

S7 Instrument of Sub-Delegation by CEO



Instrument of Sub-Delegation

by the

Chief Executive Officer

Various Acts & Regulations

including

Local Government Act 1989 & 2020

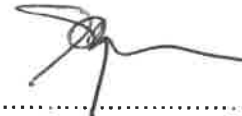
Instrument of Sub-Delegation

By this Instrument of Sub-Delegation, in exercise of the power conferred by s 47(1) of the *Local Government Act 2020*, I, as Chief Executive Officer of Maroondah City Council –

1. delegate each duty and/or function and/or power respectively 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 respectively described in column 3 of the Schedule;
2. record that references in the Schedule are contained in the table on pages iii and iv;
3. record that on the coming into force of this Instrument of Sub-Delegation all previous Sub-Delegations in respect to the various Acts and Regulations contained herein, are hereby revoked;
4. declare that this Instrument of Sub-Delegation -
 - 4.1 comes into force immediately upon its execution;
 - 4.2 remains in force until varied or revoked;
 - 4.3 is subject to any conditions and limitations set out in paragraph 5, and in the Schedule; and
 - 4.4 must be read in accordance with any guidelines or policies which Council from time to time adopts; and
5. declare that the delegate must not determine the issue, take the action or do the act or thing if:
 - 5.1 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; or
 - 5.2 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) strategyadopted by Council; or
 - 5.3 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, whether on account of ss 11(2)(a) – (n) and 47(2) (inclusive) of the Act or otherwise.

This Instrument of Sub-Delegation is dated 1 November 2021 and is made by the Chief Executive Officer under authority of an instrument of delegation authorised by Resolution of Council made on 18 October 2021.

SIGNED by Stephen Kozlowski
CHIEF EXECUTIVE OFFICER
Maroondah City Council



.....
Dated: 1 November 2021

in the presence of:



Witness

SCHEDULE

A reference to -

All Planners - means	• Director Development & Amenity • Manager Statutory Planning • Manager Integrated Planning • Coordinator Statutory Planning • Team Leader Environmental Planning • Team Leader Statutory Planning • Planning Compliance Officer • Subdivision Planner
Senior - means	• Director Development & Amenity • Director Strategy & Community • Manager Statutory Planning • Manager Integrated Planning • Coordinator Statutory Planning • Team Leader Statutory Planning • Team Leader Environmental Planning
Corporate Management Team - means	• Chief Executive Officer • Director Strategy & Community • Director Corporate Services • Director Operations, Assets & Leisure • Director Development & Amenity
Directors - means	• Director Corporate Services • Director Development & Amenity • Director Operations, Assets & Leisure • Director Strategy & Community
Coordinator - means	• All employees appointed to and holding the position of Coordinator
Customer Service Officer - means	• All Officers duly appointed as Customer Service Officers
Facility Managers - means	• All members of Council staff appointed to and holding the position of Facility Manager within the Leisure Service Area.

Freedom of Information Officer - means	• Manager Finance & Governance • Coordinator Risk, Information & Integrity • Risk & Integrity Officer
Managers - means	• Manager Assets • Manager Business & Activity Centre Development • Manager Communications & Engagement • Manager Community Services • Manager Engineering & Building Services • Manager Finance & Governance • Manager Health, Local Laws & Emergency Management • Manager Information Technology • Manager Integrated Planning • Manager Leisure • Manager Operations • Manager Revenue, Property & Customer Service • Manager Statutory Planning • Manager Workplace, People & Culture
Principal Conduct Officer - means	• Manager Finance & Governance
Privacy Officer - means	• Manager Finance & Governance • Coordinator Risk, Information & Integrity • Risk & Integrity Officer
Protected Disclosure Coordinator – means	• Manager Finance & Governance
Protected Disclosure Officer - means	• Director Corporate Services • Director Development & Amenity • Director Operations, Assets & Leisure • Director Strategy & Community • Manager Workplace, People & Culture
Service Area Buyer's - means	• Employees authorised by their Manager to carry out the functions and powers in accordance with Council policy – refer to miscellaneous delegation F1 re details of process.
Supervisor - means	• All employees appointed to and holding the position of Supervisor
Team Leaders - means	• All employees appointed to and holding the position of Team Leader or equivalent

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CLIMATE CHANGE ACT 2017			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46	Power to make statement (a Council pledge) in respect of greenhouse gas emissions reductions	Not delegated	Council must consider factors, and include details prescribed, in s 47
s 48	Duty to give copy of Council pledge to Minister as soon as practicable following preparation	Manager Integrated Planning Director Strategy & Community	
s 49(3)	Duty to have regard to any directions of Minister regarding preparation of an emissions reduction pledge	Manager Integrated Planning Director Strategy & Community	
s 82(1)	Function of receiving notice of proposed Carbon Sequestration Agreement	Manager Integrated Planning Director Strategy & Community	Where Council is the public land manager

DANGEROUS GOODS ACT 1985			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 29	Function of receiving statement from the Victorian WorkCover Authority about details of dangerous goods on licensed premises	Manager Health, Local Laws & Emergency Management	

DISABILITY ACT 2006				
Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s 38(4)	Power to prepare a Disability Action Plan, in accordance with s 38	Program Manager Aged & Disability Manager Community Services		
s 38(5)	Duty to report on the implementation of the Disability Action plan in Council's annual report	Program Manager Aged & Disability Manager Community Services	If a plan is prepared under s 38(4) or is taken to be prepared under s 38(2)	
s 38(5A)	Duty to ensure certain disability matters are addressed in the Council Plan	Program Manager Aged & Disability Manager Community Services	If Council has not determined to prepare a plan under s 38(4) or are not taken to have prepared a plan under s 38(2)	

ELECTRICITY SAFETY ACT 1998			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 84C	Duty to keep trees clear of electrical lines on public land managed by Council	Manager Operations	Applies to public land, managed by Council, which has been declared under s 81 of the <i>Electricity Safety Act</i> 1998 for the purposes of Part 8 of the Act
s 86B	Duty to specify certain matters in municipal emergency management plan	Manager Health, Local Laws & Emergency Management Municipal Fire Prevention Officer	

EMERGENCY MANAGEMENT ACT 2013			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 59	Duty to establish a Municipal Emergency Management Planning Committee	Manager Health, Local Laws & Emergency Management	
s 59B(1)	Duty to nominate a chairperson of the Municipal Emergency Management Planning Committee	Manager Health, Local Laws & Emergency Management	Delegates cannot nominate themselves
s 59B(1)(a)	Power to nominate a member of Council staff to be the chairperson of the Municipal Emergency Management Planning Committee	Manager Health, Local Laws & Emergency Management	
s 59F(b)	Function of, in collaboration with other agencies and by the establishment of a Municipal Emergency Management Planning Committee, enabling community participation in emergency preparedness, including mitigation, response and recovery activities	Manager Health, Local Laws & Emergency Management	
s 59G(1)	Duty to appoint one or more municipal emergency management officers	Not sub-delegated - retained by Chief Executive Officer	
s 59H(1)	Duty to appoint one or more municipal recovery managers	Not sub-delegated - retained by Chief Executive Officer	
s 60AI(1)(ab)	Function of receiving a copy of the plan in a form suitable for publication on the municipal council's Internet site on behalf of the relevant Municipal Emergency Management Planning Committee	Manager Health, Local Laws & Emergency Management	

EMERGENCY MANAGEMENT ACT 2013			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 69	Duty to comply with an information gathering notice issued by the Inspector-General for Emergency Management	Manager Health, Local Laws & Emergency Management	
s 70	Function of receiving draft review or report and providing comment or response to Inspector-General for Emergency Management	Manager Health, Local Laws & Emergency Management	
s 70A(2)	Power to consent to entry of vessel, premises or vehicle	Manager Health, Local Laws & Emergency Management	
s 70A(3)	Duty to provide the Inspector-General with a written response to a request for consent under s 70A(2)	Manager Health, Local Laws & Emergency Management	
s 70B	Function of giving reasonable assistance to the Inspector-General for Emergency Management	Manager Health, Local Laws & Emergency Management	

FENCES ACT 1968			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 14(2)	Function of providing certain information to assist an owner of land to give a fencing notice	Freedom of Information Officer Coordinator Risk, Information & Integrity Customer Service Officer	As nominated by Coordinator Risk, Information & Integrity
s 16(1)	Power to agree with adjoining owner of land on a fence line other than common boundary	Manager Engineering & Building Services	With respect to land owned by or under the control of Council

FIRE SERVICES PROPERTY LEVY ACT 2012			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 9(9)	Power to apportion any levy amount	Manager Revenue, Property & Customer Service	for 2 or more parcels of land which have a combined valuation and are owned separately
s 9A(1)	Function of receiving application for single farm enterprise exemption	Manager Revenue, Property & Customer Service	
s 9A(2)(b)	Power to specify form and timeframe for making applications under s 9A(1)	Manager Revenue, Property & Customer Service	
s 9A(3)	Power to require further particulars or for applicant to verify particulars regarding application	Manager Revenue, Property & Customer Service	
s 9A(4)	Function of receiving notice of changes in circumstances	Manager Revenue, Property & Customer Service	
s 19 and 20	Duty to pay levy amount in respect of leviable land owned by Council	Manager Revenue, Property & Customer Service	Note: Council is only liable to pay the relevant fixed charge in respect of land described in s 20(1)
s 21(3)(a)	Function of assessing the amount of levy payable	Manager Revenue, Property & Customer Service	
s 21(3)(b)	Function of collecting the levy payable	Manager Revenue, Property & Customer Service	

FIRE SERVICES PROPERTY LEVY ACT 2012			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 21(4)(a)	Function of assessing the amount of levy payable	Manager Revenue, Property & Customer Service	If Council has been directed to be a collection agency in respect of non-rateable leviable land not located within its municipal district boundaries
s 21(4)(b)	Function of collecting the levy payable	Manager Revenue, Property & Customer Service	If Council has been directed to be a collection agency in respect of non-rateable leviable land not located within its municipal district boundaries
s 22	Power to exercise powers and functions under s 229 of the <i>Local Government Act 1989</i> (land information certificates) and s 313 of the <i>Local Government Act 2020</i> (institute proceedings)	Manager Revenue, Property & Customer Service	
s 24	Duty to keep levy records in accordance with s 24	Manager Revenue, Property & Customer Service	
s 25(1)	Duty to give a written notice to the owner of leviable land or to another specified person if requested by owner	Manager Revenue, Property & Customer Service	
s 25(6)	Duty to transfer the amount of levy collected to the Commissioner	Manager Revenue, Property & Customer Service	

FIRE SERVICES PROPERTY LEVY ACT 2012			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 27(1)	Power to defer payment of levy in respect of rateable leviable land where applicant shows hardship	Manager Revenue, Property & Customer Service	s 170 of the <i>Local Government Act 1989</i> applies, subject to modifications set out in s 27. Note: may only defer levy if have deferred rates or charges under s 170 of the <i>Local Government Act 1989</i> for that land
s 27(1)	Power to require payment of levy in respect of rateable leviable land where applicant no longer in hardship or no longer occupies land	Manager Revenue, Property & Customer Service	s 170 of the <i>Local Government Act 1989</i> applies, subject to modifications set out in s 27
s 27(1)	Power to waive levy in respect of rateable leviable land	Manager Revenue, Property & Customer Service	s 171 of the <i>Local Government Act 1989</i> applies, subject to modifications set out in s 27(4) Note: may only waive levy if have waived rates or charges under s 171 of the <i>Local Government Act 1989</i> for that land
s 27(1)	Duty to waive levy upon receipt of an application which complies with s 171(4) of the <i>Local Government Act 1989</i> , in respect of rateable leviable land	Manager Revenue, Property & Customer Service	s 171 of the <i>Local Government Act 1989</i> applies, subject to modifications set out in s 27(4) Note: may only waive levy if have waived rates or charges under s 171 of the <i>Local Government Act 1989</i> for that land

FIRE SERVICES PROPERTY LEVY ACT 2012			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 27(1)	Power to decide to treat a person to whom a waiver is granted as having made a continuing application or waiver in respect of rateable leviable land, in accordance with s 171(4)(f) of the <i>Local Government Act 1989</i>	Manager Revenue, Property & Customer Service	s 171 of the <i>Local Government Act 1989</i> applies, subject to modifications set out in s 27(4) Note: may only waive levy if have waived rates or charges under s 171 of the <i>Local Government Act 1989</i> for that land
s 27(1)	Function of receiving application for waiver of levy in respect of rateable leviable land	Manager Revenue, Property & Customer Service	s 171A of the <i>Local Government Act 1989</i> applies, subject to modifications set out in s 27(4) Note: may only waive levy if have waived rates or charges under s 171A of the <i>Local Government Act 1989</i> for that land
s 27(1)	Power to require information or verification in respect of rateable leviable land	Manager Revenue, Property & Customer Service	s 171A of the <i>Local Government Act 1989</i> applies, subject to modifications set out in s 27(4) Note: may only waive levy if have waived rates or charges under s 171A of the <i>Local Government Act 1989</i> for that land

FIRE SERVICES PROPERTY LEVY ACT 2012			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 27(1)	Power to waive levy or levy interest in respect of rateable leviable land	Manager Revenue, Property & Customer Service	s 171A of the <i>Local Government Act 1989</i> applies, subject to modifications set out in s 27(4) Note: may only waive levy if have waived rates or charges under s 171A of the <i>Local Government Act 1989</i> for that land
s 28(1)	Power to defer payment of levy in respect of non-rateable leviable land where applicant shows hardship	Manager Revenue, Property & Customer Service	s 170 of the <i>Local Government Act 1989</i> applies, subject to modifications set out in s 28
s 28(1)	Power to require payment of levy in respect of non-rateable leviable land where applicant no longer in hardship or no longer occupies land	Manager Revenue, Property & Customer Service	s 170 of the <i>Local Government Act 1989</i> applies, subject to modifications set out in s 28
s 28(1)	Power to waive levy in respect of non-rateable leviable land	Manager Revenue, Property & Customer Service	s 171 of the <i>Local Government Act 1989</i> applies, subject to modifications set out in s 28(4)
s 28(1)	Duty to waive levy upon receipt of an application which complies with s 171(4) of the <i>Local Government Act 1989</i> , in respect of non-rateable leviable land	Manager Revenue, Property & Customer Service	s 171 of the <i>Local Government Act 1989</i> applies, subject to modifications set out in s 28(4)
s 28(1)	Power to decide to treat a person to whom a waiver is granted as having made a continuing application or waiver in respect of non-rateable leviable land, in accordance with s 171(4)(f) of the <i>Local Government Act 1989</i>	Manager Revenue, Property & Customer Service	s 171 of the <i>Local Government Act 1989</i> applies, subject to modifications set out in s 28(4)

FIRE SERVICES PROPERTY LEVY ACT 2012			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 28(1)	Function of receiving application for waiver of levy in respect of non- rateable leviable land	Manager Revenue, Property & Customer Service	s 171A of the <i>Local Government Act</i> 1989 applies, subject to modifications set out in s 28(4)
s 28(1)	Power to require information or verification in respect of non-rateable leviable land	Manager Revenue, Property & Customer Service	s 171A of the <i>Local Government Act</i> 1989 applies, subject to modifications set out in s 28(4)
s 28(1)	Power to waive levy or levy interest in respect of non-rateable leviable land	Manager Revenue, Property & Customer Service	s 171A of the <i>Local Government Act</i> 1989 applies, subject to modifications set out in s 28(4)
s 29(1)	Duty to give concession	Manager Revenue, Property & Customer Service	
s 30(1)	Duty to require a person to pay levy interest	Manager Revenue, Property & Customer Service	
s 30(3)	Power to obtain court order requiring payment of levy	Manager Revenue, Property & Customer Service	
s 30(4)	Power to waive levy interest where court order obtained under s 30(3)	Manager Revenue, Property & Customer Service	
s 30(5)	Power to exempt any person from paying the whole or part of levy interest, in accordance with s 30(5)(a) or (b)	Manager Revenue, Property & Customer Service	
s 30(6)	Power to recover levy interest due in the same way as Council recovers the levy amount	Manager Revenue, Property & Customer Service	

FIRE SERVICES PROPERTY LEVY ACT 2012			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 31(1)	Power to recover the whole of the levy from either all, any or one persons jointly liable to pay levy	Manager Revenue, Property & Customer Service	Where 2 or more persons jointly liable to pay levy
s 31A(2)(a)	Duty to refund amount of levy proportionate to the part of levy year remaining where land ceases to be leviable land and levy payment has already been made	Manager Revenue, Property & Customer Service	
s 31A(2)(b)	Duty to only require proportionate amount of levy to be paid where land ceases to be leviable land and levy payment has not already been made	Manager Revenue, Property & Customer Service	
s 32(7)	Power to recover amount in arrears, in accordance with s 32(7)	Manager Revenue, Property & Customer Service	
s 33(1)	Power to send notice where levy due and unpaid	Manager Revenue, Property & Customer Service	
s 33(5)	Power to recover unpaid amount due	Manager Revenue, Property & Customer Service	
s 34	Duty to make adjustment and apply or refund overpayment in accordance with s 34 and give a revised assessment notice to the owner or specified person	Manager Revenue, Property & Customer Service	Where an objection, review or appeal results in the alteration of a valuation or a decision to attribute a different AVPCC
s 35(1)	Power to recover unpaid levy amount	Manager Revenue, Property & Customer Service	
s 35(4)(b)	Power to request occupier to disclose the amount of rent and name and address of person to whom rent is payable	Manager Revenue, Property & Customer Service	

FIRE SERVICES PROPERTY LEVY ACT 2012			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 36(1)	Function of receiving application for refund of amounts overpaid	Manager Revenue, Property & Customer Service	
s 36(4)	Duty to refund overpayment, if determined that the payment was in excess of amount owed	Manager Revenue, Property & Customer Service	
s 36(5)	Power to refund overpayment, if determined that the payment was in excess of amount owed	Manager Revenue, Property & Customer Service	
s 37(1)	Duty to separately account for levy amounts and levy interest collected	Manager Revenue, Property & Customer Service	
s 37(3)	Power to retain any interest earned on levy amounts and levy interest	Manager Revenue, Property & Customer Service	
s 37(5)	Duty to refund over payment	Manager Revenue, Property & Customer Service	
s 38(1)	Power to cancel assessment of person's liability to pay levy if satisfied that an assessment has been made in error	Manager Revenue, Property & Customer Service	
s 38(2)	Duty to comply with requirements in s 38(2) where Council has made an assessment in error	Manager Revenue, Property & Customer Service	
s 39(2)	Duty to conduct another assessment of the levy amount and, if applicable, give the owner or specified person a revised assessment notice, in accordance with s 39(2)	Manager Revenue, Property & Customer Service	
s 39(3)	Duty to refund payment in excess of amount owed and any interest accrued	Manager Revenue, Property & Customer Service	

FIRE SERVICES PROPERTY LEVY ACT 2012			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 40	Duty to submit a return to the Commissioner	Manager Revenue, Property & Customer Service	In a form approved by the Commissioner and in accordance with any directions issued by the Minister
s 41(1)	Duty to pay all levy amounts and levy interest received to the Commissioner in 4 instalments	Manager Revenue, Property & Customer Service	
s 41(4)	Power to decide to forward late payments of levy amounts and levy interest to the Commissioner at the same time as the next instalment is payable	Manager Revenue, Property & Customer Service	
s 71(1)	Function of receiving application for alteration of levy records	Manager Revenue, Property & Customer Service	
s 71(2)	Power to specify the manner and form of applications under s 71(1)	Manager Revenue, Property & Customer Service	
s 72	Duty to comply with any Ministerial directions issued under s 72	Manager Revenue, Property & Customer Service	

GAMBLING REGULATION ACT 2003			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 3.3.5	Function of receiving a copy of proposed applications	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	
s 3.3.5AA	Function of receiving notification from the Commission	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	
s 3.3.5AB(2)	Function of receiving a copy of the amended application	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	

GAMBLING REGULATION ACT 2003			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 3.3.5B	Duty to notify the Commission in writing as to whether it intends to make a submission under s 3.3.6	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	
s 3.3.6	Power to make submission to Commission on application for approval of premises	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	
s 3.3.8(4)	Function of receiving notification from the Commission of its decision	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	

GAMBLING REGULATION ACT 2003			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 3.3.14	Power to apply to Tribunal for review of Commission's decision granting approval of premises	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	
s 3.4.18(2)	Function of receiving a copy of proposed request	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	
s 3.4.18A	Function of receiving notification from the Commission that it has received a request	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	

GAMBLING REGULATION ACT 2003			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 3.4.18B(2)	Function of receiving amended copies of proposed request	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	
s 3.4.18C	Duty to notify Commission as to whether it intends to make a submission under s 3.4.19	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	
s 3.4.19	Power to make submission to the Commission addressing the economic and social impact of a proposed licence amendment on the wellbeing of the community of the municipal district in which the approved venue (or venue whose approval under Part 3 is suspended) is located; and taking into account the impact of the proposed amendment on surrounding municipal districts	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	

GAMBLING REGULATION ACT 2003				
Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s 3.4.21(2)	Power to apply to Tribunal for review of Commission's decision relating to amendment increasing number of gaming machines	Director Strategy & Community Director Development & Amenity Manager Integrated Planning Manager Statutory Planning		
s 8.5.3(2)	Function of receiving a copy of application for bingo centre	Director Strategy & Community Director Development & Amenity Manager Integrated Planning Manager Statutory Planning		
s 8.5.5	Power to submit report to Commission on application received under s 8.5.3(3)(a)	Director Strategy & Community Director Development & Amenity Manager Integrated Planning Manager Statutory Planning		

HERITAGE ACT 2017			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 29(4)	Function of receiving statement refusing a nomination from Executive-Director	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	
s 30(9)	Function of receiving written notice from Heritage Council of outcome of application for review	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	
s 34(1)	Function of receiving notice of acceptance of nomination from Executive Director	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	

HERITAGE ACT 2017			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 40(1)	Function of receiving statement from Executive Director of recommendation not to include place or object in Heritage Register	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	
s 53(6)	Function of receiving notice of amendment to heritage register from Executive Director	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	
s 63(2)	Function of receiving notice of expedited amendment of Heritage Register	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	

HERITAGE ACT 2017			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 96(5)	Function of receiving copy of amended permit application	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	
s 100(1)	Function of receiving copy of permit application from Executive Director	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	
s 100(2)	Power to make written submission to Executive Director in relation to application received under s 100(1)	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	

HERITAGE ACT 2017			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 105(4)	Function of receiving notice of receipt of application to amend a permit from Executive Director	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	
s 106(5)	Function of receiving notice of application for review for permit to carry out works from Heritage Council	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	
s 108(4)	Power to request a hearing be held by the Heritage Council in relation to an application for review under s 107 of Executive Director's determination	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	

HERITAGE ACT 2017			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 108(5)	Power to appear and be heard or represented at a hearing into review of Executive Director's determination	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	
s 108(9)	Function of receiving written notice from Executive Director of Heritage Council's determination of review	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	
s 110	Function of receiving notice from Minister of referral of a matter to VCAT under s 109(2)(b)	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	

HERITAGE ACT 2017				
Column 1	Column 2	Column 3	Column 4	
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
s 112	Function of receiving notice from Executive Director of decision by VCAT under s 111	Director Strategy & Community Director Development & Amenity Manager Integrated Planning Manager Statutory Planning		
s 114(2)	Function of receiving notice from Executive Director of decision by Minister in relation to application for review	Director Strategy & Community Director Development & Amenity Manager Integrated Planning Manager Statutory Planning		
s 120	Function of receiving written notice of removal of site from Heritage Inventory	Director Strategy & Community Director Development & Amenity Manager Integrated Planning Manager Statutory Planning		

HERITAGE ACT 2017			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 131(1)	Function of receiving notice of recommendations made under s 130 by Executive Director	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	
s 133(3)	Function of receiving written notice from Heritage Council of approval of recommendation for a site of archaeological value	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	
s 179	Function of receiving notice of approval of World Heritage Strategy Plan	Director Strategy & Community Director Development & Amenities Manager Integrated Planning Manager Statutory Planning	

HOUSING ACT 1983			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 15(1)(d)	Function of consenting to any development, control, etc. of any land	Director Development & Amenity	
s 34(1)	Function of entering into arrangements with the Director whereby Council carries out works	Director Development & Amenity	
s 34(3)	Power to enter into arrangements with the Director for the purposes of this Act	Director Development & Amenity	
s 67(1)(a)	Power to do all things to make house comply with regulations or to give effect to direction	Municipal Building Surveyor	
s 67(1)(b)	Power to demolish house (where case so requires)	Municipal Building Surveyor	
s 67(2)	Power to recover expenses	Municipal Building Surveyor	
s 67(3)	Power to sell or dispose of material	Municipal Building Surveyor	
s 68(1)	Power to order that house (a) be and remain unoccupied; or (b) be vacated by the occupier	Municipal Building Surveyor	
s 68A	Power to revoke declaration	Municipal Building Surveyor	
s 71(1)	Power to authorise person for purposes of s 71	Not sub-delegated - retained by Chief Executive Officer	
sch 2 cl 3(1)	Power to sell or give to the Director any land vested in it, other than Crown land	Not sub-delegated - retained by Chief Executive Officer	

HOUSING ACT 1983			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
sch 2 cl 3(2)	Power to lease land, enter into agreements with the Director concerning land, or apply funds for carrying out such agreement	Director Development & Amenities	
sch 6 cl 1	Duty to lodge signed certificate	Director Development & Amenities	
sch 6 cl 1	Power to authorise staff member to sign certificate	Director Development & Amenities	
sch 6 cl 2	Power to request recording in Register	Director Development & Amenities	
sch 6 cl 6	Duty to lodge notice with the Registrar of Titles that the declaration has ceased to operate	Director Development & Amenities	
sch 6 cl 7(1)	Power to require occupier to pay to Council any money owing	Director Development & Amenities	
sch 6 cl 7(2)	Duty to forward a copy of any notice under cl 7(1) to the owner of the house concerned	Director Development & Amenities	
sch 6 cl 7(5)	Duty to notify occupier if Council receives any payment	Director Development & Amenities	

LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 6	Duty of the authority to serve notice of intention to acquire on persons with an interest in the land	Director Development & Amenities Manager Engineering & Building Services	Certain provisions in this Act apply only to councils in their capacity as acquiring authorities or to councils in their capacity as responsible authority
s 7(1)(b)	Power to serve statement on person interested in the land in accordance with s 7(1)(b)	Director Development & Amenities Manager Engineering & Building Services	
s 9(1)	Duty of the authority to serve copy of notice on certain responsible authorities	Director Development & Amenities Manager Engineering & Building Services	
s 9(2)	Duty of the responsible authority to provide information in writing when required to do so by an authority	Director Development & Amenities Manager Engineering & Building Services	Prescribed information listed under rr 11 and 12 of the Land, Acquisition and Compensation Regulations 2021

LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 9(3)	Duty of the responsible authority to forward a copy of application for planning permit/building approval to an authority	Director Development & Amenities Manager Engineering & Building Services	
s 10(1)	Duty of the authority to lodge notice and prescribed fee with the Registrar of Titles or Registrar-General	Director Development & Amenities Manager Engineering & Building Services	
s 10(4)	Duty of the authority to give notice of cancellation/lapse in writing	Director Development & Amenities Manager Engineering & Building Services	
s 10(7)	Duty of the authority to pay fees where an owner applies for a new s 32(2) certificate	Director Development & Amenities Manager Engineering & Building Services	
s 14(1)	Power of an authority to amend notice upon agreement with persons on whom it was served	Director Development & Amenities Manager Engineering & Building Services	

LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 15(1)	Power of an authority not to proceed with the acquisition	Director Development & Amenity Manager Engineering & Building Services	
s 15(2)	Duty of the authority to serve a statement cancelling the notice of intention to acquire	Director Development & Amenity Manager Engineering & Building Services	
s 17	Power of the authority to agree with owner to extend operation of notice	Director Development & Amenity Manager Engineering & Building Services	
s 18(1)	Power of the authority to acquire interest in land by agreement	Director Development & Amenity Manager Engineering & Building Services	
s 19	Function of the authority publishing a notice declaring the interest to be acquired	Director Development & Amenity Manager Engineering & Building Services	

LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 22	Duty of the authority to serve copy notice of acquisition and a statement to persons interested in that land	Director Development & Amenities Manager Engineering & Building Services	
s 23	Duty of the authority to publish copy notice of acquisition in local newspaper	Director Development & Amenities Manager Engineering & Building Services	
s 26(1)	Duty of the authority to endeavour to obtain agreement with the owner / occupier	Director Development & Amenities Manager Engineering & Building Services	
s 26(5)	Power of the authority to enter into possession of the land	Director Development & Amenities Manager Engineering & Building Services	
s 26(11)	Duty of the authority to serve copy certificate under s 26(4)(a) on occupier	Director Development & Amenities Manager Engineering & Building Services	

LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 27	Power of the authority to recover any rent due	Director Development & Amenities Manager Engineering & Building Services	
s 28(1)	Power of the authority to issue a warrant where refusal to give up possession	Director Development & Amenities Manager Engineering & Building Services	
s 31(1) and supporting provisions	Power of the authority to make an offer, including the power to determine amount of the offer	Director Development & Amenities Manager Engineering & Building Services	
s 31(5)	Duty of the authority to have regard to a valuation of the land in making an offer under s 31	Director Development & Amenities Manager Engineering & Building Services	
s 31(7)	Power of the authority to reduce the offer by an amount equal to outstanding interest, rates, taxes, etc.	Director Development & Amenities Manager Engineering & Building Services	

LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 32(1)	Duty of the authority to set out total amount of compensation where Minister directs information required to be set out by s 31 is inappropriate	Director Development & Amenities Manager Engineering & Building Services	
s 32(2)	Duty of the authority to pay the total amount of compensation offered in court	Director Development & Amenities Manager Engineering & Building Services	
s 32(4)	Duty of the authority to apply to the court or the Tribunal for determination of the amount payable	Director Development & Amenities Manager Engineering & Building Services	
s 33(1)	Function of the authority of receiving notice of acceptance or notice of claim	Director Development & Amenities Manager Engineering & Building Services	
s 36(1)	Duty of the authority to serve a reply to the notice of claim	Director Development & Amenities Manager Engineering & Building Services	

LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 36(2)	Power of the authority to admit/vary/reject the claim under s 36	Director Development & Amenities Manager Engineering & Building Services	
s 36(3)	Duty of the authority to provide claimant with method and basis of its valuation	Director Development & Amenities Manager Engineering & Building Services	
s 37(4)	Duty of the authority to serve reply to notice of claim on claimant, where no offer was made	Director Development & Amenities Manager Engineering & Building Services	
s 43(2)	Power of the authority to give notice of intention	Director Development & Amenities Manager Engineering & Building Services	
s 43(3)	Duty of the authority to do action specified in notice under s 43(2)	Director Development & Amenities Manager Engineering & Building Services	

LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 45(1)	Power of the authority to grant a loan to claimant	Director Development & Amenities Manager Engineering & Building Services	
s 48(2)	Duty of the authority to serve reply to notice of claim within 3 months on claimant	Director Development & Amenities Manager Engineering & Building Services	
s 51(8)	Power of the authority to advance compensation to assist a person purchasing another interest in land	Director Development & Amenities Manager Engineering & Building Services	
s 63(1)	Duty of the authority to prepare all instruments of conveyance	Director Development & Amenities Manager Engineering & Building Services	
s 65(a)	Function of the authority to receive interest in land despite any restrictions under other laws	Director Development & Amenities Manager Engineering & Building Services	

LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 65(b)	Function of the authority to recover compensation where authority acquires an interest under s 65(a)	Director Development & Amenities Manager Engineering & Building Services	
s 67(1)	Function of the authority to negotiate with agents	Director Development & Amenities Manager Engineering & Building Services	
s 68(1)	Power of the authority to purchase or redeem interest in mortgage	Director Development & Amenities	
s 68(4)	Power of the authority to direct where to convey release of mortgagee's interest upon payment under s 68(3)	Director Development & Amenities Manager Engineering & Building Services	
s 68(5)	Power of the authority to give notice to the mortgagee that it will pay principal and interest upon 6 months of the notice	Director Development & Amenities Manager Engineering & Building Services	
s 68(6)	Power of the authority to direct where to convey release of mortgagee interest upon payment under s 68(5)	Director Development & Amenities Manager Engineering & Building Services	

LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 69(1)	Power of the authority to pay amounts required under s 69(1) (c)-(e) to the credit of the Trust Fund where mortgagee fails to release interest or adduce good title	Director Development & Amenities Manager Engineering & Building Services	
s 69(2)	Power of the authority to execute a deed poll	Director Development & Amenities Manager Engineering & Building Services	
s 69(3)	Duty to register the deed poll in the office of the Registrar-General	Director Development & Amenities Manager Engineering & Building Services	
s 70(1)	Function of the authority to negotiate with the mortgagee/person entitled to redemption of the value of interest and compensation where sum payable exceeds value of land	Director Development & Amenities Manager Engineering & Building Services	
s 70(4)	Power of the authority to direct where to convey release of mortgagee interest upon payment under s 70(3)	Director Development & Amenities Manager Engineering & Building Services	

LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 71(1)	Power of the authority to pay amount required by s 70(3) to the credit of the Trust Fund where mortgagee fails to convey interest or adduce good title	Director Development & Amenities Manager Engineering & Building Services	
s 71(3)	Power of the authority to execute and register a deed poll	Director Development & Amenities Manager Engineering & Building Services	
s 72(1)	Function of the authority to settle an agreement with mortgagee/person entitled to redemption of interest payable where part of the land is taken	Director Development & Amenities Manager Engineering & Building Services	
s 72(4)	Power of the authority to direct where to convey release of mortgagee's interest	Director Development & Amenities Manager Engineering & Building Services	
s 72(6)	Function of the authority to furnish copy memorandum under s 72(5)	Director Development & Amenities Manager Engineering & Building Services	

LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 73(1)	Power of the authority to pay compensation to the credit of the Trust Fund where mortgagee fails to release/adduce good title	Director Development & Amenities Manager Engineering & Building Services	
s 73(3)	Power of the authority to execute and register a deed poll	Director Development & Amenities Manager Engineering & Building Services	
s 74(1)	Power of the authority to enter land	Director Development & Amenities Manager Engineering & Building Services	
s 74(2)	Duty of the authority to serve notice of intention to enter and a statement on occupier and owner	Director Development & Amenities Manager Engineering & Building Services	
s 75(1)	Power of the authority occupy land as long as is necessary for the purposes of the <i>Local Government Act 1989</i>	Director Development & Amenities Manager Engineering & Building Services	

LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 75(2)(a)	Power of the authority or authorised person to dig and take from land any clay, soil, etc.	Director Development & Amenities Manager Engineering & Building Services	
s 75(2)(b)	Power of the authority to deposit any material on land	Director Development & Amenities Manager Engineering & Building Services	
s 75(2)(c)	Power of the authority to make cuttings or excavations on land	Director Development & Amenities Manager Engineering & Building Services	
s 75(2)(d)	Power of the authority to take timber from the land	Director Development & Amenities Manager Engineering & Building Services	
s 75(2)(e)	Power of the authority to make and use roads on land	Director Development & Amenities Manager Engineering & Building Services	

LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 75(2)(f)	Power of the authority to manufacture on the land any materials required	Director Development & Amenities Manager Engineering & Building Services	
s 75(2)(g)	Power of the authority to erect workshops, sheds, etc on land	Director Development & Amenities Manager Engineering & Building Services	
s 75(3)	Duty of the authority to serve notice in writing on owner/occupier and Soil Conservation Authority if intends to enter land	Director Development & Amenities Manager Engineering & Building Services	
s 75(5)	Duty of the authority to give notice in writing of nature and quantity of material taken	Director Development & Amenities Manager Engineering & Building Services	
s 76	Duty of the authority to comply with obligations under s 76(a)-(e)	Director Development & Amenities Manager Engineering & Building Services	

LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 79(1)	Duty of the authority to fence land when so required by the owner	Director Development & Amenity Manager Engineering & Building Services	
s 80	Power of the authority to refer a claim to the Court/Tribunal for determination	Director Development & Amenity Manager Engineering & Building Services	
s 83	Duty of the authority to serve a copy of the referral notice on other parties	Director Development & Amenity Manager Engineering & Building Services	
s 87	Power of the authority in a compulsory conference to increase the amount of an offer	Director Development & Amenity Manager Engineering & Building Services	
s 91(4)	Power of the authority to set-off costs of determinations against any compensation award/costs payable to claimant	Director Development & Amenity Manager Engineering & Building Services	

LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 96(1)	Function of the authority to make application to the court for a valuer	Director Development & Amenities Manager Engineering & Building Services	
s 103(1)	Power of the authority to inspect documents by notice in writing	Director Development & Amenities Manager Engineering & Building Services	
s 104(3)	Power of the authority/authorise a person to accept service on its behalf	Director Development & Amenities Manager Engineering & Building Services	
s 106(1)(c)	Power of the authority to extend/abridge time limits under the Act by agreement with concerned party	Director Development & Amenities Manager Engineering & Building Services	
s 109(1)	Power of the authority to sell, lease or deal with an interest in land	Director Development & Amenities Manager Engineering & Building Services	

LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 109(2)	Duty of the authority to offer the land for sale to the former owner if within 18 months of acquisition under the Act	Director Development & Amenities Manager Engineering & Building Services	

LIQUOR CONTROL REFORM ACT 1998			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 27(1)	Power to apply to the Commission for a licence or BYO permit	Senior	
s 33	Function of receiving copy of application	All Planners	
s 40(1)	Power to object to grant, variation or relocation of a licence	All Planners	
s 40(1A)	Power to object to grant, variation or relocation of packaged liquor licence or late night (packaged liquor) licence	All Planners	
s 91	Power to request the Commission to conduct an inquiry into whether there are grounds to take disciplinary action	Senior	
s 94	Power to request the Commission to conduct an inquiry into amenity or disuse	Senior	
sch 3 cl 18(3)	Duty to notify Minister of result of poll under cl 18(1)	Senior	

LOCAL GOVERNMENT ACT 2020			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 11(8)	Duty to keep a public register of delegations under section 11 of this Act	Coordinator Governance & Procurement	
s 16(12)	Duty to pay an account received of the reasonable expenses incurred by a person engaged by the Minister to support a review by an electoral representative advisory panel	Director Corporate Services	
s 17(6)	Duty to pay an account received of the reasonable expenses incurred by the Victorian Electoral Commission as a consequence of conducting a ward boundary review	Director Corporate Services	
s 40(1)	Duty to reimburse a Councillor or a member of a delegated committee for out-of-pocket expenses in accordance with this section	Manager Communications & Engagement Director Corporate Services	
s 40(2)	Duty to provide details of all reimbursements of out-of-pocket expenses of Councillors and members of a delegated committee to the Audit and Risk Committee	Manager Communications & Engagement Director Corporate Services	
s 42	Duty to make available to the Mayor and the Councillors the resources and facilities reasonably necessary to enable them to effectively perform their role	Manager Communications & Engagement Director Corporate Services	
s 50	Duty to implement appropriate long service leave arrangements for members of Council staff in accordance with the regulations	Director Corporate Services Manager Workplace, People & Culture	

LOCAL GOVERNMENT ACT 2020			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 73(4)	Duty to publish a notice regarding a proposed local law in accordance with subsection 73(3)(a) to (d)	Coordinator Local Laws Manager Health, Local Laws & Emergency Management	
s 73(5)	Duty to ensure that a copy of the proposed local law is available for inspection	Manager Health, Local Laws & Emergency Management Coordinator Local Laws Coordinator Governance & Procurement	
s 74(1)	Duty to obtain a certificate from a qualified person	Manager Health, Local Laws & Emergency Management Coordinator Local Laws	
s 74(5)	Duty to publish a notice after a local law is made in accordance with subsection 74(4)(a) to (d)	Manager Health, Local Laws & Emergency Management Coordinator Local Laws	
s 75	Duty to ensure that a copy of a local law made under section 74 is available for inspection	Manager Health, Local Laws & Emergency Management Coordinator Local Laws Coordinator Governance & Procurement	
s 76(3)	Duty to publish a notice of an amendment to a document, code, standard, rule, specification or method which contains matter applied, adopted or incorporated by a local law	Manager Health, Local Laws & Emergency Management Coordinator Local Laws	

LOCAL GOVERNMENT ACT 2020			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 76(4)	Duty to ensure that a copy of any document, code, standard, rule, specification or method which contains any matter incorporated in a local law is available for inspection	Manager Health, Local Laws & Emergency Management Coordinator Local Laws	
s 82	Function of receiving any penalty recovered for an offence against a local law	Coordinator Local Laws Prosecutions and Appeals Officer	
s 98	Duty to prepare an annual report in respect of each financial year	Director Strategy & Community Manager Integrated Planning Team Leader Council & Community Planning	Subject to section 99
s 99(1)	Duty to prepare, as soon as practicable after the end of the financial year, the performance statement and financial statements of the Council for the financial year	Director Strategy & Community Director Corporate Services Manager Finance & Governance Manager Integrated Planning	
s 103	Power to invest any money in accordance with subsections (a) to (f)	Director Corporate Services Manager Finance & Governance	
s 106	Duty to plan and deliver services to the municipal community in accordance with the service performance	Directors	

LOCAL GOVERNMENT ACT 2020			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	principles		
s 109(1)	Duty to comply with Council's Procurement Policy before entering into a contract for the purchase of goods or services or carrying out of works	Director Corporate Services Manager Governance & Finance Coordinator Governance & Procurement	
s 114(2)(a)	Duty to give notice before selling or exchanging land	Director Corporate Services Manager Revenue, Property & Customer Service	
s 114(2)(b)	Duty to undertake a community engagement process in accordance with Council's Community Engagement Policy before selling or exchanging land	Manager Revenue, Property & Customer Service	
s 114(2)(c)	Duty to obtain valuation before selling or exchanging land not more than 6 months prior to the sale or exchange	Manager Revenue, Property & Customer Service	
s 115(1)	Power to lease land	Manager Revenue, Property & Customer Service	
s 115(3)	Duty to include proposal to lease in the budget	Manager Revenue, Property & Customer Service	
s 115(4)	Duty to undertake a community engagement process in accordance with Council's Community Engagement Policy before leasing land	Manager Revenue, Property & Customer Service	
s 116(1)	Power to transfer, exchange or lease land with or without		

LOCAL GOVERNMENT ACT 2020			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	consideration to an entity described in s 116(1)(a) to (e)		
s 117(1)(a)	Power to approve another person to carry out the work required under s 117(1)	Manager Health, Local Laws & Emergency Management Coordinator Local Laws	Delegation extends only to area of functional responsibility of delegate
s 117(1)(b)	Power to carry out the work required under s 117(1)		Delegation extends only to area of functional responsibility of delegate
s 117(3)	Power to recover costs of carrying out work		
s 119	Power to require payment of all or part of money from present owner or occupier		Subject to section 121
s 120(1)	Power to charge interest on unpaid money (other than rates and charges) in accordance with s 120		
s 121	Function of receiving application for land information certificate		See prescribed information under r 5 of the <i>Local Government (Land Information) Regulations 2021</i>
s 121(4)	Power to provide a land information certificate, including the power to provide in a land information certificate any other information concerning the land as the delegate considers in their absolute discretion to be relevant		
s 152	Duty to pay the fees for a Councillor Conduct Panel to the Principal Council Conduct Registrar	Director Corporate Services Manager Finance & Governance	

LOCAL GOVERNMENT ACT 2020			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 162	Duty to provide all reasonable assistance to the Councillor Conduct Panel which is necessary to enable the Councillor Conduct Panel to conduct the hearing and make a determination	Director Corporate Services Manager Finance & Governance	
s 167(8)	Duty to pay any necessary expenses incurred by Councillors in attending mediation, training or counselling directed by a Councillor Conduct Panel	Director Corporate Services Manager Finance & Governance	
s 177(1)	Power to apply to the Minister for a compliance exemption from a regulatory requirement under this Act or the regulations specified in the application	Not sub-delegated - retained by Chief Executive Officer	Subject to subsection (2)
s 179(3)	Duty to pay a Municipal Monitor the amounts entitled to be paid and the terms of the appointment	Director Corporate Services Manager Finance & Governance	
s 268(2)	Duty to pay for reasonable expenses of the Victorian Electoral Commission as specified in an account sent to the Council under subsection (1)	Director Corporate Services Manager Finance & Governance	
s 313(1)	Power to institute proceedings in the corporate name of the Council	Coordinator Local Laws Prosecutions and Appeals Officer	Subject to subsection (a) – (d)
s 313(1)	Power to authorise a person to institute proceedings in the corporate name of the Council	Directors Managers Coordinator Local Laws	Subject to subsection (a) – (d)

LOCAL GOVERNMENT ACT 2020			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
		Prosecutions and Appeals Officer	

LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 154	Power to determine that land is not rateable land in accordance with s 154	Manager Revenue, Property & Customer Service	
s 157(2)	Duty to publish notice of change in valuation system	Manager Revenue, Property & Customer Service	
s 158(3)	Power to levy rates by sending notice to person liable	Manager Revenue, Property & Customer Service	
s 158(3A)	Power to send rate notice to a person specified upon request	Manager Revenue, Property & Customer Service	
s 159(5)	Power to determine form & time period	Manager Revenue, Property & Customer Service	
s 159(6)	Power to require applicant to give further particulars or verify particulars	Manager Revenue, Property & Customer Service	
s 161(3)	Duty to make available for inspection certain information	Manager Revenue, Property & Customer Service	

LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 163(1C)	Duty to send a copy of the public notice to each person who will be liable to pay the special rate or special charge	Manager Revenue, Property & Customer Service	
s 163(4)	Power to levy special rate/charge by sending notice to person liable	Manager Revenue, Property & Customer Service	
s 164(2)	Duty to notify of decision under s 164(1) to persons liable to pay special rate/charge	Manager Revenue, Property & Customer Service	Limited to Director or Executive Manager responsible for works or project
s 165	Duty to refund excess money	Manager Revenue, Property & Customer Service	
s 166(2)	Duty to notify persons liable that special rate/charge varied	Manager Revenue, Property & Customer Service Manager Business & Activity Centre Development	
s 169(2)	Duty to send notice to person who was granted a rebate or concession and not complied with terms	Manager Revenue, Property & Customer Service	
s 170(1)	Power to defer payment where applicant shows hardship	Manager Revenue, Property & Customer Service	

LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 170(3)(a)	Power to require payment where no longer hardship/in occupation	Manager Revenue, Property & Customer Service	
s 171(1)	Power to waive rate/charge to eligible recipient or in accordance with Council determination	Manager Revenue, Property & Customer Service	
s 171(4)(e)	Duty to waive amount which is in accordance with concession order upon receipt of application	Manager Revenue, Property & Customer Service	
s 171(4)(f)	Power to decide to treat person to whom waiver granted as having made continuing application or waiver	Manager Revenue, Property & Customer Service	Requires the approval of the Minister administering the <i>State Concessions Act 2004</i>
s 171(5A)	Power to waive rate/charge where person has right to recover it from another (upon application of the eligible recipient)	Manager Revenue, Property & Customer Service	
s 171A(1)	Function of receiving application for waiver	Manager Revenue, Property & Customer Service	
s 171A(2)	Power to require information or verification	Manager Revenue, Property & Customer Service	
s 171A(3)	Power to waive rate/charge/interest	Manager Revenue, Property & Customer Service	

LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 172(1)	Power to raise interest and require payment from person liable	Manager Revenue, Property & Customer Service	
s 172(3)	Power to exempt a person from paying interest	Manager Revenue, Property & Customer Service	
s 172(4)	Power to recover interest due	Manager Revenue, Property & Customer Service	
s 173(2)(a)	Duty to refund rates/charges where land ceases to be rateable and payment was made	Manager Revenue, Property & Customer Service	
s 173(2)(b)	Duty to require pro rata payment where land ceases to be rateable	Manager Revenue, Property & Customer Service	
s 175(2)	Power to require current rates, arrears from person acquiring land	Manager Revenue, Property & Customer Service	
s 177(1)	Power to require occupier to pay rent upon notice	Manager Revenue, Property & Customer Service	
s 177(4)	Power to recover unpaid rent as a debt due	Manager Revenue, Property & Customer Service	

LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 180(1)	Power to recover unpaid rate/charge as a debt due	Manager Revenue, Property & Customer Service	
s 181(2)	Power to dispose of land where rate/charge unpaid	Manager Revenue, Property & Customer Service	
s 181(5)	Power to serve and to give notices before Council sells the land	Manager Revenue, Property & Customer Service	
s 181(7)	Power to deduct expenses incurred in connection with sale	Manager Revenue, Property & Customer Service	
s 181C(2)	Power to send notice to person liable to pay environmental upgrade charge	Manager Revenue, Property & Customer Service	
s 181E(1)	Duty to use best endeavours to recover environmental upgrade charge	Manager Revenue, Property & Customer Service	
s 181F	Duty to adjust environmental upgrade charge to reflect lower amount advanced to owner and advise any person liable to pay charge in writing of the adjustment	Manager Revenue, Property & Customer Service	Council must refund any excess amounts paid to owner or occupier as a result of an adjustment being made to an upgrade charge under 181F(1)

LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 181H	Power to enter into an environmental upgrade agreement on behalf of Council and declare and levy an environmental upgrade charge	Not sub-delegated - retained by Chief Executive Officer	
s 185F(1)	Duty to comply with any direction of the Minister under s 185D	Not sub-delegated - retained by Chief Executive Officer	
s 185I	Power to enter into a cladding rectification agreement in respect of rateable land with an existing building on it	Not sub-delegated - retained by Chief Executive Officer	Subject to ss 185I(4), 185J(4) and 185J(5)
s 185J(1)	Function of receiving details in writing of the information set out in s 185J(1)(a)	Not sub-delegated - retained by Chief Executive Officer	
s 185J(2)	Duty to give written notice to each owner or, in the case of rateable land managed by an owners corporation, each owner of a lot on the rateable land	Not sub-delegated - retained by Chief Executive Officer	
s 185J(8)	Power to enter into a cladding rectification agreement if all the existing mortgagees of the rateable land agree in writing to the proposed cladding rectification charge	Not sub-delegated - retained by Chief Executive Officer	If Council is not satisfied of the matters set out in s 185J(4)
s 185J(9)	Power to enter into a cladding rectification agreement if all the existing mortgagees of those lots agree in writing to the cladding rectification charge	Not sub-delegated - retained by Chief Executive Officer	If Council is not satisfied of the matters set out in s 185J(5)
s 185K(1)(b)	Function of receiving information from the owners corporation	Not sub-delegated - retained by Chief Executive Officer	

LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 185N(1)	Duty to use Council's best endeavours to recover a cladding rectification charge in accordance with any requirements imposed on it by the <i>Building Act 1993</i> and the cladding rectification agreement	Not sub-delegated - retained by Chief Executive Officer	Subject to s 185N(2) and (3)
s 199	Duty to give notice of proposed drainage works to persons affected	Manager Engineering & Building Services Manager Operations	
s 200(1)	Power to give persons notice that must carry out drainage works	Manager Engineering & Building Services Manager Operations	
s 200(2)	Power to carry out works itself where non-compliance with notice	Manager Engineering & Building Services Manager Operations	
s 201(1)	Duty to construct, manage, etc works under schemes approved under <i>Water Act 1989</i>	Manager Engineering & Building Services Manager Operations	
s 201(2)	Power to carry out any power under the Act for purpose of 201(1)	Manager Engineering & Building Services Manager Operations	
s 203(1)	Power to develop and implement a transport plan	Director Strategy & Community	

LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 203(2)	Power to prepare a transport plan jointly with one or more other councils	Director Strategy & Community	
s 203A	Power to procure, provide or enable transport services within the municipal district	Director Strategy & Community	
s 204(1)	Power to publish notice in Government Gazette of road to be declared a public highway	Manager Engineering & Building Services Manager Operations	
s 207D(2)	Duty to notify Registrar of Titles of an action under s 207D(1)(b) or a transfer of land in the form described in (a) – (c)	Manager Engineering & Building Services Manager Operations	Delegation only extends to matters within the functional responsibility of delegate
s 223(1)(a)	Duty to publish a public notice	Managers Coordinators Team Leaders	
s 223(1)(b)(iii)	Administrative duty to give reasonable notice of day, time and place of the meeting to each person who made a request to appear in person, or be represented in the submission	Managers Coordinators Team Leaders	
s 223(1)(d)(ii)	Duty to notify submitters after made decision	Managers Coordinators Team Leaders	

LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 223(3)	Power to authorise members of Council staff to carry out administrative procedures	Managers Coordinators Team Leaders	
s 224(1)	Power to appoint authorised officer	Directors	
s 224(1A)	Duty to maintain register of authorised officers	Coordinator Governance & Procurement	
s 224(2)	Duty to supply authorised officers with identity cards	Coordinator Governance & Procurement	Authorisation only to be made in respect of areas of responsibility of delegate
s 224(3)	Power to authorise a person to sign identity cards of authorised officers	Coordinator Governance & Procurement Managers	
s 224A(2)	Power to publish a notice in the Government Gazette which authorises police officers to enforce provisions of local law	Director Development & Amenity	
s 237A	Duty to make available to the Secretary to the Department any information requested in accordance with s 121A of the <i>Livestock Disease Control Act 1994</i>	Director Development & Amenity	
sch 10 cl 1(a)	Power to make, maintain and repair roads	Manager Engineering & Building Services Manager Operations	

LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
cl 2	Administrative functions necessary to give effect to power to deviate roads	Manager Engineering & Building Services Manager Operations	
cl 3	Administrative functions necessary to give effect to power to discontinue roads	Manager Engineering & Building Services Manager Operations	
cl 4	Power to enter and take any materials necessary from certain land	Manager Engineering & Building Services Manager Operations	
cl 5(1)(a)	Power to approve, assign or change the name of a road	Manager Revenue, Property & Customer Service	Power in cl 5(1) must be exercised in accordance with the <i>Geographic Names Places Act 1998</i>
cl 5(1)(b)	Power to erect signs on a road	Manager Engineering & Building Services Manager Operations	
cl 5(1)(c)	Power to approve, assign and change the number of a road and any premises next to a road	Manager Revenue, Property & Customer Service	
cl 5(1)(d)	Power to require people to number their premises and to renew those numbers	Manager Revenue, Property & Customer Service	

LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
cl 6	Power to cause standard survey marks to be established in roads	Manager Engineering & Building Services Manager Operations	
cl 8(1)(b)	Power to allow persons to make minor repairs, alterations, etc between the old alignment and the new alignment of a road	Manager Engineering & Building Services Manager Operations	
cl 8(3)	Duty to publish notice in Government Gazette before starting work	Manager Engineering & Building Services Manager Operations	
cl 9	Power to provide for temporary roads	Manager Engineering & Building Services Manager Operations	
cl 10	Power to permit the erection and maintenance of gate and fences and to revoke the permission and to permit the construction of by-passes for unfenced roads and to revoke the permission and require the removal of the by-pass	Manager Engineering & Building Services Manager Operations	
cl 11(a)	Power to require/cause the filling up of holes or excavations	Manager Engineering & Building Services Manager Operations	
cl 11(b)	Power to require/cause the removal of a cause of danger/damage	Manager Engineering & Building Services Manager Operations	

LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
cl 11(c)	Power to require/cause the erection or restoration of a fence between the holes or excavations and any adjacent land or road	Manager Engineering & Building Services Manager Operations	
cl 12	Power to make, maintain, repair or reconstruct a bridge or crossing	Manager Engineering & Building Services Manager Operations	
sch 11 cl 1	Power to fix times when vehicles may stand in parking areas and the fees for and manner of standing in parking areas	Manager Engineering & Building Services Coordinator Local Laws	
cl 2	Power to issue special parking permits to disabled persons	Manager Health, Local Laws & Emergency Management Coordinator Local Laws Team Leader Parking Services	
cl 3	Power to remove abandoned/unregistered vehicles	Manager Health, Local Laws & Emergency Management Coordinator Local Laws Team Leader Parking Services Local Laws Officer	

LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
cl 4	Power to tow away and impound vehicles which are causing an unlawful obstruction etc and to charge a fee	Manager Health, Local Laws & Emergency Management Coordinator Local Laws Team Leader Parking Services Local Laws Officer	
cl 5	Power to require or cause the removal of any encroachment or obstruction	Manager Engineering & Building Services Manager Operations Coordinator Local Laws Team Leader Local Laws Team Leader Parking Services Local Laws Officers	
cl 6	Power to control traffic to enable works to be carried out on, over, or on land next to a road	Manager Engineering & Building Services Manager Operations	
cl 7	Power to close a road, or part of a road for a particular period	Manager Engineering & Building Services Manager Operations	

LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
cl 8	Power to erect and remove any works or structures to protect passengers, pedestrians and drivers or to regulate traffic on a road	Manager Engineering & Building Services Manager Operations	
cl 9	Administrative functions necessary to give effect to power to block or restrict the passage or access of vehicles on a road by placing a permanent barrier or obstruction on a road	Manager Engineering & Building Services Manager Operations	Only to be exercised where report from Head, Transport for Victoria has been considered; and if the road is a freeway or arterial road, consent of Head, Transport for Victoria is required
cl 10(1)(a) & cl 10(1)(b)	Power to block or restrict the passage or access of vehicles on a road by placing a temporary barrier or obstruction on a road	Manager Engineering & Building Services Manager Operations	If the road is a freeway or arterial road, consent of Head, Transport for Victoria is required
cl 11	Administrative functions necessary to give effect to power to declare a road or part of a road a shopping mall and prohibit or restrict the entry of vehicles	Manager Engineering & Building Services Manager Operations	
cl 12(1)	Administrative functions necessary to give effect to power to prohibit the use of a road by a vehicle over a certain size or weight	Manager Engineering & Building Services Manager Operations	
cl 12(2)	Power to make decision to prohibit the use of a road by a vehicle over a certain size or weight	Manager Engineering & Building Services Manager Operations	Only to be exercised where immediate risk of danger to people or damage to property exists and action is immediately reported to Council

LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
cl 13	Power to determine speed limits	Manager Engineering & Building Services Manager Operations	
cl 14	Power to prohibit or restrict traffic on a road if unsafe	Manager Engineering & Building Services Manager Operations	

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 25	Duty to report to the Secretary when required by notice	Director Strategy & Community Director Development & Amenity Manager Health, Local Laws & Emergency Management Coordinator Community Health	
s 26(1)	Duty to prepare municipal health and wellbeing plan within 12 months after each general election in accordance with s 26(2) & (3)	Manager Integrated Planning Director Strategy & Community	
s 26(4)	Duty to review municipal public health and wellbeing plan annually and amend as appropriate	Manager Integrated Planning Director Strategy & Community	Unless s 27 applies
s 26(4A)	Duty to include a review of the measures referred to in s 26(2)(ba) when annually reviewing the municipal public health and wellbeing plan	Manager Integrated Planning	Unless s 27 applies
s 26(6)	Duty to give a copy of the current municipal public health and wellbeing plan to the Secretary	Manager Integrated Planning	Unless s 27 applies

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 26(6A)	Duty to report, to the Secretary, the measures referred to in s 26(2)(ba) at the intervals specified	Manager Integrated Planning	Unless s 27 applies
s 26(7)	Duty to make copy of current municipal public health and wellbeing plan available for public inspection	Manager Integrated Planning	Unless s 27 applies
s 27(3)	Power to apply to the Secretary for an exemption from complying with s 26	Manager Integrated Planning	
s 27(6)	Duty to give a copy of the current Council Plan or Strategic Plan to the Secretary	Manager Integrated Planning	If Council has been granted an exception from complying with s 26 and if change relates to matters in s 26(2)
s 28(a)	Duty, in a state of emergency, to comply with an order of the Secretary	Director Development & Amenity Manager Health, Local Laws & Emergency Management Coordinator Community Health	
s 29(1)	Duty to appoint environmental health officer	Not sub-delegated - retained by the Chief Executive Officer	Council must appoint at least one environmental health officer Council can only appoint person with the qualifications and experience specified in s 29(2)

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 31(4)	Power to give directions to authorised officers	Directory Development & Amenity Manager Health, Local Laws & Emergency Management Coordinator Community Health	
s 57(2)	Power to disclose certain information to the Secretary, Chief Health Officer or another Council	Directory Development & Amenity Manager Health, Local Laws & Emergency Management Coordinator Community Health	
s 57(4)	Power to disclose certain information to a Government Department, statutory body or other person responsible for administering another Act or regulations	Directory Development & Amenity Manager Health, Local Laws & Emergency Management Coordinator Community Health	

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 60	Duty to remedy all nuisances in municipal district	Directory Development & Amenity Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	
s 62(2)	Duty to investigate any notice of a nuisance	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	
s 62(3)	Duty to take action in s 62(3)(a) or (b) where nuisance is found to exist after investigation	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 62(3)(a)	Function of taking action specified in s 62(4) where appropriate	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	
s 62(3)(b)	Function of determining whether matter is better settled privately and, if so, advising of methods for settling matter privately	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	
s 62(4)(a)	Power to exercise the powers in s 66 where that s applies, for the purposes of s 62(3)(a)	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 62(4)(b)	Power to issue an improvement notice or a prohibition notice for the purposes of s 62(3)(a)	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	With Manager Approval
s 62(4)(c)	Power to bring proceedings under s 219(2) for an offence against this Act for the purposes of s 62(3)(a)	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	
s 64	Power to institute proceedings for an offence under s 61	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 65	Power to investigate nuisance occurring outside municipal district	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	
s 66(2)(a)	Power to enter and take steps to abate nuisance and do all things necessary for abatement	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	Where nuisance comes from land for which the occupier and owner are unknown or cannot be found Unless another Council is abating the nuisance under s 66(2)
s 66(2)(b)	Power to do all things necessary for abatement of nuisance	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	Where nuisance comes from land for which the occupier and owner are unknown or cannot be found Unless another Council is abating the nuisance under s 66(2)

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 66(4)	Power to recover costs incurred under s 66(2)	Manager Health, Local Laws & Emergency Management Coordinator Community Health	
s 71	Function of receiving applications for the issue, renewal or transfer of a registration	Manager Health, Local Laws & Emergency Management Coordinator Community Health	
s 73(1)(a)	Power to give the applicant notice requiring specified information before considering the application under s 71	Manager Health, Local Laws & Emergency Management Coordinator Community Health	
s 73(1)(b)	Power to inspect prescribed accommodation or premises before considering the application under s 71	Manager Health, Local Laws & Emergency Management Coordinator Community Health	
s 73(1)(c)	Power to require alterations or improvements to prescribed accommodation or premises before considering the application under s 71	Manager Health, Local Laws & Emergency Management Coordinator Community Health	

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 73(2)	Power to issue, transfer or renew a registration subject to s 73(1)(c)	Manager Health, Local Laws & Emergency Management Coordinator Community Health	
s 73A	Duty and power to enter information in the Rooming House Register	Manager Health, Local Laws & Emergency Management Coordinator Community Health	
s 74	Power to decide issue, transfer or renew registration	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	
s 76(1)(a)	Power to refuse to issue a registration	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	Decision of delegate only valid where Council later ratifies the refusal

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 76(1)(b)	Power to issue a registration subject to a condition imposed on the registration by the Council under s 73(2)	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	Subject to s 74
s 76(1)(c)	Power to vary a registration	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	
s 76(1)(d)	Power to cancel a registration	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 76(1)(e)	Power to suspend a registration	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	
s 76(1)(f)	Power to refuse to transfer a registration	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	Decision of delegate only valid where Council later ratifies the refusal
s 76(1)(g)	Power to transfer a registration subject to a condition imposed on the registration by the Council under s 73(2)	Coordinator Community Health Environmental Health Officer	Subject to s 74
s 76(1)(h)	Power to refuse to renew a registration	Coordinator Community Health Environmental Health Officer	Decision of delegate only valid where Council later ratifies the refusal

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 76(1)(i)	Power to renew a registration subject to a condition imposed on the registration by the Council under s 73(2)	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	Subject to s 74
s 76(3)	Duty to notify applicant or registration holder of decision under s 76 and ground(s) on which it was based	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	
s 78	Power to issue a replacement certificate of registration	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	
s 78A(1)	Power to accept applications for the issue, transfer or renewal of registration in the online portal if accommodation or premises in located in the municipal district		

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 78A(2)	Duty to pay the charge for use of the online portal		
s 181(1)	Power to take any step in paragraphs (a)-(d) with respect to items seized by an authorised officer appointed by Council	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	
s 181(2)	Duty to notify owner of item forfeited under s 181(1)(c), setting out how to seek review of the decision	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	
s 182	Power to destroy or otherwise dispose of forfeited item	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 185(1)	Function of receiving complaints about authorised officers appointed by the Council	Director Development & Amenities Manager Health, Local Laws & Emergency Management Coordinator Community Health	Complaint must be in writing or other form approved by Council
s 185(2)	Power to approve form in which complaint is made	Director Development & Amenities Manager Health, Local Laws & Emergency Management Coordinator Community Health	
s 185(4)(a)	Duty to investigate any written complaint provided under s 185(2)	Manager Health, Local Laws & Emergency Management Coordinator Community Health	
s 185(4)(b)	Duty to provide written report to the complainant on the results of the investigation under s 185(4)(a)	Manager Health, Local Laws & Emergency Management Coordinator Community Health	

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 194(2)(a)	Power to issue an improvement notice	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	In accordance with s 194(3)
s 194(2)(b)	Power to issue a prohibition notice	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	In accordance with s 194(3)
s 196(1)	Power to apply to Magistrates' Court for an injunction (compelling a person to comply or restraining a person from contravening an improvement notice or prohibition notice)	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 197(2)	Power to cause a complaint to be made to the Magistrates' Court (where prohibition notice or improvement notice issued and person does not comply or nuisance likely to recur)	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	
s 197(5)(a)	Power, where order issued under s 197(4), to enter land and abate nuisance and do whatever is necessary to execute the order	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	
s 197(5)(b)	Power to recover costs and expenses incurred	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 197(6)	Power to recover costs and expenses in court	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	
s 205(2)	Function of receiving applications for review of Council decisions	Manager Health, Local Laws & Emergency Management Coordinator Community Health	
s 205(3)	Duty to review decision where application received under s 205(2)	Manager Health, Local Laws & Emergency Management Coordinator Community Health	
s 205(5)	Power to agree a period greater than 28 days for review of a decision with the applicant	Manager Health, Local Laws & Emergency Management Coordinator Community Health	

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 205(6)(a)	Power to make a decision affirming, varying or revoking a decision	Manager Health, Local Laws & Emergency Management Coordinator Community Health	
s 205(6)(b)	Power to make any other decision where original decision is revoked	Manager Health, Local Laws & Emergency Management Coordinator Community Health	Where decision is to refuse an application, decision of delegate only valid where Council later ratifies the refusal
s 205(7)	Duty to give applicant for review a written statement of the decision and reasons	Manager Health, Local Laws & Emergency Management Coordinator Community Health	
s 205(8)	Duty to inform applicant for review of right to apply to VCAT for a review under s 207	Manager Health, Local Laws & Emergency Management Coordinator Community Health	

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 209(2)	Power to serve infringement notice	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	
s 219(2)(a)	Power to bring proceedings for offence against Part 6, 9 or 10 (or any regulations under Part 6, 9 or 10)	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	
s 219(2)(b)	Power to bring proceedings for offence relating to an improvement notice or a prohibition notice	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 228(1)	Power to seek reimbursement of costs incurred where person is found guilty of an offence	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	
s 228(2)	Power to seek payment for cost of work conducted by Council where awarded legal costs	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	'work' is defined in s 228(3)
s 229(3)	Power to take the actions necessary to ensure compliance with the direction, requirement, improvement notice or prohibition notice	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	Where Council is so authorised by Chief Health Officer under s 229(2)

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 230(2)(b)	Power to recover, in court, costs incurred under s 229	Manager Health, Local Laws & Emergency Management Coordinator Community Health Environmental Health Officer	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 14(7)	Power to appeal to the Minister regarding decision of the Head, Transport for Victoria	Manager Assets Director Operations, Assets & Leisure	
s 48M	Function of consulting with the relevant authority in relation to the development of guidelines for bus stopping points and bus stop infrastructure	Manager Assets Director Operations, Assets & Leisure	
s 48N	Duty to notify relevant authority within 28 days of installation, removal or relocation of a bus shelter, seat or hardstand located at, or in the immediate vicinity of, a bus stopping point	Manager Assets Director Operations, Assets & Leisure	
s 72(1)	Duty to issue an identity card to each authorised officer the entity appoints	Manager Assets Director Operations, Assets & Leisure	Where Council is an appointing entity
s 86	Duty to keep a register containing the particulars of all matters reported to Council under s 85	Manager Assets Director Operations, Assets & Leisure	Where Council is the appointing entity
s 87(1)	Function of receiving complaints about the exercise of a power by an authorised officer under the <i>Road Management Act 2004</i> (Vic)	Manager Assets Director Operations, Assets & Leisure	Where Council is the appointing entity

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 87(2)(a)	Power to investigate complaint	Manager Assets Director Operations, Assets & Leisure Manager Operations	Where Council is the appointing entity
s 87(2)(b)	Power to provide written report	Manager Assets Manager Operations	Where Council is the appointing entity
s 88(2)	Function of receiving a document or information from a person who provides a document or information in response to a requirement of an authorised officer under the <i>Road Management Act 2004</i> (Vic)	Manager Assets Manager Operations	Where Council is the appointing entity
s 89(2)	Power to provide written authority to an authorised officer to give any information acquired by the authorised officer in carrying out those functions to any other person, whether directly or indirectly	Manager Assets Manager Operations	Where Council is the appointing entity
sch 2 cl 4	Power to make submissions on the Head, Transport for Victoria's proposal to act under s 42 and cl 3	Manager Assets Director Operations, Assets & Leisure	
sch 5A cl 15(3)	Duty to provide a certificate under cl 15(2)(b)(ii) of sch 5A on the written request of the Head, Transport for Victoria	Manager Assets Director Operations, Assets & Leisure	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
sch 5A cl 26	Duty to surrender land to the Crown following an order of the Governor in Council	Manager Assets Director Operations, Assets & Leisure	
sch 5A cl 27	Duty to surrender Council's interest in any Crown land to the Crown following an order of the Governor in Council	Manager Assets Director Operations, Assets & Leisure	
sch 5A cl 51	Power to claim from the Head, Transport for Victoria an amount for loss or expense incurred as a result of an order under Division 2 Part 5 of the Act	Manager Assets Director Operations, Assets & Leisure	Council must have sustained pecuniary loss or incurred an expense

SHERIFF ACT 2009			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 54(1)	Duty to comply with request for information made under s 53(1)	Privacy Officer	Unless s 54(1)(a) and (b) apply

SPORT AND RECREATION ACT 1972			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 6(3)	Power to enter into agreement with Minister and to agree to conditions for Minister to carry out works or undertakings or provide services	Director Operations, Assets & Leisure Manager Leisure	
s 14(3)	Function of receiving funds for works for provision of sport and recreation	Director Operations, Assets & Leisure Manager Leisure	

SUBDIVISION ACT 1988			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 3(5)	Power to require variation of easement or restriction in compliance with planning scheme or permit	Manager Statutory Planning Coordinator Statutory Planning	
s 5(3)(c)	Function of receiving application for certification	Manager Statutory Planning Coordinator Statutory Planning	
s 5(3)(d)	Power to provide statement of compliance	Manager Statutory Planning Coordinator Statutory Planning	
s 5(4)	Power to accept and consider plans	Manager Statutory Planning Coordinator Statutory Planning	
s 5(4A)	Power to consider and certify plans before <i>Transfer of Land Act 1958</i> application determined	Manager Statutory Planning Coordinator Statutory Planning	
s 6(1)	Duty to certify plan within prescribed time in specified circumstances	Manager Statutory Planning Coordinator Statutory Planning	

SUBDIVISION ACT 1988			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 6(2)	Duty to refuse to certify plan where conditions in s 6(1) not met and give reasons in writing	Manager Statutory Planning Coordinator Statutory Planning	
s 7A(2)	Duty to, within 7 days after certifying the plan, give the Secretary to the Department of Environment, Land, Water and Planning written notice of that certification, a copy of the application for certification and the certified plan	Manager Statutory Planning Coordinator Statutory Planning	
s 8(1)	Duty to refer plans to referral authority in certain circumstances	Manager Statutory Planning Coordinator Statutory Planning	Unless s 8(2)-(5) apply Form of referral per r 13 and 14 of the <i>Subdivision (Procedures) Regulations 2011</i>
s 8(6)	Duty to give referral authority copy of certified plan where not referred to referral authority	Manager Statutory Planning Coordinator Statutory Planning	
s 10(1)	Power to require applicant to alter plan	Manager Statutory Planning Coordinator Statutory Planning	
s 10(2)	Power to agree to an alteration at request of applicant	Manager Statutory Planning Coordinator Statutory Planning	

SUBDIVISION ACT 1988			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 10(5)	Duty to send altered plan to referral authority	Manager Statutory Planning Coordinator Statutory Planning	Must send notice in prescribed Form 4 outlining revised times, r 29 of the <i>Subdivision (Procedures) Regulations 2011</i>
s 10(7)	Duty to notify surveyor of alteration required by Council	Manager Statutory Planning Coordinator Statutory Planning	
s 11(1)	Function of receiving application to amend certified plan	Manager Statutory Planning Coordinator Statutory Planning	
s 11(2)	Duty to refer application under s 11(1) to referral authority	Manager Statutory Planning Coordinator Statutory Planning	
s 11(2A)	Power to amend without referral if minor amendment	Manager Statutory Planning Coordinator Statutory Planning	
s 11(7)	Duty to re-certify plan or advise of refusal in writing with reasons	Manager Statutory Planning Coordinator Statutory Planning	
s 11(10)	Duty to notify surveyor of an amendment by acquiring authority where plan prepared by surveyor	Manager Statutory Planning Coordinator Statutory Planning	

SUBDIVISION ACT 1988			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 11(11)	Duty to give copy of re-certified plans to referral authority	Manager Statutory Planning Coordinator Statutory Planning	
s 11A(1)	Power to require more information	Manager Statutory Planning Coordinator Statutory Planning	
s 15(1)	Power to require engineering plan	Manager Statutory Planning Coordinator Statutory Planning	Does not apply where s 14 applies
s 15(2)	Duty to approve/refuse approval/require alterations of engineering plan	Manager Statutory Planning Coordinator Statutory Planning	Does not apply where s 14 applies
s 15(6)	Power to charge for engineering plans prepared by it	Manager Statutory Planning Coordinator Statutory Planning	Does not apply where s 14 applies
s 17(2)(a)	Power to appoint supervisor of works	Manager Statutory Planning Coordinator Statutory Planning	Does not apply where s 14 applies
s 17(2)(b)	Power to charge for supervision	Manager Statutory Planning Coordinator Statutory Planning	Does not apply where s 14 applies

SUBDIVISION ACT 1988			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 17(2)(c)	Power to enter into agreement with owner or applicant in anticipation of applicant becoming owner	Manager Statutory Planning Coordinator Statutory Planning	Does not apply where s 14 applies
s 17(2A)	Power to request Minister to nominate authority to consider what works are required	Manager Statutory Planning Coordinator Statutory Planning	Does not apply where s 14 applies
s 17(2D)	Power to transfer works/interest in land relating to the works by agreement from Council to a relevant authority	Manager Statutory Planning Coordinator Statutory Planning	Does not apply where s 14 applies
s 18(1)	Power to require applicant to set aside land for public open space and/or pay a percentage	Manager Statutory Planning Coordinator Statutory Planning	Does not apply where ss 14, 18(5) and 18(8) apply Must have regard to matters in s 18(1A)-2
s 18(1B)	Power to vary time of payment by agreement with applicant	Manager Statutory Planning Coordinator Statutory Planning	
s 18(4)	Power to agree with applicant to set aside/pay different percentage	Manager Statutory Planning Coordinator Statutory Planning	Does not apply where s 14 applies
s 18(7)	Power to refund amount paid under s 18(1) where no longer intend to subdivide	Manager Statutory Planning Coordinator Statutory Planning	Does not apply where s 14 applies

SUBDIVISION ACT 1988			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 18(8)	Power to consider it unlikely that each lot will be further subdivided.	Manager Statutory Planning Coordinator Statutory Planning	
s 18A(6)	Power to decide to refund the amount paid to it, if satisfied that it is no longer intended to subdivide the land	Manager Statutory Planning Coordinator Statutory Planning	
s 19(1)	Power to obtain valuation where value is not agreed	Manager Statutory Planning Coordinator Statutory Planning	Does not apply where s 14 applies
s 19(3)	Duty to give applicant copy of valuation	Manager Statutory Planning Coordinator Statutory Planning	Does not apply where s 14 applies
s 19(5)	Power to obtain revaluation on each anniversary of the making of the public open space requirement and vary the requirement accordingly, where the public open space requirement has not been complied with	Manager Statutory Planning Coordinator Statutory Planning	Does not apply where s 14 applies
s 21(1)	Duty to issue statement of compliance, subject to s 21(2C) and (2CA)	Manager Statutory Planning Coordinator Statutory Planning	Does not apply where s 14 applies Time limits apply (s 21(1)-(2))
s 21(2A)(a)&(b)	Duty to, in writing, notify Development Victoria of request within 7 days of receiving a request for issue of statement of compliance, and to provide Authority with a copy of planning permit	Manager Statutory Planning Coordinator Statutory Planning	

SUBDIVISION ACT 1988			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 21(2CA)	Duty not to issue a statement of compliance in relation to a plan relating to land, in respect of which an infrastructure contribution is imposed under an approved infrastructure contributions plan, unless the applicant has satisfied the Council of the criteria set out in s 21(2CA)(a) and (2CA)(b)	Manager Statutory Planning Coordinator Statutory Planning	
s 21(4)	Power to provide in the statement of compliance that agreement pursuant to <i>Planning and Environment Act 1987</i> no longer applies in certain circumstances	Manager Statutory Planning Coordinator Statutory Planning	Does not apply where s 14 applies
s 21(9)	Duty to give a notice to the Commissioner of State Revenue that a statement of compliance has been issued	Manager Statutory Planning Coordinator Statutory Planning	
s 21(10)(a)	Duty to, within 7 days after issuing a statement of compliance for a plan of subdivision relating to land in respect of which there is a levy recording (within the meaning of the <i>Melbourne Strategic Assessment (Environment Mitigation Levy) Act 2020</i> (Vic)), give the Secretary to the Department of Environment, Land, Water and Planning written notice that the statement has been issued	Manager Statutory Planning Coordinator Statutory Planning	
s 21(10)(b)	Duty to, within 7 days after issuing a statement of compliance for a plan of subdivision relating to land in respect of which there is a levy recording (within the meaning of the <i>Melbourne Strategic Assessment (Environment Mitigation Levy) Act 2020</i> (Vic)), give the Secretary to the Department of Environment, Land, Water and Planning a copy of the statement	Manager Statutory Planning Coordinator Statutory Planning	

SUBDIVISION ACT 1988			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 21(10)(c)	Duty to, within 7 days after issuing a statement of compliance for a plan of subdivision relating to land in respect of which there is a levy recording (within the meaning of the <i>Melbourne Strategic Assessment (Environment Mitigation Levy) Act 2020 (Vic)</i>), give the Secretary to the Department of Environment, Land, Water and Planning a copy of the plan of subdivision	Manager Statutory Planning Coordinator Statutory Planning	
s 24A(1)	Duty to do any of the things listed in the table in this s 24A where so required by planning scheme with respect to reserves, etc	Manager Statutory Planning Coordinator Statutory Planning	
s 24A(2)	Power to certify a plan prepared under s 24A(1) where applicant certifies land no longer reserved	Manager Statutory Planning Coordinator Statutory Planning	
s 25(1)	Function of being notified by Registrar of registration of plan and duty to notify any public authority for which easement has been created/reserve has vested.	Manager Statutory Planning Coordinator Statutory Planning	
s 25(2)	Function of being notified by Registrar if plan is withdrawn or refused registration	Manager Statutory Planning Coordinator Statutory Planning	
s 25(3)	Duty to notify referral authority affected by withdrawal/refusal	Manager Statutory Planning Coordinator Statutory Planning	

SUBDIVISION ACT 1988			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 34E	Power to apply to VCAT for order compelling an owners corporation to carry out a requirement or perform a duty	Manager Statutory Planning Coordinator Statutory Planning	
s 34H(5)	Function of receiving notice from Registrar of amendment or cancellation of plan on winding up	Manager Statutory Planning Coordinator Statutory Planning	
s 35(1)	Duty of acquiring authority to submit plan for certification and registration where land subdivided	Manager Statutory Planning Coordinator Statutory Planning	
s 35(2)	Power to require acquiring authority to submit certification new/amended plan	Manager Statutory Planning Coordinator Statutory Planning	s 35(3)-(5) apply
s 35(6)	Duty of an acquiring authority to advise Registrar of vesting date	Manager Statutory Planning Coordinator Statutory Planning	
s 35(8)	Power of acquiring authority to submit for certification and registration of any land vested/registered in its own name	Manager Statutory Planning Coordinator Statutory Planning	s 35(9) applies
s 36(1)	Function of stating in writing that it considers that subdivision requires removal/acquisition of easement	Manager Statutory Planning Coordinator Statutory Planning	s 35(1AA) applies

SUBDIVISION ACT 1988			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 38	Power to provide written consent	Manager Statutory Planning Coordinator Statutory Planning	
s 38A(1)	Power to provide written consent	Manager Statutory Planning Coordinator Statutory Planning	
s 38B	Power to provide written consent	Manager Statutory Planning Coordinator Statutory Planning	
s 38C	Power to provide written consent	Manager Statutory Planning Coordinator Statutory Planning	
s 39(1)	Power to refer disputes to VCAT	Manager Statutory Planning Coordinator Statutory Planning	Unless s 39(2) applies
s 39(3)	Power to apply to the County Court to order registration of plan be stopped in certain circumstances	Manager Statutory Planning Coordinator Statutory Planning	
sch 2 cl 11(1)	Power to apply to a court for an order regarding scheme of development	Manager Statutory Planning Coordinator Statutory Planning	

TRANSFER OF LAND ACT 1958			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 26X(1)	Function of receiving enquiries, from the Registrar, for personal information that identifies ratepayers and mortgagors of land, for the purpose of comparing that information with information retained by the Registrar or the Registrar-General in relation to land that is to be brought under the Act	Manager Revenue, Property & Customer Service	
s 26X(2)	Function of disclosing personal information that identifies who is a ratepayer or mortgagor of the land	Manager Revenue, Property & Customer Service	
s 45(1)	Power to consent to the creation of an easement or the transfer of land	Manager Revenue, Property & Customer Service	Where Council is the landowner
s 54	Power to make application to be registered proprietor	Manager Revenue, Property & Customer Service	Applies only where the Council is an acquiring authority as defined in s 53
s 55(3)	Duty to take possession of any certificate of title, or other document produced to Council on any claim for compensation and to lodge them immediately with the registrar	Manager Revenue, Property & Customer Service	Applies only where the Council is an acquiring authority as defined in s 53
s 57(1)	Duty to lodge notification with the Registrar upon service of notice of intention	Manager Revenue, Property & Customer Service	Applies only where the Council is an acquiring authority as defined in s 53
s 57(2)	Power to withdraw notice of intention to acquire	Manager Revenue, Property & Customer Service	Applies only where the Council is an acquiring authority as defined in s 53
s 62(4)	Function of receiving notice from Registrar of where land is located	Manager Revenue, Property & Customer Service	

TRANSFER OF LAND ACT 1958			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 73B	Power to consent to the creation or surrender of the right of carriageway	Manager Statutory Planning Manager Engineering & Building Services Manager Revenue, Property & Customer Service	Where land is located in Council's municipal district
s 88(1B)	Power to consent to the varying or releasing of a restrictive covenant	Manager Statutory Planning Manager Engineering & Building Services Manager Revenue, Property & Customer Service	Where land is located in Council's municipal district
s 88(2)	Power to lodge with the Registrar a notification of the acquisition of an easement or any other right over or affecting land	Manager Engineering & Building Services Manager Revenue, Property & Customer Service	Applies only where the Council is an acquiring authority as defined in s 53
s 106(1)(b)	Power to consent to the registration of a dealing or plan	Manager Revenue, Property & Customer Service	

VALUATION OF LAND ACT 1960			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 6(1)	Duty to give notice of the valuation to each rating authority interested in the valuation of land in the area for which the valuation is being made	Manager Revenue, Property & Customer Service	Where Council is the valuation authority
s 6(2)	Power to require the general valuation prepared by the valuation authority to show items in paragraphs (a) – (c)	Manager Revenue, Property & Customer Service	Where Council is a rating authority
s 6(3)	Duty to give notice to valuer-general	Manager Revenue, Property & Customer Service	Where Council is the rating authority
s 6(4)	Duty to ensure the valuer-general's request is given effect to	Manager Revenue, Property & Customer Service	Where the Council is the valuation authority
s 7AB(2)	Power to adjust the rate or fire services property levy payable retrospectively for any period it considers just	Manager Revenue, Property & Customer Service	
s 7A(1)	Power to pay valuer subject to the requirements of this s7A(1)	Manager Revenue, Property & Customer Service	
s 7AE(2)	Duty to comply with an Order in Council requiring the making of a new valuation	Manager Revenue, Property & Customer Service	
s 7A(2)	Power to make a payment, irrespective of s 7A(1), if Council satisfies paragraphs (a) and (b)	Manager Revenue, Property & Customer Service	
s 7B(1)	Duty to provide valuation to valuer-general within 2 months of date on which the valuation was returned to Council	Manager Revenue, Property & Customer Service	

VALUATION OF LAND ACT 1960			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 8AA(1B)	Duty to pay the valuer-general in accordance with s where Council has requested a supplementary valuation	Manager Revenue, Property & Customer Service	
s 8AA(2)(a)	Power to agree the fees in respect of servicing of a valuation	Manager Revenue, Property & Customer Service	
s 10(1)	Power to make a nomination to have the power to cause a valuation of all land in its municipal district for a specified year	Manager Revenue, Property & Customer Service	
s 10(6)	Power to revoke nomination made under s 10(1)	Manager Revenue, Property & Customer Service	
s 11	Duty to cause a general valuation	Manager Revenue, Property & Customer Service	Where Council is the valuation authority
s 12	Function of causing a valuation of rateable land at the direction of the Minister	Manager Revenue, Property & Customer Service	Where Council is the valuation authority
s 13DA(1)	Power to appoint people to carry out valuations	Director Corporate Services Manager Revenue, Property & Customer Service	Where Council is the valuation authority The person(s) to be appointed must hold the qualifications or experience specified by Minister
s 13DC(2)	Power to use in force valuations in certain circumstances	Manager Revenue, Property & Customer Service	
s 13DF(3A)	Power to use supplementary valuation before it is certified to levy or adjust municipal rate or fire services property levy	Manager Revenue, Property & Customer Service	

VALUATION OF LAND ACT 1960			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 13DF(5)	Power to adjust rate or fire services property levy payable retrospectively where supplementary valuation made in circumstance referred to in s 13DF(2)(o)	Manager Revenue, Property & Customer Service	
s 13DFA(2)	Function of receiving written certification of supplementary valuation from valuer-general	Manager Revenue, Property & Customer Service	
s 13DFB(1)	Power to request valuer-general to carry out a supplementary valuation	Manager Revenue, Property & Customer Service	
s 13DFB(3)	Function of receiving the supplementary valuation within 10 business days after the supplementary valuation is returned to the valuer-general	Manager Revenue, Property & Customer Service	
s 13DG(3)	Duty to make a valuation of all rateable land where Council has had annexed to its municipal district any area which is not part of a former municipal district.	Manager Revenue, Property & Customer Service	Where Council is the valuation authority
s 13G(1)	Power to make a nomination to have the Power to cause a valuation of land specified in s 13G(2) for a specified year	Manager Revenue, Property & Customer Service	Where Council is the collection agency
s 13G(7)	Power to revoke nomination made under s 13G(1)	Manager Revenue, Property & Customer Service	Where Council is the collection agency
s 13H	Duty to cause a general valuation of non-rateable leviable land to be made, returned to it and provided to the relevant collection agency	Manager Revenue, Property & Customer Service	Where Council is the valuation authority
s 13I	Duty to comply with a Ministerial Direction given under s 13I	Manager Revenue, Property & Customer Service	Where Council is the collection agency and also the valuation authority

VALUATION OF LAND ACT 1960			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 13J	Power to appoint people to carry out valuation	Manager Revenue, Property & Customer Service	The person(s) to be appointed must hold the qualifications or experience specified by Minister. Applies when Council is making a valuation for the purposes of the <i>Fire Services Property Levy Act 2012</i>
s 13L(4)	Power to use a supplementary valuation before it is certified by the valuer-general	Manager Revenue, Property & Customer Service	Where Council is the collection agency
s 13L(6)	Power to adjust the fire services property levy payable retrospectively for any period considered just	Manager Revenue, Property & Customer Service	Where Council is the collection agency
s 13M(2)	Function of receiving certification in writing that the valuer-general is satisfied that the supplementary valuation is correct	Manager Revenue, Property & Customer Service	Where Council is the collection agency
s 13N(1)	Power to request the Valuer-General to make a supplementary valuation	Manager Revenue, Property & Customer Service	Where Council is the collection agency
s 13N(3)	Function of receiving the supplementary valuation within 10 business days after the supplementary valuation is returned to the valuer-general	Manager Revenue, Property & Customer Service	Where Council is the collection agency
s 15(3)	Duty to give notices in paragraphs (a) and (b) if information is received from a valuation authority under s 15(1)(b) as to a general valuation	Manager Revenue, Property & Customer Service	Where Council is the rating authority

VALUATION OF LAND ACT 1960			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 20(3)	Function of receiving objection and written submission where objection is because the value is too low or too high, and the value is not less than the prescribed amount	Manager Revenue, Property & Customer Service	Where Council is the valuation authority
s 21(2)	Duty to refer an objection received to the valuation authority	Manager Revenue, Property & Customer Service	Where Council is not the valuation authority which made the valuation
s 21(2A)	Duty to refer objection to valuer	Manager Revenue, Property & Customer Service	Where Council is the valuation authority
s 21(5)	Function of receiving written notice from the valuer-general of recommendation	Manager Revenue, Property & Customer Service	Where Council is the rating authority
s 21(6)	Duty to give effect to the decision of the valuer-general	Manager Revenue, Property & Customer Service	Where Council is the rating authority
s 22(5)	Function of receiving copy of application to VCAT for review of valuation decision	Manager Revenue, Property & Customer Service	Where Council is the valuation authority
s 22(6)	Duty to forward to principal registrar of VCAT notice of objection and copies of any notices given under s 21 and any information given or submissions lodged under s 20, in relation to objection, within 1 month after being served with copy of objector's application for review under s 22(5)	Manager Revenue, Property & Customer Service	Where Council is the valuation authority

VICTORIAN LOCAL GOVERNMENT GRANTS COMMISSION ACT 1976			
Column 1	Column 2		Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 10	Duty to supply prescribed information to the commission by certain time	Manager Finance & Governance	

VICTORIA STATE EMERGENCY SERVICE ACT 2005			
Column 1	Column 2		Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 34(1)	Power to apply for registration of a group of persons as a unit of the Service	Manager Health, Local Laws & Emergency Management	
s 35(2)	Power to consult with the Chief Officer, Operations regarding removal of controller of a registered unit from office	Manager Health, Local Laws & Emergency Management	

VICTORIAN DATA SHARING ACT 2017			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 10(a)	Power to provide some, or all, of the specified data to the Chief Data Officer	Freedom of Information Officer Privacy Officer Coordinator Risk, Information & Integrity Manager Information Technology Director Corporate Services	If the Chief Data Officer gives a notice under s 8
s 10(b)	Power not to respond to the request	Freedom of Information Officer Privacy Officer Coordinator Risk, Information & Integrity Manager Information Technology Director Corporate Services	If the Chief Data Officer gives a notice under s 8

VICTORIAN DATA SHARING ACT 2017			
s 13(a)	Power to provide some, or all, of the specified data to the Chief Data Officer	Freedom of Information Officer Privacy Officer Coordinator Risk, Information & Integrity Manager Information Technology Director Corporate Services	If the Chief Data Officer gives a notice under s 11
s 13(b)	Power not to respond to the request	Freedom of Information Officer Privacy Officer Coordinator Risk, Information & Integrity Manager Information Technology Director Corporate Services	If the Chief Data Officer gives a notice under s 11
s 24(3)(c)	Function of being informed by the Chief Data Officer, or data analytics body, if the <i>Victorian Data Sharing Act 2017</i> , <i>Privacy and Data Protection Act 2014</i> or <i>Health Records Act 2001</i> has been, or is likely to have been, breached in relation to data handled under the <i>Victorian Data Sharing Act</i> while in the control of the Chief Data Officer, or of the data analytics body	Freedom of Information Officer Privacy Officer Coordinator Risk, Information & Integrity Manager Information Technology Director Corporate Services	

VICTORIAN DATA SHARING ACT 2017		
s 33(4)	Duty to have regard to policies or guidelines issued under s 33(1)	Freedom of Information Officer Privacy Officer Coordinator Risk, Information & Integrity Manager Information Technology Director Corporate Services

VICTORIAN INSPECTORATE ACT 2011			
Column 1	Column 2		Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 28(2)	Power to enter into agreements or arrangements for use of services with the Victorian Inspectorate	Not sub-delegated - retained by CEO	

VICTORIAN PLANNING AUTHORITY ACT 2017			
Column 1	Column 2		Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 33(2)	Duty to comply with request by Authority under s 33(1) for information or assistance	Director Development & Amenity Manager Statutory Planning	
s 34(1)	Function of consulting with Authority where exercising its Powers likely to affect Council's functions	Director Development & Amenity Manager Statutory Planning	

COUNTRY FIRE AUTHORITY REGULATIONS 2014			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 105(3)	Duty to notify the executive officer of the regional fire prevention committee of the name of the nominee nominated in accordance with r 105(2)	Manager Health, Local Laws & Emergency Management	
r 105(8)	Duty to give written notice to Authority of names and addresses of persons elected as representatives of Council	Manager Health, Local Laws & Emergency Management	

LAND ACQUISITION AND COMPENSATION REGULATIONS 2021			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 11	Function of providing certain information as set out in (a)-(h) as requested by an Authority	Director Development & Amenities Manager Engineering & Building Services	
r 12	Function of providing certain information as set out in (a) –(d) as requested by an Authority	Director Development & Amenities Manager Engineering & Building Services	Where Council is responsible authority

LOCAL GOVERNMENT (GENERAL) REGULATIONS 2015			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 10	Duty to include in the notice of rates and charges the information prescribed	Manager Revenue, Property & Customer Service	

LOCAL GOVERNMENT (LONG SERVICE LEAVE) REGULATIONS 2021			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 7(2)	Function of receiving request from member to grant pay instead of long service leave	Manager Finance & Governance	
r 7(3)	Duty to pay the member one-tenth of 3 months ordinary pay for each year of completed recognised service	Manager Finance & Governance	
r 7(5)(a)	Duty to transfer long service leave entitlement to the other Council with the payment to be transferred under r 19(3)	Manager Finance & Governance	
r 7(5)(b)	Duty to pay the public body or special body (as the case requires) an amount equal to one-fortieth of one month's ordinary pay for each completed month of recognised of the member calculated in accordance with these Regulations	Manager Finance & Governance	
r 7(6)(b)	Duty to pay the member one-tenth of 3 months ordinary pay for each year of completed recognised service	Manager Finance & Governance	If, before the member's termination becomes effective, the member has not taken the whole of the long service leave to which the member is entitled or pay instead of that leave, or deferred the taking of the long service leave entitlement under subregulation (4)
r 8(2)	Power to receive notice in writing from member who ceases employment in any of the circumstances set out under subregulation (1) to elect to take pay instead of all or any part of the long service leave to which the member is entitled	Manager Finance & Governance	

LOCAL GOVERNMENT (LONG SERVICE LEAVE) REGULATIONS 2021			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 8(3)	Duty to pay the member one-tenth of 3 months ordinary pay for each year of completed recognised service	Manager Finance & Governance	
r 8(4)(b)	Duty to pay member one-tenth of 3 months ordinary pay for each year of completed recognised service	Manager Finance & Governance	If a member who ceases employment in any of the circumstances set out under subregulation (1) has not taken the whole of the long service leave to which the member is entitled or pay instead of that leave before their termination or retirement becomes effective
r 8(6)	Duty to pay the member referred to in subregulation (5) one-tenth of 3 months ordinary pay for each year of completed recognised service	Manager Finance & Governance	
r 8(7)(b)(i)	Function of approving medical practitioner	Director	
r 9(2)	Duty to pay the legal personal representative of the member referred to in subregulation (1) (as the case requires) (a) the pay which the member elected to take; and (b) pay instead of any long service leave to which the member was entitled and which the member had not taken, or for which the member has not paid	Director	
r 13(6)	Power to include, to the extent determined in each particular case by first Council, the whole or any portion of a period of service when the member was absent from duty with the prior or subsequent approval	Director	

LOCAL GOVERNMENT (LONG SERVICE LEAVE) REGULATIONS 2021			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 14(1)(b)	Duty to grant the member a day off instead of a public holiday	Manager	
r 14(2)	Power to agree on a mutually convenient time with the member	Manager	
r 15	Power to agree on a mutually convenient time with the member to take all or part of long service leave entitlement	Manager	
r 16	Power to approve long serve leave entitlement at half the salary for twice the period	Director	
r 17	Power to approve a member to engage in any employment for hire or reward while the member is on long service leave	Director	
r 18	Duty to provide another Council with any information in its possession which may be required by that other Council for the purposes of these Regulations	Manager Workplace People & Culture	
r 19(2)	Duty to inform the other Council (former Council) of the employment within 2 months of the commencement of the employment	Manager Workplace People & Culture	
r 19(3)	Duty to, within 2 months of being informed of the employment, pay to the Council an amount equal to one-fortieth of one month's pay for each completed month of service of the member with Council	Manager Finance & Governance	Where Council is the member's former employer
r 19(4)	Duty to refund a payment made to it under subregulation (3)	Manager Finance & Governance	Where Council is the member's new employer

LOCAL GOVERNMENT (LONG SERVICE LEAVE) REGULATIONS 2021			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 20	Power to enter into an agreement with an authority, person responsible for an office or Authority referred to in regulation 13(4) regarding transfer of entitlements	Manager Finance & Governance	

LOCAL GOVERNMENT (PLANNING AND REPORTING) REGULATIONS 2020			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 5(1)	Duty to include statements describing the financial resources are in the prescribed form	Director Strategy & Community Manager Integrated Planning	
r 5(2)	Duty to include a statement of capital works in the Financial Plan	Manager Finance & Governance	
r 6	Duty to include prescribed information in the Financial Plan	Director Strategy & Community Manager Integrated Planning	
r 7	Duty to include the prescribed information in the financial statements included in the budget	Manager Finance & Governance	
r 8	Duty to include other prescribed information in the budget or revised budget	Manager Finance & Governance	
r 9(2)	Duty to include the prescribed information in the report of operations	Manager Finance & Governance	
r 10	Duty to include in the report of operations a description of the operations of Council	Director Strategy & Community Manager Integrated Planning	
r 11	Duty to include prescribed information relating to performance results in the performance statements	Manager Finance & Governance	

LOCAL GOVERNMENT (PLANNING AND REPORTING) REGULATIONS 2020			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 14	Duty to include the prescribed information in financial statements contained in the annual report	Director Strategy & Community Manager Integrated Planning	

ROAD SAFETY (TRAFFIC MANAGEMENT) REGULATIONS 2019			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 10(1)	Function of receiving notice, in writing, from the Head, Transport for Victoria if the Head, Transport for Victoria proposes to erect, display, place, remove or alter a traffic control device of a kind referred to in r 9(4)(a) to (f) (a proposal) on a road or road related area that is within the municipal district of the Council	Manager Engineering & Building Services Coordinator Engineering Services & Strategy	Unless the road or road related area forms part of a freeway or arterial road
r 10(2)	Power to disagree, in writing, with the proposal	Manager Engineering & Building Services Coordinator Engineering Services & Strategy	
r 11(1)	Power to erect, display, place, remove or alter traffic control devices on roads or road related areas	Manager Engineering & Building Services Coordinator Engineering Services & Strategy Manager Operations	Where Council is a responsible entity
r 11(2)(a)	Power to erect, display, place, remove or alter a minor traffic control device that is for the control of stopping or parking of vehicles in accordance with Part 12 of the <i>Road Safety Road Rules 2017</i> (Vic)	Manager Engineering & Building Services Coordinator Engineering Services & Strategy Manager Operations	On a road or road related area forming part of an arterial road within Council's municipal district

ROAD SAFETY (TRAFFIC MANAGEMENT) REGULATIONS 2019			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 11(2)(b)	Power to erect, display, place, remove or alter a traffic control device that is associated with a children's crossing	Manager Engineering & Building Services Coordinator Engineering Services & Strategy Manager Operations	
r 11(2)(c)	Power to erect, display, place, remove or alter a traffic control device installed in accordance with r 15	Manager Engineering & Building Services Coordinator Engineering Services & Strategy Manager Operations	
r 11(2)(d)	Power to erect, display, place, remove or alter any other minor traffic control device or a major traffic control device	Manager Engineering & Building Services Coordinator Engineering Services & Strategy Manager Operations	With the authorisation of the Head, Transport for Victoria Subject to r 11(3)
r 11(4)	Duty to alter the minor traffic control device to remove the inconsistency or remove the minor traffic control device	Manager Engineering & Building Services Coordinator Engineering Services & Strategy Manager Operations	If a minor traffic control device referred to in r 11(2)(a) is inconsistent with a major traffic control device located on the same length of road

ROAD SAFETY (TRAFFIC MANAGEMENT) REGULATIONS 2019			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 12(1)(d)	Power to authorise an authorised works manager, or a person acting on behalf of an authorised works manager, to erect, display, place, remove or alter any other minor traffic control device	Manager Engineering & Building Services Coordinator Engineering Services & Strategy Manager Operations	Where Council is the coordinating road authority for that road or road related area Note: see r 23(b)
r 13(1)(f)	Power to authorise a person, to whom a coordinating road authority has issued a permit under section 99B of the Road Safety Act 1986 (Vic) to conduct a non-road activity, to erect, display, place, remove or alter any other minor traffic control device	Manager Engineering & Building Services Coordinator Engineering Services & Strategy Manager Operations	Where Council is the coordinating road authority for that road or road related area Note: see r 23(b)
r 18(1)(b)	Power to authorise a person to erect, display, place, remove or alter traffic control devices	Manager Engineering & Building Services Coordinator Engineering Services & Strategy Manager Operations	Where Council is the coordinating road authority Note: see r 23(b)
r 27	Power to permit, in writing, a person to drive a vehicle on a road in an organised procession (other than a funeral procession) or a parade	Manager Engineering & Building Services Coordinator Engineering Services & Strategy	Where Council is the coordinating road authority for that road
r 30(4)	Power to approve, in writing, a police-controlled rolling road closure	Manager Engineering & Building Services Coordinator Engineering Services & Strategy	Where Council is the coordinating road authority

ROAD SAFETY (TRAFFIC MANAGEMENT) REGULATIONS 2019			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 32(2)(d)(ii)	Power to approve a highway collection being conducted	Manager Engineering & Building Services	
r 34(1)	Function of receiving an application for a permit under s 99B of the <i>Road Safety Act 1986</i> (Vic) from a person intending to conduct a non-road activity on a highway	Manager Engineering & Building Services	Where Council is the coordinating road authority
r 34(4)	Power to reduce, waive or refund the fee for a permit	Manager Engineering & Building Services Coordinator Engineering Services & Strategy Manager Operations	Where Council is a coordinating road authority If there are special circumstances that justify the reduction, waiver or refund of the fee

SUBDIVISION (FEES) REGULATIONS 2016			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 9	Power to fix a fee for considering an engineering plan submitted under s 15 of the <i>Subdivision Act 1988</i>	Manager Statutory Planning Coordinator Statutory Planning	
r 12	Power to waive or rebate the payment of a fee payable under the <i>Subdivision Act 1988</i>	Manager Statutory Planning Coordinator Statutory Planning	
r 13	Duty to record reasons for waiving or rebating payment of a fee under r 12 in writing	Manager Statutory Planning Coordinator Statutory Planning	

SUBDIVISION (PROCEDURES) REGULATIONS 2011			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 11	Duty to give the applicant the address and lot location of each lot on the plan	Manager Statutory Planning Coordinator Statutory Planning	
r 14(a)	Duty to provide the referral authority with a copy of the application and certain details	Manager Statutory Planning Coordinator Statutory Planning	
r 14(b)	Duty to provide the applicant with a copy of the application and certain details	Manager Statutory Planning Coordinator Statutory Planning	
r 19(1)	Duty to send the referral authority notice of revised time for consideration of the plan, when sending a copy of altered plan under s 10(5) of <i>Subdivision Act 1988</i>	Manager Statutory Planning Coordinator Statutory Planning	
r 19(3)	Duty to send the applicant notice of revised time for consideration of the plan when altered plan is sent to a referral authority under s 10(5) of <i>Subdivision Act 1988</i>	Manager Statutory Planning Coordinator Statutory Planning	
r 23(a)	Duty to provide the referral authority with a copy of the plan and certain details, when referring an application to amend a certified plan under s 11(1) of <i>Subdivision Act 1988</i>	Manager Statutory Planning Coordinator Statutory Planning	
r 23(b)	Duty to provide the applicant with a copy of the application and certain details, when referring an application to amend a certified plan under s 11(1) of <i>Subdivision Act 1988</i>	Manager Statutory Planning Coordinator Statutory Planning	

SUBDIVISION (PROCEDURES) REGULATIONS 2011			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 29	Duty to provide the applicant with the amended street address and lot location of each lot on amended plan or new plan	Manager Statutory Planning Coordinator Statutory Planning	In circumstances described in r 29
r 33(1)	Duty to maintain a register of applications	Manager Statutory Planning Coordinator Statutory Planning	
r 33(4)	Duty to make the register available for inspection	Manager Statutory Planning Coordinator Statutory Planning	
r 36(4)	Duty to send notice of refusal where Council refuses to issue a statement of compliance under s 21 of <i>Subdivision Act 1988</i>	Manager Statutory Planning Coordinator Statutory Planning	

SUBDIVISION (REGISTRAR'S REQUIREMENTS) REGULATIONS 2011			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 20	Function of being advised by Registrar of any amendments made to any certified plan under s 22(2)(a) of <i>Subdivision Act 1988</i>	Manager Statutory Planning Coordinator Statutory Planning	

MISCELLANEOUS AND ADMINISTRATIVE POWERS			
Column 1	Column 2	Column 3	Column 4
	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
Section A – Finance Issues			
F1	Power to sign and issue Council order forms for purchase of goods, services and works and to enter into contracts for provision of goods, services and works to the Council	Service Area Buyer (see condition and limitation)	Nil delegation is applicable to these positions
		Coordinator Governance & Procurement Senior Procurement Officer Procurement Officer	Up to \$10,000 (ten thousand dollars) subject to budgetary provisions and compliance with Council's Procurement Policy.
		Coordinators Team Leaders	Up to \$10,000 (ten thousand dollars) subject to budgetary provisions and compliance with Council's Procurement Policy.
		Facility Managers	Up to \$15,000 (fifteen thousand dollars) subject to budgetary provisions and compliance with Council's Procurement Policy. <i>These delegations are for positions within Leisure Service Area only.</i>
		Managers	Up to \$100,000 (one hundred thousand dollars) subject to budgetary provisions and compliance with Council's Procurement Policy.

MISCELLANEOUS AND ADMINISTRATIVE POWERS			
Column 1	Column 2	Column 3	Column 4
	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
		Directors	Up to \$500,000 (five hundred thousand dollars) subject to compliance with Council's Procurement Policy.
		Delegation also retained by Chief Executive Officer	Up to \$500,000 (five hundred thousand dollars) subject to compliance with Council's Procurement Policy.
F2	Power to authorise payment of wages, salaries, related payments	Manager Finance & Governance Directors	Delegation to Directors to be utilised as 'back up' to the normal authorisation processes
F3	Power to authorise payment of Councillor and Mayoral allowances	Director Corporate Services Manager Finance & Governance Manager Communications & Engagement	Within the amount of allowance as determined by the Victorian Independent Remuneration Tribunal in accordance with s 39 of the <i>Local Government Act 2020</i> . In accordance with s 39(6) of the <i>Local Government Act 2020</i> , s 74 of the <i>Local Government Act 1989</i> continues to apply in respect of allowances payable to Mayors, Deputy Mayors and Councillors until the first Determination made by the Victorian Independent Remuneration Tribunal in accordance with s 39(6) of the <i>Local Government Act 2020</i> .
F4	Power to open bank accounts in Council's name	Manager Finance & Governance Director Corporate Services	

MISCELLANEOUS AND ADMINISTRATIVE POWERS			
Column 1	Column 2	Column 3	Column 4
	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
F5	Power to approve invoices and accounts for payment. Budget items - e.g. super	Positions as detailed within Delegation F1.	Levels able to approve up to are as per position as detailed within Delegation F1 Subject to budgetary provisions. Subject to being the account owner.
F6	Power to authorise enforcement of overdue debts	Manager Finance & Governance Manager Revenue, Property & Customer Service Director Corporate Services	
F7	Power to appoint collection agency	Manager Revenue, Property & Customer Service	
F8	Power to approve contract variations	Contract Superintendent	Levels able to approve and authorise up to are as per position as detailed within Delegation F1 Subject to budgetary provisions
F9	Power to amend or vary agreements	Managers Directors	
F10	Power to sign cheques	Authorised Signatories	As per Council Policy re authorised signatories

MISCELLANEOUS AND ADMINISTRATIVE POWERS			
Column 1	Column 2	Column 3	Column 4
	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
F11	Power to approve electronic payments and transfers	Manager Finance & Governance Director Corporate Services	
F12	Power to authorise Petty Cash	Team Leaders Coordinators Managers Directors	Subject to non-approval of own claim Dollar amounts of claims in accordance with policy
F13	Power to issue credit cards to staff	Manager Finance & Governance Director Corporate Services	
F14	Power to authorise calling of invitations for expressions of interest or tenders for works, services and equipment.	Managers	Up to the value of \$100,000 (one hundred thousand dollars) and subject to budgetary provisions
		Directors	Up to the value of \$500,000 (five hundred thousand dollars) and subject to budgetary provisions
		Delegation also retained by Chief Executive Officer	Up to the value of \$500,000 (five hundred thousand dollars) and subject to budgetary provisions

MISCELLANEOUS AND ADMINISTRATIVE POWERS			
Column 1	Column 2	Column 3	Column 4
	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
F15	Power to authorise to sign contracts of sale and vendor statements for land approved for sale.	Manager Revenue, Property & Customer Service Manager Finance & Governance Director Corporate Services	
F16	Power to sign contracts of sale for the approved acquisition of Real Estate (see 2A).	Manager Revenue, Property & Customer Service Manager Finance & Governance Director Corporate Services	
F17	Power to authorise the order, release, refund, or return of securities, bank guarantees and bonds, relating to property transactions only.	Manager Finance & Governance	
F18	Power to authorise progress payments	Managers Directors	Within level of financial authorisation as detailed within Delegation F1
	Power to authorise payment of contract variations	Managers Directors	
	Power to determine fees and charges	Directors Managers	

MISCELLANEOUS AND ADMINISTRATIVE POWERS			
Column 1	Column 2	Column 3	Column 4
	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	Power to authorise the sale or disposal of assets other than land.	Director Operations, Assets & Leisure Manager Assets Manager Finance & Governance	
	Power to write off bad debts	Manager Finance & Governance Manager Revenue, Property & Customer Service	Memo to Director - within 7 days of exercising the delegation
Section B – Building Issues			
	Power to determine fees required under cl 1(c)(i) of sch 2 and ss 18, 42 and 54 of the <i>Building Act</i> 1993 for building permit, application for an occupancy permit (building work) and application for an occupancy permit (places of public entertainment).	Municipal Building Surveyor	Following consultation with Manager Engineering & Building Services

MISCELLANEOUS AND ADMINISTRATIVE POWERS			
Column 1	Column 2	Column 3	Column 4
	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	Power to determine fees payable, person responsible for payment of fees and method of payment and recovery of fees for any application, approval, permit, consent, referral, request, information, inspection, consultation, advice, report, the keeping of documents and records or other function, service or work performed or provided under the <i>Building Act 1993, Building Regulations 2018</i> or for the purposes of any other building control or related function of the Council by the Council or its delegate or any member of staff of the Council.	Municipal Building Surveyor	Following consultation with Manager Engineering & Building Services
Section C – Miscellaneous Issues			
M1	Power to appoint agent, and enter into agency agreement, for the purposes of s 108 of the <i>Local Government Act 2020</i>	Directors Managers	
M2	Power to obtain legal opinions and instruct external legal providers	Directors Managers	
M3	Power to approve legal costs	Directors Managers	
M4	Power to make "ex gratia" settlement of insurance claims	Not sub-delegated – retained by Chief Executive Officer	

MISCELLANEOUS AND ADMINISTRATIVE POWERS				
Column 1	Column 2	Column 3	Column 4	
	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS	
M5	Power to manage processing of insurance claims	Director Corporate Services Manager Finance & Governance Coordinator Risk, Information & Integrity Risk Management Advisor		
M6	Power to execute funding and service agreements with other levels of government.	Directors Managers		
M7	Power to execute applications for government grants	Managers Directors	Up to \$100,000	
M8	Power to determine suitability and value of "in kind" local contributions toward \$ for \$ capital works	Not sub-delegated – retained by Chief Executive Officer		
M9	Power to assess and determine applications for HACC services	Director Strategy & Community Manager Community Services		
M10	Power to grant approval for storage or sale of liquor on Council premises	Manager Health, Local Laws & Emergency Management		

MISCELLANEOUS AND ADMINISTRATIVE POWERS			
Column 1	Column 2	Column 3	Column 4
	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
M11	Power to make seasonal and casual allocation of sporting grounds	Manager Leisure Coordinator Sport, Recreation and Events	
M12	Power to enter into agreements for voluntary or not-for-profit organisation to use Council facilities	Directors Managers	
M13	Power to make statements to the press	Directors Manager Communications & Engagement	Area of functional responsibility
M14	Power to give authority to make statements to the press	Corporate Management Team	
M15	Power to authorise the issue of media releases	Directors Managers Coordinators	
M16	Power to authorise access to Council files and documents	Directors Managers Freedom of Information Officer	
M17	Power to sign correspondence	All Staff	Within area of functional responsibility

MISCELLANEOUS AND ADMINISTRATIVE POWERS			
Column 1	Column 2	Column 3	Column 4
	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
M18	Power to make a decision relating to the conduct of a proceeding before the Victorian Civil and Administrative Tribunal, including a decision to settle the proceeding.	Director Development & Amenities Manager Statutory Planning Coordinator Statutory Planning	Where Council is a party to a proceeding at the Victorian Civil and Administrative Tribunal
M19	Power to make a decision relating to the conduct of a proceeding before Court, including a decision to settle the proceeding	Directors Managers	
M20	Power to approve litigation settlement amounts	Corporate Management Team	
M21	Power to appeal a decision of the Victorian Civil and Administrative Tribunal or Court	Directors Managers	
M22	Duty to administer a competition and consumer protection compliance program	Not sub-delegated – retained by Chief Executive Officer	
M23	Duty to administer a privacy compliance program	Director Manager Finance & Governance Coordinator Risk, Information & Integrity Privacy Officer	
M24	Power to authorise entertainment expenses	Managers Directors	

MISCELLANEOUS AND ADMINISTRATIVE POWERS			
Column 1	Column 2	Column 3	Column 4
	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
M25	Power to authorise publication on the internet	Managers Coordinators Team Leaders	In liaison with Communications & Engagement
M26	Power to authorise publication on the Intranet	Managers Coordinators Team Leaders	In liaison with Communications & Engagement
M27	Power to make or authorise the making of submissions to external bodies	Directors Managers Coordinators	
M28	Power to approve arrangements having important public relations aspect (e.g. opening ceremony for new facilities)	Directors Managers Coordinators	
M29	Power to authorise expenditure on advertising and media	Directors Managers Coordinators	
M30	Power to give permission to publish any document or publication	Directors Managers Coordinators	

MISCELLANEOUS AND ADMINISTRATIVE POWERS			
Column 1	Column 2	Column 3	Column 4
	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
M31	Power to authorise allocation or changeover of garbage bins	Coordinator Waste Management Waste Management & Education Team Leader Waste Administration Officer	
M32	Power to serve statements under the <i>Land Acquisition and Compensation Act 1986</i>	Director Corporate Services Manager Revenue, Property & Customer Service	
M33	Power to sign transfer-related documentation under the <i>Duties Act 2000</i>	Director Corporate Services Manager Revenue, Property & Customer Service	
M34	Power to authorise the release of deposit moneys under the <i>Sale of Land Act 1962</i>	Director Corporate Services Manager Revenue, Property & Customer Service	

MISCELLANEOUS AND ADMINISTRATIVE POWERS			
Column 1	Column 2	Column 3	Column 4
	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
M35	Power to serve statutory notices in relation to land owned or managed by Council	Director Corporate Services Manager Revenue, Property & Customer Service	
¹ M36	Power to request a Minister or Secretary to appoint a Council officer to be an authorised officer or authorised for a particular purpose under an Act	Not sub-delegated – retained by Chief Executive Officer	
M M37	Function of lodging claims for Natural Disaster Financial Assistance and liaising with the Department of Treasury and Finance regarding claims	Not sub-delegated – retained by Chief Executive Officer	

¹ Where an Act provides that an appointment or authorisation must be done by that Minister or Secretary. See eg. s 24ZW(2) of the *Prevention of Cruelty to Animals Act 1986*.

