

***S7 Instrument of Sub-Delegation by CEO***



**Instrument of Sub-Delegation**

**by**

**The Chief Executive Officer**

**Local Laws**

## 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 on the coming into force of this Instrument of Sub-Delegation, all previous sub-delegations made by the Chief Executive Officer in relation to delegations contained herein, are revoked;
3. declare that this Instrument of Sub-Delegation -
  - 3.1 comes into force immediately upon its execution;
  - 3.2 remains in force until varied or revoked;
  - 3.3 is subject to any conditions and limitations set out in paragraph 4, and in the Schedule; and
  - 3.4 must be read in accordance with any guidelines or policies which Council from time to time adopts; and
4. declare that the delegate must not determine the issue, take the action or do the act or thing if:
  - 4.1 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
  - 4.2 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
  - 4.3 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.

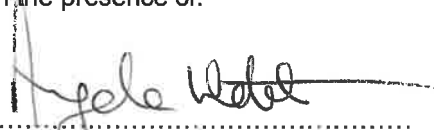
**This Instrument of Sub-Delegation** is dated 1 November 2021 and is made by the Chief Executive Officer under authority of an instrument of delegation authorised by Resolution of Council made on 18 October 2021.

**SIGNED** by Stephen Kozlowski  
CHIEF EXECUTIVE OFFICER  
Maroondah City Council



.....  
**Dated:** 30 May 2022

in the presence of:



.....  
Witness

## SCHEDULE

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| COUNTRY FIRE AUTHORITY ACT 1958 |                                                                                                                                                                              |                                                                       |                          |
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| Column 1                        | Column 2                                                                                                                                                                     | Column 3                                                              | Column 4                 |
| PROVISION                       | THING DELEGATED                                                                                                                                                              | DELEGATE                                                              | CONDITIONS & LIMITATIONS |
| s 36                            | Function of providing fire hydrants when so requested by the Authority                                                                                                       | Municipal Emergency Manager<br>Municipal Emergency Resources Officer  |                          |
| s 41A                           | Power to recover costs of serving notice by fire prevention officer                                                                                                          | Municipal Fire Prevention Officer<br>Prosecutions and Appeals Officer |                          |
| s 42(1)                         | Power to request officers and members of any CFA brigade to carry out work (including burning) for the removal or abatement of any fire danger or for the prevention of fire | Municipal Emergency Manager<br>Municipal Fire Prevention Officer      |                          |
| s 42(2)                         | Duty to pay for work undertaken                                                                                                                                              | Municipal Emergency Manager<br>Municipal Fire Prevention Officer      |                          |
| s 43(1)                         | Duty to take all practicable steps to prevent occurrence of fires and minimise the danger of spread of fires                                                                 | Municipal Emergency Manager<br>Municipal Fire Prevention Officer      |                          |
| s 43(2)                         | Power to acquire equipment, etc. for purposes of s 43(1) and pay for it out of municipal fund                                                                                | Municipal Emergency Manager                                           |                          |

| COUNTRY FIRE AUTHORITY ACT 1958 |                                                                                                                                                     |                                                                      |                                                                                              |
|---------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|----------------------------------------------------------------------------------------------|
| Column 1                        | Column 2                                                                                                                                            | Column 3                                                             | Column 4                                                                                     |
| PROVISION                       | THING DELEGATED                                                                                                                                     | DELEGATE                                                             | CONDITIONS & LIMITATIONS                                                                     |
| s 50F(1)                        | Power to prepare Neighbourhood Safer Places Plan                                                                                                    | Municipal Emergency Manager<br>Municipal Emergency Resources Officer |                                                                                              |
| s 50F(4)                        | Duty to publish and make the Neighbourhood Safer Places Plan available at Council's office for public inspection during office hours free of charge | Municipal Emergency Manager                                          |                                                                                              |
| s 50G(1)                        | Duty to identify and designate places as neighbourhood safer places                                                                                 | Municipal Emergency Manager<br>Municipal Emergency Resources Officer | Where Council's municipal district is located wholly or partly in a country area of Victoria |
| s 50G(4)                        | Duty to ask the CFA to assess the neighbourhood safer place                                                                                         | Municipal Emergency Manager<br>Municipal Emergency Resources Officer | Where Council's municipal district is located wholly or partly in a country area of Victoria |
| s 50H(1)                        | Duty to ensure that appropriate signage is provided at neighbourhood safer places                                                                   | Municipal Emergency Manager<br>Municipal Emergency Resources Officer |                                                                                              |
| s 50I                           | Duty to maintain all designated neighbourhood safer places                                                                                          | Municipal Emergency Manager<br>Municipal Emergency Resources Officer |                                                                                              |

| COUNTRY FIRE AUTHORITY ACT 1958 |                                                                                                     |                                                                       |                                                                                              |
|---------------------------------|-----------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|----------------------------------------------------------------------------------------------|
| Column 1                        | Column 2                                                                                            | Column 3                                                              | Column 4                                                                                     |
| PROVISION                       | THING DELEGATED                                                                                     | DELEGATE                                                              | CONDITIONS & LIMITATIONS                                                                     |
| s 50J(1)                        | Duty to conduct an annual review of designated neighbourhood safer places by 31 August of each year | Municipal Emergency Manager<br>Municipal Emergency Resources Officer  |                                                                                              |
| s 50J(2)                        | Duty to ask the CFA to assess each neighbourhood safer place                                        | Municipal Emergency Manager<br>Municipal Emergency Resources Officer  |                                                                                              |
| s 50J(5)                        | Power to decommission a neighbourhood safer place if paragraphs (a) or (b) apply                    | Municipal Emergency Manager<br>Municipal Emergency Resources Officer  | Where Council's municipal district is located wholly or partly in a country area of Victoria |
| s 96A(1)(a)                     | Duty to appoint fire prevention officer                                                             | Municipal Emergency Manager                                           |                                                                                              |
| s96A(1)(b)                      | Power to appoint assistant fire prevention officers                                                 | Municipal Fire Prevention Officer                                     |                                                                                              |
| s 109C                          | Function of receiving funds for penalties recovered under s 41E                                     | Prosecutions and Appeals Officer<br>Municipal Fire Prevention Officer |                                                                                              |

| <b>DOMESTIC ANIMALS ACT 1994</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                        |                                     |
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| <b>Column 1</b>                  | <b>Column 2</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>Column 3</b>                                                                                                                                                                        | <b>Column 4</b>                     |
| <b>PROVISION</b>                 | <b>POWER, DUTY OR FUNCTION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>DELEGATE</b>                                                                                                                                                                        | <b>CONDITIONS &amp; LIMITATIONS</b> |
| s 10                             | Function of receiving applications for registration of dogs or cats                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer<br>Senior Administration Officer |                                     |
| s 10A(4)                         | Duty to not register or renew the registration of a dangerous dog or a restricted breed dog unless the dog is (a) desexed or (b) a dangerous dog that is not a restricted breed dog and is exempt under s 10B(1)(c), 10B(1)(d) or 10B(1)(e) from the requirement to be desexed or (c) a restricted breed dog that is not a dangerous dog and is exempt under s 10B(1)(e) from the requirement to be desexed                                                                                                                                     | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                                                                                       |                                     |
| s 10C(1)                         | Duty to not register a dog or cat unless the dog or cat (a) has been implanted with prescribed permanent identification device or (b) is of a class of dogs exempt under a resolution made under s 10D(3), from the requirement to be implanted with such a device or (c) is otherwise exempted under the Act from the requirement to be implanted with such a device or (d) subject to s 10C(2), has previously been registered with Council at any time in the 12 month period immediately before the application for registration was lodged | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                                                                                       |                                     |

| DOMESTIC ANIMALS ACT 1994 |                                                                                                                                                                          |                                                                                  |                          |
|---------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|--------------------------|
| Column 1                  | Column 2                                                                                                                                                                 | Column 3                                                                         | Column 4                 |
| PROVISION                 | POWER, DUTY OR FUNCTION                                                                                                                                                  | DELEGATE                                                                         | CONDITIONS & LIMITATIONS |
| s 10C(5)                  | Duty to cause to be published a copy of the resolution                                                                                                                   | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 10C(6)                  | Duty to not register or renew registration of dangerous dog, menacing dog or restricted breed dog unless the dog has been implanted with permanent identification device | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 10D(6)                  | Duty to cause to be published a copy of the resolution                                                                                                                   | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 12(1)                   | Power to appoint an agent for Council in the registration of cats and dogs                                                                                               | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 13                      | Function of receiving notification of sale by domestic animal business or foster carer (including where the animal was not registered)                                   | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |

| DOMESTIC ANIMALS ACT 1994 |                                                                                                                                      |                                                                                  |                                                                                                                                                                                                                                      |
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| Column 1                  | Column 2                                                                                                                             | Column 3                                                                         | Column 4                                                                                                                                                                                                                             |
| PROVISION                 | POWER, DUTY OR FUNCTION                                                                                                              | DELEGATE                                                                         | CONDITIONS & LIMITATIONS                                                                                                                                                                                                             |
| s 14(b)                   | Power to approve form of registration or renewal of registration of dogs and cats                                                    | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                                                                                                                                                                                                                                      |
| s 15(2)                   | Power to permit pro-rata fees for dogs or cats registered for part of a year                                                         | Coordinator Local Laws                                                           |                                                                                                                                                                                                                                      |
| s 15(6)                   | Duty to waive 50% of a registration fee of dogs or cats if paragraphs (a) or (b) apply                                               | Coordinator Local Laws                                                           |                                                                                                                                                                                                                                      |
| s 16                      | Duty to register or renew the registration of a dog or cat (other than a dangerous or restricted breed dog) in certain circumstances | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                                                                                                                                                                                                                                      |
| s 17(1)                   | Power to register or renew the registration of a dangerous dog and impose conditions upon the registration                           | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                                                                                                                                                                                                                                      |
| s 17(1A)(a)               | Power to register or renew the registration of a restricted breed dog                                                                | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services | Under ss 10A(4) and 10C(6), a Council cannot register a restricted breed dog unless the dog is desexed (subject to the exception under s 10B(1)(e)) and the dog has been implanted with a prescribed permanent identification device |

| DOMESTIC ANIMALS ACT 1994 |                                                                                                                                                                                |                                                                                  |                                                                                                                                                                                                                                      |
|---------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Column 1                  | Column 2                                                                                                                                                                       | Column 3                                                                         | Column 4                                                                                                                                                                                                                             |
| PROVISION                 | POWER, DUTY OR FUNCTION                                                                                                                                                        | DELEGATE                                                                         | CONDITIONS & LIMITATIONS                                                                                                                                                                                                             |
| s 17(1A)(b)               | Power to impose conditions on the registration or the renewal of the registration of a restricted breed dog                                                                    | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services | Under ss 10A(4) and 10C(6), a Council cannot register a restricted breed dog unless the dog is desexed (subject to the exception under s 10B(1)(e)) and the dog has been implanted with a prescribed permanent identification device |
| s 17(2)                   | Duty to notify owner and allow owner opportunity to make submissions, if Council proposes not to register or renew the registration of a dangerous dog or restricted breed dog | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                                                                                                                                                                                                                                      |
| s 17(3)                   | Duty to consider submissions in relation to the registration or renewal of registrations of a dangerous dog before making decision                                             | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                                                                                                                                                                                                                                      |
| s 17(4)                   | Duty to serve written notice of decision not to register or renew registration of dangerous dog or restricted breed dog                                                        | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                                                                                                                                                                                                                                      |

| <b>DOMESTIC ANIMALS ACT 1994</b> |                                                                                        |                                                                                                                   |                                     |
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| <b>Column 1</b>                  | <b>Column 2</b>                                                                        | <b>Column 3</b>                                                                                                   | <b>Column 4</b>                     |
| <b>PROVISION</b>                 | <b>POWER, DUTY OR FUNCTION</b>                                                         | <b>DELEGATE</b>                                                                                                   | <b>CONDITIONS &amp; LIMITATIONS</b> |
| s 18(1)                          | Duty to keep register and allow inspection of register of all registered dogs and cats | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Senior Administration Officer |                                     |
| s 18(2)(b)                       | Power to fix fee for inspection of registrations of dogs and cats in the municipality  | Manager Heath, Local Laws & Emergency Management<br>Coordinator Local Laws                                        |                                     |
| s 18(3)                          | Power to fix fees for making of records or obtaining certificates                      | Manager Heath, Local Laws & Emergency Management<br>Coordinator Local Laws                                        |                                     |
| s 19(1)(a)                       | Duty to allocate a registration number to every dog and cat which is registered        | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Senior Administration Officer |                                     |
| s 19(1)(b)                       | Duty to give or send the owner a registration certificate                              | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Senior Administration Officer |                                     |

| DOMESTIC ANIMALS ACT 1994 |                                                                                                                                          |                                                                                                                   |                          |
|---------------------------|------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|--------------------------|
| Column 1                  | Column 2                                                                                                                                 | Column 3                                                                                                          | Column 4                 |
| PROVISION                 | POWER, DUTY OR FUNCTION                                                                                                                  | DELEGATE                                                                                                          | CONDITIONS & LIMITATIONS |
| s 19(1)(c)                | Duty to issue to the owner an identification marker                                                                                      | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Senior Administration Officer |                          |
| s 23(6)                   | Duty to give owner or occupier of the private property a copy of a notice served under s 23(3)                                           | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Senior Administration Officer |                          |
| s 25(3)                   | Duty to cause to be published any orders made by Council under s 25                                                                      | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                  |                          |
| s 26(2A)                  | Duty to obtain agreement of owner or occupier of private property, where Council proposes to make, by resolution, an order under s 26(2) | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                  |                          |
| s 26(3)                   | Duty to cause to be published any orders made by Council under s 26                                                                      | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                  |                          |

| <b>DOMESTIC ANIMALS ACT 1994</b> |                                                                                                                                                                                        |                                                                                                                                                       |                                                                                   |
|----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|
| <b>Column 1</b>                  | <b>Column 2</b>                                                                                                                                                                        | <b>Column 3</b>                                                                                                                                       | <b>Column 4</b>                                                                   |
| <b>PROVISION</b>                 | <b>POWER, DUTY OR FUNCTION</b>                                                                                                                                                         | <b>DELEGATE</b>                                                                                                                                       | <b>CONDITIONS &amp; LIMITATIONS</b>                                               |
| s 33A(1)                         | Duty to accept any dog or cat kept surrendered to Council by the owner of the animal                                                                                                   | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                                                                                   |
| s 33A(3)                         | Duty to give Secretary certain information about a dog under its control if dog exhibits aggressive behaviour, may have been involved in a dog attack or may be a restricted breed dog | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                                                      | This information must be given to the Secretary in the time specified in s 33A(4) |
| s 33A(2)(b)                      | Duty to deal with surrendered dog or cat in accordance with the Act, the regulations and relevant Codes of Practice                                                                    | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                                                                                   |
| s 34(1)                          | Power to declare a dog dangerous                                                                                                                                                       | Coordinator Local Laws                                                                                                                                |                                                                                   |
| s 34(2)                          | Duty not to declare a dog dangerous in certain circumstances                                                                                                                           | Coordinator Local Laws                                                                                                                                |                                                                                   |

| DOMESTIC ANIMALS ACT 1994 |                                                                                                                           |                                                                                  |                          |
|---------------------------|---------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|--------------------------|
| Column 1                  | Column 2                                                                                                                  | Column 3                                                                         | Column 4                 |
| PROVISION                 | POWER, DUTY OR FUNCTION                                                                                                   | DELEGATE                                                                         | CONDITIONS & LIMITATIONS |
| s 35(2)                   | Duty to notify the owner and receive written and oral submissions from the owner if proposing a dog be declared dangerous | Coordinator Local Laws                                                           |                          |
| s 35(3)                   | Duty to consider materials submitted before making a declaration                                                          | Coordinator Local Laws                                                           |                          |
| s 36                      | Duty to give written notice of a declaration to owner                                                                     | Coordinator Local Laws                                                           |                          |
| s 37                      | Function of receiving notification from owners of certain dogs                                                            | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 41B(1)                  | Duty to notify the owner and allow it the opportunity to make submissions to the Council                                  | Coordinator Local Laws                                                           |                          |
| s 41C                     | Duty to give notice of a menacing dog declaration to owner                                                                | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 41D                     | Function of receiving notification in relation to menacing dog                                                            | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |

| DOMESTIC ANIMALS ACT 1994 |                                                                                                                                                |                                                                                                                                                       |                                                                                                 |
|---------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|
| Column 1                  | Column 2                                                                                                                                       | Column 3                                                                                                                                              | Column 4                                                                                        |
| PROVISION                 | POWER, DUTY OR FUNCTION                                                                                                                        | DELEGATE                                                                                                                                              | CONDITIONS & LIMITATIONS                                                                        |
| s 41F                     | Function of receiving notification from owners of restricted breed dogs                                                                        | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                                                      |                                                                                                 |
| s 41J(2)(a)               | Power to issue a permit to own more than 2 restricted breed dogs to any person who has applied to the Council for such a permit                | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                                                      |                                                                                                 |
| s 41J(2)(b)               | Power to issue a permit to keep more than 2 restricted breed dogs at a premises to any person who has applied to the Council for such a permit | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                                                      |                                                                                                 |
| s 41J(3)                  | Power to fix fee for application for permit                                                                                                    | Manager Health, Local Laws & Emergency Management<br>Coordinator Local Laws                                                                           |                                                                                                 |
| s 44(1)                   | Power to require restraint of animals                                                                                                          | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer | If Council has made a relevant local law prohibiting the keeping of animals in a specified area |

| DOMESTIC ANIMALS ACT 1994 |                                                                                                                                    |                                                                                  |                          |
|---------------------------|------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|--------------------------|
| Column 1                  | Column 2                                                                                                                           | Column 3                                                                         | Column 4                 |
| PROVISION                 | POWER, DUTY OR FUNCTION                                                                                                            | DELEGATE                                                                         | CONDITIONS & LIMITATIONS |
| s 44(2)                   | Duty to give written notice of requirement in s 44(1)                                                                              | Coordinator Local Laws<br>Team Leader Local Laws                                 |                          |
| s 44AC(1)(c)              | Power to inspect information kept on register of dangerous, menacing and restricted breed dogs, in accordance with the regulations | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 44AE                    | Duty to provide details of dangerous, menacing or restricted breed dogs to Secretary                                               | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 44AEA                   | Duty to provide to the Secretary information relating to a dog destroyed under s 84TA, 84TB, 84TC                                  | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 44AF                    | Duty to provide to the Secretary information relating to dangerous, menacing or restricted breed dogs                              | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |

| <b>DOMESTIC ANIMALS ACT 1994</b> |                                                                                                                                                 |                                                                                                                                                                                        |                                     |
|----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|
| <b>Column 1</b>                  | <b>Column 2</b>                                                                                                                                 | <b>Column 3</b>                                                                                                                                                                        | <b>Column 4</b>                     |
| <b>PROVISION</b>                 | <b>POWER, DUTY OR FUNCTION</b>                                                                                                                  | <b>DELEGATE</b>                                                                                                                                                                        | <b>CONDITIONS &amp; LIMITATIONS</b> |
| s 44AG                           | Duty to provide to the Secretary information about owners of dangerous, menacing or restricted breed dogs                                       | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                                                                                       |                                     |
| s 44AH                           | Duty to provide, when requested under s 44AH(1) a statement to Secretary confirming that information previously provided by Council is accurate | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                                                                                       |                                     |
| s 46(1)                          | Function of receiving applications to register a premises                                                                                       | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer<br>Senior Administration Officer |                                     |

| DOMESTIC ANIMALS ACT 1994 |                                                                                                                                                                |                                                                                                                                                       |                          |
|---------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Column 1                  | Column 2                                                                                                                                                       | Column 3                                                                                                                                              | Column 4                 |
| PROVISION                 | POWER, DUTY OR FUNCTION                                                                                                                                        | DELEGATE                                                                                                                                              | CONDITIONS & LIMITATIONS |
| s 46(2)                   | Power to approve form of registration of domestic animal businesses and information required                                                                   | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |
| s 46(3)                   | Function of requiring and receiving any further information relating to an application                                                                         | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |
| s 47(1) & (2)             | Power to register and impose any terms, conditions, limitations or restrictions on the registration of premises for the purposes of a domestic animal business | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |

| <b>DOMESTIC ANIMALS ACT 1994</b> |                                                                                                 |                                                                                  |                                     |
|----------------------------------|-------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|-------------------------------------|
| <b>Column 1</b>                  | <b>Column 2</b>                                                                                 | <b>Column 3</b>                                                                  | <b>Column 4</b>                     |
| <b>PROVISION</b>                 | <b>POWER, DUTY OR FUNCTION</b>                                                                  | <b>DELEGATE</b>                                                                  | <b>CONDITIONS &amp; LIMITATIONS</b> |
| s 48(2)                          | Power to approve form of renewal of registration                                                | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                                     |
| s 48(3)                          | Power to approve form of renewal of registration and information required                       | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                                     |
| s 48(4)                          | Function of requiring and receiving any further information relating to the application Council | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                                     |
| s 49(1)                          | Power to fix fees for registration or renewal of registration of domestic animal premises       | Manager Health, Local Laws & Emergency Management<br>Coordinator Local Laws      |                                     |
| s 49(2)                          | Power to refund all or part of application fee                                                  | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                                     |

| DOMESTIC ANIMALS ACT 1994 |                                                                                                                                                               |                                                                                                                   |                          |
|---------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|--------------------------|
| Column 1                  | Column 2                                                                                                                                                      | Column 3                                                                                                          | Column 4                 |
| PROVISION                 | POWER, DUTY OR FUNCTION                                                                                                                                       | DELEGATE                                                                                                          | CONDITIONS & LIMITATIONS |
| s 52(1)                   | Function of receiving an application for transfer of registration to a new premises                                                                           | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                  |                          |
| s 52(2)(a)                | Power to approve form of application to transfer registration                                                                                                 | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Senior Administration Officer |                          |
| s 52(2)(c)                | Power to fix fee for transfer of registration and information required                                                                                        | Manager Health, Local Laws & Emergency Management<br>Coordinator Local Laws                                       |                          |
| s 52(3)                   | Function of requiring and receiving any further information relating to the transfer of registration                                                          | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                  |                          |
| s 52(4)                   | Power to register new (transferred) premises as a domestic animal business and impose any terms, conditions, limitations or restrictions on that registration | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                  |                          |

| DOMESTIC ANIMALS ACT 1994 |                                                                                                                                                                                                                                                     |                                                                                                                                                       |                          |
|---------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Column 1                  | Column 2                                                                                                                                                                                                                                            | Column 3                                                                                                                                              | Column 4                 |
| PROVISION                 | POWER, DUTY OR FUNCTION                                                                                                                                                                                                                             | DELEGATE                                                                                                                                              | CONDITIONS & LIMITATIONS |
| s 54(1)                   | Power to refuse to register or renew the registration, refuse to transfer registration, suspend registration and revoke registration of premises                                                                                                    | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                                                      | Subject to s 54E         |
| s 54(2)                   | Power to act in accordance with s 54(1) if satisfied that the circumstances of s 54(2)(a) or (b) are in existence                                                                                                                                   | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                                                      |                          |
| s 54(3)                   | Duty to refuse to register or renew the registration of a premises in relation to a breeding domestic animal business in certain circumstances                                                                                                      | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |
| s 54(3A)                  | Duty to refuse to register, renew the registration of, or transfer the registration of a premises on which a domestic animal business is, or is proposed to be conducted, that is an animal shelter, a pet shop or a pound in certain circumstances | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                                                      |                          |

| DOMESTIC ANIMALS ACT 1994 |                                                                                                                                                                                                                                                               |                                                                                  |                          |
|---------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|--------------------------|
| Column 1                  | Column 2                                                                                                                                                                                                                                                      | Column 3                                                                         | Column 4                 |
| PROVISION                 | POWER, DUTY OR FUNCTION                                                                                                                                                                                                                                       | DELEGATE                                                                         | CONDITIONS & LIMITATIONS |
| s 54(3B)                  | Duty to refuse to register, renew the registration of, or transfer the registration of a premises on which a domestic animal business is, or is proposed to be conducted, that is a breeding domestic animal business in certain circumstances                | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 54A(1)                  | Duty to refuse to register the premises in respect of which the application is made if s 54A(a), (b) or (c) applies                                                                                                                                           | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 54A(2)                  | Duty to refuse to register the premises in respect of which the application is made if a breeding domestic animal business or a pet shop is being conducted, or is proposed to be conducted, on the rateable property on which the premises is located        | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 54A(3)                  | Duty to refuse to register the premises in respect of which the application is made if a breeding domestic animal business or an animal shelter is being conducted, or is proposed to be conducted, on the rateable property on which the premises is located | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 54B                     | Duty to refuse to register the premises on which a breeding domestic animal business is proposed to be conducted                                                                                                                                              | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |

| DOMESTIC ANIMALS ACT 1994 |                                                                                                                                             |                                                                                                                                                       |                          |
|---------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Column 1                  | Column 2                                                                                                                                    | Column 3                                                                                                                                              | Column 4                 |
| PROVISION                 | POWER, DUTY OR FUNCTION                                                                                                                     | DELEGATE                                                                                                                                              | CONDITIONS & LIMITATIONS |
| s 54C                     | Duty to refuse to transfer the registration of premises on which a breeding domestic animal business is being conducted to another premises | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                                                      |                          |
| s 54D                     | Duty to refuse to renew the registration of a premises on which a breeding domestic animal business is being conducted                      | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                                                      |                          |
| s 55                      | Duty to give notice if it is proposed that the powers under ss 54, 54A, 54B, 54C or 54D will be exercised                                   | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |
| s 56                      | Duty to receive both oral and written submissions and take into account any submissions                                                     | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |

| DOMESTIC ANIMALS ACT 1994 |                                                                                                                                                                                  |                                                                                                                                                       |                                       |
|---------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|
| Column 1                  | Column 2                                                                                                                                                                         | Column 3                                                                                                                                              | Column 4                              |
| PROVISION                 | POWER, DUTY OR FUNCTION                                                                                                                                                          | DELEGATE                                                                                                                                              | CONDITIONS & LIMITATIONS              |
| s 57(1) & (2)             | Duty to serve notice of decision and give reasons for decision                                                                                                                   | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                                       |
| s 58AD(1)(a)              | Function of receiving a request from the chief veterinary officer for a report on the premises on which the domestic animal business is conducted                                | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                                       |
| s 58AD(2)                 | Duty to include a copy of any report from an entry and search of the premises under Part 7 carried out in the 5 years preceding the application for grant or renewal of approval | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                                                      |                                       |
| s 58AI(1)(a)              | Power to cancel or not renew a commercial dog breeder approval                                                                                                                   | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                                                      | Where Council is the relevant Council |

| DOMESTIC ANIMALS ACT 1994 |                                                                                                                                                                    |                                                                                  |                                       |
|---------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|---------------------------------------|
| Column 1                  | Column 2                                                                                                                                                           | Column 3                                                                         | Column 4                              |
| PROVISION                 | POWER, DUTY OR FUNCTION                                                                                                                                            | DELEGATE                                                                         | CONDITIONS & LIMITATIONS              |
| s 58A(1)(b)               | Power to suspend a commercial dog breeder approval                                                                                                                 | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services | Where Council is the relevant Council |
| s 58A(2)                  | Duty to give the Minister notice of any suspension, cancellation or refusal to renew                                                                               | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                                       |
| s 58AL                    | Function of receiving notice of the Minister's grant, renewal, revocation or cancellation of a commercial dog breeder approval as soon as possible after it occurs | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services | Where Council is the relevant Council |
| s 58B                     | Power to apply to Minister to register premises as premises on which domestic animal business conducted                                                            | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                                       |
| s 58C(3)                  | Duty to comply with the terms, conditions, limitations and restrictions on registration of premises under s 58C                                                    | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                                       |

| DOMESTIC ANIMALS ACT 1994 |                                                                                                               |                                                                                  |                          |
|---------------------------|---------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|--------------------------|
| Column 1                  | Column 2                                                                                                      | Column 3                                                                         | Column 4                 |
| PROVISION                 | POWER, DUTY OR FUNCTION                                                                                       | DELEGATE                                                                         | CONDITIONS & LIMITATIONS |
| s 58D(2)                  | Power to apply to Minister for renewal of registration of premises                                            | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 58E                     | Duty to pay fee with application for registration or renewal of registration of premises                      | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 58F                     | Power to surrender registration of premises on which domestic animal business conducted by notice to Minister | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 58G                     | Duty to notify the Minister of transfer of registration                                                       | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 58J                     | Power to make submissions to the Minister regarding Minister's exercise of power under s 58H                  | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |

| <b>DOMESTIC ANIMALS ACT 1994</b> |                                                                                                                                     |                                                                                  |                                       |
|----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|---------------------------------------|
| <b>Column 1</b>                  | <b>Column 2</b>                                                                                                                     | <b>Column 3</b>                                                                  | <b>Column 4</b>                       |
| <b>PROVISION</b>                 | <b>POWER, DUTY OR FUNCTION</b>                                                                                                      | <b>DELEGATE</b>                                                                  | <b>CONDITIONS &amp; LIMITATIONS</b>   |
| s 58K                            | Function of receiving notice of Minister's decision                                                                                 | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                                       |
| s 58P                            | Function of receiving, from the Minister, a copy of the permit (including any conditions imposed on the permit)                     | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services | Where Council is the relevant Council |
| s 58Q(3)                         | Function of receiving, from an authorised officer who has given a direction under s 58Q(1), notification of the closure of the sale | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services | Where Council is the relevant Council |
| s 58R(3)                         | Function of receiving, from the Minister, a copy of a report under s 58R as soon as practicable after receiving the report.         | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                                       |
| s 68A(1)                         | Duty to, in consultation with Secretary, prepare a domestic animal management plan                                                  | Manager Health, Local Laws & Emergency Management<br>Coordinator Local Laws      | Subject to s 68A(1A)                  |
| s 68A(1A)                        | Power to apply to the Secretary for an extension of time within which to prepare a domestic animal management plan                  | Manager Health, Local Laws & Emergency Management<br>Coordinator Local Laws      |                                       |

| DOMESTIC ANIMALS ACT 1994 |                                                                                                                                                                                                                   |                                                                                  |                          |
|---------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|--------------------------|
| Column 1                  | Column 2                                                                                                                                                                                                          | Column 3                                                                         | Column 4                 |
| PROVISION                 | POWER, DUTY OR FUNCTION                                                                                                                                                                                           | DELEGATE                                                                         | CONDITIONS & LIMITATIONS |
| s 68A(3)(a)               | Duty to review domestic animal management plan annually and, if appropriate, amend the plan                                                                                                                       | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 68A(3)(b)               | Duty to provide the Secretary with a copy of the plan and any amendments to the plan                                                                                                                              | Manager Health, Local Laws & Emergency Management<br>Coordinator Local Laws      |                          |
| s 68A(3)(c)               | Duty to prepare an evaluation of its implementation of the plan for publication in Council's annual report                                                                                                        | Manager Health, Local Laws & Emergency Management<br>Coordinator Local Laws      |                          |
| s 68B                     | Power , on application under s 68C, to register a person to provide foster care on a premises in the municipal district of the Council, if the person provides or intends to provide foster care on that premises | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 68C                     | Function of receiving an application for foster carer registration                                                                                                                                                | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |

| DOMESTIC ANIMALS ACT 1994 |                                                                                                                                         |                                                                                                                                                       |                          |
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| Column 1                  | Column 2                                                                                                                                | Column 3                                                                                                                                              | Column 4                 |
| PROVISION                 | POWER, DUTY OR FUNCTION                                                                                                                 | DELEGATE                                                                                                                                              | CONDITIONS & LIMITATIONS |
| s 68D(1)                  | Power to renew registration                                                                                                             | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |
| s 68D(2)                  | Function of receiving an application for foster carer registration renewal                                                              | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |
| s 68E                     | Duty to have regard to the matters set out in s 68E(a) – (e) when deciding whether or not to grant or renew a foster carer registration | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |

| DOMESTIC ANIMALS ACT 1994 |                                                                                                             |                                                                                                                                                       |                          |
|---------------------------|-------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Column 1                  | Column 2                                                                                                    | Column 3                                                                                                                                              | Column 4                 |
| PROVISION                 | POWER, DUTY OR FUNCTION                                                                                     | DELEGATE                                                                                                                                              | CONDITIONS & LIMITATIONS |
| s 68G(a)                  | Power to approve form of applications under s 68C or 68D(2)                                                 | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                                                      |                          |
| s 68G(b)                  | Power to require information in applications under s 68C or 68D(2)                                          | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                                                      |                          |
| s 68G(c)                  | Power to fix fee for applications under s 68C or 68D(2)                                                     | Manager Health, Local Laws & Emergency Management<br>Coordinator Local Laws                                                                           |                          |
| s 68H(2)                  | Power to permit a pro rata fee to be paid where a foster carer registration only applies for part of a year | Manager Health, Local Laws & Emergency Management<br>Coordinator Local Laws                                                                           |                          |
| s 68I(1)(b)               | Power to impose conditions on a foster carer registration                                                   | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |

| DOMESTIC ANIMALS ACT 1994 |                                                                                                                                              |                                                                                  |                          |
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| Column 1                  | Column 2                                                                                                                                     | Column 3                                                                         | Column 4                 |
| PROVISION                 | POWER, DUTY OR FUNCTION                                                                                                                      | DELEGATE                                                                         | CONDITIONS & LIMITATIONS |
| s 68J(1)                  | Power to suspend or cancel a foster carer registration where the criteria in s 68J(1)(a) or (b) apply                                        | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 68J(2)                  | Duty to notify the registered foster carer of a suspension or cancellation under s 68J(1)                                                    | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 68K(1)                  | Duty to notify the holder of a foster carer, in writing, if the Council proposes to suspend, cancel or not renew a foster carer registration | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 68K(2)                  | Function of receiving written submissions from the holder of the registration                                                                | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 68K(3)                  | Duty to consider any submission may under s 68K(2) before deciding to suspend, cancel or not renew the registration                          | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |

| DOMESTIC ANIMALS ACT 1994 |                                                                                                                                                                                                  |                                                                                  |                          |
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| Column 1                  | Column 2                                                                                                                                                                                         | Column 3                                                                         | Column 4                 |
| PROVISION                 | POWER, DUTY OR FUNCTION                                                                                                                                                                          | DELEGATE                                                                         | CONDITIONS & LIMITATIONS |
| s 68N(1)                  | Duty to give to the Secretary the information set out in s 68Q(1) and (2) relating to each registration of a premises by the Council under Part 4                                                | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 68O(1)                  | Duty to give to the Secretary the information set out in s 68Q(1)(a), (c)(ii) and (iii), (d)(ii), (h), (i) and (j), relating to each registration of a foster carer by the Council under Part 5B | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 68R(1)(a)(i)            | Duty to give the information set out in s 68R(2) to the Secretary within 7 days after making a decision under Part 4 to refuse to grant, renew or transfer a registration under that Part        | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 68R(1)(a)(ii)           | Duty to give the information set out in s 68R(2) to the Secretary within 7 days after making a decision under Part 4 to suspend or revoke a registration under that Part                         | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 68R(1)(b)(i)            | Duty to give the information set out in s 68R(3) to the Secretary within 7 days of making a decision under Part 5B not to grant or renew a registration under that Part                          | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |

| DOMESTIC ANIMALS ACT 1994 |                                                                                                                                                                                           |                                                                                  |                          |
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| Column 1                  | Column 2                                                                                                                                                                                  | Column 3                                                                         | Column 4                 |
| PROVISION                 | POWER, DUTY OR FUNCTION                                                                                                                                                                   | DELEGATE                                                                         | CONDITIONS & LIMITATIONS |
| s 68R(1)(b)(ii)           | Duty to give the information set out in s 68R(3) to the Secretary within 7 days of making a decision under Part 5B to suspend or cancel a registration under that Part                    | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 68Y(3)                  | Function of receiving, from the Secretary, the source number issued under s 68Y                                                                                                           | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 68Z(3)                  | Function of receiving, from the Secretary, the source number issued under s 68Z                                                                                                           | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| s 69(1)                   | Duty to make payment to the Treasurer of specified amounts in respect of registration of cats, dogs or registered animal business                                                         | Manager Health, Local Laws<br>& Emergency Management<br>Coordinator Local Laws   |                          |
| s 69(1A)                  | Duty to make payment to the Treasurer in respect of each registration fee collected by the Council for the registration or renewal of registration of a dog or cat in each financial year | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |

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| Column 1                  | Column 2                                                                                                      | Column 3                                                                                                                                              | Column 4                                                                         |
| PROVISION                 | POWER, DUTY OR FUNCTION                                                                                       | DELEGATE                                                                                                                                              | CONDITIONS & LIMITATIONS                                                         |
| s 72                      | Power to appoint, by instrument, employees to be authorised officers                                          | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                                                      |                                                                                  |
| s 72A(1)                  | Power to appoint person who is not employee of Council as authorised officer                                  | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                                                      | Person appointed must have qualifications and experience prescribed by Secretary |
| s 73(1)                   | Duty to issue identity card to authorised officers                                                            | Coordinator Governance & Procurement                                                                                                                  |                                                                                  |
| s 84J                     | Power to retain custody of dog or cat until animal recovered under Division 5 or disposed of under Division 6 | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                                                                                  |

| DOMESTIC ANIMALS ACT 1994 |                                                                                                                                                                                                            |                                                                                                                                                       |                          |
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| Column 1                  | Column 2                                                                                                                                                                                                   | Column 3                                                                                                                                              | Column 4                 |
| PROVISION                 | POWER, DUTY OR FUNCTION                                                                                                                                                                                    | DELEGATE                                                                                                                                              | CONDITIONS & LIMITATIONS |
| s 84L(1)                  | Power to retain custody of dog the subject of a declaration under s 98A until review of the declaration is determined under Part 7E or the dog is recovered under Division 5 or destroyed under Division 6 | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |
| s 84L(2)                  | Power to retain custody of dog before destruction under division 6 where dog is seized under s 80 and officer cannot serve declaration because owner cannot be identified                                  | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |
| s 84M(1)                  | Power to decide not to retain custody of dog or cat seized under ss 23(1), 82, 82B, 83, 84, 84A, 84B or 84C                                                                                                | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |

| DOMESTIC ANIMALS ACT 1994 |                                                                                                                                                                                                                                            |                                                                                  |                                                                                         |
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| Column 1                  | Column 2                                                                                                                                                                                                                                   | Column 3                                                                         | Column 4                                                                                |
| PROVISION                 | POWER, DUTY OR FUNCTION                                                                                                                                                                                                                    | DELEGATE                                                                         | CONDITIONS & LIMITATIONS                                                                |
| s 84N(1)(c)               | Power to require custody of restricted breed dog until the outcome of prosecution under the Act or Regulations in relation to the dog                                                                                                      | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                                                                                         |
| s 84N(1)(d)               | Power to fix an amount payable for the reasonable costs and expenses incurred by the Council in seizing the dog and retaining custody of it until its recovery                                                                             | Coordinator Local Laws                                                           |                                                                                         |
| s 84O(1)                  | Power to destroy a cat seized under Part 7A if cat does not bear an identification marker or device or cat is wild, uncontrollable or diseased                                                                                             | Coordinator Local Laws                                                           |                                                                                         |
| s 84O(2)                  | Duty to destroy dangerous dog or restricted breed dog as soon as possible where owner is entitled to recover dog under Division 5 but does not recover dog in accordance with the time period in that division                             | Coordinator Local Laws                                                           |                                                                                         |
| s 84O(3)                  | Duty to sell or destroy cat or dog (other than dangerous or restricted breed dog) as soon as possible where owner is entitled to recover dog under division 5 but does not recover dog in accordance with the time period in that division | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services | In accordance with any relevant business code of practice or greyhound code of practice |
| s 84P                     | Power to destroy dog seized under Part 7A in certain circumstances listed in paragraphs (a), (c), (d), (e) and (f)                                                                                                                         | Coordinator Local Laws                                                           |                                                                                         |

| DOMESTIC ANIMALS ACT 1994 |                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                           |                          |
|---------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Column 1                  | Column 2                                                                                                                                                                                                                                                                                                                                                                                                             | Column 3                                                                                                                                                                                  | Column 4                 |
| PROVISION                 | POWER, DUTY OR FUNCTION                                                                                                                                                                                                                                                                                                                                                                                              | DELEGATE                                                                                                                                                                                  | CONDITIONS & LIMITATIONS |
| s 84Q(1)                  | Duty to commence prosecution of a person as soon as possible after seizure under Part 7A, if authorised officer reasonably suspects that the person has committed an offence listed in s 84Q(2) with respect to a dog or a cat seized under that part, and power to retain custody of animal seized under s 84B and in any other case, Duty to retain custody until the outcome of the prosecution in s 84Q is known | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Prosecutions and Appeals Officer<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |
| s 84Q(2A)(a)              | Duty to commence prosecution of the owner of the dog or cat as soon as possible after the seizure and after sufficient information is available to enable the commencement of the prosecution                                                                                                                                                                                                                        | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Prosecutions and Appeals Officer                                                                      |                          |
| s 84Q(2A)(b)              | Duty to retain custody of the dog or cat and any offspring of the dog or cat until the outcome of the prosecution is known                                                                                                                                                                                                                                                                                           | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                                                                                          |                          |

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| Column 1                  | Column 2                                                                                                                                                                                         | Column 3                                                                                                                                              | Column 4                 |
| PROVISION                 | POWER, DUTY OR FUNCTION                                                                                                                                                                          | DELEGATE                                                                                                                                              | CONDITIONS & LIMITATIONS |
| s 84Q(3)(a)               | Duty to serve declaration on owner                                                                                                                                                               | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |
| s 84R                     | Power to require owner to provide his or her current address to Council in certain circumstances                                                                                                 | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |
| s 84S                     | Power to destroy dog seized under Part 7A, in the time periods listed, if owner is suspected of committing an offence set out in paragraph (a), (b) or (c) of s 84Q(2) and cannot be identified, | Coordinator Local Laws                                                                                                                                |                          |
| s 84T(1)                  | Duty to destroy dog seized under s 80 within 8 days after seizure if owner cannot be identified and authorised officer reasonably believes dog is restricted breed dog                           | Coordinator Local Laws                                                                                                                                |                          |

| <b>DOMESTIC ANIMALS ACT 1994</b> |                                                                                                                                                                |                                                                                                                                                       |                                                                                                    |
|----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|
| <b>Column 1</b>                  | <b>Column 2</b>                                                                                                                                                | <b>Column 3</b>                                                                                                                                       | <b>Column 4</b>                                                                                    |
| <b>PROVISION</b>                 | <b>POWER, DUTY OR FUNCTION</b>                                                                                                                                 | <b>DELEGATE</b>                                                                                                                                       | <b>CONDITIONS &amp; LIMITATIONS</b>                                                                |
| s84T(2)                          | Duty to notify the Secretary of certain information after destroying a dog under s 84T(1)                                                                      | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                                                      | Notice must comply with requirements of s 84T(3)                                                   |
| s 84TA(1)                        | Power to destroy a dog seized under Part 7A in circumstances listed (a) – (c)                                                                                  | Coordinator Local Laws                                                                                                                                | 84TA (4) & (5) Council must make decision within 48 hours and record the time and date of decision |
| s 84TC(1)                        | Power to destroy a dangerous dog if the dog was declared a dangerous dog and it is believed that the owner of the dog is guilty of an offence under s 24 or 26 | Coordinator Local Laws                                                                                                                                | 84TC (4) & (5) Council must make decision within 48 hours and record the time and date of decision |
| s 84U                            | Duty to ensure seized animal is desexed before selling it                                                                                                      | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                                                                                                    |

| DOMESTIC ANIMALS ACT 1994 |                                                                                                                                                                                                                                                                                           |                                                                                                                                                       |                                                                  |
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| Column 1                  | Column 2                                                                                                                                                                                                                                                                                  | Column 3                                                                                                                                              | Column 4                                                         |
| PROVISION                 | POWER, DUTY OR FUNCTION                                                                                                                                                                                                                                                                   | DELEGATE                                                                                                                                              | CONDITIONS & LIMITATIONS                                         |
| s 84V(2)                  | Power to give animal to an approved person or body                                                                                                                                                                                                                                        | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer | Where Council is authorised under this Act to destroy the animal |
| s 84VA(1)                 | Power to recover any reasonable cost incurred by the Council for the care, transport, maintenance and disposal of the dog or cat for the whole or any part of the time from when the dog or cat is seized under Division 2 until the time when the dog or cat is disposed of under s 84TD | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Prosecutions and Appeals Officer                                  |                                                                  |
| s 84VA(2)                 | Power to recover costs under s 84VA(1) from the owner, or person in charge of the dog or cat when the dog or cat was seized                                                                                                                                                               | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Prosecutions and Appeals Officer                                  |                                                                  |

| DOMESTIC ANIMALS ACT 1994 |                                                                                                                                                                                                                                                                                                    |                                                                                                                                                       |                                                         |
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| Column 1                  | Column 2                                                                                                                                                                                                                                                                                           | Column 3                                                                                                                                              | Column 4                                                |
| PROVISION                 | POWER, DUTY OR FUNCTION                                                                                                                                                                                                                                                                            | DELEGATE                                                                                                                                              | CONDITIONS & LIMITATIONS                                |
| s 84Y                     | Power to enter written agreement to seize, retain, sell and/or destroy dogs or cats, as well as the power to give a seized dog or cat to a community foster care network, give a seized dog or cat to an animal shelter and/or charge fees for doing any of the things under the written agreement | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                                                         |
| s 95                      | Function of receiving payment of fines                                                                                                                                                                                                                                                             | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Prosecutions and Appeals Officer                                  |                                                         |
| s 98(1A)                  | Power to apply to VCAT for review of a decision by Minister in relation to registration of domestic animal business                                                                                                                                                                                | Manager Health, Local Laws & Emergency Management<br>Coordinator Local Laws                                                                           |                                                         |
| s 100A                    | Duty to notify Secretary where VCAT or Supreme Court sets aside a decision to declare a dog to be a dangerous dog, menacing dog or restricted breed dog                                                                                                                                            | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                                                      | Notice must comply with requirements of s 100A(2) & (3) |

| DOMESTIC ANIMALS ACT 1994 |                                                                                                                                                                                                                                                                 |                                                                                                                                                                                           |                          |
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| Column 1                  | Column 2                                                                                                                                                                                                                                                        | Column 3                                                                                                                                                                                  | Column 4                 |
| PROVISION                 | POWER, DUTY OR FUNCTION                                                                                                                                                                                                                                         | DELEGATE                                                                                                                                                                                  | CONDITIONS & LIMITATIONS |
| s 100C                    | Function of receiving disclosed information from a person who is or was engaged in the administration of Part 5B or 5C                                                                                                                                          | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                                                                                          |                          |
| s 100D                    | Power to disclose information held by Council to another Council, a restricted authorised officer or a Departmental authorised officer for the purpose of the performance of Functions under Part 4 or Part 4AA or regulations under those Parts by that person | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Prosecutions and Appeals Officer<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |

| ENVIRONMENT PROTECTION ACT 2017 |                                                                                             |                                                                                                                                                                      |                          |
|---------------------------------|---------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Column 1                        | Column 2                                                                                    | Column 3                                                                                                                                                             | Column 4                 |
| PROVISION                       | THING DELEGATED                                                                             | DELEGATE                                                                                                                                                             | CONDITIONS & LIMITATIONS |
| s 50(1)(ii)                     | Function of receiving application for permission                                            | Director Operations, Assets & Leisure<br>Manager Operations<br>Manager Statutory Planning<br>Manager Engineering & Building Services<br>Manager Finance & Governance |                          |
| s 50(2)                         | Duty of advising applicant that application does not comply with s 50                       | Director Operations, Assets & Leisure<br>Manager Operations<br>Manager Statutory Planning<br>Manager Engineering & Building Services<br>Manager Finance & Governance |                          |
| s 50(3)                         | Power to require the applicant to provide necessary information relating to the application | Director Operations, Assets & Leisure<br>Manager Operations<br>Manager Statutory Planning<br>Manager Engineering & Building Services                                 |                          |

| ENVIRONMENT PROTECTION ACT 2017 |                                                                               |                                                                                                                                                                                                                                                                                                       |                          |
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| Column 1                        | Column 2                                                                      | Column 3                                                                                                                                                                                                                                                                                              | Column 4                 |
| PROVISION                       | THING DELEGATED                                                               | DELEGATE                                                                                                                                                                                                                                                                                              | CONDITIONS & LIMITATIONS |
|                                 |                                                                               | Manager Finance & Governance                                                                                                                                                                                                                                                                          |                          |
| s 50(4)(b)                      | Power to agree time period                                                    | Director Operations, Assets & Leisure<br>Manager Operations<br>Manager Statutory Planning<br>Manager Engineering & Building Services<br>Manager Finance & Governance                                                                                                                                  |                          |
| s 54(1)                         | Power to issue a permission subject to conditions specified in the permission | Manager Statutory Planning<br>Coordinator Statutory Planning<br>Team Leader Statutory Planning<br>Senior Statutory Planner<br>Statutory Planner<br>Planning Compliance Officer<br>Manager Engineering & Building Services<br>Coordinator Development Engineering<br>Infrastructure Compliance Officer |                          |

| ENVIRONMENT PROTECTION ACT 2017 |                                                                                   |                                                                                                                                                                                                                                                                                                                                                                              |                          |
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| Column 1                        | Column 2                                                                          | Column 3                                                                                                                                                                                                                                                                                                                                                                     | Column 4                 |
| PROVISION                       | THING DELEGATED                                                                   | DELEGATE                                                                                                                                                                                                                                                                                                                                                                     | CONDITIONS & LIMITATIONS |
|                                 |                                                                                   | Manager Health, Local Laws<br>& Emergency Management<br>Coordinator Community<br>Health<br>Team Leader Environmental<br>Health<br>Environmental Health Officer                                                                                                                                                                                                               |                          |
| s 56(2)(b)                      | Function of receiving an application for the transfer of permit issued by Council | Manager Statutory Planning<br>Coordinator Statutory<br>Planning<br>Team Leader Statutory<br>Planning<br>Senior Statutory Planner<br>Statutory Planner<br>Planning Compliance Officer<br>Manager Engineering &<br>Building Services<br>Coordinator Development<br>Engineering<br>Infrastructure Compliance<br>Officer<br>Manager Health, Local Laws<br>& Emergency Management |                          |

| ENVIRONMENT PROTECTION ACT 2017 |                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                            |                          |
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| Column 1                        | Column 2                                                                                                                | Column 3                                                                                                                                                                                                                                                                                                                                                                                   | Column 4                 |
| PROVISION                       | THING DELEGATED                                                                                                         | DELEGATE                                                                                                                                                                                                                                                                                                                                                                                   | CONDITIONS & LIMITATIONS |
|                                 |                                                                                                                         | Coordinator Community Health<br>Team Leader Environmental Health<br>Environmental Health Officer                                                                                                                                                                                                                                                                                           |                          |
| s 56(4)                         | Duty to either refuse or transfer the permit subject any conditions within 20 business days after receiving application | Manager Statutory Planning<br>Coordinator Statutory Planning<br>Team Leader Statutory Planning<br>Senior Statutory Planner<br>Statutory Planner<br>Planning Compliance Officer<br>Manager Engineering & Building Services<br>Coordinator Development Engineering<br>Infrastructure Compliance Officer<br>Manager Health, Local Laws & Emergency Management<br>Coordinator Community Health |                          |

| ENVIRONMENT PROTECTION ACT 2017 |                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                          |
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| Column 1                        | Column 2                                                                                                      | Column 3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Column 4                 |
| PROVISION                       | THING DELEGATED                                                                                               | DELEGATE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | CONDITIONS & LIMITATIONS |
| s 56(5)                         | Duty to refuse to transfer permit if Council if the applicant is not a fit and proper person to hold a permit | <p>Team Leader Environmental Health</p> <p>Environmental Health Officer</p> <p>Manager Statutory Planning Coordinator Statutory Planning</p> <p>Team Leader Statutory Planning</p> <p>Senior Statutory Planner</p> <p>Statutory Planner</p> <p>Planning Compliance Officer</p> <p>Manager Engineering &amp; Building Services</p> <p>Coordinator Development Engineering</p> <p>Infrastructure Compliance Officer</p> <p>Manager Health, Local Laws &amp; Emergency Management</p> <p>Coordinator Community Health</p> <p>Team Leader Environmental Health</p> <p>Environmental Health Officer</p> | Consider s 66            |

| ENVIRONMENT PROTECTION ACT 2017 |                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                          |
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| Column 1                        | Column 2                                                                                                    | Column 3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Column 4                 |
| PROVISION                       | THING DELEGATED                                                                                             | DELEGATE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | CONDITIONS & LIMITATIONS |
| s 56(6)                         | Duty to, as soon as practicable after making a decision, give applicant and holder of permit written notice | <p>Manager Statutory Planning<br/>Coordinator Statutory Planning<br/>Team Leader Statutory Planning<br/>Senior Statutory Planner<br/>Statutory Planner<br/>Planning Compliance Officer<br/>Manager Engineering &amp; Building Services<br/>Coordinator Development Engineering<br/>Infrastructure Compliance Officer<br/>Manager Health, Local Laws &amp; Emergency Management<br/>Coordinator Community Health<br/>Team Leader Environmental Health<br/>Environmental Health Officer</p> |                          |
| s 57(2)(b)                      | Function of receiving application for amendment of permit                                                   | <p>Manager Statutory Planning<br/>Coordinator Statutory Planning</p>                                                                                                                                                                                                                                                                                                                                                                                                                      |                          |

| ENVIRONMENT PROTECTION ACT 2017 |                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                |                          |
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| Column 1                        | Column 2                                                        | Column 3                                                                                                                                                                                                                                                                                                                                                                                       | Column 4                 |
| PROVISION                       | THING DELEGATED                                                 | DELEGATE                                                                                                                                                                                                                                                                                                                                                                                       | CONDITIONS & LIMITATIONS |
|                                 |                                                                 | Team Leader Statutory Planning<br>Senior Statutory Planner<br>Statutory Planner<br>Planning Compliance Officer<br>Manager Engineering & Building Services<br>Coordinator Development Engineering<br>Infrastructure Compliance Officer<br>Manager Health, Local Laws & Emergency Management<br>Coordinator Community Health<br>Team Leader Environmental Health<br>Environmental Health Officer |                          |
| s 57(4)                         | Duty to either refuse or amend permit subject to any conditions | Manager Statutory Planning<br>Coordinator Statutory Planning<br>Team Leader Statutory Planning<br>Senior Statutory Planner                                                                                                                                                                                                                                                                     |                          |

| ENVIRONMENT PROTECTION ACT 2017 |                                                                                               |                                                                                                                                                                                                                                                                                                                                  |                          |
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| Column 1                        | Column 2                                                                                      | Column 3                                                                                                                                                                                                                                                                                                                         | Column 4                 |
| PROVISION                       | THING DELEGATED                                                                               | DELEGATE                                                                                                                                                                                                                                                                                                                         | CONDITIONS & LIMITATIONS |
|                                 |                                                                                               | Statutory Planner<br>Planning Compliance Officer<br>Manager Engineering & Building Services<br>Coordinator Development Engineering<br>Infrastructure Compliance Officer<br>Manager Health, Local Laws & Emergency Management<br>Coordinator Community Health<br>Team Leader Environmental Health<br>Environmental Health Officer |                          |
| s 57(8)                         | Duty to, as soon as practicable after making a decision, give holder of permit written notice | Manager Statutory Planning<br>Coordinator Statutory Planning<br>Team Leader Statutory Planning<br>Senior Statutory Planner<br>Statutory Planner<br>Planning Compliance Officer                                                                                                                                                   |                          |

| ENVIRONMENT PROTECTION ACT 2017 |                                                      |                                                                                                                                                                                                                                                                              |                          |
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| Column 1                        | Column 2                                             | Column 3                                                                                                                                                                                                                                                                     | Column 4                 |
| PROVISION                       | THING DELEGATED                                      | DELEGATE                                                                                                                                                                                                                                                                     | CONDITIONS & LIMITATIONS |
|                                 |                                                      | Manager Engineering & Building Services<br>Coordinator Development Engineering<br>Infrastructure Compliance Officer<br>Manager Health, Local Laws & Emergency Management<br>Coordinator Community Health<br>Team Leader Environmental Health<br>Environmental Health Officer |                          |
| s 58(1)                         | Power to amend a permission issued on own initiative | Manager Statutory Planning<br>Coordinator Statutory Planning<br>Team Leader Statutory Planning<br>Senior Statutory Planner<br>Statutory Planner<br>Planning Compliance Officer<br>Manager Engineering & Building Services                                                    |                          |

| ENVIRONMENT PROTECTION ACT 2017 |                                                                                                    |                                                                                                                                                                                                                                                                  |                          |
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| Column 1                        | Column 2                                                                                           | Column 3                                                                                                                                                                                                                                                         | Column 4                 |
| PROVISION                       | THING DELEGATED                                                                                    | DELEGATE                                                                                                                                                                                                                                                         | CONDITIONS & LIMITATIONS |
|                                 |                                                                                                    | Coordinator Development Engineering<br>Infrastructure Compliance Officer<br>Manager Health, Local Laws & Emergency Management<br>Coordinator Community Health<br>Team Leader Environmental Health<br>Environmental Health Officer                                |                          |
| s 58(3)                         | Duty to, as soon as practicable after making a decision, give the permission holder written notice | Manager Statutory Planning<br>Coordinator Statutory Planning<br>Team Leader Statutory Planning<br>Senior Statutory Planner<br>Statutory Planner<br>Planning Compliance Officer<br>Manager Engineering & Building Services<br>Coordinator Development Engineering |                          |

| ENVIRONMENT PROTECTION ACT 2017 |                                                                   |                                                                                                                                                                                                                                                                                                                                                  |                          |
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| Column 1                        | Column 2                                                          | Column 3                                                                                                                                                                                                                                                                                                                                         | Column 4                 |
| PROVISION                       | THING DELEGATED                                                   | DELEGATE                                                                                                                                                                                                                                                                                                                                         | CONDITIONS & LIMITATIONS |
|                                 |                                                                   | <p>Infrastructure Compliance Officer</p> <p>Manager Health, Local Laws &amp; Emergency Management</p> <p>Coordinator Community Health</p> <p>Team Leader Environmental Health</p> <p>Environmental Health Officer</p>                                                                                                                            |                          |
| s 59(2)(b)                      | Function of receiving application to surrender or revoke a permit | <p>Manager Statutory Planning</p> <p>Coordinator Statutory Planning</p> <p>Team Leader Statutory Planning</p> <p>Senior Statutory Planner</p> <p>Statutory Planner</p> <p>Planning Compliance Officer</p> <p>Manager Engineering &amp; Building Services</p> <p>Coordinator Development Engineering</p> <p>Infrastructure Compliance Officer</p> |                          |

| ENVIRONMENT PROTECTION ACT 2017 |                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                              |                          |
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| Column 1                        | Column 2                                                                                                                                                                   | Column 3                                                                                                                                                                                                                                                                                                                                                                     | Column 4                 |
| PROVISION                       | THING DELEGATED                                                                                                                                                            | DELEGATE                                                                                                                                                                                                                                                                                                                                                                     | CONDITIONS & LIMITATIONS |
|                                 |                                                                                                                                                                            | Manager Health, Local Laws<br>& Emergency Management<br>Coordinator Community<br>Health<br>Team Leader Environmental<br>Health<br>Environmental Health Officer                                                                                                                                                                                                               |                          |
| s 59(4)                         | Duty to either consent to the surrender application subject to any conditions or refuse to consent to the surrender within 20 business days after receiving an application | Manager Statutory Planning<br>Coordinator Statutory<br>Planning<br>Team Leader Statutory<br>Planning<br>Senior Statutory Planner<br>Statutory Planner<br>Planning Compliance Officer<br>Manager Engineering &<br>Building Services<br>Coordinator Development<br>Engineering<br>Infrastructure Compliance<br>Officer<br>Manager Health, Local Laws<br>& Emergency Management |                          |

| ENVIRONMENT PROTECTION ACT 2017 |                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                            |                          |
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| Column 1                        | Column 2                                                                                         | Column 3                                                                                                                                                                                                                                                                                                                                                                                   | Column 4                 |
| PROVISION                       | THING DELEGATED                                                                                  | DELEGATE                                                                                                                                                                                                                                                                                                                                                                                   | CONDITIONS & LIMITATIONS |
|                                 |                                                                                                  | Coordinator Community Health<br>Team Leader Environmental Health<br>Environmental Health Officer                                                                                                                                                                                                                                                                                           |                          |
| s 59(7)                         | Duty to, as soon as practicable after making a decision, give the permit holder a written notice | Manager Statutory Planning<br>Coordinator Statutory Planning<br>Team Leader Statutory Planning<br>Senior Statutory Planner<br>Statutory Planner<br>Planning Compliance Officer<br>Manager Engineering & Building Services<br>Coordinator Development Engineering<br>Infrastructure Compliance Officer<br>Manager Health, Local Laws & Emergency Management<br>Coordinator Community Health |                          |

| ENVIRONMENT PROTECTION ACT 2017 |                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                          |
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| Column 1                        | Column 2                                                                                                | Column 3                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Column 4                 |
| PROVISION                       | THING DELEGATED                                                                                         | DELEGATE                                                                                                                                                                                                                                                                                                                                                                                                                                                         | CONDITIONS & LIMITATIONS |
|                                 |                                                                                                         | Team Leader Environmental Health<br>Environmental Health Officer                                                                                                                                                                                                                                                                                                                                                                                                 |                          |
| s 59(9) & (10)                  | Duty to revoke the permissions if request received in writing and give the permit holder written notice | Manager Statutory Planning<br>Coordinator Statutory Planning<br>Team Leader Statutory Planning<br>Senior Statutory Planner<br>Statutory Planner<br>Planning Compliance Officer<br>Manager Engineering and Building Services<br>Coordinator Development Engineering<br>Infrastructure Compliance Officer<br>Manager Health, Local Laws & Emergency Management<br>Coordinator Community Health<br>Team Leader Environmental Health<br>Environmental Health Officer |                          |

| ENVIRONMENT PROTECTION ACT 2017 |                                                                                |                                                                                                                                                                      |                          |  |
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| Column 1                        | Column 2                                                                       | Column 3                                                                                                                                                             | Column 4                 |  |
| PROVISION                       | THING DELEGATED                                                                | DELEGATE                                                                                                                                                             | CONDITIONS & LIMITATIONS |  |
| s 60(1)                         | Power to suspend a permission                                                  | Director Operations, Assets & Leisure<br>Manager Operations<br>Manager Statutory Planning<br>Manager Engineering & Building Services<br>Manager Finance & Governance |                          |  |
| s 60(2)                         | Duty to give permit holder written notice if proposing to suspend a permission | Director Operations, Assets & Leisure<br>Manager Operations<br>Manager Statutory Planning<br>Manager Engineering & Building Services<br>Manager Finance & Governance |                          |  |
| s 60(3)                         | Duty to consider submissions                                                   | Director Operations, Assets & Leisure<br>Manager Operations<br>Manager Statutory Planning<br>Manager Engineering & Building Services                                 |                          |  |

| ENVIRONMENT PROTECTION ACT 2017 |                                                                                                     |                                                                                                                                                                      |                          |
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| Column 1                        | Column 2                                                                                            | Column 3                                                                                                                                                             | Column 4                 |
| PROVISION                       | THING DELEGATED                                                                                     | DELEGATE                                                                                                                                                             | CONDITIONS & LIMITATIONS |
|                                 |                                                                                                     | Manager Finance & Governance                                                                                                                                         |                          |
| s 60(4)                         | Duty to, as soon as practicable after making a decision, give the permit holder with written notice | Director Operations, Assets & Leisure<br>Manager Operations<br>Manager Statutory Planning<br>Manager Engineering & Building Services<br>Manager Finance & Governance |                          |
| s 60(6)                         | Power to remove period of suspension                                                                | Director Operations, Assets & Leisure<br>Manager Operations<br>Manager Statutory Planning<br>Manager Engineering & Building Services<br>Manager Finance & Governance |                          |
| s 60(7)                         | Power to extend period of suspension                                                                | Director Operations, Assets & Leisure<br>Manager Operations<br>Manager Statutory Planning                                                                            |                          |

| ENVIRONMENT PROTECTION ACT 2017 |                                                                                      |                                                                                                                                                                                                                                                     |                          |
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| Column 1                        | Column 2                                                                             | Column 3                                                                                                                                                                                                                                            | Column 4                 |
| PROVISION                       | THING DELEGATED                                                                      | DELEGATE                                                                                                                                                                                                                                            | CONDITIONS & LIMITATIONS |
| s 60(8)                         | Duty to give permit holder written notice of decision to extend period of suspension | Manager Engineering & Building Services<br>Manager Finance & Governance<br><br>Director Operations, Assets & Leisure<br>Manager Operations<br>Manager Statutory Planning<br>Manager Engineering & Building Services<br>Manager Finance & Governance |                          |
| s 61(1) & (2)                   | Power to revoke permission on own initiative                                         | Director Operations, Assets & Leisure<br>Manager Operations<br>Manager Statutory Planning<br>Manager Engineering & Building Services<br>Manager Finance & Governance                                                                                |                          |
| s 61(3)                         | Duty to give permit holder written notice if proposing to revoke a permission        | Director Operations, Assets & Leisure<br>Manager Operations                                                                                                                                                                                         |                          |

| ENVIRONMENT PROTECTION ACT 2017 |                                                                                                                             |                                                                                                                                                                               |                          |
|---------------------------------|-----------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Column 1                        | Column 2                                                                                                                    | Column 3                                                                                                                                                                      | Column 4                 |
| PROVISION                       | THING DELEGATED                                                                                                             | DELEGATE                                                                                                                                                                      | CONDITIONS & LIMITATIONS |
|                                 |                                                                                                                             | Manager Statutory Planning<br>Manager Engineering &<br>Building Services<br>Manager Finance &<br>Governance                                                                   |                          |
| s 61(4)                         | Duty to consider submissions                                                                                                | Director Operations, Assets<br>& Leisure<br>Manager Operations<br>Manager Statutory Planning<br>Manager Engineering &<br>Building Services<br>Manager Finance &<br>Governance |                          |
| s 61(5) & (6)                   | Duty to, as soon as practicable, give permission holder<br>written notice                                                   | Director Operations, Assets<br>& Leisure<br>Manager Operations<br>Manager Statutory Planning<br>Manager Engineering &<br>Building Services<br>Manager Finance &<br>Governance |                          |
| s 81(1)                         | Duty to issue a permit subject to any conditions or refuse<br>to issue a permit upon receiving an application under s<br>50 | Manager Statutory Planning                                                                                                                                                    |                          |

| ENVIRONMENT PROTECTION ACT 2017 |                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                  |                          |
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| Column 1                        | Column 2                                                    | Column 3                                                                                                                                                                                                                                                                                                                                                                                                                         | Column 4                 |
| PROVISION                       | THING DELEGATED                                             | DELEGATE                                                                                                                                                                                                                                                                                                                                                                                                                         | CONDITIONS & LIMITATIONS |
|                                 |                                                             | Coordinator Statutory Planning<br>Team Leader Statutory Planning<br>Senior Statutory Planner<br>Statutory Planner<br>Planning Compliance Officer<br>Manager Engineering & Building Services<br>Coordinator Development Engineering<br>Infrastructure Compliance Officer<br>Manager Health, Local Laws & Emergency Management<br>Coordinator Community Health<br>Team Leader Environmental Health<br>Environmental Health Officer |                          |
| s 81(4)                         | Duty to refuse to issue a permit in circumstances specified | Manager Statutory Planning<br>Coordinator Statutory Planning                                                                                                                                                                                                                                                                                                                                                                     |                          |

| ENVIRONMENT PROTECTION ACT 2017 |                                                 |                                                                                                                                                                                                                                                                                                                                                                                                |                          |  |
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| Column 1                        | Column 2                                        | Column 3                                                                                                                                                                                                                                                                                                                                                                                       | Column 4                 |  |
| PROVISION                       | THING DELEGATED                                 | DELEGATE                                                                                                                                                                                                                                                                                                                                                                                       | CONDITIONS & LIMITATIONS |  |
|                                 |                                                 | Team Leader Statutory Planning<br>Senior Statutory Planner<br>Statutory Planner<br>Planning Compliance Officer<br>Manager Engineering & Building Services<br>Coordinator Development Engineering<br>Infrastructure Compliance Officer<br>Manager Health, Local Laws & Emergency Management<br>Coordinator Community Health<br>Team Leader Environmental Health<br>Environmental Health Officer |                          |  |
| s 83(1)                         | Function of receiving application for exemption | Manager Statutory Planning<br>Coordinator Statutory Planning<br>Team Leader Statutory Planning<br>Senior Statutory Planner                                                                                                                                                                                                                                                                     |                          |  |

| ENVIRONMENT PROTECTION ACT 2017 |                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                  |                          |
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| Column 1                        | Column 2                                                                                                                                  | Column 3                                                                                                                                                                                                                                                                                                                         | Column 4                 |
| PROVISION                       | THING DELEGATED                                                                                                                           | DELEGATE                                                                                                                                                                                                                                                                                                                         | CONDITIONS & LIMITATIONS |
|                                 |                                                                                                                                           | Statutory Planner<br>Planning Compliance Officer<br>Manager Engineering & Building Services<br>Coordinator Development Engineering<br>Infrastructure Compliance Officer<br>Manager Health, Local Laws & Emergency Management<br>Coordinator Community Health<br>Team Leader Environmental Health<br>Environmental Health Officer |                          |
| s 83(3)                         | Duty to grant the exemption subject to any conditions or refuse to grant the exemption within 10 business days upon receiving application | Manager Statutory Planning<br>Coordinator Statutory Planning<br>Team Leader Statutory Planning<br>Senior Statutory Planner<br>Statutory Planner<br>Planning Compliance Officer                                                                                                                                                   |                          |

| ENVIRONMENT PROTECTION ACT 2017 |                                           |                                                                                                                                                                                                                                                                                                                     |                          |
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| Column 1                        | Column 2                                  | Column 3                                                                                                                                                                                                                                                                                                            | Column 4                 |
| PROVISION                       | THING DELEGATED                           | DELEGATE                                                                                                                                                                                                                                                                                                            | CONDITIONS & LIMITATIONS |
|                                 |                                           | <p>Manager Engineering &amp; Building Services</p> <p>Coordinator Development Engineering</p> <p>Infrastructure Compliance Officer</p> <p>Manager Health, Local Laws &amp; Emergency Management</p> <p>Coordinator Community Health</p> <p>Team Leader Environmental Health</p> <p>Environmental Health Officer</p> |                          |
| s 84(1)(b)                      | Function of receiving renewal application | <p>Manager Statutory Planning</p> <p>Coordinator Statutory Planning</p> <p>Team Leader Statutory Planning</p> <p>Senior Statutory Planner</p> <p>Statutory Planner</p> <p>Planning Compliance Officer</p> <p>Manager Engineering &amp; Building Services</p>                                                        |                          |

| ENVIRONMENT PROTECTION ACT 2017 |                                             |                                                                                                                                                                                                                                                                  |                          |
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| Column 1                        | Column 2                                    | Column 3                                                                                                                                                                                                                                                         | Column 4                 |
| PROVISION                       | THING DELEGATED                             | DELEGATE                                                                                                                                                                                                                                                         | CONDITIONS & LIMITATIONS |
|                                 |                                             | Coordinator Development Engineering<br>Infrastructure Compliance Officer<br>Manager Health, Local Laws & Emergency Management<br>Coordinator Community Health<br>Team Leader Environmental Health<br>Environmental Health Officer                                |                          |
| s 84(4)                         | Duty to renew or refuse to renew the permit | Manager Statutory Planning<br>Coordinator Statutory Planning<br>Team Leader Statutory Planning<br>Senior Statutory Planner<br>Statutory Planner<br>Planning Compliance Officer<br>Manager Engineering & Building Services<br>Coordinator Development Engineering |                          |

| ENVIRONMENT PROTECTION ACT 2017 |                                                                                                      |                                                                                                                                                                                                                                                                                                                                                  |                          |  |
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| Column 1                        | Column 2                                                                                             | Column 3                                                                                                                                                                                                                                                                                                                                         | Column 4                 |  |
| PROVISION                       | THING DELEGATED                                                                                      | DELEGATE                                                                                                                                                                                                                                                                                                                                         | CONDITIONS & LIMITATIONS |  |
|                                 |                                                                                                      | <p>Infrastructure Compliance Officer</p> <p>Manager Health, Local Laws &amp; Emergency Management</p> <p>Coordinator Community Health</p> <p>Team Leader Environmental Health</p> <p>Environmental Health Officer</p>                                                                                                                            |                          |  |
| s 84(8)                         | Power to renew permit for (a) a period of not more than 5 years or (b) any shorter period prescribed | <p>Manager Statutory Planning</p> <p>Coordinator Statutory Planning</p> <p>Team Leader Statutory Planning</p> <p>Senior Statutory Planner</p> <p>Statutory Planner</p> <p>Planning Compliance Officer</p> <p>Manager Engineering &amp; Building Services</p> <p>Coordinator Development Engineering</p> <p>Infrastructure Compliance Officer</p> |                          |  |

| ENVIRONMENT PROTECTION ACT 2017 |                                        |                                                                                                                                                                                                                                                                                                                                                                              |                          |
|---------------------------------|----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Column 1                        | Column 2                               | Column 3                                                                                                                                                                                                                                                                                                                                                                     | Column 4                 |
| PROVISION                       | THING DELEGATED                        | DELEGATE                                                                                                                                                                                                                                                                                                                                                                     | CONDITIONS & LIMITATIONS |
|                                 |                                        | Manager Health, Local Laws<br>& Emergency Management<br>Coordinator Community<br>Health<br>Team Leader Environmental<br>Health<br>Environmental Health Officer                                                                                                                                                                                                               |                          |
| s 84(9)                         | Power to renew a permit more than once | Manager Statutory Planning<br>Coordinator Statutory<br>Planning<br>Team Leader Statutory<br>Planning<br>Senior Statutory Planner<br>Statutory Planner<br>Planning Compliance Officer<br>Manager Engineering &<br>Building Services<br>Coordinator Development<br>Engineering<br>Infrastructure Compliance<br>Officer<br>Manager Health, Local Laws<br>& Emergency Management |                          |

| ENVIRONMENT PROTECTION ACT 2017 |                                             |                                                                                                                                                                                                                                                                                                                              |                                     |
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| Column 1                        | Column 2                                    | Column 3                                                                                                                                                                                                                                                                                                                     | Column 4                            |
| PROVISION                       | THING DELEGATED                             | DELEGATE                                                                                                                                                                                                                                                                                                                     | CONDITIONS & LIMITATIONS            |
|                                 |                                             | Coordinator Community Health<br>Team Leader Environmental Health<br>Environmental Health Officer                                                                                                                                                                                                                             |                                     |
| s 114(2)                        | Power to appoint litter enforcement officer | Manager Health, Local Laws & Emergency Management<br>Manager Statutory Planning                                                                                                                                                                                                                                              | Where Council is a litter authority |
| s 118(1)(b)                     | Function of receiving a written statement   | Prosecutions and Appeals Officer<br>Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer<br>Coordinator Community Health<br>Team Leader Environmental Health<br>Environmental Health Officer<br>Planning Compliance Officer | Where Council is a litter authority |

| ENVIRONMENT PROTECTION ACT 2017 |                                         |                                                                                                                                                                                                                                                                                                                                                                      |                                     |
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| Column 1                        | Column 2                                | Column 3                                                                                                                                                                                                                                                                                                                                                             | Column 4                            |
| PROVISION                       | THING DELEGATED                         | DELEGATE                                                                                                                                                                                                                                                                                                                                                             | CONDITIONS & LIMITATIONS            |
|                                 |                                         | Coordinator Development Engineering<br><br>Infrastructure Compliance Officer                                                                                                                                                                                                                                                                                         |                                     |
| s 121(1)                        | Power to issue a waste abatement notice | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer<br>Coordinator Community Health<br>Team Leader Environmental Health<br>Environmental Health Officer<br>Planning Compliance Officer<br>Coordinator Development Engineering<br>Infrastructure Compliance Officer | Where Council is a litter authority |

| ENVIRONMENT PROTECTION ACT 2017 |                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                      |                                     |  |
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| Column 1                        | Column 2                                                                                                                                      | Column 3                                                                                                                                                                                                                                                                                                                                                             | Column 4                            |  |
| PROVISION                       | THING DELEGATED                                                                                                                               | DELEGATE                                                                                                                                                                                                                                                                                                                                                             | CONDITIONS & LIMITATIONS            |  |
| s 121(6)                        | Power to direct the occupier of the place or premises to remove or dispose of the waste within the time specified in a waste abatement notice | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer<br>Coordinator Community Health<br>Team Leader Environmental Health<br>Environmental Health Officer<br>Planning Compliance Officer<br>Coordinator Development Engineering<br>Infrastructure Compliance Officer | Where Council is a litter authority |  |
| s 121(8)                        | Power to vary or revoke a waste abatement notice                                                                                              | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer                                                                                                                                                                                                                | Where Council is a litter authority |  |

| ENVIRONMENT PROTECTION ACT 2017 |                                                        |                                                                                                                                                                                                                                                                                          |                                     |
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| Column 1                        | Column 2                                               | Column 3                                                                                                                                                                                                                                                                                 | Column 4                            |
| PROVISION                       | THING DELEGATED                                        | DELEGATE                                                                                                                                                                                                                                                                                 | CONDITIONS & LIMITATIONS            |
|                                 |                                                        | Coordinator Community Health<br>Team Leader Environmental Health<br>Environmental Health Officer<br>Planning Compliance Officer<br>Coordinator Development Engineering<br><br>Infrastructure Compliance Officer                                                                          |                                     |
| s 122(1)                        | Power to remove or dispose of waste or object or thing | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer<br>Coordinator Community Health<br>Team Leader Environmental Health<br>Environmental Health Officer<br>Planning Compliance Officer | Where Council is a litter authority |

| ENVIRONMENT PROTECTION ACT 2017 |                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                     |  |
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| Column 1                        | Column 2                                                                           | Column 3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Column 4                            |  |
| PROVISION                       | THING DELEGATED                                                                    | DELEGATE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | CONDITIONS & LIMITATIONS            |  |
| s 122(2)                        | Power to recover any reasonable costs incurred in taking action under this section | <p>Coordinator Development Engineering<br/>Infrastructure Compliance Officer</p> <p>Prosecutions and Appeals Officer<br/>Coordinator Local Laws<br/>Team Leader Local Laws<br/>Team Leader Parking Services<br/>Local Laws Officer<br/>Litter &amp; Illegal Dumping Prevention Officer<br/>Coordinator Community Health<br/>Team Leader Environmental Health<br/>Environmental Health Officer<br/>Planning Compliance Officer<br/>Coordinator Development Engineering<br/>Infrastructure Compliance Officer</p> | Where Council is a litter authority |  |
| s 131(1)                        | Function of receiving signed written report                                        | Coordinator Local Laws                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                     |  |

| ENVIRONMENT PROTECTION ACT 2017 |                              |                                                                                                                                                                                                                                                                                                                                            |                          |
|---------------------------------|------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Column 1                        | Column 2                     | Column 3                                                                                                                                                                                                                                                                                                                                   | Column 4                 |
| PROVISION                       | THING DELEGATED              | DELEGATE                                                                                                                                                                                                                                                                                                                                   | CONDITIONS & LIMITATIONS |
|                                 |                              | Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer<br>Coordinator Community Health<br>Team Leader Environmental Health<br>Environmental Health Officer<br>Planning Compliance Officer<br>Coordinator Development Engineering<br>Infrastructure Compliance Officer |                          |
| s 131(2)                        | Power to take further action | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer                                                                                                                                                                                      |                          |

| ENVIRONMENT PROTECTION ACT 2017 |                                                          |                                                                                                                                                                                                             |                          |
|---------------------------------|----------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Column 1                        | Column 2                                                 | Column 3                                                                                                                                                                                                    | Column 4                 |
| PROVISION                       | THING DELEGATED                                          | DELEGATE                                                                                                                                                                                                    | CONDITIONS & LIMITATIONS |
|                                 |                                                          | Coordinator Community Health<br>Team Leader Environmental Health<br>Environmental Health Officer<br>Planning Compliance Officer<br>Coordinator Development Engineering<br>Infrastructure Compliance Officer |                          |
| s 156(1)                        | Duty to comply with Order of the Governor in Council     | Director Operations, Assets & Leisure<br>Manager Operations<br>Manager Assets<br>Manager Health, Local Laws & Emergency Management                                                                          |                          |
| s 171(1)                        | Power to appoint a residential noise enforcement officer | Manager Health, Local Laws & Emergency Management<br>Manager Statutory Planning                                                                                                                             |                          |
| s 172(1)                        | Power to issue a residential noise improvement notice    | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                                                                                                            |                          |

| ENVIRONMENT PROTECTION ACT 2017 |                                                                          |                                                                                                                                                                                                                                                                                          |                          |
|---------------------------------|--------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Column 1                        | Column 2                                                                 | Column 3                                                                                                                                                                                                                                                                                 | Column 4                 |
| PROVISION                       | THING DELEGATED                                                          | DELEGATE                                                                                                                                                                                                                                                                                 | CONDITIONS & LIMITATIONS |
|                                 |                                                                          | Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer<br>Coordinator Community Health<br>Team Leader Environmental Health<br>Environmental Health Officer<br>Planning Compliance Officer                                                                                     |                          |
| s 172(5)(a)                     | Power to extend time to comply with residential noise improvement notice | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer<br>Coordinator Community Health<br>Team Leader Environmental Health<br>Environmental Health Officer<br>Planning Compliance Officer |                          |

| ENVIRONMENT PROTECTION ACT 2017 |                                                                                              |                                                                                                                                                                                                                                                                                          |                          |  |
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| Column 1                        | Column 2                                                                                     | Column 3                                                                                                                                                                                                                                                                                 | Column 4                 |  |
| PROVISION                       | THING DELEGATED                                                                              | DELEGATE                                                                                                                                                                                                                                                                                 | CONDITIONS & LIMITATIONS |  |
| s 172(5)(b)                     | Power to revoke or amend any requirement specified in a residential noise improvement notice | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer<br>Coordinator Community Health<br>Team Leader Environmental Health<br>Environmental Health Officer<br>Planning Compliance Officer |                          |  |
| s 174(1)                        | Power to apply for injunctions relating to residential noise                                 | Prosecutions and Appeals Officer<br>Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer<br>Coordinator Community Health                                                                |                          |  |

| ENVIRONMENT PROTECTION ACT 2017 |                                                                                                     |                                                                                                                                                                                                                                                                                                                              |                                                 |
|---------------------------------|-----------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|
| Column 1                        | Column 2                                                                                            | Column 3                                                                                                                                                                                                                                                                                                                     | Column 4                                        |
| PROVISION                       | THING DELEGATED                                                                                     | DELEGATE                                                                                                                                                                                                                                                                                                                     | CONDITIONS & LIMITATIONS                        |
|                                 |                                                                                                     | Team Leader Environmental Health<br>Environmental Health Officer<br>Planning Compliance Officer                                                                                                                                                                                                                              |                                                 |
| s 347(4)                        | Power to take proceedings for an offence against a provision of Part 6.3                            | Prosecutions and Appeals Officer<br>Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer<br>Coordinator Community Health<br>Team Leader Environmental Health<br>Environmental Health Officer<br>Planning Compliance Officer | Where Council is a litter authority             |
| s 391(1)                        | Power to nominate a representative to a Local Government Waste Forum in a waste and resource region | Director Operations, Assets & Leisure<br>Manager Operations                                                                                                                                                                                                                                                                  | Where Council is in a waste and resource region |

| ENVIRONMENT PROTECTION ACT 2017 |                 |                                                                                   |                          |
|---------------------------------|-----------------|-----------------------------------------------------------------------------------|--------------------------|
| Column 1                        | Column 2        | Column 3                                                                          | Column 4                 |
| PROVISION                       | THING DELEGATED | DELEGATE                                                                          | CONDITIONS & LIMITATIONS |
|                                 |                 | Manager Health, Local Laws & Emergency Management<br>Manager Finance & Governance |                          |

| FINES REFORM ACT 2014 |                                                                                                                                     |                                                         |                                                                                                                                                                                                  |
|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Column 1              | Column 2                                                                                                                            | Column 3                                                | Column 4                                                                                                                                                                                         |
| PROVISION             | THING DELEGATED                                                                                                                     | DELEGATE                                                | CONDITIONS & LIMITATIONS                                                                                                                                                                         |
| s 10D(3)              | Power to take action where work and development permit cancelled or partially completed                                             | Coordinator Local Laws Prosecutions and Appeals Officer |                                                                                                                                                                                                  |
| s 10F(4)              | Function of receiving notice from Secretary regarding where infringement notice waived                                              | Coordinator Local Laws Prosecutions and Appeals Officer |                                                                                                                                                                                                  |
| s 10S(1)              | Function of receiving a direction to suspend any enforcement action                                                                 | Coordinator Local Laws Prosecutions and Appeals Officer |                                                                                                                                                                                                  |
| s 10S(4)              | Function of receiving notice of family violence scheme (FVS) applications                                                           | Coordinator Local Laws Prosecutions and Appeals Officer |                                                                                                                                                                                                  |
| s 10U(1)(c)           | Function of receiving a direction to withdraw an infringement notice and take no further action in relation to the relevant offence | Coordinator Local Laws Prosecutions and Appeals Officer |                                                                                                                                                                                                  |
| s 10U(2)(a)           | Duty to withdraw an infringement notice                                                                                             | Coordinator Local Laws Prosecutions and Appeals Officer | If directed by the Director of Fines Victoria and within 28 days of the direction<br>By issuing a withdrawal notice that complies with s 19(a) and (b)(iii) of the <i>Infringements Act 2006</i> |

| FINES REFORM ACT 2014 |                                                                                                                                     |                                                         |                                                                                                                                                                                                  |
|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Column 1              | Column 2                                                                                                                            | Column 3                                                | Column 4                                                                                                                                                                                         |
| PROVISION             | THING DELEGATED                                                                                                                     | DELEGATE                                                | CONDITIONS & LIMITATIONS                                                                                                                                                                         |
| s 10U(2)(b)           | Duty to notify the Director and the FVS eligible person of the withdrawal of the infringement notice                                | Coordinator Local Laws Prosecutions and Appeals Officer |                                                                                                                                                                                                  |
| s 10V(4)              | Function of receiving a direction to, and a duty to, take no enforcement action during the enforcement suspension period            | Coordinator Local Laws Prosecutions and Appeals Officer |                                                                                                                                                                                                  |
| s 10V(6)              | Power to take any action referred to in s 38(1)(a) with respect to the FVS eligible offence                                         | Coordinator Local Laws Prosecutions and Appeals Officer | if an effective known user statement is cancelled under s 84BF of the <i>Road Safety Act 1986</i> , and the FVS eligible offence is referred to Council                                          |
| s 10V(7)(c)           | Function of receiving a direction to withdraw an infringement notice and take no further action in relation to the relevant offence | Coordinator Local Laws Prosecutions and Appeals Officer |                                                                                                                                                                                                  |
| s 10V(9)(a)           | Duty to withdraw an infringement notice                                                                                             | Coordinator Local Laws Prosecutions and Appeals Officer | If directed by the Director of Fines Victoria and within 28 days of the direction<br>By issuing a withdrawal notice that complies with s 19(a) and (b)(iii) of the <i>Infringements Act 2006</i> |
| s 10V(9)(b)           | Duty to notify the Director and the FVS eligible person of the withdrawal of the infringement notice                                | Coordinator Local Laws Prosecutions and Appeals Officer |                                                                                                                                                                                                  |

| <b>FINES REFORM ACT 2014</b> |                                                                                                          |                                                         |                                                                                                                                                                   |
|------------------------------|----------------------------------------------------------------------------------------------------------|---------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Column 1</b>              | <b>Column 2</b>                                                                                          | <b>Column 3</b>                                         | <b>Column 4</b>                                                                                                                                                   |
| <b>PROVISION</b>             | <b>THING DELEGATED</b>                                                                                   | <b>DELEGATE</b>                                         | <b>CONDITIONS &amp; LIMITATIONS</b>                                                                                                                               |
| s 10W(1)                     | Function of receiving a written notice of the Director of Fines Victoria's determination                 | Coordinator Local Laws Prosecutions and Appeals Officer | If the Director of Fines Victoria determines that an FVS applicant is not an FVS eligible person in respect of an FVS eligible offence                            |
| s 10W(4)                     | Power to immediately resume enforcement action                                                           | Coordinator Local Laws Prosecutions and Appeals Officer | If the Director of Fines Victoria determines that an FVS applicant is not an FVS eligible person in respect of the relevant FVS eligible offence under s 10T      |
| s 10X(2)                     | Function of receiving referred matters from the Director of Fines Victoria                               | Coordinator Local Laws Prosecutions and Appeals Officer |                                                                                                                                                                   |
| s 10Y(1)(a)                  | Power to withdraw an infringement notice and take no further action or issue an official warning         | Coordinator Local Laws Prosecutions and Appeals Officer | Where the Director of Fines Victoria refers an infringement offence under s 10X(2) by issuing a withdrawal notice under s 19 of the <i>Infringements Act 2006</i> |
| s 10Y(1)(b)                  | Power to file a charge-sheet charging the offence                                                        | Coordinator Local Laws Prosecutions and Appeals Officer |                                                                                                                                                                   |
| s 16                         | Function of registering infringement fines with Director of Fines Victoria and paying the prescribed fee | Coordinator Local Laws Prosecutions and Appeals Officer |                                                                                                                                                                   |

| FINES REFORM ACT 2014 |                                                                                                                                                                            |                                                         |                          |
|-----------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|--------------------------|
| Column 1              | Column 2                                                                                                                                                                   | Column 3                                                | Column 4                 |
| PROVISION             | THING DELEGATED                                                                                                                                                            | DELEGATE                                                | CONDITIONS & LIMITATIONS |
| s 20(4)               | Function of being advised by Director of Fines Victoria of determination                                                                                                   | Coordinator Local Laws Prosecutions and Appeals Officer |                          |
| s 21(1)               | Power to withdraw infringement notice, issue official warning or file a charge-sheet upon receipt of notice under s 20                                                     | Coordinator Local Laws Prosecutions and Appeals Officer |                          |
| s 21A                 | Duty to notify Director of Fines Victoria of commencement of proceeding by filing a charge-sheet under s 21(1)(c) in writing                                               | Coordinator Local Laws Prosecutions and Appeals Officer |                          |
| s 22                  | Power to request Director of Fines Victoria not to issue or serve notice of final demand                                                                                   | Coordinator Local Laws Prosecutions and Appeals Officer |                          |
| s 37(2)               | Function of receiving written notice of enforcement cancellation from Director of Fines Victoria                                                                           | Coordinator Local Laws Prosecutions and Appeals Officer |                          |
| s 38                  | Duty, once served notice of an enforcement cancellation notice, to withdraw notice, withdraw notice and issue a written warning or withdraw notice and commence proceeding | Coordinator Local Laws Prosecutions and Appeals Officer |                          |
| s 38A                 | Duty to notify Director of Fines of commencement of proceeding by filing a charge-sheet under s 38(1)(a)(iii) in writing                                                   | Prosecutions and Appeals Officer                        |                          |

| <b>FINES REFORM ACT 2014</b> |                                                                                                                                                              |                                                         |                                                                                                                                |
|------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|
| <b>Column 1</b>              | <b>Column 2</b>                                                                                                                                              | <b>Column 3</b>                                         | <b>Column 4</b>                                                                                                                |
| <b>PROVISION</b>             | <b>THING DELEGATED</b>                                                                                                                                       | <b>DELEGATE</b>                                         | <b>CONDITIONS &amp; LIMITATIONS</b>                                                                                            |
| s 43                         | Power to refer infringement fine to Director of Fines Victoria for management by payment arrangement upon request                                            | Coordinator Local Laws Prosecutions and Appeals Officer |                                                                                                                                |
| s 44                         | Function of receiving notice of notification of refusal of application under s 43                                                                            | Coordinator Local Laws Prosecutions and Appeals Officer |                                                                                                                                |
| s 48(2)                      | Duty to request Director of Fines Victoria to remove infringement fine if infringement notice withdrawn                                                      | Coordinator Local Laws Prosecutions and Appeals Officer |                                                                                                                                |
| s 54(1)                      | Duty to provide Director of Fines Victoria with most up-to-date contact details of persons where referring infringement fine                                 | Coordinator Local Laws Prosecutions and Appeals Officer |                                                                                                                                |
| s 54(5)                      | Function of receiving notice from Director of Fines Victoria where fine recipient makes certain requests                                                     | Coordinator Local Laws Prosecutions and Appeals Officer |                                                                                                                                |
| s 174                        | Function of receiving request from the Director of Fines Victoria or the sheriff                                                                             | Coordinator Local Laws                                  | Where Council is a 'specified body'                                                                                            |
| s 175                        | Duty to comply with a request from the Director of Fines Victoria or the Sheriff for the supply of information for the purpose of enforcing registered fines | Coordinator Local Laws                                  | Where Council is a 'specified body'<br>Unless the CEO of the Council certifies in writing that exceptional circumstances apply |

| <b>FIRE RESCUE VICTORIA ACT 1958 FORMERLY KNOWN AS THE METROPOLITAN FIRE BRIGADES ACT 1958</b> |                                                                                                                     |                                                                  |                                     |
|------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------|-------------------------------------|
| <b>Column 1</b>                                                                                | <b>Column 2</b>                                                                                                     | <b>Column 3</b>                                                  | <b>Column 4</b>                     |
| <b>PROVISION</b>                                                                               | <b>THING DELEGATED</b>                                                                                              | <b>DELEGATE</b>                                                  | <b>CONDITIONS &amp; LIMITATIONS</b> |
| s 4J(4)                                                                                        | Function of consulting with Fire District Review Panel                                                              | Municipal Emergency Manager<br>Municipal Fire Prevention Officer |                                     |
| s 5                                                                                            | Duty to take all practicable steps to prevent fire and minimise spread of fires                                     | Municipal Emergency Manager<br>Municipal Fire Prevention Officer |                                     |
| s 5(2)                                                                                         | Power to acquire equipment and do anything necessary to fulfil duty under s 5(1) and pay for it from municipal fund | Municipal Emergency Manager                                      |                                     |
| s 5A(1)(a)                                                                                     | Duty to appoint fire prevention officer                                                                             | Municipal Emergency Manager                                      |                                     |
| s 5A(1)(b)                                                                                     | Power to appoint assistant fire prevention officer                                                                  | Municipal Fire Prevention Officer                                |                                     |
| s 72(1)                                                                                        | Power to request the Fire Rescue Victoria to carry out fire prevention works                                        | Municipal Emergency Manager<br>Municipal Fire Prevention Officer |                                     |
| s 72(2)                                                                                        | Duty to pay for any fire prevention work carried out                                                                | Municipal Emergency Manager<br>Municipal Fire Prevention Officer |                                     |

| <b>FIRE RESCUE VICTORIA ACT 1958 FORMERLY KNOWN AS THE METROPOLITAN FIRE BRIGADES ACT 1958</b> |                                                                               |                                                                       |                                                                   |
|------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|-----------------------------------------------------------------------|-------------------------------------------------------------------|
| <b>Column 1</b>                                                                                | <b>Column 2</b>                                                               | <b>Column 3</b>                                                       | <b>Column 4</b>                                                   |
| <b>PROVISION</b>                                                                               | <b>THING DELEGATED</b>                                                        | <b>DELEGATE</b>                                                       | <b>CONDITIONS &amp; LIMITATIONS</b>                               |
| s 4J(4)                                                                                        | Function of consulting with Fire District Review Panel                        | Municipal Emergency Manager<br>Municipal Fire Prevention Officer      |                                                                   |
| s 72(3)                                                                                        | Power to consent to carrying out fire prevention work                         | Municipal Emergency Manager<br>Municipal Fire Prevention Officer      |                                                                   |
| s 77(3)                                                                                        | Function of receiving penalties recovered for offences committed against s 91 | Municipal Fire Prevention Officer<br>Prosecutions and Appeals Officer | If fire prevention notice was issued by a fire prevention officer |

| GRAFFITI PREVENTION ACT 2007 |                                                                                                                                                              |                                                                                                                                  |                          |
|------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Column 1                     | Column 2                                                                                                                                                     | Column 3                                                                                                                         | Column 4                 |
| PROVISION                    | THING DELEGATED                                                                                                                                              | DELEGATE                                                                                                                         | CONDITIONS & LIMITATIONS |
| s 18(1)                      | Power to take action necessary to remove or obliterate graffiti from private premises where graffiti is visible from a public place, in accordance with s 18 | Manager Operations<br>Coordinator Built Environment<br>Team Leader Built Environment<br>Built Environment Team Member - Graffiti |                          |
| s 18(2)                      | Power to enter private property for the purpose of s 18(1) if notice provided and owner has given written consent to removal of graffiti and entry           | Manager Operations<br>Coordinator Built Environment<br>Team Leader Built Environment<br>Built Environment Team Member - Graffiti |                          |

| GRAFFITI PREVENTION ACT 2007 |                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                      |                          |
|------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Column 1                     | Column 2                                                                                                                                                                                                        | Column 3                                                                                                                                                                                                                                                                             | Column 4                 |
| PROVISION                    | THING DELEGATED                                                                                                                                                                                                 | DELEGATE                                                                                                                                                                                                                                                                             | CONDITIONS & LIMITATIONS |
| s 18(2)(a)                   | Power to serve notice regarding proposal to remove or obliterate graffiti at least 28 days before action proposed to be taken                                                                                   | <p>Manager Operations</p> <p>Coordinator Built Environment</p> <p>Team Leader Built Environment</p> <p>Coordinator Local Laws</p> <p>Team Leader Local Laws</p> <p>Team Leader Parking Services</p> <p>Local Laws Officer</p> <p>Litter &amp; Illegal Dumping Prevention Officer</p> |                          |
| s 18(3)(a)                   | Duty to serve notice regarding proposal to remove or obliterate graffiti at least 10 days before it is proposed to take action to remove or obliterate graffiti (where entry to private premises not necessary) | <p>Manager Operations</p> <p>Coordinator Local Laws</p> <p>Team Leader Local Laws</p> <p>Team Leader Parking Services</p> <p>Local Laws Officer</p> <p>Litter &amp; Illegal Dumping Prevention Officer</p>                                                                           |                          |

| GRAFFITI PREVENTION ACT 2007 |                                                                                                                                                                                        |                                                                                                                                  |                                                                     |
|------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|
| Column 1                     | Column 2                                                                                                                                                                               | Column 3                                                                                                                         | Column 4                                                            |
| PROVISION                    | THING DELEGATED                                                                                                                                                                        | DELEGATE                                                                                                                         | CONDITIONS & LIMITATIONS                                            |
| s 18(3)(b)                   | Power to remove or obliterate graffiti (where entry not necessary). Where written notice of proposed action given and owner gives consent or does not object in accordance with notice | Manager Operations<br>Coordinator Built Environment<br>Team Leader Built Environment<br>Built Environment Team Member - Graffiti |                                                                     |
| s 18(3A)                     | Power to take further action to remove or obliterate graffiti                                                                                                                          | Manager Operations<br>Coordinator Built Environment<br>Team Leader Built Environment<br>Built Environment Team Member - Graffiti | Within 3 months after Council has taken action under subsection (3) |
| s 18(8)(a)                   | Duty to take reasonable steps to consult with owner or occupier in relation to manner of taking action to remove or obliterate graffiti                                                | Manager Operations<br>Coordinator Built Environment<br>Team Leader Built Environment<br>Built Environment Team Member - Graffiti |                                                                     |

| GRAFFITI PREVENTION ACT 2007 |                                                                                                                                                                  |                                                                                                                                  |                          |
|------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Column 1                     | Column 2                                                                                                                                                         | Column 3                                                                                                                         | Column 4                 |
| PROVISION                    | THING DELEGATED                                                                                                                                                  | DELEGATE                                                                                                                         | CONDITIONS & LIMITATIONS |
| s 18(8)(b)                   | Duty to ensure that work is done by an authorised person, where entry to the property is necessary under s 18(1)                                                 | Manager Operations<br>Coordinator Built Environment<br>Team Leader Built Environment<br>Built Environment Team Member - Graffiti |                          |
| s 18(8)(c)                   | Duty to ensure that work is carried out expeditiously and to avoid unnecessary inconvenience and disruption and with reasonable care and to reasonable standards | Manager Operations<br>Coordinator Built Environment<br>Team Leader Built Environment<br>Built Environment Team Member - Graffiti |                          |
| s 19(1)                      | Power to authorise a person to carry out Council's functions under s 18.                                                                                         | Manager Operations<br>Coordinator Built Environment<br>Team Leader Built Environment                                             |                          |

| GRAFFITI PREVENTION ACT 2007 |                                                                |                                                                                      |                          |
|------------------------------|----------------------------------------------------------------|--------------------------------------------------------------------------------------|--------------------------|
| Column 1                     | Column 2                                                       | Column 3                                                                             | Column 4                 |
| PROVISION                    | THING DELEGATED                                                | DELEGATE                                                                             | CONDITIONS & LIMITATIONS |
| s 19(2)(c)                   | Power to determine performance criteria for authorised persons | Manager Operations<br>Coordinator Built Environment<br>Team Leader Built Environment |                          |
| s 20(1)                      | Duty to issue an identity card to an authorised person         | Coordinator Governance & Procurement                                                 |                          |

| IMPOUNDING OF LIVESTOCK ACT 1994 |                                                                                                                         |                                                                                                                                                       |                          |
|----------------------------------|-------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Column 1                         | Column 2                                                                                                                | Column 3                                                                                                                                              | Column 4                 |
| PROVISION                        | THING DELEGATED                                                                                                         | DELEGATE                                                                                                                                              | CONDITIONS & LIMITATIONS |
| s 9(3)                           | Function of receiving notice from owner or occupier of whereabouts of livestock                                         | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |
| s 10                             | Power to give written permission to owner or occupier of land to impound livestock on their land for longer than 4 days | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |
| s 14                             | Duty to keep record of impounded livestock                                                                              | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |

| IMPOUNDING OF LIVESTOCK ACT 1994 |                                                                                                     |                                                                                                                                                       |                          |
|----------------------------------|-----------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Column 1                         | Column 2                                                                                            | Column 3                                                                                                                                              | Column 4                 |
| PROVISION                        | THING DELEGATED                                                                                     | DELEGATE                                                                                                                                              | CONDITIONS & LIMITATIONS |
| s 15                             | Duty to ascertain owner of livestock and serve a notice of seizure on the owner as soon as possible | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |
| s 16                             | Duty to release livestock                                                                           | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |
| s 16A(3)                         | Power to approve form of notice to be served under s 16A(1)                                         | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |

| IMPOUNDING OF LIVESTOCK ACT 1994 |                                                                                                                                         |                                                                                                                                                       |                                                                                   |
|----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|
| Column 1                         | Column 2                                                                                                                                | Column 3                                                                                                                                              | Column 4                                                                          |
| PROVISION                        | THING DELEGATED                                                                                                                         | DELEGATE                                                                                                                                              | CONDITIONS & LIMITATIONS                                                          |
| s 16B(3)                         | Power to approve form of notice to be served under s 16B(1)                                                                             | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                                                                                   |
| s 17                             | Duty to hold livestock for seven days, or 3 days after time within which measures must be taken under notice served , prior to disposal | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                                                                                   |
| s 17A                            | Duty to hold livestock for 14 days prior to disposal in accordance with Part 2                                                          | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer | Where authorised officer of Council has impounded livestock under s 5A of the Act |

| IMPOUNDING OF LIVESTOCK ACT 1994 |                                                                                     |                                                                                                                                                       |                          |
|----------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Column 1                         | Column 2                                                                            | Column 3                                                                                                                                              | Column 4                 |
| PROVISION                        | THING DELEGATED                                                                     | DELEGATE                                                                                                                                              | CONDITIONS & LIMITATIONS |
| s 18                             | Power to offer uncollected livestock for sale                                       | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |
| s 19                             | Duty to give public notice of intention to sell livestock                           | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |
| s 20                             | Duty to apply the proceeds of the sale of livestock in the order set out in s 20(1) | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |

| <b>IMPOUNDING OF LIVESTOCK ACT 1994</b> |                                                                                                    |                                                                                                                                                       |                                     |
|-----------------------------------------|----------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|
| <b>Column 1</b>                         | <b>Column 2</b>                                                                                    | <b>Column 3</b>                                                                                                                                       | <b>Column 4</b>                     |
| <b>PROVISION</b>                        | <b>THING DELEGATED</b>                                                                             | <b>DELEGATE</b>                                                                                                                                       | <b>CONDITIONS &amp; LIMITATIONS</b> |
| s 21                                    | Power to dispose of livestock including destroying or re-housing                                   | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                                     |
| s 22                                    | Function of posting written notice of the impounding of livestock at the pound where they are held | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                                     |
| s 27                                    | Function of receiving notice of proceedings                                                        | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                                     |

| IMPOUNDING OF LIVESTOCK ACT 1994 |                                                                                                                                                                                                                              |                                                                                                                                                       |                          |
|----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Column 1                         | Column 2                                                                                                                                                                                                                     | Column 3                                                                                                                                              | Column 4                 |
| PROVISION                        | THING DELEGATED                                                                                                                                                                                                              | DELEGATE                                                                                                                                              | CONDITIONS & LIMITATIONS |
| s 28(1)                          | Duty to not sell or dispose of impounded livestock until (a) the time limit in s 27(2) has expired or (b) the proceedings have been determined or withdrawn, where Council receives notification of proceeding under s 27(1) | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |
| s 28(3)                          | Power to release impounded livestock pending determination of proceedings                                                                                                                                                    | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |
| s 29(2)                          | Duty to release impounded livestock and convey it to the owner at Council's expense where Magistrates' Court determines impounding was in contravention of this Act                                                          | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |

| IMPOUNDING OF LIVESTOCK ACT 1994 |                                                                                                                                                              |                                                                                                                                                       |                          |
|----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Column 1                         | Column 2                                                                                                                                                     | Column 3                                                                                                                                              | Column 4                 |
| PROVISION                        | THING DELEGATED                                                                                                                                              | DELEGATE                                                                                                                                              | CONDITIONS & LIMITATIONS |
| s 30                             | Power to recover outstanding amount as a debt                                                                                                                | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                          |
| s 33A                            | Power to appoint an authorised officer for the specific purpose of filing charge-sheets in respect of an alleged offence committed in the municipal district | Director Development & Amenity<br>Coordinator Local Laws<br>Prosecutions and Appeals Officer                                                          |                          |

| INFRINGEMENTS ACT 2006 |                                                                                                                        |                                                                                              |                          |
|------------------------|------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|--------------------------|
| Column 1               | Column 2                                                                                                               | Column 3                                                                                     | Column 4                 |
| PROVISION              | THING DELEGATED                                                                                                        | DELEGATE                                                                                     | CONDITIONS & LIMITATIONS |
| s 3                    | Power to appoint an issuing officer                                                                                    | Director Development & Amenity<br>Coordinator Local Laws<br>Prosecutions and Appeals Officer |                          |
| s 6                    | Duty to provide Attorney-General with prescribed information                                                           | Manager Health, Local Laws & Emergency Management<br>Coordinator Local Laws                  |                          |
| s 9                    | Power to make and publish guidelines and policies in respect of the use of official warnings for infringement offences | Manager Health, Local Laws & Emergency Management<br>Coordinator Local Laws                  |                          |
| s 11                   | Duty to withdraw an official warning in certain circumstances                                                          | Coordinator Local Laws<br>Prosecutions and Appeals Officer                                   |                          |
| s 15                   | Power to accept late payment of infringement penalty                                                                   | Coordinator Local Laws<br>Prosecutions and Appeals Officer                                   |                          |
| s 17(1)                | Power to refer certain matters to the Court                                                                            | Coordinator Local Laws<br>Prosecutions and Appeals Officer                                   |                          |

| INFRINGEMENTS ACT 2006 |                                                                                                                   |                                                                                                                 |                          |
|------------------------|-------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|--------------------------|
| Column 1               | Column 2                                                                                                          | Column 3                                                                                                        | Column 4                 |
| PROVISION              | THING DELEGATED                                                                                                   | DELEGATE                                                                                                        | CONDITIONS & LIMITATIONS |
| s 17(3)                | Power to withdraw infringement notice and file a charge and summons in the Children's Court in some circumstances | Manager Health, Local Laws & Emergency Management<br>Coordinator Local Laws<br>Prosecutions and Appeals Officer |                          |
| s 18(1) & (2)          | Power to withdraw an infringement notice in some circumstances                                                    | Coordinator Local Laws<br>Prosecutions and Appeals Officer                                                      |                          |
| s 22                   | Function of receiving application for review of decision to serve infringement notice                             | Coordinator Local Laws<br>Prosecutions and Appeals Officer<br>Senior Administration Officer                     |                          |
| s 23(1)                | Power to request additional information required to conduct review                                                | Coordinator Local Laws<br>Prosecutions and Appeals Officer                                                      |                          |
| s 23(2)                | Duty to suspend review where request made under s 23(1)                                                           | Coordinator Local Laws<br>Prosecutions and Appeals Officer                                                      |                          |

| INFRINGEMENTS ACT 2006 |                                                                                                                                                                                                                                                                                                                 |                                                         |                          |  |
|------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|--------------------------|--|
| Column 1               | Column 2                                                                                                                                                                                                                                                                                                        | Column 3                                                | Column 4                 |  |
| PROVISION              | THING DELEGATED                                                                                                                                                                                                                                                                                                 | DELEGATE                                                | CONDITIONS & LIMITATIONS |  |
| s 23(4)                | Power to refuse or grant request for extension of time made under s 23(3)(b)                                                                                                                                                                                                                                    | Coordinator Local Laws Prosecutions and Appeals Officer |                          |  |
| s 23(5)                | Duty, if extension of time granted under s 23(4)(b), to inform applicant in writing of the period of the extension                                                                                                                                                                                              | Coordinator Local Laws Prosecutions and Appeals Officer |                          |  |
| s 23(6)(a)             | Power, if applicant fails to provide information requested under s 23(1) within time under s 23(3) or, within the period of extension if an extension is granted under s 23(4)(b), to review the decision under s 24 without additional information                                                             | Coordinator Local Laws Prosecutions and Appeals Officer |                          |  |
| s 23(6)(b)(i) & (ii)   | Power, if applicant fails to provide information requested under s 23(1) within time under s 23(3) or, within the period of extension if an extension is granted under s 23(4)(b), to accept information provided by the applicant out of time and to review the decision under s 24 with that late information | Coordinator Local Laws Prosecutions and Appeals Officer |                          |  |
| s 24(1)(a) & (b)       | Duty, if application for review under s 22(1)(a), (b) or (c) is received, to review decision to serve infringement notice and suspend procedures used for enforcement of infringement penalty until review complete and applicant is sent advice of outcome                                                     | Coordinator Local Laws Prosecutions and Appeals Officer |                          |  |

| <b>INFRINGEMENTS ACT 2006</b> |                                                                                                                                                                        |                                                         |                                     |
|-------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|-------------------------------------|
| <b>Column 1</b>               | <b>Column 2</b>                                                                                                                                                        | <b>Column 3</b>                                         | <b>Column 4</b>                     |
| <b>PROVISION</b>              | <b>THING DELEGATED</b>                                                                                                                                                 | <b>DELEGATE</b>                                         | <b>CONDITIONS &amp; LIMITATIONS</b> |
| s 24(1A)                      | Duty to review whether person unlikely to have been aware of infringement notice, and suspend procedures until review complete and applicant is sent advice of outcome | Coordinator Local Laws Prosecutions and Appeals Officer |                                     |
| s 24(2)                       | Duty to ensure that a review is conducted by a person who was not involved in making the decision to serve the infringement notice                                     | Coordinator Local Laws Prosecutions and Appeals Officer |                                     |
| s 24(3)(a)                    | Duty to review decision within prescribed time or, if additional information is requested under s 23, within prescribed period plus 35 days                            | Coordinator Local Laws Prosecutions and Appeals Officer |                                     |
| s 24(3)(b)                    | Duty to serve on the applicant written notice of outcome of review within 21 days of decision                                                                          | Coordinator Local Laws Prosecutions and Appeals Officer |                                     |

| INFRINGEMENTS ACT 2006 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                             |                          |
|------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Column 1               | Column 2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Column 3                                                                                                                    | Column 4                 |
| PROVISION              | THING DELEGATED                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | DELEGATE                                                                                                                    | CONDITIONS & LIMITATIONS |
| s 25(1)                | <p>Power, after reviewing a decision, to take the following actions (or any combination of those actions):</p> <p>(a) confirm the decision to serve an infringement notice;</p> <p>(b) withdraw the infringement notice and serve an official warning;</p> <p>(c) withdraw the infringement notice;</p> <p>(d) withdraw the infringement notice and refer the matter to the Court in accordance with Part 2 or, where infringement notice served on a child, withdraw the infringement notice and file a charge and summons in the Children's Court;</p> <p>(e) in the case of an infringement offence involving additional steps, alter or vary those steps;</p> <p>(f) waive all or any penalty reminder notice fees; or</p> <p>(g) approve a payment plan.</p> | <p>Manager Health, Local Laws &amp; Emergency Management</p> <p>Coordinator Local Laws Prosecutions and Appeals Officer</p> |                          |
| s 25(2)                | <p>Power, in the case of application made under s 22(1)(b), to:</p> <p>(a) confirm the decision;</p> <p>(b) withdraw the notice and serve an official warning; or</p> <p>(c) withdraw the notice.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <p>Manager Health, Local Laws &amp; Emergency Management</p> <p>Coordinator Local Laws Prosecutions and Appeals Officer</p> |                          |

| <b>INFRINGEMENTS ACT 2006</b> |                                                                                                                                          |                                                                                                              |                                     |
|-------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|-------------------------------------|
| <b>Column 1</b>               | <b>Column 2</b>                                                                                                                          | <b>Column 3</b>                                                                                              | <b>Column 4</b>                     |
| <b>PROVISION</b>              | <b>THING DELEGATED</b>                                                                                                                   | <b>DELEGATE</b>                                                                                              | <b>CONDITIONS &amp; LIMITATIONS</b> |
| s 25(2A)                      | Power made under s 22(1)(d), to grant or refuse application                                                                              | Manager Health, Local Laws & Emergency Management<br>Coordinator Local Laws Prosecutions and Appeals Officer |                                     |
| s 25(3)                       | Function of receiving application for payment plan for infringement notices confirmed under s 25(2)(a)                                   | Coordinator Local Laws Prosecutions and Appeals Officer<br>Senior Administration Officer                     |                                     |
| s 25(4)                       | Duty to serve application with written notice of decision made under s 25(2A)(a)                                                         | Coordinator Local Laws Prosecutions and Appeals Officer                                                      |                                     |
| s 25(6)                       | Duty to serve application with written notice of outcome of review under s 25(2A)(b), and advise that payment is required within 14 days | Coordinator Local Laws Prosecutions and Appeals Officer                                                      |                                     |
| s 29(1) & (2)                 | Power to serve a penalty reminder notice                                                                                                 | Coordinator Local Laws Prosecutions and Appeals Officer                                                      |                                     |

| INFRINGEMENTS ACT 2006 |                                                                                                                                                              |                                                                                          |                          |  |
|------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|--------------------------|--|
| Column 1               | Column 2                                                                                                                                                     | Column 3                                                                                 | Column 4                 |  |
| PROVISION              | THING DELEGATED                                                                                                                                              | DELEGATE                                                                                 | CONDITIONS & LIMITATIONS |  |
| s 40(1)(a)             | Duty to lodge prescribed information with the Court, if person elects an infringement offence matter to be heard by the Court or if matter referred to Court | Coordinator Local Laws Prosecutions and Appeals Officer                                  |                          |  |
| s 40(1)(d)             | Duty to serve details on person who was served with infringement notice, at least 14 days prior to hearing date                                              | Coordinator Local Laws Prosecutions and Appeals Officer                                  |                          |  |
| s 46(1)                | Function of receiving application for payment plan                                                                                                           | Coordinator Local Laws Prosecutions and Appeals Officer<br>Senior Administration Officer |                          |  |
| s 46(1A)               | Function of receiving application for payment plan from body corporate                                                                                       | Coordinator Local Laws Prosecutions and Appeals Officer<br>Senior Administration Officer |                          |  |
| s 46(3)                | Duty to offer payment plan in certain circumstances                                                                                                          | Coordinator Local Laws Prosecutions and Appeals Officer                                  |                          |  |
| s 46(4)                | Power to offer payment plan in certain circumstances                                                                                                         | Coordinator Local Laws Prosecutions and Appeals Officer                                  |                          |  |

| INFRINGEMENTS ACT 2006 |                                                                                                                                                                                                   |                                                         |                          |
|------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|--------------------------|
| Column 1               | Column 2                                                                                                                                                                                          | Column 3                                                | Column 4                 |
| PROVISION              | THING DELEGATED                                                                                                                                                                                   | DELEGATE                                                | CONDITIONS & LIMITATIONS |
| s 46(5)(a)             | Power to offer a payment plan by arrangement and management of a payment plan for the person to whom it applies by that agency                                                                    | Coordinator Local Laws Prosecutions and Appeals Officer |                          |
| s 46(5)(b)             | Power to offer a payment plan by referring the infringement penalty and penalty reminder notice fee to the Secretary for management by payment arrangement under the <i>Fines Reform Act 2014</i> | Coordinator Local Laws Prosecutions and Appeals Officer |                          |
| s 46(6)                | Duty, if Council determines not to offer payment plan to a person who has applied, to serve written notice on person with relevant details                                                        | Coordinator Local Laws Prosecutions and Appeals Officer |                          |
| s 46(7)                | Duty to cease action taken to collect infringement penalty upon receipt of application under s 46(1) or (1A)                                                                                      | Coordinator Local Laws Prosecutions and Appeals Officer |                          |
| s 47(1)                | Power to arrange a payment plan                                                                                                                                                                   | Coordinator Local Laws Prosecutions and Appeals Officer |                          |
| s 49(3)                | Duty, if infringement notice withdrawn, to withdraw infringement penalty and penalty reminder notice fee from payment plan                                                                        | Coordinator Local Laws Prosecutions and Appeals Officer |                          |
| s 49A(2)               | Power to vary terms of a payment arrangement                                                                                                                                                      | Coordinator Local Laws Prosecutions and Appeals Officer |                          |

| <b>INFRINGEMENTS ACT 2006</b> |                                                                                                                                                                              |                                                                                          |                                     |
|-------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|-------------------------------------|
| <b>Column 1</b>               | <b>Column 2</b>                                                                                                                                                              | <b>Column 3</b>                                                                          | <b>Column 4</b>                     |
| <b>PROVISION</b>              | <b>THING DELEGATED</b>                                                                                                                                                       | <b>DELEGATE</b>                                                                          | <b>CONDITIONS &amp; LIMITATIONS</b> |
| s 49A(4)                      | Duty to give written notification to applicant of decision regarding payment plan variation                                                                                  | Coordinator Local Laws Prosecutions and Appeals Officer                                  |                                     |
| s 50(1)                       | Duty to allocate money received under payment plan in order of priority                                                                                                      | Coordinator Local Laws Prosecutions and Appeals Officer                                  |                                     |
| s 50(3)                       | Duty to advise person to whom payment plan applies of overpayment                                                                                                            | Coordinator Local Laws Prosecutions and Appeals Officer<br>Senior Administration Officer |                                     |
| s 50(3)(a)                    | Power to offer to apply amount of overpayment to outstanding infringement penalties, prescribed costs or enforcement orders, if person consents and directs Council to do so | Coordinator Local Laws Prosecutions and Appeals Officer<br>Senior Administration Officer |                                     |
| s 50(3)(b)                    | Power to refund amount of overpayment by appropriating Consolidated Fund or refunding from another fund or account                                                           | Manager Finance & Governance                                                             |                                     |

| <b>INFRINGEMENTS ACT 2006</b> |                                                                                                 |                                                                                                                 |                                     |
|-------------------------------|-------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|-------------------------------------|
| <b>Column 1</b>               | <b>Column 2</b>                                                                                 | <b>Column 3</b>                                                                                                 | <b>Column 4</b>                     |
| <b>PROVISION</b>              | <b>THING DELEGATED</b>                                                                          | <b>DELEGATE</b>                                                                                                 | <b>CONDITIONS &amp; LIMITATIONS</b> |
| s 52(2)                       | Duty to send written notice advising of default on payment plan                                 | Coordinator Local Laws<br>Prosecutions and Appeals Officer<br>Senior Administration Officer                     |                                     |
| s 53A(2)                      | Function of consulting with Secretary                                                           | Manager Health, Local Laws & Emergency Management<br>Coordinator Local Laws<br>Prosecutions and Appeals Officer |                                     |
| s 53B(2)                      | Duty to comply with request by Secretary under s 53B(1)                                         | Manager Health, Local Laws & Emergency Management<br>Coordinator Local Laws<br>Prosecutions and Appeals Officer |                                     |
| s 53C(2)                      | Duty to respond give report to Secretary in response to any recommendations made under s 53C(1) | Manager Health, Local Laws & Emergency Management<br>Coordinator Local Laws<br>Prosecutions and Appeals Officer |                                     |

| LIVESTOCK DISEASE CONTROL ACT 1994 |                                                                                                               |                                                                                  |                                                                                                                                                           |
|------------------------------------|---------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| Column 1                           | Column 2                                                                                                      | Column 3                                                                         | Column 4                                                                                                                                                  |
| PROVISION                          | THING DELEGATED                                                                                               | DELEGATE                                                                         | CONDITIONS & LIMITATIONS                                                                                                                                  |
| s 107B(4)(a)                       | Function of receiving records maintained by the Secretary under ss 107B(1)(c), (d), (e) or (g)                | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services | Only applies to a member of Council staff responsible for the conduct or facilitation of livestock sales at a saleyard operated or managed by the Council |
| s 121A                             | Function of receiving a request from the Secretary for information relating to land in the municipal district | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services | In connection with the administration of, or in carrying out of the Secretary's functions under, the Act or the regulations                               |

| MAGISTRATES' COURT ACT 1989 |                                                                                                                                                                   |                                                                                                                                                     |                          |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Column 1                    | Column 2                                                                                                                                                          | Column 3                                                                                                                                            | Column 4                 |
| PROVISION                   | THING DELEGATED                                                                                                                                                   | DELEGATE                                                                                                                                            | CONDITIONS & LIMITATIONS |
| s 99A(4)                    | Power to give persons or bodies making a written request under s 99A(3) access to any information that may be of use in the enforcement of court orders and fines | Director Development & Amenities<br>Manager Health, Local Laws & Emergency Management<br>Coordinator Local Laws<br>Prosecutions and Appeals Officer |                          |

| ROAD SAFETY ACT 1986    |                                                                                                                                                                                                                              |                                                                                                |                                           |  |
|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|-------------------------------------------|--|
| Column 1                | Column 2                                                                                                                                                                                                                     | Column 3                                                                                       | Column 4                                  |  |
| PROVISION               | THING DELEGATED                                                                                                                                                                                                              | DELEGATE                                                                                       | CONDITIONS & LIMITATIONS                  |  |
| s 59(1)(a) and (d)      | Power to authorise officer or other person to request or signal driver or person in charge of motor vehicle to do certain things, such as stop the motor vehicle                                                             | Director Development & Amenities                                                               |                                           |  |
| s 77(2)(b)              | Power to prosecute and authorise staff member to prosecute                                                                                                                                                                   | Director Development & Amenities<br>Coordinator Local Laws<br>Prosecutions and Appeals Officer |                                           |  |
| s 77(4)                 | Power to authorise officer to take proceedings for any offence which relates to the parking or leaving standing of a vehicle if the offence occurs on land or premises which are vested in, or under the control of, Council | Director Development & Amenities<br>Coordinator Local Laws<br>Prosecutions and Appeals Officer |                                           |  |
| s 84BE(1)               | Function of receiving a statement under this s                                                                                                                                                                               | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services               | Where Council is the enforcement official |  |
| s 84BE(4), (5) and (5A) | Power to decide to accept statements as effective statements for the purposes of this Part                                                                                                                                   | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services               | Where Council is the enforcement official |  |

| ROAD SAFETY ACT 1986 |                                                                                                                                                    |                                                                                                                                                       |                                           |
|----------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|
| Column 1             | Column 2                                                                                                                                           | Column 3                                                                                                                                              | Column 4                                  |
| PROVISION            | THING DELEGATED                                                                                                                                    | DELEGATE                                                                                                                                              | CONDITIONS & LIMITATIONS                  |
| s 84BE(6)            | Duty to cause notice to be served on the statement-giver stating whether the enforcement official accepted the statement as an effective statement | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                                                      | Where Council is the enforcement official |
| s 84BF               | Power to cancel acceptance of a statement                                                                                                          | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                                                      | Where Council is the enforcement official |
| s 87(1)              | Power to serve, or cause to be served, a parking infringement notice                                                                               | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer |                                           |
| s 87(1D)             | Duty to issue an identity card to authorised person<br>Council appoints                                                                            | Coordinator Governance & Procurement                                                                                                                  |                                           |
| s 87(1E)             | Power to authorise a member of staff to sign identity card                                                                                         | Coordinator Governance & Procurement                                                                                                                  |                                           |
| s 87(8)              | Power to authorise person for purpose of serving parking infringement notices in accordance with s 87(1C)                                          | Director Development & Amenity                                                                                                                        |                                           |

| ROAD SAFETY ACT 1986 |                                                                                                                                                                                         |                                                                                                                                                                                                         |                          |  |
|----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--|
| Column 1             | Column 2                                                                                                                                                                                | Column 3                                                                                                                                                                                                | Column 4                 |  |
| PROVISION            | THING DELEGATED                                                                                                                                                                         | DELEGATE                                                                                                                                                                                                | CONDITIONS & LIMITATIONS |  |
| s 90D(1)             | Power to enter into an agreement with the owner or occupier or land for the provision of parking services                                                                               | Manager Health, Local Laws & Emergency Management<br>Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                                                   |                          |  |
| s 90I                | Power to issue parking permits to enable vehicles displaying a parking permit for people with disabilities to be parked in accordance with the <i>Road Safety Road Rules 2017</i> (Vic) | Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                                                                                                        |                          |  |
| s 98(1)              | Power to request Minister to extend application of Act                                                                                                                                  | Director Development & Amenity<br>Manager Engineering & Building Services<br>Coordinator Engineering Services & Strategy<br>Manager Health, Local Laws & Emergency Management<br>Coordinator Local Laws |                          |  |

| ROAD SAFETY ACT 1986 |                                                                                                    |                                                                                                                                                                                                                                                               |                                                                                            |
|----------------------|----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|
| Column 1             | Column 2                                                                                           | Column 3                                                                                                                                                                                                                                                      | Column 4                                                                                   |
| PROVISION            | THING DELEGATED                                                                                    | DELEGATE                                                                                                                                                                                                                                                      | CONDITIONS & LIMITATIONS                                                                   |
| s 99A(4)             | Power to establish requirements for traffic management plan                                        | <p>Manager Engineering &amp; Building Services</p> <p>Coordinator Engineering Services &amp; Strategy</p> <p>Coordinator Development Engineering</p> <p>Team Leader Traffic &amp; Transportation Engineering</p>                                              | Where Council is the coordinating road authority under the <i>Road Management Act 2004</i> |
| s 99B(1)             | Power to issue permit to conduct non-road activity (including on conditions specified in s 99B(3)) | <p>Manager Engineering &amp; Building Services</p> <p>Coordinator Engineering Services &amp; Strategy</p> <p>Coordinator Development Engineering</p> <p>Team Leader Traffic &amp; Transportation Engineering</p> <p>Traffic &amp; Transportation Engineer</p> | Where Council is the coordinating road authority under the <i>Road Management Act 2004</i> |

| ROAD SAFETY ACT 1986 |                                                  |                                                                                                                                                                                                                                                               |                                                                                            |
|----------------------|--------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|
| Column 1             | Column 2                                         | Column 3                                                                                                                                                                                                                                                      | Column 4                                                                                   |
| PROVISION            | THING DELEGATED                                  | DELEGATE                                                                                                                                                                                                                                                      | CONDITIONS & LIMITATIONS                                                                   |
| s 99B(2)             | Power to authorise closure of highway to traffic | <p>Manager Engineering &amp; Building Services</p> <p>Coordinator Engineering Services &amp; Strategy</p> <p>Coordinator Development Engineering</p> <p>Team Leader Traffic &amp; Transportation Engineering</p> <p>Traffic &amp; Transportation Engineer</p> | Where Council is the coordinating road authority under the <i>Road Management Act 2004</i> |

| SUMMARY OFFENCES ACT 1966 |                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                       |                          |
|---------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Column 1                  | Column 2                                                                                                                                                                                                                             | Column 3                                                                                                                                                                                                                                                                              | Column 4                 |
| PROVISION                 | THING DELEGATED                                                                                                                                                                                                                      | DELEGATE                                                                                                                                                                                                                                                                              | CONDITIONS & LIMITATIONS |
| s 4                       | Power to give permission or consent to certain things                                                                                                                                                                                | Coordinator Engineering Services & Strategy<br>Coordinator Statutory Planning<br>Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services<br>Local Laws Officer<br>Litter & Illegal Dumping Prevention Officer<br>Litter & Illegal Dumping Prevention Officer |                          |
| s 6A(1)                   | Duty to consult with Victoria Police before granting an application for a permit for the use of Council land, a road closure or anything else that the Council believes will facilitate a public protest being held by the applicant | Coordinator Engineering Services & Strategy<br>Team Leader Traffic & Transportation Engineering<br>Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services                                                                                                   | Subject to s 6A(2)(b)    |
| s 50A(3)(a)               | Power to apply to Governor in Council for declaration that municipal district be a 'district' for purposes of s 50A offences                                                                                                         | Manager Statutory Planning                                                                                                                                                                                                                                                            |                          |

| s 50A(3)(b) | Power to apply to Governor in Council for revocation/variation of declaration under s 50A(3)(a) | Manager Statutory Planning |  |
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| ENVIRONMENT PROTECTION REGULATIONS 2021 |                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                          |
|-----------------------------------------|-----------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Column 1                                | Column 2                                                        | Column 3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Column 4                 |
| PROVISION                               | THING DELEGATED                                                 | DELEGATE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | CONDITIONS & LIMITATIONS |
| r 21(2)                                 | Power to require an applicant to provide additional information | <p>Manager Statutory Planning</p> <p>Coordinator Statutory Planning</p> <p>Team Leader Statutory Planning</p> <p>Senior Statutory Planner</p> <p>Statutory Planner</p> <p>Planning Compliance Officer</p> <p>Manager Engineering &amp; Building Services</p> <p>Coordinator Development Engineering</p> <p>Infrastructure Compliance Officer</p> <p>Manager Health, Local Laws &amp; Emergency Management</p> <p>Coordinator Community Health</p> <p>Team Leader Environmental Health</p> <p>Environmental Health Officer</p> |                          |

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| r 25 | Power to administer prescribed permit activities | <p>Manager Statutory Planning<br/>Coordinator Statutory Planning<br/>Team Leader Statutory Planning<br/>Senior Statutory Planner<br/>Statutory Planner<br/>Planning Compliance Officer<br/>Manager Engineering &amp; Building Services<br/>Coordinator Development Engineering<br/>Infrastructure Compliance Officer<br/>Manager Health, Local Laws &amp; Emergency Management<br/>Coordinator Community Health<br/>Team Leader Environmental Health<br/>Environmental Health Officer</p> |  |
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| r 33     | Duty to inspect on-site wastewater management system and power to issue a certificate approving the use of the system if satisfied that the system complies with the permit | Manager Statutory Planning<br>Coordinator Statutory Planning<br>Team Leader Statutory Planning<br>Senior Statutory Planner<br>Statutory Planner<br>Planning Compliance Officer<br>Manager Engineering & Building Services<br>Coordinator Development Engineering<br>Infrastructure Compliance Officer<br>Manager Health, Local Laws & Emergency Management<br>Coordinator Community Health<br>Team Leader Environmental Health<br>Environmental Health Officer |                                                      |
| r 100(1) | Duty to provide information                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                      |
| r 100(5) | Duty to provide a report under subregulation (1) within 3 months after the end of the financial year to which the report relates                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                      |
| r 161    | Function of receiving notification                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Note: this provision applies on or after 1 July 2022 |
| r 162(2) | Power to inspect records under subregulation 1                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                      |

|          |                                                                                                                    |  |  |
|----------|--------------------------------------------------------------------------------------------------------------------|--|--|
| r 171    | Power to take proceedings for specified offences relating to on-site wastewater management systems                 |  |  |
| r 215    | Power to (a) waive the fee, in whole or parts; or (b) refund the fee paid, in whole or part                        |  |  |
| r 220(2) | Duty to give a person a reasonable opportunity to provide further information in order to decide a new application |  |  |

| INFRINGEMENTS REGULATIONS 2016 |                                                       |                                                           |                          |
|--------------------------------|-------------------------------------------------------|-----------------------------------------------------------|--------------------------|
| Column 1                       | Column 2                                              | Column 3                                                  | Column 4                 |
| PROVISION                      | THING DELEGATED                                       | DELEGATE                                                  | CONDITIONS & LIMITATIONS |
| r 8                            | Duty to report listed information to Attorney-General | Coordinator Local Laws Prosecutions and Appeals Officer . |                          |

| ROAD SAFETY ROAD RULES 2017 |                                                                                                                         |                                                                                                                                                                                                  |                          |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Column 1                    | Column 2                                                                                                                | Column 3                                                                                                                                                                                         | Column 4                 |
| PROVISION                   | THING DELEGATED                                                                                                         | DELEGATE                                                                                                                                                                                         | CONDITIONS & LIMITATIONS |
| r 200(2)                    | Power to permit drivers of heavy and long vehicles to stop on roads in a built-up area for longer than 1 hour           | Manager Engineering & Building Services<br>Manager Operations<br>Coordinator Engineering Services & Strategy<br>Coordinator Local Laws<br>Team Leader Local Laws<br>Team Leader Parking Services |                          |
| r 244C                      | Function of consulting with the Head, Transport for Victoria regarding specification of a route or area under r 244C(1) | Manager Engineering & Building Services                                                                                                                                                          |                          |

| ROAD SAFETY ROAD RULES 2017 |                                                                          |                                                                                                                                                                                                                                                                                                                      |
|-----------------------------|--------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| r 289(1)(d)                 | Power to prohibit drivers riding bicycles or animals on the nature strip | <p>Manager Engineering &amp; Building Services</p> <p>Manager Operations</p> <p>Coordinator Engineering Services &amp; Strategy</p> <p>Coordinator Local Laws</p> <p>Team Leader Local Laws</p> <p>Team Leader Parking Services</p> <p>Local Laws Officer</p> <p>Litter &amp; Illegal Dumping Prevention Officer</p> |

| ROAD SAFETY (GENERAL) REGULATIONS 2019 |                                                  |                                                                                                                 |                          |
|----------------------------------------|--------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|--------------------------|
| Column 1                               | Column 2                                         | Column 3                                                                                                        | Column 4                 |
| PROVISION                              | THING DELEGATED                                  | DELEGATE                                                                                                        | CONDITIONS & LIMITATIONS |
| r 79(1)(b)                             | Power to authorise staff member to file a charge | Manager Health, Local Laws & Emergency Management<br>Coordinator Local Laws<br>Prosecutions and Appeals Officer |                          |

| ROAD SAFETY (VEHICLES) REGULATIONS 2022 |                                                                              |                                                                   |                          |
|-----------------------------------------|------------------------------------------------------------------------------|-------------------------------------------------------------------|--------------------------|
| Column 1                                | Column 2                                                                     | Column 3                                                          | Column 4                 |
| PROVISION                               | THING DELEGATED                                                              | DELEGATE                                                          | CONDITIONS & LIMITATIONS |
| r 122(3)                                | Power to enter into an agreement with Secretary to provide extracts for fees | Manager Engineering & Building Services<br>Coordinator Local Laws |                          |

