage

Casual User Group Bookings

July: 10 bookings- 150 people
 August: 13 bookings- 900 people
 September: 6 bookings- 300 people
 October: 10 bookings- 700 people
 November: 17 bookings- 500 people
 December: 6 bookings- 300 people

January: 5 bookings- 185 people
 February: 11 bookings- 440 people
 March: 8 bookings- 470 people
 April: 10 bookings- 530 people
 May: 5 bookings- 180 people
 June: 4 bookings- 330 people

Regular User Group Bookings

Group Name	Monthly/Weekly Hire	Duration	Approx Attendance
El Dorado Line Dancing	Twice Weekly Mon/ Thurs	6 hours	100 plus each day
Brown Hill Senior Citizens	Weekly	4 hours	30
Seniors Fitness	Twice Weekly Tue/Fri	1 hour	16
City of Ballarat Ageing Well Dance/Exercise	Weekly	1 hour	25
Qi Gong Practice	Weekly	2 hours	10
Sewing Classes	3x Weekly Sessions	8 hours	5 each session
BHCH Advisory Committee	Monthly	1 hour	8
Budgerigar Society	Monthly	1 hour	8
South East Australian Taekwondo	Weekly	1 hour	10
City of Ballarat Ageing Well Qi Gong class	Weekly	1 hour	10
City of Ballarat Ageing Well Pilates class	Weekly	1 hour	10
JGKR Karate	Weekly	2 hours	10

Group Energy Training	Weekly	1 hour	15
Ballarat Rockers Class	Weekly	1 hour	40
Ballarat Rockers Dance event	Quarterly	4 hours	80
Ballarat Rockers Dance event	Bi Annual	4 hours	100
Let's Dance Social event	Monthly	4 hours	65

Completed Upgrades

- Installation of new built-in storage cupboards located in the storage room.

Challenges

- Ongoing parking issues with a concern that the new splash park will create less available parking for hall users.
- Ability to cater for all booking enquiries due to the hall being booked in advance.

Cash Reserves

The Committee has approximately \$64,176.99 in cash reserves.

Future Ambitions

- Upgrade and improvements to internal spaces of the hall to increase and improve usability
- Installation of AV equipment
- Improvements to parking
- Improvements to external guttering
- Installation of external power outlet to provide additional event hosting opportunities

Buninyong Town Hall



Overview

Buninyong is a part of the City of Ballarat and is approx. 10kms South of Ballarat (on the Midland Highway heading towards Geelong).

The Buninyong Town Hall is in the centre of Buninyong and is declared under the Victorian Heritage Register.

It has a large hall with stage (seating for over 100 guests), two smaller adjoining meeting rooms, central heating and a fully equipped kitchen. The hall has great parking at front and rear as well as an accessible side entrance.

All rooms are available for hire for Weddings, functions, events and community programs at very reasonable costs.

The Buninyong Town Hall offers access to a commercial kitchen including 2 stove/oven, dishwasher, fridge, microwave, urn, servery window, cutlery and crockery.

To see all venue details visit the Buninyong Town Hall's [website](#)

Elected Members

Buninyong Community Asset Committee Members:

Simon Dennis	Sharon Develyn
Miranda Donald	Adam Turnbull
Sonya Sutcliffe	Ann Gooding
Mark Jones	Leonie Everdeen

Key achievements/projects

- The Buninyong Town Hall continues to be well utilised for community and private functions and proves to be a highly valued community asset.
- The Buninyong Senior Citizens group takes a lead role over the side garden and cares for it in conjunction with the Community Asset Committee representatives.

- Purchase of new chairs for the facility

Usage

Casual User Group Bookings

July: 4 bookings- 800 people
 August: 5 bookings- 230 people
 September: 2 bookings
 October: 3 bookings- 750 people
 November: 1 booking- 200 people
 December: 1 booking- 350 people

January: 1 booking- 200 people
 February: 3 bookings- 580 people
 March: 2 bookings- 375 people
 April: 1 booking- 200 people
 May: 5 bookings- 620 people
 June: 1 booking- 55 people

Regular User Group Bookings

Group Name	Monthly/Weekly hire	Attendance
Boot scooters	Weekly	50 people
Buninyong Senior Citizens	Weekly	35 people
ATA Acting	Weekly	
Makers Group	Weekly	15 people
Dance Group	Weekly	10 people

Completed Upgrades

None delivered

Challenges

None identified

Cash Reserves

The Committee has approximately \$10,564.90 in cash reserves.

Future Ambitions

- Development of a new website
- Heating upgrade

Burrumbeet Soldiers Memorial Hall Community Asset Committee



Overview

Located 15min from Lucas and 20min from Ballarat, Burrumbeet Soldiers Memorial Hall is suitable for a wide range of private functions including weddings, parties and community events or activities. Burrumbeet Soldiers Memorial Hall is used regularly by local community groups for activities and meetings as well as private functions such as weddings, parties, fundraisers and celebrations.

Elected Members

Burrumbeet Community Asset Committee Members:

Paul Beechey	Ian Marshall
Bernard Hyland	Shirley Marshall
Brendan Cahill	Lauren Briody
Ian Smith	Jasmine Walton
Gwen Smith	Nick Renter
Angela Smith	

Key Achievements/Projects

- Successfully hosted four community events including Car Boot Stall, ANZAC Day breakfast, Christmas Community Dinner, Family Movie Night along with regular and casual bookings.
- Recruitment of one new committee member

Usage

Committee Organised Events

Car Boot Stall - Oct 2023: 200 people

Christmas Community Dinner - December 2023: 40 people

Anzac Day Breakfast- April 2024: 30 people

Community Movie Night- January 2024: 25 people

Casual User Group Bookings

Birthday Bookings: 2 bookings- 140 people

Business Seminar: 2 bookings- 50 people

Band rehearsal: 6 bookings- 12 people

Family Christmas dinner: 70 people

Three Land Auction events with 175 people attending

UCA Cluster meeting: 14 people attending

Hall Committee working bee: 14 people attending

Family reunion: 50 people attending

Regular User Group Bookings

Group Name	Monthly/Weekly hire	Duration	Attendance
Band rehearsal	Monthly	2 hours	2 People
CFA meetings	Quarterly	2 hours	10 People
UCA Fashion Parade	Every six months	4 hours	50 People
Friends of Lake Burrumbeet	Quarterly	2 hours	8 People
Burrumbeet Hall Committee	Quarterly	2 hours	10 People

Completed Upgrades

None

Challenges

- Recruitment of new volunteers with succession planning
- Increased administrative tasks

Cash Reserves

The Committee has approximately \$38,580.30 in cash reserves.

Future Ambitions

- Development of a Facebook page
- Installation of a hard stand at rear of facility for vehicle access- ease of equipment drop off/pick up.

Cardigan Village Community Centre



Overview

The Cardigan Village Community Centre stands in the traditional land of the Wadawurrung people and is located eight minutes from Lucas and 15 minutes from Ballarat's CBD. Adjoining the Cardigan Village Reserve features a hall, multi-purpose room and a kitchen.

Other public facilities located in the park include two tennis courts, children's play equipment, picnic tables, seating, a free electric BBQ, Public Toilet, BMX track, football goal posts and a walking path.

This hall is available for private functions such as birthday parties and events as well as public use such as community activities and meetings.

Elected Members

Cardigan Village Community Asset Committee Members:

Francis Litwin
Mary Tipping
Heather Wood

Key Achievements/Projects

- Regular weekly craft group activity.
- Monthly seniors' morning tea – approximately 20 people in attendance.

- Engagement with Committee members to support increased usage of the facility.

Usage

Casual User Group Bookings

June: 1 Booking- 30 people

Regular User Group Bookings

Weekly Sewing Group- 10 people

Completed Upgrades

None

Challenges

The Community Asset Committee faced some governance barriers which impacted the ability to actively promote and facilitate usage of the hall. City of Ballarat has provided support in engaging with the community and recruiting new members to assist with the management of the Cardigan Village Community Centre. City of Ballarat will continue to support the group through a period of transition and to assist in the recruitment of new volunteers.

Cash Reserves

The Committee has approximately \$8909.33 in cash reserves.

Future Ambitions

Recruitment of new committee members and increase the usage of the community room

Invermay Recreation Reserve Community Asset Committee



Overview

The Invermay Recreation Reserve features two separate venues: the Sports Club, opened in 1996, and the Hall which was opened in 1986. These facilities are situated on the Invermay Recreation Reserve which also has a gazebo, BBQ and children's playground, Miniature Railway (by appointment), tennis courts, and basketball ring making the hall ideal for family events.

Elected Members

Invermay Recreation Reserve Community Asset Committee Members:

Geoffrey Fraser	Lachlan Pryor
Ruth Nunn	Jabez Armstrong
Ian Martin	Rod McDonald
Peter Nunn	Andrew Le Marshall

Key Achievements/Projects

- Tennis Court refurbishment
- Recruitment of one new committee member

Usage

Casual User Group Bookings

The Committee bookings officer was unable to provide documentation due to a personal house fire in which all bookings information was destroyed.

Regular User Group Bookings

Group Name	Monthly/Weekly hire	Duration	Attendance
Old time dance group	Monthly		60 people
Indoor Bowls	Fortnightly between April-August	3.5 hours	20

Completed Upgrades

- Tennis Court refurbishment
- Cricket Oval ground irrigation works

Challenges

None identified

Cash Reserves

The Committee has approximately \$7,079.35 in cash reserves.

Future Ambitions

The Invermay Recreation Reserve is a well utilised open space for the community, particularly with the variety of active recreation options and venue booking facilities available within the reserve.

The Committee are working with City of Ballarat for opportunities to upgrade the current outdoor toilet in line with the Public Toilet Strategy and usage at the Reserve.

Miners Rest



Overview

On the country of the Burrumbeet Bulag Koori community, the Miners Rest Mechanics Institute Community Hall is used regularly by the local community groups for activities and meetings as well as private functions such as weddings, parties, fundraisers and markets.

Elected Members

Miners Rest Community Asset Committee Members:

Peter Loader	Bill Loader
Karen Grose	Margaret Adams
Diane Jennings	Jack Miller
Lynette Rock	

Key Achievements/Projects

- Formed a partnership between Asset Committee and the neighboring pub to raise funds through the container exchange program raising \$828.70 for the committee
- A number of cultural events are held at the hall

Usage

Committee organised events

Monthly Morning Tea- 20 people per month

Casual User Group Bookings

41 party bookings with over 100 people at each- Total of over 4,100 people over 12 months

Dog grooming classes- 20 people

Dog Massage classes- 20 people

Regular User Group Bookings

Group Name	Monthly/Weekly hire	Duration	Attendance
Line Dancing Class	2x weekly	2 hours	80 people per class = 160 people per week
Jet Dance Class	2x weekly	2 hours	20 people per class= 40 people per week
Seniors Exercise class	Weekly	1 hour	5 people per class

Completed Upgrades

- Thermal comfort
- Storage

Challenges

- The hall does not have adequate parking including defined accessible parking.
Usage has been quite high at the hall which is a credit to the committee.

Cash Reserves

The Committee has approximately \$14,397.16 in cash reserves.

Future Ambitions

- Upgrades to hall parking including additional and accessible parking allocations.

Scotsburn



Overview

Located at the foot of Mount Buninyong, Scotsburn was named after the Scott family which settled in the area around 1839. In 1891 the Scotsburn Hall was built, funded by donations and land donated by the Eason family. The land immediately surrounding the hall became a Bicentennial Park in 1988, and now has a covered picnic area with two picnic tables and a portable BBQ.

Elected Members

Scotsburn Community Asset Committee Members:

Graham Shearer	Bill Whiteside
Phillip Allen	Darryl Palmer
Gabrielle Murphy	John Allen
Roland Nam	Celia Burnham

Key Achievements/Projects

- Increase in bookings from previous years
- Successful Community Impact Grant application to purchase an AED for users of the hall and public.

Usage

Committee organised events

Community Get Togethers- three held throughout the year- 30 people at each event

Casual User Group Bookings

Band bookings:

This hall due to its location tends to attract many band/music rehearsals bookings. This year a total of six different bands booked the hall with a total of 20 separate bookings, and approximately 95 people participating.

Birthday Parties: 7 bookings- 385 attendees

Bridal Events: 2 bookings- 100 attendees

Folk music event held with a total of 100 attendees

Christmas Party with 40 people in attendance

Community Lunch with a total of 40 attendees

Harry Potter event with a total of 30 attendees

Wedding anniversary hosting 70 attendees

Work event with 30 people in attendance.

Regular User Group Bookings

Group Name	Monthly/Weekly hire	Duration	Attendance
Upper Williamson's Creek Landcare	Bi monthly	3 hours	12+ people
Hall committee	Bi monthly	1 hour	8 people

Completed Upgrades

- Replacement of neighboring fence from previous works, retaining wall stabilisation and clean-up of old tennis court area.
- Interior painting of the hall



Challenges

Additional administrative tasks

Cash Reserves

The Committee has approximately \$18,552.50 in cash reserves.

Future Ambitions

- Continue to increase hall bookings
- Request to upgrade:
 - Hall Outdoor Toilets
 - Footpath
 - Hall drainage
 - Assessment of front room stumping

Sebastopol



Overview

The Sebastopol RSL Memorial Hall, named in memory local of World War I Soldiers, was officially opened in 1955. This building was then extended in 1958 to include 3 additional rooms. Used for many local programs and activities, the hall is available for hire for public and private functions.

The Sebastopol RSL Memorial Hall features a main hall and meeting room for public hire and is regularly used for birthday functions, community events and activities.

Elected Members

Sebastopol Community Asset Committee Members:

Cr Des Hudson
Margaret Cottell
Marlie Feeney
Mark Azzopardi

Key Achievements/Projects

The hall continues to be well utilised by the community with room access limited due to permanent bookings.

Usage

Committee organised events

None

Casual User Group Bookings

Sebastopol CWA: 1 booking- 50 people

Netball club event: 1 booking- 80 people

Martial Arts Seminar: 2 Bookings- 45 people

Family gatherings/birthday parties: 7 bookings- 285 people

Community Event: 1 booking- 20 people

Regular User Group Bookings

Group Name	Monthly/Weekly hire	Duration	Attendance
Hapkido Club	2 x weekly	2 hours	15 each session
Buffalo Lodge	Monthly	2 hours	15
Blue Light Disco	Monthly	4 hours	150
Exercise Class	2 x weekly	1 hour	20
Dance Group	Weekly	1 hour	4
Bible Studies Group	Weekly	2 hours	20
Home Education Group	Monthly	3 hours	40
Community Support Network Group	Monthly	3 hours	20
Karate Club	2 x Weekly	3 hours	40
RSL Sub Branch	Daily	3 hours	30

Completed Upgrades

None

Challenges

- Council works without notice affected bookings and other bookings were unable to be accommodated due to previous bookings

Cash Reserves

The Committee has approximately \$23,216.85 in cash reserves.

Future Ambitions

Request to upgrade toilet facilities

Warrenheip Memorial Hall



Overview

Warrenheip Memorial Hall is well located with many additional features including a gazebo with BBQ, tennis court and outdoor open space.

Situated 6.5km from Ballarat, Warrenheip Memorial Hall is suitable for a wide range of private functions including weddings, parties and community events or activities. Warrenheip Memorial Hall is used regularly by local community groups for activities and meetings as well as private functions such as weddings, parties, fundraisers and celebrations.

Elected Members

Warrenheip Community Asset Committee Members:

Julie Blackmore	Malcolm McCann
Angela Beattie	Julian Prendergast
Emma Carter	Catherine Gill

Key Achievements/Projects

Strong partnerships and collaborations with various committees within the Warrenheip area.

Usage

Committee organised events

Monthly pot roast dinners

Monthly community meetings

Casual User Group Bookings

Dance Group: 1 booking- 20 people

Birthday Parties: 7 bookings- 390 people

Work wear sales: 2 bookings- 80 people

Baby Shower: 1 booking- 40 people

Sri Lankan Group Event: 1 booking- 80 people

Guinea Pig Show: 1 booking- 100 people

Business meeting: 1 booking- 40 people

Family Reunion: 1 booking- 60 people

Dunnstown FNC Junior Disco: 1 booking- 70 people

Regular User Group Bookings

Dance Group- Fortnightly bookings 4 hours- 15 people per session.

Completed Upgrades

None

Challenges

Recruitment of new volunteers

Cash Reserves

The Committee has approximately \$9,354.87 in cash reserves.

Future Ambitions

Hall Floor Resurface

9.7. AUDIT AND RISK COMMITTEE REMUNERATION REVIEW

Division: Corporate Services
Director: John Hausler
Author/Position: Cameron Montgomery – Executive Manager Governance and Risk

PURPOSE

1. The purpose of the report is to review the Audit and Risk Committee independent remuneration.

BACKGROUND

2. The *Local Government Act 2020* requires that a Council's Audit and Risk Committee ('Committee') consist of a majority of members who are not Councillors of the Council. The Act provides that a Council may pay a fee to a member of the Committee who is not a Councillor of the Council.
3. In accordance with these provisions, City of Ballarat's Committee comprises of seven members, three Councillors and four external independent persons. with all members having full voting rights. It is essential that the Audit and Risk Committee is made up of a majority of external members to adhere to the Audit and Risk Committee Charter.
4. Per section 5.10 of the Audit and Risk Committee Charter adopted by Council (R204/20) provides that; independent member's remunerations rate per meeting will be reviewed annually by benchmarking against similar Councils in size and complexity. The allowance 'will be adjusted annually by at least the percentage movement in allowances for Councillors of the Ballarat City Council'.

KEY MATTERS

5. At the 27 July 2022 Council Meeting, Council applied a 3% increase on 18 December 2022 and 3% on 18 December 2023 to the remuneration of the Chair and the independent members.
6. Independent membership current rate per meeting is set at:
 - a. Chair: \$1,030.00 (excluding GST)
 - b. Member: \$902.28 (excluding GST)
7. A determination on Councillor allowances was made on 1 July 2024 by the Victorian Independent Remuneration Tribunal. The Tribunal determined a 3.5% increase to the values of the base allowances payable to Mayors, Deputy Mayors and Councillors, effective from 1 July 2024. A 3.5% increase has also been applied to the base allowance values for Mayors and Deputy Mayors which take effect on 18 December 2024 and 18 December 2025.

8. A benchmarking review analysis has been undertaken with Council's of similar size and complexity to the City of Ballarat with their independent member remuneration per meeting.

Council	Chair	Independent Members
City of Ballarat	\$1,030.00	\$902.28
Council 1	\$1,745.45	\$1,727.27
Council 2	\$2,050	\$1,450
Council 3	\$1,726	\$1,422
Council 4	\$2,482	\$1,654
Council 5	\$1,125	\$875
Council 6	\$2,548.8	\$2,045
Council 7	\$2,750	\$2,000
Council 8	\$569	\$466
Council 9	\$1,126	\$890
Council 10	\$2,809	\$2,225
Council 11	\$1,495.15	\$1,178.85
Council 12	\$1,500	\$1,250
Council 13	\$3,050.40	\$2,055.00
Average	\$1,857.63	\$1,438.60

9. The proposed remuneration per meeting in accordance with the Councillor Allowance increase of 3.5% would equate to the following:

Applies from	Percentage Increase	Chair	Independent Member
18 December 2024	7% (Includes all increases applied to Cr allowances in 2024)	\$1,102.10	\$965.43
18 December 2025	3.5%	\$1,140.67	\$999.22

OFFICER RECOMMENDATION

10. That Council:

- 10.1 Apply increases of 7% on 18 December 2024 and 3.5% on 18 December 2025 to the remuneration of the Chair and the independent members of the Audit and Risk Committee.**

ATTACHMENTS

1. Governance Review [9.7.1 - 2 pages]

OFFICIAL

ALIGNMENT WITH COUNCIL VISION, COUNCIL PLAN, STRATEGIES AND POLICIES

1. The Audit and Risk Committee is a statutory requirement of Council. The Audit and Risk Committee Charter requires remuneration for independent members to be reviewed periodically.

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 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. In accordance with section 5.10 of the Audit and Risk Committee Charter, independent member's remunerations rate per meeting will be reviewed annually by benchmarking against similar Councils in size and complexity. The allowance 'will be adjusted annually by at least the percentage movement in allowances for Councillors of the Ballarat City Council'.

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. There has been consultation with Councils of a similar size and complexity.

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

(For Contracts Only)

OFFICIAL

9.8. 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 minutes of Council's Contracts Approval Delegated Committee in accordance with the adopted Terms of Reference. This report provides minutes of the meeting held on 28 August 2024 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 Delegated Committees are presented to Council and kept in accordance with the adopted Terms of Reference and the Governance Rules. Minutes of the Contracts Approval Delegated Committee (the Committee) meeting held on 28 August 2024 are attached to this report.
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
2023/24-753	Enoch Civil Pty Ltd	\$551,501.80 (excluding GST)	Provision of a roundabout at Dana and Raglan Street South Intersection	Yes
Update on Tender Status				

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 has been designated confidential.
 - 4.2 Receive the Contracts Approval Delegated Committee minutes of the meeting held on 28 August 2024.

ATTACHMENTS

1. Confirmed Contracts - Minutes of meeting held Wednesday 28 August 2024.docx
[9.8.1 - 5 pages]

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***CONTRACTS APPROVAL
DELEGATED COMMITTEE***

MINUTES

28 August 2024

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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 28 AUGUST 2024 AT 1:00PM**

**Evan King
(Chief Executive Officer)**

MINUTES

ORDER OF BUSINESS:

PRESENT

Cr Ben Taylor (Chair)
Cr Peter Eddy
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 Matthew Wilson (Director Community Wellbeing)
Mr Vaughn Notting (Executive Manager Infrastructure)
Mr Michael Riseley (Executive Manager Business Services)
Mr Rod Leith (Manager Revenue and Procurement)
Mr Robin Hand (Co-ordinator Infrastructure Delivery)
Mr David Caligari (Contracts Co-ordinator)
Ms Judi Bird (Procurement Co-ordinator)
Ms Lorraine Sendall (Minutes)

APOLOGIES

Nil

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 14 August 2024 as circulated, be confirmed.

Moved Cr Mark Harris
Seconded Cr Ben Taylor

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 Mark Harris

CARRIED

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Contracts Special Committee Minutes

28 August, 2024

6.1 TENDER 2023/24-743 DANA STREET / RAGLAN STREET INTERSECTION
(RO – Bridget Wetherall / Matthew Clark)**SUMMARY**

1. This report, recommends that Council award a contract for the provision of a roundabout at Dana Street and Raglan Street South.

BACKGROUND

2. This project will see the construction of a roundabout at the intersection of Dana and Raglan Street South.
3. The extent of the works to be undertaken includes:
 - Earthworks
 - Road pavement construction
 - Drainage construction
 - Asphalt road surfacing
 - Tree removal and planting
 - Kerb and channel construction
 - Line marking
 - Signage and ancillary works.

KEY MATTERS

4. The evaluation panel noted that there were four (4) tender responses received. Three (3) submissions were deemed non-conforming and one (1) submission was evaluated in full.
5. This project is funded by the Federal Blackspot Funding Program.

RESOLUTION**6. That the Contracts Approval Delegated Committee:**

6.1 Resolve to enter into Contract Number 2023/24-753 for the provision of roundabout construction at Dana Street and Raglan Street South intersection with Enoch Civil Pty Ltd for the total tendered price of \$551,501.80 (excluding GST).

6.2 Authorise the Chief Executive Officer to:

- a. finalise the contract terms of Contract Number 2023/24-753 with Enoch Civil Pty Ltd, provided that those contract terms are consistent with this resolution; and
- b. execute Contract Number 2023/24-753 on behalf of Council.

Moved Cr Peter Eddy
Seconded Cr Mark Harris

CARRIED

Contracts Special Committee Minutes

28 August, 2024

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 dependent on the final prices submitted.

RESOLUTION**7. That the Contracts Approval Delegated Committee****7.1 Receive and note the tender forecast report**

Moved Cr Ben Taylor
Seconded Cr Mark Harris

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

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

Moved Cr Mark Harris
Seconded Cr Ben Taylor

CARRIED**General Business****Additional Contracts Delegated Committee Meeting**

It was agreed to schedule an additional Contracts Delegated Committee Meeting for next Wednesday 4th September, 2024 at 1:00pm. Cr Harris advised that he will be an apology for this meeting.

There being no further business, the Chairperson declared the meeting closed at 1.08pm

Confirmed this 4th day of September, 2024

Cr Ben Taylor
Cr Ben Taylor
Chairperson

9.9. S6 INSTRUMENT OF DELEGATION - MEMBERS OF STAFF

Division: Corporate Services
Director: John Hausler
Author/Position: Stephanie Hosking – Statutory Governance Officer

PURPOSE

1. The purpose of this report is to provide the S6 Instrument of Delegation - Members of Staff for Council's consideration.

BACKGROUND

2. Delegations are made 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:
 - a. Change of position title from Team Leader Compliance and Parking to Team Leader Parking.
 - b. Change of position title from Team Leader Regulatory Services Administration and Technical Support to Team Leader Parking and Administration.
 - c. Change of position title from Coordinator Compliance, Parking and School Crossings to Coordinator Compliance and Parking.
6. The position title changes are effective 6 January 2025.

OFFICER RECOMMENDATION

7. In the exercise of the powers conferred by the legislation referred to in the attached instrument of delegation, Ballarat City Council (Council) resolves that:
- 7.1 There be delegated to the members of Council staff holding, acting in or performing the duties of the offices 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.
 - 7.2 The instrument comes into force effective on 6 January 2025 and upon being signed by the Council's Chief Executive Officer.
 - 7.3 On the coming into force of the instrument, all previous delegations to members of Council staff (other than to the Chief Executive Officer) are revoked.
 - 7.4 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 [9.9.1 - 2 pages]
- 2. S6 Instrument of Delegation Members of Staff 1 [9.9.2 - 196 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. 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 been 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. Council officers affirm that no general or material conflicts need to be declared in relation to the matter of this report.

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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
BCO	Building Compliance Officer
BS	Building Surveyor
CO	Compliance Officer
CAM	Coordinator Asset Management
CBS	Coordinator Building Services
CCO	Coordinator Civil Operations
CCP	Coordinator Compliance and Parking
CEG	Coordinator Economic Growth

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Abbreviation	Position
CEH	Coordinator Environmental Health
CGNR	Coordinator Gardens and Natural Resources
CID	Coordinator Infrastructure Delivery
CRGC	Coordinator Risk, Governance and Compliance
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
EOC	Events Officer Compliance
EMDF	Executive Manager Development Facilitation

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Abbreviation	Position
EMEG	Executive Manager Economic Growth
EMGR	Executive Manager Governance and Risk
EMI	Executive Manager Infrastructure
EMO	Executive Manager Operations
EMPF	Executive Manager Property and Facilities
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
PBA	Planning Business Analyst
PSO	Planning Support Officer
PP	Principal Planner

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Abbreviation	Position
PPO	Principal Planning Officer
PSTP	Principal Statutory Planner
PSP	Principal Strategic Planner
PSPUD	Principal Strategic Planner and Urban Designer
PTP	Principal Transport Planner
POC	Project Officer Compliance
RMCS	Road Maintenance Contract Supervisor
RMS	Road Maintenance Scheduler
SASO	Senior Asset Surveillance Officer
SEGO	Senior Governance Officer
SPLEO	Senior Planning Liaison Enforcement Officer
SSTP	Senior Statutory Planner
SSO	Senior Subdivision Officer
SGOO	Statutory Governance Officer
STP	Statutory Planner
SP	Strategic Planner

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Abbreviation	Position
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
SGTSO	Sustainable Growth Technical Support Officer
TLEH	Team Leader Environmental Health
TLP	Team Leader Parking
TLPA	Team Leader Parking and Administration
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

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3.2 the delegation:

3.2.1 comes into force effective 6 January 2025 and upon being signed by the Council's Chief Executive Officer

3.2.2 remains in force until varied or revoked;

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

3.2.4 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

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.

Signed by the Chief Executive Officer of Council

in the presence of:

)

)

.....
Witness

Date:

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Delegation Sources

- Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024
- 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
- Road Management (General) Regulations 2016
- Road Management (Works and Infrastructure) Regulations 2015

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S6 Instrument of Delegation - Members of Staff

Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 7	Power to enter into a written agreement with a caravan park owner	TLEH, EHO, CEH, EMRS	
r 10	Function of receiving application for registration	TLEH, EHO, CEH, EMRS	
r 11	Function of receiving application for renewal of registration	TLEH, EHO, CEH, EMRS	
r 12(1)	Duty to grant the registration if satisfied that the caravan park complies with these regulations	TLEH, CEH, EMRS	
r 12(1)	Power to refuse to grant the registration if not satisfied that the caravan park complies with these regulations	TLEH, CEH, EMRS	
r 12(2)	Duty to renew the registration if satisfied that the caravan park complies with these regulations	TLEH, CEH, EMRS	

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Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 12(2)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	TLEH, CEH, EMRS	
r 12(3)	Duty to have regard to matters in determining an application for registration or an application for renewal of registration	TLEH, EHO, CEH, EMRS	
r 12(4) & (5)	Duty to issue certificate of registration	TLEH, CEH, EMRS	
r 14(1)	Power to determine where notice of transfer is displayed	TLEH, EHO, CEH, EMRS	
r 14(3)	Power to determine where notice of transfer is displayed	TLEH, EHO, CEH, EMRS	
r 15(1)	Duty to transfer registration to new caravan park owner	TLEH, CEH, EMRS	
r 15(2)	Duty to issue a certificate of transfer of registration	TLEH, CEH, EMRS	
r 15(3)	Power to determine where certificate of transfer of registration is	TLEH, EHO, CEH, EMRS	

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Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	displayed		
r 16(1)	Power to determine the fee to accompany applications for registration or applications for renewal of registration	TLEH, EHO, CEH, EMRS, HSO	
r 17	Duty to keep register of caravan parks	CEH, EMRS	
r 21(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, EHO, CEH, EMRS	
r 21(2)	Duty to consult with relevant emergency services agencies	TLEH, EHO, CEH, EMRS	
r 22	Power to determine places in which caravan park owner must display a copy of emergency procedures	TLEH, EHO, CEH, EMRS	
r 23	Power to determine places in which caravan park owner must display copy of public emergency warnings	TLEH, EHO, CEH, EMRS	

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Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 24(2)	Power to consult with relevant floodplain management authority	TLEH, TOEH, EHO, CEH, EMRS	
r 26(b)(i)	Power to approve system for the discharge of sewage and wastewater from a movable dwelling	TLEH, TOEH, EHO, CEH, EMRS	
r 38	Function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe	TLEH, TOEH, EHO, BS, BCO, TOBS, MBS, CEH, CBS, EMRS	
r 38(b)	Power to require notice of proposal to install unregistrable movable dwelling or rigid annexe	TLEH, TOEH, EHO, BS, BCO, TOBS, MBS, CEH, CBS, EMRS	
r 39(3)	Function of receiving installation certificate	TLEH, TOEH, EHO, BS, BCO, TOBS, MBS, CEH, CBS, EMRS	
r 45(3)	Power to determine places in which caravan park owner must display	TLEH, TOEH, EHO, CEH,	

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Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	name and telephone number of an emergency contact person	EMRS	
r 45(5)	Power to determine places in which caravan park owner must display the certificate of registration or certificate of renewal of registration, the plan of the caravan park and a copy of the caravan park rules	TLEH, TOEH, EHO, CEH, EMRS	

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	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	Where Council is a Class B cemetery trust

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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	CGNR, EMO, EMPF, 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	CGNR, EMO, EMPF, 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	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
s 14	Power to manage multiple public cemeteries as if they are one cemetery.	CGNR, EMO, EMPF, 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, SGOO, CRGC, SEGO	
s 17(1)	Power to employ any persons necessary	EMPF, DIE	
s 17(2)	Power to engage any professional, technical or other assistance considered necessary	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
s 17(3)	Power to determine the terms and conditions of employment or engagement	EMPF, DIE	Subject to any guidelines or directions of the Secretary
s 18(3)	Duty to comply with a direction from the Secretary	CGNR, EMO, EMPF, DIE, CUFOS,	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		CGNR	
s 19	Power to carry out or permit the carrying out of works	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
s 20(1)	Duty to set aside areas for the interment of human remains	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
s 20(2)	Power to set aside areas for the purposes of managing a public cemetery	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
s 20(3)	Power to set aside areas for those things in paragraphs (a) - (e)	CGNR, EMO, EMPF, DIE, CUFOS,	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		CGNR	
s 24(2)	Power to apply to the Secretary for approval to alter the existing distribution of land	CGNR, EMO, EMPF, 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	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	Subject to the approval of the Minister
s 37	Power to grant leases over land in a public cemetery in accordance with s 37	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	Subject to the Minister approving the purpose
s 40	Duty to notify Secretary of fees and charges fixed under s 39	CGNR, EMO, EMPF, DIE, CUFOS,	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		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	EMPF, DIE	
s 57(1)	Duty to submit a report to the Secretary every financial year in respect of powers and functions under the Act	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	Report must contain the particulars listed in s 57(2)
s 59	Duty to keep records for each public cemetery	CGNR, EMO, EMPF, DIE, CUFOS,	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		CGNR	
s 60(1)	Duty to make information in records available to the public for historical or research purposes	EMPF, 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)	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
s 64B(d)	Power to permit interments at a reopened cemetery	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 66(1)	Power to apply to the Minister for approval to convert the cemetery, or part of it, to a historic cemetery park	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	The application must include the requirements listed in s 66(2)(a)-(d)
s 69	Duty to take reasonable steps to notify of conversion to historic cemetery park	EMPF, 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	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
s 70(2)	Duty to make plans of existing place of interment available to the public	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 71(1)	Power to remove any memorials or other structures in an area to which an approval to convert applies	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
s 71(2)	Power to dispose of any memorial or other structure removed	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
s 72(2)	Duty to comply with request received under s 72	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
s 73(1)	Power to grant a right of interment	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	

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

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	from the place of interment on application		
s 80(1)	Function of receiving notification and payment of transfer of right of interment	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
s 80(2)	Function of recording transfer of right of interment	CGNR, EMO, EMPF, 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	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 83(3)	Power to remove any memorial and grant another right of interment for a surrendered right of interment	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
s 84(1)	Function of receiving notice of surrendering an entitlement to a right of interment	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
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)	EMPF, DIE	
s 84H(4)	Power to exercise the rights of a holder of a right of interment	EMPF, DIE	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 84I(4)	Power to exercise the rights of a holder of a right of interment	EMPF, DIE	
s 84I(5)	Duty to pay refund to the previous holder or holders of the right of interment	EMPF, DIE	
s 84I(6)(a)	Power to remove any memorial on the place of interment	EMPF, DIE	
s 84I(6)(b)	Power to grant right of interment under s 73	EMPF, DIE	
s.85(1)	Duty to notify holder of 25 year right of interment of expiration at least 12 months before expiry	CGNR, EMO, EMPF, 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	CGNR, EMO, EMPF, DIE, CUFOS,	Does not apply where right of interment 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
		CGNR	
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.	EMPF, 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	EMPF, DIE	
s 86(2)	Power to leave interred cremated human remains undisturbed or convert the right of interment to a perpetual right of interment	EMPF, DIE	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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	EMPF, DIE	
s 86(3)(b)	Power to remove interred cremated human remains and take further action in accordance with s 86(3)(b)	EMPF, DIE	
s.86(4)	power to take action under s.86(4) relating to removing and re-interring cremated human remains	EMPF, DIE	
s.86(5)	duty to provide notification before taking action under s.86(4)	EMPF, DIE	
s 86A	Duty to maintain place of interment and any memorial at place of interment, if action taken under s 86(3)	EMPF, 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	EMPF, DIE	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 88	Function to receive applications to carry out a lift and re-position procedure at a place of interment	EMPF, DIE	
s 91(1)	Power to cancel a right of interment in accordance with s 91	EMPF, DIE	
s 91(3)	Duty to publish notice of intention to cancel right of interment	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
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	CGNR, EMO, EMPF, DCS, DIE, CUFOS, CGNR	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 98(1)	Function of receiving application to establish or alter a memorial or a place of interment	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
s 99	Power to approve or refuse an application made under s 98, or to cancel an approval	CGNR, EMO, EMPF, 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	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
s 100(1)	Power to require a person to remove memorials or places of interment	EMPF, DIE	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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)	EMPF, DIE	
s 100(3)	Power to recover costs of taking action under s 100(2)	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
s 101	Function of receiving applications to establish or alter a building for ceremonies in the cemetery	CGNR, EMO, EMPF, 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)	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 102(2) & (3)	Power to set terms and conditions in respect of, or to cancel, an approval granted under s 102(1)	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
s 103(1)	Power to require a person to remove a building for ceremonies	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
s 103(2)	Power to remove and dispose of a building for ceremonies or remedy the failure to comply with s 103(1)	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
s 103(3)	Power to recover costs of taking action under s 103(2)	CGNR, EMO, EMPF, DIE, CUFOS,	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		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	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
s 106(2)	Power to require the holder of the right of interment to provide for an examination	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
s 106(3)	Power to open and examine the place of interment if s 106(2) not complied with	EMPF, 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	EMPF, 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	CGNR, EMO, EMPF, 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	EMPF, DIE	
s 108	Power to recover costs and expenses	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
s 109(1)(a)	Power to open, examine and repair a place of interment	EMPF, DIE	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 109(1)(b)	Power to repair a memorial or, with the Secretary's consent, take down, remove and dispose of a memorial	EMPF, 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	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	Where the holder of right of interment or responsible person cannot be found
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	CGNR, EMO, EMPF, 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	EMPF, DIE	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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	CGNR, EMO, EMPF, 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	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
s 112	Power to sell and supply memorials	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 116(4)	Duty to notify the Secretary of an interment authorisation granted	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
s 116(5)	Power to require an applicant to produce evidence of the right of interment holder's consent to application	CGNR, EMO, EMPF, 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	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
s 119	Power to set terms and conditions for interment authorisations	EMPF, DIE	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 131	Function of receiving an application for cremation authorisation	EMPF, DIE	
s 133(1)	Duty not to grant a cremation authorisation unless satisfied that requirements of s 133 have been complied with	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	Subject to s 133(2)
s 145	Duty to comply with an order made by the Magistrates' Court or a coroner	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
s 146	Power to dispose of bodily remains by a method other than interment or cremation	EMPF, DIE	Subject to the approval of the Secretary

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 147	Power to apply to the Secretary for approval to dispose of bodily remains by a method other than interment or cremation	EMPF, DIE	
s 149	Duty to cease using method of disposal if approval revoked by the Secretary	EMPF, 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	EMPF, DIE	
s 151	Function of receiving applications to inter or cremate body parts	EMPF, DIE	
s 152(2)	Power to impose terms and conditions on authorisation	CGNR, EMO,	

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Cemeteries and Crematoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	granted under s 150	EMPF, 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	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
sch 1 cl 8(8)	Power to regulate own proceedings	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	Subject to cl 8

Domestic Animals Act 1994

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Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 41A(1)	Power to declare a dog to be a menacing dog	CCP, DDG, 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

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Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			or mobile food premises
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, (ia) displayed at any point of sale, (ib) be published on the food business's Internet site and (ii) inform the public by notice in a published newspaper, on the Internet site 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

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Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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 Only in relation to temporary food premises or mobile food premises
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
s	Power to request copy of records	TLEH, EHO,	Where Council is the registration authority

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Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
19CB(4)(b)		CEH, DDG	
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 19FA(1)	Power to direct a proprietor of a food premises to revise the food safety program for the premises or comply with any requirements specified in the food safety program	TLEH, EHO, CEH, EMRS	Where Council is the registration authority Only in relation to temporary food premises or mobile food premises Subject to s 19FA(2), which requires a time limit for compliance to be specified
s 19FA(3)(a)	Power to refuse to approve an application for registration or renewal of the premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	TLEH, CEH, DDG, EMRS	Where Council is the registration authority Only in relation to temporary food premises or mobile food premises Refusal to grant or renew the registration of a food premises must be ratified by

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Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			Council or the CEO (see s 58A(2))
s 19FA(3)(b)	Power to revoke a registration granted in respect of premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	TLEH, CEH, DDG, EMRS	Where Council is the registration authority Only in relation to temporary food premises or mobile food premises
s 19FA(3)(c)	Power to suspend the registration of the premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	TLEH, CEH, DDG, EMRS	Where Council is the registration authority Only in relation to temporary food premises or mobile food premises
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,	Where Council is the registration authority

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Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		CEH, EMRS	Note: Not required if Council has taken other appropriate action in relation to deficiencies (see s 19IA(3))
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, EOC, TOBS, CEH, TLPA, 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	Not Delegated	

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Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	are special circumstances		
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
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

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Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	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, EOC,	Where Council is the registration authority

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Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		TOBS, CEH, TLPA, 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, EOC, TOBS, CEH, TLPA, 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

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Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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
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, EOC, TOBS, CEH,	Where Council is the registration authority

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Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		TLPA, HSO, AORS	
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
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

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Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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)
s 39A (6)	Duty to comply with a direction of the Secretary	TLEH, EHO, CEH, EMRS	

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Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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	

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Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 40F	Power to cancel registration of food premises	TLEH, EHO, CEH, EMRS	Where Council is the registration authority
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 Refusal to grant or renew the registration of a food premises must be ratified by Council or the CEO (see s 58A(2))
s 45AC	Power to bring proceedings	TLEH, EHO, CEH, EMRS	

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Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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

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

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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	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	If authorised by the Minister
s 4G	Function of receiving prescribed documents and a copy of the Victorian Planning Provisions from the Minister	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 4H	Duty to make amendment to Victoria Planning Provisions available in accordance with public availability requirements	SP, STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP, PSP	
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, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP, PSP	
s 8A(2)	Power to prepare amendment to the planning scheme where the Minister has given consent under s 8A	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PTP, PSP	
s 8A(3)	Power to apply to Minister to prepare an amendment to the planning scheme	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	
s 8A(5)	Function of receiving notice of the Minister's decision	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	
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	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	

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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	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	
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	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	
s 12B(1)	Duty to review planning scheme	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	
s 12B(2)	Duty to review planning scheme at direction of Minister	MSG, MSTP, CSTP, DDG, PSPUD,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	
s.12B(5)	duty to report findings of review of planning scheme to Minister without delay	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	
s 14	Duties of a Responsible Authority as set out in s 14(a) to (d)	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	
s 17(1)	Duty of giving copy amendment to the planning scheme	SP, MSG, MSTP, CSTP, DDG, PSPUD, 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
		PSP	
s 17(2)	Duty of giving copy s 173 agreement	SP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	
s 17(3)	Duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days	SP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	
s 18	Duty to make amendment etc. available in accordance with public availability requirements	SP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP,	Until the proposed amendment is approved or lapsed

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PSP	
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, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	
s 19	Function of receiving notice of preparation of an amendment to a planning scheme	SP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	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	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP,	Where Council is a planning authority

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PP, PPO, CSP, PTP, PSP	
s 21(2)	Duty to make submissions available in accordance with public availability requirements	SP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	Until the end of 2 months after the amendment comes into operation or lapses
s 21A(4)	Duty to publish notice	SP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	
s 22(1)	Duty to consider all submissions received before the date specified in the notice	SP, MSG, EMO, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP,	Except submissions which request a change to the items in s 22(5)(a) and (b)

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PPO, CSP, PTP, PSP	
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, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	
s 23(2)	Power to refer to a panel submissions which do not require a change to the amendment	SP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	

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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, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	
s 26(1)	Power to make report available for inspection in accordance with the requirements set out in s 197B of the Act	SP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	
s 26(2)	Duty to keep report of panel available in accordance with public availability requirements	SP, STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP,	During the inspection period

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PTP, PSP	
s 27(2)	Power to apply for exemption if panel's report not received	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	
s 28(1)	Duty to notify the Minister if abandoning an amendment	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	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	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, SSTP, SGP, SPLEO, PTP, PSP	
s 28(4)	Duty to make notice of the decision available on Council's	MSG, MSTP, CSTP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	Internet site for a period of at least 2 months	DDG, PSPUD, EMDF, SSTP, SGP, SPLEO, PTP, PSP	
s 30(4)(a)	Duty to say if amendment has lapsed	SP, STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP, PSP	
s 30(4)(b)	Duty to provide information in writing upon request	SP, STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP, PSP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 32(2)	Duty to give more notice if required	SP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	
s 33(1)	Duty to give more notice of changes to an amendment	SP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	
s 36(2)	Duty to give notice of approval of amendment	SP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	

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

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

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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
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, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP,	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
		PPO, CSP, PTP, PSP	
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	SP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	Where Council is a responsible public entity
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	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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
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	MSG, SGPO, DCA, DDG, EMDF,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	s 46GO	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	
s 46GT(2)	Duty to pay half of the fee fixed by the valuer-general for arranging and attending the conference	DDG, EMDF	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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	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
	be made		
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

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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
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	MSG, SGPO, DCA, DCS, DDG, EMDF,	Where Council is the collecting agency under an approved infrastructure

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	authority that incurred those costs	SGTSO	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 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

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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	MSG, SGPO, DCA, MSTP, DCS, CSTP,	Where Council is the collecting agency under an approved infrastructure

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	a development agency specified in the approved infrastructure contributions plan to that development agency	DDG, PSPUD, EMDF, PSTP, PP, SGTSO, PPO, PTP, PSP	contributions plan 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	MSG, SGPO, DCA, DCS, DDG, EMDF,	Where Council is the collecting agency under an approved infrastructure

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	infrastructure contributions plan any land credit amount to which the person is entitled under s 46GW	SGTSO	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	<p>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)</p> <p>Where Council is the collecting agency under an approved infrastructure contributions plan</p> <p>This duty does not apply where Council is also the development agency</p>
s 46GZ(9)	Function of receiving the fee simple in the land	MSG, SGPO, DCA, DCS, DDG, EMDF,	Where Council is the development agency under an approved infrastructure

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		SGTSO	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, PSPUD, EMDF, PSTP, PP, SGTSO, PPO, PTP, PSP	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,	Where Council is a development agency under an approved infrastructure

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		SGTSO	contributions plan
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, PSPUD, EMDF, PSTP, PP, SGTSO, PPO, PTP, PSP	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	MSG, SGPO, DCA,	Where Council is the collecting agency

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Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	with ss 46GZD(5)(a) and 46GZD(5)(b)	DDG, EMDF, SGTSO	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 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	MSG, SGPO, DCA, MSTP, DCS, CSTP, DDG, PSPUD, EMDF, PSTP, PP, SGTSO, PPO, PTP, PSP	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 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

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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
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

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			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	MSG, SGPO, DCA, DDG, EMDF,	Where Council is a collecting agency or

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	times required by the Minister	SGTSO	development agency
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, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGTSO, SGP, SPLEO, PPO, PTP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PSP	
s 46N(2)(c)	Function of determining time and manner for receipt of development contributions levy	MSG, SGPO, DCA, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, SGTSO, PPO, PTP, PSP	
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, PSPUD, EMDF, PSTP, PP, SGTSO, PPO, PTP, PSP	
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, PSPUD, EMDF, PSTP, PP, SGTSO, PPO, PTP, PSP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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, PSPUD, EMDF, PSTP, PP, SGTSO, PPO, PTP, PSP	
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, PSPUD, EMDF, PSTP, PP, SGTSO, PPO, PTP, PSP	
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, PSPUD, EMDF, PSTP, PP, SGTSO, PPO, PTP, PSP	
s 46Q(1)	Duty to keep proper accounts of levies paid	MSG, SGPO, DCA, MSTP, DCS, CSTP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		DDG, PSPUD, EMDF, PSTP, PP, SGTSO, PPO, PTP, PSP	
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, PSPUD, EMDF, PSTP, PP, SGTSO, PPO, PTP, PSP	
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, PSPUD, EMDF, PSTP, PP, SGTSO, PPO, PTP, PSP	
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, PSPUD,	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
		EMDF, PSTP, PP, SGTSO, PPO, PTP, PSP	
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, PSPUD, EMDF, PSTP, PP, SGTSO, PPO, PTP, PSP	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	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	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, PSPUD, EMDF, PSTP, PP, SGTSO,	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
		PPO, PTP, PSP	
s 46QC	Power to recover any amount of levy payable under Part 3B	MSG, SGPO, DCA, MSTP, DCS, CSTP, DDG, PSPUD, EMDF, PSTP, PP, SGTSO, PPO, PTP, PSP	
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	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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	
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	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PPO, PTP, PSP	
s 47	Power to decide that an application for a planning permit does not comply with that Act	CO, MSG, POC, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	
s 49(1)	Duty to keep a register of all applications for permits and determinations relating to permits	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	
s 49(2)	Duty to make register available for inspection in accordance with the public availability requirements	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, 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, PSP, PBA	
s 50(4)	Duty to amend application	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	
s 50(5)	Power to refuse to amend application	STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 50(6)	Duty to make note of amendment to application in register	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, SGOO, EMDF, PSTP, CP, PP, PPO, PTP, PSP, SEGO	
s 50A(1)	Power to make amendment to application	SSO, SP, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	
s 50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given	SSO, SP, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		CP, PP, SGP, SPLEO, PPO, CSP, PTP, PSP	
s 50A(4)	Duty to note amendment to application in register	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	
s 51	Duty to make copy of application available for inspection in accordance with the public availability requirements	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	
s 52(1)(b)	Duty to give notice of the application to other municipal council where appropriate	STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	
s 52(1)(c)	Duty to give notice of the application to all persons required by the planning scheme	STP, MSG, MSTP, CSTP, DDG, PSPUD, 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, PSP, PBA	
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, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	
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, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 52(1)(d)	Duty to give notice of the application to other persons who may be detrimentally effected	STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	
s.52(1AA)	Duty to give notice of an application to remove or vary a registered restrictive covenant	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	
s 52(3)	Power to give any further notice of an application where appropriate	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, 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, PSP, PBA	
s 53(1)	Power to require the applicant to give notice under s 52(1) to persons specified by it	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	
s 53(1A)	Power to require the applicant to give the notice under s 52(1AA)	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, 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
		PSP, PBA	
s 54(1)	Power to require the applicant to provide more information	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	
s 54(1A)	Duty to give notice in writing of information required under s 54(1)	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	
s 54(1B)	Duty to specify the lapse date for an application	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	
s 54A(3)	Power to decide to extend time or refuse to extend time to give required information	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	
s 54A(4)	Duty to give written notice of decision to extend or refuse to extend time under s 54A(3)	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, 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
		PSP, PBA	
s 55(1)	Duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme	STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	
s 57(2A)	Power to reject objections considered made primarily for commercial advantage for the objector	SSO, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	
s 57(3)	Function of receiving name and address of persons to whom notice of decision is to go	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, 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, PSP, PBA	
s 57(5)	Duty to make a copy of all objections available in accordance with the public availability requirements	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	
s 57A(4)	Duty to amend application in accordance with applicant's request, subject to s 57A(5)	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 57A(5)	Power to refuse to amend application	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	
s 57A(6)	Duty to note amendments to application in register	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	
s 57B(1)	Duty to determine whether and to whom notice should be given	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF,	

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

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

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 60(1A)	Duty to consider certain matters	STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	
s 60(1B)	Duty to consider number of objectors in considering whether use or development may have significant social effect	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	
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, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO,	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
		PPO, PTP, PSP	
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, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	
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, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	
s 61(3)(a)	Duty not to decide to grant a permit to use coastal Crown land without Minister's consent	Not Delegated	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	
s 62(1)	Duty to include certain conditions in deciding to grant a permit	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	

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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, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	
s 62(4)	Duty to ensure conditions are consistent with paragraphs (a),(b) and (c)	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	
s 62(5)(a)	Power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan	SSO, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PTP, PSP	
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, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	
s 62(5)(c)	Power to include a permit condition that specified works be provided or paid for by the applicant	SSO, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	
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, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	
s 63	Duty to issue the permit where made a decision in favour of the application (if no one has objected)	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	
s 64(1)	Duty to give notice of decision to grant a permit to applicant and objectors	STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP,	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
		SPLEO, PPO, PTP, PSP, PBA	
s 64(3)	Duty not to issue a permit until after the specified period	STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64(5)	Duty to give each objector a copy of an exempt decision	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	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 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, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	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, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	
s 66(1)	Duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	
s 66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit	STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	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, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	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
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, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	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, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	
s 69(1A)	Function of receiving application for extension of time to complete development	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, 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, PSP, PBA	
s 69(2)	Power to extend time	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	
s 70	Duty to make copy permit available for inspection in accordance with the public availability requirements	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	

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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, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	
s 71(2)	Duty to note corrections in register	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	
s 73	Power to decide to grant amendment subject to conditions	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	
s 74	Duty to issue amended permit to applicant if no objectors	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	
s 76	Duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, 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
		PSP, PBA	
s 76A(1)	Duty to give relevant determining referral authorities copy of amended permit and copy of notice	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	
s 76A(2)	Duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	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	STP, MSG, MSTP, CSTP, DDG,	If the recommending referral authority objected to the amendment of the permit or

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	its decision to refuse a permit	PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	the recommending referral authority recommended that a permit condition be included on the amended permit
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, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, PSO, SGP, SPLEO, PPO, PTP, PSP, PBA	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, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, 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
		PSP, PBA	
s 83	Function of being respondent to an appeal	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	
s 83B	Duty to give or publish notice of application for review	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	
s 84(1)	Power to decide on an application at any time after an appeal is lodged against failure to grant a permit	SSO, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PSTP, PP, PPO, PTP, PSP	
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, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	
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, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	
s 84(6)	Duty to issue permit on receipt of advice within 3 business days	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	
s 84AB	Power to agree to confining a review by the Tribunal	SSO, MSG, SGPO, TSODF, DCA, DCS, DDG, EMDF, SGTSO	
s 86	Duty to issue a permit at order of Tribunal within 3 business days	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	
s 87(3)	Power to apply to VCAT for the cancellation or amendment of a permit	SSO, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PTP, PSP	
s 90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	
s 91(2)	Duty to comply with the directions of VCAT	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	
s 91(2A)	Duty to issue amended permit to owner if Tribunal so directs	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	
s 92	Duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s 90	SSO, STP, MSG, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	
s 93(2)	Duty to give notice of VCAT order to stop development	SSO, STP, MSG, CCP, TSODF, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, EMRS, CP, PP, SGP, SPLEO, PPO, PTP, PSP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 95(3)	Function of referring certain applications to the Minister	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	
s 95(4)	Duty to comply with an order or direction	STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	
s 96(1)	Duty to obtain a permit from the Minister to use and develop its land	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	
s 96(2)	Function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PPO, PTP, PSP	
s 96A(2)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	
s 96C	Power to give notice, to decide not to give notice, to publish notice and to exercise any other power under s 96C	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	
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	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	(including power to give notice under s 23 of the Planning and Environment (Planning Schemes) Act 1996	PPO, PTP, PSP	
s 96H(3)	Power to give notice in compliance with Minister's direction	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	
s 96J	Duty to issue permit as directed by the Minister	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	
s 96K	Duty to comply with direction of the Minister to give notice of refusal	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	

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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, MSG, POC, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	
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	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	
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	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	
s 97G(6)	Duty to make a copy of permits issued under s 97F available in accordance with the public availability	STP, MSG, MSTP, CSTP, DDG,	

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

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PPO, PTP, PSP	
s 97O	Duty to consider application and issue or refuse to issue certificate of compliance	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	
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, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, PP, SGP, SPLEO, PPO, PTP, PSP	
s 97Q(2)	Function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	

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

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	whom compensation can be claimed	DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	
s 101	Function of receiving claim for expenses in conjunction with claim	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	
s 103	Power to reject a claim for compensation in certain circumstances	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	
s.107(1)	Function of receiving claim for compensation	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	
s 107(3)	Power to agree to extend time for making claim	MSG, MSTP, CSTP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	
s 113(2)	Power to request a declaration for land to be proposed to be reserved for public purposes	SSO, STP, MSG, MSTP, PSPUD, EMDF, PTP, PSP	
s 114(1)	Power to apply to the VCAT for an enforcement order	MSG, CCP, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, EMRS, PP, PPO, PTP, PSP	
s 117(1)(a)	Function of making a submission to the VCAT where objections are received	MSG, CCP, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, EMRS, PP, PPO, PTP, PSP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 120(1)	Power to apply for an interim enforcement order where s 114 application has been made	MSG, CCP, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, EMRS, PP, PPO, PTP, PSP	
s 123(1)	Power to carry out work required by enforcement order and recover costs	MSG, CCP, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, EMRS, PP, PPO, PTP, PSP	
s 123(2)	Power to sell buildings, materials, etc salvaged in carrying out work under s 123(1)	MSG, MSTP, DCS, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	Except Crown Land
s 125(1)	Power to apply to any court of competent jurisdiction or to the tribunal for an injunction restraining any person from	CCP, MSTP, DDG, EMDF, EMRS	Section 123 of the Victorian Civil and Administrative Tribunal Act 1998 applies on

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	contravening an enforcement order or an interim enforcement order.		an application to the Tribunal.
s 129	Function of recovering penalties	MSG, MSTP, DCS, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	
s 130(5)	Power to allow person served with an infringement notice further time	MSG, CCP, MSTP, DCS, CSTP, DDG, PSPUD, EMDF, PSTP, EMRS, PP, PPO, PTP, PSP	
s 149A(1)	Power to refer a matter to the VCAT for determination	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	

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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	MSG, CCP, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, EMRS, PP, PPO, PTP, PSP	
s 149B	Power to apply to the Tribunal for a declaration.	CCP, MSTP, DDG, EMDF, EMRS	
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)	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	Where Council is the relevant planning authority
s 171(2)(f)	Power to carry out studies and commission reports	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PPO, PTP, PSP	
s 171(2)(g)	Power to grant and reserve easements	STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, CP, PP, PPO, PTP, PSP	
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	DCS, DDG, EMDF	Where Council is the development agency specified in an approved infrastructure contributions plan

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	that the land is required to be provided under s 46GV(4)		
s 173(1)	Power to enter into agreement covering matters set out in s 174	MSG, MSTP, DCS, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	
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, CEG	Where Council is the relevant responsible authority
	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	MSG, MSTP, DCS, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	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	MSG, MSTP, DCS, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	
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	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	
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	MSG, MSTP, DCS, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	
s 178A(1)	Function of receiving application to amend or end an agreement	SP, STP, MSG, MSTP, CSTP, DDG,	

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

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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, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP, PSP	
s 178B(1)	Duty to consider certain matters when considering proposal to amend an agreement	SP, STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP, PSP	
s 178B(2)	Duty to consider certain matters when considering proposal to end an agreement	SP, STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		SPLEO, PPO, CSP, PTP, PSP	
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, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP, PSP	
s 178C(4)	Function of determining how to give notice under s 178C(2)	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	
s 178E(1)	Duty not to make decision until after 14 days after notice has been given	SP, STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		SPLEO, PPO, CSP, PTP, PSP	
s.178E(2)(a)	Power to amend or end the agreement in accordance with the proposal	SP, STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP, PSP	If no objections are made under s 178D 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, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP, PSP	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, MSG, MSTP, CSTP, DDG,	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
		PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP, PSP	Must consider matters in s 178B
s 178E(3)(a)	Power to amend or end the agreement in accordance with the proposal	SP, STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP, PSP	After considering objections, submissions and matters in s 178B
s 178E(3)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	SP, STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP, PSP	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
s.178E(3)(c)	power to amend or end the agreement in a manner that is substantively different from the proposal	SP, STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP, PSP	After considering objections, submissions and matters in s.178B
s 178E(3)(d)	Power to refuse to amend or end the agreement	SP, STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP, PSP	After considering objections, submissions and matters in s 178B
s 178F(1)	Duty to give notice of its decision under s 178E(3)(a) or (b)	SP, STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		SPLEO, PPO, CSP, PTP, PSP	
s 178F(2)	Duty to give notice of its decision under s 178E(2)(c) or (3)(d)	SP, STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP, PSP	
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, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP, PSP	
s 178G	Duty to sign amended agreement and give copy to each	MSG, MSTP, CSTP, DDG, PSPUD,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	other party to the agreement	EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	
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, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP, PSP	
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, MSG, MSTP, EMPF, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP, PSP	

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

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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	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, EMRS, PP, PPO, PTP, PSP	
s 183	Duty to tell Registrar of Titles of ending/amendment of agreement	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	
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, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP, PSP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP, PSP	
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, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP, PSP	
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, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		SPLEO, PPO, CSP, PTP, PSP	
s 184G(2)	Duty to comply with a direction of the Tribunal	SP, STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP, PSP	
s 184G(3)	Duty to give notice as directed by the Tribunal	SP, STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP, PSP	
s 185B(1)	Duty to comply with a request from the Minister to provide the name, address, email address or telephone number of	DDG, EMDF, MSP,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	any person to whom the Minister is required to give notice	CSP	
s 198(1)	Function to receive application for planning certificate	STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	
s 199(1)	Duty to give planning certificate to applicant	STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO, PPO, PTP, PSP	
s 201(1)	Function of receiving application for declaration of underlying zoning	STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, CP, PP, SGP, SPLEO,	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		PPO, PTP, PSP	
s 201(3)	Duty to make declaration	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	
	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, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP, PSP	
	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	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, MSP, PP, PPO, CSP, PTP, PSP	

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Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	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	MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, PP, PPO, PTP, PSP	
	Power to give written authorisation in accordance with a provision of a planning scheme	MSG, MSTP, CSTP, DDG, PSPUD, PSTP, PP, PPO, PTP, PSP	
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	

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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, EMPF, EMRS	
s 522(1)	Power to give a compliance notice to a person	TLEH, TOEH, EHO, MBS, CEH, CBS, EMRS	
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, SGOO, CRGC, SEGO	
s 526(5)	Duty to keep record of entry by authorised officer under s 526	TLEH, TOEH, EHO, MBS, CEH, EMPF, CBS,	

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Residential Tenancies Act 1997			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		EMRS	
s 526A(3)	Function of receiving report of inspection	TLEH, TOEH, EHO, AOEH, CEH, TLPA, HSO, AORS	
s 527	Power to authorise a person to institute proceedings (either generally or in a particular case)	TLEH, TOEH, EHO, MBS, CEH, EMPF, DDG, CBS, EMRS	

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)

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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(10)	Duty to notify of decision made	EMO, DDG, DIE,	Duty of coordinating road authority where it

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		EMDF, EMI	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
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	

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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)
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	

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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	
s 22(5)	Duty to give effect to a direction under s 22	EMO, DIE	

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 40(1)	Duty to inspect, maintain and repair a public road.	SPD, SRS, RMS, EMO, DDG, DIE, RMCS, SUR, SUSR, EMDF, EMI, CCO	
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, CCO	
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, CCO	
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	EMO, DDG, DIE, EMDF, EMI	Where Council is the responsible road authority, infrastructure manager or works

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	located (and any relevant provider of public transport)		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, CRGC	
s 51	Power to determine standards by incorporating the standards in a road management plan	EMO, DDG, DIE, CAM, EMGR, EMDF, EMI, CRGC	
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, CRGC	

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 54(2)	Duty to give notice of proposal to make a road management plan	EMO, DDG, DIE, CAM, EMGR, EMDF, EMI, CRGC	
s 54(5)	Duty to conduct a review of road management plan at prescribed intervals	EMO, DDG, DIE, CAM, EMGR, EMDF, EMI, CRGC	
s 54(6)	Power to amend road management plan	EMO, DDG, DIE, CAM, EMGR, EMDF, EMI, CRGC	
s 54(7)	Duty to incorporate the amendments into the road management plan	EMO, DDG, DIE, CAM, EMGR, EMDF, EMI, CRGC	

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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, CRGC	
s 63(1)	Power to consent to conduct of works on road	SPD, SRS, RMS, EMO, CAM, RMCS, SUR, SUSR, EMI, SASU, CCO	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, CCO	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
s 66(1)	Power to consent to structure etc	DDG, DIE, CAM,	Where Council is the coordinating road

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		EMDF, EMI	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, TLP, EMDF, EMI, SASU, CID,	

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		CCO, CTT	
s 72	Duty to issue an identity card to each authorised officer	DCS, EMGR, SGOO, CRGC, SEGO	
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, CCO	
s 87(2)	Duty to investigate complaint and provide report	SPD, SRS, RMS,	

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		EMO, DCS, DDG, DIE, RMCS, SUR, SUSR, EMDF, EMI, CCO	
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, CCO	
s 119(2)	Function of consulting with the Head, Transport for Victoria	EMO, DDG, DIE,	

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		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, SUR, SUSR, EMDF, EMI, SASU, CCO	
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,	

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		EMO, DCS, DDG, DIE, RMCS, SUR, SUSR, EMDF, EMI, CCO	
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	
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	

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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 cla 9(1)	Duty to comply with request for information from a coordinating road authority, an infrastructure manager or a	SPD, SRS, RMS, EMO, DDG, DIE,	Where Council is the infrastructure manager or works manager responsible for

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works	CAM, RMCS, SUR, SUSR, EMDF, EMI, CCO	non-road infrastructure
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

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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, SUR, SUSR, EMDF, EMI, SASU, CCO	Where Council is the coordinating road authority
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

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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
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

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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
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

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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
sch 7A cl	Duty to pay installation and operation costs of street lighting -	DDG, DIE, EMDF,	Where Council is the responsible road

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
3(1)(e)	where road is a service road on an arterial road and adjacent areas	EMI	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	EMPF, DIE	

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Cemeteries and Crematoria Regulations 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 25	Duty to ensure that the cemetery complies with the requirements for interment in concrete-lined graves	EMPF, DIE	
r 27	Power to inspect any coffin, container or other receptacle if satisfied of the matters in paragraphs (a) and (b)	EMPF, DIE	
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	EMPF, DIE	
r 28(2)	Duty to ensure any fittings removed of are disposed in an appropriate manner	EMPF, DIE	
r 29	Power to dispose of any metal substance or non-human substance recovered from a cremator	EMPF, DIE	
r 30(2)	Power to release cremated human remains to certain persons	EMPF, DIE	Subject to any order of a court

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Cemeteries and Crematoria Regulations 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 31(1)	Duty to make cremated human remains available for collection within 2 working days after the cremation	EMPF, DIE	
r 31(2)	Duty to hold cremated human remains for at least 12 months from the date of cremation	EMPF, 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	EMPF, DIE	
r 31(4)	Duty to take reasonable steps notify relevant people of intention to dispose of remains at expiry of 12 month period	EMPF, DIE	
r 32	Duty to ensure a mausoleum is constructed in accordance with paragraphs (a)-(d)	EMPF, DIE	
r 33(1)	Duty to ensure that remains are interred in a coffin, container or receptacle in accordance with paragraphs (a)-(c)	EMPF, DIE	

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Cemeteries and Crematoria Regulations 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 33(2)	Duty to ensure that remains are interred in accordance with paragraphs (a)-(b)	EMPF, DIE	
r 34	Duty to ensure that a crypt space in a mausolea is sealed in accordance with paragraphs (a)-(b)	EMPF, DIE	
r 36	Duty to provide statement that alternative vendors or supplier of monuments exist	EMPF, DIE	
r 40	Power to approve a person to play sport within a public cemetery	EMPF, DIE	
r 41(1)	Power to approve fishing and bathing within a public cemetery	EMPF, DIE	
r 42(1)	Power to approve hunting within a public cemetery	EMPF, DIE	
r 43	Power to approve camping within a public cemetery	EMPF, DIE	
r 45(1)	Power to approve the removal of plants within a public cemetery	CGNR, EMPF, DIE,	

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Cemeteries and Crematoria Regulations 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		CUFOS, CGNR	
r 46	Power to approve certain activities under the Regulations if satisfied of regulation (1)(a)-(c)	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
r 47(3)	Power to approve the use of fire in a public cemetery	EMPF, 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	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	
	Note: Schedule 2 contains Model Rules – only applicable if the cemetery trust has not made its own cemetery trust rules	CGNR, EMO, EMPF, 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	CGNR, EMO, EMPF, 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 5(1)	Duty to display the hours during which pedestrian access is available to the cemetery	CGNR, EMO, EMPF, 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	CGNR, EMO, EMPF, 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	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	See note above regarding model rules
sch 2 cl 7(1)	Power to give directions regarding the dressing of places of interment and memorials	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	See note above regarding model rules
sch 2 cl 8	Power to approve certain mementos on a memorial	CGNR, EMO, EMPF, 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 11(1)	Power to remove objects from a memorial or place of interment	CGNR, EMO, EMPF, 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	CGNR, EMO, EMPF, 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	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	See note above regarding model rules
sch 2 cl 14	Power to approve an animal to enter into or remain in a cemetery	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	See note above regarding model rules
sch 2 cl 16(1)	Power to approve construction and building within a cemetery	CGNR, EMO, EMPF, 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 17(1)	Power to approve action to disturb or demolish property of the cemetery trust	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	See note above regarding model rules
sch 2 cl 18(1)	Power to approve digging or planting within a cemetery	CGNR, EMO, EMPF, DIE, CUFOS, CGNR	See note above regarding model rules

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	MSG, MSTP, DDG, PSPUD, EMDF, MSP, CSP, PTP, PSP	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

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Planning and Environment Regulations 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			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, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP, PSP	
r.25(a)	Duty to make copy of matter considered under section 60(1A)(g) in accordance with the public availability requirements	SP, STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO, PPO, CSP, PTP, PSP	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 to make the document available in accordance with the public availability requirements	SP, STP, MSG, MSTP, CSTP, DDG, PSPUD, EMDF, PSTP, SSTP, MSP, CP, PP, SGP, SPLEO,	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
		PPO, CSP, PTP, PSP	
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	MSG, MSTP, DDG, PSPUD, EMDF, MSP, CSP, PTP, PSP	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	

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

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, CRGC	

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Road Management (General) Regulations 2016			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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, CRGC	
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, CRGC	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, CRGC	
r 13(1)	Duty to publish notice of amendments to road management plan	EMO, DDG, DIE, CAM, EMGR, EMDF, EMI, CRGC	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, CRGC	

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Road Management (General) Regulations 2016			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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
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

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Road Management (General) Regulations 2016			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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	

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

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Road Management (Works and Infrastructure) Regulations 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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

9.10. OUTSTANDING QUESTION TIME ITEMS

Division: Corporate Services
Director: John Hausler
Author/Position: Stephen Wright – Governance Support Officer

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 [9.10.1 - 1 page]
2. QT65/24 Annette Strain [9.10.2 - 1 page]
3. QT66/24 Aaron Lenehan [9.10.3 - 1 page]

Outstanding Question Time Items

Meeting	Status	Requested	Question	Officer Responsible	Response
27/11/2024 QT65/24	Completed	Annette Strain	<p>I caught the Airport bus from Tullamarine across to Ballart where I could catch the train to Maryborough.</p> <p>I spent some time in the Cafe and then walked across to platform 2.</p> <p>The heritage station itself is beautiful.</p> <p>The state of the station is terrible.</p> <p>It's filthy everywhere you look and go.</p> <p>I thought it would be a showcase for the city and Ratepayers.</p> <p>Perhaps it could be discussed at council meetings with the aim for improvements.</p> <p>A beautiful station requiring a big up grade.</p> <p>Annette concerned traveller.</p>	Natalie Robertson, Director Development and Growth	Natalie Robertson, Director Development and Growth, provided a written response
27/11/2024 QT66/24	Completed	Aaron Lenehan	<p>Dear Ballarat Council,</p> <p>I hope this message finds you well. I'm writing to inquire about the status of the Brown Hill Splash Park, which was scheduled to open for the summer of 2024/25. Could you please provide an update on the progress of the project? Specifically, I would like to know:</p> <ol style="list-style-type: none"> 1. Is the project still on track to open as planned? 2. Have there been any delays or changes to the timeline that the community should be aware of? <p>Thank you for your time and for keeping the community informed. I look forward to hearing from you.</p>	Matthew Wilson, Director Community Wellbeing	Matthew Wilson, Director Community Wellbeing, provided a written response

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PO Box 655
Ballarat Vic 3353
AUSTRALIA

Telephone: 03 5320 5500
Facsimile: 03 5333 4061



Date: 2 December 2024

Our Ref: NR:kr

Your Ref: QT65/24

Enquiries: (61) 03 5320 5500

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

Annette Strain

Email: [REDACTED]

Dear Annette,

RE: OUTSTANDING QUESTION TIME ITEM – QT65/24

We refer to your question asked at the 27 November 2024 Council Meeting.

Question 1

I caught the Airport bus from Tullamarine across to Ballarat where I could catch the train to Maryborough. I spent some time in the Cafe and then walked across to platform 2. The heritage station itself is beautiful. The state of the station is terrible. It's filthy everywhere you look and go. I thought it would be a showcase for the city and Ratepayers. Perhaps it could be discussed at council meetings with the aim for improvements. A beautiful station requiring a big up grade.

Answer 1

Queries regarding the condition of station facilities should be referred to V/Line as station operator. The City of Ballarat itself continues to advocate in this respect for the cleanliness and the condition of the station facilities and is more than happy to pass on these comments to V/Line on your behalf.

Yours sincerely

A handwritten signature in blue ink, appearing to read "N. Robertson".

Natalie Robertson
Director Development and Growth

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PO Box 655
Ballarat Vic 3353
AUSTRALIA

Telephone: 03 5320 5500
Facsimile: 03 5333 4061



Date: 28 November 2024

Our Ref: QT66/24

Your Ref:

Enquiries: (61) 03 5320 5500

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

Aaron Lenehan

Dear Aaron

RE: OUTSTANDING QUESTION TIME ITEM – QT66/24

Thank you for your question submitted to the Ordinary Meeting of Council on Wednesday, 27 November 2024, in relation to the status of the Brown Hill Splash Park which was scheduled to open for the summer of 2024/25.

I can confirm my response, which I provided on the night, as follows:

Unfortunately, the project is behind schedule. It was originally expected to be completed by the middle of January 2025, but two issues have arisen that have caused delays. The first is that the foundation slab now includes screw pile underpinning to prevent the risk of foundation movement. The second is that the power supply to the site needs to be upgraded by Powercor, and this is currently scheduled for late March 2025. The builder is on site, the soil stockpile is scheduled for removal next week and construction of the foundation will commence in early January. All of the Splashpad elements have arrived and are in storage ready to be installed once the foundation is completed. I understand that the community will be disappointed with the delay and I apologise for that.

If you wish to discuss this matter further, please do not hesitate to contact me via City of Ballarat's Customer Service number (03) 5320 5500.

Yours sincerely

A handwritten signature in black ink, appearing to read "Matthew Wilson".

Matthew Wilson
Director Community Wellbeing

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10. NOTICE OF MOTION

11. REPORTS FROM COMMITTEES/COUNCILLORS

12. URGENT BUSINESS

13. SECTION 66 (IN CAMERA)

9.6 ANNUAL COMMUNITY ASSET COMMITTEE REVIEW 2023/24

Division: Community Wellbeing
Director: Matthew Wilson
Author/Position: Nicky Davidge – Coordinator Community Development

(Confidential attachments)

Pursuant to sub rule 3.13.2 of the Governance Rules the information contained within this document is designated as confidential information for the purposes of the *Local Government Act 2020* (the Act). That is “confidential information” that in accordance with section 3 of the Act is:

- (f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs; and
- (g) private commercial information, being information provided by a business, commercial or financial undertaking that—
 - (i) relates to trade secrets; or
 - (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

9.8 CONTRACTS APPROVAL DELEGATED COMMITTEE

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

(Confidential attachments)

Pursuant to sub rule 3.13.2 of the Governance Rules the information contained within this document is designated as confidential information for the purposes of the *Local Government Act 2020* (the Act). That is “confidential information” that in accordance with section 3 of the Act, is:

- (g) private commercial information, being information provided by a business, commercial or financial undertaking that—
 - (i) relates to trade secrets; or
 - (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

13.1 BALLARAT AUSTRALIA DAY COMMUNITY AWARDS

Division: Office of the CEO
Director: Evan King
Author/Position: Sarah Brackenridge – Acting Head of Executive and Civic Services

(Confidential report)

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- (f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.

13.2 LEASE EXTENSION OUTCOME

Division: Corporate Services
Director: John Hausler
Author/Position: John Hausler – Director Corporate Services

(Confidential report)

Pursuant to sub rule 3.13.2 of the Governance Rules the information contained within this document is designated as confidential information for the purposes of the *Local Government Act 2020* (the Act). That is “confidential information” that in accordance with section 3 of the Act is:

- (a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.

14. CLOSE